



MEETING NOTICE
ROSE HILL CITY COUNCIL
REGULAR MEETING
Tuesday, January 20, 2015
7:00 p.m.
ROSE HILL CITY HALL/COUNCIL CHAMBERS
125 W. ROSEWOOD

WORKSHOP

- 6 p.m.: Computer training.
- 6:30 p.m.: Open forum for questions of City staff.

AGENDA

- Call to Order
- Invocation and Flag Salute
- Consent Agenda
 - Minutes
 - Claims
- Citizen Forum
- Approval of Agenda

- Action Items:
 1. Selection committee recommendation; engagement agreement for auditing services
 2. Appointment of Police Officer Deshaun Smith
 3. Charter Ordinance to amend appointment process
 4. Proposal for purchase of upgrades to telemetry system for water and wastewater
 5. Review of Request for Proposals for Water Tower Maintenance agreement
 6. Review, direction on 2015 compensation program
 7. Review, direction on Street Maintenance plan

- Staff Reports

- Adjournment



MINUTES
THE REGULAR MEETING OF THE ROSE HILL CITY COUNCIL
MONDAY, JANUARY 5, 2015 – 7:00 P.M.
ROSE HILL CITY HALL/COUNCIL CHAMBERS

Call to Order

The regular meeting of the Rose Hill City Council was called to order at 7:02 p.m. by Mayor Jason Jones. Councilmembers present: Bob Klem, Larry Carlson, Ross Chappell, Lionel Diamond and Beth Pompa. Administration and staff present: Austin Gilley, City Administrator; Kelly Mendoza, City Clerk, and Benjamin Winters, City Attorney.

Invocation and Flag Salute

Mayor Jason Jones gave the invocation, followed by the flag salute.

Approval of Minutes

MOTION (by R. Chappell): To approve the 12/15/14 Regular Council Meeting minutes. SECOND by L. Diamond with MOTION PASSING 5-0.

Claims

MOTION (by L. Diamond): To approve the payment of claims for Appropriation Ordinance No. 1. SECOND by B. Klem with MOTION PASSING 5-0.

Citizen Forum

There were none.

Approval of Agenda

MOTION (by B. Klem): To approve the 1/5/14 agenda. SECOND BY R. Chappell with MOTION PASSING 5-0.

2014 End of Year financial review

Administrator Gilley presented Council with the 2014 financial status of the city.

2015 Employee Compensation program review

Administrator Gilley presented Council with the 2015 Employee Compensation program. Council consensus to table until next meeting.

Resolution to approve lease-purchase agreement for patrol car

MOTION (by B. Pompa): To approve Resolution #520 authorizing the execution and delivery of a lease-purchase agreement with Rose Hill Bank. SECOND by L. Carlson with MOTION PASSING 5-0.

Resolution to approve the City's Snow and Ice Response Policy

MOTION (by L. Carlson): To approve Resolution #521 establishing the Snow and Ice Response Policy. SECOND by R. Chappell with MOTION PASSING 5-0.

Purchase proposal for snow plow attachment for lawn mower

Council consensus to table until new budget year.

2015 Generally Accepted Accounting Principles (GAAP) waiver

MOTION (by: R. Chappell): To approve Resolution #522 to waive requirements for Generally Accepted Accounting Principles. SECOND by L. Carlson with MOTION PASSING 5-0.

Staff Reports

Administrator Gilley presented the Council with the latest status report.

Adjournment

There being no further business to come before Council, the following:

MOTION (by B. Klem): To adjourn the meeting at 8:12 p.m. SECOND by B. Pompa, with MOTION PASSING 5-0.

Respectfully submitted:

Kelly Mendoza
City Clerk

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

Page: 1

The City of Rose Hill

BANK: ROSE HILL BANK

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount																																				
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33484</td> <td>014-000.000-100.400</td> <td>213.07</td> <td>0.00</td> <td>213.07</td> </tr> <tr> <td colspan="4"></td> <td>Check Amount</td> <td>213.07</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33484	014-000.000-100.400	213.07	0.00	213.07					Check Amount	213.07																				
Ref#	GL Number	Gross	Discount	Amount																																					
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33485</td> <td>014-000.000-100.300</td> <td>3,320.45</td> <td>0.00</td> <td>3,320.45</td> </tr> <tr> <td>33485</td> <td>014-000.000-100.310</td> <td>2,887.81</td> <td>0.00</td> <td>2,887.81</td> </tr> <tr> <td>33485</td> <td>013-020.000-400.151</td> <td>408.44</td> <td>0.00</td> <td>408.44</td> </tr> <tr> <td>33485</td> <td>012-020.000-400.151</td> <td>425.90</td> <td>0.00</td> <td>425.90</td> </tr> <tr> <td>33485</td> <td>002-010.000-400.151</td> <td>2,053.47</td> <td>0.00</td> <td>2,053.47</td> </tr> <tr> <td colspan="4"></td> <td>Check Amount</td> <td>9,096.07</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33485	014-000.000-100.300	3,320.45	0.00	3,320.45	33485	014-000.000-100.310	2,887.81	0.00	2,887.81	33485	013-020.000-400.151	408.44	0.00	408.44	33485	012-020.000-400.151	425.90	0.00	425.90	33485	002-010.000-400.151	2,053.47	0.00	2,053.47					Check Amount	9,096.07
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35992	01/20/2015	0004 Printed	A AND E ANALYTICAL LAB. S - LAB FEES	295.00 0.00	295.00																																				
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Ref#	GL Number	Gross	Discount	Amount																																					
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35993	01/20/2015	3077 Printed	AAA PORTABLE SERVICES LLC P - PORTABLE RESTROOM	75.00 0.00	75.00																																				
<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33423</td> <td>001-014.000-400.395</td> <td>75.00</td> <td>0.00</td> <td>75.00</td> </tr> <tr> <td colspan="4"></td> <td>Check Amount</td> <td>75.00</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33423	001-014.000-400.395	75.00	0.00	75.00					Check Amount	75.00																				
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33445</td> <td>014-000.000-100.400</td> <td>1,047.32</td> <td>0.00</td> <td>1,047.32</td> </tr> <tr> <td colspan="4"></td> <td>Check Amount</td> <td>1,047.32</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33445	014-000.000-100.400	1,047.32	0.00	1,047.32					Check Amount	1,047.32																				
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Rose Hill City Council Packet

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App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

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Page: 2

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount
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35996	01/20/2015	0892 Printed	BIG TOOL STORE PW - STRAPS FOR RECYCLE	52.16 0.00	52.16
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35997	01/20/2015	1891 Printed	BUTLER COUNTY JAIL PD - INMATE HOUSING	35.00 0.00	35.00
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35998	01/20/2015	0337 Printed	CENTRAL KEY & SAFE CO., INC ALL - REKEY CH DOOR BARS	360.00 0.00	360.00
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35999	01/20/2015	3156 Printed	CINTA'S CORPORATION #451 PW - UNIFORMS	212.86 0.00	212.86
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36000	01/20/2015	0416 Printed	CITY ATTORNEYS ASSN OF KS ADM - MEMBERSHIP DUES	35.00 0.00	35.00
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36001	01/20/2015	1742 Printed	COX COMMUNICATIONS ADM - UTILITIES, CITY HALL	89.99 0.00	89.99
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Rose Hill City Council Packet

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App. Ord. #2 - 01/20/15

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The City of Rose Hill

BANK: ROSE HILL BANK

Page: 3

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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33427</td> <td>013-020.000-400.290</td> <td>518.51</td> <td>0.00</td> <td>518.51</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33427	013-020.000-400.290	518.51	0.00	518.51
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33427	013-020.000-400.290	518.51	0.00	518.51											
36005	01/20/2015	0271 Printed	DIRECTOR OF TAXATION W - WATER PROTECTION FEE	1,348.97 0.00	1,348.97										
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33488</td> <td>012-020.000-400.411</td> <td>1,348.97</td> <td>0.00</td> <td>1,348.97</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33488	012-020.000-400.411	1,348.97	0.00	1,348.97
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33428</td> <td>001-012.000-400.395</td> <td>32.44</td> <td>0.00</td> <td>32.44</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33428	001-012.000-400.395	32.44	0.00	32.44
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33489</td> <td>003-010.000-400.395</td> <td>303.35</td> <td>0.00</td> <td>303.35</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33489	003-010.000-400.395	303.35	0.00	303.35
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36008	01/20/2015	2841 Printed	FASTENAL CO. SSH - BOBCAT PARTS	3.61 0.00	3.61										
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33452</td> <td>003-010.000-400.290</td> <td>3.61</td> <td>0.00</td> <td>3.61</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33452	003-010.000-400.290	3.61	0.00	3.61
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36009	01/20/2015	2037 Printed	FBI-LEEDA PD - MEMBERSHIP DUES	50.00 0.00	50.00										
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<table border="1"> <thead> <tr> <th>Ref#</th> <th>GL Number</th> <th>Gross</th> <th>Discount</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>33453</td> <td>001-012.000-400.240</td> <td>50.00</td> <td>0.00</td> <td>50.00</td> </tr> </tbody> </table>						Ref#	GL Number	Gross	Discount	Amount	33453	001-012.000-400.240	50.00	0.00	50.00
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36010	01/20/2015	0038 Printed	FOSTER & ASSOCIATES PLAN - PLANNING SERVICES	29.55 0.00	29.55										
				Check Amount	29.55										

Rose Hill City Council Packet

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

BANK: ROSE HILL BANK

Page: 4

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount			
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				33429	001-012.000-400.375	96.21	0.00	96.21
				Check Amount	96.21			
36012	01/20/2015	1767 Printed	GARNETT AUTO SUPPLY #4 PW - SHOP SUPPLIES	185.66 0.00	185.66			
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				33491	013-020.000-400.395	45.01	0.00	45.01
				33491	012-020.000-400.395	45.00	0.00	45.00
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36013	01/20/2015	1095 Printed	GILLILAND & HAYES LLC ALL DEPTS - LEGAL FEES	1,379.50 0.00	1,379.50			
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				33454	003-010.000-400.250	400.00	0.00	400.00
				33454	013-030.000-400.250	137.87	0.00	137.87
				33454	012-030.000-400.250	137.87	0.00	137.87
				33454	001-012.000-400.250	312.88	0.00	312.88
				Check Amount	1,379.50			
36014	01/20/2015	2717 Printed	GILLILAND & HAYES LLC ADM - COURT FEES	596.63 0.00	596.63			
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36015	01/20/2015	0261 Printed	GILMORE & BELL ADM - CONTRACT SERVICES	1,542.78 0.00	1,542.78			
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				Ref#	GL Number	Gross	Discount	Amount
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				Check Amount	1,542.78			
36016	01/20/2015	0041 Printed	GREAT PLAINS COMMUNICATIONS PD - COMMUNICATIONS SVC CALL	161.25 0.00	161.25			
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				Ref#	GL Number	Gross	Discount	Amount
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36017	01/20/2015	2764 Printed	GROUP BENEFITS SPECIALISTS INC EMPLOYEE BENEFITS (JAN-MAR)	750.00 0.00	750.00			
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BANK: ROSE HILL BANK

Page: 5

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount
36018	01/20/2015	0475 Printed	HALLS CULLIGAN WATER COND. INC ALL - WATER COOLER RENTAL	21.00 0.00	21.00

Ref#	GL Number	Gross	Discount	Amount
33458	001-011.000-400.310	7.00	0.00	7.00
33458	003-010.000-400.395	3.50	0.00	3.50
33458	001-014.000-400.395	3.50	0.00	3.50
33458	013-020.000-400.395	3.50	0.00	3.50
33458	012-020.000-400.395	3.50	0.00	3.50

Check Amount 21.00

36019	01/20/2015	2949 Printed	JANI-KING OF WICHITA ALL - CLEANING SERVICES	1,070.00 0.00	1,070.00
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Ref#	GL Number	Gross	Discount	Amount
33459	001-013.000-400.395	39.00	0.00	39.00
33459	003-010.000-400.395	39.00	0.00	39.00
33459	001-014.000-400.395	39.00	0.00	39.00
33459	013-020.000-400.395	39.00	0.00	39.00
33459	012-020.000-400.395	39.00	0.00	39.00
33459	013-020.000-400.310	218.75	0.00	218.75
33459	012-020.000-400.310	218.75	0.00	218.75
33459	001-012.000-400.310	218.75	0.00	218.75
33459	001-011.000-400.310	218.75	0.00	218.75

Check Amount 1,070.00

36020	01/20/2015	0060 Printed	K.A.C.P. PD - MEMBERSHIP DUES	85.00 0.00	85.00
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Ref#	GL Number	Gross	Discount	Amount
33460	001-012.000-400.240	85.00	0.00	85.00

Check Amount 85.00

36021	01/20/2015	1358 Printed	KANSAS GAS SERVICE ALL DEPTS - UTILITIES	1,372.31 0.00	1,372.31
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Ref#	GL Number	Gross	Discount	Amount
33461	001-014.000-400.210	82.03	0.00	82.03
33461	003-010.000-400.210	82.03	0.00	82.03
33461	013-020.000-400.210	342.69	0.00	342.69
33461	012-020.000-400.210	214.48	0.00	214.48
33461	001-012.000-400.210	132.45	0.00	132.45
33461	001-011.000-400.210	518.63	0.00	518.63

Check Amount 1,372.31

36022	01/20/2015	0603 Printed	KANSAS ONE-CALL SYSTEM, INC. W/S - LOCATES	40.80 0.00	40.80
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Ref#	GL Number	Gross	Discount	Amount
33432	012-020.000-400.400	20.40	0.00	20.40
33432	013-020.000-400.400	20.40	0.00	20.40

Check Amount 40.80

36023	01/20/2015	1547 Printed	KANSAS PAYMENT CENTER CHILD SUPPORT PAYMENTS (2)	461.68 0.00	461.68
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Ref#	GL Number	Gross	Discount	Amount
33462	014-000.000-100.400	461.68	0.00	461.68

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

BANK: ROSE HILL BANK

Page: 6

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount
				Check Amount	461.68
36024	01/20/2015	1041 Printed	KANSAS PEACE OFFICERS ASSOC. PD - MEMBERSHIP DUES	300.00 0.00	300.00
				Check Amount	300.00
				Check Amount	441.08
36025	01/20/2015	2273 Printed	KANSASLAND TIRE WHOLESALE PD - PATROL CAR TIRES	441.08 0.00	441.08
				Check Amount	441.08
				Check Amount	441.08
36026	01/20/2015	2480 Printed	KONICA MINOLTA BUS. SOLUTIONS ADM - COPIER USAGE	128.60 0.00	128.60
				Check Amount	128.60
				Check Amount	128.60
36027	01/20/2015	3070 Printed	KONICA MINOLTA FINANCE ADM - COPIER LEASE	539.20 0.00	539.20
				Check Amount	539.20
				Check Amount	539.20
36028	01/20/2015	1675 Printed	KS ASSOCIATION OF COURT MGMT. COURT - MEMBERSHIP DUES	50.00 0.00	50.00
				Check Amount	50.00
				Check Amount	50.00
36029	01/20/2015	0150 Printed	KS. DEPT. OF REVENUE ADM - MALT BEV. LICENSE FEES	100.00 0.00	100.00
				Check Amount	100.00
				Check Amount	100.00
36030	01/20/2015	0062 Printed	KS. EMPLOYMENT SEC. FUND UNEMPLOYMENT INSURANCE	214.51 0.00	214.51
				Check Amount	214.51
				Check Amount	214.51
36031	01/20/2015	0740 Printed	LEGAL SHIELD EMPLOYEE PAID PREMIUMS	118.55 0.00	118.55
				Check Amount	118.55
				Check Amount	118.55

Rose Hill City Council Packet

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

BANK: ROSE HILL BANK

Page: 7

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount
				Check Amount	118.55
36032	01/20/2015	1803 Printed	LOWE'S CREDIT SERVICES ALL - ELECTRICAL, FOYER LIGHTS	281.87 0.00	281.87
				Check Amount	281.87
				Check Amount	118.55
				Check Amount	281.87
36033	01/20/2015	1792 Printed	MAYER SPECIALTY SERVICES S - EMERGENCY SEWER CLEANING	2,362.50 0.00	2,362.50
				Check Amount	2,362.50
				Check Amount	2,362.50
36034	01/20/2015	0084 Printed	MIDTOWN SERVICE PD - SERVICE 2 PATROL CARS	90.00 0.00	90.00
				Check Amount	90.00
				Check Amount	90.00
36035	01/20/2015	1375 Printed	MIDWEST SINGLE SOURCE GO BONDS 2014 - TANGLEWOOD/ORG	270.00 0.00	270.00
				Check Amount	270.00
				Check Amount	270.00
36036	01/20/2015	0396 Printed	MIKE JOHNSON SALES ALL - COPY PAPER, CORH PENS	667.81 0.00	667.81
				Check Amount	667.81
				Check Amount	667.81
36037	01/20/2015	0144 Printed	MURPHY TRACTOR AND EQUIP. CO. PW - SANDER DISK FOR '95 DUMP	581.75 0.00	581.75
				Check Amount	581.75
				Check Amount	581.75

Rose Hill City Council Packet

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

BANK: ROSE HILL BANK

Page: 8

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount	
	33439	003-010.000-400.295		90.28	0.00	90.28
	33439	001-014.000-400.295		90.27	0.00	90.27
	33439	013-020.000-400.295		90.28	0.00	90.28
	33469	003-010.000-400.290		55.17	0.00	55.17
	33469	001-014.000-400.290		55.16	0.00	55.16
	33469	013-020.000-400.290		55.16	0.00	55.16
	33469	012-020.000-400.290		55.16	0.00	55.16
	Check Amount					581.75
36038	01/20/2015	0704 Printed	NOWAK CONSTRUCTION CO.,INC. S - CONSTRUCTION, STRODE HS2	9,433.00	0.00	9,433.00
	Ref#	GL Number	Gross	Discount	Amount	
	33440	011-010.000-400.420	9,433.00	0.00	9,433.00	
	Check Amount					9,433.00
36039	01/20/2015	1033 Printed	O'REILLY AUTO PARTS PW - VEH/EQ PARTS, OP SUPPLY	228.26	0.00	228.26
	Ref#	GL Number	Gross	Discount	Amount	
	33441	003-010.000-400.295	32.82	0.00	32.82	
	33441	001-014.000-400.295	32.82	0.00	32.82	
	33441	013-020.000-400.295	32.82	0.00	32.82	
	33441	012-020.000-400.295	32.81	0.00	32.81	
	33441	003-010.000-400.395	4.00	0.00	4.00	
	33441	001-014.000-400.395	4.00	0.00	4.00	
	33441	013-020.000-400.395	3.99	0.00	3.99	
	33441	012-020.000-400.395	3.99	0.00	3.99	
	33441	003-010.000-400.290	20.26	0.00	20.26	
	33441	001-014.000-400.290	20.25	0.00	20.25	
	33441	013-020.000-400.290	20.25	0.00	20.25	
	33441	012-020.000-400.290	20.25	0.00	20.25	
	Check Amount					228.26
36040	01/20/2015	2288 Printed	OMNI-SITE W/S - AUTO ALARM MONITORING	600.00	0.00	600.00
	Ref#	GL Number	Gross	Discount	Amount	
	33470	012-020.000-400.310	300.00	0.00	300.00	
	33470	013-020.000-400.310	300.00	0.00	300.00	
	Check Amount					600.00
36041	01/20/2015	3198 Printed	POLICE & SHERIFFS PRESS, INC. PD - ID CARDS	228.61	0.00	228.61
	Ref#	GL Number	Gross	Discount	Amount	
	33471	001-012.000-400.365	228.61	0.00	228.61	
	Check Amount					228.61
36042	01/20/2015	2749 Printed	POSTAL PRESORT, INC. W/S - UTILITY BILLING (JAN)	334.24	0.00	334.24
	Ref#	GL Number	Gross	Discount	Amount	
	33472	012-020.000-400.395	143.73	0.00	143.73	
	33472	013-020.000-400.395	143.74	0.00	143.74	
	33473	013-020.000-400.270	23.38	0.00	23.38	
	33473	012-020.000-400.270	23.39	0.00	23.39	
	Check Amount					334.24

Rose Hill City Council Packet

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

BANK: ROSE HILL BANK

Page: 9

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross Discount	Amount
36043	01/20/2015	0100 Printed	QUILL CORPORATION ADM/PW - OFFICE SUPPLIES	771.93 0.00	771.93

Ref#	GL Number	Gross	Discount	Amount
33474	013-020.000-400.410	192.98	0.00	192.98
33474	012-020.000-400.410	192.98	0.00	192.98
33474	003-010.000-400.410	192.98	0.00	192.98
33474	001-011.000-400.410	192.99	0.00	192.99

Check Amount 771.93

36044	01/20/2015	0240 Printed	ROSE HILL BANK - L PD - LOAN PYMT, POLICE VEHICLE	14,443.48 0.00	14,443.48
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Ref#	GL Number	Gross	Discount	Amount
33475	001-012.000-400.420	9,706.67	0.00	9,706.67
33476	001-012.000-400.420	4,736.81	0.00	4,736.81

Check Amount 14,443.48

36045	01/20/2015	0105 Printed	ROSE HILL COMMUNITY LIBRARY TAX DISBURSEMENT	2,627.64 0.00	2,627.64
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Ref#	GL Number	Gross	Discount	Amount
33477	101-010.000-400.913	2,627.64	0.00	2,627.64

Check Amount 2,627.64

36046	01/20/2015	0107 Printed	ROSE HILL REPORTER LEGAL NOTICE - TANGLEWOOD/ORNG	45.60 0.00	45.60
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Ref#	GL Number	Gross	Discount	Amount
33442	001-011.000-400.360	45.60	0.00	45.60

Check Amount 45.60

36047	01/20/2015	1040 Printed	RUSTY ECK FORD PW - VEHICLE REPAIR	384.35 0.00	384.35
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Ref#	GL Number	Gross	Discount	Amount
33478	003-010.000-400.295	83.98	0.00	83.98
33478	001-014.000-400.295	83.97	0.00	83.97
33478	013-020.000-400.295	83.98	0.00	83.98
33478	012-020.000-400.295	83.98	0.00	83.98
33495	003-010.000-400.295	12.11	0.00	12.11
33495	001-014.000-400.295	12.11	0.00	12.11
33495	013-020.000-400.295	12.11	0.00	12.11
33495	012-020.000-400.295	12.11	0.00	12.11

Check Amount 384.35

36048	01/20/2015	0404 Printed	SHERWIN-WILLIAMS P - PAINT FOR PARK DOORS	288.63 0.00	288.63
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Ref#	GL Number	Gross	Discount	Amount
33496	001-014.000-400.395	288.63	0.00	288.63

Check Amount 288.63

36049	01/20/2015	3190 Printed	TK FAST ALL - COMPUTER SERVICES	4,222.96 0.00	4,222.96
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Ref#	GL Number	Gross	Discount	Amount
33497	013-020.000-400.320	249.49	0.00	249.49
33497	012-020.000-400.320	249.49	0.00	249.49

Check Register Report

App. Ord. #2 - 01/20/15

Date: 01/15/2015

Time: 8:55 am

The City of Rose Hill

BANK: ROSE HILL BANK

Page: 10

Check Number	Check Date Void/Stop Date	Vendor# Status	Vendor Name Check Description	Gross	Discount	Amount
	33497	001-012.000-400.320		1,749.49	0.00	1,749.49
	33497	001-011.000-400.320		249.49	0.00	249.49
	33498	013-020.000-400.320		431.25	0.00	431.25
	33498	012-020.000-400.320		431.25	0.00	431.25
	33498	001-012.000-400.320		431.25	0.00	431.25
	33498	001-011.000-400.320		431.25	0.00	431.25
	Check Amount					4,222.96
36050	01/20/2015	3029 Printed	TRACY ELECTRIC, INC. S - ELECTRICAL, STRODE L.S.	1,873.00	0.00	1,873.00
	Ref#	GL Number	Gross	Discount	Amount	
	33443	011-010.000-400.420	1,873.00	0.00	1,873.00	
	Check Amount					1,873.00
36051	01/20/2015	1483 Printed	VERIZON ALL - CELL PHONES & DATA	632.58	0.00	632.58
	Ref#	GL Number	Gross	Discount	Amount	
	33479	001-011.000-400.395	131.63	0.00	131.63	
	33479	003-010.000-400.395	15.96	0.00	15.96	
	33479	001-014.000-400.395	15.96	0.00	15.96	
	33479	013-020.000-400.395	15.95	0.00	15.95	
	33479	012-020.000-400.395	15.96	0.00	15.96	
	33479	001-012.000-400.310	437.12	0.00	437.12	
	Check Amount					632.58
36052	01/20/2015	1525 Printed	WASTE CONNECTIONS OF WICHITA ALL - TRASH SERVICE	672.76	0.00	672.76
	Ref#	GL Number	Gross	Discount	Amount	
	33480	003-010.000-400.310	96.77	0.00	96.77	
	33480	001-014.000-400.310	259.57	0.00	259.57	
	33480	013-020.000-400.310	127.48	0.00	127.48	
	33480	012-020.000-400.310	127.48	0.00	127.48	
	33480	001-012.000-400.310	30.73	0.00	30.73	
	33480	001-011.000-400.310	30.73	0.00	30.73	
	Check Amount					672.76
36053	01/20/2015	0065 Printed	WESTAR ALL - UTILITIES (ELECTRIC SVC)	5,313.23	0.00	5,313.23
	Ref#	GL Number	Gross	Discount	Amount	
	33481	001-011.000-400.210	640.75	0.00	640.75	
	33481	001-011.000-400.210	66.14	0.00	66.14	
	33481	013-020.000-400.210	1,475.86	0.00	1,475.86	
	33481	012-020.000-400.210	397.57	0.00	397.57	
	33481	003-010.000-400.210	49.56	0.00	49.56	
	33481	001-017.000-400.501	2,186.47	0.00	2,186.47	
	33481	001-012.000-400.210	248.73	0.00	248.73	
	33481	001-014.000-400.210	248.15	0.00	248.15	
	Check Amount					5,313.23
Total Checks:				66	Bank Total(excluding void checks):	75,439.93
Total Checks:				66	Grand Total(excluding void checks):	75,439.93

Rose Hill City Council Packet

George, Bowerman & Noel, P.A.

*Certified Public Accountants
Management Consultants
Tax Advisors*

Epic Center 301 N. Main, Suite 1350 Wichita, Kansas 67202 Telephone (316) 262-6277 Fax (316) 265-6150

January 13, 2015

Austin Gilley, City Administrator
City of Rose Hill
125 W. Rosewood
Rose Hill, Kansas 67133

Dear Austin:

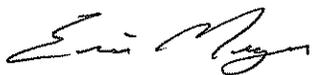
Please find enclosed two copies of our engagement letter pertaining to the audit of the City of Rose Hill financial statement for the year ended December 31, 2014. Please note that the audit scope does not include a Single Audit, which is required whenever an entity expends at least \$500,000 in federal awards during its annual reporting period. It is our understanding that the federal program expenditures for the City during the year ended December 31, 2014 will not cause the City to exceed this Single Audit threshold.

In addition, our engagement scope for financial statement reporting includes the financial data of the Rose Hill Public Library and the Rose Hill Public Building Commission, related municipal entities of the City of Rose Hill, for the year ended December 31, 2014.

Please have one copy signed by an appropriate official and return it to me for our files. I have enclosed a preaddressed envelope for your convenience. The other copy is for your files.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Eric W. Meyer

Enclosures

Rose Hill City Council Packet

George, Bowerman & Noel, P.A.

*Certified Public Accountants
Management Consultants
Tax Advisors*

Epic Center 301 N. Main, Suite 1350 Wichita, Kansas 67202 Telephone (316) 262-6277 Fax (316) 265-6150

January 13, 2015

The Honorable Mayor
and City Council
125 West Rosewood
Rose Hill, Kansas 67133

Mr. Mayor and Council Members:

We are pleased to confirm our understanding of the services we are to provide the City of Rose Hill, Kansas (City), a Municipal Financial Reporting Entity, for the year ended December 31, 2014. We will audit the financial statement as of and for the year ended December 31, 2014.

We have been engaged to report on the regulatory required supplementary information (RRSI) that accompanies the City's financial statement. We will subject the following RRSI to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statement as a whole:

1. Schedule 1, Summary of Regulatory Basis Expenditures – Actual and Budget
2. Schedule 2, Schedules of Regulatory Basis Receipts and Expenditures – Actual and Budget
3. Schedule 3, Schedule of Regulatory Basis Receipts and Expenditures – Agency Funds
4. Schedule 4, Schedule of Regulatory Basis Receipts and Expenditures – Related Municipal Entity – Rose Hill Public Library
5. Schedule 5, Schedule of Regulatory Basis Receipts and Expenditures – Related Municipal Entity – Rose Hill Public Building Commission

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your financial statement is fairly presented, in all material respects, in conformity with the *Kansas Municipal Audit and*

Accounting Guide (KMAAG) and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America (GAAP) and to report on the fairness of the RRSI referred to in the second paragraph when considered in relation to the financial statement as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the KMAAG, and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statement and all accompanying information as well as all representations contained therein. You are responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge or experience to oversee our assistance with the preparation of your financial statements and related notes and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them. It is our understanding, unless notified otherwise, that the City Clerk will be this individual.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statement of the respective Summary Statement of Receipts, Expenditures and Unencumbered Cash of the City of Rose Hill in conformity with the KMAAG and the practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statement taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government

involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the RRSI in conformity with the KMAAG and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from GAAP. You agree to include our report of the RRSI in any document that contains and indicates that we have reported on the RRSI. You also agree to include the audited financial statement with any presentation of the RRSI that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the RRSI in accordance with the KMAAG; (2) that you believe the RRSI, including its form and content, is fairly presented in accordance with the KMAAG; (3) that the methods or measurement of presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the RRSI. With regard to the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

Management understands and acknowledges the following with regards to the financial statement:

- The purpose for using the KMAAG regulatory basis framework is to comply with the statutory provisions applicable to the entity for preparation of the financial statement on a basis of accounting other than GAAP;
- The financial statement is intended for general use;
- Management has taken appropriate steps to determine that the KMAAG regulatory basis framework is acceptable in the circumstances for meeting its annual financial statement reporting needs;
- Informative disclosures will be included in the financial statement that are appropriate to the KMAAG regulatory basis framework, including:
 - * A description of the KMAAG regulatory basis framework, including a summary of significant accounting policies, and how the framework differs from GAAP;

- * Informative disclosures similar to those required by GAAP for items contained in the financial statement that are the same as, or similar to, those in financial statements prepared in conformity with GAAP; and
- * Management has chosen not to include the financial information of the following related municipal entities in its financial statement:
 - None

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statement is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence and direct confirmation of assets and liabilities by correspondence with selected individuals, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statement and to design the nature, timing, and extent of further audit procedures. An audit is not designed

to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As a part of obtaining reasonable assurance about whether the financial statement is free of material misstatement, we will perform tests of the City’s compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Auditor’s Responsibility

We will also be responsible for the following with regard to the audit of the financial statement:

- For complying with all auditing standards generally accepted in the United States of America as relevant to the circumstances of the audit of the financial statement;
- For evaluating whether the financial statement is suitably titled, adequately refers to or describes the KMAAG regulatory basis framework, includes a summary of significant accounting principles, adequately describes how the KMAAG regulatory basis framework differs from GAAP in qualitative terms, and includes the appropriate informative disclosures as described in Management’s Responsibilities above;
- For evaluating whether the financial statement achieves fair presentation with regard to the KMAAG regulatory basis framework and forming the appropriate opinion on the financial statement taken as a whole; and
- Because the financial statement is intended for general use, we are responsible for expressing an opinion as to the fair presentation of the financial statement in accordance with GAAP, in addition to expressing an opinion about whether the financial statement is prepared in accordance with the KMAAG regulatory basis framework.

Audit Administration, Fees and Other

Our fees are based upon rates applied to time expended in performing services and out-of-pocket expenses. Our fee for the examination of the City’s financial statement as of and for the year ended December 31, 2014 will not exceed \$11,500. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. Billings, based on our estimate of current percentage of completion up to 75% of the total contract, will be made on a periodic basis as work progresses and are due when rendered.

Our estimated fee is based on the premise that City personnel will be instructed to provide us with assistance in the preparation of various schedules and locating invoices, statements and other supporting documents that we will require during the audit. This will enable us to spend a minimum amount of time performing clerical tasks and thus concentrate strictly on audit functions.

If at any time during the engagement any extraordinary matters come to our attention and an extension of our services appears to be required, we reserve the right to increase our fee, but only after consultation with you.

Please note that it is our policy to require that master or printers' proofs be submitted to us for review if reproduction or publication of the financial statement, or any portion thereof is intended such as in bond offering official statements or other documents.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

We appreciate the opportunity to be of service to the City of Rose Hill, Kansas, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

George, Bowman & Noel, P.A.

RESPONSE:

This letter correctly sets forth the understanding of the City of Rose Hill, Kansas.

By _____

Title _____

Date _____

A proposal to provide auditing services for the



George, Bowerman & Noel, P.A.
Certified Public Accountants

Contact Person: Eric W. Meyer, CPA
301 N. Main, Suite 1350
Wichita, Kansas 67202
Telephone No. (316) 262-6277
Email: emeyer@cpa.kscoxmail.com

December 16, 2014

Rose Hill City Council Packet

TABLE OF CONTENTS

	<u>Page</u>
TRANSMITTAL LETTER	1
INDEPENDENCE	3
LICENSE TO PRACTICE IN KANSAS	4
FIRM PROFILE	5
PARTNER AND STAFF QUALIFICATIONS AND EXPERIENCE	6
* Resume of Gary L. George (shareholder).....	8
* Resume of Paul R. Bowerman (shareholder).....	10
* Resume of Eric W. Meyer (manager).....	12
* Resume of Andrew N. Walston (staff accountant).....	14
SIMILAR EXPERIENCE WITH OTHER GOVERNMENTAL ENTITIES	15
SPECIFIC AUDIT APPROACH	17
* Overview of Our Audit Work Plan	17
* Preliminary Audit Planning	18
* Consideration of Internal Control	19
* Preparation of Audit Program	20
* Tests of Internal Control	20
* Auditing Procedures.....	20
* Audit Sampling	21
* Computer Assisted Audit Techniques	22
* Financial Reporting.....	22
* Communications with Those Charged with Governance	22
* Management Letter	23
* Technical Review.....	24
QUALITY CONTROL STANDARDS AND PEER REVIEW	25
* Independent Auditor's Report On The System Of Quality Control For The Accounting And Auditing Practice Of George, Bowerman & Noel, P.A. In Effect For The Year Ended June 30, 2012	26
FEES FOR SERVICE	27

George, Bowerman & Noel, P.A.

*Certified Public Accountants
Management Consultants
Tax Advisor*

Epic Center 301 N. Main, Suite 1350 Wichita, Kansas 67202 Telephone (316) 262-6277 Fax (316) 265-6150

December 16, 2014

The Honorable Mayor
and City Council
125 W. Rosewood
Rose Hill, Kansas 67133

Mr. Mayor and Council Members:

It is our pleasure to present our proposal to serve the City of Rose Hill, Kansas as independent auditors for the years ending December 31, 2014, 2015 and 2016. It is our understanding that the City will present its financial statements on the regulatory basis of accounting as allowed by the State of Kansas.

We have included information regarding: (1) an affirmative statement that our firm is independent of the City of Rose Hill; (2) an affirmative statement as to our professional accreditation in the State of Kansas; (3) our firm's qualifications and experience; (4) detail information about partner and staff qualifications and experience; (5) information about similar engagements with other governmental entities; (6) details about our firm's specific audit approach; and (7) information regarding audit fees.

George, Bowerman & Noel, P.A. is qualified to serve your needs. We are extremely enthusiastic about the opportunity to perform the annual audit and serve in any other capacity as independent accountants that the City may desire.

Following are factors which demonstrate the advantages we offer to the City:

- * George, Bowerman & Noel, P.A. supports over 70 years of public accounting experience among its principals, especially in the areas of governmental accounting, auditing and financial reporting. This engagement will be an important addition to our practice and will receive primary consideration. Service to clients such as the City of Rose Hill is our only business, not a sideline to large clients.
- * Eric W. Meyer will be the manager responsible for this engagement. He has been involved in audit and consulting services with many governmental clients for approximately sixteen years and is authorized to bind the firm regarding this engagement.
- * Gary George will be assigned as the partner on your engagement. He has provided audit and consulting services with numerous governmental clients for over thirty-eight years.

This experience includes services to both large and small Kansas municipalities, which provides an excellent reference source for the City of Rose Hill.

- * Our firm's only goal is timely and quality service to our clients. Our method to accomplish this goal is personalized service throughout the year, not just during the audit. This includes shareholder and manager involvement in actually performing the audit procedures during the field work phase of the engagement. Accordingly, the most experienced personnel are "on-site" performing the audit procedures. We are fully committed to perform the services within the timeframes outlined in the request for proposal.
- * The City will be an important part of our commitment to serve governmental organizations in the future.
- * Our experience with the computer system (Fund Balance) currently used by the City of Rose Hill will allow us to assist in solving issues that arise from time to time in the operation of the system.

In summary we are confident that our firm provides the best of all alternatives to the City of Rose Hill. Qualified personnel, personalized service and competitive fees.

We are excited about the opportunity to serve the City of Rose Hill and respectfully submit this proposal. Further, we confirm to you that our proposal is a firm and irrevocable offer for the year-end 2014 audit.

Mr. Eric W. Meyer or Mr. Gary L. George will be pleased to discuss the information included in this proposal or answer any other questions you may have and may be contacted at (316) 262-6277.

Sincerely yours,



George, Bowerman & Noel, P.A.

Rose Hill City Council Packet

INDEPENDENCE

The standards established by the American Institute of Certified Public Accountants address the concept of independence. Professional standards define independence as:

- a. Independence of mind – The state of mind that permits the performance of an attest service without being affected by influences that compromise professional judgment, thereby allowing an individual to act with integrity and exercise objectivity and professional skepticism.
- b. Independence in appearance – The avoidance of circumstances that would cause a reasonable and informed third party, having knowledge of all relevant information, including safeguards applied, to reasonably conclude that the integrity, objectivity or professional skepticism of a firm or member of the attest engagement team had been comprised.

This definition reflects the longstanding professional requirement that members who provide services to entities for which independence is required be independent both in fact and in appearance. To be independent, the auditor must be intellectually honest and to be recognized as independent, they must be free from any obligation to or interest in a client including its management.

Government Auditing Standards, latest amendment in August 2011, (commonly referred to as generally accepted government auditing standards [GAGAS]), issued by the Comptroller General of the United States, requires that in all matters relating to the audit work, the audit organization and the individual auditor, whether government or public, should be free in fact and appearance from personal, external, and organizational impairments to independence. Auditors and audit organizations have a responsibility to maintain independence so that opinions, conclusions, judgments and recommendations will be impartial by knowledgeable third parties. GAGAS provides for a practical consideration of independence which consists of four interrelated sections providing: (a) a conceptual framework for making independent determinations based on facts and circumstances that are often unique to specific environments; (b) requirements for and guidance on independence for audit organizations that are structurally located within entities they audit; (c) requirements for and guidance on independence for auditors performing nonaudit services, including indication of specific nonaudit services that always impair independence and others that would not normally impair independence; and (d) requirements for and guidance on documentation necessary to support adequate consideration of auditor independence.

We confirm that, the principals that comprise the firm of George, Bowerman & Noel, P.A., and all staff employed by the firm are independent with respect to the City of Rose Hill, Kansas, and all of its component units. This independence includes those standards established by generally accepted auditing standards and the standards included in *Government Auditing Standards*. Further, we confirm that the firm will employ no subcontractors in performing the audit of the City of Rose Hill and have had no professional relationships with the City or any of its component units during any of the past five years.

LICENSE TO PRACTICE IN KANSAS

Within the broad field of accounting, Certified Public Accountants are the identified professional accountants. They provide leadership in accounting research and education. In the practice of public accounting Certified Public Accountants bring competence of professional quality, independence, and a strong concern for the usefulness of the information and advice they provide on which management decisions are made. The professional quality of their services is based upon the requirements for the Certified Public Accountant certificate - education, experience and examination - and upon the ethical and technical standards established and enforced by their profession.

George, Bowerman & Noel, P.A. is incorporated in the State of Kansas and authorized to conduct business within the State of Kansas by the Office of the Secretary of State. Further, our firm is licensed to practice public accounting by the State of Kansas, Board of Accountancy. As required by the State of Kansas, Board of Accountancy, all of the principals that comprise our firm hold valid certificates issued by the American Institute of Certified Public Accountants designating them as Certified Public Accountants. These individuals also hold valid permits to practice, issued by the Board of Accountancy, as Certified Public Accountants. In addition, key staff members assigned to your engagement have also attained the designation of a Certified Public Accountant and hold valid permits to practice as such.

FIRM PROFILE

George, Bowerman & Noel, P.A. is a local public accounting firm with one office located at 301 N. Main, Suite 1350, Wichita, Kansas 67202. All services to the City of Rose Hill will be provided from that location.

George, Bowerman & Noel, P.A. is a public accounting firm that was formed to provide public accounting services through a close and personalized approach. Its shareholders worked for a large national public accounting firm for over nine years prior to the establishment of the firm on June 1, 1985. The individuals involved have worked extensively in providing audit, tax, accounting and consulting services for a wide diversity of clients.

The shareholders in our firm take a personal interest in each individual client. It is our desire to provide a unique and comfortable working relationship with our clients. Determining and finding solutions for client needs is accomplished more effectively through this method.

George, Bowerman & Noel, P.A. currently employs five professional staff and one additional support staff member.

All professional personnel of George, Bowerman & Noel, P.A. have extensive experience in the governmental accounting industry. All personnel have conducted governmental audits under the provisions of Government Auditing Standards issued by the Comptroller General of the United States and performed audits under the Single Audit Act of 1996, as amended, including the provisions of the Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Further, all personnel have served clients that are involved in the Certificate of Achievement for Excellence in Financial Reporting Program sponsored by the Government Finance Officers Association.

The City of Rose Hill engagement will be staffed with one shareholder (Gary L. George, CPA), one audit manager (Eric W. Meyer, CPA) and one staff accountant (Andrew N. Walston). These individuals will be assigned to your engagement during the entire audit fieldwork procedures. All of these individuals are employed on a full-time basis.

Our proposal does not involve any joint venture or consortium with any other public accounting firms.

PARTNER AND STAFF QUALIFICATIONS AND EXPERIENCE

The manner in which an independent public accounting firm conducts its audit of local governments can be differentiated by the following:

- The maintenance of a close, professional relationship with the client which tailors the services to be performed to the needs of that particular client.
- The skills the auditor brings to an engagement in the form of experience with the client's industry including the on-site availability of these engagement personnel.

The personnel assigned to an engagement is the primary factor in evaluating the two key elements noted above. The following personnel will be assigned to the City of Rose Hill engagement:

Mr. Eric W. Meyer, CPA (manager) will be responsible directly to the City for engagement coordination to ensure competent and timely completion of all engagement services. Mr. Meyer has over sixteen years of public accounting experience including extensive experience in auditing Kansas governmental entities. Accordingly, he is very familiar with the operations of City government. His experience has included numerous Kansas cities including the preparation of financial statements in accordance with accounting principles generally accepted in the United States of America as well as financial statements designed to demonstrate compliance with the cash basis and budget laws of the State of Kansas (regulatory basis financial statements). In addition, Mr. Meyer has performed audit services for clients participating in the GFOA Certificate of Achievement for Excellence in Financial Reporting Program and he has experience in performing Single Audits which include both federal and state financial assistance programs. Mr. Meyer will perform the field work portion of the engagement and will be available for consultation with City officials and to respond to day-to-day questions which may arise from City personnel throughout the year.

Mr. Gary L. George, CPA (shareholder) will also perform the fieldwork portion of the engagement and will be available for consultation with City officials and to respond to day-to-day questions which may arise from City personnel throughout the year. Mr. George has been a leader in the governmental accounting field. Activities include membership in the Government Finance Officers Association (GFOA) and Mr. George served on the Special Review Committee of the Certificate of Achievement for Excellence in Financial Reporting of the GFOA for over nine years. To demonstrate his effectiveness with Kansas entities involved with the GFOA's Certificate of Achievement Program, Mr. George has been involved during his career with 8 of the 37 Kansas entities that currently hold a Certificate of Achievement. Additionally, Mr. George has been active in local and state governmental organizations and training courses. He has served as an instructor for the Kansas/IIMC City Clerks and Municipal Finance Officers Certification Institute and Advance Academy sponsored by Wichita State University, Hugo Wall School of Urban and Public Affairs for the past twenty-two years.

In addition, he has had client responsibility for numerous government engagements including the audit of Kansas Cities for over thirty-eight years; accordingly, he is very familiar with the operations of Kansas City governmental units. His primary emphasis has been in auditing state and local governmental entities. He has had direct responsibility for planning, supervision and

review of fieldwork on engagements ranging from 100 to 5,000 hours. He has extensive experience in performing Single Audits which include both federal and state financial assistance programs. His experience in performing Single Audits has included the City of Wichita, Kansas, one of the nation's largest 300 recipients of federal financial assistance. Mr. George's experience has also included the review of Official Statements prepared for obtaining debt financing. This has included General Obligation Bond sales and also Mortgage Revenue Bonds issued for low-income housing assistance projects. He has extensive experience in the design and installation of city and county accounting systems, capital asset systems, property tax billing and collection systems and capital improvement budget programs.

Mr. Paul R. Bowerman, CPA (shareholder) will provide the necessary review of the audit evidence and financial reporting as required by our firm's quality control standards. Mr. Bowerman has over thirty-six years of financial auditing and reporting experience with a variety of clients in diverse industries including extensive experience in auditing Kansas cities, counties and schools. His experience has included engagement and in-charge responsibility for audits ranging from 100 to 500 hours. Mr. Bowerman has conducted audits under the requirements of the Single Audit Amendment Act of 1996, as amended. He also has worked with various clients with regard to accounting, consulting and special projects. Mr. Bowerman will also be available as needed to provide additional client service and to respond to day-to-day questions which may arise from City personnel throughout the year.

Mr. Andrew N. Walston (staff accountant) will also provide audit assistance in performing the necessary steps in the audit work plan. He has two years of public accounting experience with primary emphasis in auditing governmental entities. He has assisted in the preparation of financial statements in accordance with generally accepted accounting principles as well as financial statements designed to demonstrate compliance with the cash basis and budget laws of the State of Kansas. His experience has also included audits conducted under the requirements of the Single Audit Amendment Act of 1996, as amended. The procedures he performs will be under the direct on-site supervision of Mr. Meyer.

Resumes of the engagement team are included as follows:

RESUME OF**GARY L. GEORGE, CPA**Shareholder, George, Bowerman & Noel, P.A.

EDUCATIONB.S., Northwestern Oklahoma State University.

**PROFESSIONAL
EXPERIENCE**

June 1975 to May 1985 - Manager, Fox & Company, Wichita

May 1985 to December 1989- George and Noel, P.A., Wichita

January 1990 to present - George, Bowerman & Noel, P.A., Wichita

**SPECIFIC
EXPERIENCE**

Over thirty-eight years of audit, tax and consulting experience in public accounting with engagement and in-charge responsibility in the construction, insurance, manufacturing and not-for-profit industries with primary emphasis in auditing state and local governmental entities.

Engagement responsibility for audits of numerous cities and counties ranging in size from 100 man-hours to over 5,000 man-hours.

Engagement responsibility for numerous audits conducted under the requirements of the Single Audit Amendment Act of 1996.

Engagement experience with clients which utilize sophisticated computer systems. Received formal training in evaluation of controls used in a computer installation.

Special engagement services involving agreed upon procedures to determine compliance with contractual agreements and special investigations involving misuse of public funds.

Design and installation of city and county accounting systems, capital asset accounting systems and automated property tax billing and collection systems.

Review of and assistance in preparation of annual budgets and capital improvement budgets for cities and counties.

Review of financial data included in official statements prepared in connection with debt financings.

**SPEECHES AND
PRESENTATIONS**

Instructor for a large national firm regional governmental auditing and accounting seminar.

Discussion leader at the League of Kansas Municipalities Annual City Conference.

Participant of the State and Local Government Accounting Committee of the AICPA.

Guest instructor for the Kansas/IIMC Municipal Clerks Institute and Advanced Academy sponsored by The Wichita State University, Hugo Wall School of Urban & Public Affairs, Center for Urban Studies for the past twenty-two years.

Guest instructor for the Kansas County Clerks Certification Institute sponsored by The Wichita State University, Hugo Wall School of Urban & Public Affairs, Center for Urban Studies.

Over nine years experience on the Special Review Committee of the Government Finance Officers Association reviewing comprehensive annual financial reports for compliance with generally accepted accounting principles and program requirements.

**LICENSES AND
PROFESSIONAL
AFFILIATIONS**

Certified Public Accountant, Kansas
 American Institute of Certified Public Accountants
 Kansas Society of Certified Public Accountants
 Associate Member Government Finance Officers Association
 Past Member of the Certificate of Achievement Review Committee
 of the Government Finance Officers Association
 Past President, Air Capital Cosmopolitan Club International of
 Wichita

RESUME OF**PAUL R. BOWERMAN, CPA**

Shareholder, George, Bowerman & Noel, P.A.

EDUCATION

B.S., Fort Hays State University; M.B.A., Fort Hays State University

**PROFESSIONAL
EXPERIENCE**

June 1977 to November 1985 - Manager, Fox & Company, Wichita
 November 1985 to December 1989 - Bowerman & Deutsch, Wichita
 January 1, 1990 to present - George, Bowerman & Noel, P.A.

**SPECIFIC
EXPERIENCE**

Over thirty-six years experience in public accounting relating to audit, tax and consulting services to health care, banking, manufacturing, construction, governmental, nonprofit and wholesaling industries. Government audit experience includes Kansas cities, counties and school districts.

Preparation of annual operating, tax and rate setting budgets and design and implementation of accounting systems for various clients. Extensive experience with microcomputer applications including spreadsheets, database and word processing applications. Designed and programmed microcomputer programs (including Medicare and Medicaid cost report models) used in-house for auditing and administrative purposes.

General accounting and consulting services with regard to management controls, accounting systems and financial planning and budgeting.

Engagement responsibility for numerous audits conducted under the requirements of the Single Audit Act Amendments of 1996.

Engagement experience with clients which utilize sophisticated computer systems. Received formal training in evaluation of controls used in a computer installation.

Special engagement services involving agreed upon procedures to determine compliance with contractual agreements.

Preparation and review of Medicare and Medicaid cost reimbursement reports for various hospitals, home health agencies, rural health clinics and adult care homes. Responsible for supervision and review of Intermediary audits of Medicare and Medicaid cost reports.

**SPEECHES AND
PRESENTATIONS**

National training instructor for large national firm for advanced course in auditing including audit planning, auditing of significant areas, engagement control, management letters and appropriate technical areas.

Instructor of Kansas Hospital Association workshops and other training seminars on reimbursement issues

Instructor of Medicare and Medicaid reimbursement training seminars

**LICENSES AND
PROFESSIONAL
AFFILIATIONS**

Certified Public Accountant, Kansas
 American Institute of Certified Public Accountants
 Kansas Society of Certified Public Accountants
 Past President Sunflower (Kansas) Chapter of the Healthcare
 Financial Management Association
 Member Healthcare Financial Management Association
 Member Kansas Association of Hospital Patient Account Managers
 Member Kansas Home Care Association

RESUME OF

ERIC W. MEYER, CPA
 Manager George, Bowerman & Noel, P.A.

EDUCATION

B.S., Southeast Missouri State University, Cape Girardeau, Missouri

**PROFESSIONAL
EXPERIENCE**

February 1996 to present - Manager, George, Bowerman
 & Noel, P.A.

**SPECIFIC
EXPERIENCE**

Sixteen years experience in public accounting relating to audit services to Kansas governmental entities including cities, counties and school districts, construction, not for profit, HUD assisted housing projects and health care industries.

Prepared governmental financial statements in accordance with generally accepted accounting principles and financial statements to demonstrate compliance with the cash basis and budget laws of the State of Kansas.

Engagement experience in numerous audits conducted under the requirements of the Single Audit Amendment Act of 1996.

Experience with Kansas governmental entities that participate in the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting Program.

Engagement experience with clients which utilize sophisticated computer systems.

Special engagement services involving agreed upon procedures to determine compliance with contractual agreements.

Preparation of Medicare Cost Reports for various health care related entities.

Income tax preparation for individual, corporate and partnership returns and performed accounting and payroll services for monthly and quarterly financial reporting.

**SPEECHES AND
PRESENTATIONS**

Discussion leader at the City Clerk Region Five conference regarding Internal Revenue Service Compliance Checks and Examinations of local governments

Guest instructor at the City Clerk’s Institute/Academy sponsored by
The Wichita State University, Hugo Wall School of Urban & Public
Affairs

**LICENSES AND
PROFESSIONAL
AFFILIATIONS**

Certified Public Accountant, Kansas
American Institute of Certified Public Accountants
Kansas Society of Certified Public Accountants
Member Healthcare Financial Management Association

RESUME OF

ANDREW N. WALSTON

Staff accountant, George, Bowerman & Noel, P.A.

EDUCATION

B.B.A., Accounting, Wichita State University, May 2010,
Wichita, Kansas

**PROFESSIONAL
EXPERIENCE**

January 2013 to present - Staff accountant, George, Bowerman
& Noel, P.A.

**SPECIFIC
EXPERIENCE**

Two years experience in public accounting relating to audit services to Kansas governmental entities including cities, counties and school districts and health care and not for profit industries.

Prepared governmental financial statements in accordance with generally accepted accounting principles and financial statements to demonstrate compliance with the cash basis and budget laws of the State of Kansas.

Engagement experience in audits conducted under the requirements of the Single Audit Act Amendments of 1996.

Experience with Kansas governmental entities that participate in the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting Program.

Engagement experience with clients which utilize sophisticated computer systems.

Preparation of not for profit entity tax returns and annual reports.

Rose Hill City Council Packet

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENTAL ENTITIES

George, Bowerman & Noel, P.A. professional experience has included numerous cities, counties, unified school districts and other special districts of the State of Kansas.

The following listing is an example of our extensive experience in auditing Kansas cities. These engagements are the five most significant engagements performed in the past five years that are similar to the engagement for the City of Rose Hill.

City: City of Andover, Kansas (population 12,099)
 Scope of Services: Audit services including all component units. City has received the Certificate of Achievement for Excellence in Financial Reporting for all years (1993 - 2006). Certain of past engagements have included Single Audits.
 Client Contact: Donna K. Davis, Chief Financial Officer
 (316) 733-1303

City: City of Mulvane, Kansas (population 6,267)
 Scope of Services: Audit services including all component units. City has received the Certificate of Achievement for Excellence in Financial Reporting for 1995 - 2011
 Client Contact: Kent L. Hixson, City Administrator
 Patty Gerwick, City Clerk
 (316) 777-1143

City: City of Augusta, Kansas (population 9,203)
 Scope of Services: Audit services including financial statements prepared in accordance with the regulatory basis of accounting as prescribed by the State of Kansas.
 Client Contact: Erica Jones, City Clerk
 Josh Shaw, City Manager
 (316) 775-4510

City: Rose Hill USD No. 394
 Scope of Services: Audit services including financial statements prepared in accordance with the regulatory basis of accounting as prescribed by the State of Kansas. Certain of past engagements have included Single Audits.
 Client Contact: Roger Miller, Business Manager
 Randal Chickadonz, Superintendent
 (316) 776-3300

City: City of Cheney, Kansas (population 2,094)
 Scope of Services: Audit service including all component units and review and consultation of the City's annual tax budgets. Financial statements prepared in accordance with the regulatory basis of accounting as prescribed by the State of Kansas.

Client Contact: Danielle Young, City Clerk
 Randy Oliver, City Administrator
 (316) 542-3622

County: McPherson County, Kansas (population 29,356)
 Scope of Services: Audit services including all component units. Certain of past engagements have included Single Audits. County has received the Certificate of Achievement for Excellence in Financial Reporting for 1995 - 2013

Client Contact: Rick Witte, Financial Manager/Administrator
 (620) 241-3666

We would encourage City of Rose Hill personnel to contact any or all of the above individuals for a summation of our firm's audit and accounting service capacities.

Additional services provided to Kansas municipal entities include the preparation of annual operating budgets; accounting and budgeting automated system consultation in selection and implementation; preparation of township annual operating budgets; consultation in selection and implementation of automated tax billing and collection systems; consultation and implementation of financial manager department with reassignment of accounting functions for County government; consultation and assistance in determining utility rate structures regarding debt financings and operating cost financing; consultation and assistance in establishing and implementing capital budget programs; and review of official statement financial data regarding the issuance of debt.

SPECIFIC AUDIT APPROACH

Audits of governmental units conducted by independent certified public accountants are guided by the standards of the American Institute of Certified Public Accountants (AICPA), including its industry audit and accounting guide, State and Local Governmental Units, revised edition published March 1, 2013.

Effective June 1984, the Financial Accounting Foundation, recognizing the need for a separate standard setting body for governmental units, established the Governmental Accounting Standards Board (GASB) as the authoritative body to issue pronouncements to establish generally accepted accounting principles. This standard setting body has been very active, as it has issued 70 Statements addressing the application of generally accepted accounting principles for governmental entities.

In addition to the above guidelines, the Department of Administration, State of Kansas, has prescribed the *Kansas Municipal Audit and Accounting Guide* (KMAAG), revised edition published in January 2013, which must be followed by independent auditors when performing audits of any Kansas municipality. This guide primarily concentrates on finance-related compliance issues applicable to Kansas municipalities and sets forth minimum requirements for testing compliance with Kansas law. This guide also prescribes the scope of an audit of regulatory basis financial statements conducted in accordance with KMAAG for the purpose of determining materiality and opinion units.

As noted above, there have been significant changes in governmental accounting, auditing and financial reporting over the past several years. The manner in which an independent public accounting firm conducts its examination of local governments can be differentiated by the following:

- The maintenance of a close, professional relationship with the client which tailors the services to be performed to the needs of that particular client.
- The skills the auditor brings to an engagement in the form of experience with the client's industry including the on-site availability of these engagement personnel.

The following sets forth how George, Bowerman & Noel, P.A. will conduct the examination of the financial statements of the City of Rose Hill, Kansas. It will allow you to evaluate our approach to the engagement and consider the two key elements noted above.

Overview of Our Audit Work Plan

Our work plan for the audit of the City of Rose Hill can be summarized into the phases that are listed below and are listed in the sequence that they will be completed:

- Preliminary audit planning
- Consideration of internal control and risk assessment
- Preparation of a tailored audit program

- Tests of internal control
- Performance of auditing procedures
- Preparation and review of the financial statements
- Preparation of communications to those charged with governance (City Council) as required by generally accepted auditing standards and a Management Letter to the City Council

Preliminary Audit Planning

Proper planning of an audit engagement is a critical phase which allows for an efficient and timely audit. This phase provides for scheduling of the audit to insure a minimum of disruption from the day-to-day requirements of City staff and also allows for the opportunity to utilize the City's staff to minimize audit costs. Utilization of the City's staff will enable us to spend a minimum amount of time performing clerical tasks and thus concentrate strictly on audit functions. We propose to utilize the City's staff in the following manner:

- Understanding internal control components including the control environment, risk assessment, control activities, information and communication and monitoring
- Locating invoices, statements, paid checks and other supporting documents which we will require from time-to-time
- Preparation of certain audit supporting schedules and confirmations.

These tasks will be planned in advance of the start of audit fieldwork and, accordingly, will allow sufficient time for City personnel to complete. Accordingly, we do not anticipate a significant amount of time to be incurred by the City personnel in completing these items.

The objectives of our preliminary audit planning include:

- Establishment of early communication and coordination between the independent auditor and the City's staff
- Minimizing time pressure through early scheduling of the audit dates and transmittal of data to be completed by City staff at an early date in the engagement
- Identifying areas of audit emphasis and developing a plan of audit coverage
- Scheduling of audit procedures in their proper sequence of completion

Consideration of Internal Control

We will make a review of internal controls to obtain an understanding of the following five control elements and their relationship to financial reporting:

- Control environment - management's commitment to control which includes:
 - Integrity and ethical values
 - Commitment to competence
 - City Council participation
 - Management's philosophy and operating style
 - Organizational structure
 - Assignment of authority and responsibility
 - Human resource policies and practices
- Risk assessment - involves the policies and procedures management uses to identify and manage the risk that the financial statements might be misstated. Risk assessment deals with how management makes sure that all transactions are reflected at the correct amounts.
- Control activities - involves the policies and procedures put in place to make sure that management's directives are carried out. Control activities include the following:
 - Performance reviews
 - Information processing
 - Physical controls
 - Segregation of duties
- Information and communication - this component of internal control consists of the following:
 - The accounting system, including methods and records to record, summarize, process and report events and transactions and maintain accountability for assets, liabilities and equity.
 - The City's methods for providing an understanding to its staff of individual rules and responsibilities pertaining to internal control.
- Monitoring - the process to assess the quality of internal control performance. It involves assessing the design and operation of controls over time and taking corrective action when necessary.

Our responsibility as auditor's is to obtain an understanding of each of the five components on internal control, as discussed above. This understanding is used in audit planning to (a) identify types of potential misstatements, (b) consider factors that affect the risk of misstatements and (c) design substantive audit tests. Examples of the classes of transactions that we will plan to consider are:

- Payroll/personnel
- Procurement of materials and services
- Payment for materials and services
- Recording and collection of fees, licenses, charges for services and other major departmental revenue

This phase of the engagement would include the following:

- Inquiry of City staff
- Examination of accounting and procedural memoranda and/or manuals used by the City
- Examination and inspection of documents to determine whether controls are actually used or exist only in theory

Preparation of Audit Program

A major output of our planning effort and the assessment of the internal control will be the preparation of a detailed audit program. This program will be the guide to our audit and will comprehensively describe how we expect to complete the audit in the required time frame. This audit program becomes a tool for monitoring the progress of our audit.

Tests of Internal Control

This phase of the audit process is an extension of understanding the internal control components. It will be specifically directed at significant City programs and procedures where compliance with various statutes, regulations and/or City Council directives is essential and determines the nature, timing and extent of substantive tests for financial statement assertions.

Auditing Procedures

Auditing procedures are structured in a manner to provide audit coverage of major balance sheet and operating statement accounts of the various funds of the City. Based upon our previous involvement with the City of Rose Hill, those major areas will include:

- Cash and investments
- Receivables
- Property, plant and equipment (if required)

- Current liabilities including accrued expenses
- Encumbrances
- Revenue from taxes
- Intergovernmental revenue from state shared sources and other
- Charges for services
- Licenses, fees and permits
- Use of money and property which includes interest earnings
- Payroll and related benefit expenses
- Expenditures for materials and services
- Capital outlay expenditures

Our procedures to obtain an understanding of internal control are to provide evidential matter for use in assessing control risk. The assessed level of control risk used in determining the detection risk to accept for a financial statement assertion and, accordingly, determines the nature, timing and extent of substantive tests for financial statement assertion. After determining the assessed level of control risk, we will plan and coordinate with City staff the audit scheduling requirements.

Audit Sampling

Audit sampling is the application of audit procedures to less than 100 percent of the total items within the account balance or transactions for the purpose of evaluating some characteristic of the balance or class of transactions. Audit sampling provides the auditor with a cost effective method of acquiring sufficient competent evidential matter to afford a reasonable basis for an opinion regarding the financial statements under examination.

The two general approaches to audit sampling are nonstatistical and statistical. Statistical sampling allows the auditor to use theories of probability to design, measure effectiveness and evaluate audit samples. Statistical sampling helps the auditor quantify and manage the risk of examining all items within a particular population of transactions or items within an account balance. Both approaches are acceptable. The effectiveness of either type of audit sampling is dependent on the auditor's judgment in planning, performing and evaluating the sample.

Samples can be used to perform different kinds of tests of the accounting records. Audit standards require the auditor to obtain an understanding of the components of internal control in a financial statement audit to identify types of potential misstatements, consider factors that affect the risk of misstatements and design substantive tests. Compliance tests are designed to determine whether the controls described have been placed in operation.

Substantive testing provides the auditor with evidence that transactions are genuine and properly recorded. Substantive tests include observation, confirmation, detail testing of transactions, analytical review procedures and examination of account balance detail.

Tests of detail transactions may provide the auditor with an opportunity to test compliance with internal control and the substantive nature of the transaction within the same sample. Test plans for these dual purpose samples are written with both compliance and substantive procedures.

We plan to perform statistical or nonstatistical auditing techniques on the following areas of the City's accounting system. Additional sampling plans may be used as appropriate.

- Payroll/personnel
- Disbursements for materials and service
- Receipt of revenue including tax distributions and other shared revenues
- Billing and collection of utility services

Computer Assisted Audit Techniques

Based upon our prior audit experience with similar cities, it is not anticipated that we will employ computer assisted audit techniques, as we believe the audit can be performed more efficiently through substantive audit tests. However, our firm utilizes microcomputers to assist in work paper preparation, account analysis and in actual preparation of the financial statements. The automation of trial balance preparation and audit adjustment posting, if necessary, allows for expedited preparation of the financial statements.

Financial Reporting

It is our understanding that the financial statements will be prepared by us although the ultimate responsibility for them rests with management of the City. Our procedures will include a thorough review of the financial statements to determine that such statements are presented in conformity with generally accepted accounting principles (or the regulatory basis of accounting as directed by the City of Rose Hill). This process is greatly enhanced through our extensive experience in governmental accounting and financial reporting. Further details regarding technical expertise of our firm are set forth in the Partner and Staff Qualifications and Experience section of this proposal.

Communications with Those Charged With Governance

Generally accepted auditing standards require that an auditor establish clear communications with those charged with governance regarding the auditor's responsibilities with regard to a financial statement audit, including that:

- a. the auditor is responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management, with the oversight of those charged with governance, are prepared, in all material respects, in accordance with the applicable financial reporting framework.

- b. the audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

Matters to be communicated to those charged with governance include –

- The planned scope and timing of the audit
- The auditor’s views about qualitative aspects of the entity’s significant accounting practices including accounting policies, accounting estimates and financial statement disclosures
- Significant difficulties, if any, encountered during the audit
- Disagreements with management, if any
- Other finding or issues, if any, arising from the audit, that are, in the auditor’s professional judgment, significant and relevant to those charged with governance regarding their responsibility to oversee the financial reporting process
- Uncorrected misstatements accumulated by the auditor and the effect that they, individually or in the aggregate, may have on the opinion in the auditor’s report
- Material uncorrected misstatements that were brought to the attention of management as a result of audit procedures
- Significant findings or issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management
- The auditor’s views about significant matters that were the subject of management’s consultations with other accountants on accounting or auditing matters when the auditor is aware that such consultation has occurred, and
- Written representations the auditor is requesting

We will make the required communications with those charged with governance in our engagement letter with them and also in a separate communication at the conclusion of the audit.

Management Letter

Our firm's only goal is timely and quality service to our clients. The issuance of a timely and pertinent management letter further accomplishes our goal of quality service. The management letter will contain:

- Recommendations for the improvement of internal control
- Findings relative to compliance with state statutes and City policies and procedures
- Recommendations relative to new accounting and reporting requirements established by the state and local government industry

- Other comments and recommendations that we believe may be of interest to the City Council

We believe that one of the objectives in the performance of an audit engagement is to assist in improving the administration, accounting, operational efficiency or management control of the City. Our management letter affords us the opportunity to provide that valued service to the City.

Technical Review

The financial statements and audit reports will be reviewed by Mr. Eric W. Meyer or Mr. Gary L. George as a part the fieldwork phase of the engagement. This procedure provides for the individuals with engagement responsibility and the greatest experience level to physically review the City's financial statements during the fieldwork phase of the engagement. This provides for technical expertise at the inception of the financial statements, not at some later date by an individual who has not performed any audit procedures on the engagement or physically reviewed any of the City's operations. Mr. Paul R. Bowerman, partner, will review the financial statements and audit reports. This procedure includes the tracing of amounts from the various audit work papers to the financial statements as well as review of adequacy of auditing procedures performed. Mr. Gary L. George then reviews the financial statements for compliance with reporting requirements as established by the *Kansas Municipal Audit and Accounting Guide* and generally accepted accounting principles through internal checklists utilized by our firm. This quality control technique ensures compliance with State of Kansas reporting requirements, the reporting requirements of generally accepted accounting principles, as well as demonstrating quality control standards as required by the American Institute of Certified Public Accountants. Our continuing involvement with the governmental industry keeps us apprised of the latest techniques and requirements for financial reporting disclosures.

QUALITY CONTROL STANDARDS AND PEER REVIEW

The American Institute of Certified Public Accountants professional standards require that members in public practice be associated with firms enrolled in an approved quality review program. These professional standards require that a firm have a quality review of its auditing and accounting practice every three years. The quality control standards required that firms establish control procedures regarding independence, supervision, professional development, assignment of personnel to engagements, hiring, advancement, client acceptance and continuance and inspection of adherence to the firm's established procedures. Our firm's latest quality review was completed in November 2012 and our firm again received an unqualified opinion with no letter of comments regarding the quality control aspects of its practice. A copy of that quality review opinion is included at page 26 of this proposal for your reference.

We represent to the City of Rose Hill, Kansas, that our firm has received no correspondence regarding any federal or state desk reviews or field reviews of its audits during the past three years. Further, the firm has conducted approximately 10 Single Audits during the past three years that would be subject to the reviews noted above. In addition, there have be no disciplinary actions taken or pending against the firm during the past three years by state regulatory bodies or professional organizations.

We would also take this opportunity to confirm that our firm is in compliance with the legal and administrative requirements of the Civil Rights Act of 1964, as amended, by Executive Order Numbers 11246 and 11141.

Rose Hill City Council Packet

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 Lincoln, NE 68510

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www.BMGCPAs.com

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- Tax Planning and Preparation
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 - Business Consulting
 - Business Valuations
 - Computer Consulting
-

System Review Report

To the Shareholders
 George, Bowerman & Noel, P.A.
 and the Peer Review Committee of the Kansas Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of George, Bowerman & Noel, P.A. in effect for the year ended June 30, 2012. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included an engagement performed under *Government Auditing Standards* and an audit of an employee benefit plan.

In our opinion, the system of quality control for the accounting and auditing practice of George, Bowerman & Noel, P.A. in effect for the year ended June 30, 2012, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. George, Bowerman & Noel, P.A. has received a peer review rating of *pass*.

BMG Certified Public Accountants, LLP



Lincoln, Nebraska
 November 13, 2012

Rose Hill City Council Packet

FEES FOR SERVICE

Our fees are based upon rates applied to the time expended in performing services and out-of-pocket expenses. George, Bowerman & Noel, P.A. rates are similar to those of competitive public accounting firms and other consultants which render top-level service.

Our fee quotation for the scope of services as outlined in our proposal for the years ending December 31, 2014, 2015 and 2016 is as follows:

2014 audit	<u>\$ 11,500.00</u>
2015 audit	<u>\$ 12,150.00</u>
2016 audit	<u>\$ 12,850.00</u>

We understand that a multi-year commitment is subject to acceptable performance by the accounting firm in its first year of the engagement. Further, to ensure City compliance with the cash basis laws of the State of Kansas, a separate engagement letter will be issued for each year of the engagement.

You will also be billed for out-of-pocket costs such as travel, postage, copies, etc. The above fee estimates are based solely on the premise that City personnel will assist in preparation of various schedules. We suggest they be instructed to provide us with timely assistance in locating invoices, statements and other supporting documents which we will require from time to time. This will enable us to spend a minimum amount of time performing clerical tasks and, thus, concentrate strictly on audit functions.

We will be available throughout the year to provide technical assistance at no additional cost to the City, provided that extensive research or other time commitments are not required.

RATES FOR ADDITIONAL PROFESSIONAL SERVICES

In addition to the auditing services contemplated in this proposal, we will make available our full range of consulting services to the City of Augusta. Our fees for consulting services will be based upon time expended and our standard per diem rates applicable to the level of personnel assigned to the engagement. Our standard per diem rates for the various classifications of staff personnel are as follows: Shareholders - \$110 per hour; Managers - \$95 per hour; Staff - \$70 per hour; Clerical - \$35 per hour. Should the City desire additional services not contemplated in our scope of services, we will reach an agreement for the fees to be charged with the City Council prior to providing any additional services requested.

MANNER OF PAYMENT

It is our understanding that progress payments will be made during the course of the engagement based on our estimate of current percentage of completion, not to exceed 75% of the total contract price prior to report delivery. Further, it is our understanding that such interim billings shall cover a period of not less than a calendar month.

A CHARTER ORDINANCE EXEMPTING THE CITY OF ROSE HILL, KANAS, FROM K.S.A. 15-204 AND 15-209 AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT, RELATING TO THE APPOINTMENT OF CITY OFFICERS, THEIR DUTIES AND COMPENSATION, THE REMOVAL OF CITY OFFICERS, THE QUALIFICATIONS OF CITY OFFICERS AND THE FILLING OF VACANCIES IN THE CITY OFFICES AND AMENDING ANY ORDINANCE OR CHARTER ORDINANCE OF THE CITY TO CONFORM WITH THE PROVISIONS HEREOF.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROSE HILL, KANSAS:

Section 1: Exemption from Statutes. The City of Rose Hill, Kansas, by the power vested in it by Article 12, Section 5, of the Constitution of the State of Kansas, hereby elects to exempt itself from and make inapplicable to it the provisions of K.S.A. 15-204 and 15-209 and provide substitute and additional provisions as hereinafter set forth in this charter ordinance. Such referenced provisions are either enactments or part thereof, which are applicable to this city but are not applicable uniformly to all cities.

Section 2: Appointment of City Officers; Duties and Compensation; Removal. The Mayor, with the consent of the Council, may appoint, at the first regular meeting of the Governing Body in May of each year, the following city officers, to-wit: A city administrator, a municipal judge of the municipal court, a city attorney, a city prosecutor, a marshal-chief of police, and such other officers as deemed necessary. The duties and pay of the various officers provided in this section shall be regulated by ordinance except as herein provided. For good cause, the Mayor may remove any such officer with the consent of the City Council.

Section 3: Qualifications of Officers; How Vacancies Filled. The officers elected pursuant to statute or appointed under this ordinance shall be qualified electors of said city, except the city may appoint nonresidents for any appointment it deems necessary. The city attorney shall be a qualified elector of the county in which said city is located or of an adjoining county. The removal from such city of an officer elected pursuant to statute or appointed under this charter ordinance, who is required to be a qualified elector thereof, shall occasion a vacancy in such office. All vacancies in office, except in the offices of Mayor and Council, may be filled until the next regular time for appointment by the Governing Body. Every appointment to office, and the date thereof, shall be entered on the journal of the proceedings of the Council.

Section 4: Duties of City Administrator. The city administrator shall supervise day-to-day operations of the city. Except as provided in this charter ordinance and subject to limitations imposed by any other ordinance of the city, the city administrator shall be responsible for the hiring and the continued employment of all city employees. All department heads shall make regular reports to the city administrator and shall be ready at all times to furnish him or her with such information as he or she may require.

Section 5: Severability. If a court of competent jurisdiction should hold any section or part of this charter ordinance invalid, such holding shall not affect the remainder of this charter ordinance nor the context in which such section or part so held invalid may appear, except to the extent that an entire section or part may be inseparably connected in meaning and effect with that section or part. If a court of competent jurisdiction holds part of this charter ordinance invalid, or if a change in the Constitution of the State of Kansas or in the statutes of Kansas or applicable federal law renders a part of this charter ordinance invalid

or inapplicable, the Governing Body may take such appropriate action as will enable the city government to function properly.

Section 6: Effective Date. This charter ordinance shall take effect sixty-one (61) days after its final publication unless sufficient petition for a referendum is filed as provided in Article 12, Section 5, Subdivision (c)(3) of the Constitution of the State of Kansas, in which case the ordinance shall become effective upon approval by a majority of electors voting at an election held on the ordinance.

Passed and adopted this _____ day of _____, 2015.

Jason Jones, Mayor

ATTEST

Kelly Mendoza, City Clerk

Rose Hill City Council Packet

REP R.E. Pedrotti Co., Inc.

Instrumentation, Controls & Computer Systems

5855 BEVERLY AVENUE, SUITE A MISSION, KS 66202
(913) 677-3366 FAX (913)677-3460 Web: www.repedrotti.com

December 31, 2014

Mr. Kirk Hayden
City of Rose Hill
125 W. Rosewood
Rose Hill, KS 67133

RE: WWTP SCADA Upgrades and Water Telemetry System & Lift Station Additions
Pcode: RHKSWSC

Dear Kirk:

The **R.E. Pedrotti Company, Inc.** is pleased to provide you the following proposal for the subject referenced above:

This quotation includes the design, supply and installation of a new water telemetry system for the City of Rose Hill that will be integrated into the City's existing SCADA system used at the Wastewater Treatment Facility.

Five (5) new SCADA telemetry panels will be provided for this project and the Main Control Panel located at the WWTP will be modified to add new telemetry system hardware. New cabinets will be furnished for the Booster Pump Station, the North Water Tower, South Water Tower, Stroud Lift Station and the Industrial Park Lift Station. Each telemetry location will communicate via a cellular router. These routers will use secure and encrypted network connections to communicate between each of the six sites.

The three existing SCADA computers and their respective HMI software licenses will be fully upgraded to the latest versions, Wonderware InTouch version 2014. The HMI upgrade will also include upgrading the Historian database and the drivers that allow the computers to communicate with the PLC hardware. The Facility's existing alarm management software was made obsolete several years ago and is no longer supported so all of the existing Plant alarms will be moved over to the new alarm dialer system furnished for the Water System. The existing SCADA application will be upgraded and new screens will be added to the system for monitoring and controlling the water system. The OPS Job Cal Maintenance Management program will also be upgraded and its associated database converted so that it may continue to be used with the new operating system.

The Booster Pump Station telemetry panel will include an Allen Bradley MicroLogix 1400 PLC with an 8" operator interface terminal mounted inside the cabinet door. The operator interface terminal will allow an operator to view the water level at both towers, pressure at the pump station, and will provide communication status alarms for the water control system. The operator terminal may be used to control the pumps via soft Hand-

Rose Hill City Council Packet

Off-Auto switches, make setpoint adjustments and select whether the Wichita Cla-Val control valve is open or closed. Interlocks will be provided that prevent more than one pump to operate at a time. A new 8" magnetic flowmeter will be furnished and installed to replace the existing propeller flow meter that is no longer operational. The new flowmeter will be tied into the telemetry panel to monitor the instantaneous and totalized flow for the pump station. The piping modifications and installation of the flowmeter will be provided by a mechanical subcontractor to R. E. Pedrotti Company.

An Allen Bradley CompactLogix, cellular router and a power supply will be provided and installed in the Main Control Panel at the WWTP for monitoring and controlling the Water Telemetry System. This PLC will be a data concentrator for the water system control network. The PLC equipment will remain independent of the Wastewater treatment Plant's PLC hardware.

Two similar telemetry cabinets will be furnished for each of the water Towers. Allen Bradley MicroLogix 1100 PLCs with small process display meters will be supplied. The process meters will display the water tower level through the front of the cabinet at its respective location. This equipment will be used to monitor the water levels and power status at each site.

Two additional outdoor rated telemetry cabinets will be furnished for the Stroud and Industrial Park Lift Stations that will replace the existing Omni-Site systems. These RTU cabinets will monitor the station level, pump status and power status at each site similar to the existing Deer Creek Lift Station.

Alarms for both the WWTP and Water Distribution System will be handled by a Raco Catalyst Autodialer that will be furnished for the WWTP. This autodialer will communicate with the main PLC over an Ethernet/IP connection.

Water System Control Strategy

The North Water Tower or South Tower shall be designated as the Primary Control Tower by the Operator on the SCADA System (via a selector switch on the SCADA computer or at of the operator terminals). When the valve and pumps at the Pump Station have each been set to Automatic Mode, the Primary Control Tower will be responsible for calling the valve at the Pump Station to open or close and pumps to turn on or off. Each Water Tower will be provided operator entered elevation setpoints for the following:

- Water Tower High Level Alarm
- Close Wichita Cla-Val Valve
- Stop Lead Pump
- Open Wichita Cla-Val Valve
- Start Lead Pump
- Water Tower Low Level Alarm

The operator may set static lead/stand-by pump assignments, select the pumps to alternate after each cycle, or rotate every 24-hour period. The High Level and Low Level Alarms will be programmed to generate a SCADA based alarm independent of the Primary Control Tower selection.

When not in Automatic mode, the valve and pumps at the Pump Station may be placed in Hand or Off from the SCADA System. This will allow the operator to remotely turn the respective pump on or off or open and close the Wichita valve when necessary. The control system will be configured to only permit the operation of one pump at a time regardless of its automatic or manual setting at the control panel or SCADA HMI screen.

The following parameters will each be monitored by the SCADA system:

Booster Pump Station

- Pump 1 Operational Status
- Pump 2 Operational Status
- Station Power Status
- Wichita Cla-Val Valve Status*
- Pump Station Flow Rate
- Pump Station Flow Total (Grand Total & Previous Day)
- Suction Pressure*
- Discharge Pressure*

*if signals are available from the existing equipment

Water Tower (x2)

- Power Failure
- Water Tower Level

Operator entered high and low alarm setpoints will be provided for the Pump Station suction and discharge pressures. Trends will be added for the Pump Station flow, pressure and Water Tower levels for historical logging.

The following materials and services will be provided for this project:

<u>Item</u>	<u>Qty.</u>	<u>Description</u>
A.	3	<p>WWTP Supervisory SCADA Computer System. System to operate on 120 VAC/60 Hz/1 phase electrical service:</p> <p>Hardware, to include:</p> <ul style="list-style-type: none"> • Dell Precision T3610 Mini-Tower (8 GB RAM, RAID 1 HDs) • Dell 24" Monitor, USB keyboard and optical mouse • <i>Computers to be networked to the facility's existing copier/printer</i>
B.	1	<p>WWTP Supervisory SCADA Software. To be loaded and configured on the systems listed in Item A above:</p> <p>SCADA Software, to include:</p> <ul style="list-style-type: none"> • 1-Wonderware InTouch 2014 3k tag Development Upgrade • 1-Wonderware InTouch 2014 3k tag w/ I/O Runtime Upgrade • 1-Wonderware InTouch 2014 3k tag without I/O Runtime Upgrade • 1-Wonderware Historian Express 2014 500 tag Upgrade • 2-Wonderware Historian Client 2014 Upgrade

Item	Qty.	Description
		<ul style="list-style-type: none"> • 1-Wonderware Device Integration Server 2014 Upgrade • 1-Hach JobCal Maintenance Management Software w/ 1 concurrent user license and existing database conversion
C.	1	<p>Booster Pump Station Remote Telemetry Control Panel, NEMA 12 Wall Mount Control Panel:</p> <p>To Include:</p> <ul style="list-style-type: none"> 1 Main Breaker with transient voltage surge suppressor 1 Allen Bradley MicroLogix 1400 PLC with I/O as required 1 C-More 8" Operator Interface Panel, color 1 Calamp Vanguard 3000 Cellular router with antenna & 1-yr. service 1 DC Power Supply 1 8-Port Ethernet Switch 1 APC 1500 VA UPS System 1 UL Label <p>Lot Terminals, wire, wireways, relays, connector cables, fuses, etc.</p>
D.	1	<p>WWTP Main Control Panel (existing) Modifications:</p> <p>To Include:</p> <ul style="list-style-type: none"> 1 Allen Bradley CompactLogix PLC with power supply 1 Calamp Vanguard 3000 Cellular router with antenna & 1-yr. service 1 Raco Catalyst Autodialer with Ethernet/IP communication - <i>shipped loose for mounting and wiring outside of control panel</i> 1 DC Power Supply <p>Lot Terminals, wire, wireways, relays, connector cables, fuses, etc.</p>
E.	2	<p>Water Tower Remote Telemetry Panel, NEMA 4X Wall Mount Panel (Typical for North Tower and South Tower):</p> <p>To Include:</p> <ul style="list-style-type: none"> 1 Main breaker with transient voltage surge suppressor 1 Allen Bradley MicroLogix 1100 PLC with I/O as required 1 DC Power Supply 1 Analog I/O surge suppressor (Tower Level input) 1 Precision Digital Process Meter (display of Tower Level in door) 1 Calamp Vanguard 3000 Cellular router with antenna & 1-yr. service 1 Panel Heater with thermostat 1 APC 550 VA UPS System 1 UL Label <p>Lot Terminals, wire, wireways, relays, connector cables, fuses, etc.</p>
F.	2	<p>Lift Station Remote Telemetry Panel, NEMA 4X Wall Mount Panel (Typical for Stroud Lift Station and Industrial Park Lift Station):</p> <p>To Include:</p> <ul style="list-style-type: none"> 1 Main breaker with transient voltage surge suppressor

Item	Qty.	Description
		1 Allen Bradley MicroLogix 1100 PLC with I/O as required 1 DC Power Supply 1 Calamp Vanguard 3000 Cellular router with antenna & 1-yr. service 1 Panel Heater with thermostat 1 APC 550 VA UPS System 1 UL Label Lot Terminals, wire, wireways, relays, connector cables, fuses, etc.
G.	1	Foxboro 9108A 8" Magnetic Flowtube with IMT25 Flow Transmitter. Includes Ebonite (NSF 61) liner, NEMA 4X, surface mount enclosure, LCD/keypad display, 4-20 mA output and 30' signal cable. (Pump Station Flow)
H.	2	KPSI Model 300 Pressure Transmitter. Includes 30' cable assembly with desiccant filter and 4-20 mA output (North Tower Level & South Tower Level)
I.	Lot	Electrical Installation ⁴ of telemetry control panels, magmeter transmitter (Item E), and pressure transmitters (Item F)
J.	Lot	Mechanical Installation ⁵ of magmeter flowtube (Item E)
K.	Lot	Project & programming development, system startup and testing, startup documentation and O&M manuals (include wiring diagrams and program copies)
L.	Lot	2-Year Telemetry System Warranty. Excludes lightning damage.

TOTAL PRICE FOR ITEMS A-L: \$ 156,265.00**

****Clarifications/Exclusions**

1. Pricing is exclusive of taxes, fees, permits, bonds and licenses unless noted above.
2. FOB Factory. **Freight included.**
3. Terms: Net 30 Days.
4. Electrical installation services listed above will be performed by a licensed electrical subcontractor to R. E. Pedrotti Company.
5. Mechanical installation services listed above include piping modifications that must be made at the Booster Pump Station in order to install the new magnetic flowmeter. This installation excludes paint or painting of piping and pipe mounted equipment. *Note: The manufacturer recommended 5 up and 3 down straight pipe diameter runs may not be physically achieved in the space provided. There is enough space however that the manufacturer expects the flowmeter in this application will still provide a very reliable and accurate flow measurement.*
6. System includes cellular service and provisioning for the four cellular routers listed above for the first year of service from time of activation. Cellular data service billing will be transferred to the City of Rose Hill after the first 12 months of service expires.
7. **If it is desired to remove the Hach JobCal Maintenance Management software from the scope of supply, please deduct \$10,340.00 from the total base price listed above and note at time of purchase.**

If you have any questions or comments, please do not hesitate to call.

Sincerely,

R. E. PEDROTTI COMPANY



Ed McGrath

Rose Hill City Council Packet



January 15, 2015

TO: Water Tower Maintenance contractors

RE: Request for Proposals for Water Tower Maintenance Agreement

The City of Rose Hill is in need of a maintenance agreement for a 14-year-old 500,000 elevated water storage tank. Attached please find a formal Request for Proposals that details the specifications required and the process for submitting proposals. The City's goal is to move forward with renovation work as soon as possible.

Thank you,

Austin Gilley
City Administrator
austin@cityofrosehill.com

copy:
(Address list of recipients pending)

Rose Hill City Council Packet

1.0 Purpose

The City of Rose Hill (Owner) intends to contract with a qualified Contractor for a 10-year contract for inspection, cleaning, maintenance, and repair of the existing 500,000 gallon spheroid water storage tank, referred to as the South Tower. The contract shall include the items specified in the Scope of Work and the selected Contractor must be able to provide the services and perform all work indicated.

2.0 Scope of Work

- A. The Contractor shall perform all required work and shall provide and furnish all labor, materials, tools, equipment, transportation services, incidentals, and any other items required to complete the work as outlined below under paragraph B.
- B. All proposals shall address the following scope of work:
 - 10-year contract term with a 8-year spread of the cost of renovation work to be completed in Year 1 and for comparison purposes the cost of renovation work if the renovation work were paid all in Year 1
 - Washout and inspection with written report every 3 years (starting in Year 1)
 - Tank interior wet sandblast and recoat in Year 1
 - Tank exterior power wash and recoat in Year 1
 - Interior and exterior blasting/cleaning and recoating shall be performed within 45 calendar days from when the tower is taken out of service, and shall be performed during periods of lower water usage, as accepted by the Owner
 - Contractor to do all testing of sandblast material required, and contractor responsible for disposal and all associated fees/costs
 - Contractor responsible for disposal of all sediment, materials, and wash water from washout operation
 - Owner will drain towers for interior inspections and provide water for washout operations and refilling of tower after disinfection is complete
 - Contractor shall disinfect tower per KDHE and AWWA requirements and achieve acceptable results before it is put back into service
 - Contractor responsible for all maintenance, repairs, and code compliance modifications necessary during the term of the contract including, but not limited to, KDHE and OSHA regulatory requirements
 - Removal or protection of any antenna or communication equipment installed on the tower during inspections and painting operations shall be the responsibility of the Contractor, along with coordinating removal with the owners of the equipment.
 - The Contractor shall be responsible for removal of the cathodic protection system prior to blasting and coating of the interior of the tank bowl, and for reinstallation of the system once that work is completed
 - Contractor to provide emergency service for vandalism, graffiti, ice damage and from normal deterioration of operation during the term of the contract
 - Colors for the final interior and exterior coating system shall be as selected by the Owner from the standard colors available
 - Exterior shall be pressure washed with a minimum of 4,000 psi to remove surface contamination; all rusted areas shall be hand/power tool cleaned per SSPC-SP2/SP3; all rusted or bare metal areas shall be spot primed with a rust inhibitive metal primer compatible with the final coating system; and exterior coating system shall be as follows:
 - o Intermediate coat of Tnemec Series 73 Endura Shield, 2.0-3.0 mils total
 - o Final coat of Tnemec Series 73 Endura Shield, 2.0-3.0 mils total

- o Logo and lettering as directed by the Owner shall be included in the work
- Wet interior shall be abrasive blast cleaned to SSPC-SP 10 “Near White” finish; all pitted areas shall be filled and smoothed; after blasting all surfaces shall be cleaned of any dust or foreign debris; and interior wet coating system shall be as follows:
 - o Primer coat of Tnemec Series 91H2O Hydro-Zinc, 2.5-3.5 mils total
 - o Intermediate coat of Tnemec Series N140 Pota-Pox Plus, 4.0-6.0 mils total
 - o Final coat of Tnemec Series N140 Pota-Pox Plus, 4.0-6.0 mils total
- Interior dry shall be abrasive blast cleaned to a commercial finish per SSPC-SP 6 (NACE No. 3); surface profile of 1.5-2.5 mils is required; all surfaces shall be cleaned of any dust or foreign debris; and interior dry coating system shall be as follows:
 - o Primer coat of Tnemec Series 91H2O Hydro-Zinc, 2.5-3.5 mils total
 - o Intermediate coat of Tnemec Series N140 Pota-Pox Plus, 4.0-6.0 mils total
 - o Final coat of Tnemec Series N140 Pota-Pox Plus, 4.0-6.0 mils total

3.0 Proposal Requirements

- A. Proposals must be received no later than **4 p.m. Friday, February 6, 2015**. Proposals received after that deadline will be returned unopened.

Submit proposals to:

Attn: Kelly Mendoza, City Clerk
City of Rose Hill
125 W. Rosewood
Rose Hill, KS 67133

- B. Proposal Package

The proposal package shall include the following items:

- Cover letter introducing the firm, statement of qualifications, and contact information
- Detailed scope of work
- Example contract
- Annual payment amounts for years 1 through 10 for maintenance.
- Annual payment amounts for the 8-year spread of renovation costs.
- One-time payment amount for paying the renovation cost in Year 1.
- Any potential fee adjustments including percentage rate and review period
- List of at least 5 references of current and active maintenance contracts in the state of Kansas, including a contact name, title, phone number.
- Provide list of any subcontractors that may be used for the work, and appropriate references.

- C. Project Information and Inquiries

All questions regarding the proposal shall be directed to:

Kirk Hayden, City of Rose Hill, (316) 776-2712

Any revisions to the RFP will be made only by addendum issued by the Owner.

4.0 Terms and Conditions

A. Indemnity

The following shall be deemed included as a condition of any contract awarded as a consequence of this bid; Contractor and all subcontractors shall bear all loss, expense (including reasonable attorney's fees) and damage in connection with, and shall indemnify Owner against and save Owner harmless from all claims, demands, and judgments made or recovered against Owner because of bodily injuries, including death at any time resulting therefrom, and/or because of damage to property, from any cause whatsoever, arising out of, incidental to, or in connection with the work, whether or not due to any act or omission of commission, including negligence but excluding sole negligence, of the Owner, his employees, servants, or agents. Compliance by the Contractor with the insurance provisions hereof shall not relieve Contractor from liability under this provision.

B. Insurance Requirements

Insurance coverage specified herein constitutes the minimum requirements and said requirements shall in no way lessen or limit the liability of the Contractor under the terms of the Contract. The Contractor shall procure and maintain at their own expense any additional kinds and amounts of insurance that, in their own judgment, may be necessary for their proper protection in the prosecution of the work at no additional cost to the Owner. The Contractor shall carry insurance as prescribed herein.

If a part of this Contract is sublet, the Contractor shall require each sub-contractor to carry insurance of the same kinds and in like amounts as carried by the prime Contractor.

The Contractor shall provide insurance coverage as follows:

- Workman's Compensation as required by Kansas Statutes for benefit of Contractor's employees;
- Commercial General Liability Insurance with a \$500,000 per occurrence bodily injury or property damage. Certificates of insurance will be required when the contract is awarded.
- Motor Vehicle Insurance with a \$500,000 for personal injury and \$100,000 for property damage.
- Pollution Liability- This insurance shall cover Pollution Liability in amounts of at least \$10,000,000.
- Contractor's Professional Liability- This insurance shall cover Contractor's Professional Liability in amounts of at least \$2,000,000.
- Umbrella Liability - Umbrella or Excess Liability police in amounts of at least \$10,000,000 shall be provided.

Certificates of insurance shall state that thirty (30) days written notice will be given to the Owner before the policy is canceled or non-renewed. No Contractor or sub-contractor will be allowed to start any work on this contract until certificates of all insurance required herein are filed. The certificates shall show the type, amount, class of operations covered, effective dates, and the dates of expiration of policies. In addition, the certificates shall name City of Rose Hill as additional insured. The Contractor shall secure and maintain in effect for the period of the Contract and pay

all premiums for the following kinds of insurance.

C. Regulatory Compliance

The Contractor shall give all notices and comply with all local, state, and federal laws, ordinances, rules and regulations bearing on the conduct of the work. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, rules or regulations, and without such notice to the Owner, he shall bear all costs arising therefrom.

D. Permitting

Any permits, approvals, etc. required by the City of Rose Hill, the State of Kansas, or federal entities to accomplish all current and future work shall be the responsibility of the successful proposer.

E. Protection of Work, Property and Persons

The Contractor shall adequately protect the work, adjacent property, and the public and shall be responsible for any damage or injury caused by him or his authorized agent's act or neglect.

F. Inspection of Work

The Contractor shall at all times permit and facilitate inspection of the work by the Owner and any authorized representatives of the Owner.

G. Site Access

All personnel accessing the tower site will be required to have photo identification per Owner requirements. Access to the tower site for preparation of the RFP and for construction services shall be coordinated with Owner staff as designated.

H. Bonds

The successful bidder will be required to provide the following bonds in the amount of the contract: Payment Bond, Performance Bond, and Statutory Bond.

I. RFP List of Vendors Solicited

Pending.

END

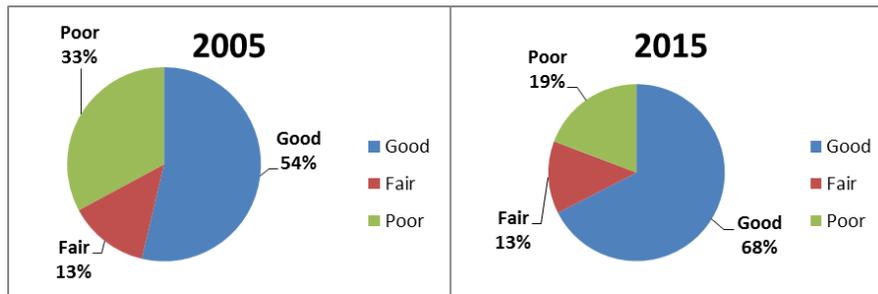
Purpose and Goal

The purpose and goals of this plan are:

1. Maintain streets using the Special Highway Fund, Street Sales Tax Fund, and Benefit District Payments.
2. Create a financing plan for the City to reconstruct a street (minimum of two blocks) every year
3. Provide funding for existing street preservation
4. Keep 70 percent of all streets in “fair” condition, 20 percent in “good” condition, and no more than 10 percent in “poor” condition in accordance with the rating methodology provided in attachment
5. Provide funding for sidewalk projects

Street Conditions

The City established a rating methodology in 2005. Unfortunately, updated ratings have not been conducted. Below is the comparison of street condition ratings for 2005 and 2015.



Revenue and Funding Targets

The City receives funding from the State of Kansas Gas Tax, benefit district payments for portions of projects, and the City established in 2009 a one percent street sales tax for street maintenance. This plan’s funding strategy is:

- Use 60 percent of the prior three years’ revenue average as its limit for pursuing reconstruction projects
- Use 30 percent of the prior three years’ revenue average as its limit for pursuing maintenance projects
- Restrict 10 percent of the prior three years’ revenue average as contingency

The following chart shows the limitations for the current funding cycle:

	2012	2013	2014	Factors:	60	30	10
				Average	Reconstruction	Maintenance	Contingency
Sales Tax	\$ 266,871	\$ 238,614	\$ 268,598	\$ 258,028	-	-	-
Gas Tax	\$ 122,363	\$ 122,830	\$ 123,869	\$ 123,021	-	-	-
District Pay-in	\$ 31,327	\$ 44,324	\$ 29,618	\$ 35,090	-	-	-
Total	\$ 420,561	\$ 405,768	\$ 422,085	\$ 416,138	\$ 249,682.83	\$ 124,841.42	\$ 41,613.81

Debt Service

The City currently has the following debt service payments made from the Gas Tax fund and the Sales Tax funds.

Project	Year completed	Total Loan	Rate	Annual Payment	Payments End	Remaining Balance as of Jan 2015
W. Rosewood	2004	\$ 562,925	3.62%	\$ 42,388	2024	\$ 340,790
S. &N. Main* (005)	2004	\$ 970,000	1.74%	\$ 39,708	2019	\$ 185,000
E. Rosewood	2008	\$ 400,000	3.74%	\$ 53,304	2018	\$ 193,443
E. Silkitter	2009	\$ 690,120	4.50%	\$ 57,617	2024	\$ 476,729
Cox Acres* (005)	2011	\$ 575,000	4.25%	\$ 54,713	2026	\$ 495,000
<i>Pending</i>						
Tanglewood/Orange	2015	\$ 290,000	3.50%	\$24,328	2030	\$ 290,000
<i>Planned</i>						
?	2015	\$ -	0.00%	\$0	2030	\$ -
Total		\$ 3,488,045		\$ 272,057		\$ 1,980,962
				(\$22,374)		

Roles

Person/Group	Responsibility
City Council	<ul style="list-style-type: none"> Review and adopt this plan annually Review and select specific maintenance and reconstruction priorities Provide oversight for the plan's execution.
Street Supervisor and Staff	<ul style="list-style-type: none"> Evaluate street conditions annually Perform small-scale street repairs Keep log of all street repairs Assist PW Director and City Engineer in planning and construction projects
Engineer	<ul style="list-style-type: none"> Plan project estimates Conduct design and construction administration Assist staff with evaluation
Public Works Director	<ul style="list-style-type: none"> Oversee compilation of street evaluations Coordinate vendors for maintenance projects Assist City Engineer with planning and construction projects
Administrator	<ul style="list-style-type: none"> Budget Maintain loan schedule Update this plan Coordinate annual review and priority selection process
Financial Advisor/ Bond Counsel	<ul style="list-style-type: none"> Provide estimates for financing Execute bond sale process Assist with benefit district process Provide advice on advisability of long-term financing instruments
City Clerk	<ul style="list-style-type: none"> Provide notices and publications related to financing requirements

Schedule

- May-July:** Budget reviewed for streets in accordance with capital planning and budget process, all streets are evaluated and condition data is compiled, estimates are prepared
- September:** Condition data is presented with recommendations, and projects are selected for the following year
- October-November:** Benefit district process begins, street design work
- January-February:** Projects are let for bidding
- April-September:** Construction and maintenance projects are executed

Planning

Expenses	2014 Actual	2015B	2016	2017	2018	2019	2020
Debt Service	\$ 215,455	\$ 251,455	\$ 267,565	\$ 275,242	\$ 275,242	\$ 221,938	\$ 178,506
Contract (Maint.)	\$ 80,000	\$ 131,800	\$ 124,841	\$ 124,841	\$ 124,841	\$ 124,841	\$ 124,841
PW (Maint.)	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total	\$ 395,455	\$ 483,255	\$ 492,407	\$ 500,084	\$ 500,084	\$ 446,779	\$ 403,347
Revenue	\$ 422,085	\$ 416,138					
Variance	\$26,630	(\$67,117)	(\$76,268)	(\$83,946)	(\$83,946)	(\$30,641)	\$12,791
End Cash Bal.	\$ 736,434	\$ 669,317	\$ 593,049	\$ 509,103	\$ 425,158	\$ 394,516	\$ 407,307

Notes

- Not all of debt service is currently paid out of Street Sales Tax monies.
- This does not include about \$65K levied in the General Fund for "streets" - primarily personnel.
- The PW (Maint.) requires reallocating \$40K to other funds.

Street Evaluation



REVIEWER INFORMATION						
Date:		Reviewer:				
STREET INFORMATION						
Street Name (Block):						
Approximate Length:	Ft.	Intersection:	<input type="checkbox"/> N	<input type="checkbox"/> E	<input type="checkbox"/> S	<input type="checkbox"/> W
Approximate Width:	Ft.	Quadrant:	<input type="checkbox"/> NE	<input type="checkbox"/> NW	<input type="checkbox"/> SE	<input type="checkbox"/> SW
STREET RATING						
Rating	Functional Classification	Surface Type	Visual Drainage Condition	Visual Surface Condition		
3	Arterial	N/A	Failure	Failure		
2	Collector	N/A	Poor	Poor		
1	Local (Residential)	Concrete, Asphalt, Brick	Fair	Fair		
0	Alley	Chip Seal, Gravel, Sand, Dirt	Good	Good		
STREET RATING TOTAL:						
RECOMMENDATIONS/COMMENTS						
ADDITIONAL OBSERVATIONS			STREET HISTORY			
Item	Yes	No	Month/Year	Maintenance Description		
Curb & Gutter						
Damaged Curb & Gutter						
Transverse Cracks						
Longitudinal Cracks						
Alligator Cracks						
Rutting						
Corrugation/Settling						
Raveling						
Potholes/Patches						
Other:						
<p>Functional Classification (for the purpose of the evaluation will be defined as follows):</p> <p>Arterial – Primary purpose of transporting people and goods and/or providing linkage between cities. Collector – Primary purpose of transporting people from one area of the city to another. Collectors gather traffic from local or residential streets and connect to an arterial system. Local (Residential) – Primary purpose of providing access to properties. Alley – Primary purpose of providing rear/side access to properties</p> <p>Surface Type: Surface types may include concrete, asphalt, brick, chip seal, gravel, sand and dirt. Asphalt, concrete, and brick surface types are given a higher rating due to the increased cost to remove, replace, and rehabilitate.</p> <p>Visual Drainage Condition: Based on a visual observation alone, many flooding and drainage items may not be apparent. The ratings for this section are based on the following: Failure – Historic or noticeable major drainage deficiencies. Immediate repair or improvement to avoid potential flooding of structures. Poor – Noticeable drainage deficiencies and/or moderate to severe erosion. Immediate repair or improvements to avoid potential roadway overtopping. Fair – Minor drainage issues. Street flooding and/or minor erosion are apparent. Good – No apparent or historic drainage issues.</p> <p>Visual Surface Condition: Failure – Severe surface and structural deficiencies. Immediate reconstruction recommended. Poor – Moderate to severe surface and/or structural deficiencies. Immediate maintenance, repair, or patching recommended. Fair – Minor surface deficiencies. Surface treatment and/or maintenance recommended. Good – New or like new surface conditions. Routine maintenance recommended.</p>						

Rose Hill City Council Packet

2014**2014 BUILDING PERMITS**

DATE	PERMIT	HOMEOWNER	ADDRESS	PROJECT	VALUE	PERMIT	CONTRACTOR
12/01/14	14-227	Valerie Denney	210 S Morris Street	Mechanical Permit		\$ 40.00	All Seasons Htg & Clg
12/01/14	14-228	Tim Garst	508 E Showalter Street	Hot Water Heater		\$ 30.00	Westside Plumbing
12/01/14	14-229	Marshall Frost	1118 McCaskey Drive	Siding Permit		\$ 30.00	Pro Exteriors
12/03/14	14-230	Larry Meyers	213 W Sienna Court	Fence Permit		\$ 25.00	Quality First Fence
12/05/14	14-231	Paul Mynatt	208 S Cedarwood Drive	Detached Garage	\$ 14,900.00	\$ 238.00	Schlenker Construction
12/08/14	14-232	Kenny Reynolds	213 E Waller Street	Plumbing Permit		\$ 30.50	Plumbco
12/11/14	14-233	Ginger Golden	204 E Waller Street	Plumbing Permit		\$ 30.00	Benjamin Franklin Plumbing
12/16/14	14-234	Nies Homes	3501 Bluestem	Finish Basement	\$ 10,000.00	\$ 158.00	Nies Construction
12/16/14	14-235	John Burns	#9 Frontier Lane	Gas Preasure Test		\$ 25.00	Rose Hill Plumbing
12/16/14	14-236	Dale Cochran	516 E School Street	New Detached Garage	\$ 14,000.00	\$ 202.00	Karst Garages Inc.
12/16/14	14-237	Rose Hill Bilble Church	1400 N Rose Hill Road	Sign Permit		\$ 40.00	Ron's Sign Company
12/16/14	14-238	Dave Key	629 N Main Street	Electrical Permit		\$ 25.00	All Hours Electric
12/17/14	14-239	Annabell Buller	212 Sienna Drive	Plumbing Permit		\$ 30.00	Rose Hill Plumbing
12/19/14	14-240	Brandon Ford	1714 Tanglewood Road	Remodel Permit	\$ 4,000.00	\$ 92.00	self
12/22/14	12-241	Kathy Barker	1118 N West Street	Mechanical Permit		\$ 54.00	Hanna Heating & Air
12/22/14	12-242	Rose Hill City Hall	312 S Strode Avenue	Electrical Permit		N/A	Tracy Electric
12/23/14	12-243	Nicholas Bowman	210 Sunflower Street	Plumbing Permit		\$30.00	Bowers Plumbing
12/24/14	12-244	Rose Hill Rec.Center	400 S Rose Hill Road	Sign Permit		\$ 40.00	LED Sign Company
12/29/14	12-245	Dianna Loeck	1015 McCaskey Drive	Plumbing Permit		\$ 35.50	Rose Hill Plumbing
12/29/14	12-246	Brad Keller	312 Berlin Drive	Plumbing Permit		\$ 30.00	Rose Hill Plumbing
12/29/14	14-247	Sarah Smith	3535 Summerchase	Fence Permit		\$ 25.00	Reddi Fence
12/29/14	14-248	Hupp Properties	218 W Young Street	Fence Permit		\$ 25.00	Seeders, Inc.
12/31/14	12-249	Vector Investments	629 N Main Street	Remodel Permit	\$ 7,500.00	\$ 136.00	Done Right Corportation

DECEMBER**\$ 50,400.00 \$ 1,371.00**



Rose Hill Police Department

P.O.Box 185 Rose Hill, Kansas 67133

Phone (316) 776-0191 Fax: (316) 776-0260

Arrests by Charge

1/6/2015

From: 1/1/2014 to 12/31/2014

<i>Charge Description:</i>	<i>Juvenile:</i>	<i>Adult:</i>
Arson; Non-dwelling of another w/o consent	2	0
Battery	0	1
Battery; Causing bodily harm	0	1
Disorderly conduct; Fighting words/noisy conduct	0	1
Domestic battery; Knowing/reckless bodily harm	0	6
Domestic battery; Physical contact in rude manner	0	3
Driver's lic; Display rev/susp DL	0	1
Driving while habitual violator	0	3
DUI; <21 YOA blood alcohol .02 to .08	1	0
DUI; 1st conviction	0	6
DUI; 2nd conviction	0	2
DWS; Misdemeanor; Unk conv	1	8
Forgery; Distributing written instrument	0	1
Liquor; Consumption/sale minor	6	2
Poss of certain hallucinogenics w/1 prior conv	1	2
Poss of stolen property; Misdemeanor	1	0
Possess paraphernalia to cultivate <5 plants	0	1
Possession of Certain Depressants	0	1
Possession of Certain Hallucinogenic Drugs	6	4
Stalking; Reckless conduct causing fear; 2nd	0	1
Theft of prop/services; Value less than \$1,000	0	3
Use/Poss w/intent Drug Para into Human Body	1	2
Warrant Arrest	0	21
Warrant arrest for other juris	0	6
TOTALS:	19	76

Rose Hill City Council Packet



Rose Hill Police Department

P.O.Box 185 Rose Hill, Kansas 67133

Phone (316) 776-0191 Fax: (316) 776-0260

Incidents by Offense

1/6/2015

From: 1/1/2014 to 12/31/2014

<i>Offense Description:</i>	<i>Total Contacts for The Specific Description:</i>
48 hour Parking	11
Abandoned Vehicle	1
Abuse of a child; Torchure or beating child <18	1
Accident - Hit & Run	11
Accident - Injury	1
Accident - PDO < \$1000	10
Accident - PDO > \$1000	14
Accident - Private Property	15
Agg assault	2
Agg burglary	1
Air Gun, Air Rifle, Bow and Arrow, Slingshot, BB/	1
Alarm, Bank	8
Alarm, Business	14
Alarm, Residential	34
Animal at Large (not cat or dog)	11
Arson; Non-dwelling of another w/o consent	2
Arson; Unknown circumstance	1
Assist Motorist	2
Assist Other Agency-Butler SO	98
Assist Other Agency-Fire	12
Assist Other Agency-Medical	34
Assist Other Agency-Other PD/SO/SRS	18
Assist Other Agency-Sedgwick SO	14
Battery; Causing bodily harm	3
Battery; Causing rude physical contact	3
Battery; School employee	1
Burglary; Building is a dwelling	6
Burglary; Building is a non-dwelling	4
Burglary; Vehicle or other means of conveyance	9
Child in Need of Care	8
Child in Need of Care-PPC	3
Citizen Assist	3
Civil Matter	12
Civil Standby	6
Consumption on Public Property	1
Crim damage to prop; Injure/defraud < \$1,000	3
Crim damage to prop; W/o consent \$1000-\$25,000	2

Page 1 of 3

Rose Hill City Council Packet

Incidents by Offense

1/6/2015

From: 1/1/2014 to 12/31/2014

<i>Offense Description:</i>	<i>Total Contacts for The Specific Description:</i>
Crim damage to prop; Without consent < \$1000	14
Crim use of financial card; Misdemeanor	1
Criminal threat; Cause terror, evac, disruption	1
Criminal trespass; Posted, locked, fence property	2
Criminal trespass; Unknown circumstance	4
Cruelty to animals; Fail to provide well being	2
Curfew - Children	3
Death - Unattended	2
Disorderly conduct; Fighting words/noisy conduct	10
Disorderly conduct; Unknown circumstance	8
Disturbance	28
Dog or Cat at Large	103
Domestic battery; Knowing/reckless bodily harm	4
Domestic battery; Physical contact in rude manner	4
Driving Across Lawns, Sidewalks, Yards, Crops	1
Driving Complaint	3
Driving while habitual violator	3
DUI; <21 YOA blood alcohol .02 to .08	1
DUI; 1st conviction	4
DUI; 2nd conviction	4
DWS; 1st conviction	2
DWS; Misdemeanor; Unk conv	10
Forgery; Distributing written instrument	2
Forgery; Making or altering a written instrument	1
Harrass by telecom device; Harrass phone/fax	3
Harrass by telecom device; Phone ring repeatedly	1
Harrass by telecom device; Threatening phone/fax	4
Harrass by telecom device; Trans obsc comment	1
Identity fraud; Supply false documentation	1
Identity theft	5
Indecent liberties w/ child; Unknown circumstance	1
Interference with LEO; Falsely report a crime	1
K-9 Deployment	4
Liquor; Consumption/sale minor	8
Misc report (Information only)	158
Missing Person	2
Mistreatment dependant adult; \$1000 - \$25,000	1
Noisy Animal	20
Open Door	51
Operate MV w/o valid license	1
Possess opiates/opium/narc drug and certain stim	1
Possession of Certain Depressants	1
Possession of Certain Hallucinogenic Drugs	11
Possession of Tobacco by Minor	3
Property, Found	22

Rose Hill City Council Packet

Incidents by Offense

1/6/2015

From: 1/1/2014 to 12/31/2014

<i>Offense Description:</i>	<i>Total Contacts for The Specific Description:</i>
Property, Lost	5
Rape; Forced	1
Reckless driving	2
Refuse breath test	1
Runaway	2
Sexual exploit of a child; Promote perform <14	1
Sexual exploit of a child; Promote perform <18	1
Sexual exploit of child; Poss media of <18	1
Sexual exploitation of a child; Unk circumstance	1
Stalking; Reckless conduct causing fear	1
Suicide - Completed/Attempted	4
Suspicious Activity	65
Theft by deception; < \$1000 w/2 or more theft con	3
Theft by deception; Value less than \$1,000	6
Theft of motor fuel; Value less than \$1,000	13
Theft of prop lost/mislaid; Owner known < \$1K	2
Theft of prop/services; Value \$1,000 to \$25,000	1
Theft of prop/services; Value less than \$1,000	32
Theft of property tlost/mislaid; Misdemeanor	1
Theft or prop/services; Felony	1
Traffic - Warning	1
Use/Poss w/intent Drug Para into Human Body	3
Veh; Unlawful Acts; e.g., registration	1
Vicious Animals	6
Viol of protection order; Protect from abuse	1
Viol of protection order; Stalking order	2
Warrant Arrest	23
Warrant Arrest - Other agency	5
Warrant arrest for other juris	1
Welfare Check	34
TOTAL INCIDENTS:	1118

Rose Hill City Council Packet



Rose Hill Police Department

P.O.Box 185 Rose Hill, Kansas 67133

Phone (316) 776-0191 Fax: (316) 776-0260

Ticket Violation Summary By Charge

1/6/2015

Tickets Issued Between: 01/01/2014 and 12/31/2014

<i>Code:</i>	<i>Violation:</i>	<i>Count:</i>
08 -0133	Vehicles; Display of license plates	1
08 -0134	Renewal of registration of certain vehicles	1
08 -0142	Vehicles; Unlawful Acts; e.g., registration	13
08 -0235	Operating a motor vehicle w/o valid license	4
08 -0237	Restricted driving permit; operate motor vehicle w	1
08 -0244	License to be carried and exhibited upon demand	3
08 -0252	Suspension/revocation of license for out-of-state	1
08 -0262	Driving while license cancelled/suspended/revoked	11
08 -0287	Driving while habitual violator	3
08 -0291	Violation of restrictions on driver's license or p	2
08 -0296	Farm driving permit; operating motor vehicle with	1
08 -1,129	Unlawful parking in accessible parking; blocking a	3
08 -1012	Refusal to submit to a preliminary breath test	6
08 -15,111	Use of Wireless Communication Device	2
08 -1507	Official traffic control devices; Required obedien	1
08 -1508	Traffic control signals	1
08 -1517	Improper passing on right	1
08 -1519	Driving on left side of roadway prohibited	1
08 -1520	Driving on left in no-passing zone	2
08 -1522	Improper driving on laned roadway	3
08 -1523	Following another vehicle too closely	2
08 -1526	Failure to yield right-of-way at uncontrolled inte	1
08 -1527	Failure to yield to approaching vehicle when turni	2
08 -1528	Stop signs and yeild signs: duties of drivers	10
08 -1529	Failure to yield from private road or driveway	1

Ticket Violation Summary By Charge

1/6/2015

Tickets Issued Between: 01/01/2014 and 12/31/2014

Code:	Violation:	Count:
08 -1548	Unsafe turning or stopping; Failure to give proper	1
08 -1551	Failure to stop or obey railroad crossing signal	1
08 -1552	Failure to stop at railroad crossing stop sign	1
08 -1557	Basic rule governing speed of vehicles	2
08 -1558	Maximum speed limits	63
08 -1565	Racing on highways	3
08 -1566	Reckless driving	3
08 -1567-D	Driving under influence of alcohol or drugs; 1st c	4
08 -1567-E	Driving under influence of alcohol or drugs; 2nd c	3
08 -1571	Parking, standing, or stopping in prohibited area	1
08 -1599	Transporting an open container	3
08 -1603	Accident involving damage to vehicle or property	1
08 -1703	Driving without headlights when needed	1
08 -1705	Defective headlamps on motor vehicle	5
08 -1706	Defective tail lamp on motor vehicle	3
08 -1725	Failure to dim headlights	1
08 -2503-A	Seatbelts Required - 18 or Older	11
08 -2503-B	Seatbelts Required - 14-17	1
40-3104	Motor Vehicle Liability Insurance	23
Total Traffic Charges Written this Period:		208

Rose Hill City Council Packet



Rose Hill Police Department

P.O.Box 185 Rose Hill, Kansas 67133

Phone (316) 776-0191 Fax: (316) 776-0260

Warning Ticket Violation Summary

1/6/2015

Warning Tickets Issued Between: 01/01/2014 and 12/31/2014

<i>Code:</i>	<i>Violation:</i>	<i>Count:</i>
08 -0133	Vehicles; Display of license plates	5
08 -0142	Vehicles; Unlawful Acts; e.g., registration	3
08 -1327	Non-driver's ID card; Unlawful Use	1
08 -15,1111	Use of Wireless Communications Device	2
08 -1507	Official traffic control devices; Required obedien	35
08 -1508	Traffic control signals	16
08 -1511	Lane, direction, control signals	1
08 -1520	Driving on left in no-passing zone	1
08 -1522	Improper driving on laned roadway	4
08 -1527	Failure to yield to approaching vehicle when turni	2
08 -1528	Stop signs and yeild signs: duties of drivers	8
08 -1529	Failure to yield from private road or driveway	2
08 -1532	Disobeying pedestrian traffic control device	1
08 -1533	Failure to yield to pedestrian in crosswalk	1
08 -1545	Improper turn or approach	8
08 -1548	Unsafe turning or stopping; Failure to give proper	1
08 -1551	Failure to stop or obey railroad crossing signal	1
08 -1558	Maximum speed limits	212
08 -1565	Racing on highways	1
08 -1571	Parking, standing, or stopping in prohibited area	3
08 -1572	Improper parking	1
08 -1596	Motorcycle clinging to other vehicle	1
08 -1598	Motorcycle helmet and eye-protection requirements	1
08 -1703	Driving without headlights when needed	6
08 -1705	Defective headlamps on motor vehicle	110

Warning Ticket Violation Summary

1/6/2015

Warning Tickets Issued Between: 01/01/2014 and 12/31/2014

Code:	Violation:	Count:
08 -1706	Defective tail lamp on motor vehicle	67
08 -1707	Defective reflectors on motor vehicle	1
08 -1721	Improper stop or turn signal	2
08 -1725	Failure to dim headlights	11
08 -1734	Defective brakes	2
08 -1740	Defective mirror	1
08 -1804	Defective motorcycle stop lamps and turn signals	3
Total Traffic Warnings Written this Period:		514

Rose Hill City Council Packet