



MEETING NOTICE
ROSE HILL CITY COUNCIL
REGULAR MEETING
Monday, December 19, 2016
7:00 p.m.
ROSE HILL CITY HALL/COUNCIL CHAMBERS
125 W. ROSEWOOD

WORKSHOP

- No workshop is scheduled for this meeting.

AGENDA

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

- Action Items:
 1. Review of Council meeting procedures (Mayor)
 2. Consensus training plan (Mayor)
 3. Direction on handling open records request by Councilmember Bill Baker for audio recording of City Council meeting
 4. Direction on the management of public information
 5. Charter ordinance to revise Governing Body election process
 6. Charter ordinance to address filling of Council vacancies
 7. Request to purchase a machine for turning valves
 8. Request to purchase a replacement snow plow attachment
 9. Resolution to write-off unpaid, uncollectable utility accounts
 10. Public hearing on 2016 Budget Amendments
 11. Adoption of 2016 Amended Budget

- Staff Reports

- Adjournment



MINUTES
THE REGULAR MEETING OF THE ROSE HILL CITY COUNCIL
MONDAY, DECEMBER 05, 2016 – 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 7:00 p.m. by Mayor Beth Pompa. Councilmembers present, Roger Perryn, Ross Chappell, Bill Baker, Lionel Diamond and Bob Klem. Administration and staff present: Austin Gilley, City Administrator; Kelly Mendoza, City Clerk, and Andrew Marino, City Attorney.

Invocation and Flag Salute

Pastor Robert Varner, Rose Hill Bible Church gave the invocation, followed by the flag salute.

Approval of Minutes

Motion by L. Diamond: To approve the 11/21/2016 Regular Council Meeting minutes as presented. Second by R. Chappell with motion passing 5-0.

Claims

Motion by R. Perryn: To approve the payment of claims for Appropriation Ordinance #25. Second by L. Diamond with motion passing 5-0.

Citizen Forum

Don Waller, 222 E. Waller came before Council to inquire about the painting of crosswalks, residential speed limits and parking regulations.

Ed Templin, 1627 N. Rose Hill Road had questions regarding the press release from the Mayor regarding RV parking.

Robert Varner, 1267 Rose Hill Road spoke on a matter pertaining to Councilmember Baker.

Gary Weaver, 1422 Tanglewood Court inquired about water billing adjustments in the event of a water line break.

Approval of Agenda

Motion by R. Chappell: To approve the agenda as presented. Second by R. Perryn with motion passing 5-0.

Review of RV parking regulation controversy

No action was taken.

Motion by R. Perryn to take a 5 minute recess @ 8:01 p.m. Second by R. Chappell with motion passing 5-0.

**Meeting reconvened @ 8:06 p.m.

Resolution authorizing the lease-purchase of a public works vehicle

Motion by R. Perryn authorizing Resolution #561 for the lease-purchase of a public works vehicle with Rose Hill Bank. Second by L. Diamond with motion passing 5-0.

2017 Cereal Malt Beverage licenses

Motion by R. Perryn: To approve the Cereal Malt Beverage licenses for Casey's General Store, Pizza Hut and Dollar General. Second by L. Diamond with motion passing 5-0.

Staff Reports

Administrator Gilley updated the Council with the latest status report. No action was taken.

Adjournment

Motion by R. Perryn: To adjourn the meeting at 8:30 p.m. Second by L. Diamond with motion passing 5-0.

Respectfully submitted:

Kelly Mendoza
City Clerk



Council Expense Approval Report

By Vendor Name

Payable Dates 12/06/2016 - 12/19/2016

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Vendor: 0349 - All Seasons Cooling & Heat, Inc.					
All Seasons Cooling & Heat, Inc.	12/19/2016	Repairs to City Hall smoke detector circuit	Building Repair	100-110-400291	548.52
All Seasons Cooling & Heat, Inc.	12/19/2016	Repairs to City Hall smoke detector circuit	Building Repair	100-110-400291	178.00
Vendor 0349 - All Seasons Cooling & Heat, Inc. Total:					726.52
Vendor: 3314 - Associated Integrated Marketing					
Associated Integrated Marketing	12/19/2016	Survey Advertising	Professional Services	100-160-400310	265.28
Associated Integrated Marketing	12/19/2016	Survey Advertising	Professional Services	112-112-400310	257.48
Associated Integrated Marketing	12/19/2016	Survey Advertising	Professional Services	113-113-400310	257.48
Vendor 3314 - Associated Integrated Marketing Total:					780.24
Vendor: 2131 - Atlas Electric					
Atlas Electric	12/19/2016	Lights for Vet Memorial & Flag Poles	Veterans Memorial	118-170-400508	4,600.00
Vendor 2131 - Atlas Electric Total:					4,600.00
Vendor: 3228 - Atlas MD					
Atlas MD	12/19/2016	Direct Primary Care	HEALTH INSURANCE	100-110-400403	112.00
Atlas MD	12/19/2016	Direct Primary Care	HEALTH INSURANCE	100-120-400403	40.00
Atlas MD	12/19/2016	Direct Primary Care	HEALTH INSURANCE	100-140-400403	40.00
Atlas MD	12/19/2016	Direct Primary Care	HEALTH INSURANCE	113-113-400403	128.00
Atlas MD	12/19/2016	Direct Primary Care	Cafeteria Plan Withholding	114-110-100210	120.00
Atlas MD	12/19/2016	Direct Primary Care	HEALTH INSURANCE	300-130-400403	160.00
Vendor 3228 - Atlas MD Total:					600.00
Vendor: 3022 - Atwoods					
Atwoods	12/19/2016	Bib Overalls	Uniforms and Service	113-113-400375	34.88
Vendor 3022 - Atwoods Total:					34.88
Vendor: 0515 - Autobody Connection, Inc.					
Autobody Connection, Inc.	12/19/2016	Unit #9 brakes	Equipment Repair	100-130-400290	374.00
Autobody Connection, Inc.	12/19/2016	Unit #9 brakes	Equipment Repair	100-130-400290	457.31
Autobody Connection, Inc.	12/19/2016	Unit #5 water pump & service	Equipment Repair	100-130-400290	272.84
Autobody Connection, Inc.	12/19/2016	Unit #5 water pump & service	Equipment Repair	100-130-400290	263.50
Autobody Connection, Inc.	12/19/2016	Battery for Unit 203	Vehicle Repair & Maintenance	100-120-400295	155.00
Autobody Connection, Inc.	12/19/2016	Battery for Unit 208	Vehicle Repair & Maintenance	100-120-400295	155.00
Autobody Connection, Inc.	12/19/2016	Trailer Wiring Repair	Equipment Repair	100-130-400290	177.50
Vendor 0515 - Autobody Connection, Inc. Total:					1,855.15
Vendor: 3193 - Bank of America					
Bank of America	12/16/2016	H.S.A.	Cafeteria Plan Withholding	114-110-100210	100.00
Vendor 3193 - Bank of America Total:					100.00
Vendor: 3231 - BG Lawn & Landscaping, Inc.					
BG Lawn & Landscaping, Inc.	12/19/2016	Mowing services	Professional Services	100-140-400310	2,446.54
Vendor 3231 - BG Lawn & Landscaping, Inc. Total:					2,446.54
Vendor: 1891 - Butler County Jail					
Butler County Jail	12/19/2016	Inmate Housing - Nov 16	Prisoner Housing	100-120-400365	210.00
Vendor 1891 - Butler County Jail Total:					210.00
Vendor: 2930 - Casey's General Store					
Casey's General Store	12/19/2016	Fuel	Fuel	100-130-400225	14.28
Casey's General Store	12/19/2016	Fuel	Fuel	100-140-400225	14.28
Casey's General Store	12/19/2016	Fuel	Fuel	112-112-400225	14.28

Rose Hill City Council Packet

Council Expense Approval Report

Payable Dates: 12/06/2016 - 12/19/2016

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Casey's General Store	12/19/2016	Fuel	Fuel	113-113-400225	14.28
Vendor 2930 - Casey's General Store Total:					57.12
Vendor: 3109 - CASH					
CASH	12/19/2016	Replenish petty cash	Miscellaneous	100-120-400400	188.81
Vendor 3109 - CASH Total:					188.81
Vendor: 2695 - CENEX Fleet Fueling					
CENEX Fleet Fueling	12/19/2016	Fuel	Fuel	100-120-400225	838.55
CENEX Fleet Fueling	12/19/2016	Fuel	Fuel	100-130-400225	78.49
CENEX Fleet Fueling	12/19/2016	Fuel	Fuel	100-140-400225	78.48
CENEX Fleet Fueling	12/19/2016	Fuel	Fuel	112-112-400225	78.49
CENEX Fleet Fueling	12/19/2016	Fuel	Fuel	113-113-400225	78.48
Vendor 2695 - CENEX Fleet Fueling Total:					1,152.49
Vendor: 0131 - City of Wichita - Water Dept.					
City of Wichita - Water Dept.	12/19/2016	Water Purchase	WATER PURCHASE	112-112-400910	17,631.90
Vendor 0131 - City of Wichita - Water Dept. Total:					17,631.90
Vendor: 3331 - Copy Center of Topeka					
Copy Center of Topeka	12/19/2016	CMB License forms	Office Supplies	100-110-400410	69.50
Vendor 3331 - Copy Center of Topeka Total:					69.50
Vendor: 1742 - Cox Communications					
Cox Communications	12/19/2016	Internet & Phone	Internet Service	100-110-400212	132.69
Cox Communications	12/19/2016	Internet & Phone	Telephone	100-110-400215	265.41
Cox Communications	12/19/2016	Internet & Phone	Internet Service	112-112-400212	132.70
Cox Communications	12/19/2016	Internet & Phone	Telephone	112-112-400215	265.40
Cox Communications	12/19/2016	Internet & Phone	Internet Service	113-113-400212	132.70
Cox Communications	12/19/2016	Internet & Phone	Telephone	113-113-400215	265.40
Vendor 1742 - Cox Communications Total:					1,194.30
Vendor: 0029 - Delta Dental of Kansas					
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	100-110-400404	86.20
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	100-120-400404	230.93
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	100-121-400404	25.90
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	100-140-400404	86.20
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	101-110-400404	25.90
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	112-112-400404	51.25
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	113-113-400404	138.00
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Cafeteria Plan Withholding	114-110-100210	182.65
Delta Dental of Kansas	12/19/2016	Dental Insurance Premiums	Dental Insurance	300-130-400404	86.20
Vendor 0029 - Delta Dental of Kansas Total:					913.23
Vendor: 2584 - Dollar General - Regions 410526					
Dollar General - Regions 410526	12/19/2016	Office Supplies	Office Supplies	100-120-400410	8.00
Vendor 2584 - Dollar General - Regions 410526 Total:					8.00
Vendor: 0882 - Earl Herren Insurance Inc.					
Earl Herren Insurance Inc.	12/19/2016	Bond - Utiity Billing Clerk	OTHER INSURANCE	100-110-400406	100.00
Vendor 0882 - Earl Herren Insurance Inc. Total:					100.00
Vendor: 2472 - Emprise Bank					
Emprise Bank	12/19/2016	Car Payment	Vehicle Lease Payments	100-120-400912	5,947.62
Vendor 2472 - Emprise Bank Total:					5,947.62
Vendor: 3316 - Entenmann-Rovin Co.					
Entenmann-Rovin Co.	12/19/2016	Badges (7)	Uniforms and Service	100-120-400375	721.90
Vendor 3316 - Entenmann-Rovin Co. Total:					721.90
Vendor: 2841 - Fastenal Company					
Fastenal Company	12/19/2016	Shop hardware (nuts & bolts)	Operating Supplies	100-130-400395	5.68
Fastenal Company	12/19/2016	Shop hardware (nuts & bolts)	Operating Supplies	100-140-400395	5.70
Fastenal Company	12/19/2016	Shop hardware (nuts & bolts)	Operating Supplies	112-112-400395	5.70
Fastenal Company	12/19/2016	Shop hardware (nuts & bolts)	Operating Supplies	113-113-400395	5.70
Fastenal Company	12/19/2016	Tool Kits for Trucks	Operating Supplies	100-130-400395	63.00
Fastenal Company	12/19/2016	Tool Kits for Trucks	Operating Supplies	100-140-400395	63.00

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Payable Dates: 12/06/2016 - 12/19/2016

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Fastenal Company	12/19/2016	Tool Kits for Trucks	Operating Supplies	112-112-400395	62.98
Fastenal Company	12/19/2016	Tool Kits for Trucks	Operating Supplies	113-113-400395	63.00
Fastenal Company	12/19/2016	Paint strainers	Operating Supplies	100-130-400395	100.00
Vendor 2841 - Fastenal Company Total:					374.76
Vendor: 2823 - Fort Bend Services, Inc.					
Fort Bend Services, Inc.	12/19/2016	Polymer for WWTF Belt Filter Press	Operating Supplies	113-113-400395	1,395.00
Vendor 2823 - Fort Bend Services, Inc. Total:					1,395.00
Vendor: 1767 - Garnett Auto Supply #4					
Garnett Auto Supply #4	12/19/2016	Air tank	Operating Equipment	100-140-400235	45.28
Garnett Auto Supply #4	12/19/2016	Air filters	Operating Supplies	100-130-400395	144.29
Garnett Auto Supply #4	12/19/2016	Battery	Operating Supplies	100-130-400395	90.86
Vendor 1767 - Garnett Auto Supply #4 Total:					280.43
Vendor: 3245 - George, Bowerman & Noel, P.A.					
George, Bowerman & Noel, P.A.	12/19/2016	Auditing Services	Professional Services	100-110-400310	4,894.16
George, Bowerman & Noel, P.A.	12/19/2016	Auditing Services	Library Audit	101-110-400600	750.00
George, Bowerman & Noel, P.A.	12/19/2016	Auditing Services	Professional Services	112-112-400310	4,894.17
George, Bowerman & Noel, P.A.	12/19/2016	Auditing Services	Professional Services	113-113-400310	4,894.17
Vendor 3245 - George, Bowerman & Noel, P.A. Total:					15,432.50
Vendor: 3186 - Gilley, Austin					
Gilley, Austin	12/19/2016	Reimbursement for travel	Training	100-110-400230	92.88
Vendor 3186 - Gilley, Austin Total:					92.88
Vendor: 1095 - Gilliland & Hayes, LLC					
Gilliland & Hayes, LLC	12/19/2016	City Attorney Fees - Nov 16	Legal Fees	100-110-400250	1,800.00
Gilliland & Hayes, LLC	12/19/2016	City Prosecutor Fees - Nov 16	Legal Fees	100-121-400250	1,512.46
Vendor 1095 - Gilliland & Hayes, LLC Total:					3,312.46
Vendor: 0041 - Great Plains Communications					
Great Plains Communications	12/19/2016	Phone extension updates	Professional Services	100-110-400310	457.70
Vendor 0041 - Great Plains Communications Total:					457.70
Vendor: 3270 - Great West Financial					
Great West Financial	12/16/2016	Deferred Comp.	Deferred Compensation	114-110-100220	600.00
Great West Financial	12/16/2016	Deferred Comp.	Deferred Compensation	114-110-100220	329.98
Vendor 3270 - Great West Financial Total:					929.98
Vendor: 0475 - Halls Culligan, Inc.					
Halls Culligan, Inc.	12/19/2016	Drinking Water - Admin	Professional Services	100-110-400310	17.95
Vendor 0475 - Halls Culligan, Inc. Total:					17.95
Vendor: 2461 - HD Supply Waterworks, LTD					
HD Supply Waterworks, LTD	12/19/2016	Sensus Base Stations Annual Maintenance Fee	Water meter supplies	112-112-400396	2,100.00
Vendor 2461 - HD Supply Waterworks, LTD Total:					2,100.00
Vendor: 3223 - Health Equity					
Health Equity	12/16/2016	H.S.A.	Cafeteria Plan Withholding	114-110-100210	25.00
Vendor 3223 - Health Equity Total:					25.00
Vendor: 1063 - Interlingual Services, Inc.					
Interlingual Services, Inc.	12/19/2016	Interpreter Services	Professional Services	100-120-400310	78.90
Interlingual Services, Inc.	12/19/2016	Interpreter Services	Professional Services	100-120-400310	108.90
Vendor 1063 - Interlingual Services, Inc. Total:					187.80
Vendor: 0066 - K.P.E.R.S.					
K.P.E.R.S.	12/16/2016	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	1,448.16
K.P.E.R.S.	12/16/2016	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	820.91
K.P.E.R.S.	12/16/2016	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	3,331.64
K.P.E.R.S.	12/16/2016	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	141.48

Rose Hill City Council Packet

Council Expense Approval Report

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
K.P.E.R.S.	12/16/2016	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	222.16
Vendor 0066 - K.P.E.R.S. Total:					5,964.35
Vendor: 1358 - Kansas Gas Service					
Kansas Gas Service	12/19/2016	Utilities - Gas	Natural Gas	100-110-400211	315.44
Kansas Gas Service	12/19/2016	Utilities - Gas	Natural Gas	112-112-400211	56.33
Kansas Gas Service	12/19/2016	Utilities - Gas	Natural Gas	113-113-400211	175.33
Vendor 1358 - Kansas Gas Service Total:					547.10
Vendor: 0603 - Kansas One-Call System, Inc.					
Kansas One-Call System, Inc.	12/19/2016	Locates - Nov. 16	Professional Services	112-112-400310	24.00
Kansas One-Call System, Inc.	12/19/2016	Locates - Nov. 16	Professional Services	113-113-400310	24.00
Vendor 0603 - Kansas One-Call System, Inc. Total:					48.00
Vendor: 1547 - Kansas Payment Center					
Kansas Payment Center	12/19/2016	Child Support Payments	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	1,417.06
Vendor 1547 - Kansas Payment Center Total:					1,417.06
Vendor: 1041 - Kansas Peace Officers Assoc.					
Kansas Peace Officers Assoc.	12/19/2016	2017 Membership dues	Membership Fees & Dues	100-120-400240	300.00
Vendor 1041 - Kansas Peace Officers Assoc. Total:					300.00
Vendor: 2237 - KDHE- Bureau of Water					
KDHE- Bureau of Water	12/19/2016	Renewal - Class 4 Wastewater License	Membership Fees & Dues	113-113-400240	20.00
KDHE- Bureau of Water	12/19/2016	Renewal - Class 2 Wastewater License	Membership Fees & Dues	113-113-400240	20.00
Vendor 2237 - KDHE- Bureau of Water Total:					40.00
Vendor: 2480 - Konica Minolta Business Solutions					
Konica Minolta Business Solutions	12/19/2016	Copier Usage - Admin	Copier Expense	100-110-400216	127.49
Vendor 2480 - Konica Minolta Business Solutions Total:					127.49
Vendor: 0150 - KS Dept. of Revenue					
KS Dept. of Revenue	12/19/2016	CMB Tax	State CMB License Fees	100-110-400415	100.00
Vendor 0150 - KS Dept. of Revenue Total:					100.00
Vendor: 0076 - League of Kansas Municipalities					
League of Kansas Municipalities	12/19/2016	LKM Membership Dues & Subscription	Membership Fees & Dues	100-110-400240	623.29
League of Kansas Municipalities	12/19/2016	LKM Membership Dues & Subscription	Membership Fees & Dues	112-112-400240	623.10
League of Kansas Municipalities	12/19/2016	LKM Membership Dues & Subscription	Membership Fees & Dues	113-113-400240	623.10
Vendor 0076 - League of Kansas Municipalities Total:					1,869.49
Vendor: 3194 - Lee Media Group					
Lee Media Group	12/19/2016	Web Services and Support	Computer Services	100-110-400320	18.20
Vendor 3194 - Lee Media Group Total:					18.20
Vendor: 0740 - Legal Shield					
Legal Shield	12/19/2016	Employee Paid Premiums	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	28.90
Vendor 0740 - Legal Shield Total:					28.90
Vendor: 0004 - Meridian Analytical Labs, LLC					
Meridian Analytical Labs, LLC	12/19/2016	Bi-Monthly KDHE Water Samples	LABORATORY FEES	112-112-400775	30.00
Vendor 0004 - Meridian Analytical Labs, LLC Total:					30.00
Vendor: 0144 - Murphy Tractor & Equipment Co.					
Murphy Tractor & Equipment Co.	12/19/2016	John Deere mower parts	Equipment Repair	100-130-400290	12.29
Murphy Tractor & Equipment Co.	12/19/2016	John Deere mower parts	Equipment Repair	100-140-400290	12.29
Murphy Tractor & Equipment Co.	12/19/2016	John Deere mower parts	Equipment Repair	112-112-400290	12.29
Murphy Tractor & Equipment Co.	12/19/2016	John Deere mower parts	Equipment Repair	113-113-400290	12.29

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	100-130-400290	130.08
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	100-130-400290	39.30
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	100-140-400290	39.29
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	100-140-400290	130.09
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	112-112-400290	39.29
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	112-112-400290	130.09
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	113-113-400290	130.09
Murphy Tractor & Equipment Co.	12/19/2016	Service to John Deere	Equipment Repair	113-113-400290	39.29
Vendor 0144 - Murphy Tractor & Equipment Co. Total:					726.68
Vendor: 1831 - Pocket Press, Inc.					
Pocket Press, Inc.	12/19/2016	Criminal Law Books	Reference Pubs & Subscriptions	100-120-400330	98.40
Vendor 1831 - Pocket Press, Inc. Total:					98.40
Vendor: 2184 - Premier Landscaping, Inc.					
Premier Landscaping, Inc.	12/19/2016	Mulch for City Hall shrub beds	Operating Supplies	100-140-400395	600.00
Vendor 2184 - Premier Landscaping, Inc. Total:					600.00
Vendor: 1113 - Professional Engineering Consultants					
Professional Engineering Consultants	12/19/2016	Vet Memorial Inspection	Veterans Memorial	118-170-400508	642.62
Vendor 1113 - Professional Engineering Consultants Total:					642.62
Vendor: 0100 - Quill Corporation					
Quill Corporation	12/19/2016	Office supplies	Office Supplies	100-110-400410	27.99
Quill Corporation	12/19/2016	Office supplies	Office Supplies	100-110-400410	89.98
Quill Corporation	12/19/2016	Office supplies	Office Supplies	100-110-400410	19.99
Quill Corporation	12/19/2016	Office supplies	Office Supplies	100-110-400410	39.99
Quill Corporation	12/19/2016	Office supplies	Office Supplies	100-110-400410	18.10
Quill Corporation	12/19/2016	Office supplies	Office Supplies	100-110-400410	42.99
Quill Corporation	12/19/2016	Office supplies	OFFICE SUPPLIES	112-112-400410	15.09
Quill Corporation	12/19/2016	Office supplies	OFFICE SUPPLIES	113-113-400410	27.99
Quill Corporation	12/19/2016	Office Supplies	Office Supplies	100-120-400410	14.98
Vendor 0100 - Quill Corporation Total:					297.10
Vendor: 0987 - Ravenscraft Implement Inc.					
Ravenscraft Implement Inc.	12/19/2016	Bush Hog Parts	Equipment Repair	100-130-400290	32.41
Ravenscraft Implement Inc.	12/19/2016	Bush Hog Parts	Equipment Repair	100-140-400290	32.41
Ravenscraft Implement Inc.	12/19/2016	Bush Hog Parts	Equipment Repair	112-112-400290	32.41
Ravenscraft Implement Inc.	12/19/2016	Bush Hog Parts	Equipment Repair	113-113-400290	32.41
Vendor 0987 - Ravenscraft Implement Inc. Total:					129.64
Vendor: 0108 - Rose Hill Bank - S					
Rose Hill Bank - S	12/16/2016	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	3,300.29
Rose Hill Bank - S	12/16/2016	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	1,027.84
Rose Hill Bank - S	12/16/2016	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	4,394.86
Rose Hill Bank - S	12/16/2016	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	324.86
Rose Hill Bank - S	12/16/2016	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	305.41
Rose Hill Bank - S	12/16/2016	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	75.96
Vendor 0108 - Rose Hill Bank - S Total:					9,429.22
Vendor: 0395 - Smith & Loveless					
Smith & Loveless	12/19/2016	Vacuum Prime Lift Station Parts	Operating Supplies	113-113-400395	377.29
Vendor 0395 - Smith & Loveless Total:					377.29
Vendor: 2793 - State of Kansas					
State of Kansas	12/16/2016	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	1,182.96

Rose Hill City Council Packet

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Payable Dates: 12/06/2016 - 12/19/2016

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
State of Kansas	12/16/2016	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	74.52
Vendor 2793 - State of Kansas Total:					1,257.48
Vendor: 2771 - Sunflower Bank					
Sunflower Bank	12/16/2016	H.S.A.	Cafeteria Plan Withholding	114-110-100210	205.00
Vendor 2771 - Sunflower Bank Total:					205.00
Vendor: 3195 - Taser International					
Taser International	12/19/2016	Battery Pack Taser	Operating Supplies	100-120-400395	217.41
Vendor 3195 - Taser International Total:					217.41
Vendor: 3190 - TK Fast, Inc.					
TK Fast, Inc.	12/19/2016	Exterior security cameras	Operating Equipment	100-120-400235	710.00
TK Fast, Inc.	12/19/2016	Exterior security cameras	Veterans Memorial	118-170-400508	1,941.00
TK Fast, Inc.	12/19/2016	Interior camera & installation	Building Repair	100-110-400291	420.00
Vendor 3190 - TK Fast, Inc. Total:					3,071.00
Vendor: 1483 - Verizon Wireless					
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	100-110-400215	91.91
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	100-120-400215	529.23
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	100-130-400215	20.01
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	100-140-400215	20.00
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	100-150-400215	80.02
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	112-112-400215	20.01
Verizon Wireless	12/19/2016	Cell Phones & Data	Telephone	113-113-400215	20.00
Vendor 1483 - Verizon Wireless Total:					781.18
Vendor: 1561 - VISA - First Bankcard Center					
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Operating Supplies	100-110-400395	66.31
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Miscellaneous	100-110-400400	22.65
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Office Supplies	100-110-400410	40.35
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Uniforms and Service	100-120-400375	1,833.09
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Operating Supplies	100-120-400395	36.60
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Economic Development	100-170-400503	1,175.92
VISA - First Bankcard Center	12/19/2016	PD Uniforms, XMas decor, Veterans Ceremony	Veterans Memorial	118-170-400508	771.48
Vendor 1561 - VISA - First Bankcard Center Total:					3,946.40
Vendor: 3060 - Vision Care Direct					
Vision Care Direct	12/19/2016	Vision Care Premiums	VISION INSURANCE	100-120-400405	113.84
Vision Care Direct	12/19/2016	Vision Care Premiums	VISION INSURANCE	100-121-400405	20.36
Vision Care Direct	12/19/2016	Vision Care Premiums	VISION INSURANCE	101-110-400405	4.34
Vision Care Direct	12/19/2016	Vision Care Premiums	VISION INSURANCE	112-112-400405	23.70
Vision Care Direct	12/19/2016	Vision Care Premiums	VISION INSURANCE	113-113-400405	23.14
Vendor 3060 - Vision Care Direct Total:					185.38
Vendor: 1525 - Waste Connections of Wichita					
Waste Connections of Wichita	12/19/2016	Trash Service	Trash Service	100-110-400217	32.27
Waste Connections of Wichita	12/19/2016	Trash Service	Trash Service	100-120-400217	32.26
Waste Connections of Wichita	12/19/2016	Trash Service	Trash Service	100-140-400217	222.66
Waste Connections of Wichita	12/19/2016	Trash Service	Trash Service	112-110-400217	133.28
Waste Connections of Wichita	12/19/2016	Trash Service	Trash Service	113-110-400217	133.28
Vendor 1525 - Waste Connections of Wichita Total:					553.75
Vendor: 0065 - Westar Energy					
Westar Energy	12/19/2016	Utilities - Electric	Electricity	100-110-400210	629.06
Westar Energy	12/19/2016	Utilities - Electric	Storm Sirens	100-120-400214	76.28
Westar Energy	12/19/2016	Utilities - Electric	Electricity (Expires 2015)	100-140-400210	332.23
Westar Energy	12/19/2016	Utilities - Electric	Street Lights	100-170-400501	2,389.65
Westar Energy	12/19/2016	Utilities - Electric	Electricity	112-112-400210	492.92

Rose Hill City Council Packet

Council Expense Approval Report

Payable Dates: 12/06/2016 - 12/19/2016

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Westar Energy	12/19/2016	Utilities - Electric	Electricity	113-113-400210	1,454.79
Vendor 0065 - Westar Energy Total:					5,374.93
Vendor: 1653 - Wichita State University					
Wichita State University	12/19/2016	KS Economic Outlook Conference	Training	100-110-400230	140.00
Wichita State University	12/19/2016	REAP Member Training	Training	100-110-400230	20.00
Vendor 1653 - Wichita State University Total:					160.00
Grand Total:					102,488.73

Rose Hill City Council Packet

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	36,200.60
101 - LIBRARY FUND	780.24
112 - WATER UTILITY	27,126.86
113 - SEWER UTILITY	10,520.09
114 - PAYROLL WITHHOLDING	19,659.64
118 - CAPITAL IMP. RESERVE 2000	7,955.10
300 - SPECIAL STREETS & HIGHWAY	246.20
Grand Total:	102,488.73

Account Summary

Account Number	Account Name	Payment Amount
100-110-400210	Electricity	629.06
100-110-400211	Natural Gas	315.44
100-110-400212	Internet Service	132.69
100-110-400215	Telephone	357.32
100-110-400216	Copier Expense	127.49
100-110-400217	Trash Service	32.27
100-110-400230	Training	252.88
100-110-400240	Membership Fees & Dues	623.29
100-110-400250	Legal Fees	1,800.00
100-110-400291	Building Repair	1,146.52
100-110-400310	Professional Services	5,369.81
100-110-400320	Computer Services	18.20
100-110-400395	Operating Supplies	66.31
100-110-400400	Miscellaneous	22.65
100-110-400403	HEALTH INSURANCE	112.00
100-110-400404	Dental Insurance	86.20
100-110-400406	OTHER INSURANCE	100.00
100-110-400410	Office Supplies	348.89
100-110-400415	State CMB License Fees	100.00
100-120-400214	Storm Sirens	76.28
100-120-400215	Telephone	529.23
100-120-400217	Trash Service	32.26
100-120-400225	Fuel	838.55
100-120-400235	Operating Equipment	710.00
100-120-400240	Membership Fees & Dues	300.00
100-120-400295	Vehicle Repair & Mainten...	310.00
100-120-400310	Professional Services	187.80
100-120-400330	Reference Pubs & Subscri...	98.40
100-120-400365	Prisoner Housing	210.00
100-120-400375	Uniforms and Service	2,554.99
100-120-400395	Operating Supplies	254.01
100-120-400400	Miscellaneous	188.81
100-120-400403	HEALTH INSURANCE	40.00
100-120-400404	Dental Insurance	230.93
100-120-400405	VISION INSURANCE	113.84
100-120-400410	Office Supplies	22.98
100-120-400912	Vehicle Lease Payments	5,947.62
100-121-400250	Legal Fees	1,512.46
100-121-400404	Dental Insurance	25.90
100-121-400405	VISION INSURANCE	20.36
100-130-400215	Telephone	20.01
100-130-400225	Fuel	92.77
100-130-400290	Equipment Repair	1,759.23
100-130-400395	Operating Supplies	403.83
100-140-400210	Electricity (Expires 2015)	332.23
100-140-400215	Telephone	20.00

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Account Summary

Account Number	Account Name	Payment Amount
100-140-400217	Trash Service	222.66
100-140-400225	Fuel	92.76
100-140-400235	Operating Equipment	45.28
100-140-400290	Equipment Repair	214.08
100-140-400310	Professional Services	2,446.54
100-140-400395	Operating Supplies	668.70
100-140-400403	HEALTH INSURANCE	40.00
100-140-400404	Dental Insurance	86.20
100-150-400215	Telephone	80.02
100-160-400310	Professional Services	265.28
100-170-400501	Street Lights	2,389.65
100-170-400503	Economic Development	1,175.92
101-110-400404	Dental Insurance	25.90
101-110-400405	VISION INSURANCE	4.34
101-110-400600	Library Audit	750.00
112-110-400217	Trash Service	133.28
112-112-400210	Electricity	492.92
112-112-400211	Natural Gas	56.33
112-112-400212	Internet Service	132.70
112-112-400215	Telephone	285.41
112-112-400225	Fuel	92.77
112-112-400240	Membership Fees & Dues	623.10
112-112-400290	Equipment Repair	214.08
112-112-400310	Professional Services	5,175.65
112-112-400395	Operating Supplies	68.68
112-112-400396	Water meter supplies	2,100.00
112-112-400404	Dental Insurance	51.25
112-112-400405	VISION INSURANCE	23.70
112-112-400410	OFFICE SUPPLIES	15.09
112-112-400775	LABORATORY FEES	30.00
112-112-400910	WATER PURCHASE	17,631.90
113-110-400217	Trash Service	133.28
113-113-400210	Electricity	1,454.79
113-113-400211	Natural Gas	175.33
113-113-400212	Internet Service	132.70
113-113-400215	Telephone	285.40
113-113-400225	Fuel	92.76
113-113-400240	Membership Fees & Dues	663.10
113-113-400290	Equipment Repair	214.08
113-113-400310	Professional Services	5,175.65
113-113-400375	Uniforms and Service	34.88
113-113-400395	Operating Supplies	1,840.99
113-113-400403	HEALTH INSURANCE	128.00
113-113-400404	Dental Insurance	138.00
113-113-400405	VISION INSURANCE	23.14
113-113-400410	OFFICE SUPPLIES	27.99
114-110-100210	Cafeteria Plan Withholding	632.65
114-110-100220	Deferred Compensation	929.98
114-110-100300	FEDERAL W/H TAX PAYAB...	3,605.70
114-110-100310	FICA W/H TAX PAYABLE	5,823.52
114-110-100320	STATE W/H TAX PAYABLE	1,257.48
114-110-100350	RETIREMENT WITHHOLDI...	5,964.35
114-110-100400	MISCELLANEOUS DEDUCT...	1,445.96
118-170-400508	Veterans Memorial	7,955.10
300-130-400403	HEALTH INSURANCE	160.00
300-130-400404	Dental Insurance	86.20
	Grand Total:	102,488.73

Rose Hill City Council Packet

Project Account Summary

Project Account Key
None

Payment Amount
102,488.73

102,488.73

Grand Total:

Rose Hill City Council Packet

City of Rose Hill, Kansas
City Council
Code of Procedure
(Adopted Nov. 17, 2014)

A. Declaration of Policy

The City of Rose Hill City Council hereby establishes a supplemental Code of Procedure to ensure its decisions and policy are made through proper channels and procedure in order that the public will have confidence in its Council. It is recognized that Council members hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of the State of Kansas and to carry out impartially the laws of the Nation, State, and City. They are bound to discharge faithfully the duties of the office regardless of personal considerations, recognizing that the long-term public interest must be their primary concern. Council members should always remember that the purpose of City government is to provide services to the residents and businesses of the City.

B. Meeting Procedure

Where not specified here or in City Code, the Council shall use the *Code of Procedure for Kansas Cities, Second Edition*, published by the League of Kansas Municipalities. Where not specified in that code, the Council shall use *Robert's Rules of Order, Newly Revised*.

C. Role of the Mayor

The Mayor is responsible for orderly conduct and keeping the meeting and members on task. The Mayor may call speakers to order if the Mayor believes doing so is in the best interest of maintaining order and decency.

D. Role of City Staff

The City Clerk is responsible for keeping accurate minutes on the actions of the Governing Body. The City Administrator or his or her designee is responsible for providing information to the Governing Body, responding to inquiries, and seeking clarification necessary to properly implement the policy direction of the Council.

E. Order of Business

The Council shall conduct business at regular meetings in the following order: Call to Order, Invocation and Flag Salute, Consent Agenda, Citizen Forum, Approval of Agenda, Action Items, Staff Reports, Adjournment.

F. Citizen Forum

Citizens desiring to comment to the Governing Body must be recognized by the Mayor, and after which must state their name and address for the purpose of recording both in the minutes. The citizen forum period may not exceed 30 minutes, and the Mayor may limit the time of each citizen based upon the number of people wishing to speak. Citizens and Council members may not engage in conversation or debate during the citizen forum period. Citizen comments are to be directed to the Mayor. The Mayor may end the comment period of any or all citizens if the Mayor believes doing so is in the best interest of maintaining order and decency.

G. Approval of Agenda

The City Administrator is responsible for preparing the agenda and distributing a copy of the agenda to each Governing Body member not less than 48 hours prior to the meeting and making it available to the public at that time. Any Governing Body member or the City Administrator may request to have an item placed on the agenda. Members of the public may not place an item on the agenda but may have a Governing Body member sponsor such an item. The Council must vote to approve the agenda in the Approval of Agenda item in its order of business. Council may vote to add items to the agenda prior to the Approval of Agenda. Any item added to the agenda that does not have practical time constraints may be discussed but not voted on during the same meeting. Executive sessions may be held at any time in the order of business where necessary and legally justified.

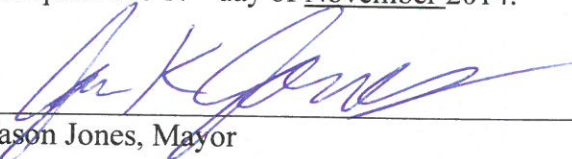
H. Suspension of Rules

The City Council may vote to suspend these or any rules of procedure if it deems necessary. The motion to suspend must include a reason.


I. Penalty

The City Council may vote to adopt a resolution to censure any member of the Governing Body who violates this or any code, rule, ordinance, law, or policy.

Adopted this 17th day of November 2014.

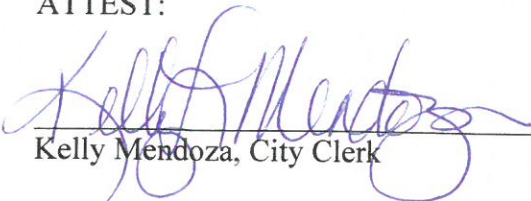


Jason Jones, Mayor



Bob Klem, Council President

ATTEST:



Kelly Mendoza, City Clerk



Austin Gilley

From: Kelly Mendoza
Sent: Monday, December 12, 2016 2:35 PM
To: Austin Gilley
Subject: FW: Open Records Request

Kelly Mendoza

City Clerk
City of Rose Hill
316- 776-2712
kmendoza@cityofrosehill.com

From: Bill Baker [mailto:billbaker@powerdozer.com]
Sent: Monday, December 12, 2016 2:35 PM
To: Kelly Mendoza <kmendoza@cityofrosehill.com>
Subject: Open Records Request

MS Kelly Mendoza
Rose Hill City Clerk

Request I be able to review and copy the audio tape made by the city clerk during the December 5, 2016, council meeting.

Please advised availability of dates that I may review and copy this audio tape, (cell [REDACTED]).

Please maintained this audio tape until this request is granted or final disposition is determined.

Thank You

Bill Baker
211 E Osage, Rose Hill KS 67133

Rose Hill City Council Packet

RESOLUTION No. 509

A Resolution concerning preparation and maintenance of the proceedings of meetings of the Governing Body of the City of Rose Hill, Kansas.

WHEREAS, written minutes of the proceedings of meetings are essential to document the results of City Council meetings; and

WHEREAS it is a statutory responsibility of the City Clerk to maintain minutes of the meetings; and

WHEREAS audio recordings of the meetings, in conjunction with written notes, are helpful to the City Clerk in preparation of the meetings, but are often inconclusive as to the identity of speakers or can become garbled, tapes are not a reliable record of proceedings; and

WHEREAS the City of Rose Hill desires to maintain a single official written copy of minutes; and

WHEREAS there should be one official set of minutes and audio recordings might be viewed as a duplicate but different set of minutes;

NOW THEREFORE BE IT RESOLVED that:

1. The City Clerk shall make an audio tape recording of meeting proceedings to assist in preparation of official minutes.
2. Once minutes of proceedings are approved by the City Council, audio tape recordings of the proceedings shall be destroyed.

PASSED AND ADOPTED this 21st day of July, 2014.



Jason Jones, Mayor

ATTEST:



Kelly Mendoza, City Clerk



MEMORANDUM

TO: Rose Hill Governing Body

FROM: Andrew Marino

RE: Proposed Charter Ordinances on City Elections and governing body vacancies

DATE: December 12, 2016

I've attached a couple of proposed Charter Ordinances to be introduced for consideration by the Council at the next meeting. The League of Kansas Municipalities recommends both of the proposed Charter Ordinances.

The first C.O. on Elections and Terms of Office changes the election calendar for the city and extends certain terms of office to sync up with the altered election calendar enacted by the state legislature, all in accordance with state statutory changes. It will be my recommendation that the governing body pass this C.O.

The second C.O. on filling vacancies in the governing body is recommended by the LKM, because of confusion caused by a new statute more tightly regulating the filling of vacancies, but it is not as critical.

Here is some commentary from the LKM on the new law passed by the legislature regarding vacancies on the governing body:

Filling Governing Body Vacancies

The Act also creates new rules for filling governing body vacancies. The intent of L. 2015, ch. 88, sec. 71 is to require cities to hold special elections to fill vacancies in the governing body if those vacancies are not filled within 60 days. However, these sections conflict with a number of current statutes, and there are numerous ways to interpret their effect. L. 2015, ch. 88, sec. 71 requires vacancies in the governing body be filled by a majority vote of its remaining members if a city does not have a policy to fill governing body vacancies. This directly conflicts with K.S.A. 15-201, which requires that mayors in mayor-council cities of the third class fill vacancies with the consent of the council. The League has identified two different ways to interpret L. 2015, ch. 88, sec. 71:

- *Treat this section as a separate, standalone vacancy-filling process, which would allow cities to choose to use it OR choose to use the city's own vacancy-filling process or the statutory process for its respective class and form of city. If the city chooses the latter, it could ignore the special election requirement for vacancies not filled within 60 days; OR*
- *Read L. 2015, ch. 88, sec. 71 together with existing vacancy-filling statutes. Under this interpretation, cities may fill their vacancies using their own procedure for filling vacancies (or, if none, a majority of the remaining governing body members), and if the vacancy isn't filled after 60 days, a special election must be held to fill it.*

The League anticipates that L. 2015, ch. 88, sec. 71 will be codified in a non-uniform article of the statute books, and we encourage cities to consider chartering out of its requirements.

The LKM has published a full article on its recommendation that cities charter out of this new law, and I have attached it to the memorandum for the council to review.

In addition to these Charter Ordinances, I raise the following issues with the current version of the City Code:

- Because the terms begin and end on the second Monday in January (per K.S.A. 25-2120 as amended), there is a suggestion by the LKM to amend the city code (1-203) to provide for a regular meeting on that date in order to allow the oaths of office to be taken on the day terms begin. Otherwise a special meeting could be called on a yearly basis.
- Finally, city code 1-301 (based on K.S.A. 15-204) provides for the appointment of city officers to occur in May. This has not been modified, although the LKM has been considering modification of the statute through proposed legislation. Until that happens, the council could choose to move the appointments up to correspond with the newly changed terms of elected officials, which would require Rose Hill to charter out of KSA 15-204. My view is that appointments can continue to be made in May, but if others want to change the appointments date, we can do that.

An Analysis of the New Governing Body Vacancy Filling Process

By Nicole Proulx Aiken

Since the legislative session ended, League staff has fielded numerous questions concerning moving elections to the fall, the effects of the property tax lid, and implementing new sign regulations. An issue not garnishing as much attention, but still important, is the new governing body vacancy filling process found in L. 2015, ch. 88, sec. 71.ⁱ This article discusses the different approaches cities can take to address this new law.

L. 2015, ch. 88, sec. 71 establishes new rules for filling governing body vacancies. Under the law, cities that have a governing body vacancy filling process may continue to follow their procedure. If the city fails to fill the vacancy within 60 days, however, the city must conduct a special election. For cities that do not have a local process for filling governing body vacancies, the law requires that the remaining members of the governing body – including the mayor – appoint the new member by a majority vote. If the remaining members of the governing body fail to make an appointment within 60 days of the vacancy, the city must conduct a special election.

While the new law seems straightforward, it conflicts with several statutes that provide procedures for filling governing body vacancies depending on the class of the city and/or the city's form of government. [See K.S.A. 12-10a04 (modified mayor-council form of government); K.S.A. 13-513 (city of the first class, mayor-council form of government); K.S.A. 14-204 (city of the second class, mayor-council form of government); K.S.A. 14-308 (city of the second class, mayor-council form of government); K.S.A. 14-1305 (city of the second class, commission form of government); K.S.A. 15-201 (city of the third class, mayor-council form of government); K.S.A. 15-311 (city of the third class, mayor-council form of government); and K.S.A. 15-1405 (city of the third class, mayor-commission form of government)] L. 2015, ch. 88, sec. 71 did not repeal these statutes, which means cities can interpret the new law in many ways:

1. Cities can follow the new law or follow the statute that applies to their class and/or form of government. If a city has chartered out of the statute that applies to their class and/or form of government, (example: a city of the third class with a council form of government that chartered out of K.S.A. 15-201) the city can choose to follow the new law or its charter ordinance;
2. Cities can read the new law together with the existing vacancy filling statutes. Under this interpretation, cities may fill their vacancies using the procedure outlined in the statute (or respective charter ordinance) that applies to their class and/or form of government. The city would then hold a special election if it could not fill the vacancy within 60 days. Please note, however, this may lead to absurd results especially in cities of the second and third class with commission forms of governments. These cities are already required to fill a governing body vacancy within 10 days; or

3. Cities can take the position that the new law conflicts so much with other vacancy filling statutes that it takes precedence. In that case, the city would follow the new law.

The city manager form of government adds another layer of complexity. The legislature recodified the city manager form of government statutes in the same legislation as the new governing body vacancy filling process. While the legislature retained the city manager form of government, it repealed K.S.A. 12-1036d, which provided the governing body vacancy filling process for that form of government. Because the legislature repealed this statute, cities with the city manager form of government that were following K.S.A. 12-1036d must abide by the new law.

What should cities do?

The purpose behind L. 2015, ch. 88, sec. 71 is to ensure cities fill governing body vacancies in a timely manner so citizens are properly represented in their communities. The League agrees that this is an important policy concern and advises cities to fill governing body vacancies as soon as possible. Nevertheless, because the application of L. 2015, ch. 88, sec. 71 causes significant confusion, the League recommends every city charter out of the new law. In July, the Office of Revisor of Statutes provided a composite listing of the new, repealed, and amended statutes from the 2015 legislative session. According to the list, the new governing body vacancy filling process will be in K.S.A. Supp. 12-104a. The League has always believed that cities – following the constitutional home rule authority approved by Kansas voters in 1960 – may charter out of most statutes in Chapter 12, because the enactment is nonuniform. Thus, it is the League’s opinion that cities can and should charter out of this new law. Unless a city desires to put its vacancy-filling process in a charter ordinance, the League recommends cities simply exempt themselves from the law. In summary, while the League believes it is important for every city to fill a governing body vacancy as soon as possible, because of the ongoing confusion of L. 2015, ch. 88, sec. 71, the League recommends every city charter out of the new law.

Footnotes

ⁱ The legislature also changed the governing body vacancy filling processes established in K.S.A. 12-344 and K.S.A. 2014 Supp. 12-363, which respectively apply only to the Unified Government of Wyandotte County and the Unified Government of Greeley County. (See L. 2015, ch. 88, sec. 72-73)

CHARTER ORDINANCE NO. _____

A CHARTER ORDINANCE EXEMPTING THE CITY OF ROSE HILL, KANSAS, FROM THE PROVISIONS OF K.S.A. 15-201, RELATING TO THE ELECTION OF OFFICERS, THEIR TERMS OF OFFICE, TRANSITIONS TO NOVEMBER ELECTIONS, THE FILLING OF GOVERNING BODY VACANCIES, AND NOMINATION PETITIONS; AND, PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT; AND REPEALING CHARTER ORDINANCE NO. 6.

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

Section 1. The City of Rose Hill, Kansas, by the power vested in it by Article 12, Section 5 of the Kansas Constitution hereby elects to and does exempt itself and make inapplicable to it the provisions of K.S.A. 15-201, which applies to this city, but is part of an enactment which does not apply uniformly to all cities.

Section 2. The governing body shall consist of a mayor and five council members to be elected to terms as set forth herein. The mayor and council members shall be residents and qualified electors of the City of Rose Hill, Kansas.

Section 3. Those governing body positions with terms expiring in April 2017, shall expire on the second Monday in January of 2018, when the city officials elected in the November 2017 general election take office. Those governing body positions with terms expiring in April 2019 shall expire on the second Monday in January of 2020, when the city officials elected in the November 2019 general election take office.

Section 4. General elections shall take place on the Tuesday succeeding the first Monday in November 2017. Succeeding elections will be held every two years for all such governing body positions whose terms have expired. A mayor and two council members shall be elected at one election, and the remaining three council members shall be elected at the succeeding election. The mayor and all council members shall have four year terms.

Section 5. In case of a vacancy in the council occurring by reason of resignation, death, or removal from office or from the city, the mayor, by and with the advice and consent of the remaining council members, shall appoint an elector to fill the vacancy until the next election for that office. In case any person elected as a council member neglects or refuses to qualify within 30 days after election, the council member shall be deemed to have refused to accept the office and a vacancy

Rose Hill City Council Packet

shall exist. The mayor may, with the consent of the remaining council members, appoint a suitable elector to fill the vacancy.

Section 6. In case of a vacancy in the office of mayor, the president of the council shall become mayor until the next regular election for that office and a vacancy shall occur in the office of the council member becoming mayor.

Section 7. In accordance with K.S.A. 25–205, and amendments thereto, any person may become a candidate for city office elected at large by having had filed on their behalf, a nomination petition or a declaration of candidacy, accompanied by any fee required by law. The nomination petition must be signed by 25 qualified electors of the city or by a number of such qualified electors of the city equal to not less than 10% of the ballots cast at the last general city election, whichever is less.

Section 8. All elections for the City of Rose Hill, Kansas shall be nonpartisan.

Section 9. This Charter Ordinance shall be published once each week for two consecutive weeks in the official city newspaper.

Section 10. This Charter Ordinance shall take effect 61 days after the final publication unless a sufficient petition for a referendum is filed, requiring a referendum to be held on the ordinance as provided by Article 12, Section 5, Subsection (c)(3) of the Constitution of the State of Kansas, in which case this Charter Ordinance shall become effective upon approval by the majority of the electors voting thereon.

Passed by the Governing Body, not less than two-thirds of the members elect voting in favor thereof, this ____ day of _____, 20__.

CITY OF ROSE HILL, KANSAS

Beth Pompa, Mayor

Attest:

Kelly Mendoza, City Clerk

CHARTER ORDINANCE NO. _____

A CHARTER ORDINANCE EXEMPTING THE CITY OF ROSE HILL, KANSAS, FROM THE PROVISIONS OF L. 2015, CHAPTER 88, SECTION 71, RELATING TO THE FILLING OF GOVERNING BODY VACANCIES.

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

Section 1. The City of Rose Hill, Kansas, by virtue of the power vested in it by Article 12, Section 5 of the Constitution of the State of Kansas, hereby elects and does exempt itself and make inapplicable to it L. 2015, Chapter 88, Section 71, relating to the filling of governing body vacancies, which enactment applies to this city, but does not apply uniformly to all cities.

Section 2. This charter ordinance shall be published once each week for two consecutive weeks in the official city newspaper.

Section 3. This charter ordinance shall take effect 61 days after final publication unless a sufficient petition for a referendum is filed and a referendum held on the ordinance as provided in Article 12, Section 5, Subsection (c)(3) of the Constitution of the State of Kansas, in which case the ordinance shall become effective if approved by the majority of the electors thereon.

Passed by the Governing Body, not less than two-thirds of the members elect voting in favor thereof, this _____ day of _____, 20____.

CITY OF ROSE HILL, KANSAS

Beth Pompa, Mayor

Attest:

Kelly Mendoza, City Clerk

Rose Hill City Council Packet

QUOTATION
 HDSFM
 D/B/A USABBLUEBOOK
 PO Box 9004
 Gurnee, IL 60031-9004
 Toll free: 1-800-548-1234
 Fax: (847) 689-3030

NO. 855028
 Page 1
 12/01/16

Ship-to: 2
 ROSE HILL, CITY OF

Bill-to: 472145
 ROSE HILL CITY OF

125 W ROSEWOOD ST
 ROSE HILL KS 67133-9301
 USA

PO BOX 185
 ROSE HILL KS 67133
 USA

REFERENCE #	EXPIRES	SLSP	TERMS	WH	FREIGHT	SHIP VIA
120116	12/31/16	JEG	NET 30	50	FXD/PPD	DAYTON FREIGHT

QUOTED BY: JEG | QUOTED TO: DILLAN CURTIS

ITEM	DESCRIPTION	QUANTITY	UM	PRICE	UM	EXTENSION
11543	Portable Valve Operator Electric Powered (Wachs P/2) ITEM IN STOCK AT TIME OF QUOTE *****SHIPPING MOTOR FREIGHT***** *****DILLAN CURTIS 316-250-2821***** *****TO CONVERT THIS QUOTE PLEASE CONTACT JOHANNA GASTON AT 847-775-6921 OR X7692*****	1	EA	6450.00	EA	6450.00
11547	Valve Key/Socket 8' for Wachs P/2 Valve Operator, 2 PC ITEM	1	EA	275.00	EA	275.00

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

TO ORDER --

For your convenience, you may simply sign below and return via fax to 847-689-3030. We will process your order promptly and fax a confirmation so you know we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department @ 800-548-1234. Please note any changes to the quantities or shipping address. Thanks for choosing USABBlueBook.

 Authorization Signature

 PO Number (if required)

MERCHANDISE	MISC	TAX	FREIGHT	TOTAL
6725.00	.00	.00	247.26	6972.26

USE THIS QUOTE # ON PO's!

Rose Hill City Council Packet

RESOLUTION #521

A RESOLUTION ESTABLISHING THE “SNOW AND ICE RESPONSE POLICY” (2015) FOR THE CITY OF ROSE HILL, KANSAS.

WHEREAS, the City of Rose Hill City Council (City) is dedicated to providing an immediate and efficient response to weather related traffic hazards; and

WHEREAS, in order to operate efficiently and effectively certain priorities and procedures are necessary to guide the response operation; and

WHEREAS, the City has prepared a written policy, 2015 Snow and Ice Response Policy, detailing the priorities and procedures.

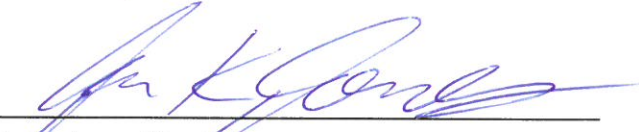
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROSE HILL, KANSAS:

Section 1: The Governing Body approves the 2015 Snow and Ice Response Policy for this and future years.

Section 2: The “2015 Snow and Ice Response Policy” may be amended by resolution as the Governing Body deems necessary. The policy shall be open to inspection and available to the public at all reasonable hours.

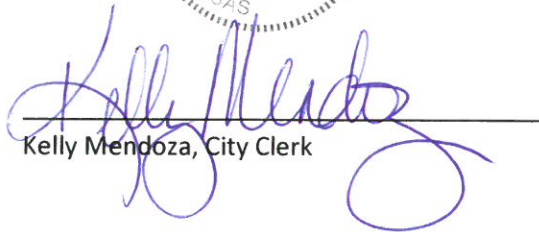
Passed and adopted this 5th day of January , 2015.





Jason Jones, Mayor

ATTEST



Kelly Mendoza, City Clerk

Rose Hill City Council Packet



SNOW AND ICE RESPONSE POLICY

Effective: January 2015
City Council **Resolution 521**

Mission

The City of Rose Hill is dedicated to providing an immediate and efficient response to weather related traffic hazards.

Objective

The objectives of the Snow and Ice Response Policy is to

1. Make roads passable as much as possible for emergency response vehicles
2. Reduce the hazard of inclement road conditions for motorists and pedestrians
3. Facilitate the allocation of resources in providing this service
4. Maintain safe, passable school bus routes
5. Mitigate the impact of snow and ice storms on in-town commerce

This policy facilitates the coordination of personnel, equipment, and materials involving the Department of Public Works and Police Department during inclement weather.

Roles

City Council: Confirm this plan and review as necessary

Street Superintendent: Maintain inventory of supplies and vehicles, have responsibility for initiating this plan, contacting and dispatching crew, maintaining communication with public safety officials and Public Works Director, exercising sound judgment when circumstances may dictate deviation from the plan, and making recommendations for amendments to this plan as necessary

Public Works Director: Maintain communication with Street Superintendent and assist as needed, assist with dispatching, and keep the Mayor and City Administrator informed on any significant developments

Public Works Crew: Operate equipment necessary to treat and remove snow and ice at the direction of the Street Superintendent

Public Safety: Assist with execution of the plan particularly helping identify problem areas, critical locations, and emergency needs

Butler County: Assist with maintaining County Roads such as Rose Hill Road and Rosewood (until such assistance is provided, City will treat these as its own for the purpose of this policy)

City Administrator: Help facilitate inter-agency and multi-jurisdictional cooperation

Priorities

1. Emergency Routes and Arterial Traffic Routes as designated in attached map

2. All essential municipal and public facilities, school zones, train track intersections, problem intersections, and major intersections
3. Collector Traffic Routes as designated in the attached map
4. Minor Collector Traffic Routes as designated in the attached map
5. Residential streets
6. Non-essential municipal and public facilities
7. Sidewalks for which City is responsible as designated in the attached map

Note: The street-type designations used in this plan do not necessarily correspond to street type designations used for engineering, planning, State, or Federal classification systems.

Equipment and Materials

The City maintains the following equipment and materials:

- ~~1989 Ford L8000 dump truck with plow and salt brine applicator~~
- 1995 Ford L8000 dump truck with plow and sand spreader
- 2001 Chevy 2500 with plow
- 2002 Ford F250 with plow
- 2014 Bobcat Skid Steer
- 2013 John Deer front-end loader
- 2000 Caterpillar front-end loader
- 160 tons of sand (approximate three storms worth)
- Salt brine is typically donated by the City of Derby and picked up as needed
- Snow fence panels

Operations Matrix

WEATHER CONDITIONS	ACTION	RESPONSE	EQUIPMENT SOURCES	EMERGENCY SERVICES
Less than 3" of Snowfall	-Brine Pre-treating -Salt & Sand Spreading -Plowing where and if necessary (drifts)	-Treatment of Intersections -Bridges and Primary Traffic Routes -Facility ice melt at entrances	-Truck mounted brine tanker and spreader	None
3" to 6" Snowfall	-Plowing and Sanding streets -Plowing sidewalks	-Plow will begin as soon as practical after snowfall. -Ice melt application on sidewalks adjacent to City facilities	-All snow equipment	-Traffic control assistance as necessary based on weather and road conditions
6" Snowfall and above	-Plowing and Sanding streets and sidewalks	-Repeat plowing of drifting areas -Apply salt/sand	-All snow equipment	-Traffic control assistance as necessary based on weather and road conditions

General Process

- Prior to the snow storm season (approximately November 1), the City will ensure:
 - All equipment is operational and in working order
 - Staff is trained in operation
 - Staff is informed of the expectation to follow this plan
 - Snow fencing is installed where known drift locations occur
- Anti-icing treatments will begin upon forecast of severe weather. Every attempt will be made to treat the pavement surfaces before they become glazed or icy. Brine and Sanding units will be dispatched in accordance with the priorities established in this plan.
- Generally, snow removal is not necessary for accumulation less than 3". Pre-treatment procedures will be implemented as necessary to maintain safe driving conditions. Staff will monitor road conditions and respond accordingly. Typically, snow removal begins as soon as practical after snowfall has ceased. Every effort will be made to provide safe driving conditions prior to peak traffic hours from 6 a.m. to 9 a.m. and 4 p.m. to 6 p.m.
- Employees who live in Rose Hill City Limits and are responsible for snow removal may drive home snow removal equipment when severe weather is anticipated to ensure they are not prevented from accessing equipment essential to executing this City service.
- Depending on the duration of the snowfall event, it may be necessary to continually clear arterial streets in order to assure public safety. Once snowfall has ceased, priority streets within the City will be cleared before snow removal begins on collector streets.
- A snow emergency is defined as a point in time when 3" of snow has fallen and continues to fall or if weather forecasts indicate that additional snow will fall. At that time employees will begin plowing as close as practical to the time the snowfall ceases. The intent is to avoid plowing more than once for a single snowfall. Depending on the amount of snow, the City's goal is to plow and to clear all arterial and collector streets within 48 hours. Final clean up of areas will take place after removal operations cease. The City is not responsible for snow/ice deposits in driveways or sidewalks due to the removal operations.
- The City does not have an ordinance prohibiting parking on streets during winter weather. As such, the City cannot plow both sides of Minor Collector and Residential streets. The City plans to make a center path on these streets – this reduces the amount of plowed snow gathering on driveways and sidewalks. The City also does not have an ordinance requiring adjacent property owners to clear sidewalks.
- This policy is not intended to create any duty to any individual member of the public or to protect any particular or circumscribed class of persons.

Scheduling and Callout Procedures

The Street Superintendent or his or her designee, with assistance from the Police Department, will monitor street conditions to determine when to begin snow removal and/or pre-treatment operations. The Police Department will notify Public Works of snow and ice conditions requiring immediate attention. The Street Superintendent will determine when additional operators will be

needed to meet the priorities and goals detailed in this plan, and he or she also is responsible for allocating work hours to ensure safe operations, continuity of normal City operations, and preventing excessive overtime.

Operators

The City commits the following positions to snow and ice response and purposes to operate as much as possible without incurring unnecessary overtime expenses.

- Street Superintendent
- Maintenance Operator (four positions)
- Water/Wastewater Operator
- Water/Wastewater Supervisor
- Public Works Director

Priorities and exceptions

In determining priority routes, considerations are given to topography, traffic volumes, and special usage. Heavily traveled routes are given greater priority. Streets adjacent to schools and commercial areas are given additional consideration and are identified as first priority areas. With available resources, the City expects to be able to clear all City streets with 48 to 72 hours of a four- to six-inch snow. For snowfalls over six inches or prolonged periods of cold conditions and repeated snowfalls, the City may not be able to clear all streets within that same time frame and will focus on the established priorities in this plan. Nothing in this plan shall preclude the City from exercising sound judgment in accordance with prevailing conditions and circumstances, including but not limited to: Equipment breakdowns, weather so severe as to cause crews to be called in from the streets, equipment rendered inadequate by the depths of the snow or drifts, employee rest periods and stops required for fueling or refilling of material spreaders and general maintenance, and unforeseen emergencies.

Damage to Property

Only mailboxes that have been damaged by City snowplows will be repaired by the City. Temporary repairs will be made by the City to mailboxes that are hit by the City plow to avoid interruption of mail service. Permanent repairs will be made when weather permits. The City is not responsible for sprinkler heads, shrubbery, planters or any decorative materials located in the right-of-ways that are damaged as a result of snowplowing. If a property owner's grass is damaged, the damaged area will be repaired by the Public Works Department when the schedule allows. The City is not responsible for cleaning of right-of-ways due to build up of sand or for dead grass due to chemical applications from City deicing operations.

Street Classifications/Snow Routes

1. Arterial
 - Rose Hill Road, extent of City limits

- East and West Rosewood, extent of City limits
- East Silkmitter, from Rose Hill Road to City limits
- East School, Rose Hill Road to Bentwood

2. Collector

- Bentwood, School to Silkmitter
- Strode, School to Parkwood
- Warren, School to Silkmitter
- Berry, RHRD to Strode
- Ridgeway and Park and Berlin (loop)
- McCaskey and Young, to Rose Hill Road (loop)
- E. Waitt and Main, to Rosewood
- Osage and Tanglewood and Foxbrier, to Rose Hill Road (loop)

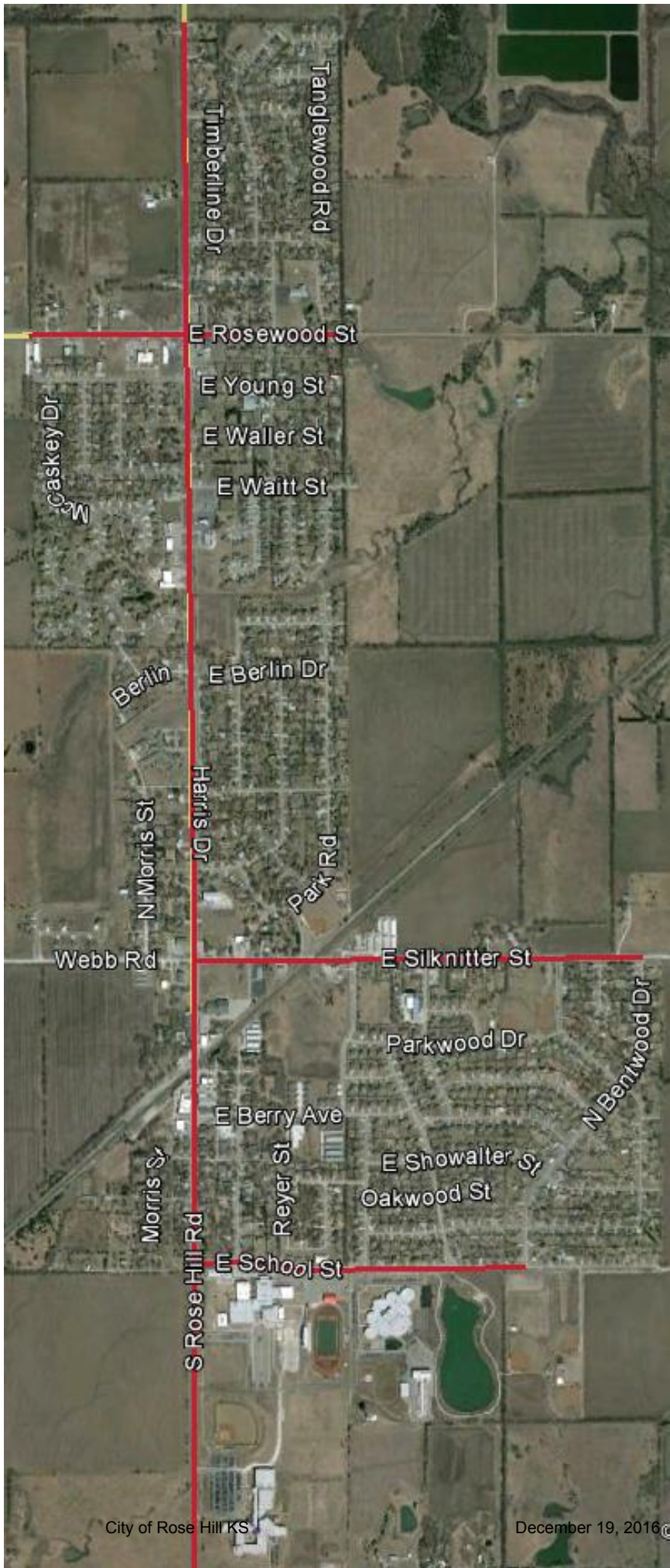
3. Minor Collector

- Cedarwood and Parkwood and Warren (loop)
- Poston, Silkmitter to Parkwood
- Park Lane, Silkmitter to Park
- West Waitt, Rose Hill Road to McCaskey
- Cedar Point Circle
- N. Main, Rosewood to Osage
- *Sienna Drive, Rose Hill Road to SW 150th
- *Sienna Drive, Timber Trail, Stoney Creek, Pine Creek, Willow Creek

*Sienna Ranch streets are designated minor collectors due to the logistical complications of the location of the City's snow removal equipment. These streets likely would be the first of the minor collectors cleared.

Maps

See attached.



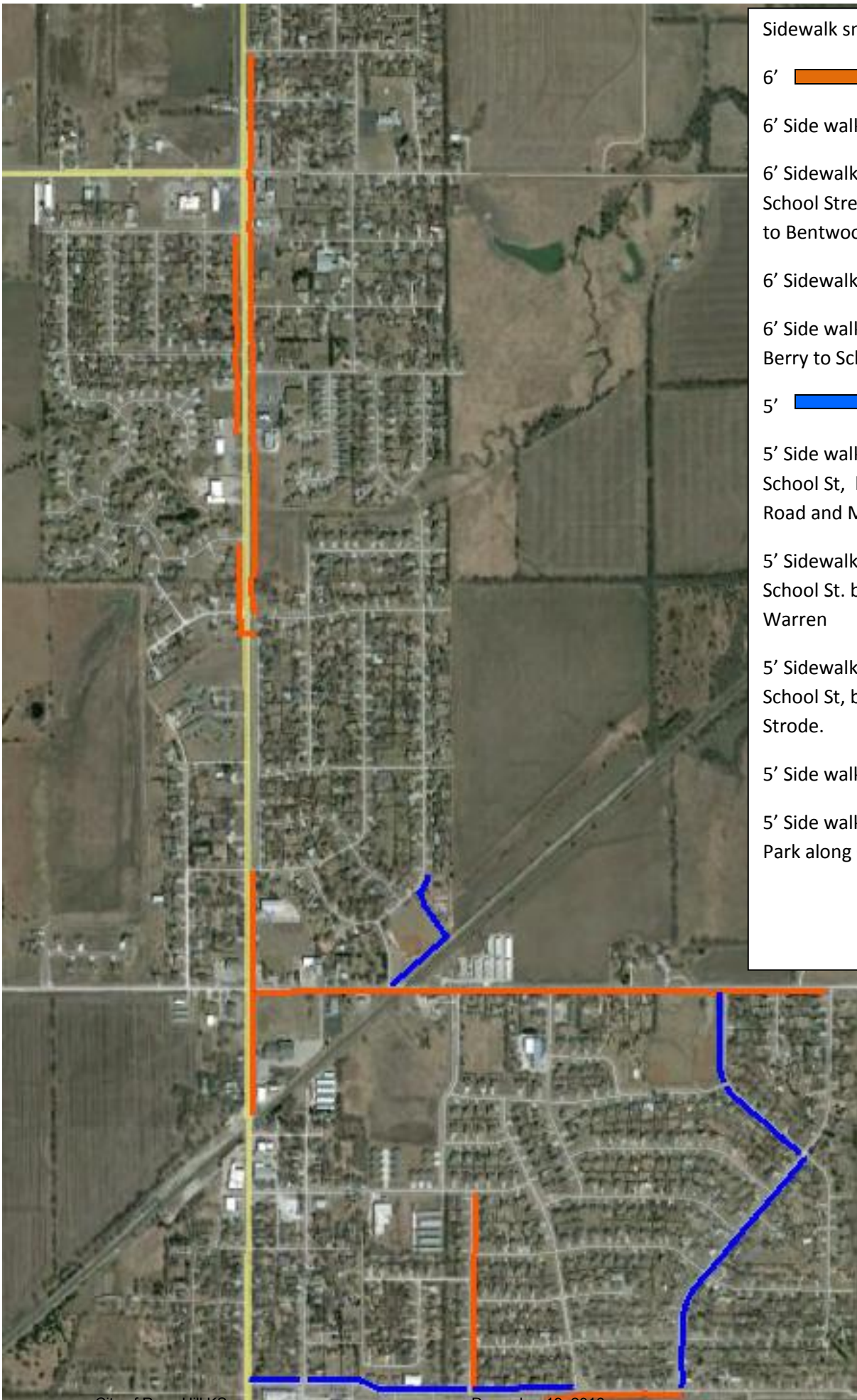
- Arterial Snow Routes:
- Rose Hill Road
 - East and West Rosewood
 - East Silkknitter
 - East School, RHRD to Bentwood

Rose Hill City Council Packet

Snow Removal: Major Collectors



- Major Collector Routes:
- Bentwood, School St. to Silkknitter
 - Strode, School St. to Parkwood
 - Warren, School St. to Silkknitter
 - Berry, RHRD to Strode
 - Ridgeway – Park – Berlin
 - Primrose – McCaskey – Young
 - E. Waitt – N. Main to Rosewood
 - Osage – Tanglewood – Foxbrier



Sidewalk snow removal:

6' 

6' Side walk along Rose Hill Road.

6' Sidewalk along south side of School Street east of the School to Bentwood.

6' Sidewalk along Silknitter

6' Side walk along S. Warren, Berry to School St.

5' 

5' Side walk along North side of School St, between Rose Hill Road and Main St.

5' Sidewalk along North side of School St. between Main and Warren

5' Sidewalk along North side of School St, between Warren and Strode.

5' Side walk around Grace Park.

5' Side walk, East side of Perkins Park along Cedarwood.

Rose Hill City Council Packet

Dillan Curtis

From: Derrick Landsverk <DLandsverk@cstk.com>
Sent: Thursday, December 08, 2016 8:24 AM
To: Dillan Curtis
Subject: snowex quote

Snowex complete plow
9000hd \$4642
Shoe kit would be an additional \$115
Labor would be an additional \$600
Install would be at our facility

Derrick S. Landsverk
Facility & Sales Manager

CSTK

7915 Hartman Arena Drive
Park city, KS 67147
Office: 316-744-2061
Fax: 316-744-2596
Cell: 316-772-0647
dlandsverk@cstk.com
www.cstk.com

RESOLUTION _____

A RESOLUTION TO APPROVE WRITING OFF BAD DEBT FOR PAST DUE UTILITY ACCOUNTS THROUGH FISCAL YEAR 2015 FOR THE CITY OF ROSE HILL, KANSAS.

BACKGROUND: The City’s financial policy Section III(EE) provides provisions for writing off bad debt as follows: 1. Write-offs are allowed under the following conditions: a. Any balances owed and written off must be non-tax balances. b. Balances in arrears for a period of at least one year may be considered for write-off at year end. c. Writing off a debt does not forgive the debt obligation, but rather is an accounting procedure to aid in properly representing the City’s financial position.

As explained in the 2014 audit management letter, auditors recommended that uncollectible utility accounts should be identified and written off with Council approval on an annual basis. Those accounts have been identified through fiscal year 2015 and total \$11,526.50. As a reminder, the City uses both a collection agency and the state set-off program to try to collect unpaid utility bills, and some of this total may still eventually be paid to the City.

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

Section 1. The City Council approves writing off \$11,526.50 of bad utility debt through fiscal year 2015.

Passed and adopted this _____ day of _____, 2016.

Beth Pompa, Mayor

ATTEST

Kelly Mendoza, City Clerk

Rose Hill City Council Packet

**Notice of Budget Hearing for Amending the
2016 Budget**

The governing body of
City of Rose Hill

will meet on the day of 12/19/2016 at 7 p.m. at 125 W. Rosewood, Rose Hill, KS 67133 for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at 125 W. Rosewood, Rose Hill, KS 67133 and will be available at this hearing.

Summary of Amendments

Fund	2016 Adopted Budget			2016 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Employee Benefits			46,898	142,321
Sewer			1,128,428	1,218,428
Special Parks and Rec			3,000	5,000

Kelly Mendoza
Official Title: City Clerk



Fund Balance Report

As Of 11/30/2016

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - GENERAL FUND	185,522.94	1,544,518.50	1,451,513.68	278,527.76
101 - LIBRARY FUND	3,269.92	141,520.53	185,935.07	-41,144.62
110 - WATER RESERVE 1960 REPL & DEPR	276,727.72	0.00	171,380.57	105,347.15
111 - SEWER EQ. REPLACEMENT RESERVE	-55,239.55	0.00	-8,340.34	-46,899.21
112 - WATER UTILITY	166,114.73	755,157.18	632,794.56	288,477.35
113 - SEWER UTILITY	647,146.09	971,135.98	986,954.79	631,327.28
118 - CAPITAL IMP. RESERVE 2000	35,754.21	104,442.20	72,432.04	67,764.37
119 - EQUIPMENT RESERVE 2000	15,519.51	745.11	1,914.90	14,349.72
120 - SPECIAL PARKS AND RECREATION	7,607.04	83.87	0.00	7,690.91
199 - STREET SALES TAX	533,891.14	247,498.40	315,492.87	465,896.67
300 - SPECIAL STREETS & HIGHWAY	46,984.56	119,515.11	34,574.60	131,925.07
500 - BOND & INTEREST (GENERAL OB)	5,367.55	512,283.85	487,104.49	30,546.91
Report Total:	1,868,665.86	4,396,900.73	4,331,757.23	1,933,809.36

Rose Hill City Council Packet



Revenue Report

Group Summary

For Fiscal: 2016 Period Ending: 11/30/2016

Classification	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - GENERAL FUND					
310 - Taxes	1,107,232.00	1,107,232.00	0.00	1,049,870.88	57,361.12
400 - Miscellaneous Rev	0.00	0.00	600.00	18,343.39	-18,343.39
510 - Franchise	202,056.00	202,056.00	26,830.79	253,860.70	-51,804.70
530 - Fees	88,000.00	88,000.00	24,077.28	90,619.35	-2,619.35
560 - Fines And Forfeits	35,000.00	35,000.00	3,540.50	31,714.09	3,285.91
600 - Grant	0.00	0.00	0.00	0.00	0.00
810 - Interest	4,000.00	4,000.00	283.10	7,680.48	-3,680.48
900 - Transfers	60,000.00	60,000.00	0.00	0.00	60,000.00
990 - Reimbursement (Rev)	45,000.00	45,000.00	3,404.50	92,429.61	-47,429.61
Fund: 100 - GENERAL FUND Total:	1,541,288.00	1,541,288.00	58,736.17	1,544,518.50	-3,230.50
Fund: 101 - LIBRARY FUND					
310 - Taxes	124,178.00	124,178.00	0.00	117,821.87	6,356.13
900 - Transfers	0.00	0.00	0.00	0.00	0.00
990 - Reimbursement (Rev)	0.00	0.00	0.00	23,698.66	-23,698.66
Fund: 101 - LIBRARY FUND Total:	124,178.00	124,178.00	0.00	141,520.53	-17,342.53
Fund: 110 - WATER RESERVE 1960 REPL & DEPR					
600 - Grant	0.00	0.00	0.00	0.00	0.00
900 - Transfers	30,000.00	30,000.00	0.00	0.00	30,000.00
Fund: 110 - WATER RESERVE 1960 REPL & DEPR Total:	30,000.00	30,000.00	0.00	0.00	30,000.00
Fund: 111 - SEWER EQ. REPLACEMENT RESERVE					
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	50,000.00	50,000.00	0.00	0.00	50,000.00
Fund: 111 - SEWER EQ. REPLACEMENT RESERVE Total:	50,000.00	50,000.00	0.00	0.00	50,000.00
Fund: 112 - WATER UTILITY					
400 - Miscellaneous Rev	0.00	0.00	104.81	5,157.24	-5,157.24
530 - Fees	757,581.00	757,581.00	66,159.78	748,307.39	9,273.61
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	0.00	0.00	0.00	0.00	0.00
990 - Reimbursement (Rev)	2,000.00	2,000.00	0.00	1,692.55	307.45
Fund: 112 - WATER UTILITY Total:	759,581.00	759,581.00	66,264.59	755,157.18	4,423.82
Fund: 113 - SEWER UTILITY					
400 - Miscellaneous Rev	0.00	0.00	0.00	5,500.00	-5,500.00
530 - Fees	1,031,717.48	1,031,717.48	88,917.87	965,635.98	66,081.50
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	0.00	0.00	0.00	0.00	0.00
990 - Reimbursement (Rev)	1,000.00	1,000.00	0.00	0.00	1,000.00
Fund: 113 - SEWER UTILITY Total:	1,032,717.48	1,032,717.48	88,917.87	971,135.98	61,581.50
Fund: 118 - CAPITAL IMP. RESERVE 2000					
704 - Capital Outlay	0.00	0.00	100.00	44,400.00	-44,400.00
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	7,500.00	7,500.00	0.00	25,000.00	-17,500.00
990 - Reimbursement (Rev)	0.00	0.00	26,429.92	35,042.20	-35,042.20
Fund: 118 - CAPITAL IMP. RESERVE 2000 Total:	7,500.00	7,500.00	26,529.92	104,442.20	-96,942.20
Fund: 119 - EQUIPMENT RESERVE 2000					
709 - Miscellaneous Exp	0.00	0.00	0.00	745.11	-745.11
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	5,000.00	5,000.00	0.00	0.00	5,000.00
Fund: 119 - EQUIPMENT RESERVE 2000 Total:	5,000.00	5,000.00	0.00	745.11	4,254.89
Fund: 120 - SPECIAL PARKS AND RECREATION					
310 - Taxes	398.00	398.00	0.00	83.87	314.13

Revenue Report

For Fiscal: 2016 Period Ending: 11/30/2016

Classification	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
900 - Transfers	398.00	398.00	0.00	0.00	398.00
Fund: 120 - SPECIAL PARKS AND RECREATION Total:	796.00	796.00	0.00	83.87	712.13
Fund: 199 - STREET SALES TAX					
310 - Taxes	258,028.00	258,028.00	23,028.28	247,498.40	10,529.60
900 - Transfers	0.00	0.00	0.00	0.00	0.00
Fund: 199 - STREET SALES TAX Total:	258,028.00	258,028.00	23,028.28	247,498.40	10,529.60
Fund: 300 - SPECIAL STREETS & HIGHWAY					
310 - Taxes	119,730.00	119,730.00	0.00	119,515.11	214.89
400 - Miscellaneous Rev	3,291.00	3,291.00	0.00	0.00	3,291.00
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	0.00	0.00	0.00	0.00	0.00
990 - Reimbursement (Rev)	0.00	0.00	0.00	0.00	0.00
Fund: 300 - SPECIAL STREETS & HIGHWAY Total:	123,021.00	123,021.00	0.00	119,515.11	3,505.89
Fund: 500 - BOND & INTEREST (GENERAL OB)					
310 - Taxes	497,921.00	497,921.00	10,172.70	512,283.85	-14,362.85
400 - Miscellaneous Rev	0.00	0.00	0.00	0.00	0.00
810 - Interest	0.00	0.00	0.00	0.00	0.00
900 - Transfers	0.00	0.00	0.00	0.00	0.00
Fund: 500 - BOND & INTEREST (GENERAL OB) Total:	497,921.00	497,921.00	10,172.70	512,283.85	-14,362.85
Total Surplus (Deficit):	4,430,030.48	4,430,030.48	273,649.53	4,396,900.73	33,129.75

Rose Hill City Council Packet

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
100 - GENERAL FUND	1,541,288.00	1,541,288.00	58,736.17	1,544,518.50	-3,230.50
101 - LIBRARY FUND	124,178.00	124,178.00	0.00	141,520.53	-17,342.53
110 - WATER RESERVE 1960 R...	30,000.00	30,000.00	0.00	0.00	30,000.00
111 - SEWER EQ. REPLACEME...	50,000.00	50,000.00	0.00	0.00	50,000.00
112 - WATER UTILITY	759,581.00	759,581.00	66,264.59	755,157.18	4,423.82
113 - SEWER UTILITY	1,032,717.48	1,032,717.48	88,917.87	971,135.98	61,581.50
118 - CAPITAL IMP. RESERVE 2...	7,500.00	7,500.00	26,529.92	104,442.20	-96,942.20
119 - EQUIPMENT RESERVE 20...	5,000.00	5,000.00	0.00	745.11	4,254.89
120 - SPECIAL PARKS AND REC...	796.00	796.00	0.00	83.87	712.13
199 - STREET SALES TAX	258,028.00	258,028.00	23,028.28	247,498.40	10,529.60
300 - SPECIAL STREETS & HIG...	123,021.00	123,021.00	0.00	119,515.11	3,505.89
500 - BOND & INTEREST (GEN...	497,921.00	497,921.00	10,172.70	512,283.85	-14,362.85
Total Surplus (Deficit):	4,430,030.48	4,430,030.48	273,649.53	4,396,900.73	33,129.75

Rose Hill City Council Packet



Monthly Budget Report

Group Summary

For Fiscal: Current Period Ending: 11/30/2016

Departmen...	November Budget	November Activity + Encumbrances	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity + Encumbrances	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Fund: 100 - GENERAL FUND									
000 - Non-Specified	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
110 - Administration	34,694.37	4,831.80	29,862.57	13.93 %	381,638.07	369,656.10	11,981.97	96.86 %	416,332.33
111 - To be determined	1,289.50	0.00	1,289.50	0.00 %	14,184.50	470.09	13,714.41	3.31 %	15,474.00
120 - Police Division	63,591.22	888.03	62,703.19	1.40 %	699,503.42	560,931.77	138,571.65	80.19 %	763,094.90
121 - Court	6,200.60	10,330.18	-4,129.58	166.60 %	68,206.60	74,456.62	-6,250.02	109.16 %	74,407.14
130 - Street Division	9,359.36	3,952.36	5,407.00	42.23 %	102,952.96	155,794.32	-52,841.36	151.33 %	112,312.08
140 - Park Division	12,889.74	21,404.55	-8,514.81	166.06 %	141,787.14	165,830.94	-24,043.80	116.96 %	154,676.87
150 - Building	4,345.83	80.02	4,265.81	1.84 %	47,804.13	75,961.33	-28,157.20	158.90 %	52,150.00
160 - Zoning/Planning	1,250.00	2,849.91	-1,599.91	227.99 %	13,750.00	26,968.06	-13,218.06	196.13 %	15,000.00
170 - Other Services	5,541.66	2,588.83	2,952.83	46.72 %	60,958.26	55,989.03	4,969.23	91.85 %	66,500.00
Total Fund: 100 - GENERAL FUND:	139,162.28	46,925.68	92,236.60	33.72 %	1,530,785.08	1,486,058.26	44,726.82	97.08 %	1,669,947.32
Fund: 101 - LIBRARY FUND									
110 - Administration	10,483.33	9,290.45	1,192.88	88.62 %	115,316.63	184,688.18	-69,371.55	160.16 %	125,800.00
170 - Other Services	0.00	0.00	0.00	0.00 %	0.00	1,759.98	-1,759.98	0.00 %	0.00
Total Fund: 101 - LIBRARY FUND:	10,483.33	9,290.45	1,192.88	88.62 %	115,316.63	186,448.16	-71,131.53	161.68 %	125,800.00
Fund: 110 - WATER RESERVE 1960 REPL & DEPR									
110 - Administration	0.00	0.00	0.00	0.00 %	0.00	14,187.96	-14,187.96	0.00 %	0.00
112 - Water	4,166.67	0.00	4,166.67	0.00 %	45,833.37	157,192.61	-111,359.24	342.97 %	50,000.00
Total Fund: 110 - WATER RESERVE 1960 REPL & DEPR:	4,166.67	0.00	4,166.67	0.00 %	45,833.37	171,380.57	-125,547.20	373.92 %	50,000.00
Fund: 111 - SEWER EQ. REPLACEMENT RESERVE									
000 - Non-Specified	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
110 - Administration	0.00	0.00	0.00	0.00 %	0.00	14,187.96	-14,187.96	0.00 %	0.00
113 - Sewer	8,333.33	0.00	8,333.33	0.00 %	91,666.63	-22,528.30	114,194.93	-24.58 %	100,000.00
Total Fund: 111 - SEWER EQ. REPLACEMENT RESERVE:	8,333.33	0.00	8,333.33	0.00 %	91,666.63	-8,340.34	100,006.97	-9.10 %	100,000.00
Fund: 112 - WATER UTILITY									
110 - Administration	0.00	129.27	-129.27	0.00 %	0.00	1,421.97	-1,421.97	0.00 %	0.00
112 - Water	66,422.62	47,069.61	19,353.01	70.86 %	730,648.82	672,811.93	57,836.89	92.08 %	797,071.21
150 - Building	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
180 - Reserve	8,333.33	0.00	8,333.33	0.00 %	91,666.63	0.00	91,666.63	0.00 %	100,000.00
Total Fund: 112 - WATER UTILITY:	74,755.95	47,198.88	27,557.07	63.14 %	822,315.45	674,233.90	148,081.55	81.99 %	897,071.21
Fund: 113 - SEWER UTILITY									
000 - Non-Specified	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
110 - Administration	3,989.59	186.36	3,803.23	4.67 %	43,885.49	24,476.41	19,409.08	55.77 %	47,875.06

Monthly Budget Report

For Fiscal: Current Period Ending: 11/30/2016

Departmen...	November Budget	November Activity + Encumbrances	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity + Encumbrances	Variance Favorable (Unfavorable)	Percent Used	Total Budget
113 - Sewer	90,053.66	39,413.84	50,639.82	43.77 %	990,590.26	1,002,340.98	-11,750.72	101.19 %	1,080,643.85
150 - Building	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
Total Fund: 113 - SEWER UTILITY:	94,043.25	39,600.20	54,443.05	42.11 %	1,034,475.75	1,026,817.39	7,658.36	99.26 %	1,128,518.91
Fund: 118 - CAPITAL IMP. RESERVE 2000									
110 - Administration	0.00	0.00	0.00	0.00 %	0.00	5,862.87	-5,862.87	0.00 %	0.00
112 - Water	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
150 - Building	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
170 - Other Services	0.00	-162.16	162.16	0.00 %	0.00	36,414.58	-36,414.58	0.00 %	0.00
180 - Reserve	0.00	0.00	0.00	0.00 %	0.00	30,154.59	-30,154.59	0.00 %	0.00
Total Fund: 118 - CAPITAL IMP. RESERVE 2000:	0.00	-162.16	162.16	0.00 %	0.00	72,432.04	-72,432.04	0.00 %	0.00
Fund: 119 - EQUIPMENT RESERVE 2000									
110 - Administration	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
120 - Police Division	0.00	0.00	0.00	0.00 %	0.00	1,914.90	-1,914.90	0.00 %	0.00
180 - Reserve	416.67	0.00	416.67	0.00 %	4,583.37	0.00	4,583.37	0.00 %	5,000.00
Total Fund: 119 - EQUIPMENT RESERVE 2000:	416.67	0.00	416.67	0.00 %	4,583.37	1,914.90	2,668.47	41.78 %	5,000.00
Fund: 120 - SPECIAL PARKS AND RECREATION									
110 - Administration	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
140 - Park Division	250.00	0.00	250.00	0.00 %	2,750.00	0.00	2,750.00	0.00 %	3,000.00
Total Fund: 120 - SPECIAL PARKS AND RECREATION:	250.00	0.00	250.00	0.00 %	2,750.00	0.00	2,750.00	0.00 %	3,000.00
Fund: 199 - STREET SALES TAX									
110 - Administration	0.00	2,931.25	-2,931.25	0.00 %	0.00	2,931.25	-2,931.25	0.00 %	0.00
130 - Street Division	29,977.67	0.00	29,977.67	0.00 %	329,754.37	144,589.04	185,165.33	43.85 %	359,732.00
132 - Street Sales Tax	2,820.12	0.00	2,820.12	0.00 %	31,021.32	167,972.58	-136,951.26	541.47 %	33,841.42
Total Fund: 199 - STREET SALES TAX:	32,797.79	2,931.25	29,866.54	8.94 %	360,775.69	315,492.87	45,282.82	87.45 %	393,573.42
Fund: 300 - SPECIAL STREETS & HIGHWAY									
110 - Administration	1,272.36	15.54	1,256.82	1.22 %	13,995.96	4,585.52	9,410.44	32.76 %	15,268.20
130 - Street Division	9,151.64	15,436.52	-6,284.88	168.67 %	100,668.04	29,995.32	70,672.72	29.80 %	109,819.73
150 - Building	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	0.00
Total Fund: 300 - SPECIAL STREETS & HIGHWAY:	10,424.00	15,452.06	-5,028.06	148.24 %	114,664.00	34,580.84	80,083.16	30.16 %	125,087.93
Fund: 500 - BOND & INTEREST (GENERAL OB)									
110 - Administration	42,069.08	0.00	42,069.08	0.00 %	462,759.88	486,574.84	-23,814.96	105.15 %	504,829.00
170 - Other Services	0.00	0.00	0.00	0.00 %	0.00	529.65	-529.65	0.00 %	0.00
Total Fund: 500 - BOND & INTEREST (GENERAL OB):	42,069.08	0.00	42,069.08	0.00 %	462,759.88	487,104.49	-24,344.61	105.26 %	504,829.00
Report Total:	416,902.35	161,236.36	255,665.99	38.67 %	4,585,925.85	4,448,123.08	137,802.77	97.00 %	5,002,827.79

Fund Summary

Fund	November Budget	November Activity + Encumbrances	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity + Encumbrances	Variance Favorable (Unfavorable)	Percent Used	Total Budget
100 - GENERAL FUND	139,162.28	46,925.68	92,236.60	33.72 %	1,530,785.08	1,486,058.26	44,726.82	97.08 %	1,669,947.32
101 - LIBRARY FUND	10,483.33	9,290.45	1,192.88	88.62 %	115,316.63	186,448.16	-71,131.53	161.68 %	125,800.00
110 - WATER RESERVE 1960 REPL	4,166.67	0.00	4,166.67	0.00 %	45,833.37	171,380.57	-125,547.20	373.92 %	50,000.00
111 - SEWER EQ. REPLACEMENT R	8,333.33	0.00	8,333.33	0.00 %	91,666.63	-8,340.34	100,006.97	-9.10 %	100,000.00
112 - WATER UTILITY	74,755.95	47,198.88	27,557.07	63.14 %	822,315.45	674,233.90	148,081.55	81.99 %	897,071.21
113 - SEWER UTILITY	94,043.25	39,600.20	54,443.05	42.11 %	1,034,475.75	1,026,817.39	7,658.36	99.26 %	1,128,518.91
118 - CAPITAL IMP. RESERVE 2000	0.00	-162.16	162.16	0.00 %	0.00	72,432.04	-72,432.04	0.00 %	0.00
119 - EQUIPMENT RESERVE 2000	416.67	0.00	416.67	0.00 %	4,583.37	1,914.90	2,668.47	41.78 %	5,000.00
120 - SPECIAL PARKS AND RECREA	250.00	0.00	250.00	0.00 %	2,750.00	0.00	2,750.00	0.00 %	3,000.00
199 - STREET SALES TAX	32,797.79	2,931.25	29,866.54	8.94 %	360,775.69	315,492.87	45,282.82	87.45 %	393,573.42
300 - SPECIAL STREETS & HIGHWA'	10,424.00	15,452.06	-5,028.06	148.24 %	114,664.00	34,580.84	80,083.16	30.16 %	125,087.93
500 - BOND & INTEREST (GENERAL	42,069.08	0.00	42,069.08	0.00 %	462,759.88	487,104.49	-24,344.61	105.26 %	504,829.00
Report Total:	416,902.35	161,236.36	255,665.99	38.67 %	4,585,925.85	4,448,123.08	137,802.77	97.00 %	5,002,827.79

Rose Hill City Council Packet

PERMITS ISSUED BY PERMIT TYPE (11/01/2016 TO 11/30/2016)

Selected Permit Type: Building (Commercial), Building (Residential), Electrical (Commercial), Plumbing (Residential)

Permit Type	Permit Number	Work Class	Issue Date	Status	Address	Project	District
Building (Commercial)	BLDC-000126-2016	Addition	11/28/2016	Issued	16531 Sw 190Th St Rose Hill, 67133	No Project	
TOTAL PERMITS FOR BUILDING (COMMERCIAL):							1
Building (Residential)	BLDR-000119-2016	Accessory Structure	11/03/2016	Issued	218 E Berlin Dr Rose Hill, 67133	No Project	
	BLDR-000117-2016	Remodel	11/08/2016	Issued	305 N Rose Hill Rd Rose Hill, 67133	No Project	
	BLDR-000118-2016	Remodel	11/08/2016	Issued	1265 N Countrywalk St Rose Hill, 67133	No Project	
	BLDR-000120-2016	Remodel	11/08/2016	Issued	1629 N Tanglewood Rd Rose Hill, 67133	No Project	
	BLDR-000122-2016	Driveway	11/09/2016	Issued	4 N Ridge Way Rd Rose Hill, 67133	No Project	
	BLDR-000121-2016	New Single Family	11/14/2016	Issued	1130 N Countrywalk Ct Rose Hill, 67133	No Project	
	BLDR-000124-2016	Driveway	11/17/2016	Issued	125 E Wagon Rd Rose Hill, 67133	No Project	
TOTAL PERMITS FOR BUILDING (RESIDENTIAL):							7
Electrical (Commercial)	ELEC-000127-2016	Service Change	11/28/2016	Complete	314 N Rose Hill Rd Rose Hill, 67133	No Project	
TOTAL PERMITS FOR ELECTRICAL (COMMERCIAL):							1
Plumbing (Residential)	PLMR-000123-2016	Remodel	11/15/2016	Void	525 E Parkwood Dr Rose Hill, 67133	No Project	
	PLMR-000125-2016	Remodel	11/21/2016	Issued	525 E Parkwood Dr Rose Hill, 67133	No Project	
	PLMR-000128-2016	Remodel	11/28/2016	Issued	123 E Showalter St Rose Hill, 67133	No Project	
TOTAL PERMITS FOR PLUMBING (RESIDENTIAL):							3
GRAND TOTAL OF ISSUED PERMITS:							12

Rose Hill City Council Packet