

**GOVERNING BODY WORKSHOP AGENDA
ROELAND PARK**

**Roeland Park City Hall 4600 W 51st Street, Roeland Park, KS 66205
Tuesday, September 4, 2018 6:00 PM**

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| <ul style="list-style-type: none">• Mike Kelly, Mayor• Becky Fast, Council Member• Jennifer Hill, Council Member• Tim Janssen, Council Member | <ul style="list-style-type: none">• Jim Kelly, Council Member• Tom Madigan, Council Member• Claudia McCormack, Council Member• Michael Poppa, Council Member• Erin Thompson, Council Member | <ul style="list-style-type: none">• Keith Moody, City Administrator• Jennifer Jones-Lacy, Asst. Admin.• Kelley Bohon, City Clerk• John Morris, Police Chief• Jose Leon, Public Works Director |
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Admin

Kelly
Madigan

Finance

Thompson
Fast

Safety

McCormack
Janssen

Public Works

Poppa
Hill

I. APPROVAL OF MINUTES

A. August 6, 2018

II. DISCUSSION ITEMS:

1. Recreational Vehicle, Boat Parking on Driveway
2. R Park Arboretum Grant Award
3. Direction Concerning the Allowance of Filming on Public Land
4. Discuss Island/Right of Way Adoption Program
5. Review City Administrator Evaluation Process
6. Review Monthly Communications Report
7. New Website Design Review
8. July Financials
9. Discuss New City Logo Options for Council Chambers
10. Reaffirm Support of Planning Sustainable Places Grant Funded Analysis
11. Discussion Concerning the Electric Vehicle Charging Station

III. NON-ACTION ITEMS:

IV. ADJOURN

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

Below are the Procedural Rules of the Committee

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

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

shortened by the Chair so that the number of persons wishing to speak may be accommodated within the time available.

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

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

Date:

Committee/Department:

Item Type:

Details:

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Description

Type

Cover Memo

GOVERNING BODY WORKSHOP AGENDA
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, August 6, 2018, 6:00 P.M.

- Mike Kelly, Mayor
- Becky Fast, Council Member
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CMBR Poppa called the meeting to order. CMBR Thompson was absent.

I. MINUTES

A. June 18, 2018
July 22, 2018

The minutes were approved and the Councilmembers' names were corrected to reflect which committee they are on.

II. DISCUSSION ITEMS

1. Review Scope of 51st and Cedar CARS Project

Public Works Director Leon reviewed the 2019 CARS Project, which encompasses 50th Terrace from Roe to Cedar and Cedar from 50th Terrace to 51st Street. 50th Terrace will receive a base repair and there will also be spot curb, gutter and sidewalk repairs as well as placement of inlet tops. Mr. Leon made a request to remove the median at 50th Terrace and Cedar on what was previously a one-way street.

CMBR Fast said making that a two-way street with a median is one of the issues she ran on for election. Many residents in her neighborhood felt they had to go a long way around the neighborhood because previous engineering studies said that it did not allow for a two-way street. When she got on the Council she worked with staff and an engineering firm who redid the study and found that with the slope of the street they could have a two-way.

Public Works Director Leon said the City agreed to convert it to a two-street in 2012 as a change order in the 2012 CARS project. They have received a number of complaints regarding the turning movement with the median in place and the only item change is to remove the median.

CMBR McCormack asked if it was discussed that when removing the stop light behind CVS and removing the median it would create a truck route for deliveries behind Walmart and CVS.

City Administrator Moody said one of the reasons for removing the island is to allow trucks to make their way to Roe Boulevard and have a protected left turn onto northbound Roe Boulevard.

CMBR Hill expressed concerns about the increased traffic and had safety concerns for individuals driving in that area. She also asked about the cost of removing the median.

Public Works Director Leon said the removal cost is minimal and CARS will pay for 50 percent of the construction.

CMBR Madigan asked if Walmart has agreed to use this new truck route. Public Works Director Leon said he has not heard back from Walmart. Mr. Madigan then said he would like to wait on making this a truck route until they have heard that Walmart would even use it.

Mayor Kelly said he would like for Mr. Leon to continue to reach out to Walmart whether they have concerns about opening a possible S-curve onto Cedar.

CMBR Fast would like to hold off on a decision to remove the median. They have not been able to have any discussions with their ward and it was those citizens that wanted the median. They also want the walkability and to be able to slow down the traffic. Even though it is not a heavy residential section, people walk from the library, the church and other places in the area. In colder weather, the water rushes down the street and gets icy and people will start racing through that.

After further discussion, it was agreed to continue with the project with the county match, but will discuss further the removal of the median after City staff has met with Walmart.

2. Review Birch Street Mill and Overlay/Sidewalk Addition Project Plans

This project is going out to bid with the inclusion of sidewalk construction. The City has 11 of the needed 16 easements, but believe they can construct around properties for which they do not have those easements. Those that have granted temporary easements will have more of a transition from the new sidewalk to their driveway. Those that have not granted easements will also get new sidewalks, but no driveway transitions will be made. The sidewalk will be along the east side of Birch Street from 58th Street to Roeland Drive and will include a new ADA ramps for each intersection.

The project also encompasses a complete mill and overlay of the streets with some spot base repair.

Mayor Kelly commended Public Works Director Leon for going above and beyond to reach out to residents to obtain those easements.

CMBR Poppa asked Mr. Leon to address stormwater in the area. Public Works Director Leon said there is no City stormwater underneath any of the street or sidewalk that's proposed to be constructed. There are some WaterOne lines out there but the City does not maintain those.

CMBR Madigan said he received several e-mails from residents who did not want the sidewalk. He added Mr. Leon, after speaking with several residents, was able to convert them on the project. CMBR Madigan said Mr. Leon should be the front person for the City anytime they need to get something done and commended him for doing a good job.

3. Final Development Plan and Rezoning Request for 5000 Johnson Drive

Ms. Jones-Lacy provided a preview of the final development plan and rezoning request. The applicant has submitted a request to rezone Office Building District to Mixed Use Development (MXD), which is a planned district and requires the submission of a final development plan. This went before the Planning Commission on July 17 and they essentially approved the plan with the following recommended changes and additions:

- Add a bike rack with one bike space for every 10 spots, or a total of three bike spaces.
- Resurface the parking lot;
- Add wheel stops to the three northeast parking spots that abut the fence to north of the property;

- Move the curb line behind the trash enclosure to align with the trash enclosure;
- Encourage a pedestrian path from the sidewalk to the front entrance of the building;
- Encourage the alignment of the curb on the north side of the parking lot to be parallel to the building line, which would increase the buffer area between the parking and neighbor to the north.

Staff made further recommendations and met with Mayor Kelly and the applicant to have the plan more in line with the zoning guidelines.

When the item does come before Council, they will have the option of accepting the Planning Commission's recommendation as-is, rejecting, specifying their reasons for denial, and sending it back to the Planning Commission, or they can modify the Planning Commission's recommendation with three-fourths majority vote, or they can reject the proposal outright.

Ms. Jones-Lacy said there will be some exterior re-facing but they will not be tearing the building down.

CMBR Fast noted the windows have changed. Ms. Jones-Lacy said they have tried to make aesthetic improvements to make the property more attractive, but are keeping the brick.

CMBR Madigan asked about the sidewalk and Ms. Jones-Lacy said the plan is to have it connect on the other side of Ash and that it also requires a curb cut.

CMBR Kelly asked if they looked at the traffic light in the roadway. One of his biggest concerns was the ADA entrance in the back, especially for Pride Cleaners and the ability to get to the business portion of the building. He also recommended removing the trees on the east side of the parking lot as they are mostly dead.

Kathleen Warman with Warman Architects for 5000 Johnson addressed the Governing Body. She said the current Parking is very tight and it has always been a part of the plan to remove the asphalt curbing, re-pave and put in concrete curbing to improve the lot. Along the north property line they will install the new curb parallel to the building, which will pull the parking away from the neighbor's fence and allow the developer to put in more landscaping and prevent the need for wheel stops.

The sidewalk along Johnson Drive will be turned and popped up so that the curb ramp comes out at the intersection. The windows on the building will remain the same. The brick will remain and will be cleaned. They will also cover the outside condenser units with a 6-foot tall green screen.

Currently the building does not meet ADA requirements and it is also not practical to put a ramp out front. Pride Cleaners has a drive-up window to assist those client. They all have an obligation to make the building accessible for customers and anyone who might work at these businesses.

CMBR Hill said she was at the Planning Commission meeting and it is exciting to see development happening here. She echoed CMBR Kelly's concerns about the standards on Johnson Drive and would like to see a noise barrier wall as part of the requirements.

Ms. Warman said there is a mature stand of conifers between the parking lot and the neighbor's property. She added that these are not businesses that are going to have loud noises or be open at night.

CMBR Hill did say she would like to see a universal noise barrier wall along the properties as they are developed.

Ms. Jones-Lacy said the space is for retail and recommended with a secondary tenant on the west side that would also be either retail or office. She reviewed part of the non-conforming items in the MXD as listed in the staff report.

CMBR Hill asked if the tenants were open at this point and asked about the coffee shop idea. Ms. Jones-Lacy said they have had conversations with a potential operator of a coffee shop for the first floor.

CMBR Madigan asked if the meeting with staff and the Mayor was held before or after the Planning Commission meeting. Ms. Jones-Lacy said they met with the applicant at a pre-application meeting prior to going to the Planning Commission.

There was also a brief discussion of a monument sign at the project site.

CMBR Hill said she commented at the Planning Commission meeting that it would be a benefit to the community to bring in career type jobs in the upper space. Because it is a remodel and not a tear-down, it eliminates the requirement for one-percent art, but she would like to see that incorporated or something added that fits in with the City's image.

CMBR Poppa also said a sound-proofing barrier discussion would come later during the revision of the 2019 comprehensive plan. CMBR Hill did ask for a cost of a noise barrier.

City Administrator Moody said the purpose of this plan review is to create a site that is as compatible as possible to the neighborhood.

Ms. Warman said she would need more specification on what type of barrier they are thinking about, but to keep in mind that the businesses would be operating from 7 a.m. to 7 p.m.

After a brief discussion, there was not a majority consensus to continue discussions of the sound barrier as requested by CMBRS Hill and Kelly.

As part of its recommendation, the Planning Commission wanted the sidewalk on Ash as part of the Capital Improvement Plan. There was consent to discuss this at the next Council meeting along with eliminating the monument sign.

There was not a majority consensus, with only support of CMBRS Poppa, Hill and McCormack, to continue discussions of a one percent for art option

CMBR Poppa thanked Ms. Warman for her participation at the meeting.

4. Review RFP for Public Information Officer Services

Beth Pauley, City Management Intern, asked for a recommendation to place on the Council agenda for approval of an RFP for the Public Information Officer. This budgeted item, if approved, will be released on August 21st and the position would start in 2019. This will give them adequate time to review proposals and applications.

There was consensus to place this item on the next Consent Agenda for approval.

5. Review Media Policy

Ms. Holly said this item is back before the Governing Body and is a continuation of their previous discussion and reflects changes based on their feedback. In researching the item further, Ms. Pauley said that Overland Park and Merriam were the Johnson County communities that gave them the most thorough responses. Changes include providing definitions of an official spokesperson for the City and media. An official spokesperson is to be an individual who speaks on behalf of the City of Roeland Park, in this case, that would be the City Administrator or their designee. Media is defined as outlets that seek to reach or influence people widely through the use of communications via radio, television, newspapers, magazine and the internet. The language also ensured that the

policy is differentiating between acting as spokesperson for the City and acting as a Governing Body member offering their personal thoughts or opinions.

CMBR Madigan questioned the need for the policy. He spoke specifically to City Municipal Code Chapter 1, Section 1-31, sub item (13) and press releases where it states the City Administrator, in conjunction with the Mayor, will be responsible for keeping the public informed and the purposes and methods of the City government through all available news media. Having all media inquiries on behalf of the City sent to the Mayor's office seems counterproductive and should be to the City Administrator.

Ms. Jones-Lacy added the idea is to work in conjunction with the Mayor.

CMBR Fast would be in favor of making the change proposed by CMBR Madigan as the City Administrator works for all of them.

CMBR McCormack said the Mayor's position is an elected respected position and would like to see him working together with the City Administrator.

CMBR Fast said it feels as though the Mayor is trying to micro-manage staff and did not understand his motive on this.

Mayor Kelly said this item was staff driven for when staff gets a request for a news interview what is the process. It is necessary to create a city policy or a draft policy about media, how the requests are handled and how to make sure they have a united official City statement. Mayor Kelly said he feels that he has been deferential to the rest of the Council if a requests comes in and would a Councilmember be the one to handle it. He is not trying to get more press for himself or raise his profile and stated he did not appreciate that inference. He added that if specific residents have concerns, they are welcome to contact him.

CMBR Poppa asked for clarification of the phrase, "Provide information for distribution and provide background information."

Ms. Jones-Lacy said an example would be if a City employee were asked for specific information they would not disseminate information without asking senior staff first.

CMBR Poppa asked if the City Administrator must always be informed of media spotlights and inquiries. Ms. Jones-Lacy said it is intended for City staff and the Governing Body. CMBR Poppa requested to add language in those requests that it would be for an official City position.

Mayor Kelly made a proposal to put in that media inquiries will first be sent to the City Administrator. There was complete consensus on that issue.

This item will be discussed further at New Business at next Council meeting.

6. Discuss New City Logo Options for Council Chambers

Price estimates were presented by staff who asked for Governing Body approval before moving ahead with the details.

CMBR Fast said she would like for this item to go to the Arts Committee. She said the current logo at the dais is an artistic rendering and fits with their new logo.

CMBR McCormack also agreed it fit in with their current brand.

CMBR Poppa said it is off-brand and is pulled directly from the old logo. He agreed they need to update the logo to reflect their new brand. He added that they spent almost two years on the branding process and it should be updated.

Mayor Kelly agreed that they went through a long process of designing and they should incorporate and use their logo. He acknowledged the current piece is attractive, but it is a representation of the old logo.

CMBR Janssen stated they need continuity across all platforms.

There was a majority consensus to move forward with updating the logo. Options 1 and 3 received the most votes and City Administrator Moody said they had enough information to render more brushed aluminum concepts for consideration as well as pricing.

CMBR Fast again stated she would like to see the Arts Committee involved. There was not a majority consensus to include the Arts Committee.

7. Review 2nd Quarter Crime Statistics

Police Chief Morris reviewed the statistics in the packet for the time period of April through June. In that time there were 189 total events with 74 arrests, 18 accidents, 690 citations and 127 warnings. He further broke down the statistics by area.

8. Review Performance Results of Business District Crime Prevention Initiative

Chief Morris addressed the impact of the Crime Prevention Initiative they conducted from January 1 through June 30 aimed at reducing the number of incidents in the City's business district. Their presence reduced the number of incidents by 24.5 percent compared to 2017. They hope to do the program again next year and will be asking for business funding to help support the initiative.

The department is also participating in DDACTS (Data Driven Approach to Crime and Traffic Safety) enforcement. They are finding out that being visible in the community, on foot patrol, or out driving it is making a difference. His officers are able to spend more time out doing crime prevention measures rather than spending their time filling out reports.

The Governing Body asked about the crime prevention initiative for next year. Chief Morris said some of the retailers put them in a difficult spot in that they each have a different corporate policy on crime prevention. Some offenses the Police Department considers as theft, the retailers do not actually report, so their statistics are different and it also makes it more difficult to prosecute offenders.

City Administrator Moody said he would like to have a sit-down with the businesses that were part of the group to go over the data and see if they saw any material decline in property value loss during this period.

9. K-9 Update

Sgt. Honas and Rango have completed their basic K-9 training academy. Rango passed with flying colors and is now certified. Chief Morris said he is a great addition to the force and thanked everyone for their support and contributions.

10. Discuss Replacing Radar Speed Sign with Radar Speed Trailer Unit

Police Chief Morris made a PowerPoint presentation seeking approval to replace their radar speed sign with a trailer unit. After trading in the current unit and with incentives and discounts the cost to the City will be \$5,395. Chief

requested to use the \$5,000 set aside for radars in the CIP and the remaining \$395 would come from the Special Law Enforcement Fund.

There was majority consensus to place this on the Consent Agenda at the next City Council meeting.

11. Review June Financial Report

Ms. Jones-Lacy reported they have collected a vast majority of their property taxes for the year. The July financials will reflect the adopted mid-year projections. Sales and use tax is 4 percent higher than last year and is attributed to receipt of the county courthouse sales tax. Franchise fees are 11.3 percent higher and court fines are up 11.4 percent over the year. The Police Department is fully staffed and all personnel are on active duty, which has not be the case for quite a while. Revenue in the General Fund is up 8 percent over this time from last year. Licenses and permits continue to be down as a result of a 27 percent decrease in building permit revenue. However, there has been a lot of reinvestment in existing homes in the community and that is a good sign. Expenses are up as they have processed \$246,000 in budget transfers from the General Fund to other funds.

The City's investments continue to do well. Year-to-date they have received \$71,609 in interest revenues and after fees are netting about \$62,127. Ms. Jones-Lacy briefly reviewed individual funds as listed in the staff report.

12. Review Monthly Communications Report

City Clerk Bohon reported that the new City website has gone live. She showed the top ten sites most visited and added that they have picked up new Twitter and Constant Contact followers.

CMBR Fast asked about the photos on the home page and the placement of the City's logo. She would also would like to see the link to Councilmembers' emails on their names and not their faces. City Clerk Bohon said she would look into that.

CMBR Fast also asked about there being a page to submit community photos. City Administrator Moody said they are always looking for pictures and it is difficult to source good background pictures.

Ms. Jones-Lacy said they requested photos from the community before and a lot of the specs didn't work.

CMBR Madigan recommended putting Rango on the Police page.

City Clerk Bohon said if they see something on the site or have any ideas or pictures to e-mail her.

13. Committee Appointments

There was majority consensus to add the Consent Agenda the appointments of David Avery to the Arts Committee and David Smith to the Sustainability Committee.

III. NON-ACTION ITEMS

Ms. Jones-Lacy said the Council retreat is scheduled for next Monday at 6 p.m. She requested that everyone be at Brio on the Plaza by 5:30 to get seated and order their dinner.

IV. ADJOURN

CMBR Poppa adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned)

Item Number: DISCUSSION ITEMS- II.-1.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/31/2018
Submitted By: Wade Holtkamp
Committee/Department: Neighborhood Services
Title: **Recreational Vehicle, Boat Parking on Driveway**
Item Type: Discussion

Recommendation:

Staff recommendations

Recreational Vehicles/Boats in Driveways

Based on a comparison of our City Code with neighboring cities, we offer the least restrictions. Staff recommends the time period allowed to park a recreational vehicle in a driveway be restricted to 7 days per 30 day period. The previous ordinance allowed citizens to park a boat in a driveway for 72 hours consecutively and then once the boat is moved the clock is reset. Conceivably, a boat could be parked in a citizen's driveway for the entire month. This change will allow citizens to store boats in their driveways for up to 7 days per 30 day period.

On-Street Parking in Residential Districts (14-214)

Staff recommends the Governing Body consider including a restriction for parking trailers, boats on trailers and other non-motorized items on a residential street. Currently there is no restriction on a resident parking a work truck or trailer on a residential street and they can do so for an unlimited amount of time.

Special RV Permits

Staff recommends we allow visitors to park their RVs in driveways for up to 7 days, not to exceed two times a year. Applications for waivers will be available at City Hall and approved by the City Administrator or their designee.

All items impacting Chapter 16 will need to go before the Planning Commission for a recommendation to City Council prior to being approved via ordinance. Staff

recommends sending all items to the Planning Commission for review as even the items outside of the zoning code are interrelated.

Details:

Recreational Vehicles/Boats in Driveways

In August 2017, staff received a report from citizens on 58th Street stating that a neighbor was storing his approx. 17 foot bass fishing boat in his driveway. The resident was leaving the boat parked full time in the driveway. Staff contacted the neighbor and informed him of the violation. Per City Code a boat can be parked in a driveway for up to 72 hours at a time for the purpose of loading and unloading. A driveway should not serve as a long term storage area for boats. After staff made contact, the neighbor removed the boat and made arrangements to store the boat in an offsite storage facility.

In May 2018, citizens on the same street contacted staff and reported that this same neighbor began storing his fishing boat again in his driveway. Reports indicated that he was exceeding the 72 hour threshold by 1-3 days. Staff contacted the neighbor and performed surveillance and started the countdown at time of witness. By the 72 hour mark, the neighbor had already moved the boat, which is why a new codes case was not opened this year.

Due to the boat being in the neighbor's driveway, staff was informed by the citizens of 58th street that his other three non-recreational vehicles were being parked on the street creating a driving hazard. The citizens of 58th street created a petition for City Council to review the current ordinance (attached) regarding recreational vehicles parked in driveways.

Sec. 16-613. - Accessory Uses and Structures; Development and Performance Standards.

(g) Outside storage and use of equipment, material or vehicles.

(1) Where permitted in residential districts, storage of not more than one of the following is permitted: a boat, a camping trailer, a pickup camper, a motor home, a recreational vehicle or a hauling trailer. Storage shall not occur in the front yard or the side or rear yard between the house and the street (see definition for "Front Yard"). On corner lots where the house is built diagonally across the corner, storage of these items shall not pass the front corner of the house structure on this or the adjacent lot whichever is more restrictive. Storage areas are not required to be paved. These items may be parked in the customary driveway for purposes of loading or unloading or trip preparation for a period of time not to exceed 72 hours during which these items are being loaded or unloaded.

(2) Except as may be otherwise provided in Chapter V or VII of the City Code, no other equipment, material or vehicle, other than operable passenger vehicles or motorcycles, shall be stored for more than 24 hours in a 30-day period in a residential district.

Currently, citizens are allowed to park their recreational vehicles in their driveway for up to 72 hours at a time and on the street 24 hours in a 30-day period. There is no limit on how many 72 hour periods are allowed during a month or calendar year. Staff performed the following review of neighboring cities to understand their ordinances regarding recreational vehicles parked in

driveways.

City	Overview of Recreational Vehicles in Driveways Ordinance	
Mission, KS	(1) 48-hour occurrence per month by permit.	Most Restrictive
Fairway, KS	(12) 48-hour occurrences per year.	
Overland Park, KS	(2) 48-hour occurrences during any 30-day period.	
Prairie Village, KS	(7) days in a 30-day period.	
Merriam, KS	(4) separate, 72-hour nonconsecutive occurrences during any 30-day period.	
Roeland Park, KS	Unlimited 72-hour occurrences	Least Restrictive

On Street Parking of Non-Motorized Items

Sec. 14-214(a) includes restrictions on parking of certain items (such as RVs, trailers, boats, etc) on a residential lots in areas fronting a public street for more than 72 hours. 14-214(b-c) states that oversized motor vehicles cannot be parked on residential streets. However, neither section addresses non-motorized vehicles such as a work trailer or a boat on a trailer that is less than 28 feet in length or less than 18,000 pounds being parked on the street. As it currently stands, a resident can park their work trailer or smaller nonmotorized boat or boat on a trailer on a residential street indefinitely. Staff recommends considering a restriction for parking these items on the street not to exceed so many days in a 30 day period.

Sec. 14-214. - Parking in Residential Areas.

(a) Except as otherwise provided in subsection (d) of this section, and subject to the additional restrictions contained in subsection (b) of this section, no person shall park, stand or store a trailer; semitrailer, boat, bus, camper, recreational vehicle, mobile home (self-propelled or otherwise), truck, tractor, or other type of wheeled vehicle, other than passenger cars, motorcycles, bicycles, children's toys, garden carts and lawn equipment on any lot zoned for residential use to the street on which the property fronts than the established building line or lines on the lot for more than 72 hours.

(b) Except as otherwise provided in subsection (d) of this section, no person shall park, stand or store any oversized motor vehicle in an area zoned for residential use except in an enclosed building or garage. For purposes of this section, oversized motor vehicle means any of the following: any motor vehicle exceeding 28 feet in length; any motor vehicle with a licensed gross weight exceeding 18,000 pounds; or any motor vehicle with a chassis rated by the manufacturer as heavier than one ton.

(c) Except as otherwise provided in subsection (d) of this section, in areas zoned for

residential use where on-street parking is otherwise permitted, no person shall park, stand or store on the street any motor vehicle which exceeds 7½ feet in width at its widest point.

(d) Exceptions to the provisions of this section may be authorized by a permit issued by the police department where such exceptions will not endanger the public safety or welfare of the residents of the area or motorists on the street. No such permit shall be granted for a period exceeding seven days.

Special RV Permits

Staff has received requests in the past from citizens requesting a waiver for a visiting relative/friend to park their RV in the citizen's driveway during the duration of the visitor's stay. Staff recommends we allow non-property owners to park their RVs in driveways for up to 7 days, not to exceed two times a year. Applications for waivers will be available at City Hall and approved the City Administrator or their designee. Section 14-214(d) states that exceptions to the provisions above can be authorized via permit from the police department. However, the Police Department does not regulate items in residential driveways and we have no such permit available currently. This would put the request for parking in driveways in the hands of administration and code enforcement and would be consistent with current regulation practices.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
 Petition	Exhibit

We undersigned neighbors on W. 58th Street will appreciate the Council's consideration of tightening the City codes for parking boats and recreational vehicles in driveways so that the Roeland Park Code Enforcement Officer is able to enforce the code.

Some of us neighbors have met with Wade Holtkamp and have discussed two other neighboring cities' ordinances. We favor Overland Park's code which allows for parking recreational vehicles in the driveway "2 times in a 30 day period, for no more than 48 hours at a time."

We neighbors think that Prairie Village's ordinance of allowing recreational vehicles to be parked in a driveway for 7 days within a 30 day period is too lax. It could allow a boat/trailer to be parked in a driveway for 84 days out of a year. And if the 7 days ending in one month went back-to-back with 7 days beginning the next month, someone could park their boat in their drive for 14 days in a row.

We think this allows for excessive recreational vehicle parking in suburban neighborhoods.

Ardie & Gretchen Davis, 5206 W. 58th Street
Kevin White, 5223 W. 58th Street
George & Loretta Reising, 5200 W. 58th Street
Elise Gunter, 5112 W. 58th Street
Tom & Judy Hyde, 5113 W. 58th Street
Nancy Johnston, 5121 W. 58th Street
Kelsey Ridgway, 5117 W. 58th Street
Rob Poste, 5224 W 58th Street
Faira Craft, 5312 W. 58th Street
Linda & Mike Donnelly, 5207 W. 58th Street
Sasha & Logan Smith, 5213 W. 58th Street
Shirley Smart, 5800 W. 58th Street

Item Number: DISCUSSION ITEMS- II.-2.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/31/2018
Submitted By: Jose Leon, Director of Public Works
Committee/Department: Public Works
Title: **R Park Arboretum Grant Award**
Item Type: Presentation

Recommendation:

Staff recommends for Council to approve the R Park Tree Arboretum planting plan.

Details:

In 2017, the Kansas Forest Service applied for a grant to plant arboretums in Roeland Park, Westwood, Fairway, Overland Park, and other surrounding communities. Council directed staff to provide a letter of support, see attachments. The City's estimated in-kind match for this effort is \$25,000.00. The estimate is made of staff time for meetings, maintenance, and care of the arboretum made up over two consecutive years.

Sarah Crowder with Heartland Tree Alliance has been working with staff to develop a planting plan and signs for R Park. We have presented the information to the Park's Committee and they are recommending the planting plan as shown this evening. In all, there will be 20 trees planted at R Park in October of 2018. The trees will line the east edge and south edge of R Park. Each tree will be different in species.

Considering the amount of tree's planted in R Park since 2015, staff also recommends the City not plant any further tree's in R Park to allow these trees to grow and mature.



How does item relate to Strategic Plan?

Enhance green space appearance and beauty of our City parks.

How does item benefit Community for all Ages?

Provide shade for all users of the park.

ATTACHMENTS:

Description		Type
	Letter of Support - 2017	Cover Memo
	R Park Tree Planting Presentation	Backup Material



City of Roeland Park

Jose M. Leon Jr.
Director of Public Works
4600 W 51st Street
Roeland Park, Kansas 66205

August 24, 2017

Larry Biles
Kansas State Forester
2610 Claflin Road
Manhattan, KS 66502-2798

RE: LETTER OF SUPPORT FOR ROELAND PARK ARBORETUM

Dear Mr. Larry Biles

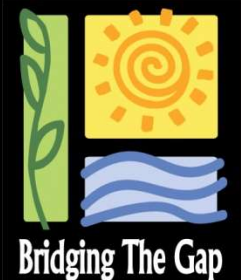
It is with great pleasure that I write to you this letter of support for the Utilizing Community-Based Program to Combat Canopy Loss in Metro Kansas City Grant. As we understand, Roeland Park has been selected as a potential participant in this grant with the planting of a 20 tree arboretum. In 2014 Roeland Park lost over 40 Ash Trees due to the Emerald Ash Borer which was found in several of our park trees. Because of this Roeland Park has tried to identify ways to replant the loss of those 40 plus mature trees. We realize an effort to gain back our canopy takes years but we are excited at the possibly to work with your organization to replant 20 trees in our City.

We estimate that our in-kind match for this effort will be \$25,000. This cost is calculated by Supply Costs, Equipment Costs, Fuel and Water Costs, and Personnel Costs.

Please let me know if you have questions regarding any of these items. I would be happy to meet and discuss any of this with you.

Regards,

City of Roeland Park, Kansas
Director of Public Works



Heartland Tree Alliance



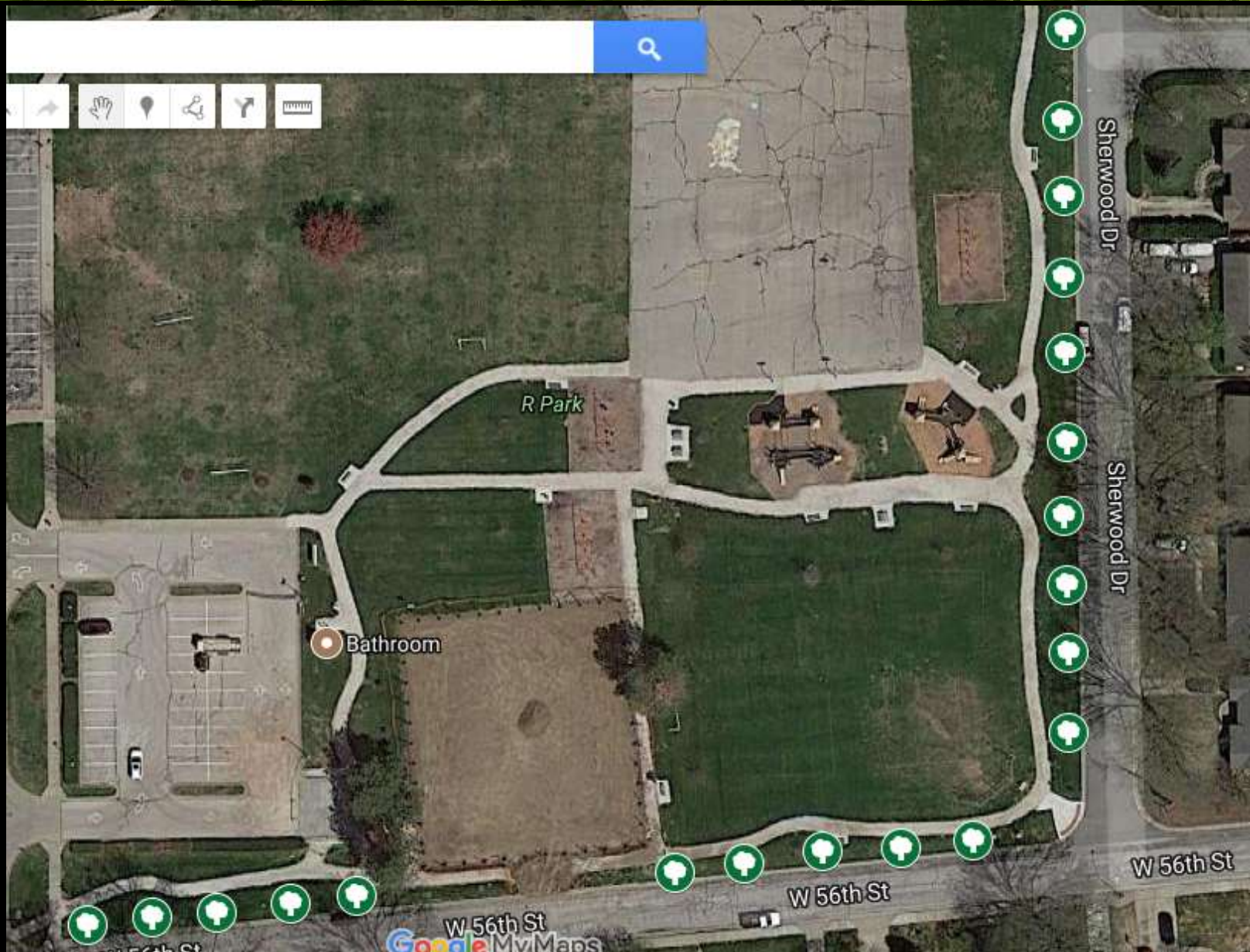
The Heartland Tree Alliance works in partnership with citizens, green industry professionals, and local governments to engage people of the greater Kansas City region to take action and advocate for a healthy community forest.



R Park Arboretum

- Funded by the US Forest Service & Kansas Forest Service
- Grant period 2018-2020
- 20, 1" caliper trees
- Signage to match existing
- Installed by HTA volunteers on October 23rd

R Park Arboretum



R Park Arboretum



This project funded by the Kansas
Forest Service via the USDA Forest
Service Landscape Scale
Restoration Competitive Grant
Program. Trees planted by
dedicated volunteers of Heartland
Tree Alliance

R Park Arboretum



autumn brilliance
serviceberry



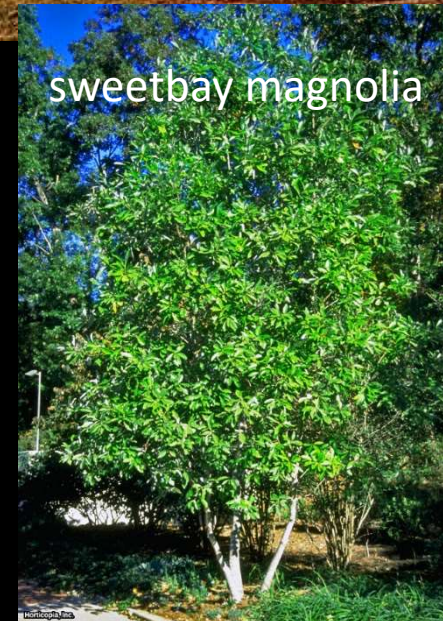
sugar maple



hackberry



Ohio buckeye



sweetbay magnolia

R Park Arboretum



American sycamore



red jewel crabapple



chinkapin oak



shumard oak



Perkins pink
yellowwood

R Park Arboretum



columnar
tulip tree



Texas red oak



royal raindrop
crabapple



American
hornbeam



green vase
zelkova

R Park Arboretum



Princeton elm



frontier elm



European
hornbeam



golden rain tree



bur x white oak



Sarah Crowder
Heartland Tree Alliance
sarah.crowder@bridgingthegap.org

Item Number: DISCUSSION ITEMS- II.-3.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date:	9/4/2018
Submitted By:	Jennifer Jones-Lacy, Asst. City Administrator/Finance Director
Committee/Department:	Admin
Title:	Direction Concerning the Allowance of Filming on Public Land
Item Type:	Discussion

Recommendation:

To review a possible permit process and policy for filming on public property within the City of Roeland Park. To allow the current request to be allowed pending an application and notification of neighbors.

Details:

Staff received a call last week from a former resident who wants to shoot an indie film in R Park for three days in March. He inquired about applying for a permit. Since this is the first time we have received this request to my knowledge, we have no permit process in place. The purpose of this report is to determine:

1. If this Governing Body wants to establish a permit process and policy associated with filming for commercial purposes on public grounds;
2. What parameters you would like to establish to allow such activities to take place, such as allowable hours, notifying neighbors, etc.

To help guide this discussion, applications and policies from other communities that have these permits in place are attached. JCPRD also has a permit process where they charge \$60/hour for residents and \$80/hour for nonresidents for commercial photography and filming. They do not have a formal application but just require a letter explaining the use. Also attached is a draft application for Roeland Park. If the Council would like to create a process, staff recommends the following be included:

- Notification of neighbors: If the filming is set to take place in a public setting such as a park or

a City sidewalk where residents who live within 100 feet of the setting could be disturbed, they must be notified via mail.

- Permit fee: A fee (\$100) should be established to cover the cost of mailings and associated staff time.
- Time Limit: The fee should cover up to five days with any additional time requiring another fee and permission from the City Administrator or a designee.
- Insurance: State in the application that the City may require general liability insurance if the nature of the filming requires it. This should be determined on a case-by-case basis.
- The applicant will need to get waivers from any park user or bystander who will be used in the filming process.

The current request aims to film in the evening with a crew of 10-12 people for three nights in March. They would like to shoot between the hours of 8 p.m. and midnight two of the nights and start at 6 p.m. going until midnight on one of the days to attain some daylight. This would require the operation of lights, generators, and possible noise until midnight. However, no amplification will be necessary. David Harris, the person requesting the permit will be at the meeting to answer any questions you may have.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
❏ Draft Film Permit Application for RP	Exhibit
❏ Overland Park Filming Policy	Exhibit
❏ Kansas City Parks and Recreation Application	Exhibit
❏ JCPRD - Special Use Policy (includes filming)	Exhibit
❏ Mission Hills Application/Policy	Exhibit



Video/Film Permit Application

A permit is required for commercial/promotional filming on public land in Roeland Park. If the filming is part of an official City event or sanctioned by the City, no permit is required. If you are shooting for personal use, you do not need a permit. You will need a permit if your shooting will impact others and/or the environment, if you are using the public space in a different way than it is intended (such as for a studio, or set), if you are shooting with a drone, or you are filming for commercial purposes after park hours of dawn until dusk.

Please complete the following application. An application fee of \$100 will be required prior to approval. If additional staff time is requested, such as police presence, the applicant will be charged for staff time associated with their use. Permits are good for five days. Any request beyond that will require an additional fee and permission from the City Administrator or a designee. If the filming takes place within 100 feet of residential properties, City staff will notify those residents. The City reserves the right to deny the permit if it deems the operation will be disruptive to citizens or will cause a disturbance.

Location of Filming: _____

Shoot Date(s): _____ Backup Date(s): _____

Provide setup and tear down times for each date: _____

Number of people involved in shoot: _____ Equipment used onsite: _____

Purpose and Description of Shoot: _____

Please describe any special requests (diversion of traffic, barricades, etc): _____

Applicant Information:

Applicant Name: _____

Company/Agency Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person Full Name: _____

Contact Person Cell #: _____ Email: _____

RESOLUTION NO. 4049

A RESOLUTION ESTABLISHING FEES FOR VIDEO AND PHOTOGRAPHY AT THE ARBORETUM AND BOTANICAL GARDENS, THE DEANNA ROSE CHILDREN'S FARMSTEAD AND CITY PARKS; AUTHORIZING RULES AND PROCEDURES FOR VIDEO AND PHOTOGRAPHY; RESCINDING RESOLUTION NO. 3577.

WHEREAS, the City of Overland Park, Kansas, owns and operates the Arboretum, the Children's Farmstead and multiple City parks for public recreation purposes; and

WHEREAS, the City establishes and administers rules, regulations and fees for use of said facilities.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OVERLAND PARK, KANSAS:

- A. Permit and Fee Requirement - A permit shall be required for all commercial, professional, portrait or posed video/photography activities at the Arboretum, the Children's Farmstead and City parks. The permit fee for the Arboretum and the Children's Farmstead shall be \$25 per hour; provided, however, an annual permit can be obtained for \$400. The permit fee for City parks shall be \$50 per permit (no permit shall extend beyond 5 days without the approval of the Director of Parks Services or the Director's designee). All video/photography activities of this nature without a required permit are prohibited.

Commercial, professional, portrait or posed video/photography activities are defined as any video/photography activity that involves:

1. The taking of any video/photography for a fee or other consideration or with the intent to create any video/photography to be sold or distributed for consideration;
2. Setting up, carrying or using any equipment such as a tripod, medium or large format camera, long lenses, light meter, strobes, interchangeable lenses, reflectors or other equipment not normally carried or used by casual visitors to the facility;
3. Product or service advertisements;
4. The use of models, sets, changes of clothes or props;
5. The occupancy of an area or space longer than normal or usual visitors, or requires other visitors to move or be diverted from their intended path of travel;
6. Entering into prohibited areas;
7. Disrupting or interfering with the public use and enjoyment of any area of the facility; or
8. Creating any risk of harm to the natural resources.

- B. Exemptions - The permit and fee requirement shall not apply to any video/photography activities that are:

1. Conducted by normal or usual visitors of the facility for casual or tourist purposes and which do not meet any of the categories set forth above in the definition of commercial, professional, portrait or posed video/photography activities;

2. Conducted or sponsored by the City; and
3. Conducted or sponsored by the Arts and Recreation Foundation of Overland Park.

C. Rules and Regulations

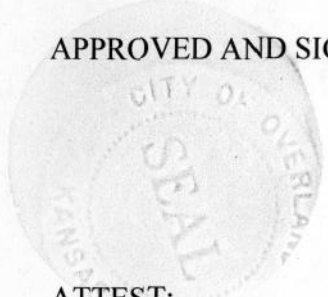
1. The Director of Parks Services is authorized to adopt Rules and Regulations to govern the time, location, manner and conduct of all video/photography of any kind within the Arboretum and City parks, as well as to implement the permit and fee requirements established by this Resolution.
2. The Director of Recreation Services is authorized to adopt Rules and Regulations to govern the time, location, manner and conduct of all video/photography of any kind within the Children's Farmstead, as well as to implement the permit and fee requirements established by this Resolution.
3. Persons damaging any facility from or related to any type of video/photography activity shall be held responsible.

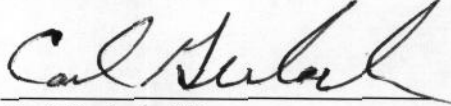
D. Resolution No. 3577 is hereby rescinded.

This Resolution shall take effect and be in force from and after the 13th day of January, 2014.

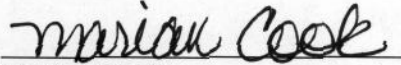
ADOPTED by the Governing Body this 13th day of January, 2014.

APPROVED AND SIGNED by the Mayor this 13th day of January, 2014.

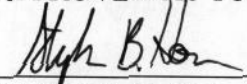



Carl Gerlach, Mayor

ATTEST:


Marian Cook
City Clerk

APPROVED AS TO FORM:


Stephen B. Horner
Senior Assistant City Attorney

Photo/Film/Video Permit Form

Do I need a permit? A permit is required for still and video commercial/promotional shoots. If the photos are for a permitted event in the park, no additional Photo/Film permit is required. If you are shooting for personal use, you do not need a permit. You will need a permit if your shooting will impact others and/or the environment, if you are using the public space in a special/different way than it is intended (ie. as a studio or set) or if you are shooting with a drone. Permit fees and insurance needs will be determined upon review of the completed request form.

If you are requesting a permit for a photo shoot in [Shoal Creek Living History Museum in Hodge Park](#), please complete the form on their web page.

Per City of Kansas City, Missouri Ordinance 50-163, business cannot be conducted on Park or City property without a permit from the appropriate Board.

KC Parks Media & Film/Photo Shoot Permits contact: [Heidi Markle](#), 816-513-7527

Please complete this form. Following review/approval by KC Parks staff, a permit fee will be determined and the permit issued upon receipt of payment and insurance (if requested). A minimum of five (5) business days is required to process a photo/film/video shoot permit request.

Park/Facility Requested

Specific Location

Shoot Date

Backup Shoot Day and Date (if applicable)

Time of Set-up

 : : :

Time of Shoot

 : : :

Length of Shoot (number of hours)

Time of Break-down

 : : :

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Applicant Information

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United States

Contact Person Full Name

□ □ □ □ □

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Contact Email

Kansas City, Missouri Parks and Recreation.

Check or money order contributions shall be made payable to Kansas City, Missouri Parks and Recreation. Please mail payment to: Kansas City, Missouri Parks and Recreation–Marketing and Permits Division, 4600 East 63rd Street Kansas City, Missouri 64130. Payment must be received prior to shoot.

Recognize the City of Kansas City, Missouri Parks and Recreation as a credit in the finished product (if applicable).

Your shoot may require insurance; commercial general liability with limits of \$1 million per occurrence and \$2 million aggregate, written on an “occurrence” basis, listing the City of Kansas City, Missouri as the additional insured. Need for insurance is determined on a case-by-case basis. A rider will need to be provided prior to issuance of a permit if it is determined insurance is needed.

Insurance Company

Insurance Policy #

1. SPECIAL USE PERMIT POLICY

To avoid disputes over use of park areas, roadways or facilities not normally reserved, individuals or groups requesting special use or reservation of any of these areas may make application for reserved use within the following guidelines for consideration by the Superintendent of Parks & Golf Courses. Some requests may require Johnson County Park and Recreation District Board approval. In addition, any request for reserved use of a park area or facility involving fifty (50) or more individuals, which could impact the public's enjoyment of that park area or facility, other than those requests made specifically for use of a shelter, will require a Special Use Permit.

1.1. PROCEDURES

- A. All requests must be submitted in writing no later than 60 days prior to the date requested. Any requests that are received that do not provide a workable timeframe for review and processing will not be considered.
- B. All requests shall contain the following information:
 - 1. Name, address, phone number(s), e-mail address and fax number of individual making request. In the case of an organization, the name, address, phone number, and fax number of the organization shall also be included.
 - 2. Detail of location or facility being requested, including dates and times desired.
 - 3. Purpose of the request (to include all activities being planned).
 - 4. Estimated number of participants involved in the Special Use activity. JCPRD has the right to limit the number of participants for an event due to parking availability and impact on other park/trail users.
 - 5. A statement addressing whether or not the planned activity or use is for commercial or profit purposes. Carnivals and gambling are not allowed.
 - 6. A statement addressing whether or not fees will be collected on site for the Special Use activity. Any proposed fees for participation shall have prior JCPRD approval.
 - 7. A statement addressing whether or not the existing facility will be adequate for the planned usage and, if not, what additional facilities, items or services will be required (i.e., portable toilets, parking, tents, electricity, barricades, trash receptacles, etc.).
- C. Permits will be issued or denied to organizations or individuals based on an appraisal of the information provided and the anticipated impact to the facility, park area and/or adjacent property owners.
- D. No permits for bicycle races will be considered on JCPRD trails or roadways without JCPRD Board approval for a full or partial park closing or as it relates to JCPRD-sponsored activities.
- E. Those obtaining a Special Use Permit may be required to pay additional fees for signage, to alert other patrons in advance of an activity in an area of a park or at a facility that is typically used by the general

public, or for other items or services required by JCPRD for an event (such as barricades, trash receptacles, portable toilets, special mowing, Park Police assistance, etc.) due to the number of participants involved (See Fees & Charges/Permits section of this manual).

- F. A refundable Turf Damage Deposit may be required for events being held in areas that could sustain damage that would require repair or replacement of sod (see Fees & Charges/Permits section of this manual).
- G. All current JCPRD Code of Regulations shall be observed.
- H. JCPRD has the authority to cancel the Special Use Permit for any violations of permit requirements or JCPRD Code of Regulations. In such cases, all prepaid fees will be retained by JCPRD.
- I. JCPRD reserves the right to cancel any permit due to severe or potentially dangerous weather conditions. Any prepaid fees will be refunded or applied to an approved alternate date.
- J. Should Park Police services be required, a fee shall be assessed for each Park Police Officer or Supervisor (see Fees and Charges/Permits section of this manual).
- K. The sponsoring individual or agency shall obtain and continuously maintain comprehensive general liability insurance covering the sponsor and Johnson County Park and Recreation District from liability that may arise from activities involved with the special event. Said policy shall be issued by a company duly authorized to do business in the State of Kansas and, if mutual, shall be non-assessable. Said policy shall provide for a liability limit of not less than \$1,000,000 per accident or occurrence with an aggregate limit of not less than \$2,000,000 (different for local units of government). Said policy shall include proof of Workers' Compensation coverage, if company staff are performing work on JCPRD property, as well as proof of Automobile coverage for not less than \$1,000,000, if company vehicles are being used on JCPRD property. The form of the policy shall be acceptable to JCPRD and the sponsor shall provide JCPRD with a copy of the proposed policy for review as soon as possible. The sponsor shall provide JCPRD with a certificate evidencing the issuance of such policy not later than 45 days prior to the event. Failure to provide such insurance coverage shall be grounds for the immediate termination of event approval. Johnson County Park and Recreation District shall be named as a "Certificate Holder" and "Additional Insured" for the event(s), which shall be noted within the "Description" portion of the Certificate of Insurance.
- L. The JCPRD Board will not approve more than a total of one special event per park, per day, utilizing weekdays or weekend days. Priority will be given to events held on weekdays and events that will be completed by 10 a.m. on either weekdays or weekends.
- M. Fees will be charged for each Special Use Permit as per the Fees and Charges/Permits section of this manual, which will be required within 15 days of the approval of event date to hold the date & venue, with a follow-up payment due within 10 days following the event, when applicable for walk-a-thons or comparable events.
- N. A Processing Fee will be charged for any date changes for an event or cancellation per Fees and Charges.

- O. There will be a reprinting fee, for any date change, for signage already printed, when applicable. The full signage fee will be retained in the case of an event cancellation when signs have already been printed (refer to Fees and Charges/Permits section).

The above guidelines apply to all requests other than JCPRD-sponsored events. Unusual requests, as determined by JCPRD staff review, may be forwarded to the JCPRD Board for consideration.



APPLICATION FOR COMMERCIAL FILMING/PHOTOGRAPHY

City Code specifies that those individuals and companies who intend to engage in commercial filming activities in Mission Hills, and exceed any of a set of conditions (enumerated in attachment) must obtain a permit from the City before any filming-related activities begin. Failure to comply can result in a fine not to exceed \$500 each day that a valid permit is not secured.

Please Type or Print Legibly in Ink

1. Film/Photography Company _____

2. Production Contact Person Name: _____

Address: _____ Telephone(s): _____

_____ Pager/Mobile: _____

3. Description of Property: Location of public or private property on which proposed filming/photography is to be performed (by street address or geographic location).

4. Description of Proposed Activity

A. Please describe the general purpose and intention of the filming/photography activity, including personnel involved

B. Date(s) of Filming/Photography _____ to _____

Hours of Filming/Photography ____:____ to ____:____

C. Number of Vehicles Required (refers to any size or type of vehicle that is in any manner connected with the filming/photography activity) _____

Types/sizes of vehicles required:

D. Please describe the proposed parking arrangements for all vehicles related to the activity (on-street parking, off street-parking, etc.). _____

E. Does the activity require any diversion or blockage of traffic?

Yes___ No ___

If yes, please explain. _____

F. Does the filming/photography activity have the potential for creating a hazardous situation? (See below for definition of "hazardous situation".) Yes_____ No _____

If yes, please explain. _____

5. Hazardous Situation (as defined by the City Code) Any condition created by or attributed to the commercial filming activity which in any manner constitutes a hazard to public safety or creates a substantial risk of injury to persons or property, including but not limited to the use of firearms, fire-related special effects, explosives, herbicides defoliants, or vehicles operated in a manner that interferes with normal traffic flow.

6. Additional Information and Drawings The application for commercial filming activity shall consist of any other information or drawings which the City Administrator may require, including but not limited to a sketch of the site location and layout of the proposed filming activity, evidence of public liability insurance, and consent of directly affected property owners.

7. The undersigned hereby acknowledges that this application is subject to approval by the City Administrator, and no filming or photography shall begin until this application is so approved.

All information submitted in this application by the undersigned is true and correct.

Signature of applicant

Date

Name of applicant printed or typed

NOTE: Action will be taken on this application within 15 days of its filing. The fee for the permit shall be charged in accordance with the schedule of fees established by the City Council. Any permit application which is denied will state the reasons for denial. The applicant shall have the right to appeal any denial of an application or attachment of conditions to which the applicant objects. An appeal must be filed in writing with the City Clerk within 15 days of the denial or date of decision being appealed.

FOR OFFICE USE ONLY:

Application **APPROVED / DENIED** (Circle one)

If approved, the fee is \$ _____

Additional conditions required/Reasons for denial: _____

City Administrator

Date

Commercial Filming/Photography Activity Permit Process and Application Information

Commercial filming, as defined by the Code, means any photography, filming, video, or other photographic process at any location within the City, including preparation and cleanup of a location, for a commercial purpose. The permit process for commercial filming activities and, more generally, this section of the Code, is intended to protect those residents who may suffer adverse effects from such filming activities. These regulations are adopted to protect the health, safety, morals, comfort and general welfare, and conserve the values of property throughout the City.

The Code lists a set of conditions that provide an objective basis for determining if a particular commercial filming activity requires a permit. If the filming activity surpasses any one of the following conditions set forth by the Code, a member of the filming company must apply to the City for a permit:

1. The activities will involve more than three (3) vehicles of any size or any vehicle larger than $\frac{3}{4}$ ton.
2. The activities will occur outside the times of 9:30 a.m. and 4:30 p.m.
3. The activities involve more than five persons.
4. The activities involve the use of the public right-of-way (any street, curb, sidewalk, island, boulevard, parkway, park or other property owned, controlled or maintained by the City).
5. The activities involve any diversion or blockage of traffic within the city limits.
6. The activities may create a hazardous situation (please see application form for definition).

The application for a commercial filming permit shall be approved by the City Administrator within fifteen (15) days after its filing, unless it has been determined by the City Administrator that engaging in the proposed commercial filming activity would:

1. Constitute a hazardous situation and adequate safety precautions cannot be made to ensure public safety;
2. Last more than one month;
3. Require or involve the use of public right-of-way, City-owned property, overnight on-street parking, diversion of traffic, and the City Administrator has not consented in writing to such activity; or
4. Interfere with or endanger the public peace or the rights of the residents of the City to the quiet, peaceful, and unmolested enjoyment of their property.

Using Public Areas:

1. No alcoholic liquor can be consumed on or around the public park premises.
2. No stakes can be placed in the grounds of the public park, including tents or similar structures.
3. No confetti, rice or any other substance may be thrown on the ground.
4. Nothing can be placed in the fountains (including, but not limited to items such as dye, floating candles, bubbles, flower petals, etc.)
5. Nothing can be placed on or affixed to any statuary, structures, or trees.
6. The property adjacent to the Verona Columns Park is privately owned – trespassing violations will be enforced. Please see the attached map – the property immediately behind (to the south of) the columns and the hedge is private property.

Item Number: DISCUSSION ITEMS- II.-4.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/31/2018
Submitted By: Jose Leon, Director of Public Works
Committee/Department: Public Works
Title: **Discuss Island/Right of Way Adoption Program**
Item Type: Discussion

Recommendation:

Staff recommends the Governing Body discuss the idea of having an Adopt An Island program in the City.

Details:

Staff has been approached by residents requesting the City allow them to care for and maintain the island adjacent to their residences. Staff believes the proper way to document these efforts is through an Adopt An Island Program. The City currently has 14 island green spaces with plantings. (See Map)

Staff has researched other adopt an island programs and has developed an adopt an island application and guidelines for the Governing Body's review. Overall, the responsible person(s) will agree to provide:

- Planting plan(s)
- Maintenance plan(s)
- Agree as responsible party for two years minimum

The Director of Public Works has to approve of all work associated with the island and can remove any items at any time, or cancel the agreement if the responsible person is not maintaining the island appropriately. The Adopt An Island program will provide residents the opportunity to care for the islands near their homes, if they choose. If residents are willing to take on the responsibility, the City will remove the islands from our mowing contractor schedule which will save the City dollars.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Additional Information

MPR (our insurer) recommends we have the adopting people sign a Waiver of Liability Form, they will provide an example for use as part of our application.

The sign option referenced in the application is reflective of what other communities have done, the sign promotes the group's contribution to the City and raises awareness of the adoption program.

ATTACHMENTS:

Description	Type
☐ Adopt An Island Application	Cover Memo
☐ Adopt An Island Guidelines	Backup Material
☐ City Island Locations & Designations Map	Backup Material



PUBLIC WORKS
4600 W. 51st Street
Roeland Park, Kansas 66205
(913) 722-2600

ADOPT-AN-ISLAND APPLICATION & AGREEMENT

Names: _____

Organization (If Needed): _____

Address: _____

Phone Numbers: _____

Email Address: _____

Island Location/Designation: _____

Please include the following information with application:

1. Sketch of location and depict arrangement of plantings.
2. A Work Plan with List of proposed plantings
3. Two year maintenance schedule

If approved, the Adopter agrees to the following conditions:

- The Adopter agrees to make all such improvements to the island as proposed and approved by the DPW.
- The Adopter agrees to maintain all island vegetation for a minimum of 2 years after date of signed agreement.
- All work shall be in conformance with any and all landscape specifications as prescribed by the DPW.
- The DPW shall have overall supervision of the work described.
- No changes in the scope of work proposed may be made without prior approval of the DPW.
- The City shall not assume liability, in connection with said tract of land, until after said work plan has been completed, nor shall the City assume any liability during the maintenance and upkeep of said land.
- The City reserves the right to terminate this Agreement at any time necessary
- The Name on the Sign will be approved at the discretion of the Director of Public Works



PUBLIC WORKS
4600 W. 51st Street
Roeland Park, Kansas 66205
(913) 722-2600

Applicant Signature

Date

Approved by Jose M. Leon Jr, Director of Public Works

Date



PUBLIC WORKS
4600 W. 51st Street
Roeland Park, Kansas 66205
(913) 722-2600

Adopt-An-Island Program Guidelines

Application Process:

- Please complete an Adopt-An-Island Application accompanied by a proposed landscape plan, work plan with list of plantings, and two-year maintenance schedule.
- Completed Applications to be submitted to: City of Roeland Park Department of Public Works
- Upon approval by the City, the Adopter agrees to maintain the island for a two year period. The City will inspect the work upon completion and periodically thereafter to ensure that the island is properly maintained.
- Renewal of the Adopt-An-Island is at the discretion of the City, and will be considered 30 days prior to the conclusion of existing Agreement.

Planting Guidelines:

- Use plant materials that tolerate dry, poor soils, requires less water than most, and requires a minimum amount of maintenance, limited susceptibility to insect and disease infestation, and tolerance to salt exposure are desirable traits.
- Use peat moss, manures, or other organic matter as soil amendments to improve soil structure and increase water-retentive properties of soils.
- Limit use of fertilizers to avoid over-stimulating plant growth which in turn increases water requirements.
- Employ proper watering practices, especially during establishment period. No trees or shrubs with caliper of 4 inches or greater
- Ultimate height of shrubs to be no greater than 3 feet
- Proper roadway sight distances in accordance with American Association of State Highway and Transportation Officials (AASHTO) must be maintained.



Item Number: DISCUSSION ITEMS- II.-5.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/31/2018
Submitted By:
Committee/Department:
Title: Review City Administrator Evaluation Process
Item Type:

Recommendation:

To review the City Administrator's annual evaluation schedule and process.

Details:

The City Administrator's employment agreement provides for an annual review and evaluation of performance (typically in the month of September). The agreement states the Mayor, in consultation with the City Council, shall review and evaluate the performance every twelve months. The review shall be conducted in accordance with criteria developed jointly by the Mayor, City Council and City Administrator. Compensation evaluation shall be reviewed every twelve months as well.

The evaluation tool developed during his first year of employment is intended to be used again this year. Each governing body member will complete the evaluation. The Admin Committee members (J. Kelly and Madigan) will distribute and collect completed evaluations from each member of the Governing Body and compile the results into a single composite evaluation (same process as last year). The composite will be presented to the City Administrator for his review prior to meeting with the Governing Body in executive session to discuss the performance evaluation and evaluate compensation.

A schedule is attached as well as the evaluation tool.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description		Type
	2018 Evaluation Timeline	Cover Memo
	2018 Evaluation Tool	Cover Memo

CITY OF ROELAND PARK

Annual Employee Evaluation – 2018

September 4th Workshop:

- Evaluation process/timeline on agenda for review
- After approval, Performance Evaluation tool distributed to City Administrator by City Attorney (HR)

September 10th:

- Completed evaluation returned by City Administrator to City Attorney (HR)

September 17th:

- Performance Evaluation tool distributed to Governing Body by City Attorney (HR)
- Additional wage and benefit information, copies of past agreements, and process/goals reached in previous year development plan distributed by City Attorney (HR) to Governing Body

September 23rd :

- Completed evaluations returned by Governing Body to City Attorney

September 28th:

- Aggregate evaluation data returned to City Attorney who distributes to City Administrator and Governing Body

October 9th Workshop and Executive Session:

- Governing Body meets in executive session to review and discuss performance and compensation evaluation and determine development plan
- Governing Body meets with City Administrator to review proposed adjustments to agreement and review development plan

October 16th Council Meeting:

- Council takes formal action on adjustments to City Administrator agreement and compensation package.

CITY OF ROELAND PARK
Annual Employee Performance Evaluation



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CITY OF ROELAND PARK

Annual Employee Performance Evaluation

PURPOSE

The purpose of this performance evaluation is to:

- Increase effective communication between the Mayor, City Council and City Administrator; and
- Provide verbal and written feedback to the City Administrator concerning the performance and accomplishment of his/her assigned duties and responsibilities over the previous 12 calendar months of employment.

Performance will be evaluated in the following areas: Performance of City Departments, Performance of Duties, Planning/Organizing/Coordinating, Fiscal Management, Leadership, and Conduct & Public Relations.

DESIRED OUTCOMES

The successful completion of this performance evaluation process is meant to:

- Improve communication between Mayor, City Council and City Administrator;
- Provide important feedback to the City Administrator by acknowledging strengths and achievements, identifying opportunities for improvement, and setting clear performance expectations for the upcoming 12 calendar months; and
- Provide the City Council with qualitative performance measures to utilize when making decisions regarding the City Administrator's wage and compensation for the upcoming 12 calendar months.

PROCESS

1. The City Administrator will complete a self-evaluation and compile wage/benefits comparison of comparable City Administrators. Both to be returned to the City Attorney by the date identified.
2. The City Attorney with the help of Admin Committee and Mayor will incorporate the City Administrator's self-evaluation into the Performance Evaluation Tool and distribute to Governing Body, along with supporting documents.
3. Each member of the Governing Body will complete a performance evaluation for the City Administrator and then return the completed form to the City Attorney by the date identified.
4. The City Attorney with the help of the Admin Committee will tabulate the results of the separate evaluation forms into an aggregate Performance Evaluation. This will then be distributed to by the City Attorney to the City Administrator and Governing Body for review by the date identified.
5. The Governing Body will meet in executive session with City Attorney to discuss aggregate Performance Evaluation and compensation review. Strengths, opportunities and future objectives will be determined and clearly identified on a finalized aggregate Performance Evaluation & Development Plan for the upcoming 12 calendar months.
6. The signature and written consent/dissent of each Governing Body member will be procured for the finalized Performance Evaluation and Development Plan.
7. The Governing Body will then meet with the City Administrator and City Attorney in executive session to review finalized Performance Evaluation and Development Plan, unless the City Administrator requests an open hearing. The signature and any written statement of the City Administrator will be procured on finalized Performance Evaluation/Development Plan. Copies of the finalized documents will be made available to the City Administrator and Governing Body. However, the finalized Agreement, Performance Evaluation and Development Plan will remain confidential..
8. The Council will take formal action in public meeting regarding any adjustments to the City Administrator's employment agreement.

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

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CITY OF ROELAND PARK
Annual Employee Performance Evaluation

INSTRUCTIONS

Review the employee's work performance for the entire period and score each Performance Area/Measure utilizing the Performance Levels below. When scoring, keep in mind the specific Performance Factors for each Performance Area.

Evaluate the employee on the basis of standards you expect to be met for the position considering the length of time in the job. Rate on which most accurately reflects the objective level of performance for the Measure/Factor using the rating scale below.

Be objective. Try to refrain from basing judgement on recent or isolated incidents, only. Disregard your general impression of the employee and concentrate on the specific Performance Area/Measure and related Factors.

PERFORMANCE LEVELS & RATING SCALE

5 – Distinguished: Overall performance that is truly exceptional. Performance at this level is rare within the organization and the overall employment market for this field. Actively and continuously exhibits initiative and innovation. Achieves exceptional results with unusual economy of resources. This level of performance results in leadership and inspiration in others within the organization. **(4.2 to 5.0)**

4 - Commendable: Overall performance measurably exceeds normal performance expectations. Performance at this level should be considered a goal for all employees in view of the City's high organizational standards. Enhances productivity and efficiency of the work unit. Consistently exhibits initiative and resourcefulness in going beyond normal expectations of job performance in accomplishing established organizational work unit goals and objectives. Performance at this level is not accomplished through experience, education, and length of tenure alone. Performance at this level minimizes needed supervision and assistance. **(3.2 to 4.1)**

3 - Fully Satisfactory: Overall performance is fully satisfactory and meets acceptable standards for the job. Work efficiency and effectiveness supports the overall productivity of the work unit, as expected by the organization. Opportunities for development should be sought and encouraged; however, improved performance is not required. Employee has accomplished assigned tasks with no more than normal supervision and assistance. **(2.2 to 3.1)**

2 - Improvement Required: Overall performance is below standards and improvement is required for work to be considered fully acceptable. Job duties are performed at a marginal level; requires supervision or assistance by others. Inefficiency and/or ineffectiveness inhibit the productivity of the work unit and/or create added work for others. Higher level of performance may be possible through training and guidance; increased attention from supervisor is needed to improve performance. **(1.2 to 2.1)**

1 - Unsatisfactory: Overall performance of the minimum standards for the job are not met; job duties are not performed or must be performed by others. Unsatisfactory contribution to work unit productivity and/or inhibits productivity of others. Employee is unwilling or unable to improve to a satisfactory level. Performance at this level, absent any potential or evidence of immediate improvement, will normally lead to termination. **(0.0 to 1.1)**

0 - Not observed: The specified work performance was not observed during this evaluation period.

CITY OF ROELAND PARK

Annual Employee Performance Evaluation

PERFORMANCE FACTORS

Attendance: The employee's ability to consistently arrive at work per the established schedule; consider number of absences, work arrival and departures, lunch periods and breaks, use of paid time off in accordance with city policy, effect of attendance on operations.

Communication: The employee's ability to promote good relations through written and verbal methods among coworkers. Measures effectiveness in listening to others, expressing ideas, both orally and in writing, and providing relevant and timely information to stakeholders.

Responsiveness: The employee's responsiveness and courtesy in dealing with stakeholders, internal and external, and vendors; employee projects a courteous manner.

Dependability: The employee's ability to handle multiple tasks, meet deadlines and prioritize effectively. Measures how well employee complies with instructions and performs under unusual circumstances.

Initiative: The employee's ability to demonstrate follow-through and commitment to accomplish job tasks and responsibilities. Is a self-starter, seeks and assumes greater responsibility, monitors projects independently, and follows through appropriately. Offers innovative ideas that contribute to meeting objectives and goals.

Professionalism: The employee represents self and situations honestly; understands and maintains confidentiality; demonstrates professionalism in completion of work; complies with City ethics policy as well as applicable professional codes of ethics.

Job Knowledge: The employee's knowledge of processes, procedures, skills, and resources required to perform the job. Measures effectiveness in keeping knowledgeable of methods, techniques and skills required in own job and related functions; remaining current on new developments in relevant fields/industries.

Critical Thinking: The employee's ability to effectively analyze problems, determine appropriate action(s) for solutions, and exhibit timely and decisive action.

Productivity: The employee's ability to regularly produce work results by using given knowledge, resources, time or any combination of these; consider quality (thoroughness, accuracy, effectiveness of final product), quantity, timeliness (how quickly, when, or by what date the employee is expected to produce the work).

Safety: The employee's performance in following all safety rules and regulations as appropriate for job. Consider their contributions to accident prevention, safety awareness, ability to care for city property and keep workspace safe and tidy.

Interpersonal Relations: The employee's ability to work cooperatively to achieve goals. The employee's ability to appropriately interact with all individuals. Measures how well one gets along with fellow employees, respects the rights of other employees, and shows a cooperative spirit.

Expense Management: The employee's effectiveness in establishing appropriate reporting and control procedures; operating efficiently at lowest cost; staying within established budgets.

Human Resource Management: The employee's effectiveness in selecting qualified people; evaluating subordinates' performance; strengths and development needs; providing constructive feedback, and taking appropriate and timely action with marginal or unsatisfactory performers.

Leadership: The employee's effectiveness in accomplishing work assignments through subordinates; establishing challenging goals; delegating and coordinating effectively; promoting innovation and team effort.

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

POSITION

Sec. 1-315. - City Administrator.

(g) Duties.

- (1) *Administrative office:* The City Administrator shall be the Chief Administrative Assistant to the Governing Body. Except as otherwise specified by ordinance or by the law of the State of Kansas, the City Administrator shall coordinate and generally supervise the operation of all departments of the City.
- (2) *Budget:* The City Administrator shall be the budget officer of the City in accordance with Kansas statutes and shall assemble estimates of the financial needs and resources of the City for each ensuing year and shall prepare a program of activities within the financial power of the City, embodying in it a budget document with proper supporting schedules and an analysis to be proposed to the Mayor and the City Council for their final approval.
- (3) *Financial reports:* The City Administrator shall make monthly reports to the Mayor and City Council relative to the financial condition of the City. Such reports shall show the financial conditions of the City in relation to the budget.
- (4) *Annual report:* The City Administrator shall prepare and present to the Mayor and the City Council an annual report of the City's affairs, including in such report a summary of reports of department heads and such other reports as the Mayor and City Council may require.
- (5) *Personnel system:* The City Administrator shall act as the personnel officer of the City and shall recommend an appropriate position classification system and pay plan to the Mayor and City Council and administer an appropriate position classification system and pay plan, as approved by the Mayor and City Council. The City Administrator, after consultation with department heads, shall approve advancements and appropriate pay increases within the approved pay plans and position classification system. The City Administrator shall have the power to appoint and remove (in accordance with personnel system regulations approved by the City Council) all subordinate employees of the City. The City Administrator shall make recommendations to the Mayor regarding the appointment and removal of all appointive officials of the City.
- (6) *Policy formulation:* The City Administrator shall recommend to the Mayor and City Council adoption of such measures as he or she may deem necessary or expedient for the health, safety, or welfare of the City or for the improvement of administrative services for the City.
- (7) *City Council agenda:* The City Administrator shall assist the Mayor in preparing an agenda for each City Council meeting at least 48 hours before the time of the regular Council meeting.
- (8) *Boards and committees:* The City Administrator shall work with all City boards and committees to help coordinate the work of each.
- (9) *Attend Council meetings:* The City Administrator shall attend all meetings of the City Council.
- (10) *Bid specifications:* The City Administrator shall supervise the preparation of all bid specifications for services and equipment, and receive sealed bids for presentation to the City Council.
- (11) *State and federal aid program:* The City Administrator shall coordinate federal and state programs which may have application to the City.
- (12) *Conference attendance:* The City Administrator shall attend state and regional conferences and programs applicable to his or her office, and the business of the City, whenever such attendance is directed and approved by the City Council and the Mayor.
- (13) *Press release:* The City Administrator, in conjunction with the Mayor, shall be responsible for keeping the public informed in the purposes and methods of City government through all available news media.
- (14) *Record keeping:* The City Administrator shall keep full and accurate records of all actions taken by him or her in the course of his or her duties, and he or she shall safely and properly keep all records and papers belonging to the City and entrusted to his or her care; except as otherwise provided by law, all such records shall be and remain the property of the City and be open to inspection by the Mayor and the City Council at all times.
- (15) The City Administrator shall perform such other duties as may be described or amended in any City Administrator job description or employment contract.

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

Employee Name, Position KEITH MOODY, CITY ADMINISTRATOR

Hire Date 10/12/15

Reviewer Name _____

Review Period _____

SUMMARY OF PERFORMANCE EVALUATION

PERFORMANCE AREA (pts. possible)	EMPLOYEE SCORE	EMPLOYEE RATING	REVIEWER SCORE	REVIEWER RATING
Performance of City Departments (25)				
Performance of Duties (25)				
Planning / Organizing / Coordinating (25)				
Fiscal Management (25)				
Leadership (25)				
Conduct & Public Relations (25)				
OVERALL (150) <i>Rating = (Received/Possible)*5</i>				

4.2 to 5.0 – Distinguished: Overall performance that is truly exceptional. Performance at this level is rare within the organization and the overall employment market for this field.

3.2 to 4.1 - Commendable: Overall performance measurably exceeds normal performance expectations. Performance at this level should be considered a goal for all employees in view of the City's high organizational standards.

2.2 to 3.1 - Fully Satisfactory: Overall performance is fully satisfactory and meets acceptable standards for the job. Work efficiency and effectiveness supports the overall productivity of the work unit, as expected by the organization.

1.2 to 2.1 - Improvement Required: Overall performance is below standards and improvement is required for work to be considered fully acceptable. Higher level of performance may be possible through training and guidance; increased attention from supervisor is needed to improve performance.

0.0 to 1.1 - Unsatisfactory: Overall performance of minimum standards for the job are not met; job duties are not performed or must be performed by others. Performance at this level, absent any potential or evidence of immediate improvement, will normally lead to termination.

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

*Rate each performance measure from 5 (highest) to 1 (lowest).
Enter 0 if performance was not observed.*

AREA: PERFORMANCE OF CITY DEPARTMENTS <i>Achievement of the goals evaluated in this section should be the highest priority goals for this position and should relate directly to the highest priority goals for the City of Roeland Park.</i>	EMPLOYEE RATING	REVIEWER RATING
Overall, how well do you believe the following departments are operating?	---	---
ADMINISTRATION		
NEIGHBORHOOD SERVICES (CODES)		
PUBLIC SAFETY (POLICE)		
PUBLIC WORKS		
ALL CITY DEPARTMENTS & OPERATIONS, AS A WHOLE		
<i>Factors: Initiative, Critical Thinking, Productivity, Safety, Expense Management, Human Resource Management</i>		

Employee Comments:

Reviewer Comments:

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

*Rate each performance measure from 5 (highest) to 1 (lowest).
Enter 0 if performance was not observed.*

	EMPLOYEE RATING	REVIEWER RATING
AREA: PERFORMANCE OF DUTIES		
Demonstrates clear understanding of all duties and complies with laws and City policies, rules and procedures; Ensures staff are knowledgeable of the same; Amount and quality of work are appropriate and sustainable.		
Effectively oversees annual budget process; Assembles and presents a comprehensive budget document including estimates of future financial need, inventory of assets with proper reporting and analysis to be proposed in a clear and timely manner to the mayor and city council.		
Recommends to the mayor and city council adoption of such measures as he or she may deem necessary or expedient for the health, safety or welfare of the City or for the improvement of administrative services for the city.		
Effectively works with elected officials to develop and carry out policies and priorities; Proactively communicates and executes governing body decisions effectively and accurately regardless of personal opinion.		
Compiles clear and quantifiable data relative to the overall financial condition, affairs activity and performance of the city; Effectively presents relevant activity reports to mayor and council in a timely manner as prescribed by ordinance.		
<i>Factors: Attendance, Communication, Initiative, Dependability, Professionalism, Job Knowledge, Critical Thinking, Productivity, Interpersonal Relations,</i>		

Employee Comments:

Reviewer Comments:

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

*Rate each performance measure from 5 (highest) to 1 (lowest).
Enter 0 if performance was not observed.*

AREA: PLANNING / ORGANIZING / COORDINATING	EMPLOYEE RATING	REVIEWER RATING
Demonstrates necessary organizational ability and time management skills; Submits accurate and complete written materials to mayor and city council; Demonstrates ability to make accurate and timely decisions.		
Provides recommendations to Governing Body on policy matters while providing viable alternatives, if necessary; Recommendations are specific, measurable and realistic.		
Assists mayor and council president in preparing agendas for meetings; Agendas and available supporting documents are distributed to the mayor and city council in an efficient and timely manner, as per city code (48 hours prior to meeting).		
Anticipates future issues and recognizes emerging problems; Provides appropriate policy recommendations for timely resolution.		
Submits CIP and operating budgets to mayor and city council in a clear and organized manner with sufficient time to discuss prior to approval.		
<i>Factors: Communication, Responsiveness, Dependability, Initiative, Critical Thinking, Productivity, Leadership</i>		

Employee Comments:

Reviewer Comments:

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

*Rate each performance measure from 5 (highest) to 1 (lowest).
Enter 0 if performance was not observed.*

	EMPLOYEE RATING	REVIEWER RATING
AREA: FISCAL MANAGEMENT		
Effectively manages the financial condition of the City to ensure expenditures do not exceed budget.		
Able to clearly document program costs in terms of service to the community; Provides logical cost vs. benefit analysis and relevant supplemental information.		
Utilizes sound bid specification and contract negotiations to the favor/benefit of the City; Authorized purchases are within scope of appointment, per ordinance.		
Prepares annual budget programs utilizing relevant cost analysis and forecasting methods to comparing past and future service levels to past and future costs; Provides detailed long-range revenue and expenditure forecasts.		
Utilizes available budget programs, state and federal aid programs, & human and physical resources to provide the most cost-effective way to accomplish goals and provide excellent city services; Recommends alternative methods of delivering maximum services at the least possible cost.		
<i>Factors: Communication, Responsiveness, Initiative, Critical Thinking, Productivity, Safety, Expense Management</i>		

Employee Comments:

Reviewer Comments:

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

*Rate each performance measure from 5 (highest) to 1 (lowest).
Enter 0 if performance was not observed.*

	EMPLOYEE RATING	REVIEWER RATING
AREA: LEADERSHIP		
Demonstrates ability to set and communicate a vision to personnel that they follow for the betterment of the staff, department and the City at large.		
Administrative Courage: Demonstrates ability and willingness to set a professional example and work ethic; Possesses ability to inspire, motive and articulate.		
Ability to Follow Direction: Makes decisions and accepts responsibilities; Accepts the leadership of others.		
Dedication and Dependability: Dedicates the necessary time and effort to achieve goals; Demonstrates outstanding attendance, punctuality and dependability in service delivery.		
Personnel System: Demonstrates effective utilization of personnel and consultants to deliver work product (i.e. right person in the right position, overtime not excessive, worker's compensation lawsuits avoided, staff turnover minimized).		
<i>Factors: Communication, Responsiveness, Dependability, Professionalism, Safety, Interpersonal Relations, Expense Management, Human Resource Management, Leadership</i>		

Employee Comments:

Reviewer Comments:

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

*Rate each performance measure from 5 (highest) to 1 (lowest).
Enter 0 if performance was not observed.*

AREA: CONDUCT & PUBLIC RELATIONS	EMPLOYEE RATING	REVIEWER RATING
Displays a positive and productive attitude; Clearly outlines policies and commitment; Follows-up with commitments in a timely manner		
Listens effectively to understand citizen and employee concerns; Shows respect during public interactions.		
Demonstrates interpersonal skills; Is tactful, compassionate, sensitive and respectful when responding to others in difficult situations.		
Innovation & Willingness to Improve: Encourages innovative efforts and ideas from staff; Willing to explore ways to improve current processes.		
Open-minded, fair, and treats all individuals equally and with service-oriented focus as a priority.		
<i>Factors: Communication, Responsiveness, Professionalism, Interpersonal Relations, Leadership</i>		

Employee Comments:

Reviewer Comments:

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

PERFORMANCE OVERVIEW: EMPLOYEE SELF-EVALUATION

Do you believe your Job Description accurately reflects the functions and responsibilities of your positions? If not, describe the changes you would recommend.

What do you think are your job-related strengths?

List what you consider to be your greatest accomplishments during this review period:

In what areas of your job performance would you like to improve?

What steps could the Mayor and City Council take to help you with these improvements?

CITY OF ROELAND PARK
Annual Employee Performance Evaluation

PERFORMANCE OVERVIEW: REVIEWER EVALUATION

Do you believe the employee job description accurately reflects the functions and responsibilities of the positions? If not, describe the changes you would recommend.

What do you think are the employee's greatest job-related strengths?

List what you consider to be the employee's greatest accomplishments during this review period:

In what areas of the employee's job performance would you like to see improvement?

What steps could the Mayor and City Council take to help the employee with these improvements?

Item Number: DISCUSSION ITEMS- II.-6.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/30/2018
Submitted By: Kelley Bohon
Committee/Department: Admin.
Title: **Review Monthly Communications Report**
Item Type: Report

Recommendation:

Informational- review of August communications report.

Details:

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description
 August Communications Report

Type
Cover Memo



August Communications Report

Most Visited Web Pages

1. Aquatic Center
2. Agendas and Minutes
3. Licensing and Permits
4. Government
5. Police
6. Community Center
7. RFP's
8. City Council
9. Facility Rental
10. Permit Application

Miscellaneous

- * Twitter 19 New Followers
- * Constant Contact 670 Members
- * Constant Contact highest clicked topics
Roe Lan Closure
2018 Park Passport
- * New Website Launch August 3

Events

Website Traffic

Total Pageviews 13,471

Total Website Visits 4,662

August 2017 Pageviews 11,212

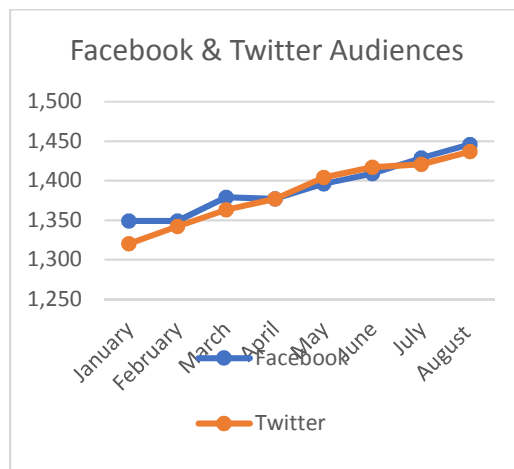
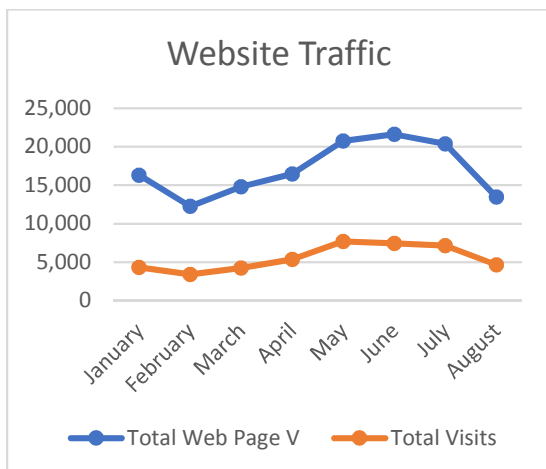
Website Visits 5,097

Facebook, Twitter and Nextdoor

Facebook Followers 1,446

Twitter Followers 1,437

Nextdoor 2,161



Item Number: DISCUSSION ITEMS- II.-7.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/30/2018
Submitted By: Kelley Bohon
Committee/Department: Admin.
Title: **New Website Design Review**
Item Type: Other

Recommendation:

Informational, no action anticipated.

Details:

Staff will lead Council through a navigation of the new site and provide a review of the functions added as well as the design methodology employed.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: DISCUSSION ITEMS- II.-8.
Committee 9/4/2018
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 9/4/2018
Submitted By: Jennifer Jones-Lacy
Committee/Department: Finance
Title: **July Financials**
Item Type: Report

Recommendation:

For informational Purposes Only

Details:

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
<input type="checkbox"/> July Financials	Cover Memo
<input type="checkbox"/> CERl Report	Exhibit
<input type="checkbox"/> July Financials Details	Exhibit

Financial Status Report

July 2018



KEY REVENUE INDICATORS OVERVIEW—ALL FUNDS

The ad valorem tax revenues are derived from taxes levied on real property, personal property and state assessed utilities. This is one of the largest revenue sources for the City of Roeland Park, with ad valorem taxes levied for the General and Bond Funds. Property tax collections through July 2018 generated \$1.9 million, a 0.6% increase over 2017 collections. Because the City receives property tax allocations from the County primarily twice a year in January and June, the 2018 YTD figure in the graph reflects a full year of collections. We anticipate receiving a small amount later in the year.

PROPERTY TAX



SALES/USE TAX

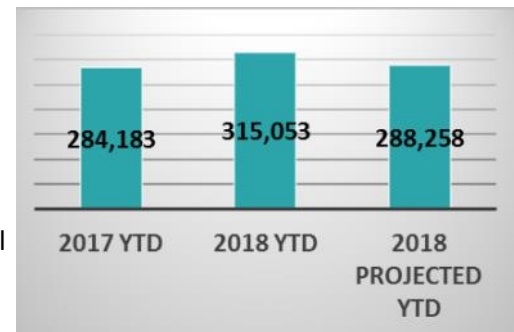


The City receives 1.25 cent sales tax for general purposes with the following allocation: 1/2 cent - street infrastructure (27A), 1/8 cent - community center operations and improvements (27C), 1/4 cent - general infrastructure (27D), and 3/8 cent - General Fund (27B). In addition, the City receives distributions from the County sales/use taxes, including a portion of the new court tax. Through July 2018, sales taxes, excluding those in TDDs and the CID, are 6.7% higher than July of last year and right at mid-year projections. Half of that increase from the prior year is due to the increased revenue from the County Courthouse tax, which

we started collecting in July of 2017.

Franchise agreements are long term and result in payments to the City of 5% of gross receipts. All franchise fee revenues are credited to the General Fund. Collections are 10.9% higher than they were in 2017 and are 9.3% above mid-year projections. Cable comes in quarterly and the chart to the right reflects three quarters collected for AT&T and Consolidated and two quarters for Google and Charter. Electric and gas are showing growth of 11.4% and 20.6% respectively over the prior year, which constitutes 83% of all franchise fees. As we start to receive franchise fees from warmer months, gas revenues will start to decrease while electric fees will increase.

FRANCHISE FEES



COURT FINES



Court fines and fees represent about 7% of General Fund revenue. Court fines are up 11.4% in 2018 compared to the prior year and 1.3% ahead of mid-year projections. There was a significant uptick in tickets written in Nov and Dec 2017, most of which would have been resolved in the first quarter of 2018. The Police Department is fully staffed with all personnel on active duty. A new officer has started to replace Officer Chaffee who is now serving as the School Resource Officer for Bishop Miege High School.

POSITIVE

CAUTION

NEGATIVE

Monthly Financial Status Report



GENERAL FUND OVERVIEW

REVENUE

General Fund revenue collected in 2018 year-to-date is \$4,104,063, up 8.2% from July 2017. We have collected 76% of our revenues 58% through the year. Much of the higher percentage of revenue collection is due to receiving the majority of property tax revenues for the year through June.

Licenses and permits are down from the prior year by about 8%. This is due to a 25% decrease in building permit revenue due to the city issuing three new residential construction permits in the first quarter of 2017 and none so far in 2018. Property tax collections, franchise fees, sales tax, intergovernmental, fines and other income are all up from the prior year. The significant increase in other/interest income from last year is primarily attributable to increased collections on solid waste from the prior year due to the 22% rate increase. Also contributing are proceeds from the sale of Public Works equipment in 2018 including a front wheel loader, two mowers and a trailer. As of July 2017, no equipment had been sold. However, third floor lease revenue is down by about half from 2017 due to the vacancy in the 3rd floor east suite. We anticipate continued vacancy through year-end.

General Fund Operating

Department	Actuals			As of July 31, 2018 (58% of budget year)		
	Budget					
	2017 YTD	2018 YTD	Difference	2018 Mid-Year Projected Budget	% of 2018 Total Projected Budget	\$ Diff Compared to 2018 Projections
BEGINNING FUND BALANCE	\$ 2,287,719	\$ 2,696,653	\$ 408,934			
Revenues						
Property Taxes & Assessments	\$ 1,608,042	\$ 1,717,539	\$ 109,497	\$ 1,731,760.00	99.18%	\$ (14,221)
Franchise Fees	\$ 284,183	\$ 315,053	\$ 30,870	\$ 494,156	63.76%	\$ (179,103)
Intergovernmental	\$ 105,515	\$ 107,044	\$ 1,529	\$ 253,402	42.24%	\$ (146,358)
Sales Tax	\$ 877,260	\$ 915,182	\$ 37,922	\$ 1,567,326	58.39%	\$ (652,144)
Licenses and Permits	\$ 97,004	\$ 89,265	\$ (7,739)	\$ 175,825	50.77%	\$ (86,560)
Fines/forfeitures	\$ 207,349	\$ 230,912	\$ 23,563	\$ 390,839	59.08%	\$ (159,927)
Other/Interest Income	\$ 612,596	\$ 729,069	\$ 116,473	\$ 804,958	90.57%	\$ (75,889)
Transfers In		\$ -	\$ -	\$ -	100.00%	\$ -
TOTAL REVENUES	\$ 3,791,949	\$ 4,104,063	\$ 312,114	\$ 5,418,266	75.74%	\$ (1,314,203)
Expenditures						
General Overhead	\$ 458,946	\$ 634,961	\$ 176,015	\$ 1,561,743	40.66%	\$ 926,782
Police Department	\$ 587,328	\$ 616,005	\$ 28,677	\$ 1,080,550	57.01%	\$ 464,545
Court	\$ 57,395	\$ 57,542	\$ 147	\$ 112,903	50.97%	\$ 55,361
Neighborhood Services	\$ 69,131	\$ 60,265	\$ (8,866)	\$ 119,556	50.41%	\$ 59,291
Administration	\$ 170,719	\$ 171,620	\$ 901	\$ 310,490	55.27%	\$ 138,870
Public Works	\$ 278,294	\$ 408,128	\$ 129,834	\$ 873,230	46.74%	\$ 465,102
Employee Benefits	\$ 415,367	\$ 437,615	\$ 22,248	\$ 793,805	55.13%	\$ 356,190
City Council	\$ 32,289	\$ 29,854	\$ (2,435)	\$ 56,020	53.29%	\$ 26,166
Solid Waste	\$ 270,189	\$ 349,593	\$ 79,404	\$ 579,132	60.36%	\$ 229,539
TOTAL EXPENDITURES	\$ 2,339,658	\$ 2,765,583	\$ 425,925	\$ 5,487,429	50.40%	\$ 2,721,846
INCREASE/DECREASE TO FUND BALANCE	\$ 1,452,290	\$ 1,338,480				
ENDING FUND BALANCE	\$ 3,740,009	\$ 4,035,133	\$ 295,123			

Fund Balances reflect unrestricted cash. An additional \$157,500 is being held for pool debt which will return to the General Fund as unrestricted in 2019 after the debt is retired. This figure also includes \$1.41 million for the Sales Tax Loss Reserve

Monthly Financial Status Report

GENERAL FUND OVERVIEW (CONT)

July 2018



EXPENDITURES

General Fund expenditures through July 2018 are 18% or \$425,925 higher than in 2017. The reason for the increase in expense over last year is due to a combination of factors. In 2018, the City has processed \$279,972 in budgeted transfers from the General Fund to Equipment Reserve (\$134,430), TIF 2 (\$72,625) and Special Infrastructure (\$72,917) funds. As of July 2017, only \$58,500 in transfers had occurred. There have also been additional payments processed for Traffic Signal charges from KCPL that had not yet hit the books as of July 2017. That amounts to \$33,561 in additional expenses. In the Public Works Department, additional funds were spent on equipment repair (\$25k) due to brake repairs on dump trucks, new tires and other items, tree removal in Nall Park and tree trimming around street lights (\$24k additional). Solid waste fees are also higher than last year by nearly \$75k or 28% due to the increase in our contract cost. Employee benefits expenses are also up due to an increase in pension rates. Expenses in the Police Department are up from last year primarily due to additional transfers to the Equipment Reserve Fund that did not transpire in the prior year and some additional salary expense due to overtime and part-time needs.

Pooled Cash & Investments

Type of Investment	Actual %	Market Value	Yield to Maturity
Fixed Income			
Government Bonds		\$ -	0%
Agency Bonds	65%	\$ 7,267,961	1%
Kansas GO Bonds	0%	\$ -	
Treasury Notes	21%	\$ 2,291,832	1%
Cash and Equivalents	-	-	-
TD Ameritrade and US Bank	14%	\$ 1,515,015	0%
Total Portfolio	100%	\$ 11,074,808	1%
Accrued Interest Year-to-Date as of July 31, 2018		\$ 78,341	

















Starting in December 2015 the City began to invest its idle cash using Columbia Capital Management as the City's asset managers. The City's initial investment was \$2,423,718. The City now has a total of \$9,559,793 invested. Since January 2018, we have invested nearly \$2.8 million. The Cash and Equivalents value illustrates the amount held in cash in the City's bank and investment accounts. Actual interest accrues at bond maturity. The yield to maturity is the anticipated return on a bond if held to maturity expressed in annual percentage rate terms. Year-to-date performance through July reflects accrued interest of \$78,341. Total fees paid to Columbia Capital through second quarter were \$8,942. This is charged quarterly and based on a three-month average balance charged at a 0.18% annual rate. The majority of all investment revenues from matured assets are reinvested in the City's portfolio.
















Monthly Financial Status Report

July 2018



ALL BUDGETED FUNDS ACTUAL COMPARED TO BUDGET/PROJECTIONS

Fund	YTD Actual Revenues	2018 YTD Revenue		Difference	% of Total Projection
		Projected			
General	\$ 4,104,063	\$ 3,160,655	\$ 943,408	76%	
Bond & Interest	\$ 671,470	\$ 561,860	\$ 109,610	70%	
Special Highway	\$ 137,002	\$ 106,931	\$ 30,071	75%	
Special Street (27A)	\$ 571,268	\$ 924,583	\$ (353,315)	36%	
Community Center (27C)	\$ 121,074	\$ 121,333	\$ (259)	58%	
Special Infrastructure (27D)	\$ 547,804	\$ 443,753	\$ 104,051	72%	
Equip & Building Reserve	\$ 146,269	\$ 851,971	\$ (705,702)	10%	
TIF 1 A/B-Bella Roe	\$ 962,382	\$ 565,948	\$ 396,434	99%	
TDD #1 - Price Chopper	\$ 159,856	\$ 155,957	\$ 3,900	60%	
TDD #2 - Lowes	\$ 76,190	\$ 82,799	\$ (6,609)	54%	
CID #1 - Bella Roe/Walmart	\$ 283,974	\$ 275,137	\$ 8,837	60%	
TIF 2D - City Hall/QT	\$ 330,745	\$ 316,826	\$ 13,919	61%	
TIC 2C - Valley State Bank	\$ 69,926	\$ 40,758	\$ 29,169	100%	
TIF 3A/C - 4800 Roe/Blvd Apts	\$ 250,395	\$ 147,363	\$ 103,032	99%	
Property Owners Association	\$ 33,847	\$ 19,744	\$ 14,103	100%	
TOTAL	\$ 8,466,265	\$ 7,775,617	\$ 690,648	64%	

Fund	YTD Actual Expenditures	2018 YTD Expen.		Difference	% of Total Projection
		Projected			
General	\$ 2,765,583	\$ 2,992,167	\$ 226,584	54%	
Bond & Interest	\$ 53,508	\$ 645,790	\$ 592,282	5%	
Special Highway	\$ 52,550	\$ 126,933	\$ 74,383	24%	
Special Street (27A)	\$ 591,448	\$ 1,249,644	\$ 658,196	28%	
Community Center (27C)	\$ 74,691	\$ 73,182	\$ (1,510)	60%	
Special Infrastructure (27D)	\$ 195,079	\$ 635,192	\$ 440,113	18%	
Equip & Building Reserve	\$ 184,578	\$ 278,724	\$ 94,146	39%	
TIF 1 A/B-Bella Roe	\$ 942,021	\$ 551,527	\$ (390,495)	100%	
TDD #1 - Price Chopper	\$ 152,963	\$ 135,042	\$ (17,921)	66%	
TDD #2 - Lowes	\$ 72,352	\$ 90,942	\$ 18,590	46%	
CID #1 - Bella Roe/Walmart	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
TIF 2D - City Hall/QT	\$ 157,978	\$ 364,456	\$ 206,478	25%	
TIC 2C - Valley State Bank	\$ 53,100	\$ 49,427	\$ (3,673)	63%	
TIF 3A/C - 4800 Roe/Blvd Apts	\$ 444,882	\$ 292,604	\$ (152,278)	89%	
Property Owners Association	\$ 31,935	\$ 18,594	\$ (13,341)	100%	
TOTAL	\$ 5,772,668	\$ 7,504,222	\$ 1,731,553	45%	

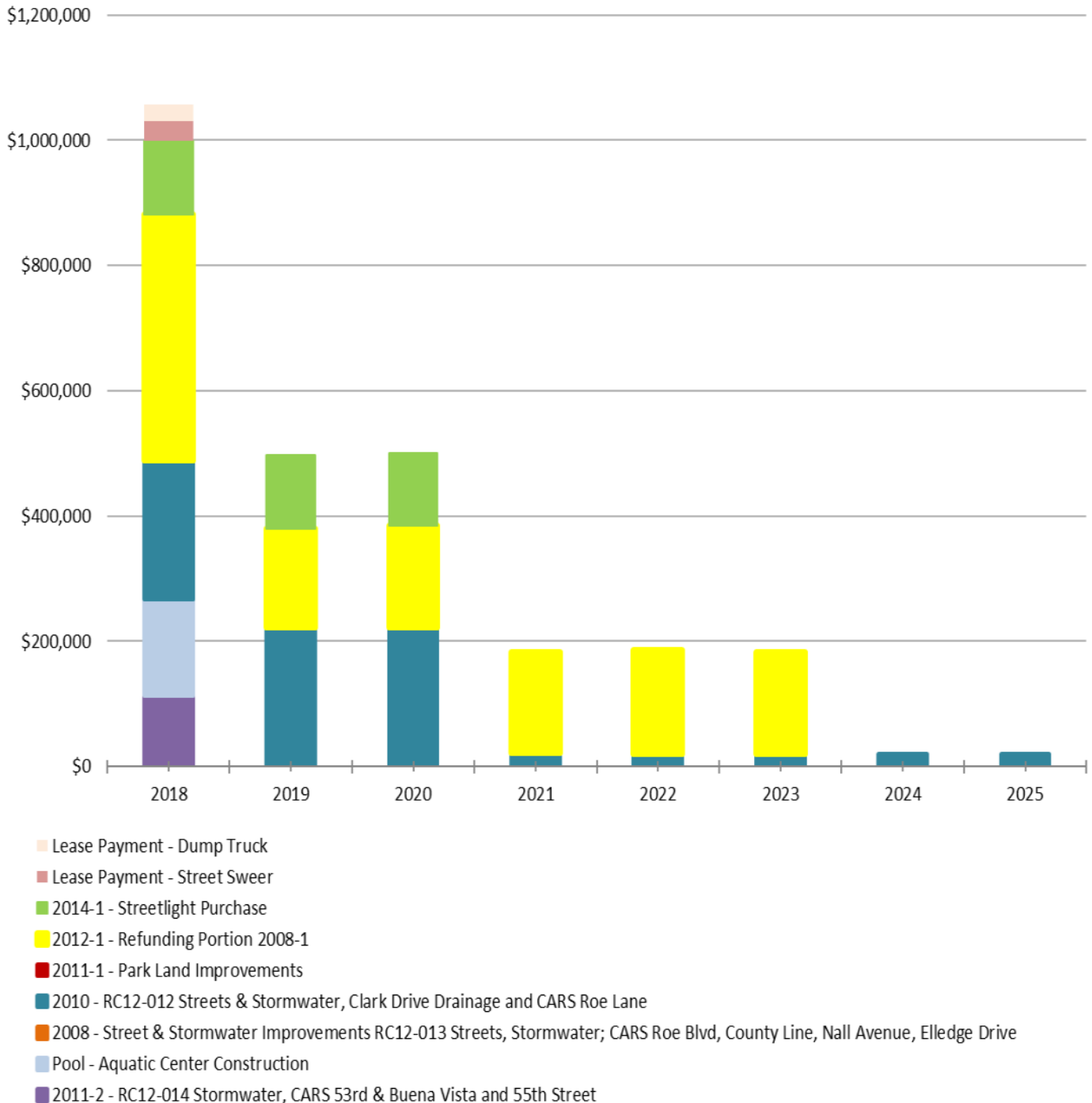
Monthly Financial Status Report

July 2018



DEBT MANAGEMENT

Roeland Park Debt Service 2018 - 2025



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

Monthly Financial Status Report

July 2018



BOND & INTEREST—DEBT SERVICE

Debt Issue	Approved by Council	Date Issued	Original Amount	Interest Rate	1/1/2018 Balance (w/ interest)	Date Expire	2018 Total Payment
General Obligations Bonds:							
2010 Bond Issue: RC12-012 Street Improvements RC12-012 Stormwater Improvements Clark Drive Drainage CARS Roe Lane	2004 2004 2007 2008	Aug-10	\$ 3,345,000	1.50-3.50	\$ 1,512,485	12/1/2025	\$ 315,565
2011-2 Bond Issue: RC12-014 Stormwater CARS 53rd & Buena Vista CARS 55th Street	2007 2010 2011	Aug-11	\$ 1,565,000	2.00-3.40	\$ 1,110,133	9/1/2026	\$ 217,798
2012-1 Bond Issue: Refunding Portion 2008-1 (streets/stormwater)	Various See original issue	May-12	\$ 1,970,000	.65-2.4	\$ 1,567,948	12/1/2023	\$ 453,093
2012-1 Bond Issue (notshown on graph) City Hall Improvements - Paid From TIF Proceeds	2011	May-12	\$ 980,000	.65-1.7	\$ 343,255	12/1/2019	\$ 170,365
2014-1 Bond Issue: Streetlight Purchase	2014	Nov-14	\$ 650,000	2.25	\$ 351,214	9/1/2020	\$ 117,561
					\$ 4,885,035		\$ 1,274,382
Capital Lease Obligation*:							
Pool, Refunding		Jan-10	\$ 1,750,000	2.0-4.0%	\$ 154,440	12/1/2018	\$ 154,440
Street Sweeper		Sep-10	\$ 212,550	4%	\$ 31,251	8/1/2018	\$ 31,251
Dump Trucks (2)		Jun-11	\$ 167,788	2.8-3.0%	\$ 26,718	8/1/2018	\$ 26,718
					\$ 212,409		\$ 212,409
Special Obligation Tax Increment							
Revenue Bonds: <i>*Debt service resources are limited to TIF revenues received - City is not liable for debt</i>							
Series 2000, Valley State Bank Project		Feb-00	\$ 695,000	7.00	\$ 418,343	12/31/2019	\$ 66,874
Series 2005, Roeland Park Redevelopment LLC Project		Feb-05	\$ 4,495,000	4.60-5.75	\$ 914,162	3/31/2018	\$ 914,162
					\$ 1,332,505		\$ 981,036
Revenue Bonds:							
Transportation Development District: <i>*Debt service resources are limited to TDD revenues received - City is not liable for debt</i>							
Sales Tax Revenue Bonds, 2005 - Price Chopper/Shopping Center		Nov-05	\$ 3,555,000	4.50-5.75	\$ 2,616,770	12/1/2025	\$ 2,616,770
Sales Tax Revenue Bonds, 2006A - Price Chopper/Shopping Center		Jan-06	\$ 1,090,000	5.875	\$ 1,018,216	12/1/2025	\$ 1,018,216
Sales Tax Revenue Bonds, 2006B - Lowes		Jan-06	\$ 1,690,000	5.125 - 5.875	\$ 888,184	12/1/2025	\$ 888,184
					\$ 4,523,170		\$ 4,523,170

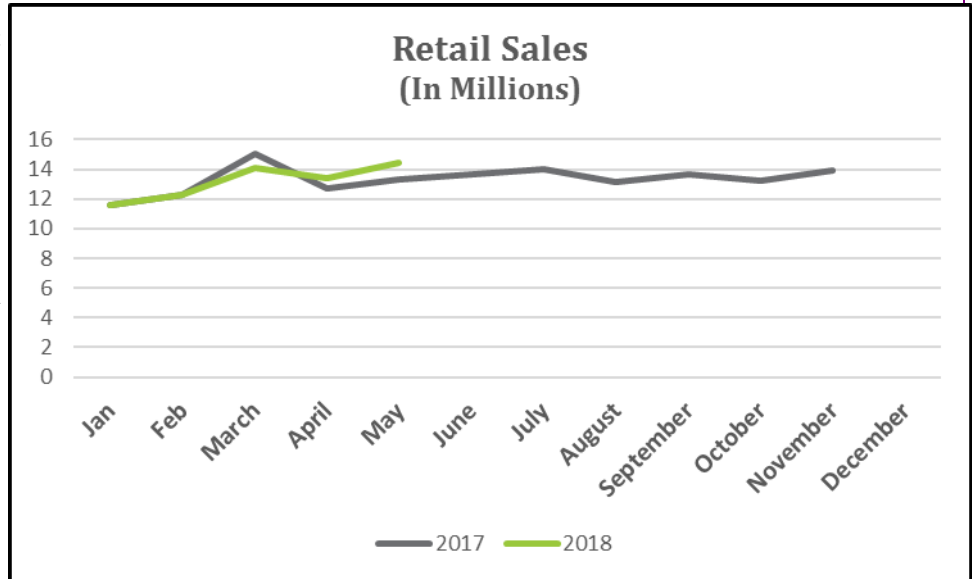
Monthly Financial Status Report

July 2018



COMMUNITY STATISTICS

Retail Sales: The County Economic Research Institute (CERI) provides information for the thirteen largest cities in Johnson County. CERI has provided retail sales figures through May 2018 which shows a 1.4% year-to-date increase for Roeland Park compared to this time in 2017. In the month of May, retail sales increased 8.1% from 2017 for Roeland Park. Sales tax receipts are remitted by the state and are issued to the City two months after actual collection.

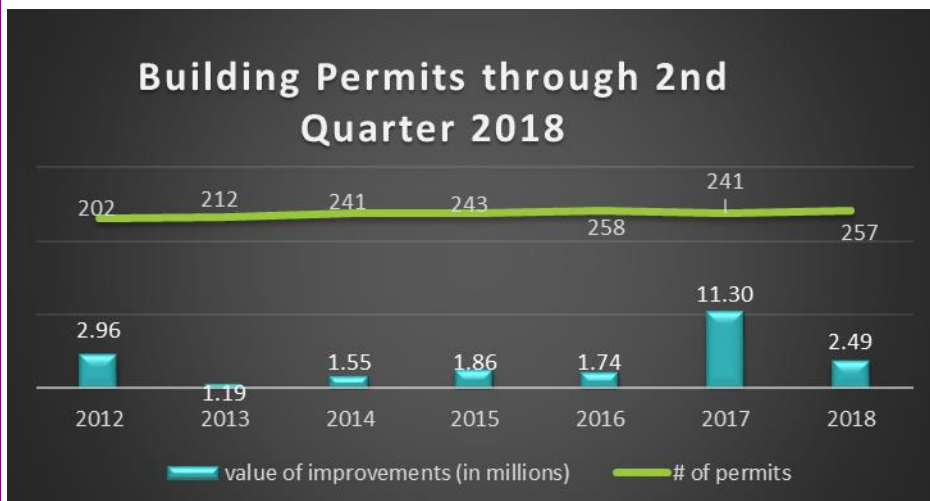


Attached is the latest report from

CERI. For the month of May 2018, Johnson County as a whole has seen a 9.2% increase year-to-date compared with 2017. The increase in revenue is mostly due to significant increases in retail sales in Lenexa due to their new downtown development coming online. In addition, Overland Park, Lenexa and Merriam have seen a significant increase year-over-year as well which is due to a telecom company remitting a large delinquent payment in the first couple months of 2018, which accounts for much of the increase.

Building Permits: Through the second quarter 2018, the City has issued 257 building permits at a value of approximately \$2.5 million. This is lower than last year due to several new homes being issued permits in the first quarter of 2017. The figure exceeds most prior years, however. Permits issued and Improvements provide an indicator as to the economic health and reinvestment in the community. The chart illustrates the number and value of building permits through 2nd quarter comparing the current and prior years. While the City has not received any

applications for new construction this year, there have been 11 residential remodeling permits issued with a value of more than \$524,000 in value. This is an indicator that while the city may not see the volume of new home construction that it saw in 2017, the residents are choosing to reinvest in their existing homes in Roeland Park so they can remain in the community.



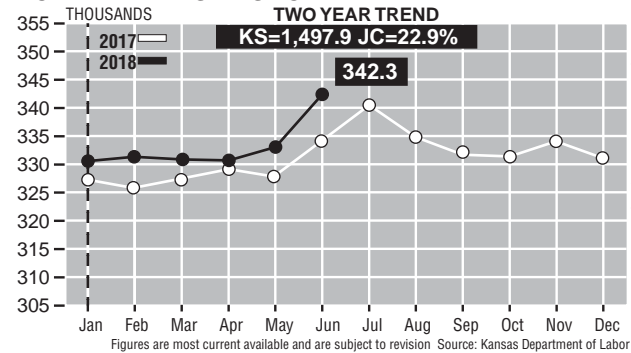
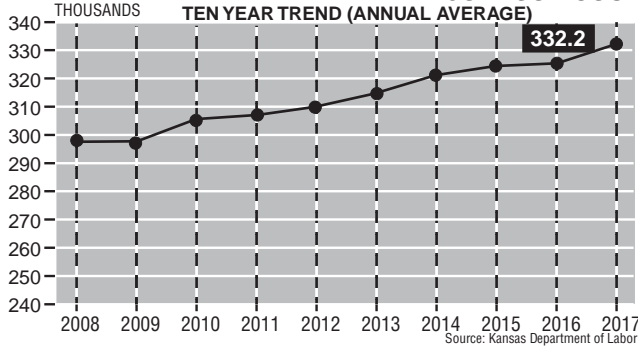
CERI

COUNTY ECONOMIC RESEARCH INSTITUTE

JOHNSON COUNTY INDICATORS

August 2018 Issue

JOHNSON COUNTY: CIVILIAN LABOR FORCE



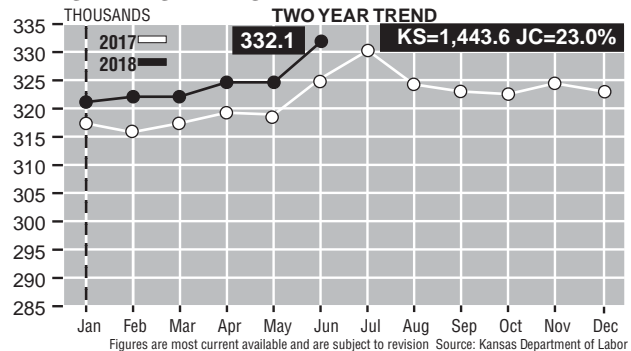
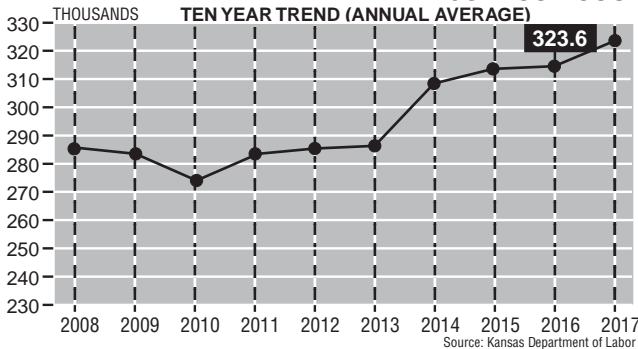
Current Month
This Year: 342,320
Last Year: 336,302

Change: +1.8%

Y.T.D. Avg:
This Year: 334,018
Last Year: 329,835

Change: +1.3%

JOHNSON COUNTY: RESIDENTS EMPLOYED



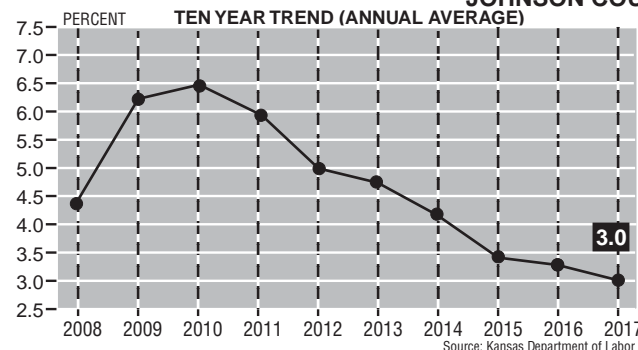
Current Month
This Year: 332,058
Last Year: 324,394

Change: +2.0%

Y.T.D. Avg:
This Year: 324,394
Last Year: 319,632

Change: +1.5%

JOHNSON COUNTY: UNEMPLOYMENT RATE



Current Month
This Year: 3.0%
Last Year: 3.2%

Change: -0.2%

Y.T.D. Avg:
This Year: 2.9%
Last Year: 3.1%

Change: -0.2%

SELECTED STATES AND METRO AREAS: UNEMPLOYMENT RATES - June 2018

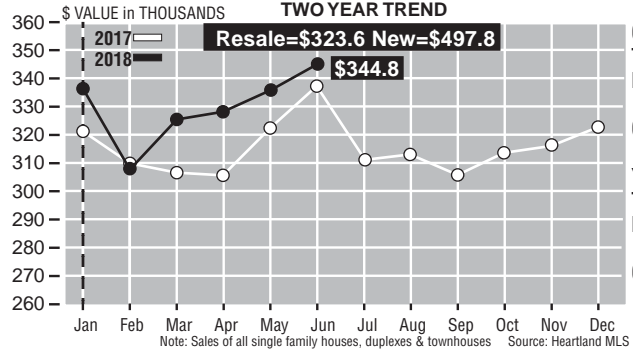
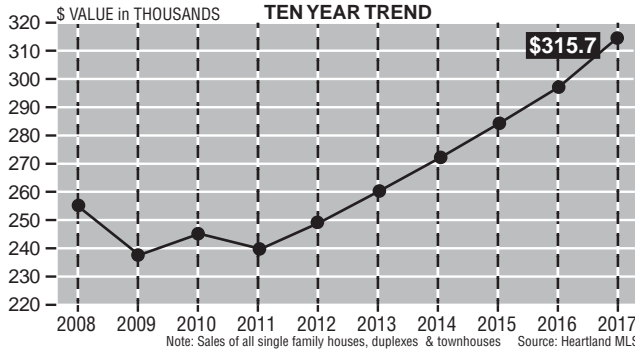
United States.....	4.2%	Michigan.....	4.3%	Kansas City.....	3.5%	Miami.....	3.9%
Kansas.....	3.6%	Minnesota.....	2.9%	Atlanta.....	4.0%	Minneapolis/St. Paul.....	2.8%
Arizona.....	4.8%	Missouri.....	3.5%	Boston.....	3.6%	New Orleans.....	5.8%
Arkansas.....	4.0%	Nebraska.....	3.1%	Charlotte.....	3.9%	New York.....	4.1%
California.....	4.5%	New Jersey.....	4.3%	Chicago.....	4.4%	Omaha.....	3.1%
Colorado.....	3.0%	New York.....	4.2%	Columbus.....	4.5%	Phoenix.....	4.2%
Florida.....	3.9%	N. Carolina.....	4.2%	Dallas.....	3.8%	Pittsburgh.....	4.4%
Georgia.....	4.2%	Ohio.....	5.3%	Denver.....	2.9%	St. Louis.....	3.7%
Illinois.....	4.5%	Oklahoma.....	4.0%	Des Moines.....	2.4%	San Francisco.....	3.0%
Iowa.....	2.5%	Pennsylvania.....	4.4%	Detroit.....	4.4%	Seattle.....	4.1%
Louisiana.....	6.1%	Texas.....	4.2%	Little Rock.....	3.5%	Tulsa.....	4.0%
Massachusetts.....	3.9%	Washington.....	4.5%	Los Angeles.....	4.5%	Wichita.....	4.0%

Not Seasonally Adjusted

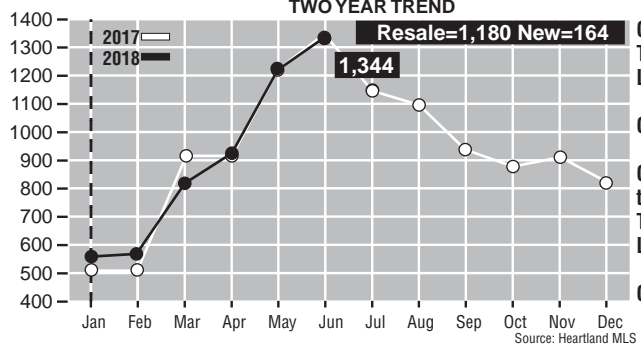
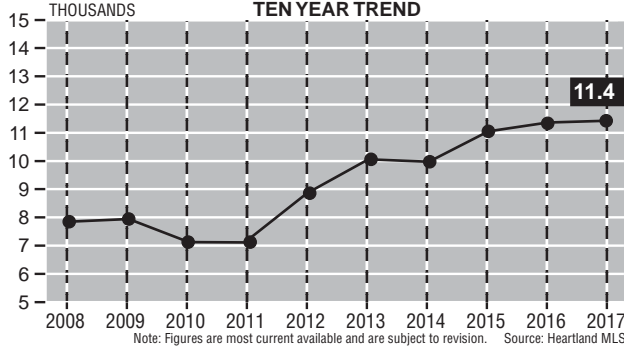
Source: U.S. Bureau of Labor Statistics

CERI

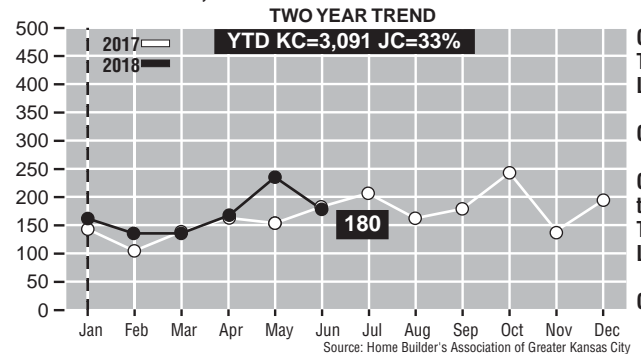
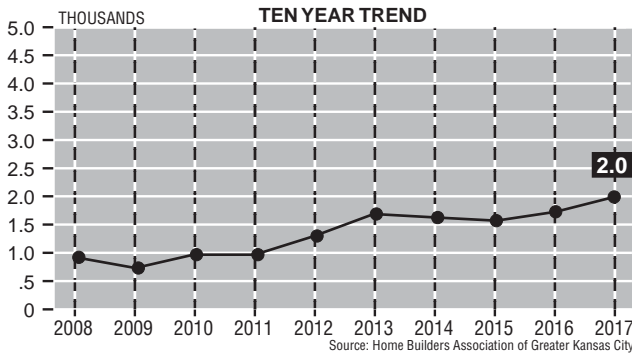
JOHNSON COUNTY: AVERAGE PRICE OF HOMES SOLD



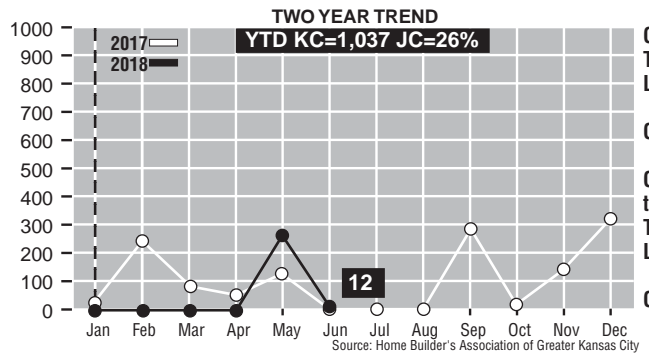
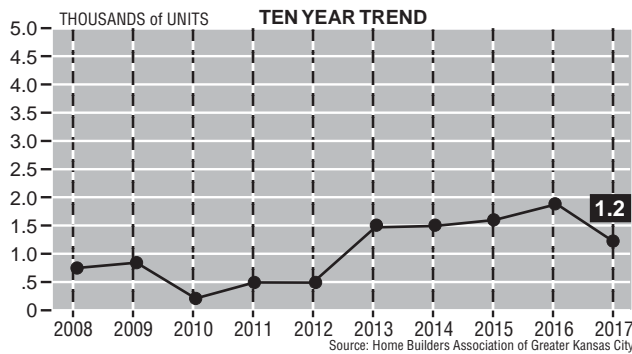
JOHNSON COUNTY: HOME SALES



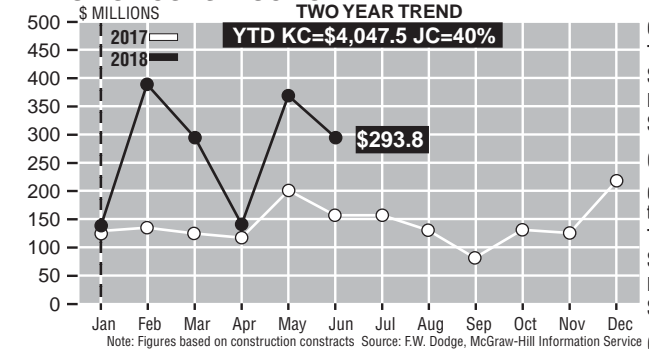
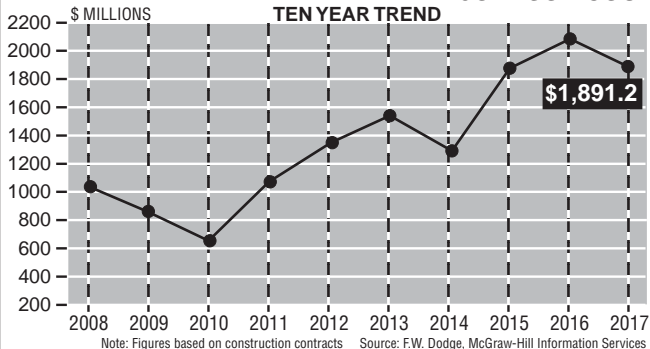
JOHNSON COUNTY: RESIDENTIAL BUILDING PERMITS, SINGLE FAMILY UNITS



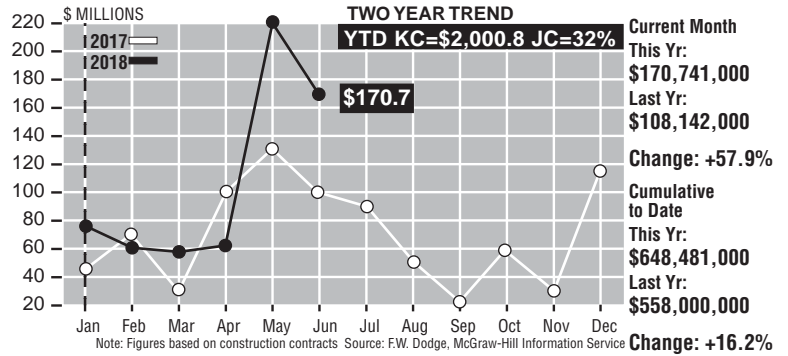
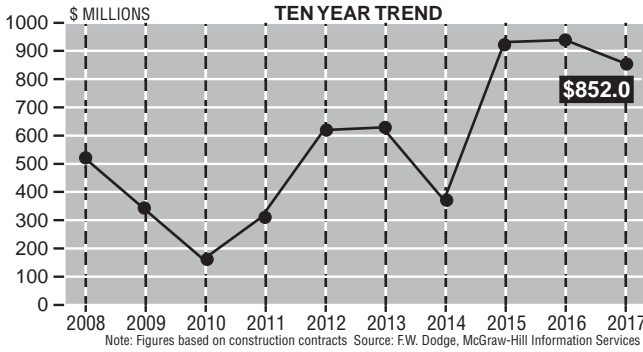
JOHNSON COUNTY: BUILDING PERMITS, MULTI-FAMILY UNITS



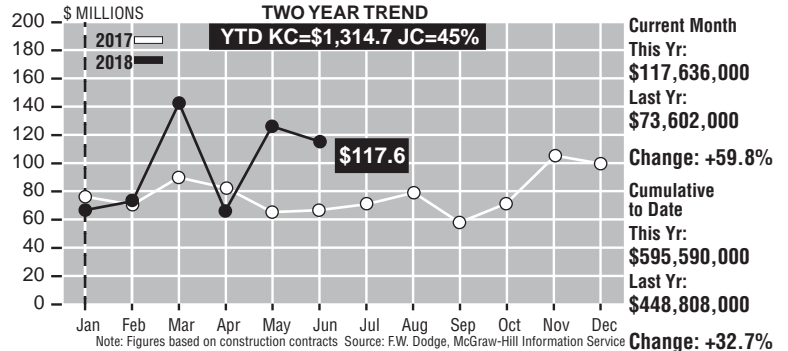
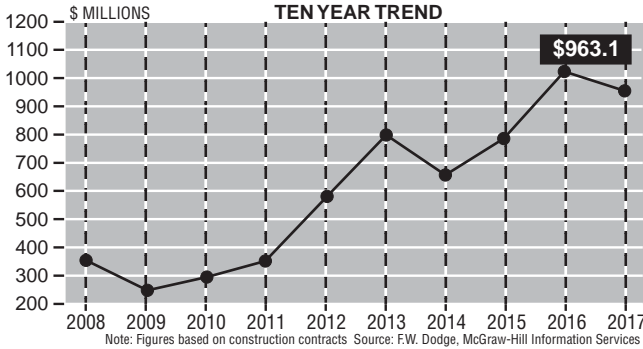
JOHNSON COUNTY: VALUE OF CONSTRUCTION



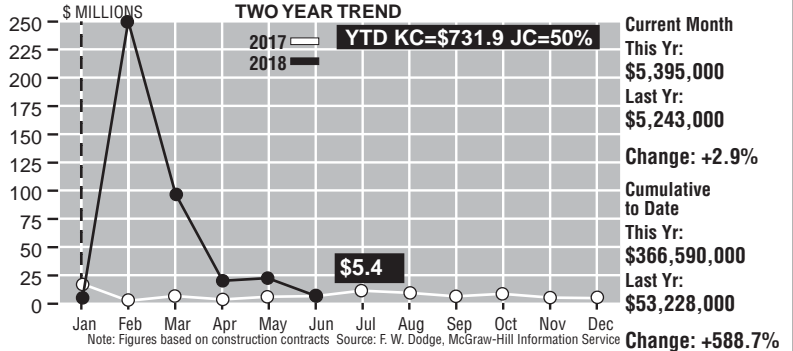
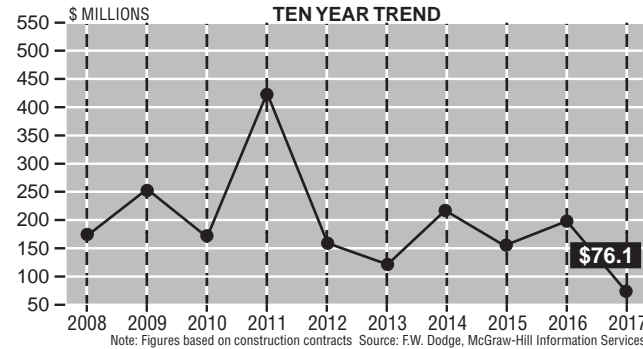
JOHNSON COUNTY: VALUE NON-RESIDENTIAL BUILDING CONSTRUCTION



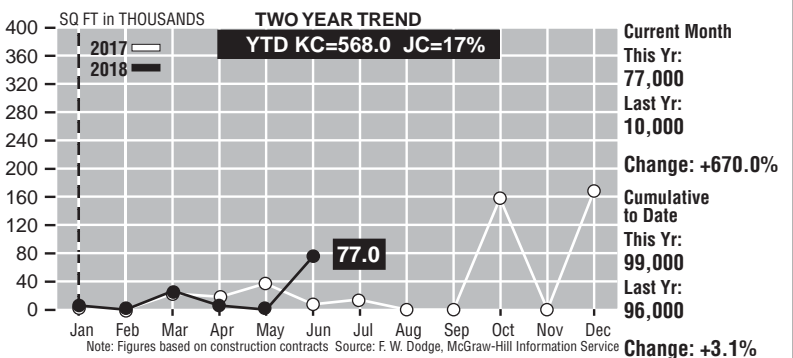
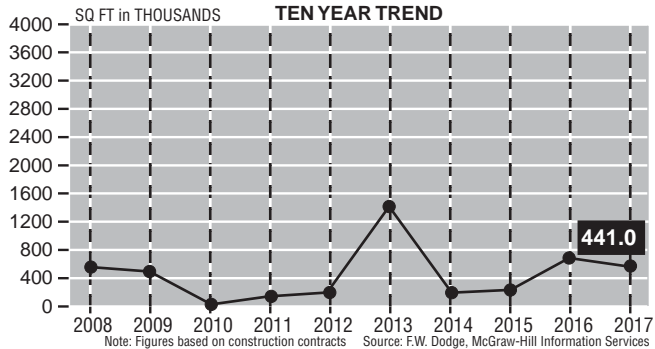
JOHNSON COUNTY: VALUE RESIDENTIAL BUILDING CONSTRUCTION



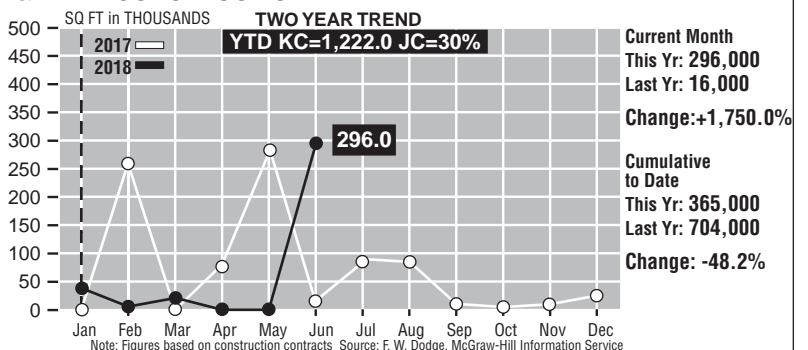
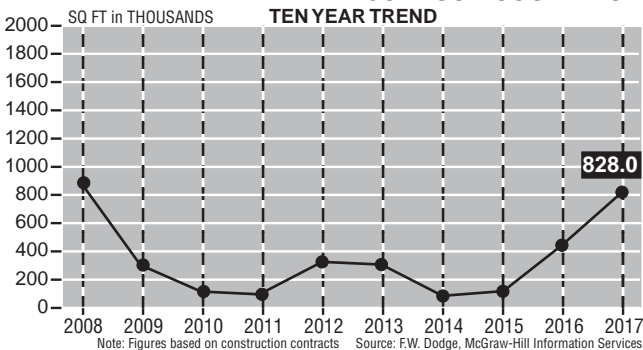
JOHNSON COUNTY: VALUE NON-BUILDING CONSTRUCTION



JOHNSON COUNTY: STORE & FOOD SERVICE CONSTRUCTION



JOHNSON COUNTY: OFFICE & BANK CONSTRUCTION

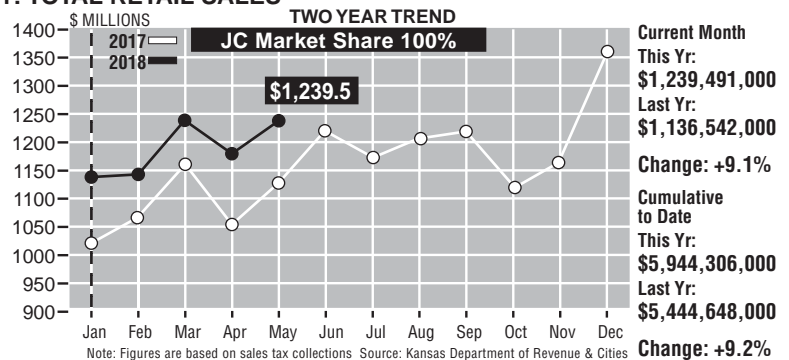
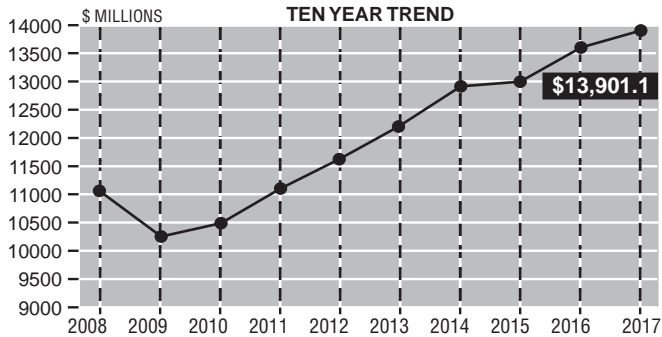


The data presented below represent estimates of the taxable retail sales occurring in the month indicated.

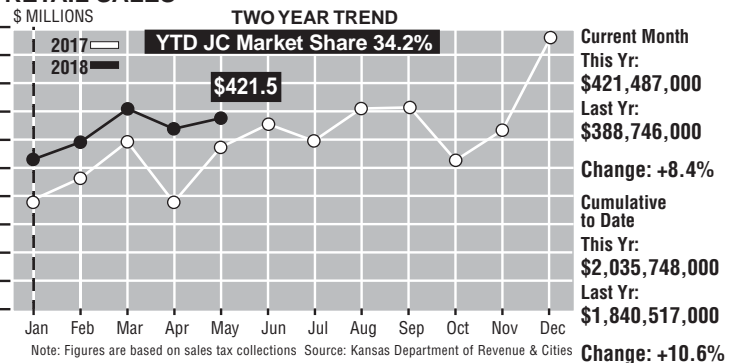
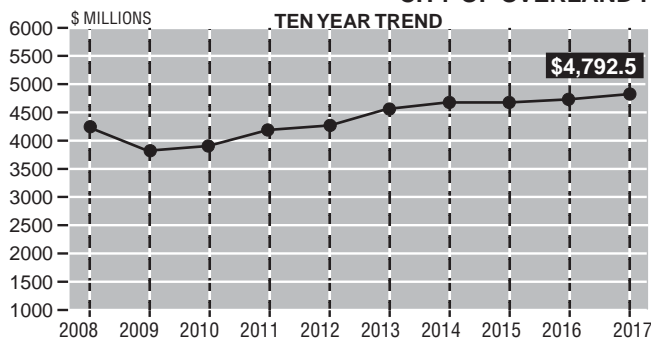
The retail sales estimates for Johnson County's thirteen largest cities shown below are calculated from the local sales and use tax reported by the Kansas Department of Revenue. The Johnson County total is the sum of the retail sales made within each of the county's seventeen cities that levy a city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

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

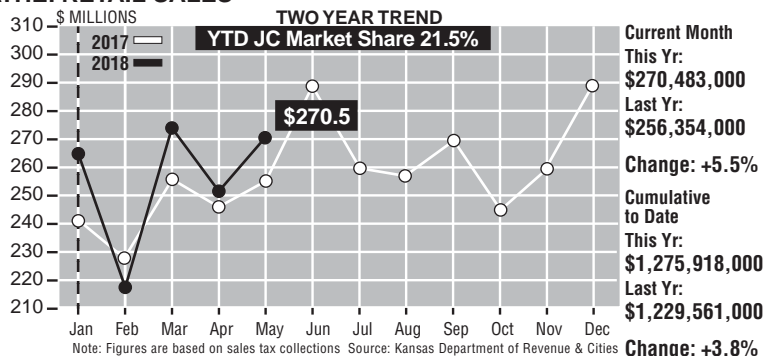
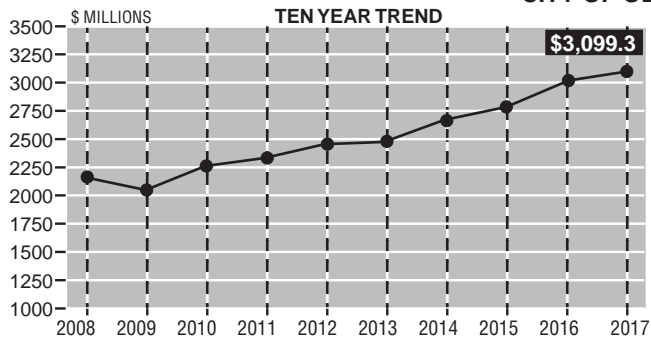
JOHNSON COUNTY: TOTAL RETAIL SALES



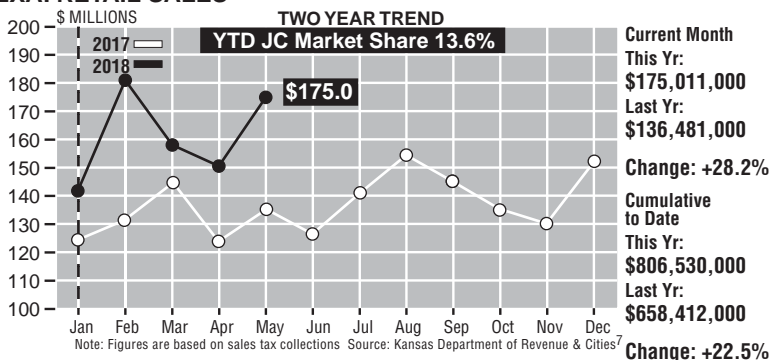
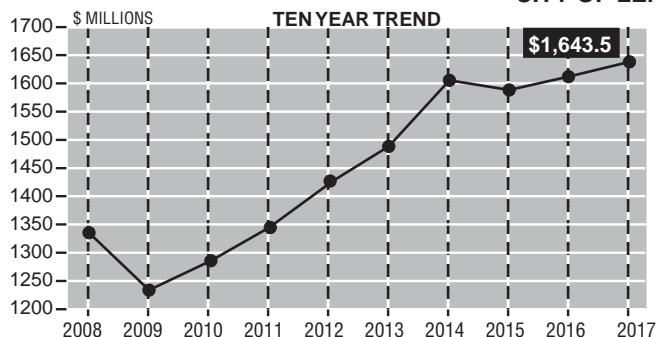
CITY OF OVERLAND PARK: RETAIL SALES



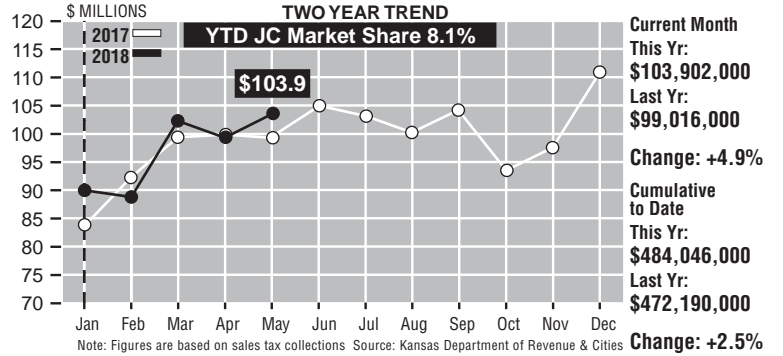
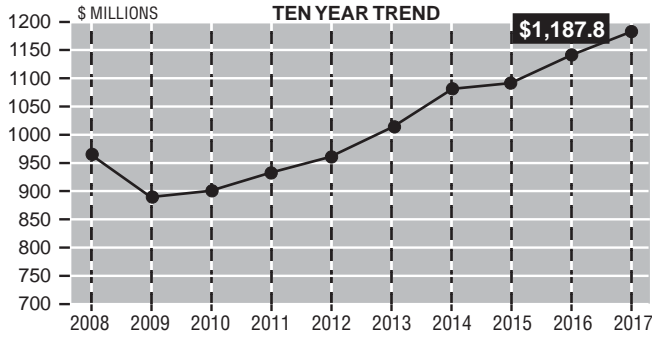
CITY OF OLATHE: RETAIL SALES



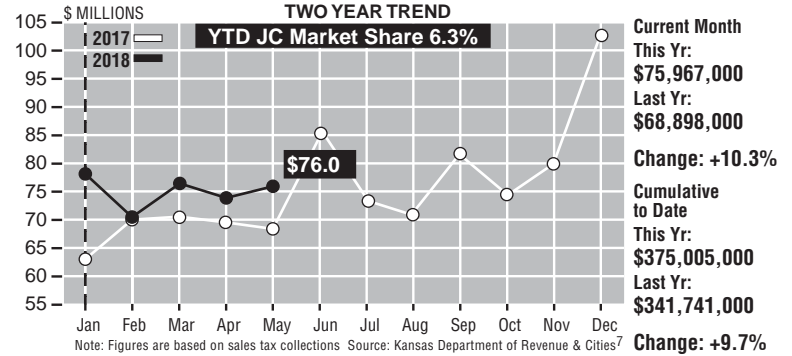
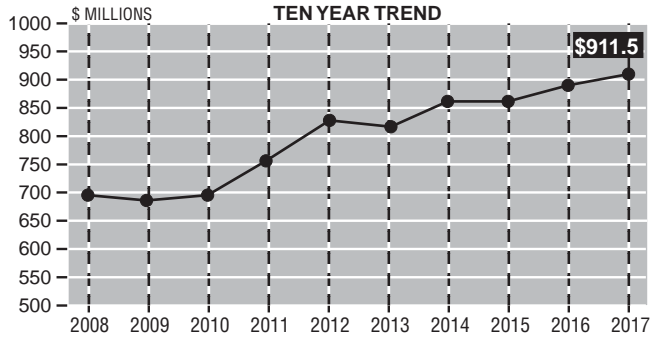
CITY OF LENEXA: RETAIL SALES



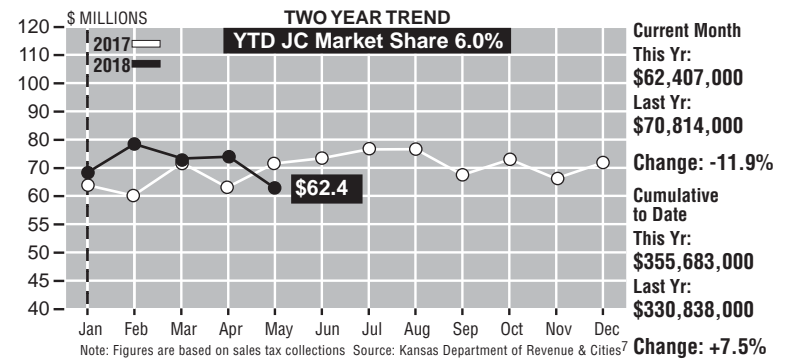
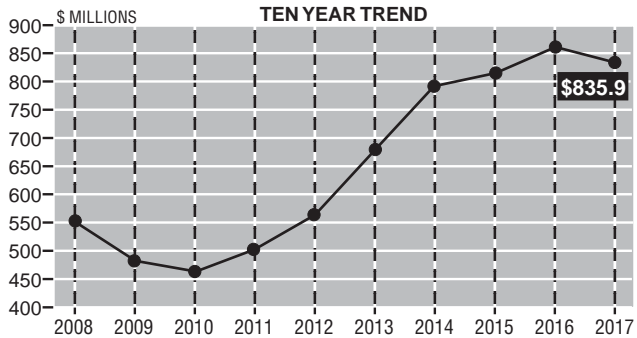
CITY OF SHAWNEE: RETAIL SALES



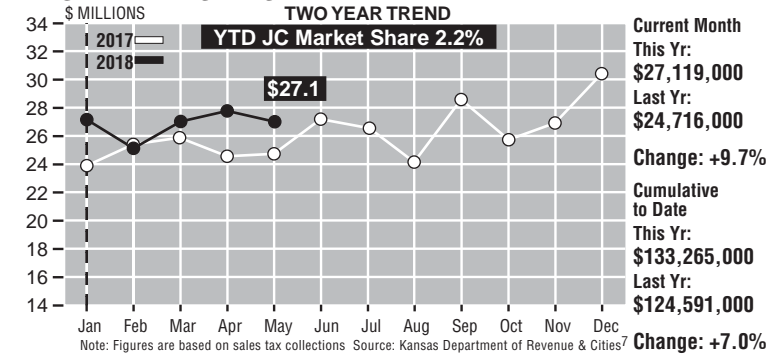
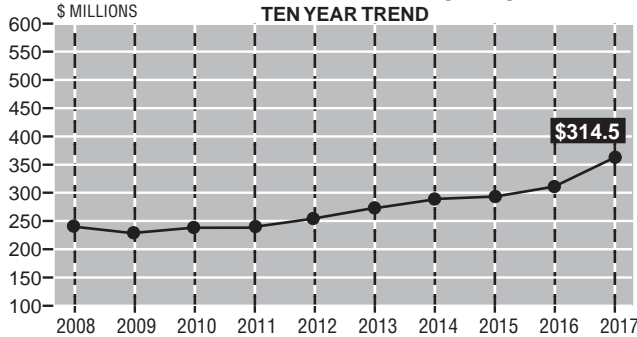
CITY OF LEAWOOD: RETAIL SALES



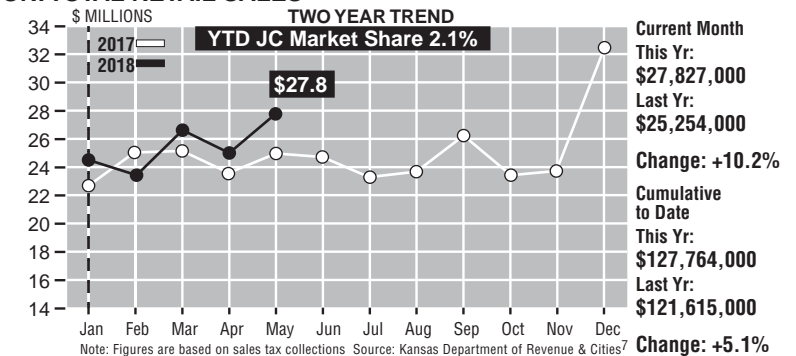
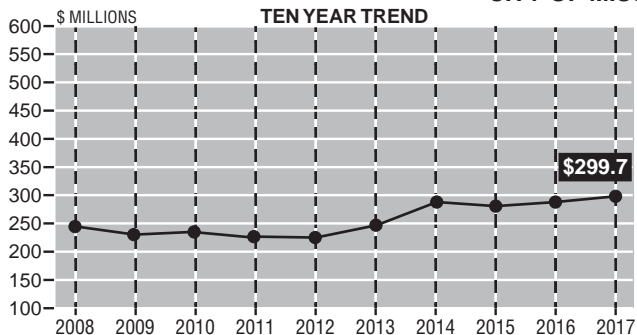
CITY OF MERRIAM: TOTAL RETAIL SALES



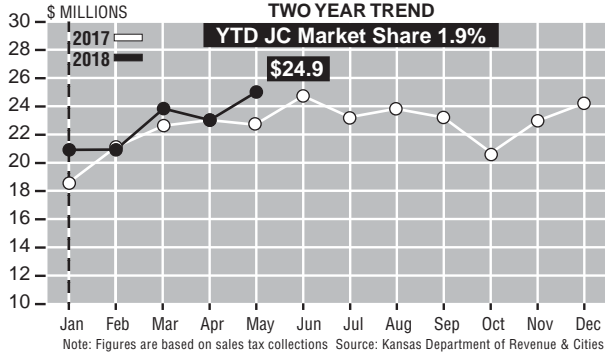
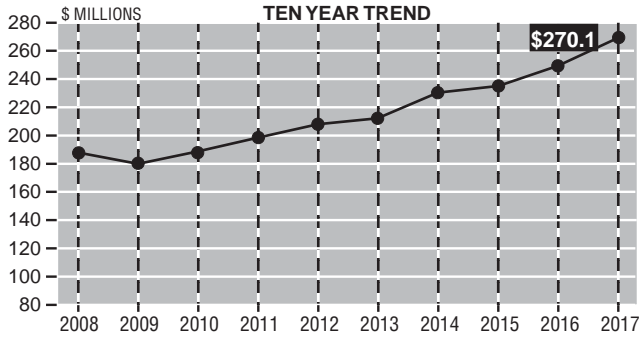
CITY OF PRAIRIE VILLAGE: RETAIL SALES



CITY OF MISSION: TOTAL RETAIL SALES



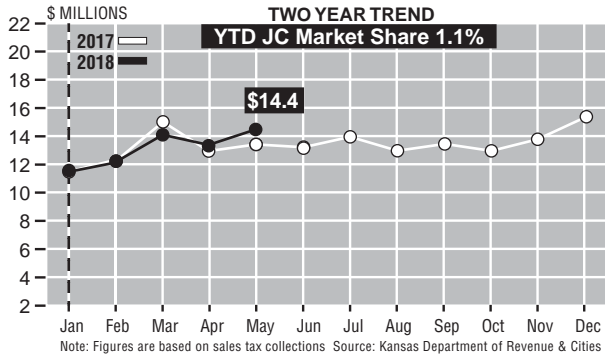
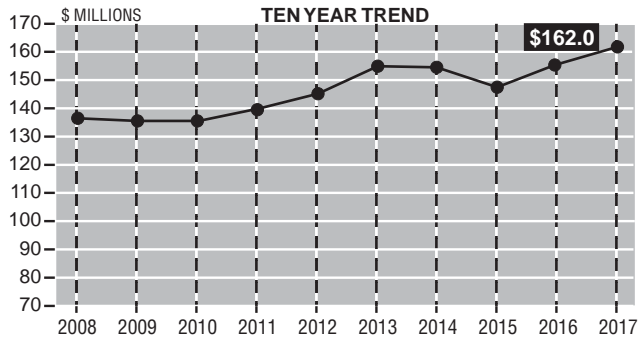
CITY OF GARDNER: RETAIL SALES



Current Month
This Yr:
\$24,874,000
Last Yr:
\$22,264,000
Change: **+11.7%**

Cumulative
to Date
This Yr:
\$113,489,000
Last Yr:
\$107,683,000
Change: **+5.4%**

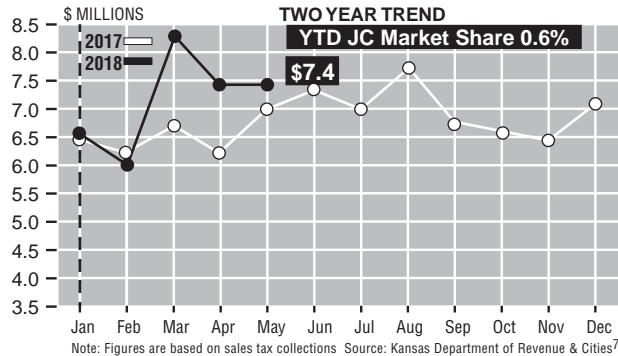
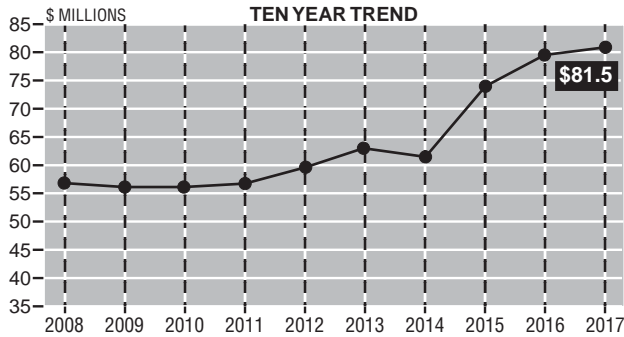
CITY OF ROELAND PARK: RETAIL SALES



Current Month
This Yr:
\$14,417,000
Last Yr:
\$13,335,000
Change: **+8.1%**

Cumulative
to Date
This Yr:
\$65,825,000
Last Yr:
\$64,911,000
Change: **+1.4%**

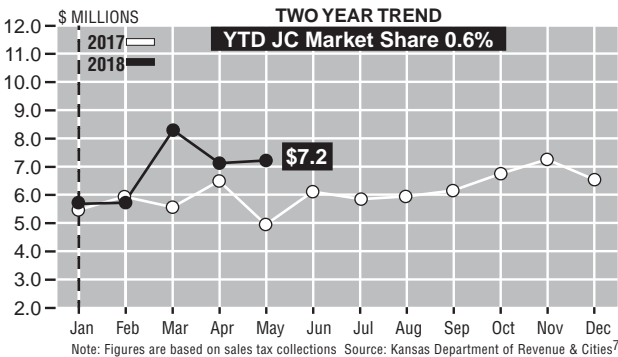
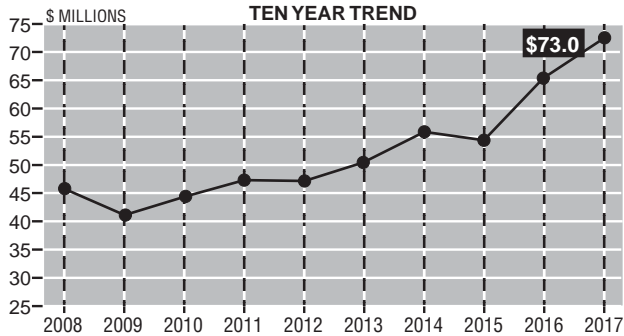
CITY OF SPRING HILL: RETAIL SALES



Current Month
This Yr:
\$7,447,000
Last Yr:
\$6,965,000
Change: **+6.9%**

Cumulative
to Date
This Yr:
\$35,750,000
Last Yr:
\$32,467,000
Change: **+10.1%**

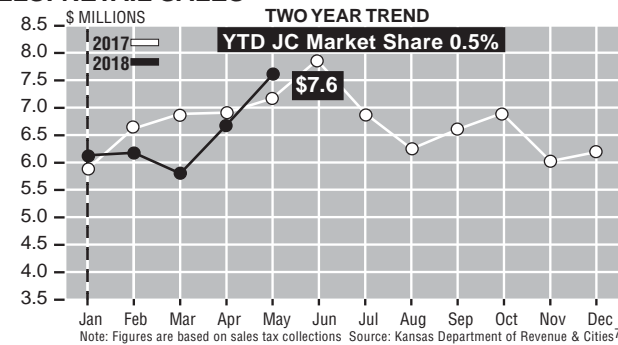
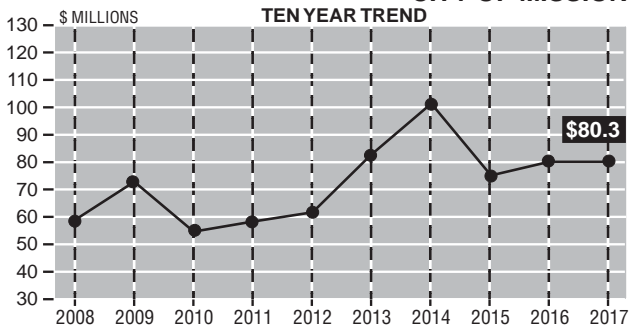
CITY OF DE SOTO: RETAIL SALES



Current Month
This Yr:
\$7,160,000
Last Yr:
\$4,931,000
Change: **+45.2%**

Cumulative
to Date
This Yr:
\$34,090,000
Last Yr:
\$28,381,000
Change: **+20.1%**

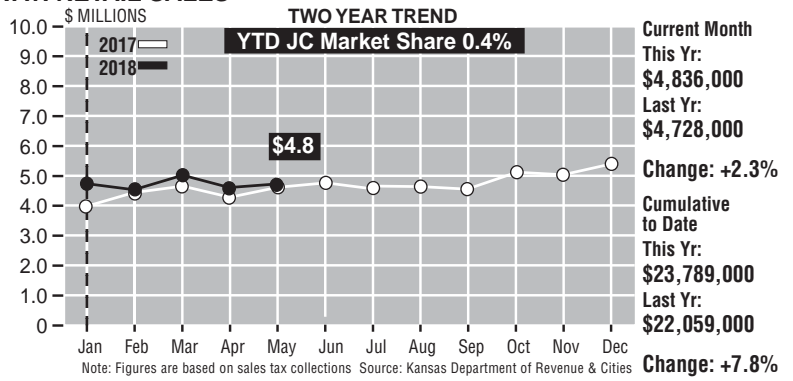
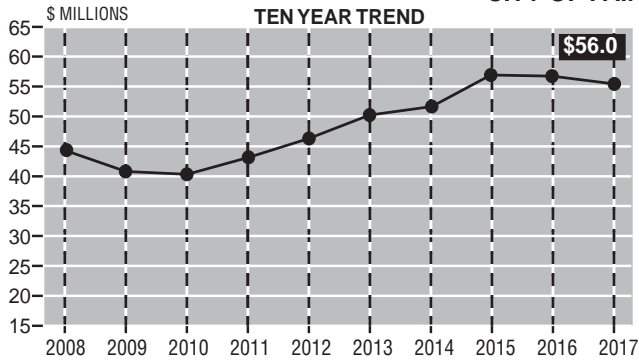
CITY OF MISSION HILLS: RETAIL SALES



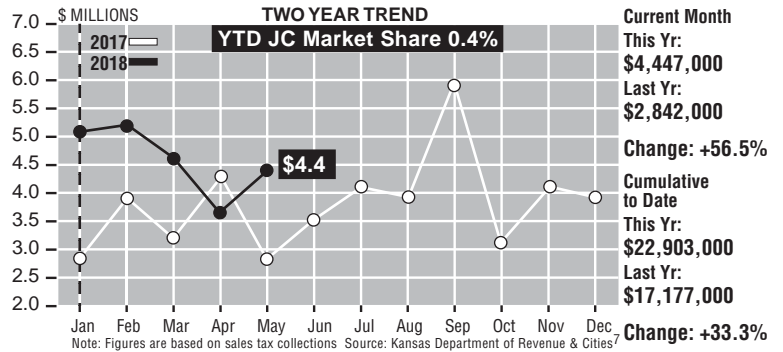
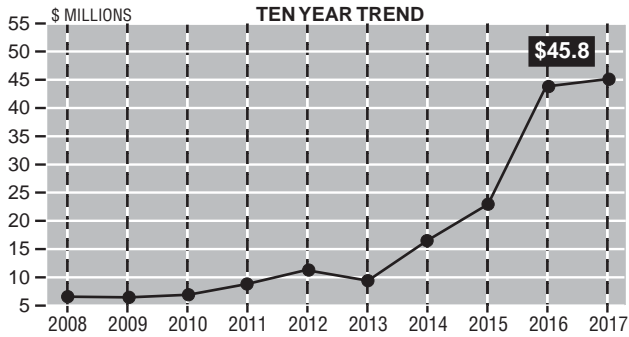
Current Month
This Yr:
\$7,622,000
Last Yr:
\$7,187,000
Change: **+6.1%**

Cumulative
to Date
This Yr:
\$32,265,000
Last Yr:
\$33,490,000
Change: **-3.7%**

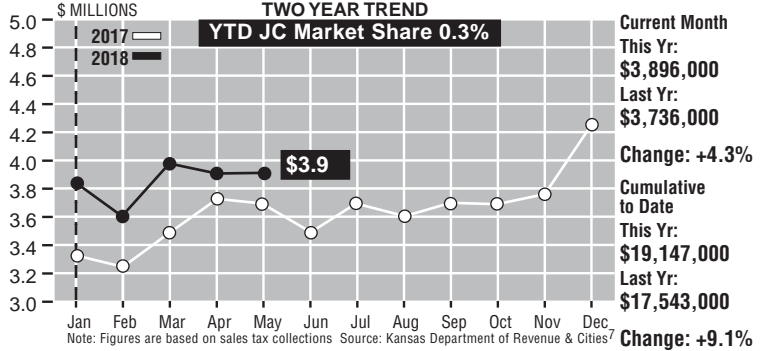
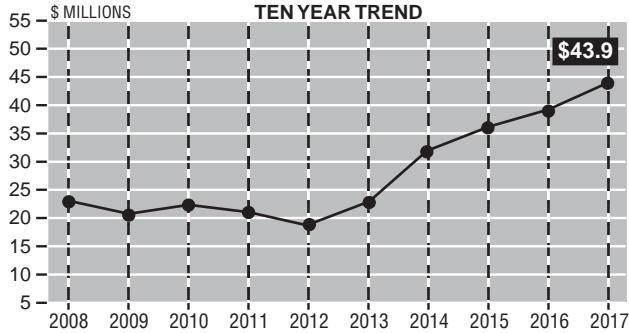
CITY OF FAIRWAY: RETAIL SALES



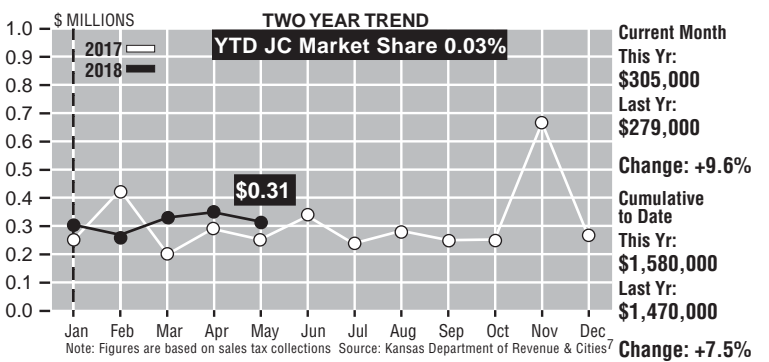
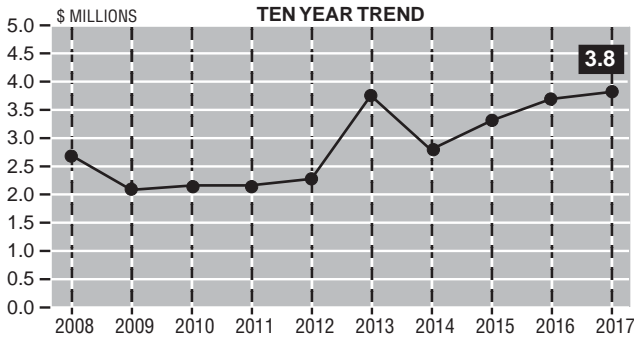
CITY OF EDGERTON: RETAIL SALES



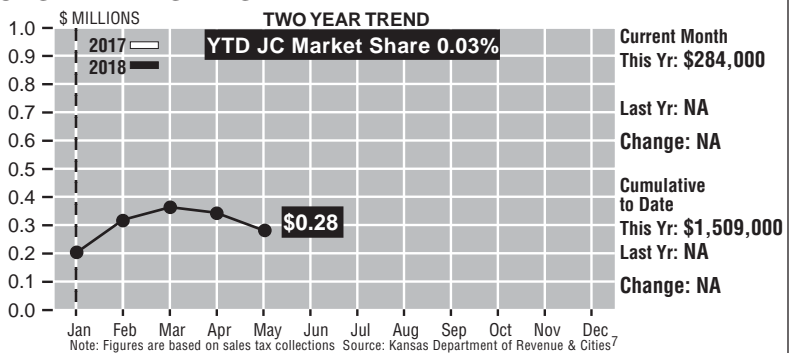
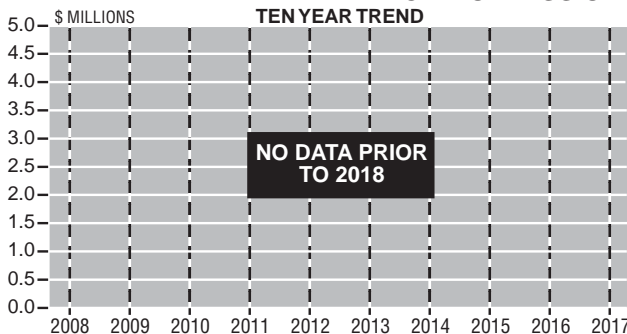
CITY OF WESTWOOD: RETAIL SALES



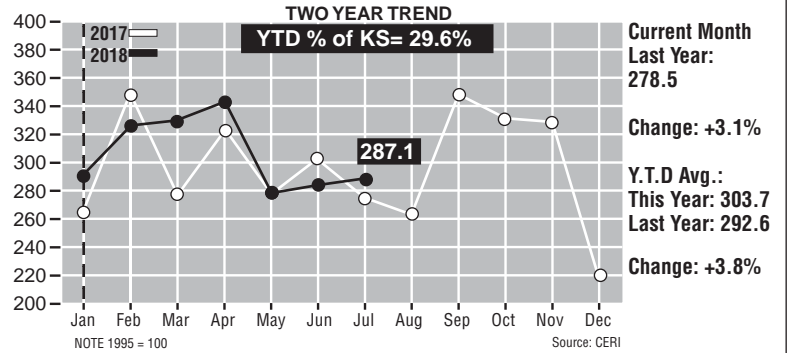
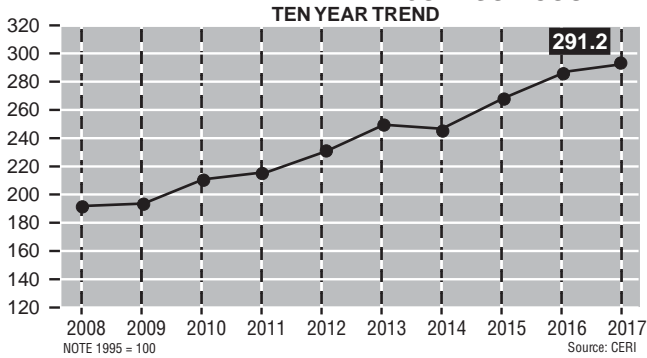
CITY OF WESTWOOD HILLS: RETAIL SALES



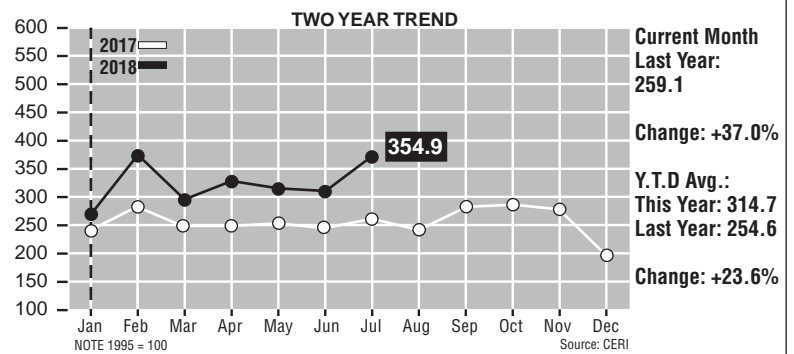
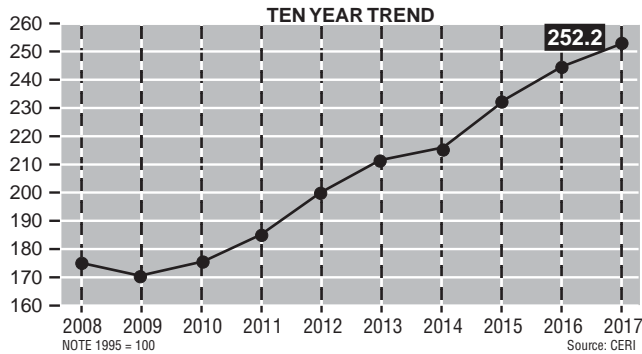
CITY OF MISSION WOODS: RETAIL SALES



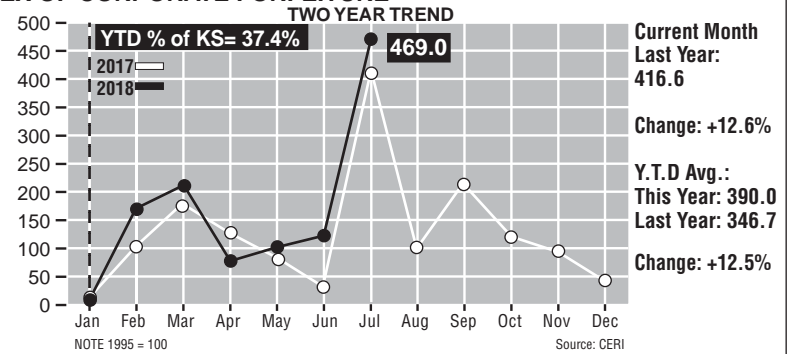
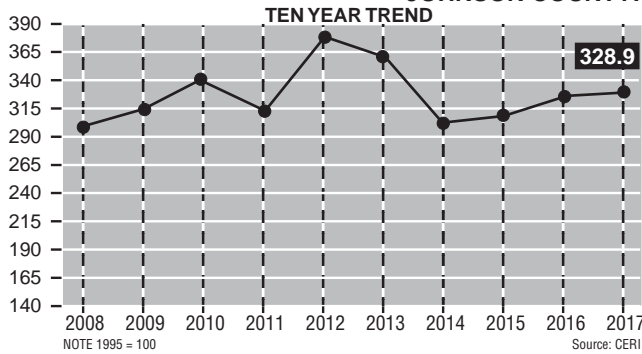
JOHNSON COUNTY: INDEX OF CORPORATE FORMATION



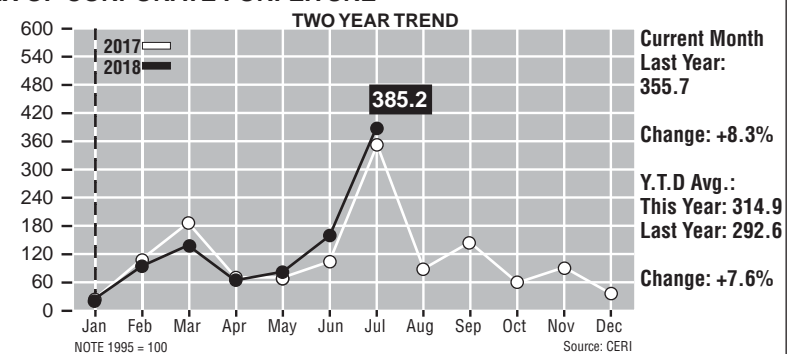
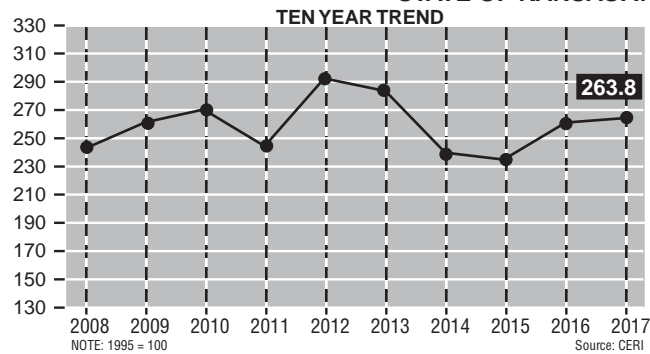
STATE OF KANSAS: INDEX OF CORPORATE FORMATION



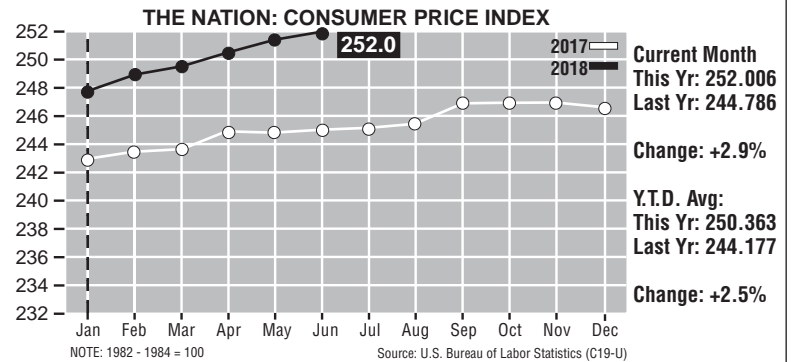
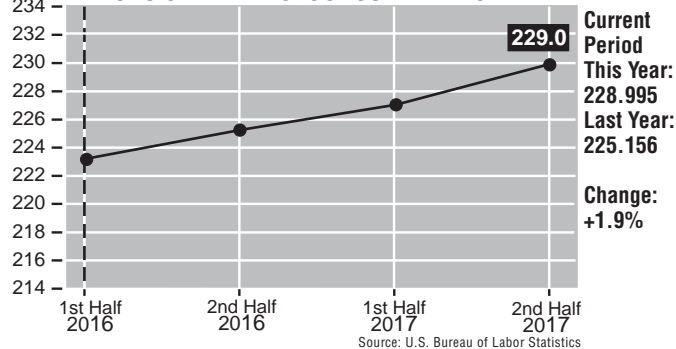
JOHNSON COUNTY: INDEX OF CORPORATE FORFEITURE



STATE OF KANSAS: INDEX OF CORPORATE FORFEITURE



KANSAS CITY METRO: CONSUMER PRICE INDEX



MONTHLY FINANCIAL STATEMENTS

CITY OF ROELAND PARK

JUNE 2018

PREPARED BY:



KANSAS CITY | SPRINGFIELD

GOODFAITHACCOUNTING.COM

Management Responsibility

The organization's management is responsible for the information contained in these reports and for the development, implementation, and adherence of all financial policies and procedures. We recommend management carefully review all transactions contained in these reports to insure accuracy and clarity.

Table of Contents

➤ **Statement of Financial Position**

The statement of financial position gives a financial picture of the organization as of the end of the reporting period. It reflects the assets, liabilities, and net assets of the organization.

Definition of Fund Accounting Terms

Net Assets – Total Assets minus Total Liabilities. Net assets fall into one of three categories (from most restricted to least restricted):

1. **Permanently Restricted** – funds that may not be spent because of permanent restrictions by the donor. Depending on the donor's restrictions, investment "earnings" may be directed to a specific purpose (temporarily restricted) or may be used for unrestricted purposes.
2. **Temporarily Restricted** – funds that may be spent only for designated uses.
3. **Unrestricted** – funds available for general operations. These may be further separated as follows:
 - a. **Net Investment in Fixed Assets** - total fixed assets minus accumulated depreciation minus any loans related to the fixed assets.
 - b. **Board Designated** - although unrestricted, these amounts have been segregated by the board (or finance committee, elders, etc.) for special purposes.
 - c. **Unrestricted Funds – Prior Years** – cumulative net activity (revenues minus expenses) from all prior years.
 - d. **Unrestricted Funds – Current Year** – current year net activity (detailed on the Statement of Activities).

➤ **Statement of Activities**

The statement of activities reflects the revenues and expenses of the organization for the current period of time—typically the current month and year-to-date. It can also be used to compare actual revenues and expenses to those budgeted.



City of Roeland Park
Statement of Fund Balance
7/31/2018

Assets

Cash

Cash in General Checking - Pooled

1010	General Fund	\$	72,379.12	
1010	Bond & Interest Fund		143,035.02	
1010	Special Highway Fund		77,413.26	
1010	Special Street Fund 27 - A		11,993.25	
1010	Community Center Fund Fund 27 - C		70,086.86	
1010	Special Infrastructure 27 - D		74,363.04	
1010	Equipment & Bldg Reserve Fund		13,737.42	
1010	TIF 1A/B - Bella Roe / Walmart		800,556.62	
1010	TDD #1 - Price Chopper		64,013.20	
1010	TDD #2 - Lowes		47,445.26	
1010	CID #1 - RP Shopping Center		45,091.77	
1010	TIF 2A/D - McDonalds / City Hall		36,629.23	
1010	TIF 2C - Valley State Bank		(5,962.69)	
1010	TIF 3C - Old Pool Area		29,071.99	
1011	TIF 1A/B - Bella Roe / Walmart		127,000.00	
1012	Special Law Enforcement Fund		18,074.02	
	Total Cash in General Checking - Pooled			1,624,927.37

Cash in Other Accounts

1020	Cash - Municipal Court		6,400.00	
1040	Cash - Pool Bond Reserve		157,500.08	
1050	Cash - Property Owners Association		18,415.51	
1090	Petty Cash Funds		200.00	
	Total Cash in Other Accounts			182,515.59

Restricted Cash

1060	Cash - Debt Service - Revenue Restricted		29,501.96	
1070	Cash - Restricted Asset - Bond Reserve		13,035.25	
1080	Cash - With Trustee		37,666.82	
	Total Restricted Cash			80,204.03

Total Cash

1,887,646.99

Other Current Assets

1110..1115	Accounts Receivable		1,713,432.79	
1130..1135	Interest & Taxes Receivable		4,934,692.57	
1310	Invested Assets		9,555,693.01	
1210	Prepaid Expenses		200.00	
	Total Other Current Assets			16,204,018.37

Total Assets

\$ 18,091,665.36



City of Roeland Park
Statement of Fund Balance
7/31/2018

Liabilities & Fund Balance

Current Liabilities		
2005	Accounts Payable	27,749.50
2010	Federal Withholding Payable	14,622.73
2020	State Withholding Payable	2,898.38
2030	City Withholding Payable	12.64
2040	KPERS Accrued Employee	1,178.92
2045	KP&F Employee Withholding Payable	2,484.58
2050	Insurance Withholding Payable	698.37
2035,2052	Other Withholding Payable	98.25
2055	Employee Garnishment Payable	-
2060	Section 457 Employee Payable	6,180.34
Total Current Liabilities		55,923.71
Other Liabilities		
2080	Liability for Court Bonds	5,400.00
2110	Deferred Revenue	5,819,163.91
2210	Art Deposit Escrow	76,161.60
2805	Bond Payment Liability	3,778,487.00
Total Other Liabilities		9,679,212.51
Total Liabilities		9,735,136.22
Fund Balance		
2910..2970	Fund Balance - General	4,113,044.87
2910..2970	Fund Balance - Special Law Enforcement Fund	18,074.02
2910..2970	Fund Balance - Debt Service	886,308.62
2910..2970	Fund Balance - Special Revenue Projects	2,959,820.82
2910..2970	Fund Balance - Capital Projects	360,865.30
2910..2970	Fund Balance - Property Owners Association	18,415.51
Total Fund Balance		8,356,529.14
Total Liabilities & Fund Balance		\$ 18,091,665.36

City of Roeland Park
Statement of Fund Balance - BY FUND GROUP
7/31/2018

B-by Grp

Assets

Cash

Cash in General Checking - Pooled

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
General Fund	\$ 72,379.12				\$ 72,379.12
Bond & Interest Fund		143,035.02			143,035.02
Special Highway Fund			77,413.26		77,413.26
Special Street Fund 27 - A			11,993.25		11,993.25
Special Street Fund 27 - C			70,086.86		70,086.86
Special Infrastructure 27 - D			74,363.04		74,363.04
Equipment & Bldg Reserve Fund				13,737.42	13,737.42
TIF 1A/B - Bella Roe / Walmart			800,556.62		800,556.62
TDD#1 - Price Chopper			64,013.20		64,013.20
TDD#2 - Lowes			47,445.26		47,445.26
CID #1 - RP Shopping Center			45,091.77		45,091.77
TIF 2A/D - McDonalds / City Hall			36,629.23		36,629.23
TIF 2C - Valley State Bank			(5,962.69)		(5,962.69)
TIF 3C - Old Pool Area			29,071.99		29,071.99
TIF 1A/B - Bella Roe / Walmart			127,000.00		127,000.00
Special Law Enforcement Fund	18,074.02	-	-	-	18,074.02
Total Cash in General Checking - Pooled	90,453.14	143,035.02	1,377,701.79	13,737.42	1,624,927.37

City of Roeland Park
Statement of Fund Balance - BY FUND GROUP
7/31/2018

B-by Grp

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
Assets (continued)					
Cash in Other Accounts					
Cash - Municipal Court	6,400.00				6,400.00
Cash - Pool Bond Reserve	157,500.08				157,500.08
Cash - Property Owners Association			18,415.51		18,415.51
Petty Cash Funds	200.00	-	-	-	200.00
Total Cash in Other Accounts	<u>164,100.08</u>	<u>-</u>	<u>18,415.51</u>	<u>-</u>	<u>182,515.59</u>
Restricted Cash					
Cash - Debt Service - Revenue Restricted	-	-	29,501.96	-	29,501.96
Cash - Restricted Asset - Bond Reserve	-	-	13,035.25	-	13,035.25
Cash - With Trustee	-	-	37,666.82	-	37,666.82
Total Restricted Cash	<u>-</u>	<u>-</u>	<u>80,204.03</u>	<u>-</u>	<u>80,204.03</u>
Total Cash	<u>254,553.22</u>	<u>143,035.02</u>	<u>1,476,321.33</u>	<u>13,737.42</u>	<u>1,887,646.99</u>
Other Current Assets					
Accounts Receivable	(51.86)	1,713,484.40	0.25	-	1,713,432.79
Interest & Taxes Receivable	2,654,095.46	261,613.08	2,018,984.03	-	4,934,692.57
Invested Assets	3,674,844.94	743,273.60	4,790,446.59	347,127.88	9,555,693.01
Prepaid Expenses	200.00	-	-	-	200.00
Total Other Current Assets	<u>6,329,088.54</u>	<u>2,718,371.08</u>	<u>6,809,430.87</u>	<u>347,127.88</u>	<u>16,204,018.37</u>
Total Assets	<u>\$ 6,583,641.76</u>	<u>\$ 2,861,406.10</u>	<u>\$ 8,285,752.20</u>	<u>\$ 360,865.30</u>	<u>18,091,665.36</u>

City of Roeland Park
Statement of Fund Balance - BY FUND GROUP
7/31/2018

B-by Grp

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
Liabilities & Fund Balance					
Current Liabilities					
Accounts Payable	27,749.50	-	-	-	27,749.50
Accrued Wages	-	-	-	-	-
Federal Withholding Payable	14,622.73	-	-	-	14,622.73
State Withholding Payable	2,898.38	-	-	-	2,898.38
Payroll Payables	138.64	-	-	-	138.64
KPERS Accrued Employee	1,178.92	-	-	-	1,178.92
KP&F Employee Withholding Payable	2,484.58	-	-	-	2,484.58
Insurance Withholding Payable	698.37	-	-	-	698.37
Supplemental Insurance Payable	(27.75)	-	-	-	(27.75)
Employee Garnishment Payable	-	-	-	-	-
Section 457 Employee Payable	6,180.34	-	-	-	6,180.34
Due to General Fund	-	-	-	-	-
Total Current Liabilities	55,923.71	-	-	-	55,923.71
Other Liabilities					
Liability for Court Bonds	5,400.00	-	-	-	5,400.00
Deferred Revenue	2,315,037.56	1,975,097.48	1,529,028.87	-	5,819,163.91
Art Deposit Escrow	76,161.60	-	-	-	76,161.60
Bond Payment Liability	-	-	3,778,487.00	-	3,778,487.00
Total Other Liabilities	2,396,599.16	1,975,097.48	5,307,515.87	-	9,679,212.51
Total Liabilities	2,452,522.87	1,975,097.48	5,307,515.87	-	9,735,136.22
Fund Balance					
Fund Balance	2,544,106.05	268,346.50	459,391.45	345,139.55	3,616,983.55
Fund Balance - Debt Service	239,373.00	-	1,803,380.70	-	2,042,753.70
Fund Balance - Reserved Future Projects	-	-	-	-	-
Fund Balance - Reserved for Encumbrances	-	-	-	-	-
Fund Balance - Restricted Special Law	-	-	-	-	-
Fund Balance - Building Reserve	-	-	-	30,000.00	30,000.00
Fund Balance - Contingency	-	-	30,000.00	-	30,000.00
Total Beginning Fund Balance	2,783,479.05	268,346.50	2,292,772.15	375,139.55	5,719,737.25
Current Fund Balance	1,347,639.84	617,962.12	685,464.18	(14,274.25)	2,636,791.89
Total Fund Balance	4,131,118.89	886,308.62	2,978,236.33	360,865.30	8,356,529.14
Total Liabilities & Fund Balance	\$ 6,583,641.76	\$ 2,861,406.10	\$ 8,285,752.20	\$ 360,865.30	\$ 18,091,665.36

City of Roeland Park
Schedule of Cash Balances
For the Period Ended 7/31/2018

SSCASH

		2018 Activity				
		12/31/2017			7/31/2018	
Cash & Cash Equivalents		Balance	Receipts	Disbursements	Transfers to/from Trustee Accounts	Balance
Cash in US Bank - Pooled						
1010	General Fund	57,727.97	4,154,640.18	4,139,989.03	-	72,379.12
1010	Bond & Interest Fund	97,538.50	667,653.80	622,157.28	-	143,035.02
1010	Special Highway Fund	33,253.93	136,169.75	92,010.42	-	77,413.26
1010	Special Street Fund 27 - A	239,888.04	568,680.07	796,574.86	-	11,993.25
1010	Community Center Fund Fund 27 - C	145,107.52	131,783.59	206,804.25	-	70,086.86
1010	Special Infrastructure 27 - D	357,770.03	463,410.86	746,817.85	-	74,363.04
1010	Equipment & Bldg Reserve Fund	84,571.77	168,245.56	239,079.91	-	13,737.42
1010	TIF 1A/B - Bella Roe / Walmart	316,733.07	952,703.67	5,585.00	(463,295.12)	800,556.62
1010	TDD #1 - Price Chopper	76,290.26	159,430.79	400.00	(171,307.85)	64,013.20
1010	TDD #2 - Lowes	52,919.90	76,021.59	400.00	(81,096.23)	47,445.26
1010	CID #1 - RP Shopping Center	109,128.69	269,580.46	333,617.38	-	45,091.77
1010	TIF 2A/D - McDonalds / City Hall	48,104.25	327,257.38	338,732.40	-	36,629.23
1010	TIF 2C - Valley State Bank	14,862.25	69,875.85	-	(90,700.79)	(5,962.69)
1010	TIF 3C - Old Pool Area	5,752.00	249,508.52	226,188.53	-	29,071.99
1011	TIF 1A/B - Bella Roe / Walmart	127,000.00	-	-	-	127,000.00
1012	Special Law Enforcement Fund	8,912.83	25,617.86	16,456.67	-	18,074.02
Total Cash in US Bank - Pooled		1,775,561.01	8,420,579.93	7,764,813.58	(806,399.99)	1,624,927.37
Cash in Other Accounts						
1020	Cash - Municipal Court	21,425.38	7,770.00	22,795.38	-	6,400.00
1040	Cash - Pool Bond Reserve	157,500.08	-	-	-	157,500.08
1050	Cash - Property Owners Association	16,503.51	33,847.00	31,935.00	-	18,415.51
1090	Petty Cash	200.00	-	-	-	200.00
Total Cash in Other Accounts		195,628.97	41,617.00	54,730.38	-	182,515.59
Restricted Cash						
1060	Cash - Debt Service - Revenue Restricted	1,094.50	855.13	4,815.00	32,367.33	29,501.96
1070	Cash - Restricted Asset - Bond Reserve	463,531.00	9,314.05	-	(459,809.80)	13,035.25
1080	Cash - With Trustee	16,404.61	153.80	1,212,734.05	1,233,842.46	37,666.82
Total Restricted Cash		481,030.11	10,322.98	1,217,549.05	806,399.99	80,204.03
Total Cash		\$ 2,452,220.09	\$ 8,472,519.91	\$ 9,037,093.01	\$ -	\$ 1,887,646.99

City of Roeland Park
Statement of Activities
Year-to-Date Fund Summary
For the Period Ended 7/31/2018

Fund Summary

	<u>General</u>	<u>Debt Service</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Total Funds</u>
Total Revenue	\$ 4,129,680.16	\$ 671,469.62	\$ 3,454,463.71	\$ 170,303.69	\$ 8,425,917.18
Total Expenditures	\$ 2,782,040.32	\$ 53,507.50	\$ 2,768,999.53	\$ 184,577.94	\$ 5,789,125.29
Change in Fund Balance	<u>\$ 1,347,639.84</u>	<u>\$ 617,962.12</u>	<u>\$ 685,464.18</u>	<u>\$ (14,274.25)</u>	<u>\$ 2,636,791.89</u>



City of Roeland Park
Statement of Activities
For the Period Ended 7/31/2018

I-All

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>2018 Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 6,379,211.00	\$ (6,379,211.00)	\$ 6,379,211.00	\$ 6,379,211.00	0.00%
4020	Recreational Vehicle Tax	-	469.73	406.00	63.73	687.00	217.27	68.37%
4021	Commercial Vehicle Tax	-	-	343.00	(343.00)	579.00	579.00	0.00%
4040	Heavy Trucks Tax	-	659.41	231.00	428.41	388.00	(271.41)	169.95%
4050	Ad Valorem Tax	-	1,902,644.82	1,357,993.00	544,651.82	2,327,984.00	425,339.18	81.73%
4060	Motor Vehicle Tax	-	124,622.23	146,895.00	(22,272.77)	251,820.00	127,197.77	49.49%
4070	Personal Property Tax-delinquen	-	-	147.00	(147.00)	250.00	250.00	0.00%
4080	Real Property Tax - Delinquent	-	(2,577.01)	5,110.00	(7,687.01)	8,750.00	11,327.01	-29.45%
4110	City/county Sales & Use Tax	259,428.62	1,710,058.24	1,656,396.00	53,662.24	2,839,531.00	1,129,472.76	60.22%
4115	Sales Tax 27B (280 Fund)	54,063.72	356,942.69	341,719.00	15,223.69	585,800.00	228,857.31	60.93%
4120	County Jail Tax	13,743.65	93,040.07	91,322.00	1,718.07	156,550.00	63,509.93	59.43%
4130	Safety Sales Tax	13,743.65	93,040.07	91,322.00	1,718.07	156,550.00	63,509.93	59.43%
4135	County Courthouse Sales Tax	13,710.06	92,756.47	91,322.00	1,434.47	156,550.00	63,793.53	59.25%
4140	Spec City/county Highway Fund	47,078.67	136,169.75	106,281.00	29,888.75	182,190.00	46,020.25	74.74%
4150	CARS Funding	-	-	450,919.00	(450,919.00)	773,000.00	773,000.00	0.00%
4155	CDBG Grant	-	-	116,669.00	(116,669.00)	200,000.00	200,000.00	0.00%
4156	FEMA Grant	-	142,630.38	-	142,630.38	-	(142,630.38)	N/A
4161	Grants/Donations - Private	-	-	16,331.00	(16,331.00)	28,000.00	28,000.00	0.00%
4210	Street Cutting Permit	2,020.00	10,735.00	4,375.00	6,360.00	7,500.00	(3,235.00)	143.13%
4215	Building Permit	3,421.00	31,640.10	35,000.00	(3,359.90)	60,000.00	28,359.90	52.73%
4220	Electrical Permit	150.00	1,369.00	1,750.00	(381.00)	3,000.00	1,631.00	45.63%
4225	Mechanical Permit	315.00	3,675.00	4,319.00	(644.00)	7,400.00	3,725.00	49.66%
4230	Plumbing Permit	149.00	1,903.00	994.00	909.00	1,700.00	(203.00)	111.94%
4235	Garage Sale Permit	35.00	195.00	294.00	(99.00)	500.00	305.00	39.00%
4240	Sign Permit	-	1,300.00	350.00	950.00	600.00	(700.00)	216.67%
4245	Cereal Malt Beverage License	-	(123.00)	175.00	(298.00)	300.00	423.00	-41.00%
4250	Animal Licenses	515.00	4,048.00	4,669.00	(621.00)	8,000.00	3,952.00	50.60%
4255	Home Occupational Licenses	-	280.00	875.00	(595.00)	1,500.00	1,220.00	18.67%
4260	Rental Licenses	2,421.51	23,348.08	20,419.00	2,929.08	35,000.00	11,651.92	66.71%
4265	Business Occupational Licenses	400.00	10,895.00	29,750.00	(18,855.00)	51,000.00	40,105.00	21.36%
4310	Franchise Fee - Electric	37,192.94	162,172.24	177,849.00	(15,676.76)	304,880.00	142,707.76	53.19%
4320	Franchise Fee - Gas	4,161.54	102,425.10	61,334.00	41,091.10	105,149.00	2,723.90	97.41%
4330	Franchise Fee - Telephone	479.60	3,379.60	4,207.00	(827.40)	7,216.00	3,836.40	46.83%
4340	Franchise Fee - Telecable	6,983.49	47,074.75	36,211.00	10,863.75	62,080.00	15,005.25	75.83%
4350	Franchise Fee - Cellular	-	-	12,943.00	(12,943.00)	22,192.00	22,192.00	0.00%
4410	Fine	18,922.88	184,226.88	194,250.00	(10,023.12)	333,000.00	148,773.12	55.32%
4415	Court Costs	-	16,879.10	10,206.00	6,673.10	17,500.00	620.90	96.45%
4420	State Fees	-	12,071.00	15,750.00	(3,679.00)	27,000.00	14,929.00	44.71%
4430	Bond Forfeits	-	5,270.00	-	5,270.00	-	(5,270.00)	N/A
4432	Special Law Enforcement Receipts	(24,817.86)	400.00	581.00	(181.00)	1,000.00	600.00	40.00%
4433	K9 Contributions	25,217.86	25,217.86	-	25,217.86	-	(25,217.86)	N/A
4510..4511	Interest on Investment	54.96	81,935.62	33,684.00	48,251.62	57,745.00	(24,190.62)	141.89%
4530	Reimbursed Expense	-	4,155.00	8,169.00	(4,014.00)	14,000.00	9,845.00	29.68%
4610	Special Assessments	-	695.08	2,044.00	(1,348.92)	3,500.00	2,804.92	19.86%
4620	Special Assmnt Tax - Delinquent	-	-	210.00	(210.00)	364.00	364.00	0.00%
4630	Storm Drainage RC12-013	-	61,335.25	35,294.00	26,041.25	60,500.00	(835.25)	101.38%
4640	Storm Drainage RC12-012	-	93,497.21	54,656.00	38,841.21	93,694.00	196.79	99.79%
4650	Storm Drainage RC12-014	-	104,389.32	62,153.00	42,236.32	106,551.00	2,161.68	97.97%
4710	Apt Tower Lease Payment	1,918.97	11,513.78	13,041.00	(1,527.22)	22,357.00	10,843.22	51.50%
4713	Voicestream Wireless Payment	1,918.97	11,513.82	13,041.00	(1,527.18)	22,357.00	10,843.18	51.50%
4716	Clearwire Tower Lease Paymt	1,918.96	11,513.80	13,041.00	(1,527.20)	22,356.00	10,842.20	51.50%
4720	Plans & Spec's	-	1,250.00	1,750.00	(500.00)	3,000.00	1,750.00	41.67%
4725	Police Reports	585.00	4,450.00	3,206.00	1,244.00	5,500.00	1,050.00	80.91%

City of Roeland Park
Statement of Activities
For the Period Ended 7/31/2018

I-All

		Current Month	Year to Date	Budget to Date	Variance	2018 Annual Budget	Unencumbered Balance	% Used
4730	Tax Increment Income	-	783,702.90	454,412.00	329,290.90	778,992.00	(4,710.90)	100.60%
4731	Tax Increment Income 3A	-	216,121.52	61,565.00	154,556.52	105,536.00	(110,585.52)	204.78%
4735	Tax Increment Income IB	-	526,896.00	342,678.00	184,218.00	587,450.00	60,554.00	89.69%
4755	3rd Floor Lease Revenues	1,730.75	12,115.25	24,584.00	(12,468.75)	42,143.00	30,027.75	28.75%
4768	Service Line Agreement	-	2,604.61	1,400.00	1,204.61	2,400.00	(204.61)	108.53%
4770	Solid Waste Agreement	136.25	557,649.92	330,722.00	226,927.92	566,951.00	9,301.08	98.36%
4775	RPPOA Contract	-	31,875.00	18,592.00	13,283.00	31,875.00	-	100.00%
4780	Sale of Assets	1,100.00	38,038.80	595,000.00	(556,961.20)	1,020,000.00	981,961.20	3.73%
4787	RP Community Foundation Donations	1,111.20	2,821.20	581.00	2,240.20	1,000.00	(1,821.20)	282.12%
4789	Loan from General Fund	10,375.00	72,625.00	72,625.00	-	124,500.00	51,875.00	58.33%
4795	Miscellaneous	12,594.33	48,717.29	27,153.00	21,564.29	46,547.00	(2,170.29)	104.66%
4824	Transfer from Public Works	10,291.67	72,041.69	-	72,041.69	-	(72,041.69)	N/A
4830	Transfer from 27A Fund	29,500.00	206,500.00	206,500.00	-	354,000.00	147,500.00	58.33%
4840	Transfer from General Fund	17,329.25	121,304.75	121,310.00	(5.25)	207,951.00	86,646.25	58.33%
4841	Transfer from PD/GF	2,000.00	14,000.00	14,000.00	-	24,000.00	10,000.00	58.33%
4842	Transfer from Solid Waste / GF	-	-	72,044.00	(72,044.00)	123,500.00	123,500.00	0.00%
4860	Transfer from Special Highway	4,830.83	33,815.81	33,817.00	(1.19)	57,970.00	24,154.19	58.33%
4865	Transfer in from TIF Funds	-	-	73,794.00	(73,794.00)	126,500.00	126,500.00	0.00%
	Total Revenues	576,731.47	8,425,917.18	14,159,984.00	(5,734,066.82)	19,717,596.00	11,291,678.82	42.73%
Expenditures								
5101	Salaries - Regular	123,339.34	878,713.98	947,744.00	(69,030.02)	1,624,702.00	745,988.02	54.08%
5102	Salaries-Overtime	4,865.48	29,289.51	34,370.00	(5,080.49)	58,924.00	29,634.49	49.71%
5103	Salaries - Elected Officials	3,910.00	27,370.00	27,370.00	-	46,920.00	19,550.00	58.33%
5104	Salaries - Part-time	3,938.68	29,972.44	34,027.00	(4,054.56)	58,332.00	28,359.56	51.38%
5105	Employer Funded 401a	1,849.62	7,397.24	-	7,397.24	-	(7,397.24)	N/A
5107	Salaries - Intern	-	-	4,704.00	(4,704.00)	8,065.00	8,065.00	0.00%
5108	Salaries - Judge	1,183.33	8,283.31	8,281.00	2.31	14,200.00	5,916.69	58.33%
5109	Salaries - Prosecutor	977.50	6,842.50	6,846.00	(3.50)	11,730.00	4,887.50	58.33%
5122	FICA City Contribution	10,368.74	74,166.50	79,919.00	(5,752.50)	137,000.00	62,833.50	54.14%
5123	KPERS City Contribution	5,996.03	43,444.33	47,544.00	(4,099.67)	81,500.00	38,055.67	53.31%
5124	Ks Unemployment Insurance	323.72	673.01	1,050.00	(376.99)	1,800.00	1,126.99	37.39%
5125	Worker's Compensation	-	44,105.00	26,250.00	17,855.00	45,000.00	895.00	98.01%
5126	Health/Dental/Vision Insurance	24,274.12	148,230.83	186,669.00	(38,438.17)	320,000.00	171,769.17	46.32%
5127	Health Savings Account	3,277.50	25,080.00	26,250.00	(1,170.00)	45,000.00	19,920.00	55.73%
5128	401A City Contribution	398.18	2,986.35	3,206.00	(219.65)	5,500.00	2,513.65	54.30%
5130	City Paid Life/ST Disability	786.69	5,707.93	5,775.00	(67.07)	9,900.00	4,192.07	57.66%
5131	KP&F City Contribution	13,277.70	93,220.72	96,544.00	(3,323.28)	165,500.00	72,279.28	56.33%
5133	Wellness Incentive	-	-	1,169.00	(1,169.00)	2,000.00	2,000.00	0.00%
5201	Electric	2,650.33	13,585.61	28,063.00	(14,477.39)	48,111.00	34,525.39	28.24%
5202	Telephone	1,059.95	6,510.92	8,414.00	(1,903.08)	14,420.00	7,909.08	45.15%
5203	Printing & Advertising	-	750.58	2,912.00	(2,161.42)	5,000.00	4,249.42	15.01%
5204	Legal Printing	131.27	968.89	1,750.00	(781.11)	3,000.00	2,031.11	32.30%
5205	Postage & Mailing Permits	65.74	1,556.69	3,969.00	(2,412.31)	6,800.00	5,243.31	22.89%
5206	Travel Expense & Training	424.17	19,702.82	21,035.00	(1,332.18)	36,060.00	16,357.18	54.64%
5207	Medical Expense & Drug Testing	-	367.66	1,050.00	(682.34)	1,800.00	1,432.34	20.43%
5208	Newsletter	-	5,567.65	7,700.00	(2,132.35)	13,200.00	7,632.35	42.18%
5209	Professional Services	9,787.68	64,618.13	117,362.00	(52,743.87)	201,200.00	136,581.87	32.12%
5210	Maintenance & Repair Building	1,489.48	12,313.50	16,744.00	(4,430.50)	28,700.00	16,386.50	42.90%
5211	Maintenance & Repair Equipment	4,306.64	35,585.90	25,200.00	10,385.90	43,200.00	7,614.10	82.37%
5212	Utility Asst	-	-	8,750.00	(8,750.00)	15,000.00	15,000.00	0.00%
5213	Audit Fees	3,150.00	43,391.25	22,925.00	20,466.25	39,300.00	(4,091.25)	110.41%
5214	Other Contracted Services	6,492.85	63,680.38	87,871.00	(24,190.62)	150,640.00	86,959.62	42.27%

City of Roeland Park
Statement of Activities
For the Period Ended 7/31/2018

I-All

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>2018 Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
5215	City Attorney	5,309.47	34,666.91	54,250.00	(19,583.09)	93,000.00	58,333.09	37.28%
5218	IT & Communication	-	12,294.50	16,919.00	(4,624.50)	29,000.00	16,705.50	42.39%
5219	Meeting Expense	36.00	915.76	1,400.00	(484.24)	2,400.00	1,484.24	38.16%
5220	Street Light Repair & Maintenance	(12,642.73)	13,409.10	26,250.00	(12,840.90)	45,000.00	31,590.90	29.80%
5221	Maintenance Streets-contract	-	9,581.20	355,831.00	(346,249.80)	610,000.00	600,418.80	1.57%
5222	Traffic Signal Expense	31,413.55	125,103.63	102,144.00	22,959.63	175,100.00	49,996.37	71.45%
5224	Laundry Service	-	1,051.05	1,806.00	(754.95)	3,100.00	2,048.95	33.90%
5226	Car Allowance	450.00	3,150.00	3,150.00	-	5,400.00	2,250.00	58.33%
5227	Prisoner Care	840.00	1,680.00	3,500.00	(1,820.00)	6,000.00	4,320.00	28.00%
5228	Fees Due State of Kansas	1,870.00	10,991.00	15,750.00	(4,759.00)	27,000.00	16,009.00	40.71%
5230	Art Commissioner	100.00	700.00	700.00	-	1,200.00	500.00	58.33%
5232	United Community Services	-	4,285.00	2,499.00	1,786.00	4,285.00	-	100.00%
5233	JoCo Home Repair - Minor	-	4,500.00	2,625.00	1,875.00	4,500.00	-	100.00%
5234	JoCo Home Repair - Major	-	8,000.00	4,669.00	3,331.00	8,000.00	-	100.00%
5235	Leaf Program Disposal Fees	-	0.24	5,831.00	(5,830.76)	10,000.00	9,999.76	0.00%
5236	Community Policing	52.60	340.60	294.00	46.60	500.00	159.40	68.12%
5237	Community Events	-	162.11	2,331.00	(2,168.89)	4,000.00	3,837.89	4.05%
5238	Animal Control	-	55,441.62	33,187.00	22,254.62	56,892.00	1,450.38	97.45%
5240	Equipment Rental	-	-	294.00	(294.00)	500.00	500.00	0.00%
5243	Contractual Reimbursement	(387,646.00)	40,000.00	-	40,000.00	-	(40,000.00)	N/A
5244	General Contractor	388,941.00	388,941.00	-	388,941.00	-	(388,941.00)	N/A
5246	In-House Street Maintenance	10,958.06	20,867.08	67,081.00	(46,213.92)	115,000.00	94,132.92	18.15%
5248	Strategic Planning	-	-	1,750.00	(1,750.00)	3,000.00	3,000.00	0.00%
5249	Branding Implementation	648.00	5,320.00	14,000.00	(8,680.00)	24,000.00	18,680.00	22.17%
5250	Insurance & Surety Bonds	-	46,541.98	30,471.00	16,070.98	52,241.00	5,699.02	89.09%
5251	Mayor Expenses	-	83.61	581.00	(497.39)	1,000.00	916.39	8.36%
5252	Elections - City	-	-	10,500.00	(10,500.00)	18,000.00	18,000.00	0.00%
5253	Public Relations	196.14	789.38	2,044.00	(1,254.62)	3,500.00	2,710.62	22.55%
5254	Miscellaneous Charges	-	1,801.54	1,575.00	226.54	2,700.00	898.46	66.72%
5255	JoCo HR	-	61,212.00	47,831.00	13,381.00	82,000.00	20,788.00	74.65%
5256	Committee Funds	-	1,419.13	2,331.00	(911.87)	4,000.00	2,580.87	35.48%
5257	Property Tax Payments	-	-	4,669.00	(4,669.00)	8,002.00	8,002.00	0.00%
5258	RPPOA Common Area Expenses	-	65,722.00	38,339.00	27,383.00	65,722.00	-	100.00%
5259	Traffic Control Signs	600.00	1,593.13	2,625.00	(1,031.87)	4,500.00	2,906.87	35.40%
5260	Vehicle Maintenance	4,904.17	12,027.08	16,394.00	(4,366.92)	28,100.00	16,072.92	42.80%
5262	Grounds Maintenance	1,531.53	11,136.02	14,875.00	(3,738.98)	25,500.00	14,363.98	43.67%
5263	Tree Maintenance	5,350.00	30,203.02	26,831.00	3,372.02	46,000.00	15,796.98	65.66%
5264	Grounds Improvements	-	-	2,331.00	(2,331.00)	4,000.00	4,000.00	0.00%
5265	Computer System R&M	-	468.64	2,919.00	(2,450.36)	5,000.00	4,531.36	9.37%
5266	Computer Software	-	10,616.01	21,294.00	(10,677.99)	36,500.00	25,883.99	29.08%
5267	Employee Related Expenses	65.95	322.70	4,081.00	(3,758.30)	7,000.00	6,677.30	4.61%
5272	Solid Waste Contract	43,173.82	345,593.06	302,533.00	43,060.06	518,632.00	173,038.94	66.64%
5283	RP Community Foundation Grant Expense	1,111.20	1,611.20	581.00	1,030.20	1,000.00	(611.20)	161.12%
5285	Pool Operations	-	0.48	121,331.00	(121,330.52)	208,000.00	207,999.52	0.00%
5287	Water	28.39	2,061.55	4,669.00	(2,607.45)	8,000.00	5,938.45	25.77%
5288	Waste Water	393.36	1,454.21	2,863.00	(1,408.79)	4,900.00	3,445.79	29.68%
5289	Natural Gas	101.10	4,907.05	3,556.00	1,351.05	6,100.00	1,192.95	80.44%
5290	Street Light Electric	1,670.21	12,593.59	-	12,593.59	-	(12,593.59)	N/A
5292	Fireworks	(105.00)	105.00	1,456.00	(1,351.00)	2,500.00	2,395.00	4.20%
5301	Office Supplies	868.47	4,695.35	9,044.00	(4,348.65)	15,500.00	10,804.65	30.29%
5302	Motor Fuels & Lubricants	5,442.39	22,945.55	21,294.00	1,651.55	36,500.00	13,554.45	62.86%
5303	Sand and Salt	-	18,734.24	14,581.00	4,153.24	25,000.00	6,265.76	74.94%
5304	Janitorial Supplies	210.84	807.72	2,331.00	(1,523.28)	4,000.00	3,192.28	20.19%
5305	Dues, Subscriptions, & Books	1,006.51	18,063.53	13,349.00	4,714.53	22,880.00	4,816.47	78.95%

City of Roeland Park
Statement of Activities
For the Period Ended 7/31/2018

I-All

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>2018 Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
5306	Materials	155.90	693.77	3,500.00	(2,806.23)	6,000.00	5,306.23	11.56%
5307	Other Commodities	140.46	4,260.32	2,331.00	1,929.32	4,000.00	(260.32)	106.51%
5308	Clothing & Uniforms	483.90	6,124.06	8,659.00	(2,534.94)	14,850.00	8,725.94	41.24%
5309	Amunition	-	-	1,456.00	(1,456.00)	2,500.00	2,500.00	0.00%
5310	Training Supplies	-	-	294.00	(294.00)	500.00	500.00	0.00%
5311	Pool Equipment	-	-	11,669.00	(11,669.00)	20,000.00	20,000.00	0.00%
5315	Machinery & Auto Equipment	845.02	141,016.64	51,660.00	89,356.64	88,562.00	(52,454.64)	159.23%
5316	K9 Expenses	11,784.77	11,784.77	-	11,784.77	-	(11,784.77)	N/A
5317	Special Law Enforcement Expenses	(9,041.04)	4,671.90	1,750.00	2,921.90	3,000.00	(1,671.90)	155.73%
5318	Tools	44.16	1,356.70	1,456.00	(99.30)	2,500.00	1,143.30	54.27%
5403	Office Equipment	-	-	4,375.00	(4,375.00)	7,500.00	7,500.00	0.00%
5425	Other Capital Outlay	415.35	1,512.51	15,981.00	(14,468.49)	27,400.00	25,887.49	5.52%
5442	City Hall Building Improvement	-	16,843.00	631,722.00	(614,879.00)	1,082,951.00	1,066,108.00	1.56%
5454	Sidewalk Project	28,338.85	28,338.85	75,831.00	(47,492.15)	130,000.00	101,661.15	21.80%
5456	CARS Projects	-	41,947.85	939,169.00	(897,221.15)	1,610,000.00	1,568,052.15	2.61%
5457	CARS 2020 - Roe	85,009.00	85,009.00	-	85,009.00	-	(85,009.00)	N/A
5458	CARS 2018	62,862.38	355,050.77	-	355,050.77	-	(355,050.77)	N/A
5459	CARS 2019	-	-	-	-	-	-	N/A
5460	CARS 2022 - 53rd Street	-	-	-	-	-	-	N/A
5461	CARS 2022 - Nall	-	-	-	-	-	-	N/A
5462	CARS 2023	-	-	-	-	-	-	N/A
5469	Stormwater Maintenance	-	4,334.82	11,669.00	(7,334.18)	20,000.00	15,665.18	21.67%
5470	Park Maint/Infrastructure	1,034.25	17,711.78	56,000.00	(38,288.22)	96,000.00	78,288.22	18.45%
5471	Tennis Court Replacement	129,471.75	129,471.75	-	129,471.75	-	(129,471.75)	N/A
5499	CDBG 2018	-	9,429.00	-	9,429.00	-	(9,429.00)	N/A
5600	Lease/purchase-pool	-	-	86,625.00	(86,625.00)	148,500.00	148,500.00	0.00%
5601	Bond Principal	-	1,128,540.45	714,980.00	413,560.45	1,225,680.00	97,139.55	92.07%
5602	Bond Interest	-	33,775.91	173,712.00	(139,936.09)	297,799.00	264,023.09	11.34%
5605	Lease/purchase Pool Interest	-	2,970.00	3,465.00	(495.00)	5,940.00	2,970.00	50.00%
5608	Principal Bonds - 2010-1	-	-	160,419.00	(160,419.00)	275,000.00	275,000.00	0.00%
5609	Interest Bonds - 2010-1	-	20,282.50	23,660.00	(3,377.50)	40,565.00	20,282.50	50.00%
5612	Debt Service - Bond Issue	-	52,275.19	-	52,275.19	-	(52,275.19)	N/A
5614	Bond Principal 2014-1	-	-	64,169.00	(64,169.00)	110,000.00	110,000.00	0.00%
5615	Bond Interest 2014-1	-	3,780.00	4,410.00	(630.00)	7,563.00	3,783.00	49.98%
5619	Lease/Purchase - Principal	26,292.85	26,292.85	32,879.00	(6,586.15)	56,369.00	30,076.15	46.64%
5620	Lease/Purchase - Interest	425.45	425.45	931.00	(505.55)	1,600.00	1,174.55	26.59%
5628	Principal Bonds - 2011-2	-	-	110,831.00	(110,831.00)	190,000.00	190,000.00	0.00%
5629	Interest Bonds - 2011-2	-	13,898.75	16,219.00	(2,320.25)	27,798.00	13,899.25	50.00%
5644	Principal Bonds - 2012-1	-	-	247,919.00	(247,919.00)	425,000.00	425,000.00	0.00%
5645	Interest Bonds - 2012-1	-	14,046.25	16,387.00	(2,340.75)	28,093.00	14,046.75	50.00%
5705	Future CIP - PW	-	-	16,884.00	(16,884.00)	28,940.00	28,940.00	0.00%
5721	CID #1 Expenses	-	-	1,300,250.00	(1,300,250.00)	2,229,000.00	2,229,000.00	0.00%
5751	TIF Fund Expenditure	-	-	207,844.00	(207,844.00)	356,302.00	356,302.00	0.00%
5802	Transfer to General Fund	-	-	73,794.00	(73,794.00)	126,500.00	126,500.00	0.00%
5818	Transfer To Bond & Intfund	29,500.00	206,500.00	206,500.00	-	354,000.00	147,500.00	58.33%
5821	Transfer to TIF 2	10,375.00	72,625.00	72,625.00	-	124,500.00	51,875.00	58.33%
5824	Transfer to Special Infrastructure	10,416.67	72,916.69	72,919.00	(2.31)	125,000.00	52,083.31	58.33%
5825	Transfer to Equip Reserve Fund	24,035.08	168,245.56	168,252.00	(6.44)	288,421.00	120,175.44	58.33%
5827	Transfer to Sales Tax Loss Reserve	-	-	-	-	-	-	N/A
Total Expenditures		747,793.57	5,789,125.29	8,928,199.00	(3,139,073.71)	15,305,491.00	9,516,365.71	37.82%
Change in Fund Balance		\$ (171,062.10)	\$ 2,636,791.89	\$ 5,231,785.00	\$ (2,594,993.11)	\$ 4,412,105.00	\$ 1,775,313.11	

City of Roeland Park
Statement of Activities - BY FUND
For the Period Ended 7/31/2018

I-By Fund

					2018 Approved		% Used
		Current Month	Year to Date	Budget to Date	Budget	2018 Projected	
4000..4999	Revenues						
000..115	General Fund	\$ 237,106.87	\$ 4,129,680.16	\$ 6,020,962.00	\$ 8,454,311.00	\$ 5,441,966.00	48.85%
200	Bond & Interest Fund	29,500.00	671,469.62	786,672.00	1,154,668.00	963,189.00	58.15%
250	Special Highway Fund	47,078.67	137,002.37	280,541.00	356,450.00	183,310.00	38.44%
270	Special Street Fund 27 - A	85,795.02	571,267.86	1,203,810.00	1,907,053.00	1,585,000.00	29.96%
290	Special Street Fund 27 - C	18,021.24	121,074.28	508,054.00	586,820.00	208,000.00	20.63%
300	Special Infrastructure 27 - D	46,459.15	457,803.54	846,211.00	1,150,836.00	760,719.00	39.78%
360	Equipment & Bldg Reserve Fund	24,035.08	170,303.69	996,889.00	1,533,727.00	1,460,522.00	11.10%
370	TIF 1A/B - Bella Roe / Walmart	-	962,382.37	1,403,212.00	1,823,878.00	970,196.00	52.77%
400	TDD#1 - Price Chopper	24,903.65	159,855.77	53,332.00	168,082.00	267,354.00	95.11%
410	TDD#2 - Lowes	14,245.92	76,190.39	(860,807.00)	(803,007.00)	141,941.00	N/A
420	CID #1 - RP Shopping Center	39,210.87	283,974.10	2,501,440.00	2,698,765.00	471,663.00	10.52%
450	TIF 2A/D - McDonalds / City Hall	10,375.00	330,744.85	247,967.00	424,480.00	543,130.00	77.92%
480	TIF 2C - Valley State Bank	-	69,926.35	41,685.00	70,629.00	69,870.00	99.01%
510	TIF 3C - Old Pool Area	-	250,394.83	93,717.00	140,505.00	252,622.00	178.21%
520	Property Owners Association	-	33,847.00	36,299.00	50,399.00	33,847.00	67.16%
	Total Revenues	576,731.47	8,425,917.18	14,159,984.00	19,717,596.00	13,353,329.00	42.73%
5000..9999	Expenditures						
000..115	General Fund	356,940.97	2,782,040.32	3,379,131.00	5,792,784.00	5,511,497.00	48.03%
200	Bond & Interest Fund	-	53,507.50	669,564.00	1,147,821.00	1,107,069.00	4.66%
250	Special Highway Fund	4,830.83	52,550.05	113,736.00	194,970.00	139,971.00	26.95%
270	Special Street Fund 27 - A	95,860.44	591,448.05	1,107,162.00	1,898,000.00	2,142,246.00	31.16%
290	Special Street Fund 27 - C	1,351.48	74,690.88	81,599.00	139,900.00	125,454.00	53.39%
300	Special Infrastructure 27 - D	142,644.85	195,079.42	403,081.00	691,000.00	1,088,900.00	28.23%
360	Equipment & Bldg Reserve Fund	27,563.32	184,577.94	734,076.00	1,258,422.00	1,606,753.00	14.67%
370	TIF 1A/B - Bella Roe / Walmart	-	942,020.86	517,580.00	887,274.00	945,474.00	106.17%
400	TDD#1 - Price Chopper	333.33	152,963.30	160,650.00	275,400.00	231,500.00	55.54%
410	TDD#2 - Lowes	166.67	72,351.70	80,920.00	138,720.00	20,000.00	52.16%
420	CID #1 - RP Shopping Center	-	-	1,300,250.00	2,229,000.00	-	0.00%
450	TIF 2A/D - McDonalds / City Hall	113,347.85	157,978.39	247,548.00	424,365.00	624,782.00	37.23%
480	TIF 2C - Valley State Bank	-	53,100.19	40,516.00	69,460.00	84,732.00	76.45%
510	TIF 3C - Old Pool Area	4,753.83	444,881.69	73,794.00	126,500.00	501,607.00	351.69%
520	Property Owners Association	-	31,935.00	18,592.00	31,875.00	31,875.00	100.19%
	Total Expenditures	747,793.57	5,789,125.29	8,928,199.00	15,305,491.00	14,161,860.00	37.82%
	Change in Fund Balance	\$ (171,062.10)	\$ 2,636,791.89	\$ 5,231,785.00	\$ 4,412,105.00	\$ (808,531.00)	

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 7/31/2018

I-GF

		Current Month	Year-to-Date	Budget to Date	2018 Approved Budget	2018 Projected	Projected vs. YTD Actual	% Remaining
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 2,609,317.00	\$ 2,609,317.00	\$ 2,617,063.00	\$ 2,609,317.00	0.00%
Taxes								
4050	Ad Valorem Tax	-	1,719,043.41	1,227,380.00	2,104,080.00	1,725,460.00	6,416.59	0.37%
4070	Personal Property Tax-delinquen	-	-	119.00	200.00	300.00	300.00	100.00%
4080	Real Property Tax - Delinquent	-	(2,199.88)	3,941.00	6,750.00	2,500.00	4,699.88	188.00%
	Total Taxes	-	1,716,843.53	1,231,440.00	2,111,030.00	1,728,260.00	11,416.47	0.66%
Franchise Taxes								
4310	Franchise Fee - Electric	37,192.94	162,172.24	177,849.00	304,880.00	290,156.00	127,983.76	44.11%
4320	Franchise Fee - Gas	4,161.54	102,425.10	61,334.00	105,149.00	118,000.00	15,574.90	13.20%
4330	Franchise Fee - Telephone	479.60	3,379.60	4,207.00	7,216.00	7,000.00	3,620.40	51.72%
4340	Franchise Fee - Telecable	6,983.49	47,074.75	36,211.00	62,080.00	79,000.00	31,925.25	40.41%
4350	Franchise Fee - Cellular	-	-	12,943.00	22,192.00	-	-	N/A
	Total Franchise Taxes	48,817.57	315,051.69	292,544.00	501,517.00	494,156.00	179,104.31	36.24%
Special Assessments								
4610	Special Assessments	-	695.08	2,044.00	3,500.00	3,500.00	2,804.92	80.14%
	Total Special Assessments	-	695.08	2,044.00	3,500.00	3,500.00	2,804.92	80.14%
Intergovernmental Revenue								
4020	Recreational Vehicle Tax	-	399.87	343.00	585.00	600.00	200.13	33.36%
4021	Commercial Vehicle Tax	-	-	294.00	500.00	-	-	N/A
4040	Heavy Trucks Tax	-	561.30	196.00	330.00	700.00	138.70	19.81%
4060	Motor Vehicle Tax	-	106,082.46	125,048.00	214,370.00	216,190.00	110,107.54	50.93%
4110	City/county Sales & Use Tax	54,974.46	372,159.19	371,175.00	636,300.00	632,196.00	260,036.81	41.13%
4115	Sales Tax 27B (280 Fund)	54,063.72	356,942.69	341,719.00	585,800.00	613,530.00	256,587.31	41.82%
4120	County Jail Tax	13,743.65	93,040.07	91,322.00	156,550.00	160,800.00	67,759.93	42.14%
4130	Safety Sales Tax	13,743.65	93,040.07	91,322.00	156,550.00	160,800.00	67,759.93	42.14%
4156	FEMA Grant	-	-	-	-	35,912.00	35,912.00	100.00%
	Total Intergovernmental Revenue	136,525.48	1,022,225.65	1,021,419.00	1,750,985.00	1,820,728.00	798,502.35	43.86%
Licenses and Permits								
4210	Street Cutting Permit	2,020.00	10,735.00	4,375.00	7,500.00	7,500.00	(3,235.00)	-43.13%
4215	Building Permit	3,421.00	31,640.10	35,000.00	60,000.00	60,000.00	28,359.90	47.27%
4220	Electrical Permit	150.00	1,369.00	1,750.00	3,000.00	3,000.00	1,631.00	54.37%
4225	Mechanical Permit	315.00	3,675.00	4,319.00	7,400.00	7,000.00	3,325.00	47.50%
4230	Plumbing Permit	149.00	1,903.00	994.00	1,700.00	1,500.00	(403.00)	-26.87%
4235	Garage Sale Permit	35.00	195.00	294.00	500.00	500.00	305.00	61.00%
4240	Sign Permit	-	1,300.00	350.00	600.00	3,000.00	1,700.00	56.67%
4245	Cereal Malt Beverage License	-	(123.00)	175.00	300.00	325.00	448.00	137.85%
4250	Animal Licenses	515.00	4,048.00	4,669.00	8,000.00	7,200.00	3,152.00	43.78%
4255	Home Occupational Licenses	-	280.00	875.00	1,500.00	800.00	520.00	65.00%
4260	Rental Licenses	2,421.51	23,348.08	20,419.00	35,000.00	35,000.00	11,651.92	33.29%
4265	Business Occupational Licenses	400.00	10,895.00	29,750.00	51,000.00	50,000.00	39,105.00	78.21%
	Total Licenses and Permits	9,426.51	89,265.18	102,970.00	176,500.00	175,825.00	86,559.82	49.23%
Fines and Forfeitures								
4410	Fine	18,922.88	184,226.88	194,250.00	333,000.00	314,839.00	130,612.12	41.49%
4415	Court Costs	-	16,879.10	10,206.00	17,500.00	30,000.00	13,120.90	43.74%
4420	State Fees	-	12,071.00	15,750.00	27,000.00	26,000.00	13,929.00	53.57%
4430	Bond Forfeits	-	5,270.00	-	-	20,000.00	14,730.00	73.65%
	Total Fines and Forfeitures	18,922.88	218,446.98	220,206.00	377,500.00	390,839.00	172,392.02	44.11%

I-GF

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 7/31/2018

		Current Month	Year-to-Date	Budget to Date	2018 Approved Budget	2018 Projected	Projected vs. YTD Actual	% Remaining
Other Sources								
4393	Bullet Proof Vest Grant	-	-	-	-	2,000.00	2,000.00	100.00%
4530	Reimbursed Expense	-	1,390.00	8,169.00	14,000.00	10,000.00	8,610.00	86.10%
4710	Apt Tower Lease Payment	1,918.97	11,513.78	13,041.00	22,357.00	23,028.00	11,514.22	50.00%
4713	Voicestream Wireless Payment	1,918.97	11,513.82	13,041.00	22,357.00	23,028.00	11,514.18	50.00%
4716	Clearwire Tower Lease Paymt	1,918.96	11,513.80	13,041.00	22,356.00	23,028.00	11,514.20	50.00%
4720	Plans & Spec's	-	1,250.00	1,750.00	3,000.00	2,000.00	750.00	37.50%
4725	Police Reports	585.00	4,450.00	3,206.00	5,500.00	5,500.00	1,050.00	19.09%
4755	3rd Floor Lease Revenues	1,730.75	12,115.25	24,584.00	42,143.00	20,894.00	8,778.75	42.02%
4768	Service Line Agreement	-	2,604.61	1,400.00	2,400.00	2,605.00	0.39	0.01%
4770	Solid Waste Agreement	136.25	557,649.92	330,722.00	566,951.00	567,000.00	9,350.08	1.65%
4775	RPPOA Contract	-	31,875.00	18,592.00	31,875.00	31,875.00	-	0.00%
4780	Sale of Assets	1,100.00	38,038.80	11,669.00	20,000.00	37,000.00	(1,038.80)	-2.81%
4787	RP Community Foundation Donations	1,111.20	2,821.20	581.00	1,000.00	1,000.00	(1,821.20)	-182.12%
4795	Miscellaneous	12,594.33	14,870.29	7,406.00	12,700.00	1,000.00	(13,870.29)	-1387.03%
Total Other Sources		<u>23,014.43</u>	<u>701,606.47</u>	<u>447,202.00</u>	<u>766,639.00</u>	<u>749,958.00</u>	<u>48,351.53</u>	<u>6.45%</u>
Other								
4510..4511	Interest on Investment	-	39,927.72	14,532.00	24,910.00	55,000.00	15,072.28	27.40%
Total Other		<u>-</u>	<u>39,927.72</u>	<u>14,532.00</u>	<u>24,910.00</u>	<u>55,000.00</u>	<u>15,072.28</u>	<u>27.40%</u>
Transfer-In								
4850	Transfer from 27D Fund	-	-	-	-	-	-	N/A
4865	Transfer in from TIF Funds	-	-	73,794.00	126,500.00	-	-	N/A
Total Transfer-In		<u>-</u>	<u>-</u>	<u>73,794.00</u>	<u>126,500.00</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Total Revenues		<u>236,706.87</u>	<u>4,104,062.30</u>	<u>6,015,468.00</u>	<u>8,448,398.00</u>	<u>8,035,329.00</u>	<u>3,923,520.70</u>	<u>48.83%</u>
Expenditures								
General Overhead								
5101..5102	Salaries - Regular	975.57	975.57	-	-	-	(975.57)	N/A
5201	Electric	2,543.46	10,310.99	15,568.00	26,691.00	17,000.00	6,689.01	39.35%
5202	Telephone	48.87	292.07	581.00	1,000.00	600.00	307.93	51.32%
5203	Printing & Advertising	-	261.98	1,050.00	1,800.00	1,800.00	1,538.02	85.45%
5204	Legal Printing	131.27	968.89	1,750.00	3,000.00	3,000.00	2,031.11	67.70%
5205	Postage & Mailing Permits	-	1,490.95	3,500.00	6,000.00	6,000.00	4,509.05	75.15%
5208	Newsletter	-	5,567.65	7,700.00	13,200.00	11,300.00	5,732.35	50.73%
5209	Professional Services	-	7,022.09	13,181.00	22,600.00	22,600.00	15,577.91	68.93%
5210	Maintenance & Repair Building	81.00	4,830.14	5,831.00	10,000.00	10,000.00	5,169.86	51.70%
5211	Maintenance & Repair Equipment	962.09	1,066.53	-	-	105.00	(961.53)	-915.74%
5212	Utility Asst	-	-	8,750.00	15,000.00	15,000.00	15,000.00	100.00%
5213	Audit Fees	3,150.00	43,391.25	22,925.00	39,300.00	42,892.00	(499.25)	-1.16%
5214	Other Contracted Services	4,147.03	37,509.95	42,000.00	72,000.00	64,800.00	27,290.05	42.11%
5215	City Attorney	5,309.47	34,666.91	54,250.00	93,000.00	93,000.00	58,333.09	62.72%
5218	IT & Communication	-	12,294.50	16,919.00	29,000.00	23,500.00	11,205.50	47.68%
5219	Meeting Expense	-	508.82	1,169.00	2,000.00	2,000.00	1,491.18	74.56%
5220	Street Light Repair & Maintenance	(12,642.73)	13,409.10	26,250.00	45,000.00	37,500.00	24,090.90	64.24%
5222	Traffic Signal Expense	31,413.55	125,103.63	102,144.00	175,100.00	187,496.00	62,392.37	33.28%
5230	Art Commissioner	100.00	700.00	700.00	1,200.00	1,200.00	500.00	41.67%
5232	United Community Services	-	4,285.00	2,499.00	4,285.00	4,285.00	-	0.00%
5233	JoCo Home Repair - Minor	-	4,500.00	2,625.00	4,500.00	4,500.00	-	0.00%
5234	JoCo Home Repair - Major	-	8,000.00	4,669.00	8,000.00	8,000.00	-	0.00%
5237	Community Events	-	162.11	2,331.00	4,000.00	4,000.00	3,837.89	95.95%
5248	Strategic Planning	-	-	1,750.00	3,000.00	3,000.00	3,000.00	100.00%
5249	Branding Implementation	648.00	5,320.00	14,000.00	24,000.00	24,000.00	18,680.00	77.83%
5250	Insurance & Surety Bonds	-	42,316.48	27,454.00	47,066.00	43,123.00	806.52	1.87%
5252	Elections - City	-	-	10,500.00	18,000.00	5,600.00	5,600.00	100.00%
5253	Public Relations	196.14	789.38	2,044.00	3,500.00	3,500.00	2,710.62	77.45%

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 7/31/2018

I-GF

				2018 Approved		Projected vs. YTD		%
		Current Month	Year-to-Date	Budget to Date	Budget	2018 Projected	Actual	Remaining
5254	Miscellaneous Charges	-	1,741.54	581.00	1,000.00	2,000.00	258.46	12.92%
5256	Committee Funds	-	1,419.13	2,331.00	4,000.00	4,000.00	2,580.87	64.52%
5257	Property Tax Payments	-	-	4,669.00	8,002.00	7,501.00	7,501.00	100.00%
5258	RPPOA Common Area Expenses	-	33,847.00	19,747.00	33,847.00	33,850.00	3.00	0.01%
5265	Computer System R&M	-	425.65	2,919.00	5,000.00	5,000.00	4,574.35	91.49%
5266	Computer Software	-	9,466.01	16,219.00	27,800.00	27,800.00	18,333.99	65.95%
5267	Employee Related Expenses	65.95	322.70	4,081.00	7,000.00	4,500.00	4,177.30	92.83%
5283	RP Community Foundation Grant Expense	1,111.20	1,611.20	581.00	1,000.00	1,000.00	(611.20)	-61.12%
5285	Pool Operations	-	0.48	121,331.00	208,000.00	150,000.00	149,999.52	100.00%
5287	Water	-	526.16	875.00	1,500.00	1,500.00	973.84	64.92%
5288	Waste Water	300.17	677.01	994.00	1,700.00	1,500.00	822.99	54.87%
5289	Natural Gas	56.53	1,737.99	1,750.00	3,000.00	3,300.00	1,562.01	47.33%
5292	Fireworks	(105.00)	105.00	1,456.00	2,500.00	2,500.00	2,395.00	95.80%
5301	Office Supplies	868.47	4,695.35	9,044.00	15,500.00	7,500.00	2,804.65	37.40%
5304	Janitorial Supplies	210.84	711.56	1,750.00	3,000.00	2,000.00	1,288.44	64.42%
5305	Dues, Subscriptions, & Books	598.00	15,030.42	10,325.00	17,700.00	18,000.00	2,969.58	16.50%
5311	Pool Equipment	-	-	11,669.00	20,000.00	-	-	N/A
5600	Lease/purchase-pool	-	-	86,625.00	148,500.00	148,500.00	148,500.00	100.00%
5605	Lease/purchase Pool Interest	-	2,970.00	3,465.00	5,940.00	5,940.00	2,970.00	50.00%
5751	TIF Fund Expenditure	-	-	185,500.00	318,000.00	-	-	N/A
5821	Transfer to TIF 2	10,375.00	72,625.00	72,625.00	124,500.00	283,500.00	210,875.00	74.38%
5824	Transfer to Special Infrastructure	10,416.67	72,916.69	72,919.00	125,000.00	100,000.00	27,083.31	27.08%
5825	Transfer to Equip Reserve Fund	6,912.58	48,388.06	48,391.00	82,951.00	112,051.00	63,662.94	56.82%
5827	Transfer to Sales Tax Loss Reserve	-	-	-	-	-	-	N/A
Total General Overhead		<u>67,874.13</u>	<u>634,960.94</u>	<u>1,071,987.00</u>	<u>1,837,682.00</u>	<u>1,561,743.00</u>	<u>926,782.06</u>	59.34%
Police								
5101	Salaries - Regular	64,963.37	468,013.99	501,760.00	860,165.00	845,000.00	376,986.01	44.61%
5102	Salaries-Overtime	4,015.99	23,330.50	28,007.00	48,008.00	43,000.00	19,669.50	45.74%
5104	Salaries - Part-time	1,281.88	10,843.72	13,489.00	23,122.00	27,500.00	16,656.28	60.57%
5202	Telephone	551.05	3,313.70	4,669.00	8,000.00	7,000.00	3,686.30	52.66%
5203	Printing & Advertising	-	35.00	875.00	1,500.00	250.00	215.00	86.00%
5205	Postage & Mailing Permits	65.74	65.74	469.00	800.00	100.00	34.26	34.26%
5206	Travel Expense & Training	29.20	3,273.30	4,081.00	7,000.00	5,000.00	1,726.70	34.53%
5207	Medical Expense & Drug Testing	-	232.66	581.00	1,000.00	500.00	267.34	53.47%
5210	Maintenance & Repair Building	-	-	119.00	200.00	200.00	200.00	100.00%
5211	Maintenance & Repair Equipment	-	-	4,669.00	8,000.00	4,000.00	4,000.00	100.00%
5214	Other Contracted Services	1,804.07	10,512.60	10,206.00	17,500.00	20,500.00	9,987.40	48.72%
5219	Meeting Expense	-	50.98	56.00	100.00	100.00	49.02	49.02%
5224	Laundry Service	-	1,051.05	1,806.00	3,100.00	2,500.00	1,448.95	57.96%
5236	Community Policing	52.60	340.60	294.00	500.00	500.00	159.40	31.88%
5238	Animal Control	-	55,441.62	33,187.00	56,892.00	55,500.00	58.38	0.11%
5250	Insurance & Surety Bonds	-	-	42.00	75.00	150.00	150.00	100.00%
5254	Miscellaneous Charges	-	-	581.00	1,000.00	500.00	500.00	100.00%
5260	Vehicle Maintenance	4,904.17	7,020.00	8,750.00	15,000.00	8,000.00	980.00	12.25%
5265	Computer System R&M	-	42.99	-	-	-	(42.99)	N/A
5301	Office Supplies	-	-	-	-	200.00	200.00	100.00%
5302	Motor Fuels & Lubricants	3,229.23	12,865.65	12,250.00	21,000.00	21,000.00	8,134.35	38.74%
5305	Dues, Subscriptions, & Books	-	355.00	700.00	1,200.00	1,050.00	695.00	66.19%
5306	Materials	70.90	317.54	1,169.00	2,000.00	500.00	182.46	36.49%
5307	Other Commodities	140.46	825.22	2,331.00	4,000.00	3,000.00	2,174.78	72.49%
5308	Clothing & Uniforms	181.90	4,073.55	5,831.00	10,000.00	8,000.00	3,926.45	49.08%
5309	Amunition	-	-	1,456.00	2,500.00	2,000.00	2,000.00	100.00%
5310	Training Supplies	-	-	294.00	500.00	500.00	500.00	100.00%
5825	Transfer to Equip Reserve Fund	<u>2,000.00</u>	<u>14,000.00</u>	<u>14,000.00</u>	<u>24,000.00</u>	<u>24,000.00</u>	<u>10,000.00</u>	41.67%
Total Police		<u>83,290.56</u>	<u>616,005.41</u>	<u>651,672.00</u>	<u>1,117,162.00</u>	<u>1,080,550.00</u>	<u>464,544.59</u>	42.99%

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 7/31/2018

		Current Month	Year-to-Date	Budget to Date	2018 Approved Budget	2018 Projected	Projected vs. YTD Actual	% Remaining
Court								
5101	Salaries - Regular	3,360.00	24,245.25	25,991.00	44,555.00	44,555.00	20,309.75	45.58%
5102	Salaries-Overtime	196.88	903.13	581.00	1,000.00	1,000.00	96.87	9.69%
5108	Salaries - Judge	1,183.33	8,283.31	8,281.00	14,200.00	14,200.00	5,916.69	41.67%
5109	Salaries - Prosecutor	977.50	6,842.50	6,846.00	11,730.00	11,730.00	4,887.50	41.67%
5202	Telephone	-	-	105.00	180.00	180.00	180.00	100.00%
5203	Printing & Advertising	-	110.00	231.00	400.00	400.00	290.00	72.50%
5206	Travel Expense & Training	-	-	119.00	200.00	200.00	200.00	100.00%
5209	Professional Services	1,650.00	3,687.09	4,081.00	7,000.00	7,000.00	3,312.91	47.33%
5211	Maintenance & Repair Equipment	-	-	119.00	200.00	200.00	200.00	100.00%
5219	Meeting Expense	-	-	56.00	100.00	100.00	100.00	100.00%
5227	Prisoner Care	840.00	1,680.00	3,500.00	6,000.00	4,000.00	2,320.00	58.00%
5228	Fees Due State of Kansas	1,870.00	10,991.00	15,750.00	27,000.00	26,000.00	15,009.00	57.73%
5250	Insurance & Surety Bonds	-	-	14.00	25.00	25.00	25.00	100.00%
5254	Miscellaneous Charges	-	-	119.00	200.00	200.00	200.00	100.00%
5266	Computer Software	-	750.00	3,150.00	5,400.00	2,613.00	1,863.00	71.30%
5305	Dues, Subscriptions, & Books	-	50.00	147.00	250.00	250.00	200.00	80.00%
5308	Clothing & Uniforms	-	-	147.00	250.00	250.00	250.00	100.00%
	Total Court	10,077.71	57,542.28	69,237.00	118,690.00	112,903.00	55,360.72	49.03%
Neighborhood Services								
5101	Salaries - Regular	8,008.00	57,773.74	66,850.00	114,597.00	105,000.00	47,226.26	44.98%
5102	Salaries-Overtime	213.61	229.51	581.00	1,000.00	1,000.00	770.49	77.05%
5202	Telephone	140.02	760.10	770.00	1,320.00	1,320.00	559.90	42.42%
5203	Printing & Advertising	-	-	581.00	1,000.00	1,000.00	1,000.00	100.00%
5206	Travel Expense & Training	-	115.00	1,785.00	3,060.00	3,060.00	2,945.00	96.24%
5214	Other Contracted Services	-	812.50	3,206.00	5,500.00	5,500.00	4,687.50	85.23%
5219	Meeting Expense	-	37.32	119.00	200.00	200.00	162.68	81.34%
5260	Vehicle Maintenance	-	229.95	644.00	1,100.00	1,100.00	870.05	79.10%
5302	Motor Fuels & Lubricants	31.21	256.41	1,169.00	2,000.00	606.00	349.59	57.69%
5305	Dues, Subscriptions, & Books	-	50.00	294.00	500.00	270.00	220.00	81.48%
5308	Clothing & Uniforms	-	-	175.00	300.00	500.00	500.00	100.00%
	Total Neighborhood Services	8,392.84	60,264.53	76,174.00	130,577.00	119,556.00	59,291.47	49.59%
Administration								
5101	Salaries - Regular	18,922.62	134,205.11	144,459.00	247,645.00	247,645.00	113,439.89	45.81%
5104	Salaries - Part-time	2,656.80	19,128.72	20,538.00	35,210.00	35,210.00	16,081.28	45.67%
5105	Employer Funded 401a	1,849.62	7,397.24	-	-	-	(7,397.24)	N/A
5107	Salaries - Intern	-	-	4,704.00	8,065.00	8,065.00	8,065.00	100.00%
5202	Telephone	160.00	1,120.00	1,120.00	1,920.00	1,920.00	800.00	41.67%
5206	Travel Expense & Training	394.97	4,306.38	4,081.00	7,000.00	7,010.00	2,703.62	38.57%



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 7/31/2018

I-GF

				2018 Approved		Projected vs. YTD		%
		Current Month	Year-to-Date	Budget to Date	Budget	2018 Projected	Actual	Remaining
5214	Other Contracted Services	-	831.58	1,750.00	3,000.00	2,500.00	1,668.42	66.74%
5219	Meeting Expense	-	61.63	-	-	-	(61.63)	N/A
5226	Car Allowance	450.00	3,150.00	3,150.00	5,400.00	5,400.00	2,250.00	41.67%
5250	Insurance & Surety Bonds	-	-	42.00	75.00	75.00	75.00	100.00%
5254	Miscellaneous Charges	-	-	294.00	500.00	500.00	500.00	100.00%
5305	Dues, Subscriptions, & Books	-	1,419.60	1,211.00	2,080.00	1,865.00	445.40	23.88%
5308	Clothing & Uniforms	-	-	175.00	300.00	300.00	300.00	100.00%
5403	Office Equipment	-	-	581.00	1,000.00	-	-	N/A
Total Administration		<u>24,434.01</u>	<u>171,620.26</u>	<u>182,105.00</u>	<u>312,195.00</u>	<u>310,490.00</u>	<u>138,869.74</u>	<u>44.73%</u>
Public Works								
5101	Salaries - Regular	27,133.97	193,524.51	148,596.00	254,740.00	252,000.00	58,475.49	23.20%
5102	Salaries-Overtime	414.81	4,802.18	5,201.00	8,916.00	9,700.00	4,897.82	50.49%
5201	Electric	106.87	3,274.62	12,495.00	21,420.00	6,200.00	2,925.38	47.18%
5202	Telephone	160.01	1,025.05	1,169.00	2,000.00	1,920.00	894.95	46.61%
5203	Printing & Advertising	-	343.60	175.00	300.00	300.00	(43.60)	-14.53%
5206	Travel Expense & Training	-	10,066.41	6,475.00	11,100.00	11,100.00	1,033.59	9.31%
5207	Medical Expense & Drug Testing	-	135.00	469.00	800.00	800.00	665.00	83.13%
5210	Maintenance & Repair Building	57.00	950.08	2,044.00	3,500.00	3,500.00	2,549.92	72.85%
5211	Maintenance & Repair Equipment	3,344.55	30,519.37	12,831.00	22,000.00	33,000.00	2,480.63	7.52%
5214	Other Contracted Services	41.75	8,373.75	19,250.00	33,000.00	33,000.00	24,626.25	74.63%
5219	Meeting Expense	36.00	257.01	-	-	400.00	142.99	35.75%
5221	Maintenance Streets-contract	-	-	122,500.00	210,000.00	210,000.00	210,000.00	100.00%
5250	Insurance & Surety Bonds	-	75.00	-	-	-	(75.00)	N/A
5259	Traffic Control Signs	600.00	1,593.13	2,625.00	4,500.00	4,500.00	2,906.87	64.60%
5260	Vehicle Maintenance	-	4,777.13	7,000.00	12,000.00	6,000.00	1,222.87	20.38%
5262	Grounds Maintenance	1,531.53	11,136.02	13,419.00	23,000.00	20,000.00	8,863.98	44.32%
5263	Tree Maintenance	5,350.00	30,203.02	26,831.00	46,000.00	46,000.00	15,796.98	34.34%
5266	Computer Software	-	400.00	1,925.00	3,300.00	400.00	-	0.00%
5287	Water	28.39	1,535.39	3,794.00	6,500.00	6,500.00	4,964.61	76.38%
5288	Waste Water	93.19	777.20	1,869.00	3,200.00	3,200.00	2,422.80	75.71%
5289	Natural Gas	44.57	3,169.06	1,806.00	3,100.00	5,800.00	2,630.94	45.36%
5290	Street Light Electric	1,670.21	12,593.59	-	-	23,900.00	11,306.41	47.31%
5302	Motor Fuels & Lubricants	2,181.95	9,823.49	6,125.00	10,500.00	10,500.00	676.51	6.44%
5304	Janitorial Supplies	-	96.16	581.00	1,000.00	750.00	653.84	87.18%
5305	Dues, Subscriptions, & Books	-	700.00	441.00	750.00	760.00	60.00	7.89%
5306	Materials	85.00	376.23	2,331.00	4,000.00	4,500.00	4,123.77	91.64%
5308	Clothing & Uniforms	302.00	2,050.51	2,331.00	4,000.00	4,000.00	1,949.49	48.74%
5318	Tools	44.16	1,356.70	1,456.00	2,500.00	2,500.00	1,143.30	45.73%
5403	Office Equipment	-	-	3,794.00	6,500.00	3,000.00	3,000.00	100.00%
5425	Other Capital Outlay	415.35	2,152.51	1,750.00	3,000.00	2,500.00	347.49	13.90%
5825	Transfer to Equip Reserve Fund	<u>10,291.67</u>	<u>72,041.69</u>	<u>72,044.00</u>	<u>123,500.00</u>	<u>166,500.00</u>	<u>94,458.31</u>	<u>56.73%</u>
Total Public Works		<u>53,932.98</u>	<u>408,128.41</u>	<u>481,327.00</u>	<u>825,126.00</u>	<u>873,230.00</u>	<u>465,101.59</u>	<u>53.26%</u>
Employee Benefits								
5122	FICA City Contribution	10,368.74	74,166.50	79,919.00	137,000.00	134,000.00	59,833.50	44.65%
5123	KPERS City Contribution	5,996.03	43,444.33	47,544.00	81,500.00	81,000.00	37,555.67	46.37%
5124	Ks Unemployment Insurance	323.72	673.01	1,050.00	1,800.00	1,800.00	1,126.99	62.61%
5125	Worker's Compensation	-	44,105.00	26,250.00	45,000.00	44,105.00	-	0.00%
5126	Health/Dental/Vision Insurance	24,274.12	148,230.83	186,669.00	320,000.00	306,000.00	157,769.17	51.56%
5127	Health Savings Account	3,277.50	25,080.00	26,250.00	45,000.00	49,500.00	24,420.00	49.33%
5128	401A City Contribution	398.18	2,986.35	3,206.00	5,500.00	5,500.00	2,513.65	45.70%
5130	City Paid Life/ST Disability	786.69	5,707.93	5,775.00	9,900.00	9,900.00	4,192.07	42.34%
5131	KP&F City Contribution	13,277.70	93,220.72	96,544.00	165,500.00	160,000.00	66,779.28	41.74%
5133	Wellness Incentive	-	-	1,169.00	2,000.00	2,000.00	2,000.00	100.00%
Total Employee Benefits		<u>58,702.68</u>	<u>437,614.67</u>	<u>474,376.00</u>	<u>813,200.00</u>	<u>793,805.00</u>	<u>356,190.33</u>	<u>44.87%</u>



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 7/31/2018

		Current Month	Year-to-Date	Budget to Date	2018 Approved Budget	2018 Projected	Projected vs. YTD Actual	% Remaining
City Council								
5103	Salaries - Elected Officials	3,910.00	27,370.00	27,370.00	46,920.00	46,920.00	19,550.00	41.67%
5206	Travel Expense & Training	-	1,941.73	4,494.00	7,700.00	7,700.00	5,758.27	74.78%
5251	Mayor Expenses	-	83.61	581.00	1,000.00	1,000.00	916.39	91.64%
5305	Dues, Subscriptions, & Books	408.51	458.51	231.00	400.00	400.00	(58.51)	-14.63%
Total City Council		<u>4,318.51</u>	<u>29,853.85</u>	<u>32,676.00</u>	<u>56,020.00</u>	<u>56,020.00</u>	<u>26,166.15</u>	46.71%
Solid Waste								
5101	Salaries - Regular	-	-	23,919.00	41,000.00	41,000.00	41,000.00	100.00%
5211	Maintenace & Repair Equipment	-	4,000.00	3,500.00	6,000.00	6,000.00	2,000.00	33.33%
5235	Leaf Program Disposal Fees	-	0.24	5,831.00	10,000.00	10,000.00	9,999.76	100.00%
5240	Equipment Rental	-	-	294.00	500.00	500.00	500.00	100.00%
5272	Solid Waste Contract	43,173.82	345,593.06	302,533.00	518,632.00	519,000.00	173,406.94	33.41%
5302	Motor Fuels & Lubricants	-	-	1,750.00	3,000.00	3,000.00	3,000.00	100.00%
Total Solid Waste		<u>43,173.82</u>	<u>349,593.30</u>	<u>337,827.00</u>	<u>579,132.00</u>	<u>579,500.00</u>	<u>229,906.70</u>	39.67%
Total Expenditures		<u>354,197.24</u>	<u>2,765,583.65</u>	<u>3,377,381.00</u>	<u>5,789,784.00</u>	<u>5,487,797.00</u>	<u>2,722,213.35</u>	49.60%
Change in Fund Balance		<u>(117,490.37)</u>	1,338,478.65	<u>2,638,087.00</u>	<u>2,658,614.00</u>	<u>2,547,532.00</u>	<u>1,201,307.35</u>	
2910..2970	Fund Balance, Beginning		<u>2,774,566.22</u>					
	Fund Balance, Ending		<u>\$ 4,113,044.87</u>					



City of Roeland Park
Statement of Activities - General Fund
Restricted for Special Law Enforcement Fund
For the Period Ended 7/31/2018

		Projected vs. YTD					
		Current Month	Year-to-Date	Budget to Date	Approved Budget	2018 Projected	% Remaining
Revenues							
4010	Cash Carryforward	\$ -	\$ -	\$ 4,913.00	\$ 4,913.00	\$ 8,913.00	100.00%
4432	Spec. Law Enforcement Revenues	(24,817.86)	400.00	581.00	1,000.00	-	N/A
4433	K9 Contributions	25,217.86	25,217.86	-	-	23,700.00	-6.40%
	Total Revenues	<u>400.00</u>	<u>25,617.86</u>	<u>5,494.00</u>	<u>5,913.00</u>	<u>32,613.00</u>	21.45%
Expenditures							
5316	K9 Expenses	11,784.77	11,784.77	-	-	23,700.00	50.28%
5317	Special Law Enforcement Expenses	(9,041.04)	4,671.90	1,750.00	3,000.00	-	N/A
	Total Expenditures	<u>2,743.73</u>	<u>16,456.67</u>	<u>1,750.00</u>	<u>3,000.00</u>	<u>23,700.00</u>	30.56%
Change in Fund Balance		<u>\$ (2,343.73)</u>	\$ 9,161.19	<u>\$ 3,744.00</u>	<u>\$ 2,913.00</u>	<u>\$ 8,913.00</u>	<u>\$ (248.19)</u>
2910..2970	Fund Balance, Beginning		8,912.83				
	Fund Balance, Ending		<u>\$ 18,074.02</u>				



City of Roeland Park
Statement of Activities - Bond & Interest Fund
For the Period Ended 7/31/2018

		Projected vs. YTD					
		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	% Remaining
Revenues							
4010	Cash Carryforward	\$ -	\$ -	\$ 271,451.00	\$ 271,451.00	\$ 271,451.00	100.00%
4020	Recreational Vehicle Tax	-	69.86	63.00	102.00	124.00	43.66%
4021	Commercial Vehicle Tax	-	-	49.00	79.00	-	N/A
4040	Heavy Trucks Tax	-	98.11	35.00	58.00	181.00	45.80%
4050	Ad Valorem Tax	-	183,601.41	130,613.00	223,904.00	183,324.00	(277.41)
4060	Motor Vehicle Tax	-	18,539.77	21,847.00	37,450.00	37,000.00	18,460.23
4070	Personal Property Tax-delinquent	-	-	28.00	50.00	50.00	100.00%
4080	Real Property Tax - Delinquent	-	(377.13)	1,169.00	2,000.00	2,000.00	2,377.13
4510..4511	Interest on Investment	-	3,815.82	2,604.00	4,465.00	4,465.00	649.18
4620	Special Assmnt Tax - Delinquent	-	-	210.00	364.00	300.00	300.00
4630	Storm Drainage RC12-013	-	61,335.25	35,294.00	60,500.00	60,500.00	(835.25)
4640	Storm Drainage RC12-012	-	93,497.21	54,656.00	93,694.00	93,694.00	196.79
4650	Storm Drainage RC12-014	-	104,389.32	62,153.00	106,551.00	106,551.00	2,161.68
4830	Transfer from 27A Fund	29,500.00	206,500.00	206,500.00	354,000.00	475,000.00	268,500.00
4840	Transfer from General Fund	-	-	-	-	-	-
	Total Revenues	29,500.00	671,469.62	786,672.00	1,154,668.00	1,234,640.00	563,170.38
5209	Professional Services	-	1,500.00	3,206.00	5,500.00	3,050.00	1,550.00
5608	Principal Bonds - 2010-1	-	-	160,419.00	275,000.00	275,000.00	275,000.00
5609	Interest Bonds - 2010-1	-	20,282.50	23,660.00	40,565.00	40,565.00	20,282.50
5614	Bond Principal 2014-1	-	-	64,169.00	110,000.00	110,000.00	110,000.00
5615	Bond Interest 2014-1	-	3,780.00	4,410.00	7,563.00	7,563.00	3,783.00
5628	Principal Bonds - 2011-2	-	-	110,831.00	190,000.00	190,000.00	190,000.00
5629	Interest Bonds - 2011-2	-	13,898.75	16,219.00	27,798.00	27,798.00	13,899.25
5644	Principal Bonds - 2012-1	-	-	247,919.00	425,000.00	425,000.00	425,000.00
5645	Interest Bonds - 2012-1	-	14,046.25	16,387.00	28,093.00	28,093.00	14,046.75
5751	TIF Fund Expenditure	-	-	22,344.00	38,302.00	-	-
	Total Expenditures	-	53,507.50	669,564.00	1,147,821.00	1,107,069.00	1,053,561.50
	Change in Fund Balance	\$ 29,500.00	\$ 617,962.12	\$ 117,108.00	\$ 6,847.00	\$ 127,571.00	\$ (490,391.12)
2910..2970	Fund Balance, Beginning		268,346.50				
	Fund Balance, Ending		\$ 886,308.62				



City of Roeland Park
Statement of Activities - Special Highway Fund
For the Period Ended 7/31/2018

		Projected vs. YTD						
		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	Actual	% Remaining
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 174,260.00	\$ 174,260.00	\$ 174,260.00	\$ 174,260.00	100.00%
4140	Spec City/county Highway Fund	47,078.67	136,169.75	106,281.00	182,190.00	183,310.00	47,140.25	25.72%
4511	Interest on Invested Assets	-	832.62	-	-	-	(832.62)	N/A
	Total Revenues	47,078.67	137,002.37	280,541.00	356,450.00	357,570.00	220,567.63	61.69%
Expenditures								
5101	Salaries - Regular	-	-	36,169.00	62,000.00	62,000.00	62,000.00	100.00%
5211	Maintenace & Repair Equipment	-	-	-	-	-	-	N/A
5303	Sand and Salt	-	18,734.24	14,581.00	25,000.00	20,000.00	1,265.76	6.33%
5456	CARS Projects	-	-	29,169.00	50,000.00	-	-	N/A
5825	Transfer to Equip Reserve Fund	4,830.83	33,815.81	33,817.00	57,970.00	57,971.00	24,155.19	41.67%
	Total Expenditures	4,830.83	52,550.05	113,736.00	194,970.00	139,971.00	87,420.95	62.46%
	Change in Fund Balance	\$ 42,247.84	\$ 84,452.32	\$ 166,805.00	\$ 161,480.00	\$ 217,599.00	\$ 133,146.68	
2910..2970	Fund Balance, Beginning		186,611.17					
	Fund Balance, Ending		\$ 271,063.49					



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City of Roeland Park
Statement of Activities - Special Street Fund 27A
For the Period Ended 7/31/2018

		Projected vs. YTD						
		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	Actual	% Remaining
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 219,253.00	\$ 219,253.00	\$ 786,843.00	\$ 786,843.00	100.00%
4110	City/county Sales & Use Tax	72,084.96	475,923.60	441,490.00	756,840.00	820,000.00	344,076.40	41.96%
4135	County Courthouse Sales Tax	13,710.06	92,756.47	91,322.00	156,550.00	161,000.00	68,243.53	42.39%
4150	CARS Funding	-	-	450,919.00	773,000.00	600,000.00	600,000.00	100.00%
4510..4511	Interest on Investment	-	2,587.79	826.00	1,410.00	4,000.00	1,412.21	35.31%
Total Revenues		85,795.02	571,267.86	1,203,810.00	1,907,053.00	2,371,843.00	1,800,575.14	75.91%
Expenditures								
5209	Professional Services	3,498.06	29,897.47	58,331.00	100,000.00	100,000.00	70,102.53	70.10%
5430	Residential Street Reconstruction	-	-	-	-	70,814.00	70,814.00	100.00%
5454	Sidewalk Project	-	-	75,831.00	130,000.00	-	-	N/A
5456	CARS Projects	-	(0.19)	766,500.00	1,314,000.00	-	0.19	N/A
5457	CARS 2020 - Roe	-	-	-	-	502,432.00	502,432.00	100.00%
5458	CARS 2018	62,862.38	355,050.77	-	-	954,000.00	598,949.23	62.78%
5459	CARS 2019	-	-	-	-	40,000.00	40,000.00	100.00%
5460	CARS 2022 - 53rd Street	-	-	-	-	-	-	N/A
5461	CARS 2022 - Nall	-	-	-	-	-	-	N/A
5462	CARS 2023	-	-	-	-	-	-	N/A
5818	Transfer To Bond & Intfund	29,500.00	206,500.00	206,500.00	354,000.00	475,000.00	268,500.00	56.53%
Total Expenditures		95,860.44	591,448.05	1,107,162.00	1,898,000.00	2,142,246.00	1,550,797.95	72.39%
Change in Fund Balance		\$ (10,065.42)	\$ (20,180.19)	\$ 96,648.00	\$ 9,053.00	\$ 229,597.00	\$ 249,777.19	
2910..2970	Fund Balance, Beginning		786,843.06					
	Fund Balance, Ending		\$ 766,662.87					

City of Roeland Park
Statement of Activities - Community Center Fund 27C
For the Period Ended 7/31/2018

		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	Projected vs. YTD Actual	% Remaining
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 397,783.00	\$ 397,783.00	\$ 462,824.00	\$ 462,824.00	100.00%
4110	City/County Sales & Use Tax	18,021.24	118,980.90	110,271.00	189,037.00	205,000.00	86,019.10	41.96%
4510..4511	Interest on Investment	-	2,093.38	-	-	3,000.00	906.62	30.22%
Total Revenues		<u>18,021.24</u>	<u>121,074.28</u>	<u>508,054.00</u>	<u>586,820.00</u>	<u>670,824.00</u>	<u>549,749.72</u>	81.95%
Expenditures								
5210	Maintenace And Repair Building	1,351.48	6,533.28	8,750.00	15,000.00	10,000.00	3,466.72	34.67%
5211	Maintenace & Repair Equipment	-	-	4,081.00	7,000.00	4,687.00	4,687.00	100.00%
5250	Insurance & Surety Bonds	-	4,150.50	2,919.00	5,000.00	4,151.00	0.50	0.01%
5255	JoCo HR	-	61,212.00	47,831.00	82,000.00	81,616.00	20,404.00	25.00%
5262	Grounds Maintenance	-	-	1,456.00	2,500.00	2,500.00	2,500.00	100.00%
5264	Grounds Improvements	-	-	2,331.00	4,000.00	2,000.00	2,000.00	100.00%
5307	Other Commodities	-	3,435.10	-	-	5,500.00	2,064.90	37.54%
5425	Other Capital Outlay	-	(640.00)	14,231.00	24,400.00	15,000.00	15,640.00	104.27%
5802	Transfer to General Fund	-	-	-	-	-	-	N/A
Total Expenditures		<u>1,351.48</u>	<u>74,690.88</u>	<u>81,599.00</u>	<u>139,900.00</u>	<u>125,454.00</u>	<u>50,763.12</u>	40.46%
Change in Fund Balance		<u>\$ 16,669.76</u>	\$ 46,383.40	<u>\$ 426,455.00</u>	<u>\$ 446,920.00</u>	<u>\$ 545,370.00</u>	<u>\$ 498,986.60</u>	
2910..2970	Fund Balance, Beginning		<u>462,825.14</u>					
	Fund Balance, Ending		<u>\$ 509,208.54</u>					

City of Roeland Park
Statement of Activities - Special Infrastructure 27D
For the Period Ended 7/31/2018

						Projected vs. YTD	%	
		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	Actual	Remaining
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 419,722.00	\$ 419,722.00	\$ 849,517.00	\$ 849,517.00	100.00%
4110	City/county Sales & Use Tax	36,042.48	237,961.79	220,570.00	378,114.00	410,000.00	172,038.21	41.96%
4155	CDBG Grant	-	-	116,669.00	200,000.00	100,000.00	100,000.00	100.00%
4156	FEMA Grant	-	142,630.38	-	-	106,719.00	(35,911.38)	-33.65%
4161	Grants/Donations - Private	-	-	16,331.00	28,000.00	40,000.00	40,000.00	100.00%
4511	Interest on Invested Assets	-	1,529.68	-	-	4,000.00	2,470.32	61.76%
4530	Reimbursed Expense	-	2,765.00	-	-	-	(2,765.00)	N/A
4840	Transfer from General Fund	10,416.67	72,916.69	72,919.00	125,000.00	100,000.00	27,083.31	27.08%
Total Revenues		46,459.15	457,803.54	846,211.00	1,150,836.00	1,610,236.00	1,152,432.46	71.57%
Expenditures								
5209	Professional Services	1,180.79	3,683.79	35,000.00	60,000.00	25,000.00	21,316.21	85.26%
5211	Maintenace & Repair Equipment	-	-	-	-	300.00	300.00	100.00%
5221	Maintenance Streets-contract	-	9,581.20	233,331.00	400,000.00	400,000.00	390,418.80	97.60%
5246	In-House Street Maintenance	10,958.06	20,867.08	67,081.00	115,000.00	115,000.00	94,132.92	81.85%
5469	Stormwater Maintenance	-	4,334.82	11,669.00	20,000.00	20,000.00	15,665.18	78.33%
5470	Park Maint/Infrastructure	1,034.25	17,711.78	56,000.00	96,000.00	106,000.00	88,288.22	83.29%
5471	Tennis Court Replacement	129,471.75	129,471.75	-	-	157,600.00	28,128.25	17.85%
5499	CDBG 2018	-	9,429.00	-	-	265,000.00	255,571.00	96.44%
5826	Transfer to Capital Projects Fund	-	-	-	-	-	-	N/A
Total Expenditures		142,644.85	195,079.42	403,081.00	691,000.00	1,088,900.00	893,820.58	82.08%
Change in Fund Balance		\$ (96,185.70)	\$ 262,724.12	\$ 443,130.00	\$ 459,836.00	\$ 521,336.00	\$ 258,611.88	
2910..2970	Fund Balance, Beginning		861,541.72					
Fund Balance, Ending			\$ 1,124,265.84					

City of Roeland Park
Statement of Activities - Equipment & Bldg Reserve Fund
For the Period Ended 7/31/2018

							Projected vs. YTD	
		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	Actual	% Remaining
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 245,306.00	\$ 245,306.00	\$ 375,139.00	\$ 375,139.00	100.00%
4511	Interest on Invested Assets	-	2,058.13	-	-	-	(2,058.13)	N/A
4780	Sale of Assets	-	-	583,331.00	1,000,000.00	1,100,000.00	1,100,000.00	100.00%
4824	Transfer from Public Works	10,291.67	72,041.69	-	-	166,500.00	94,458.31	56.73%
4840	Transfer from General Fund	6,912.58	48,388.06	48,391.00	82,951.00	112,051.00	63,662.94	56.82%
4841	Transfer from PD/GF	2,000.00	14,000.00	14,000.00	24,000.00	24,000.00	10,000.00	41.67%
4842	Transfer from Solid Waste / GF	-	-	72,044.00	123,500.00	-	-	N/A
4860	Transfer from Special Highway	4,830.83	33,815.81	33,817.00	57,970.00	57,971.00	24,155.19	41.67%
Total Revenues		24,035.08	170,303.69	996,889.00	1,533,727.00	1,835,661.00	1,665,357.31	90.72%
Expenditures								
5315	Machinery & Auto Equipment	845.02	141,016.64	51,660.00	88,562.00	336,733.00	195,716.36	58.12%
5442	City Hall Building Improvement	-	16,843.00	631,722.00	1,082,951.00	83,111.00	66,268.00	79.73%
5619	Lease/Purchase - Principal	26,292.85	26,292.85	32,879.00	56,369.00	56,369.00	30,076.15	53.36%
5620	Lease/Purchase - Interest	425.45	425.45	931.00	1,600.00	1,600.00	1,174.55	73.41%
5704	Future CIP - Police	-	-	-	-	-	-	N/A
5705	Future CIP - PW	-	-	16,884.00	28,940.00	28,940.00	28,940.00	100.00%
5707	Future CIP - Building Reserve	-	-	-	-	1,100,000.00	1,100,000.00	100.00%
Total Expenditures		27,563.32	184,577.94	734,076.00	1,258,422.00	1,606,753.00	1,422,175.06	88.51%
Change in Fund Balance		\$ (3,528.24)	\$ (14,274.25)	\$ 262,813.00	\$ 275,305.00	\$ 228,908.00	\$ 243,182.25	
2910..2970	Fund Balance, Beginning		375,139.55					
	Fund Balance, Ending		\$ 360,865.30					



City of Roeland Park
Statement of Activities - TIF 1A/B - Bella Roe/Walmart
For the Period Ended 7/31/2018

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Projected vs. YTD Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 814,288.00	\$ 814,288.00	\$ 907,195.00	\$ 907,195.00	111.41%
4510..4511	Interest on Investment	-	9,678.70	10,206.00	17,500.00	17,500.00	7,821.30	44.69%
4730	Tax Increment Income	-	425,807.67	236,040.00	404,640.00	425,800.00	(7.67)	0.00%
4735	Tax Increment Income IB	-	526,896.00	342,678.00	587,450.00	526,896.00	-	0.00%
4786	TIF-Bella Roe/Walmart	-	-	-	-	-	-	N/A
Total Revenues		<u>-</u>	<u>962,382.37</u>	<u>1,403,212.00</u>	<u>1,823,878.00</u>	<u>1,877,391.00</u>	<u>915,008.63</u>	50.17%
Expenditures								
5209	Professional Services	-	2,887.00	644.00	1,100.00	3,700.00	813.00	73.91%
5214	Other Contracted Services	-	-	1,540.00	2,640.00	2,640.00	2,640.00	100.00%
5601	Bond Principal	-	914,161.98	501,669.00	860,000.00	914,162.00	0.02	0.00%
5602	Bond Interest	-	24,971.88	13,727.00	23,534.00	24,972.00	0.12	0.00%
5750	Contingency	-	-	-	-	-	-	N/A
Total Expenditures		<u>-</u>	<u>942,020.86</u>	<u>517,580.00</u>	<u>887,274.00</u>	<u>945,474.00</u>	<u>3,453.14</u>	0.39%
Change in Fund Balance		<u>\$ -</u>	<u>\$ 20,361.51</u>	<u>\$ 885,632.00</u>	<u>\$ 936,604.00</u>	<u>\$ 931,917.00</u>	<u>\$ 911,555.49</u>	
2910..2970	Fund Balance, Beginning		<u>907,195.11</u>					
Fund Balance, Ending			<u>\$ 927,556.62</u>					

City of Roeland Park
Statement of Activities - TDD#1 - Price Chopper
For the Period Ended 7/31/2018

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Projected vs. YTD Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ (107,318.00)	\$ (107,318.00)	\$ (2,756,849.00)	\$ (2,756,849.00)	N/A
4110	City/county Sales & Use Tax	24,861.99	159,430.71	160,650.00	275,400.00	267,101.00	107,670.29	40.31%
4510	Interest on Investment	41.66	425.06	-	-	253.00	(172.06)	-68.01%
	Total Revenues	24,903.65	159,855.77	53,332.00	168,082.00	(2,489,495.00)	(2,649,350.77)	N/A
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	333.33	2,963.31	3,794.00	6,500.00	6,500.00	3,536.69	54.41%
5601	Bond Principal	-	145,844.09	-	-	150,000.00	4,155.91	2.77%
5602	Bond Interest	-	4,155.90	156,856.00	268,900.00	75,000.00	70,844.10	94.46%
	Total Expenditures	333.33	152,963.30	160,650.00	275,400.00	231,500.00	78,536.70	33.93%
	Change in Fund Balance	\$ 24,570.32	\$ 6,892.47	\$ (107,318.00)	\$ (107,318.00)	\$ (2,720,995.00)	\$ (2,727,887.47)	
2910..2970	Fund Balance, Beginning		(2,756,849.93)					
	Fund Balance, Ending		\$ (2,749,957.46)					



City of Roeland Park
Statement of Activities - TDD#2 - Lowes
For the Period Ended 7/31/2018

							Projected vs. YTD	
		Current Month	Year to Date	Budget to Date	Approved Budget	2018 Projected	Actual	% Remainin
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ (941,727.00)	\$ (941,727.00)	\$ (809,751.00)	\$ (809,751.00)	N/A
4110	City/county Sales & Use Tax	14,232.62	76,021.59	80,920.00	138,720.00	141,839.00	65,817.41	46.40%
4510	Interest on Investment	13.30	168.80	-	-	102.00	(66.80)	-65.49%
Total Revenues		14,245.92	76,190.39	(860,807.00)	(803,007.00)	(667,810.00)	(744,000.39)	N/A
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	166.67	1,851.69	2,919.00	5,000.00	5,000.00	3,148.31	62.97%
5254	Miscellaneous Charges	-	-	-	-	-	-	N/A
5601	Bond Principal	-	68,534.38	78,001.00	133,720.00	10,000.00	(58,534.38)	-585.34%
5602	Bond Interest	-	1,965.63	-	-	5,000.00	3,034.37	60.69%
Total Expenditures		166.67	72,351.70	80,920.00	138,720.00	20,000.00	(52,351.70)	-261.76%
Change in Fund Balance		\$ 14,079.25	\$ 3,838.69	\$ (941,727.00)	\$ (941,727.00)	\$ (687,810.00)	\$ (691,648.69)	N/A
2910..2970	Fund Balance, Beginning		(809,751.45)					
	Fund Balance, Ending		\$ (805,912.76)					

City of Roeland Park
Statement of Activities - CID #1 - RP Shopping Center
For the Period Ended 7/31/2018

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Projected vs. YTD Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 2,225,185.00	\$ 2,225,185.00	\$ 2,225,413.00	\$ 2,225,413.00	100.00%
4110	City/county Sales & Use Tax	39,210.87	269,580.46	271,320.00	465,120.00	458,663.00	189,082.54	41.22%
4510..4511	Interest on Investment	-	14,393.64	4,935.00	8,460.00	13,000.00	(1,393.64)	-10.72%
	Total Revenues	<u>39,210.87</u>	<u>283,974.10</u>	<u>2,501,440.00</u>	<u>2,698,765.00</u>	<u>2,697,076.00</u>	<u>2,413,101.90</u>	89.47%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5215	City Attorney	-	-	-	-	-	-	N/A
5721	CID #1 Expenses	-	-	1,300,250.00	2,229,000.00	-	-	N/A
	Total Expenditures	<u>-</u>	<u>-</u>	<u>1,300,250.00</u>	<u>2,229,000.00</u>	<u>-</u>	<u>-</u>	N/A
	Change in Fund Balance	<u>\$ 39,210.87</u>	<u>\$ 283,974.10</u>	<u>\$ 1,201,190.00</u>	<u>\$ 469,765.00</u>	<u>\$ 2,697,076.00</u>	<u>\$ 2,413,101.90</u>	
2910..2970	Fund Balance, Beginning		<u>2,225,413.31</u>					
	Fund Balance, Ending		<u>\$ 2,509,387.41</u>					



City of Roeland Park
Statement of Activities - TIF 2A/D - McDonalds / City Hall
For the Period Ended 7/31/2018

		Projected vs. YTD						
		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 853.00	\$ 853.00	\$ 132,344.00	\$ 132,344.00	100.00%
4510..4511	Interest on Investment	-	3,487.47	581.00	1,000.00	5,000.00	1,512.53	30.25%
4730	Tax Increment Income	-	254,632.38	173,908.00	298,127.00	254,630.00	(2.38)	0.00%
4789	Loan from General Fund	<u>10,375.00</u>	<u>72,625.00</u>	<u>72,625.00</u>	<u>124,500.00</u>	<u>283,500.00</u>	<u>210,875.00</u>	<u>74.38%</u>
	Total Revenues	<u>10,375.00</u>	<u>330,744.85</u>	<u>247,967.00</u>	<u>424,480.00</u>	<u>675,474.00</u>	<u>344,729.15</u>	51.04%
Expenditures								
5209	Professional Services	-	-	2,919.00	5,000.00	-	-	N/A
5214	Other Contracted Services	-	-	1,750.00	3,000.00	-	-	N/A
5454	Sidewalk Project	28,338.85	28,338.85	-	-	-	(28,338.85)	N/A
5456	CARS Projects	-	41,948.04	143,500.00	246,000.00	-	(41,948.04)	N/A
5457	CARS 2020 - Roe	85,009.00	85,009.00	-	-	82,091.00	(2,918.00)	-3.55%
5458	CARS 2018	-	-	-	-	372,326.00	372,326.00	100.00%
5601	Bond Principal	-	-	96,250.00	165,000.00	165,000.00	165,000.00	100.00%
5602	Bond Interest	-	2,682.50	3,129.00	5,365.00	5,365.00	2,682.50	50.00%
5750	Contingency	-	-	-	-	-	-	N/A
	Total Expenditures	<u>113,347.85</u>	<u>157,978.39</u>	<u>247,548.00</u>	<u>424,365.00</u>	<u>624,782.00</u>	<u>466,803.61</u>	74.71%
	Change in Fund Balance	<u>\$ (102,972.85)</u>	\$ 172,766.46	<u>\$ 419.00</u>	<u>\$ 115.00</u>	<u>\$ 50,692.00</u>	<u>\$ (122,074.46)</u>	
2910..2970	Fund Balance, Beginning		<u>132,344.42</u>					
	Fund Balance, Ending		<u>\$ 305,110.88</u>					

City of Roeland Park
Statement of Activities - TIF 2C - Valley State Bank
For the Period Ended 7/31/2018

		Projected vs. YTD						
		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 1,169.00	\$ 1,169.00	\$ 14,862.00	\$ 14,862.00	100.00%
4510	Interest on Investment	-	50.50	-	-	-	(50.50)	N/A
4730	Tax Increment Income	-	69,875.85	40,516.00	69,460.00	69,870.00	(5.85)	-0.01%
	Total Revenues	<u>-</u>	<u>69,926.35</u>	<u>41,685.00</u>	<u>70,629.00</u>	<u>84,732.00</u>	<u>14,805.65</u>	17.47%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	-	825.00	1,456.00	2,500.00	1,700.00	875.00	51.47%
5601	Bond Principal	-	-	39,060.00	66,960.00	83,032.00	83,032.00	100.00%
5602	Bond Interest	-	-	-	-	-	-	N/A
5612	Debt Service - Bond Issue	-	52,275.19	-	-	-	(52,275.19)	N/A
	Total Expenditures	<u>-</u>	<u>53,100.19</u>	<u>40,516.00</u>	<u>69,460.00</u>	<u>84,732.00</u>	<u>31,631.81</u>	37.33%
	Change in Fund Balance	<u>\$ -</u>	<u>\$ 16,826.16</u>	<u>\$ 1,169.00</u>	<u>\$ 1,169.00</u>	<u>\$ -</u>	<u>\$ (16,826.16)</u>	
2910..2970	Fund Balance, Beginning		<u>14,863.65</u>					
	Fund Balance, Ending		<u>\$ 31,689.81</u>					

City of Roeland Park
Statement of Activities - TIF 3C - Old Pool Area
For the Period Ended 7/31/2018

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Projected vs. YTD Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 28,204.00	\$ 28,204.00	\$ 265,232.00	\$ 265,232.00	100.00%
4511	Interest on Invested Assets	-	886.31	-	-	1,500.00	613.69	40.91%
4730	Tax Increment Income	-	33,387.00	3,948.00	6,765.00	35,000.00	1,613.00	4.61%
4731	Tax Increment Income 3A	-	216,121.52	61,565.00	105,536.00	216,122.00	0.48	0.00%
4789	Loan from General Fund	-	-	-	-	-	-	N/A
	Total Revenues	<u>-</u>	<u>250,394.83</u>	<u>93,717.00</u>	<u>140,505.00</u>	<u>517,854.00</u>	<u>267,459.17</u>	51.65%
Expenditures								
5209	Professional Services	3,458.83	15,940.69	-	-	58,831.00	42,890.31	72.90%
5243	Contractual Reimbursement	(387,646.00)	40,000.00	-	-	40,000.00	-	0.00%
5244	General Contractor	388,941.00	388,941.00	-	-	402,776.00	13,835.00	3.43%
5802	Transfer to General Fund	-	-	73,794.00	126,500.00	-	-	N/A
	Total Expenditures	<u>4,753.83</u>	<u>444,881.69</u>	<u>73,794.00</u>	<u>126,500.00</u>	<u>501,607.00</u>	<u>56,725.31</u>	11.31%
	Change in Fund Balance	<u>\$ (4,753.83)</u>	\$ (194,486.86)	<u>\$ 19,923.00</u>	<u>\$ 14,005.00</u>	<u>\$ 16,247.00</u>	<u>\$ 210,733.86</u>	
2910..2970	Fund Balance, Beginning		<u>265,232.44</u>					
	Fund Balance, Ending		<u>\$ 70,745.58</u>					

City of Roeland Park
Statement of Activities - Property Owners Association
For the Period Ended 7/31/2018

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Approved Budget</u>	<u>2018 Projected</u>	<u>Projected vs. YTD Actual</u>	<u>% Remaining</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 16,552.00	\$ 16,552.00	\$ 16,504.00	\$ 16,504.00	100.00%
4510	Interest on Investment	-	-	-	-	-	-	N/A
4795	Miscellaneous	-	33,847.00	19,747.00	33,847.00	33,847.00	-	0.00%
	Total Revenues	<u>-</u>	<u>33,847.00</u>	<u>36,299.00</u>	<u>50,399.00</u>	<u>50,351.00</u>	<u>16,504.00</u>	32.78%
Expenditures								
5254	Miscellaneous Charges	-	60.00	-	-	-	(60.00)	N/A
5258	RPPOA Common Area Expenses	-	31,875.00	18,592.00	31,875.00	31,875.00	-	0.00%
5750	Contingency	-	-	-	-	-	-	N/A
	Total Expenditures	<u>-</u>	<u>31,935.00</u>	<u>18,592.00</u>	<u>31,875.00</u>	<u>31,875.00</u>	<u>(60.00)</u>	-0.19%
	Change in Fund Balance	<u>\$ -</u>	\$ 1,912.00	<u>\$ 17,707.00</u>	<u>\$ 18,524.00</u>	<u>\$ 18,476.00</u>	<u>\$ 16,564.00</u>	
2910..2970	Fund Balance, Beginning		16,503.51					
	Fund Balance, Ending		<u>\$ 18,415.51</u>					



Item Number: DISCUSSION ITEMS- II.-9.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date:	8/31/2018
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	Discuss New City Logo Options for Council Chambers
Item Type:	Other

Recommendation:

Staff is looking for direction from council on replacing the old logo with the new logo in the council chambers.

Details:

As part of the branding implementation program staff is changing out the old logo with the new logo through out the community. One of the more visible symbols is the logo on the wall in the council chambers. This is a brushed aluminum cut out of the old logo. Staff has secured pricing from three vendors so far (one more pending). The pricing to replace just the old logo ranges from \$730 to \$5,200 with a similar aluminum cut out of the new condensed logo. The pricing to replace the old logo and the individual aluminum "City of Roeland Park" letters with an aluminum cut out of the new full size logo ranges from \$2,358 to \$7,100.

Per direction provided at the previous workshop additional concepts have been developed for consideration. Attached are four concepts from Midtown Signs. The attached price sheet from Midtown correlates to options 1 through 4. An option for the existing logo would be to display it as a permanent art piece and compliment to the George Schlegel Art Gallery Plaque in the entry to the Council Chambers.

\$24,000 is allocated to the branding implementation objective for 2018. This expense will be charged to that objective's budget. City flags (\$650), vehicle and equipment decals (\$2,500), and building signage (\$3,000) are other items being purchased with these funds.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
📎 Design Concepts from Midtown Sign	Cover Memo
📎 Pricing from Midtown Sign	Cover Memo
📎 Pricing from Alpha Graphics	Cover Memo
📎 Pricing from Kansaas City Sign Co	Cover Memo

**Midtown Signs, LLC**

2416 S 8th Street
Kansas City, KS 66103
Ph: (816) 561-7446
FAX: (913) 766-1470
Email: sales@midtownsigns.com
Web: http://www.midtownsigns.com

Estimate #: 18698

Page 1 of 2

Created Date:	8/24/2018 11:27:00AM	Prepared For:	City of Roeland Park Kansas
Salesperson:	Dennis Baughman	Contact:	Kieth Moody, Director of Public Works
Email:	dennis@midtownsigns.com	Office Phone:	(913) 722-2600
Office Phone:	(816) 561-7446	Email:	kmoody@roelandpark.org
Office Fax:	(913) 766-1470	Address:	4600 West 51st Street
Entered by:	Karen Flanagan		Roeland Park, KS 66205

Description: COUNCIL CHAMBER SIGN

Dear Kieth Moody,

Midtown Signs, LLC thanks you for allowing us the opportunity to provide you with an Estimate for this project. * **IMPORTANT PLEASE NOTE: The costs listed on this estimate is ONLY guaranteed for TEN (10) days due to cost fluctuation caused by the Duty on Imports of Steel and Aluminum Articles under Section 232 of the Trade Expansion Act of 1962. The cost listed on this estimate may vary plus 10% to 25% of the final cost.

A Sales Agreement will be issued with the final cost and MUST be signed the same day to guarantee prices. It does NOT include permits or installation costs UNLESS otherwise stated in the Estimate and/or shown as a separate line item.

TO PROCEED WITH THIS ESTIMATE PLEASE SIGN THE BOTTOM AND FAX TO 913-766-1470 -OR- Email dennis@midtownsigns.com. All jobs require signature approval of Estimate and Production Art Proof. If you have any questions about this, please give me a call at 100.

Regards,

Dennis Baughman
dennis@midtownsigns.com

		Quantity	Price	Unit Price	Subtotal
1	Product: Custom Fabricated Sign Description: PAGE 1 OF 4 (refer to .pdf proposal drawing) REMOVAL AND INSTALL INCLUDED Does not include any patching or painting of the wall.	1	\$1,263.60	\$1,263.60	\$1,263.60
		Quantity	Price	Unit Price	Subtotal
2	Product: Custom Fabricated Sign Description: PAGE 2 OF 4 (refer to .pdf proposal drawing) REMOVAL AND INSTALL INCLUDED Does not include any patching or painting of the wall.	1	\$730.82	\$730.82	\$730.82
		Quantity	Price	Unit Price	Subtotal
3	Product: Custom Fabricated Sign Description: PAGE 3 OF 4 (refer to .pdf proposal drawing) REMOVAL AND INSTALL INCLUDED Does not include any patching or painting of the wall.	1	\$2,600.00	\$2,600.00	\$2,600.00
		Quantity	Price	Unit Price	Subtotal
4	Product: Custom Fabricated Sign Description: PAGE 4 OF 4 (refer to .pdf proposal drawing) REMOVAL AND INSTALL INCLUDED Does not include any patching or painting of the wall.	1	\$2,358.20	\$2,358.20	\$2,358.20



Midtown Signs, LLC

2416 S 8th Street
Kansas City, KS 66103
Ph: (816) 561-7446
FAX: (913) 766-1470
Email: sales@midtownsigns.com
Web: http://www.midtownsigns.com

Estimate #: 18698

Page 2 of 2

Estimate Total:	\$6,952.62
Subtotal:	\$6,952.62
Total:	\$6,952.62

Payment Terms: Balance due upon receipt.

Client Reply Request

☐ Estimate Accepted "As Is". Please proceed with Order.

☐ Other: _____

☐ Changes required, please contact me.

SIGN: _____ **Date:** / /

AlphaGraphics Kansas City
1717 Oak Street
Kansas City, MO 64108
Phone: 816-842-4200
Email: US190@alphagraphics.com
www.alphagraphicskc.com



Pay Your Deposit Online

[click here](#)

Estimate Number: **23361**

Bill To:
Beth Pauley
City of Roeland Park, KS
Phone: (913) 722-2600
E-Mail: intern@roelandpark.org

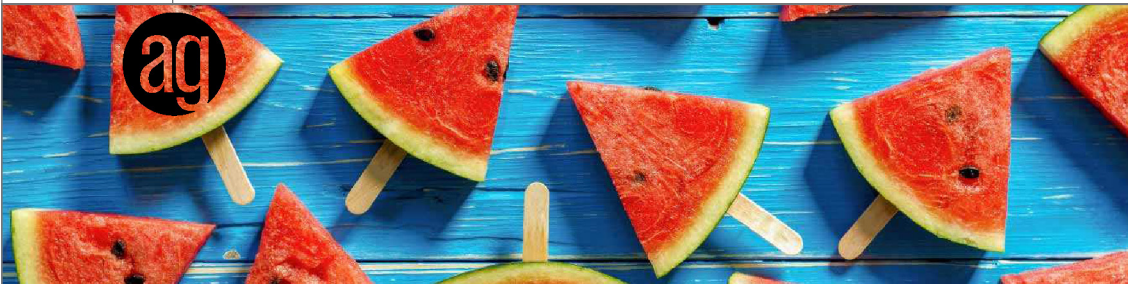
Date: 7/25/18

P.O.:

Taken By: Amanda
Sales Rep: Amanda
Account Type: COD

Ship Via: Installation on Site

Office Signage

Quantity	Description	Price
1	Brushed Aluminum Signage - Landscape Logo or Condensed Logo with New City Name Art, Maximum Size 111" x 30"	\$ 4,781.72
1	Trip Fee and Installation Charge	\$ 1,325.00
1	Brushed Aluminum Signage - Condensed Logo with Existing City Name Art, Maximum Size 24" x 30"	\$ 4,781.72
1	Trip Fee and Installation Charge	\$ 425.00
2	Cut Vinyl for Front and Back Doors, 20.5 x 18 House Avery 700 Series - 6yr Calendered, custom cut on 1 side	\$ 110.54
1	Trip Fee and Installation Charge	\$ 117.00
		
Subtotal		11,540.98
Tax		1,107.93
Shipping		0.00
Total		12,648.91
Deposit (-)		0.00
Amount Due		

THIS ESTIMATE IS VALID FOR 30 DAYS FROM ABOVE DATE. This estimate is based upon information provided to AlphaGraphics for the above job by the client and is subject to change based on variation in quantity, paper, inks, due dates, etc. If changes do occur, or order placement is beyond 30 days from date of the estimate, please call AlphaGraphics, at the number listed above, for confirmation. Please refer to the Estimate number when placing order. All coupons must be addressed at the beginning of each project as coupons apply to retail prices. If you have any questions about the above information, or any of our services, please contact us and let us serve you.

Signature _____

Time _____

Print Name _____

Date _____



8248 NW 101st Terrace #13
Kansas City, MO 64153
(816) 977-0432

QUOTE

EST-2078

Payment Terms: Cash Customer

DESCRIPTION: council chamber sign

Bill To: City of Roeland Park
4600 W 51st Street
Roeland Park, KS 66205
US

Installed: City of Roeland Park
4600 W 51st Street
Roeland Park, KS 66205
US

Requested By: Beth Pauley
Email: intern@roelandpark.org

Salesperson: Lee Mendenhall
Work Phone: 8162166109
Cell Phone: 8169770432

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 condensed logo 30" x 30" 3/16 aluminum brushed finish plasma cut logo	1	\$1,564.00	\$1,564.00
2 full logo 84" wide 1/4" brushed aluminum with vinyl print (green)	1	\$2,584.00	\$2,584.00
3 window graphics	1	\$150.00	\$150.00

Orders Over \$100: 50% Deposit Required to Start Order, 50% Upon Completion

Orders Under \$100: Payment in Full Required to Start Order

Subtotal: \$4,298.00

Taxes: \$369.63

Grand Total: \$4,667.63

Terms and Conditions: Customer Agreement

Kansas City Sign Company guarantees all work to be completed to Customer's written and approved specifications within the scope of the agreement and warrants the sign display against defective workmanship in construction and assembly for a period of no more than 1 year. Any material, including but not limited to electrical components, is guaranteed for the term of the manufacturer's warranty. No other warranties or guarantees are expressed or implied, either written or verbal.

For illuminated signs, Customer is responsible for providing power at a junction box within five feet of the sign. Customer is to provide access to complete installation. Any unforeseen conditions hampering installation and requiring additional resources may result in extra charges. The Customer is responsible for providing Kansas City Sign Company with free access to installation area(s) for all vehicles required for safe and efficient installation of signs. In the event that Kansas City Sign Company, or one of its subcontractors, while excavating should hit any underground obstructions, i.e. large rocks, concrete, old road beds, etc. that requires additional excavation time, the Customer will be responsible for all additional costs incurred.

Kansas City Sign Company makes no representation and assumes no responsibility for compliance of sign with federal, state and local regulations or ordinances, except as such requirements are specifically set forth in any permit issued for the sign(s). Customer is solely responsible for determining the size, location and character of sign(s) to customer's satisfaction and as permitted under applicable regulations and ordinances. Customer assumes responsibility for obtaining landlord approval of sign and installation. Customer indemnifies Kansas City Sign Company against any claim by any property owner, landlord, tenant, or any other party that the ordered signs may violate.

Customer agrees it has the legal right to produce all materials ordered from Kansas City Sign Company and holds Kansas City Sign Company harmless from any loss, damages, cost, and expense arising from a claim or dispute. This includes any agreement the Customer may have with said parties or where such signs are not properly authorized by the parties and where their authorization is required. Any legal action against Kansas City Sign Company shall be held in Missouri.

Payment Policy:

All orders exceeding \$100 require a down payment of 50% prior to commencing production and the balance is due upon receipt of product. All orders under \$100 require payment in full prior to commencing production. We accept cash, check, debit, or credit card as a form of payment. A service fee of \$45 will be applied to all returned checks. Cancellation of an order forfeits down payment.

If this agreement is given to an attorney for enforcement of its terms, including but not limited to collection of amounts due, or if amounts due herein are collected by suit or through any probate, bankruptcy or other legal proceedings, Customer agrees to pay all expenses and costs, including but not limited to attorney's fees, incurred by Kansas City Sign Company, in such enforcement or collection. In the event all sums are not paid when due, all unpaid sums shall incur interest at the rate of 18% per annum until paid in full. This proposal is valid for 60 days. All permitting fees (if required), electrical (if applicable) and taxes are TBD, as costs may vary by municipality.

Signature: _____ Date: _____

Item Number: DISCUSSION ITEMS- II.-10.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/31/2018
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Reaffirm Support of Planning Sustainable Places Grant
Funded Analysis**
Item Type: Other

Recommendation:

Staff requests Council reaffirm support of the "Planning Sustainable Places" grant funded analysis of the Roe and 47th Street Intersection and Johnson Drive Corridor based upon revised scope and grant funding anticipated.

Details:

Attached is a draft Request for Proposal that would be used by MARC to solicit responses from consultants interested in the analysis of 47th and Roe Boulevard Intersection and Johnson Drive Corridor if PSP funding is awarded (anticipate final approval by MARC by the end of September 2018). Council has been updated previously that a change in scope from the original June 2018 PSP grant application. A reduction in scope as well as fee was proposed to the PSP committee to enable the City to remain under consideration as our project score put the project at the cut line for funding. The scope was reduced, eliminating the Roe Boulevard Corridor down to Johnson Drive, and a corresponding reduced grant request of \$80,000 (equal to the PSP funds remaining). Details concerning the transportation elements that will be focused on as part of the study were also added at the request of KDOT. All of these changes are reflected in the draft RFP.

The City's match would be \$20,000, for a total project budget of \$100,000. The initial grant request was for \$150,000, with the City's match being \$37,500. The City's match must be a minimum of 20% of the total project cost.

MARC anticipates the RFP going out in October of 2018. The draft calendar included in the RFP anticipates the project starting the first of the year in 2019. This project will entail significant public

engagement. The City also plans to update the Comprehensive Plan in 2019. In discussing the timing of these two significant community engagement efforts staff recommends beginning the Comp Plan process at the conclusion of the PSP project. Running them concurrently was considered as there will be overlap, but staff feels this would be confusing to the public. Information generated from the PSP public engagement process can be shared during the Comp Plan public engagement process which should help to focus/streamline the comp plan process.

How does item relate to Strategic Plan?

The analysis will provide information necessary to motivate redevelopment of key areas within the community.

How does item benefit Community for all Ages?

The redevelopment would be walkable and suited to those at all life cycle stages.

ATTACHMENTS:

Description	Type
□ Draft PSP Project Request for Proposals	Cover Memo



**REQUEST FOR PROPOSALS
For Consultant Services**

**Roe Boulevard and Johnson Drive
Corridor Plan**

Planning Sustainable Places Program

**Requested by
The Mid-America Regional Council**

[insert release date]

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REQUEST FOR PROPOSALS

A. PURPOSE AND INTRODUCTION

The Mid-America Regional Council (MARC) seeks consulting services to complete the Roe Boulevard and 47th Street Intersection and Johnson Drive Corridor Plan for the City of Roeland Park, Kan.

The PSP Program provides local governments with financial support to advance detailed local planning and project development activities in support of *Creating Sustainable Places*, *Transportation Outlook 2040's* Activity Centers and Corridors framework, and the Mid-America Regional Council's adopted policy statement on regional land use direction. The subject project is one of 12 across the region chosen for funding through the Planning Sustainable Places Program.

B. CREATING SUSTAINABLE PLACES INITIATIVE

In October 2010, a consortium of more than 60 regional partners, led by the Mid-America Regional Council, received a \$4.25 million planning grant from the U.S. Department of Housing and Urban Development to advance the implementation of the Regional Plan for Sustainable Development, [Creating Sustainable Places](#).

Creating Sustainable Places is not only a regional vision and plan to guide how we grow and develop, but a strategy for moving our communities from planning to action. This strategy includes the following steps:

- Organizing for Success – Building on the region's strong track record of collaboration to provide leadership, coordinate outreach and education activities, broaden public understanding of and involvement in sustainability issues, and strengthen stakeholder capacity to address them.
- Enhancing Decision Making – Developing new tools, policies and practices necessary to make sound investments and accelerate sustainable development.
- Demonstrating New Models – Applying these new tools to key corridors and activity centers through demonstration projects that can help transform the ways neighborhoods and communities grow and develop.

The 2013 Planning Sustainable Places Program (PSP) combined funds dedicated to the demonstration projects component of Creating Sustainable Places and the Livable Communities Surface Transportation/Bridge Program awards to provide local governments with financial support to advance detailed local planning and project development activities. The program received 37 applications and funded 18 projects.

The 2015 and 2017 Planning Sustainable Places Programs (PSP) were funded solely through the Livable Communities Surface Transportation Program and thus funding was only available to jurisdictions and other government entities within the eight county MARC metropolitan planning organization boundary. In 2015 the program received 27 applications and funded 13 projects. In 2017 the program received 36 applications and funded 25 projects.

The Creating Sustainable Places Initiative and the region's long-range plan, *Transportation*

Outlook 2040 (TO2040) outline a need to focus efforts on promoting concepts consistent with sustainable communities and place a focus on advancing site specific and project specific activities in support of these objectives. Projects awarded funding will be consistent with those goals.

The 2019 Planning Sustainable Places program will continue to serve as a single local government assistance program intended to specifically respond to these goals and facilitate the following objectives:

Program Objectives:

- Support the development and implementation of local activity center plans consistent with Creating Sustainable Places principles, identified regional activity centers, and the land use policy direction outlined in *Transportation Outlook 2040*.
- Support localized public engagement and community consensus building.
- Support the identification and conceptualization of land use strategies, transportation projects, and related sustainable development initiatives that help to realize and advance the objectives identified in the Creating Sustainable Places initiative, *Transportation Outlook 2040*, and the MARC Board's adopted policy statement on regional land use direction.
- Support the conceptualization, development, and implementation of Creating Sustainable Places projects.

Additional information about the [Planning Sustainable Places](#) program and the [Creating Sustainable Places](#) initiative can be found on the MARC website, www.marc.org.

The focus of this request for proposals (RFP) is to create an Implementation Activities Plan that addresses the following key priorities for the City of Roeland Park, Kan.:

- **Identify opportunities for vehicular, transit, pedestrian and bike enhancement opportunities and develop coordinated plans for those enhancements.**
- **Identify opportunities for sustainable redevelopment adjacent to the study areas.**
- **The plan shall contemplate and compliment other plans recently completed by the City which influence the sites included in this scope. [please insert 2-4 priorities for the project]**

C. PROJECT BACKGROUND

The intent of the project is to engage citizens and the property owners of the corridor in a visioning process that leads to a more vibrant and sustainable corridor and community as a whole. The primary users of the plan will be the land owners, City Council and Planning Commission.

D. SCOPE OF SERVICES

[Develop sponsor scope of services TIP: Tasks are to include descriptions, quantity (i.e. # of meetings) and deliverables, and not exceed 1 page.]

The study area for the project will be the intersection of Roe Boulevard and 48th Street along with Johnson drive from Roe Boulevard to Roeland Drive, .5 miles in length, and including the immediate, land area adjacent to these corridors. The scope of services to be performed as part of this corridor study is divided into the following tasks:

- Creating the Vision – After analyzing the current conditions and with input from the various stakeholders, the consultant will be responsible for leading the public engagement process to develop goals for the planning study, identify issues that need to be addressed within the plan, and make recommendations for the future vision of the corridors. An essential part of creating the vision will include developing alternative scenarios and design concepts for the transit infrastructure as well as the adjoining property including illustrations as well as text. The use of visioning software such as Sketch Up & other technologies is encouraged. At least three alternative scenarios and design concepts should be developed for the Johnson Drive Corridor and the 48th and Roe Boulevard intersection. The scenarios and concepts should include a combination of alternatives for street cross-sections, land use, and multi-modal opportunities. As one of the visions is refined, additional illustrations such as color renderings should be provided to further explain the vision. In order to fully explain each of the alternative scenarios and design concepts, the consultant shall provide a graphic representation to be presented at the public meeting and to the advisory committee. Within the context of the final plan document, written descriptions shall also be provided of each of the scenarios and concepts.

Detailed transportation elements included in the revised scope for the project include:

1. Skyline Drive dead ends currently at the Price Chopper and Boulevard apartments drives on the west side of Roe Boulevard. The scope would entail looking at how to enhance vehicle, pedestrian and bicycle connection on to the west of Skyline's current terminus in order to enhance access to Roe Boulevard from properties to the west but to also enhance connectivity from east of Roe Boulevard west to the City's Aquatic Center, Community Center, Nall Park and Johnson County's Sports Dome all of these community amenities are located just to the west of where Skyline Drive currently ends.
2. Currently Johnson Drive between Roe Boulevard and Roeland Drive does not have bike or pedestrian systems. The study will look at incorporating these options. Johnson Drive may also benefit from a road diet in this corridor and the mixed use urban development being constructed along the southern edge in Mission would benefit from adding on street parking in this corridor. If that same style of development occurs on the north side of Johnson those would also benefit from on street parking being added.

- Recommendations & Implementation Plan – The planning process will be complete with the presentation of recommendations for multimodal transportation enhancements and land use alternative plans for implementing the recommendations. A refined concept that incorporates input from the various stakeholders throughout the process will be an essential component. Ideas and solutions for enhancing the corridor shall be part of the final recommendations. City staff and

the selected consultant will work together to determine the best way to present the recommendations and implementation plan to the stakeholders, Planning Commission and City Council. Topics such as land use, transportation, sustainability, and principles of development shall be woven throughout the entire planning process. Within the context of the final plan document, it should be explained how these topics impact the Johnson Drive corridor and 48th and Roe Boulevard intersection. In addition, how these topics relate to one another should be clearly explained. Specific emphasis should be placed on the development of reasonable action steps that can be taken by both public and private property owners to further promote improved multi-modal transportation options and encourage the continued redevelopment of this important corridor

E. STUDY SCHEDULE

Milestone	Date
RFP Released	
Pre-Bid Workshop	
Proposals Due	Insert once RFP release is selected.
Review of RFP's	
Interviews	
Negotiate Scope	
MARC Board Authorization	
Execute Contract	
Notice to Proceed	Within two weeks after receipt of signed contract
Appointment of Advisory Committee by City Council	Within 4 weeks after receipt of signed contract
Initial Project Meeting with Consultant and Advisory Committee- Schedule and Public Engagement Plan Finalized	Within 6 weeks after receipt of signed contract
Advisory Committee Meeting #2	Within 9 weeks after receipt of signed contract
Public Visioning Meeting #1- Brainstorming	Within 10 weeks after receipt of signed contract
Complete and Compile Survey	Within 14 weeks after receipt of signed contract
Advisory Committee Meeting #3	Within 14 weeks after receipt of signed contract
Public Visioning Meeting #2- Present Draft Concepts	Within 16 weeks after receipt of signed contract
Advisory Committee Meeting #4	Within 18 weeks after receipt of signed contract
Public Visioning Meeting #3- Present Final Concepts	Within 20 weeks after receipt of signed contract
Final Plan Complete	Within 23 weeks after receipt of signed contract
Council take Action to Adopt the Plan	Within 24 weeks after receipt of signed contract

[Please update with milestones after the “Notice to Proceed” date. Add as many rows as needed.]

F. PROPOSAL SUBMITTAL REQUIREMENTS

To be eligible for consideration, **one electronic** copy of the response to the RFP must be received by the Mid-America Regional Council no later than 3:00 pm CST, on **[insert date]**. Late submittals will not be considered and will be returned to submitter unopened. The font should not be smaller than 12 point. Covers, cover letter (single page max) and table of contents are not included in the 6 page limit. Further details regarding page counts follow:

Item	Page Requirements
1. Proposed Project Approach	6 single letter sized pages total including 2-3 pages detailing the public engagement process
2. Proposed Public Engagement Strategies	
3. Qualifications	Not included in proposal page count. Three single pages max for narrative. Three additional single pages total for resumes. Listing of relevant work within last 5 years not included in page count.
4. Disadvantaged Business Enterprise (DBE) Goal	Not included in proposal page count.
5. Affirmative Action Checklist	Not included in proposal page count.
6. Certificate Regarding Debarment	Not included in proposal page count.

The envelope should be addressed to:

Mid-America Regional Council
Attn: Beth Dawson
600 Broadway, Suite 200
Kansas City, MO 64105
Fax: 816-421-7758

Questions should be directed to Beth Dawson at bdawson@marc.org or 816-701-8325. DO NOT CONTACT City of Roeland Park, Kan. REGARDING THIS REQUEST FOR QUALIFICATIONS, YOU WILL BE DIRECTED TO BETH DAWSON.

All questions must be received by noon CST on **[insert day], [insert date]**. All questions will be posted to a Question and Answer page on the MARC website by close of business on **[insert date]**. A link to that page will be posted on the RFP page, <http://www.marc.org/Requests-for-Proposals>.

The following items must be addressed in all proposals:

1. **PROPOSED PROJECT APPROACH:** Responses should include a proposed approach to the project that includes the proposer’s understanding of the project’s objectives and local context, tentative schedule for project completion, a description of your approach to each of the tasks listed in Section D, description of all project deliverables and tentative public engagement process. Please provide your staff capacity for meeting the project requirements. Identify the key team members who are likely to be assigned to this

contract if your proposal is selected along with a description of their roles and responsibilities. State approximate date your business/firm is available to begin work on the Project. Provide a list of subcontractors to be included on the consultant team, along with a brief description of their qualifications and services they are likely to perform.

2. **PROPOSED PUBLIC ENGAGEMENT STRATEGIES:** Responses should include a proposed approach to public outreach and engagement including process, meetings, tools and techniques to be utilized for engaging the community and key stakeholders in this project.
3. **QUALIFICATIONS:** Proposals should indicate general and specific qualifications of the proposer in disciplines appropriate to this project and specifically convey the role of the proposer in each case cited. An emphasis and priority in evaluation will be placed on firms with qualifications and experience that have resulted in successful implementation of comparable projects. A brief narrative (three pages maximum) may also be included regarding the firm's capabilities to carry out this project, including special assets, areas of expertise, analytical tools, data sources, etc. to which the firm may have access.

Proposals shall also include:

- a. A listing and summary of similar projects undertaken within the last five (5) years, by proposing firm and/or its subcontractors, showing contract amounts, description of work performed, client contact persons, phone numbers, and e-mail addresses;
 - b. Resumes of key professional staff who will be assigned to this project (3 single pages maximum);
 - c. Description of the existing and anticipated workload of individuals assigned to this project during the period of this study. Any reassignment of designated key staff shall not occur without mutual consultation and the consent of the Mid-America Regional Council and City of Roeland Park, Kan..
 - d. References. (3 – 4 including contact name and email address)
4. **DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL:** Studies funded in part by USDOT are required to follow 49 CFR part 26 Disadvantage Business Enterprise Program (DBE). The proposed study has a minimum DBE goal of x%. Required attachment for consultant acting as DBE.
5. **AFFIRMATIVE ACTION CHECKLIST:** If applicable, proposers must complete and enclose with their proposal company's Affirmative Action Plan (see Attachment B Affirmative Action Checklist). Required for all contractors, primary or sub, who have 50 or more employees.
6. **CERTIFICATION REGARDING DEBARMENT:** Each proposer is required to certify by signing the "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" (Attachment C). "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" is a certification that the proposer is not on the U.S. Comptroller General's Consolidated Lists of Persons or Firms Currently Debarred for Violations of Various Contracts Incorporating Labor Standards Provisions. Required of primary only.

7. **CERTIFICATION REGARDING LOBBYING:** See Attachment D. Required for primary only.

8. **GOVERNMENT SPECIAL PROVISIONS:** See Attachment E.

G. SELECTION PROCEDURE

The review committee shall adhere, as closely as possible, to the following review schedule. The sponsor reserves the sole right to change this review schedule to meet the needs of the review committee.

Milestone	Date
RFP Released	
Pre-Bid Workshop	
Proposals Due	
Review of RFP's	
Interviews	
Negotiate Scope	
MARC Board Authorization	
Execute Contract	
Notice to Proceed	Within two weeks after receipt of signed contract

Review will be conducted by a committee made up of representatives from Mid-America Regional Council and representatives selected by City of Roeland Park, Kan.. Interviews will take place with short-listed firms.

H. PROPOSAL EVALUATION CRITERIA

The proposals submitted by each Contractor, Firm, or Contractor Team, will be evaluated by the selection committee according to the following criteria:

- Experience and availability of key personnel [20%];
- Approach to community engagement [20%];
- Experience on similar projects [10%];
- Project understanding [10%];
- Project approach and solutions to critical issues [10%];
- Ability to accomplish project within desired timeframe [10%].
- Proposed Fee [10%]

I. PRE-PROPOSAL MEETING AND QUESTION SUBMITTAL

MARC will host a pre-proposal meeting for all interested consultants teams to ask questions and gain clarity around any elements or requirements of this RFP.

When: [day], [date], [year], [time] pm

Where: Mid America Regional Council, Board Room
600 Broadway, Ste. 200
Kansas City, Mo 64105

GoToMeeting:

URL: <http://www.gotomeet.me/MARC100C>

Phone: 1 (312) 757-3111

Phone access code: 753-585-237

Audio pin (which links phone to GoToMeeting attendee list): Will be provided when you go to URL

- You must install the GoToMeeting software or use the GoToMeeting smartphone app in order to join the webinar. Please contact your IT support if you are unable to install the software.
- Once you are logged into GoToMeeting, please message the presenter your name, title, organization and email address for the meeting attendee list.

All questions/requests for clarifications must be submitted in writing to MARC by **[insert date], [year] at noon CST.**

Please submit questions in writing to **Beth Dawson** at bdawson@marc.org.

MARC will post all questions, answers and clarifications to <http://www.marc.org/Requests-for-Proposals>.

J. CONTRACT AWARD

From the firms expressing interest, a committee will review the submittals and rank the firms. Short listed firms will be notified to schedule an interview.

The remaining firms will be notified by letter after the agreement is approved by the Board.

Awarding of the final contract is subject to the acceptance of the grant by the MARC Board and a signed funding agreement between City of Roeland Park, Kan. and MARC.

K. PROJECT BUDGET

The award of this contract will be based on a **qualifications based selection process** that may include in-person interviews followed by the successful negotiation of costs and fees. The selected firm should be prepared to provide cost and fee information within two days of their notification of selection for negotiation. If the City cannot come to an agreement with the first choice firm on costs and fees then the City may choose to terminate those negotiations and begin negotiations with the second firm on the scoring list or terminate all negotiations and issue another RFP for these services at a later date.

L. PERIOD OF PERFORMANCE: End date of **[July 31, 2019insert date], [year].**

Both the project budget and the period of performance are subject to change based on the availability of funds or other unforeseen events or activities.

ATTACHMENT A

SUMMARY OF ATTACHMENTS

1. Complete the AFFIRMATIVE ACTION CHECKLIST Attachment B.
2. Complete the CERTIFICATION REGARDING LOBBYING Attachment C.
3. Complete the CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION Attachment D.
4. Government Special Provisions: Attachment E
 - a. KDOT Special Attachment
 - b. Contractual Provisions
 - c. DBE Provisions
 - d. Travel and Meal Policy

ATTACHMENT B

AFFIRMATIVE ACTION CHECKLIST

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
2. Name of Affirmative Action Officer
3. Statement of commitment to affirmative action by the chief executive officer
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
5. Outreach recruitment
6. Job analysis and restructuring to meet affirmative action goals
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
8. Upgrading and training programs
9. Internal complaint procedure
10. Initiating and insuring supervisory compliance with affirmative action program
11. Survey and analysis of entire staff by department and job classification and progress report system
12. Recruitment and promotion plans (including goals and time tables)

ATTACHMENT C

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This Certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The Regulations are published as Part II of the June 1985, Federal Register (pages 33, 036-33, 043)

Read instructions for Certification below prior to completing this certification.

1. The prospective proposer certifies, by submission of this proposal that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department or agency.
2. Where the prospective proposer is unable to certify to any of the statements in this certification, such prospective proposer shall attach an explanation to this proposal.

Date Signed – Authorized Representative

Title of Authorized Representative

Instructions for Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion:

1. By signing and submitting this agreement, the proposer is providing the certification as set below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

ATTACHMENT D

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

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

. If any funds other than Federal appropriated funds have been paid or will be paid to any person for attempting to influence an officer or employee of any federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal or Federally assisted contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

. The undersigned shall require that the language of this certification be included in the award documents of all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 32, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(Name of Entity)

(Name and Title of Authorized Official)

(Signature of above Official)

(Date)

ATTACHMENT E**KANSAS DEPARTMENT OF TRANSPORTATION**

Special Attachment
To Contracts or Agreements Entered Into
By the Secretary of Transportation of the State of Kansas

NOTE: Whenever this Special Attachment conflicts with provisions of the Document to which it is attached, this Special Attachment shall govern.

THE CIVIL RIGHTS ACT OF 1964, and any amendments thereto, REHABILITATION ACT OF 1973, and any amendments thereto, AMERICANS WITH DISABILITIES ACT OF 1990, and any amendments thereto, AGE DISCRIMINATION ACT OF 1975, and any amendments thereto, EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN MINORITY POPULATIONS AND LOW INCOME POPULATIONS 1994, and any amendments thereto, 49 C.F.R. Part 26.1 (DBE Program), and any amendments thereto

NOTIFICATION

The Secretary of Transportation for the State of Kansas, in accordance with the provisions of Title VI and Title VII of the Civil Rights Act of 1964 (78 Stat. 252), §504 of the Rehabilitation Act of 1973 (87 Stat. 355) and the Americans with Disabilities Act of 1990 (42 USC 12101), the Age Discrimination Act of 1975 (42 USC 6101), the Regulations of the U.S. Department of Transportation (49 C.F.R., Part 21, 23, and 27), issued pursuant to such ACT, Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations (1994), and the DBE Program (49 C.F.R., Part 26.1), hereby notifies all contracting parties that, the contracting parties will affirmatively ensure that this contract will be implemented without discrimination on the grounds of race, religion, color, gender, age, disability, national origin, or minority populations and low income populations as more specifically set out in the following “Nondiscrimination Clauses”.

CLARIFICATION

Where the term “consultant” appears in the following “Nondiscrimination Clauses”, the term “consultant” is understood to include all parties to contracts or agreements with the Secretary of Transportation of the State of Kansas.

Nondiscrimination Clauses

During the performance of this contract, the consultant, or the consultant’s assignees and successors in interest (hereinafter referred to as the “Consultant”), agrees as follows:

- 1) **Compliance with Regulations:** The consultant will comply with the Regulations of the U.S. Department of Transportation relative to nondiscrimination in federally-assisted programs of the U.S. Department of Transportation (Title 49, Code of Federal Regulations, Parts 21, 23 and 27, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- 2) **Nondiscrimination:** The consultant, with regard to the work performed by the consultant after award and prior to the completion of the contract work, will not discriminate on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The consultant will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- 3) **Solicitations for Subcontractors, including Procurements of Material and Equipment:** In all solicitations, either competitive bidding or negotiation made by the consultant for work to be performed under a subcontract including procurements of materials and equipment, each potential subcontractor or supplier shall be notified by the consultant of the consultant’s obligation under this contract and the Regulations relative to nondiscrimination on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations.

4) Information and Reports: The consultant will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and the Secretary of the Transportation of the State of Kansas will be permitted access to the consultant's books, records, accounts, other sources of information, and facilities as may be determined by the Secretary of Transportation of the State of Kansas to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a consultant is in the exclusive possession of another who fails or refuses to furnish this information, the consultant shall so certify to the Secretary of Transportation of the State of Kansas and shall set forth what efforts it has made to obtain the information.

5) Employment: The consultant will not discriminate against any employee or applicant for employment because of race, religion, color, gender, age, disability, or natural origin.

6) Sanctions for Noncompliance: In the event of the consultant's noncompliance with the nondiscrimination provisions of this contract, the Secretary of Transportation of the State of Kansas shall impose such contract sanctions as the Secretary of Transportation of the State of Kansas may determine to be appropriate, including, but not limited to,

(a) withholding of payments to the consultant under the contract until the contractor complies, and/or

(b) cancellation, termination or suspension of the contract, in whole or in part.

7) Disadvantaged Business Obligation

(a) Disadvantaged Business as defined in the Regulations shall have a level playing field to compete for contracts financed in whole or in part with federal funds under this contract.

(b) All necessary and reasonable steps shall be taken in accordance with the Regulations to ensure that Disadvantaged Businesses have equal opportunity to compete for and perform contracts. No person(s) shall be discriminated against on the basis of race, color, gender, or national origin in the award and performance of federally-assisted contracts.

(c) The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of Federally-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

8) Executive Order 12898

(a) To the extent permitted by existing law, and whenever practical and appropriate, all necessary and reasonable steps shall be taken in accordance with Executive Order 12898 to collect, maintain, and analyze information on the race, color, national origin and income level of persons affected by programs, policies and activities of the Secretary of Transportation of the State of Kansas and use such information in complying with this Order.

9) Incorporation of Provisions: The consultant will include the provisions of paragraphs (1) through (8) in every subcontract, including procurements of materials and equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The consultant will take such action with respect to any subcontract or procurement as the Secretary of Transportation of the State of Kansas may direct as a means of enforcing such provisions including sanctions for noncompliance: PROVIDED, however, that, in the event a consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the consultant may request the State to enter into such litigation to protect the interests of the State.

Project No. _____
Contract No. _____

07-19-80-R12 (MPO)
Sheet 1 of 1

REQUIRED CONTRACT PROVISION DBE CONTRACT GOAL

The total dollar goal to be subcontracted to KDOT-Certified DBE firms on this contract is
\$ _____.

List all KDOT-Certified DBE subcontractors to be utilized. For each DBE subcontractor, identify the line item(s) of work from the Unit Prices List and the dollar value of the work to be subcontracted to the DBE.

IDENTIFICATION OF DBE PARTICIPATION

Name of KDOT-Certified DBE Subcontractor	Type of Work	\$ Value of work
		\$
		\$
		\$
		\$
		\$
		\$

Total KDOT-Certified DBE \$ _____

(Prime Bidding Consultant Name and Address)

If \$ Value of Work is zero, please attached the Prime Bidding Consultant's Good Faith Effort documentation.

A list of KDOT-Certified DBEs can be found in the Directory of Disadvantaged Business Enterprises at KDOT's website: <http://www.ksdot.org/divAdmin/DBEConstruction/dbedir.aspx>

REQUIRED CONTRACT PROVISION

**FEDERAL AID CONTRACTS
UTILIZATION OF DISADVANTAGED BUSINESSES**

I. INTRODUCTION.

The specific requirements for the utilization of Disadvantaged Business Enterprises, hereinafter referred to as DBEs, are set forth in this Required Contract Provision and are imposed pursuant to 49 CFR Part 26, hereinafter referred to as the regulations. This provision meets or exceeds the regulatory requirements. The regulations always take precedence over normal industry practice.

A. ASSURANCE.

The Contractor, subrecipient, or subcontractor shall not discriminate on the basis of race, color, national origin, religion, age, disability, income status, veteran status or gender in the performance of the Contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT assisted Contracts. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract, or such other remedy as the Kansas Department of Transportation deems appropriate.

B. DEFINITIONS.

For the purpose of this Required Contract Provision, the following words and phrases shall have the meanings as stated herein:

(1) Disadvantaged Business Enterprise (DBE) means a small business concern which is independently owned and controlled by one or more socially and economically disadvantaged individuals and which KDOT has certified as a DBE.

(2) Small business concern means a small business as defined by Section 3 of the Small Business Act and relevant regulations except that a small business concern shall not include any firms or affiliated firms owned and controlled by the same socially and economically disadvantaged individual or individuals whose value has average, annual gross receipts in excess of \$22,410,000 over the previous three fiscal years.

(3) Owned and controlled means a business:

(a) Which is at least 51 percent unconditionally owned by one or more socially and economically disadvantaged individuals, and

(b) Whose management and daily business operations are controlled by one or more such individuals.

(4) Socially disadvantaged individual means a person who is a citizen or lawful permanent resident of the United States, has suffered social disadvantage in education, employment, or business, and who is a(an):

(a) Black American (a person having origins in any of the black racial groups of Africa);

(b) Hispanic American (includes a person of Mexican, Puerto Rican, Cuban, Central or South American, or any Spanish or Portuguese culture or origin, regardless of race);

(c) Native American (includes a person who is American Indian, Eskimo, Aleut or Native Hawaiian);

(d) Asian-Pacific American (includes a person whose origin is from the original people of the Far East, Southeast Asia, the Indian subcontinent or the Pacific Islands);

- (e) Subcontinent Asian American (includes a person whose origin is India, Pakistan, Bangladesh, Bhutan, Nepal, Sri Lanka, or the Maldives Islands);
- (f) Member of a group, or any other individual of any race or sex, found to be both economically and socially disadvantaged; or
- (g) Women.

(5) Economically disadvantaged means an individual who has a personal net worth of less than \$750,000 excluding the value of their ownership share of the applicant firm and personal residence. The individual has had diminished access to capital and credit compared to non-disadvantaged persons.

(6) Commercially useful function means the qualifying DBE owner performs manages and supervises subcontract work.

(7) Race and gender neutral measure means one that is used to assist any small business.

II. DBE CONTRACT GOALS.

A. KDOT strongly encourages all contractors to utilize DBE firms as subcontractors, suppliers, manufacturers, truckers, and brokers whenever possible and feasible. Greater voluntary participation will result in lower and fewer DBE contract goals. KDOT will set DBE contract goals only to meet the portion of its annual goal that is not met by race and gender neutral means and voluntary participation.

B. An eligible DBE is one who KDOT has certified and who is listed in the KDOT DBE directory located on the internet at: <http://www.ksdot.org/doingbusiness.asp>. KDOT also prints a paper directory quarterly, and Contractors may ask the KDOT Office of Civil Rights for a copy of the printed directory. However, as it is only published quarterly, Contractors should be aware that the printed directory may list DBE's who were decertified after the directory was printed, and these DBE's would not be considered eligible DBE's in a letting that followed decertification or when examining good faith efforts. Also, the printed directory will not list DBE's who have been certified after the directory was printed, but KDOT will consider these DBE's in a letting and when examining good faith efforts. Thus, the electronic directory controls as it is the most current information KDOT has available. Any bid proposal listing a firm that is not a KDOT certified DBE at the time of bidding will be considered nonresponsive.

C. Contractors shall, as a minimum, seek DBE firms working in the same geographic area in which they seek subcontractors for a given solicitation.

D. Contractors are required to make good faith efforts to replace a DBE subcontractor that is unable to perform successfully with another DBE firm. In order to ensure compliance with this requirement, any substitution of DBE subcontractors after the Contractor has submitted a bid to KDOT, must be approved by KDOT Office of Civil Rights. Substitutions will only be allowed for good and sufficient reasons. KDOT must receive a letter from the original DBE stating the reason for the DBE's inability to perform.

E. Contractors are also encouraged to use the services of banks owned and controlled by disadvantaged individuals.

F. When projects are State or Contractor tied, KDOT will construe DBE participation as if the tied projects are one project. To check DBE participation on tied projects the following method will be used:

(1) Add the DBE goal dollar amount for the individual tied projects. This becomes the required minimum dollar amount to be subcontracted to DBEs.

(2) If the total dollar amount actually subcontracted to DBEs on the tied contracts is equal to or greater than the minimum dollar amounts as computed above, it will be determined that the DBE goals have been met.

(3) If a State of Kansas funded project is tied to a federal aid funded project, the DBE contract goals can only be met by DBE subcontractors on the Federal Aid Project.

III. MEETING DBE CONTRACT GOAL CRITERIA.

The award of the Contract will be conditioned upon satisfaction of the requirements herein established. The apparent low bidder must either meet or exceed the DBE goals for the contract or satisfy KDOT that good faith efforts were made to meet the goals prior to the bid letting.

A. REQUIRED DBE PARTICIPATION INFORMATION.

All bidders are required to submit to KDOT with the bid proposal the DBE participation information described below on the form provided in the proposal.

(1) The names of KDOT certified DBE firms that will participate in the Contract (if none, so indicate);

(2) A description of the work each named DBE firm will perform (if none, so indicate);

(3) The actual dollar amount anticipated to be paid to each named DBE firm (if zero dollars, so indicate); except

(4) If the named DBE firm is a supplier, enter 60% of the actual dollar amount anticipated to be paid (if zero dollars, so indicate);

(5) The actual dollar amount (not to exceed 10 percent of DBE subcontract) to be paid ahead of work as DBE mobilization.

(6) For federal aid contracts with a zero DBE goal, list all subcontractors to be utilized, including DBE firms, if any.

B. GOOD FAITH DETERMINATION.

It is the bidder's responsibility to meet the DBE contract goals or to provide information to enable KDOT to determine that, prior to bidding, the bidder made good faith efforts to meet such goals.

(1) Good Faith Information Submittal. If the low bidder's required DBE information indicates that the DBE contract goals will be met, the contract will proceed toward award and the low bidder need not submit any further DBE information. Good faith documentation must be submitted within two working days of the bid opening. Example: if bids are opened on Wednesday at 2 p.m., the good faith documentation must be at KDOT Office of Civil Rights before 5 p.m. on Friday.

(2) KDOT Review. KDOT will review all information submitted to determine if the low bidder has met the DBE contract goals and, if not, whether the low bidder made sufficient good faith efforts to meet such goals. The determination of good faith efforts is made on a case-by-case basis and depends on the particular circumstances of the procurement. The issue KDOT will consider is whether the bidder took those steps, a reasonable bidder would have taken to actively and aggressively obtain DBE participation sufficient to meet the goal. A KDOT determination that the low bidder's information failed to show sufficient good faith shall be just cause for rejection of the bid. If the low bid is rejected, the above procedure will be applied to the next lowest bidder, and other bidders if necessary, until a bidder is found that meets the DBE contract goals or establishes that good faith efforts were made to meet the goal. KDOT reserves the right to reject all bids and re-advertise the Contract.

(3) Establishing Good Faith Efforts. To demonstrate good faith efforts to meet DBE contract goals, submit to KDOT documentation on the factors listed as (a) through (g). KDOT has assigned a percentage to each factor that shows the relative importance of each factor to KDOT and to the other

factors. These percentages are a guide only; the circumstances of a particular procurement may justify different percentages or consideration of factors not mentioned. In evaluating the reasonableness of the low bidder's efforts, KDOT may consider whether other bidders met the goal or failed to meet the goal. In evaluating the reasonableness of the low bidder's efforts, KDOT will consider all documentation submitted; yet, documentation created during the bidding process is more credible than documentation created after the letting.

(a) The bidder negotiated in good faith with interested DBEs. It is the bidder's responsibility to consider the available pool of certified DBEs when determining subcontract or supply needs. It is the bidder's responsibility to furnish DBEs with information about plans or specifications to facilitate the bid. Include names of DBEs considered, information given to the DBE, if any, and an explanation of why agreements could not be reached for DBEs to perform the work. (25%)

(b) The bidder selected portions of work for which KDOT has capable, certified DBE's to perform. This may include breaking out work items or subcontracting items the prime contractor normally performs. (20%)

(c) The bidder used good business judgment in rejecting a DBE quote, considering both price and capabilities. If a DBE quote represents a reasonable price for performing the work, the bidder should use that quote even though the DBE quote is higher than a non-DBE quote. However, bidders do not have to use excessive or unreasonable quotes. Before determining that a DBE quote is excessive, the bidder should inquire as to the reason for the disparity between the DBE and non-DBE quotes. The bidder should also evaluate what impact, if any, using a higher DBE price would have on the bidder's overall project bid. A higher DBE price may not be excessive or unreasonable if the price differential is a very small part of the project bid. (20%)

(d) The bidder solicited capable, certified DBEs through pre-bid meetings, advertising, telephone, mail, facsimile, e-mail, or a combination of the foregoing. The solicitation must have occurred within sufficient time to allow a DBE to respond. Follow up all initial contacts, whether the contact was solicited or unsolicited. If a DBE expresses an interest in the contract or a desire to quote and fails to submit a quote, follow up that contact, whether the contact was solicited or unsolicited. Receiving substantial unsolicited quotes may not be considered actively and aggressively pursuing DBE participation. (10%)

(e) The bidder assisted interested DBEs in obtaining equipment, supplies, or materials for the project being bid. (10%)

(f) The combinations of DBEs the bidder considered in trying to meet the goal. It is acceptable to use a portion of several DBE bids. (10%)

(g) The bidder assisted interested DBEs in obtaining bonding, credit, or insurance on the project being bid. (5%)

(4) Staff of KDOT's Office of Civil Rights and the Chief of Construction and Maintenance will review the documentation submitted and either accept or reject the good faith effort submittal.

(5) At the bidder's request, KDOT's Director of Operations will hold an informal hearing to discuss the bidder's good faith effort submittal. The bidder may have legal counsel present, at the bidder's expense. After the appeal hearing, the Director of Operations will issue the Agency's final administrative decision on whether the bidder made a good faith effort. The decision will be in writing and will explain the basis for the Agency's decision. This will be final agency action and a final order under the Kansas Act for Judicial Review and Civil Enforcement of Agency Actions, K.S.A. 77-601 *et. seq.* Any petition for judicial review shall be served on the Secretary of Transportation, Kansas Department of Transportation, 700 S.W. Harrison St., Topeka, KS 66603-3754.

C. COUNTING DBE PARTICIPATION TOWARD DBE CONTRACT GOALS.

DBE participation shall be counted toward meeting the DBE contract goals pursuant to this contract as follows:

(1) A contractor may count toward its DBE contract goals the total dollar value of a contract paid to an eligible DBE, including an approved DBE protégé.

NOTE: At the time the bid is submitted on the DBE goal sheet, list the actual amount intended to be paid to the DBE. On Form 259, submitted after award, list the same amount as in the contract line item. If this amount differs from the DBE subcontract amount, list the latter amount on the bottom of the form with an explanation.

(2) A DBE, bidding as a prime contractor, may count toward its DBE contract goals the total dollar value of the work actually performed by the DBE prime contractor, including the cost of supplies and materials the DBE obtains. *Example: A DBE contractor bids as a prime contractor. The contract specifies a \$10,000.00 DBE goal. The DBE prime contractor performs \$50,000 of the work with its own forces. The DBE prime contractor has met the \$10,000 goal.*

(3) A contractor may count toward its DBE goals a portion of the total dollar value of a subcontract with an eligible DBE joint venture equal in proportion to the percentage of ownership and control of the DBE partner in the joint venture. *Example: A contract specifies a \$5,000.00 DBE contract goal. Prime contractor bids \$100,000.00 subcontracting with a joint venture DBE/non-DBE contractor for \$20,000.00 of the work. The percentage of ownership and control of the DBE/non-DBE joint venture is 25% DBE and 75% non-DBE. The prime contractor may count \$5,000.00 ($\$20,000.00 \times .25$; i.e. total dollar value times the percentage of DBE ownership) toward the DBE contract goal, thus fulfilling the DBE requirements of the contract.*

(4) If a non-DBE contractor and DBE contractor form a joint venture and bid as a prime contractor, the joint venture contractor shall fully meet the DBE contract goals specified in the project special provision. The joint venture contractor may count toward its DBE contract goals the total dollar value of the work actually performed by the DBE participant in the joint venture.

Example: A non-DBE contractor forms a joint venture with a DBE contractor and the joint venture bids the project as a prime contractor. The DBE contract goal is \$10,000.00. The DBE participant in the joint venture performs \$50,000 of the work with its own forces. The joint venture has met the \$10,000 goal. Example: A non-DBE contractor forms a joint venture with a DBE contractor and the joint venture bids the project as a prime contractor. The DBE contract goal is \$100,000.00. The DBE participant in the joint venture performs \$80,000 of the work with its own forces. The joint venture must obtain the remaining \$20,000 in goal through use of another certified DBE firm, or show good faith efforts if the joint venture fails to meet the \$100,000 goal.

(5) A contractor may count toward its DBE goals 60 percent of its expenditures for materials and supplies obtained from a DBE regular dealer, and 100 percent from a DBE manufacturer. A letter must be submitted to KDOT, detailing the amount, but the amount does not count as a subcontracted percentage.

(a) A manufacturer is a firm that operates a facility that produces goods from raw material on the premises.

(b) A regular dealer is a firm that owns, operates, or maintains a store, or warehouse where materials are stocked and regularly sold to the public. A regular dealer of bulk items (sand, gravel, etc.) need not stock the product if it owns or long-term leases distribution equipment. The supply of structural steel, steel assemblies and petroleum products do not count toward any KDOT DBE goal. A dealer must be responsible for material quality control and must deliver with its own or long term leased equipment to count toward the DBE goal.

(6) A contractor may count toward its DBE goals the following expenditures to DBE firms that are not manufacturers or regular dealers:

(a) The commission charged for providing a bona fide service in the procurement of essential personnel, facilities, equipment, materials or supplies required for the performance of the contract, provided the commission is reasonable and customary.

(b) The commissions charged for bonds or insurance provided by a DBE broker for the specific performance of the contract, provided the fee is reasonable and customary. A letter must be submitted detailing the amount, but does not count as a subcontracted percentage.

(7) A contractor may count toward its DBE goals the amount paid to a DBE trucker for transportation or delivery services.

(a) A DBE trucker who picks up a product at point A and delivers the product to the contractor at point B provides a delivery service. The full amount paid for this service counts toward the DBE goal.

(b) Some DBE truckers are also a regular dealer (supplier) of a bulk item. In this case, the amount paid for the material delivered will count as 60 percent toward the DBE goal. The DBE trucker is responsible for the quality of the material.

(c) For DBE truckers or suppliers to be credited toward DBE contract goals, the contractor must submit a letter to KDOT detailing all information formerly found on Form 259, prior to the start of the trucking or supply of material and requesting DBE subcontract credit.

D. COMMERCIALLY USEFUL FUNCTION.

The prime contractor is responsible for ensuring that DBE firms under subcontract to meet a DBE goal perform a commercially useful function (CUF). Failure to fulfill this obligation is a breach of contract and KDOT may invoke the sanctions listed in Section IV (Sanctions). The three criteria for a CUF are:

(1) The DBE firm shall manage the work through personal direct supervision by the DBE owner or a skilled, knowledgeable, full-time superintendent. Management includes scheduling work, ordering equipment and materials, hiring and firing employees, and submitting all required forms and reports. The DBE is not in compliance with this provision if the DBE subcontracts out part or all of the work to another entity.

(2) The DBE shall own all equipment, long term lease all equipment, or own some equipment and long term lease the remaining equipment except for specialized equipment as noted below.

(a) If the DBE leases equipment, the DBE shall have a written lease that gives the DBE full control of the equipment during the lease period. The DBE shall use its own workers to operate leased equipment.

(b) A DBE may enter into long term leases with companies operating as prime contractors. The DBE is not in compliance with this provision if the DBE leases equipment from the prime contractor on the project for that project only.

(c) Exception for specialized equipment: The DBE may lease short term specialized equipment such as a crane from another contractor or third party if this equipment is necessary for the DBE to perform its work and the equipment is of such a nature that it is not economically feasible or practical for the DBE to lease the equipment long term. The contractor shall bill the DBE for this equipment and the DBE shall pay the contractor for the equipment. The DBE is not in compliance with this provision if the contractor deducts from the DBE's pay estimate specialized equipment costs rather than submitting an invoice to and receiving payment from the DBE.

(3) The DBE shall negotiate the cost of, arrange delivery of, and pay for materials, supplies, labor, and equipment. Invoices shall be billed to the DBE and paid by the DBE.

(4) KDOT will not count towards goal or give DBE contract goal credit for the following:

- (a) Monies the prime contractor pays directly for supplies, materials, labor or equipment on the DBE's behalf except for two-party checks approved under Section III.E below.
- (b) Costs deducted from a DBE's pay estimate for supplies, materials, labor or equipment the prime contractor or its affiliate provided.
- (c) Costs incurred for equipment the DBE leases from the contractor on the project if the DBE is using the equipment for that project only and the equipment is not part of a long term lease agreement.
- (d) Costs associated with a portion of a bid item that the Agency is unable to measure clearly. (e) Costs incurred for work subcontracted outside normal industry practices, just to meet a goal.

(5) KDOT's determination that a DBE is not performing or did not perform a CUF is not appealable to the US Department of Transportation. KDOT's determination will be final agency action and a final order under the Kansas Act for Judicial Review and Civil Enforcement of Agency Actions, K.S.A. 77-601 *et. seq.* Any petition for judicial review shall be served on the Secretary of Transportation, Kansas Department of Transportation, 700 S.W. Harrison St., Topeka, KS 66603-3754.

E. BUSINESS INTEGRITY

Any person or entity will be found to be out of compliance with this required contract provision if any investigation reveals a commission or omission of any act of such serious or compelling nature that the act indicates a serious lack of business integrity or honesty. Such commission or omissions include, but are not limited to:

- (1) Violating any applicable law, regulation, or obligation relating to the performance of obligations incurred pursuant to an agreement with a recipient under a KDOT financial assistance program or,
- (2) Making, or procuring to be made, any false statement or using deceit to influence in any way any action of KDOT.

F. TWO PARTY CHECKS.

To comply with the current regulation, KDOT is implementing the following two party check procedures. The prime contractor is responsible for following the procedure and for ensuring that DBE subcontractors follow the procedure.

- (1) The DBE owner shall make the request for a two party check to the Office of Civil Rights and shall explain the benefit to the DBE firm.
- (2) The prime contractor shall send the check to the DBE owner who will endorse and forward the check to the supplier. This should be done within the 10 day prompt pay timeframe.
- (3) The amount of the check should not exceed the amount of material paid by KDOT on the latest estimate. *For example if the estimate was taken on 7/23, pay the material bill through 7/23 not through 7/31.*
- (4) Two party checks shall be issued only long enough to establish credit for the DBE firm.
- (5) KDOT will not count towards goal or give DBE contract goal credit for two party checks that have not been pre-approved by KDOT.

IV. SANCTIONS.

If KDOT finds any contractor, sub-contractor, DBE, joint venture, or mentor/protégé to be out of compliance with this required contract provision, KDOT may impose one or more of the following sanctions:

- (1) Withhold payment of progress payments until the contractor or DBE contractor complies with the payment requirements of this Special Provision.

(2) Remove the non-complying DBE from the DBE directory until the DBE shows the company is meeting the requirements necessary to perform a CUF, including payment of all bills.

(3) Deny goal credit as previously stated for failure to replace a non-performing DBE with another DBE (unless good faith effort was made), failure to meet the requirements necessary to perform a CUF, or failure to follow two party check procedures.

(4) Assess and deduct as liquidated damages the monetary difference between the DBE goal amount and the amount actually paid to the DBEs for which KDOT has allowed DBE goal credit.

(5) Reject the bidder's bid if the bidder failed to meet the DBE goal and failed to show good faith effort to meet the goal.

(6) Refer the matter to the Office of the Attorney General, the US Department of Justice, or both for follow-up action.

(7) Enforce all other remedies KDOT has under other contract provisions such as contract termination, contractor suspension, contractor debarment, and sanctions for failing to pay promptly.

01-26-09 OCR (DW/CDB)

Jul-09 Letting

Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3745

Mike King, Secretary
Jim L. Kowach, P.E., Director



Phone: 785-296-3531
Fax: 785-296-6946
Hearing Impaired - 711
publicinfo@ksdot.org
<http://www.ksdot.org>
Sam Brownback, Governor

CONTRACT REIMBURSEMENT
for
HOTEL and PER DIEM
POLICY

Attention Contract Partners:

The following policy for hotels and per diem rates, will be in effect January 1, 2016, for contracts with consultants and sub-consultants statewide.

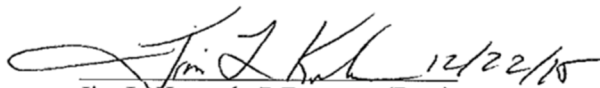
No out-of-state hotel bills will be reimbursed without advanced written approval (prime and/or sub-consultant). No additional markup will be allowed on in state (or approved out of state) hotel bills. The amount allowed, not including taxes, will be the actual cost up to a maximum of \$89.00 per night, however occasional instances when lodging cannot be secured for \$89.00 per night, an actual amount up to a maximum of \$134.00, not including taxes will be allowed. Any amounts above these daily rates or un-approved out of state stays, will not be reimbursed.

Per diem will be allowed only with overnight travel, the maximum reimbursement rate for per diem will be \$51.00 per day (\$8 for breakfast, \$14 for lunch, and \$29 for dinner). Any amounts above these rates will not be reimbursed. If breakfast is furnished by the motel, the \$8.00 breakfast per diem must be deducted unless there are extenuating circumstances approved in writing by the KDOT Engineer. Per diem reimbursement/invoicing must be submitted with hotel receipt. Submit company's policy prior to starting work. A summary must be provided with billings recapping costs per day per individual. Please notify your sub-consultants of these changes and rates.

Mileage will be limited to IRS rates of \$0.54/mile unless the company can furnish an audited rate for company vehicle. Receipts are required for: Airport parking (limited to \$14.00/day); Tolls, Rental cars (economy class only), Equipment Rentals. Equipment, vehicles, reproduction/printing, CADD, GPS, etc., charged as direct expense must have an audited rate for the actual expense. Direct equipment expenses without an audited rate will not be allowed.

Reimbursement rates may change semi-annually as State and/or Federal policies change.

Thank you.


Jim L. Kowach, P.E. (Date)

c: Ms. Rhonda Seitz - Chief, Bureau of Fiscal Services
Attn: Contract Audit Section

Item Number: DISCUSSION ITEMS- II.-11.
Committee 9/4/2018
Meeting Date:



City of Roeland Park

Action Item Summary

Date:	2/5/2018
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	Discussion Concerning the Electric Vehicle Charging Station
Item Type:	Discussion

Recommendation:

Council discussed options concerning the charging station on 2/5/18, direction was to extend the service contract for the existing unit at that time.

The controller for the existing unit has since failed, the cost to repair it is \$1,760. The cost of a new unit is \$3,800, staff recommends purchasing a new unit.

Details:

The City recently received an invoice from Chargepoint asking if the we wanted to renew the subscription for software support on the electric vehicle charging station located in the City Hall parking lot. The City has one charging station with two pumps that was installed in 2010. We do not charge a fee to users of the charging stations for energy consumption. However, the electricity charge is minimal, about \$330 of energy usage in 2017.

The original agreement with the City and Chargepoint/Lily Pad EV stated the charge station needed to remain in place through 2015 per federal requirements for taking advantage of a tax credit on installation. We are no longer required to keep the charging station. Apparently our charging station was the first electric vehicle charging station in the state of Kansas. Governor-Elect Sam Brownback and three area Chambers of Commerce attended the ribbon cutting ceremony. There were no performance expectations or goals set for the station when Council approved the installation. In 2013 Council discussed the possibility of charging for use but it was decided to keep it free for use as it remained a good marketing/PR tool for the City.

Attached is a chart of the usage from January 2011 through January 2018. Prior to 2017, the energy usage never exceeded 20 kwh per month. However, the station has seen more regular use from patrons starting in mid-year 2017. In 2017, there are a total of 54 unique drivers who used our charging stations and only 3 so far in 2018. Through January 2018, patrons have used 2.76 MWh of energy, or 8.37 kWh, or 586 sessions. This averages to 84 sessions/year or 7 sessions/month.

One of the ports on our charging station is a first generation port and is slower than newer the level 2 version. The new station charges vehicles faster from both ports and has a retractable cord rather than patrons having to wrap the cord. This also comes with a year of free software support. The information sheet is attached for a full list of benefits. The total cost for replacement and installation is \$3,800.

Staff would like the Council to determine the future of the charging station at City Hall. We can

- 1) discontinue use of the station;
- 2) repair the existing charging station for \$1,760; or
- 3) purchase a newer model for \$3,800;

As a reference to how much the energy costs that is used by those who charge at our station, if the City were to pass on the cost of to the user, the average fee per charge would be \$0.40/kWh.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Additional Information

The information below is from Chargepoint concerning the option of just repairing the unit we currently have:

The replacement of the L2Core itself (controls the power to and locking/unlocking of the plug) would be about \$1500 plus \$200 for the swap and about \$60 for shipping. It does cost a bit less than the full swapout to replace the old station with the new model station.

There are several problems with this approach:

- After 12/31 of this year there will be no more repair parts available for your current station, so should something else fail then you couldn't get parts.
- The L2Core replacement is a refurb, not a new one. Only refubs are now available since support for the product is discontinued as of 12/31.
- It is possible, but not likely, that something else may be wrong with the station too so it is possible the cost might go up....but ChargePoint supports thinks is just the L2Core that needs replaced.
- You would end up with an old station, near the end of it's useful life, rather than a new station.

ATTACHMENTS:

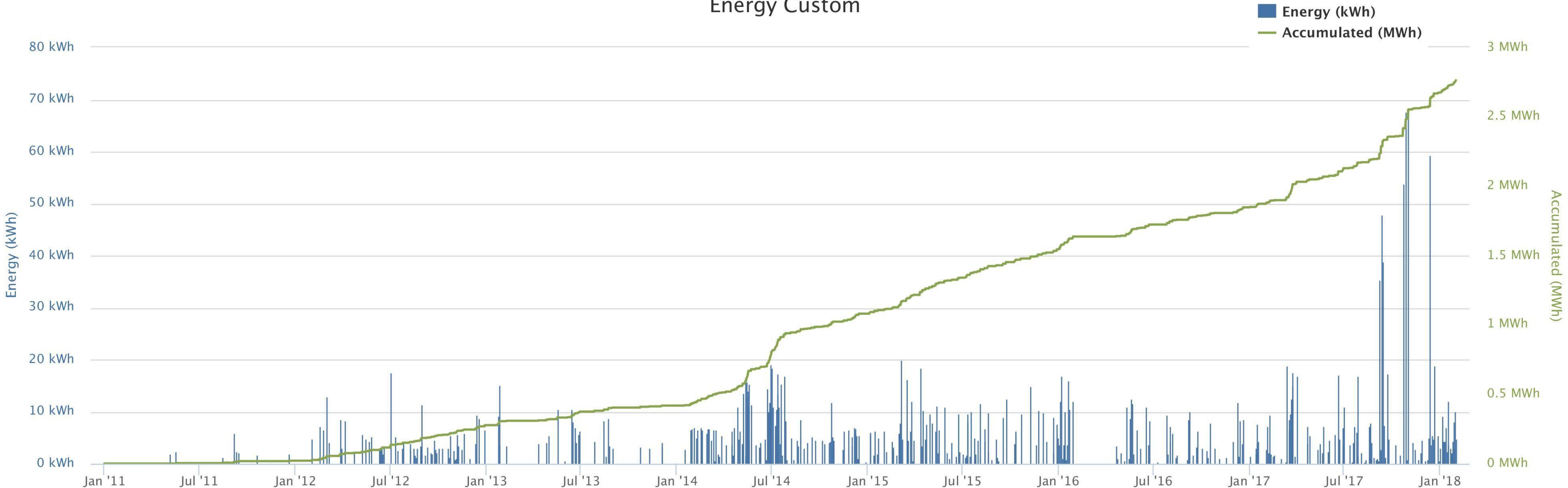
Description

Type

- ▣ Consumption
- ▣ Station Upgrade Price Quote
- ▣ Station Specification

Exhibit
Cover Memo
Cover Memo

Energy Custom





LilyPad EV
9801 W. 100th Terr
Overland Park, KS 66212
(913) 269-2453
keith.anderson@lilypadev.com
www.lilypadev.com

QUOTE

ADDRESS

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

SHIP TO

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

QUOTE # 1314

DATE 08/20/2018

DESCRIPTION	QTY	EACH	AMOUNT
ChargePoint:CT4021-GW1 Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management and Power Share	1	3,000.00	3,000.00
ChargePoint:CT4000-PMGMT CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share). Also allows a CT4000 to be set up to operate at a lower current (Power Select).	1	50.00	50.00
Installation:INSTALL Swapout Installation, we will swap the old CT2100 station for the new CT4000 station. Does not include any other electrical work.	1	600.00	600.00
Shipping:Shipping Shipping	1	150.00	150.00
Note Note: This offer includes 1 year of Commercial Cloud Services per port, Activation, Site Validation, and an initial year of Assure coverage. Requires the head unit from the old station to be shipped back to ChargePoint.	1		0.00

NOTES:

- Thank you for allowing us to submit this proposal.

STANDARD TERMS AND CONDITIONS:

- Standard Invoice Terms are net 30
- Standard manufacturer warranties apply to all hardware purchases
- Standard lead-time is 30-60 days from order acceptance
- Installation cost, if included in this project, does not include unforeseen rock or other obstacles found while trenching or boring
- Customer is responsible for ensuring 3G cellular data coverage at installation location is better than -85dbm (ATT) or -90dbm (Verizon). Note for example -70dbm is better than -80dbm.
- Returns of unopened packages are subject to restocking charges. Opened packages may not be returned.

TOTAL

\$3,800.00

Thank you for your business.

Accepted By

Accepted Date

Thank you for your business.

CT4000 Family

ChargePoint® Level 2 Commercial Charging Stations

The CT4000 family is the latest generation of ChargePoint commercial charging stations. Refined yet rugged, these stations set the industry standard for functionality and aesthetics.

The CT4000 full motion color LCD display instructs drivers and supports dynamic updates of custom branded videos and advertisements.

Intelligent power management options double the number of parking spaces served by allowing two charging ports to share a single circuit. Sites with single port EV stations can upgrade to dual port stations without requiring additional electrical services.

The CT4000 is the first ENERGY STAR® certified EV charger because it charges efficiently and conserves power when not charging. As an ENERGY STAR certified EV charger, the CT4000 uses significantly less energy than a standard EV charger when in standby mode to help you save money on your utility bill.

All CT4000 models offer one or two standard SAE J1772™ Level 2 charging ports with locking holsters, each port supplying up to 7.2kW. With this standard connector, ChargePoint level 2 stations can charge any EV.

Stations are available in bollard and wall mount configurations for easy installation anywhere. All stations are fully software upgradeable remotely over the air.

Stations come in both 6' and 8' tall models with 18' and 23' cords, respectively. With multiple options for size and cord reach, your station can service up to four parking spaces, reach all car models regardless of parking style or car sizes and increase the usability of your EV spots.

Driver Friendly User Interface

- + Instructional video shows how to use the station
- + Multi-language: English, French, Spanish
- + Touch button interface; works in rain, ice and with gloves
- + Backed by ChargePoint's world class 24/7 driver phone support

Easily Communicate with Your Drivers

Whether you're a retail establishment wanting to advertise your latest product, a workplace looking to communicate with employees or a municipality wanting to welcome visitors, ChargePoint's prominent LCD screen makes it easy to reach EV drivers:

- + Daylight readable, with auto brightness control
- + 640 X 480 resolution active matrix
- + Full motion 30fps video support
- + Upload up to 60 seconds of high quality video on a color LCD screen to individual stations as often as desired
- + Brand your charging stations to communicate with drivers
- + Instructional video in English, Spanish or French



The First
ENERGY STAR®
Certified EV Charger

Service Products and Support

ChargePoint offers world-class service products and support that help ensure quality of work, save time and money, protect your investment and enhance the productivity of your charging stations. From site planning to installation and setup, to ongoing care and management, when you choose ChargePoint, you're covered.

- + **ChargePoint Configuration and Activation:** customized setup and activation of your stations
- + **ChargePoint Assure:** the most comprehensive EV Station maintenance and management in the industry

Energy Measurement and Management

- + Real-time energy measurement
- + 15 minute interval recording
- + Time of Day (TOD) pricing
- + Load shed by percentage of running average or to fixed power output

Minimize Costs with Flexible Power Management Options

In the vast majority of applications, a full power configuration is the best choice for both station owners and drivers. However, when drivers are parked for a longer time, an intelligent, lower power output can save station owners considerable installation cost while still providing drivers a great charging experience. With flexible power options, station owners can meet the needs of drivers while lowering costs:

Power Select (Patent Pending)

- + Allows for a lower capacity (less than 40A) circuit to power each port
- + Cuts installation costs by reducing the cost or even avoiding the need to upgrade panels or transformers

Power Sharing

- + Dynamically share one 40A, 30A or 20A circuit between two parking spaces
- + Doubles the number of parking spots served while reducing installation and operating costs
- + Allows station owners to upgrade a single port station to dual port to serve more drivers with no electrical upgrade

Clean Cord Technology

- + Keep charging cords off the ground
- + Standard on all models
- + Ultra-reliable second-generation gravity operated mechanism
- + Flexible over entire -40°F to +122°F product temperature range

Safe, Reliable, Energy Efficient Hardware

- + UL listed, meeting the stringent requirements of the nation's leading safety standards organization
- + Stations are rugged, built to withstand the elements
- + Safe, Reliable and Energy Efficient
- + ENERGY STAR certified, charges efficiently and conserves power when not charging

When Charging is Mission Critical, Protect Your Investment with ChargePoint Assure

- + **Minimize downtime:** ChargePoint Assure provides the most comprehensive EV Station maintenance and management in the industry
- + **Get up and running quickly and flawlessly:** Professional guidance for station configuration saves you time, and unlimited changes to station policies flexibly supports your business
- + **Eliminate unexpected future expenses:** Cost for parts and on-site labor to install is covered for all Assure eligible repairs
- + **One less thing to worry about:** Proactive station monitoring provides you with regular reporting
- + **Reduced risk of downtime:** We guarantee 98% annual uptime and one business day response to requests
- + **Support when you need it:** We're there for you *and* your drivers. Phone support available for station owners Monday to Friday from 5 AM to 6 PM Pacific. Phone support for drivers is 24/7/365, so you never need to field a driver call

Ultra-reliable second-generation gravity operated mechanism.

18' and 23' cords to reach all car models and serve more parking spaces.

World-class 24/7 driver phone support.

Instructional video shows how to use the station. Multi-language charging instructions, giving drivers the choice of English, French or Spanish.

Driver interaction is supported in any weather by five rugged, back-lit buttons with audio feedback.

Strong and rugged design materials built to withstand the elements.

CT4000 stations come with 18' or 23' cords to increase the usability of your charging spots, on 6' and 8' tall models respectively.

CT4021

Dual-port bollard charging station with 18' charging cables. Standard *EV Charging Only* sign without optional custom branding.



Promote Your Brand and Business

Having your stations installed in a visible location makes a bold statement about your business' commitment to sustainability and shows that you care about your customers. ChargePoint CT4000 stations are built for customization so you can conveniently promote your brand as well. With custom signage and video you can:

- + Increase brand recognition
- + Attract EV drivers by making sure your stations are highly visible
- + Ensure EV charging installations are consistent with the look and feel of your brand
- + Differentiate your stations from standard ChargePoint stations to make them easily identifiable by your driver base



Branded CT4021
Shown with optional
branding on bollard.
18' cords on 6' model.

Easily customizable branding area.
All stations come with *EV Charging Only* sign, which can be replaced with your custom signage.

5.7" color LCD display for customizable video content.

Upload up to 60 seconds of high quality video to individual stations as often as desired.

Daylight readable with auto brightness control.

OPTIONAL:
Additional customizable branding areas.

All stations have standard extrusions to hold your custom signage.

Artwork templates and material specifications are conveniently downloadable from chargepoint.com



Branded CT4025
Shown with optional
branding on back.
23' cords on 8' model.

Bollard Charging Stations

CT4011



CT4021



CT4025



Wall Mount Charging Stations

CT4013



CT4023



CT4027



Contact Us



Visit chargepoint.com



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Laboratories Inc.

