



**MEETING NOTICE**  
**ROSE HILL CITY COUNCIL**  
**REGULAR MEETING**  
**Monday, April 2, 2018**  
**7:00 p.m.**  
**ROSE HILL CITY HALL/COUNCIL CHAMBERS**  
**125 W. ROSEWOOD**

**AGENDA**

- Call to Order
- Invocation and Flag Salute – Pastor Rob Frazier, Rose Hill Victory Fellowship Church
- Citizen Forum
- Minutes
- Claims
- Approval of Agenda

Presentations:

- Sunlight Child Advocacy Center request for donation, Suzi Thien

Action Items:

1. SCARF donation request
2. Approval of Public Fireworks Exhibition request
3. Resolution for waiver of fees for city-wide garage sale day
4. Approval of property and liability insurance renewal
5. Approval of Fiscal Sustainability Plan

Staff Reports

Adjournment



**MINUTES**  
**THE REGULAR MEETING OF THE ROSE HILL CITY COUNCIL**  
**MONDAY, MARCH 19, 2018 - 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 Steve Huckaby. Councilmembers present, Bill Baker, Gary Weaver and Rachel Wright. Administration and staff present: Kelly Mendoza, Interim City Administrator/City Clerk, Nelson Mosley, Police Chief, Dillan Curtis, Public Works Superintendent and Andrew Marino, City Attorney. Councilmembers Ross Chappell and Beth Pompa were absent with prior notice.

**Invocation and Flag Salute**

Pastor Ron Long, Rose Hill Baptist Church gave the invocation, followed by the flag salute.

**Citizen Forum**

There were none.

**Approval of minutes**

Councilmember Weaver made motion to approve the minutes as presented, seconded by Wright. Motion carried 3-0.

**Approval of claims**

Councilmember Wright made motion to approve appropriation #5, seconded by Baker. Motion carried 3-0.

**Approval of agenda**

Mayor Huckaby requested that the agenda be amended to remove Trios Development Site Plan approval. Councilmember Weaver made motion to approve the amended agenda, seconded by Wright. Motion carried 3-0.

**Presentations**

Lovina Finders, Fall Festival Chairperson came before Council to give an update on Fall Festival and to request a donation to the event.

**Approval of Fall Festival Donation**

Councilmember Baker made motion to approve a donation to Fall Festival in the amount of \$1,500.00, seconded by Wright. Motion carried 3-0.

**Approval of street closure request**

The Historical Society has provided a request for street closure for their annual Benefit Car

Show Fundraiser. The event will be held May 5, 2018 from 9:00 a.m. to 4:00 p.m. Streets to be closed for the event are Berry St. from Rose Hill Road to Main, and Main Street from Berry to Showalter. Councilmember Weaver made motion to approve the street closure request from the Rose Hill Historical Society for their annual Benefit Car Show, seconded by Wright. Motion carried 3-0.

### **Resolution for Salary and Wage Schedule**

Kelly Mendoza, Interim City Administrator/City Clerk, came before the board for approval of the Salary and Wage Schedule. Each year the City Administrator recommends a schedule of salaries for all officers and employees, and Resolution #592 provides that schedule.

Councilmember Wright made motion to approve Resolution #592 authorizing the Salary and Wage Schedule, seconded by Baker. Motion carried 3-0.

### **Approval to sell surplus public works mower**

Dillan Curtis, Public Works Superintendent, came before Council to request approval to list a surplus Bad Boy mower with Purple Wave Auction. Councilmember Weaver made motion to approve listing of mower with Purple Wave Auction, seconded by Baker. Motion carried 3-0

### **Discussion of LEAPS recruitment**

Kelly Mendoza, Interim City Administrator/City Clerk, noted that Council consensus would be needed to hold a special meeting to discuss City Administrator recruitment items. Council Consensus to direct staff to provide a date and time for special meeting.

### **Staff Reports**

Councilmember Baker inquired about the procedure for Rural Water Districts/Townships taking water, noted that former RH Police Chief, Bob Sage had been named Director of Public Safety in Augusta, and asked staff to look into water billing for the Senior Center and Historical Society properties.

Councilmember Wright noted the cleaning of the council seats looked great.

Councilmember Weaver stated that he would like to see the vacant police officer position filled, and expressed his support for the department.

Chief Mosley updated Council on staff's participation in the Storytime event at the Library.

Public Works Superintendent Curtis stated that the public works staff would be attending the Kansas Rural Water Association conference March 27<sup>th</sup> through March 29<sup>th</sup>, and that mowing season would be starting soon.

### **Adjournment**

Councilmember Weaver made motion to adjourn the meeting @ 7:51 p.m., seconded by Baker. Motion carried 3-0.

Respectfully submitted:

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Kelly Mendoza  
City Clerk



**MINUTES**  
**THE SPECIAL MEETING OF THE ROSE HILL CITY COUNCIL**  
**MONDAY, MARCH 26, 2018 - 6:00 P.M.**  
**ROSE HILL CITY HALL/COUNCIL CHAMBERS**

**Call to Order**

The special meeting of the Rose Hill City Council was called to order at 6:00 p.m. by Mayor Steve Huckaby. Councilmembers present, Bill Baker, Gary Weaver, Beth Pompa, Ross Chappell and Rachel Wright. Administration and staff present: Kelly Mendoza, Interim City Administrator/City Clerk, Nelson Mosley, Police Chief, Dillan Curtis, Public Works Superintendent and Andrew Marino, City Attorney.

**Approval of agenda**

Councilmember Pompa made motion to approve the agenda as presented, seconded by Wright. Motion carried 5-0.

**Discussion of LEAPS recruitment**

The League Executive/Administrative Position Search Committee discussed the Approval of Advertisement, Approval of Community Profile and Approval of Advertising Platforms for accuracy and editing. The changes made will be forwarded to the League for finalization and position advertisement placement.

**Approval of job description change**

Kelly Mendoza, Interim City Administrator/City Clerk, requested that the job description for the City Administrator be changed to reflect the advertisement for the position. Councilmember Chappell made motion to approve the City Administrator job description change, seconded by Baker. Motion carried 5-0.

**Adjournment**

Councilmember Weaver made motion to adjourn the meeting @ 6:40 p.m., seconded by Chappell. Motion carried 5-0.

Respectfully submitted:

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Kelly Mendoza  
City Clerk



Rose Hill, KS

# Council Expense Approval Report - App. Ord. # 7 - 04/02/18

By Vendor Name

Payable Dates 03/20/2018 - 04/02/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 3077 - AAA Portable Services, LLC</b>					
AAA Portable Services, LLC	04/02/2018	Pond restroom rental	Operating Supplies	100-140-400395	75.00
<b>Vendor 3077 - AAA Portable Services, LLC Total:</b>					<b>75.00</b>
<b>Vendor: 3321 - Alternative Electric LLC</b>					
Alternative Electric LLC	04/02/2018	Clarifier 1 Electrical Repair	Equipment Repair	113-113-400290	2,254.80
<b>Vendor 3321 - Alternative Electric LLC Total:</b>					<b>2,254.80</b>
<b>Vendor: 3221 - Alternative Pest Mgmt. Corp.</b>					
Alternative Pest Mgmt. Corp.	04/02/2018	Annual Termite Renewal	Professional Services	100-110-400310	100.00
Alternative Pest Mgmt. Corp.	04/02/2018	Annual Termite Renewal	Professional Services	100-120-400310	100.00
Alternative Pest Mgmt. Corp.	04/02/2018	Annual Termite Renewal	Professional Services	100-140-400310	62.50
Alternative Pest Mgmt. Corp.	04/02/2018	Annual Termite Renewal	Professional Services	112-112-400310	142.50
Alternative Pest Mgmt. Corp.	04/02/2018	Annual Termite Renewal	Professional Services	113-113-400310	142.50
Alternative Pest Mgmt. Corp.	04/02/2018	Annual Termite Renewal	Professional Services	300-130-400310	62.50
<b>Vendor 3221 - Alternative Pest Mgmt. Corp. Total:</b>					<b>610.00</b>
<b>Vendor: 3401 - American Municipal Services</b>					
American Municipal Services	04/02/2018	Reimb. to AMS for collection fee	Reimbursement	100-121-400450	22.24
<b>Vendor 3401 - American Municipal Services Total:</b>					<b>22.24</b>
<b>Vendor: 1737 - APAC, Kansas Inc. - Shears Division</b>					
APAC, Kansas Inc. - Shears Division	04/02/2018	Asphalt Millings	Millings	300-110-400623	191.08
<b>Vendor 1737 - APAC, Kansas Inc. - Shears Division Total:</b>					<b>191.08</b>
<b>Vendor: 3231 - BG Lawn &amp; Landscaping, Inc.</b>					
BG Lawn & Landscaping, Inc.	04/02/2018	Pond Erosion Project	Professional Services	100-140-400310	12,000.00
<b>Vendor 3231 - BG Lawn &amp; Landscaping, Inc. Total:</b>					<b>12,000.00</b>
<b>Vendor: 3388 - Blake Weekley</b>					
Blake Weekley	04/02/2018	Reimbursement - K9 food	K9 Unit	100-120-400386	44.99
<b>Vendor 3388 - Blake Weekley Total:</b>					<b>44.99</b>
<b>Vendor: 0786 - Butler Rural Electric</b>					
Butler Rural Electric	04/02/2018	Utilities - Electric	Storm Sirens	100-120-400214	35.30
Butler Rural Electric	04/02/2018	Utilities - Electric	Electricity	100-140-400210	654.91
Butler Rural Electric	04/02/2018	Utilities - Electric	Street Lights	100-170-400501	276.41
Butler Rural Electric	04/02/2018	Utilities - Electric	Electricity	112-112-400210	257.31
Butler Rural Electric	04/02/2018	Utilities - Electric	Electricity	113-113-400210	4,671.08
<b>Vendor 0786 - Butler Rural Electric Total:</b>					<b>5,895.01</b>
<b>Vendor: 3109 - CASH</b>					
CASH	04/02/2018	Replenish Admin petty cash	Miscellaneous	100-110-400400	140.00
<b>Vendor 3109 - CASH Total:</b>					<b>140.00</b>
<b>Vendor: 2695 - CENEX Fleet Fueling</b>					
CENEX Fleet Fueling	04/02/2018	Fuel	Fuel	100-120-400225	935.44
CENEX Fleet Fueling	04/02/2018	Fuel	Fuel	100-140-400225	62.45
CENEX Fleet Fueling	04/02/2018	Fuel	Fuel	112-112-400225	62.45
CENEX Fleet Fueling	04/02/2018	Fuel	Fuel	113-113-400225	62.45
CENEX Fleet Fueling	04/02/2018	Fuel	Fuel	300-130-400225	62.46
<b>Vendor 2695 - CENEX Fleet Fueling Total:</b>					<b>1,185.25</b>
<b>Vendor: 0337 - Central Key &amp; Safe Co. Inc.</b>					
Central Key & Safe Co. Inc.	04/02/2018	Duplicate keys	Operating Supplies	100-110-400395	6.50
<b>Vendor 0337 - Central Key &amp; Safe Co. Inc. Total:</b>					<b>6.50</b>

Council Expense Approval Report - App. Ord. # 7 - 04

Payable Dates: 03/20/2018 - 04/02/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 3220 - Companion Life</b>					
Companion Life	04/02/2018	Gap Insurance Premiums	Cafeteria Plan Withholding	114-110-100210	215.09
<b>Vendor 3220 - Companion Life Total:</b>					<b>215.09</b>
<b>Vendor: 1742 - Cox Communications</b>					
Cox Communications	04/02/2018	Internet - North Water Tower	Internet Service	112-112-400212	81.32
Cox Communications	04/02/2018	Internet - South Water Tower	Internet Service	112-112-400212	81.32
<b>Vendor 1742 - Cox Communications Total:</b>					<b>162.64</b>
<b>Vendor: 2880 - Crown Trophy</b>					
Crown Trophy	04/02/2018	Engraving charges for two name plates	Office Supplies	100-110-400410	7.00
Crown Trophy	04/02/2018	Engraving charges for two name plates	Office Supplies	100-160-400410	7.00
<b>Vendor 2880 - Crown Trophy Total:</b>					<b>14.00</b>
<b>Vendor: 3270 - Great West Financial</b>					
Great West Financial	03/23/2018	Deferred Comp.	Deferred Compensation	114-110-100220	620.00
Great West Financial	03/23/2018	Deferred Comp.	Deferred Compensation	114-110-100220	81.34
<b>Vendor 3270 - Great West Financial Total:</b>					<b>701.34</b>
<b>Vendor: 3269 - Industrial Process Solutions</b>					
Industrial Process Solutions	04/02/2018	Submersible Mixer for WWTF	Operating Equipment	113-113-400235	8,309.00
<b>Vendor 3269 - Industrial Process Solutions Total:</b>					<b>8,309.00</b>
<b>Vendor: 3264 - J &amp; A Traffic Products</b>					
J & A Traffic Products	04/02/2018	Stop and No Outlet Signs	Operating Supplies (Expires 201...	300-130-400395	45.00
J & A Traffic Products	04/02/2018	Stop and No Outlet Signs	Operating Supplies (Expires 201...	300-130-400395	425.00
<b>Vendor 3264 - J &amp; A Traffic Products Total:</b>					<b>470.00</b>
<b>Vendor: 2949 - Jani-King of Wichita</b>					
Jani-King of Wichita	04/02/2018	Cleaning Services	Janitorial Services	100-110-400416	368.16
Jani-King of Wichita	04/02/2018	Cleaning Services	Janitorial Services	112-112-400416	368.16
Jani-King of Wichita	04/02/2018	Cleaning Services	Janitorial Services	113-113-400416	368.16
<b>Vendor 2949 - Jani-King of Wichita Total:</b>					<b>1,104.48</b>
<b>Vendor: 1588 - K.M.J.A.</b>					
K.M.J.A.	04/02/2018	KMJA dues for Judge	Membership Fees & Dues	100-121-400240	25.00
<b>Vendor 1588 - K.M.J.A. Total:</b>					<b>25.00</b>
<b>Vendor: 0066 - K.P.E.R.S.</b>					
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	-96.03
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	164.67
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	241.37
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	682.21
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	1,204.97
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,457.16
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	96.03
K.P.E.R.S.	03/23/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	96.03
<b>Vendor 0066 - K.P.E.R.S. Total:</b>					<b>4,846.41</b>
<b>Vendor: 1547 - Kansas Payment Center</b>					
Kansas Payment Center	04/02/2018	Child Support Payments	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	744.49
<b>Vendor 1547 - Kansas Payment Center Total:</b>					<b>744.49</b>
<b>Vendor: 3257 - Kanza Co-Operative Assoc.</b>					
Kanza Co-Operative Assoc.	04/02/2018	Fuel	Fuel	100-140-400225	235.96
Kanza Co-Operative Assoc.	04/02/2018	Fuel	Fuel	112-112-400225	235.96
Kanza Co-Operative Assoc.	04/02/2018	Fuel	Fuel	113-113-400225	235.96
Kanza Co-Operative Assoc.	04/02/2018	Fuel	Fuel	300-130-400225	235.98
<b>Vendor 3257 - Kanza Co-Operative Assoc. Total:</b>					<b>943.86</b>
<b>Vendor: 2480 - Konica Minolta Business Solutions</b>					
Konica Minolta Business Solutions	04/02/2018	Copier Expense - PW	Copier Expense	113-110-400216	72.29
<b>Vendor 2480 - Konica Minolta Business Solutions Total:</b>					<b>72.29</b>

## Council Expense Approval Report - App. Ord. # 7 - 04

Payable Dates: 03/20/2018 - 04/02/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 3070 - Konica Minolta Finance</b>					
Konica Minolta Finance	04/02/2018	Copier Lease - Admin	Copier Expense	100-110-400216	391.37
<b>Vendor 3070 - Konica Minolta Finance Total:</b>					<b>391.37</b>
<b>Vendor: 0076 - League of Kansas Municipalities</b>					
League of Kansas Municipalities	04/02/2018	Gov. Body Inst.& Mayor's Conference	Training	100-110-400230	175.00
<b>Vendor 0076 - League of Kansas Municipalities Total:</b>					<b>175.00</b>
<b>Vendor: 0084 - Midtown Service - Richard Showalter</b>					
Midtown Service - Richard Showalter	04/02/2018	Boat Trailer Tires	Equipment Repair	100-140-400290	63.00
Midtown Service - Richard Showalter	04/02/2018	Battery for #3	Vehicle Repair & Maintenance	100-120-400295	42.00
Midtown Service - Richard Showalter	04/02/2018	Battery for #204	Vehicle Repair & Maintenance	100-120-400295	105.00
<b>Vendor 0084 - Midtown Service - Richard Showalter Total:</b>					<b>210.00</b>
<b>Vendor: 3397 - Moridge Mfg. Inc.</b>					
Moridge Mfg. Inc.	04/02/2018	Grasshopper Mower	Operating Equipment	119-180-400235	12,678.08
<b>Vendor 3397 - Moridge Mfg. Inc. Total:</b>					<b>12,678.08</b>
<b>Vendor: 3235 - Postalocity</b>					
Postalocity	04/02/2018	UB Billing & Postage	Postage	112-112-400270	455.00
Postalocity	04/02/2018	UB Billing & Postage	Professional Services	112-112-400310	195.00
Postalocity	04/02/2018	UB Billing & Postage	Postage	113-113-400270	455.00
Postalocity	04/02/2018	UB Billing & Postage	Professional Services	113-113-400310	195.00
<b>Vendor 3235 - Postalocity Total:</b>					<b>1,300.00</b>
<b>Vendor: 0100 - Quill Corporation</b>					
Quill Corporation	04/02/2018	Office supplies	Office Supplies	100-110-400410	11.95
Quill Corporation	04/02/2018	Office supplies	Office Supplies	100-110-400410	11.00
Quill Corporation	04/02/2018	Office supplies	Office Supplies	100-110-400410	9.48
Quill Corporation	04/02/2018	Office supplies	Office Supplies	100-120-400410	11.95
<b>Vendor 0100 - Quill Corporation Total:</b>					<b>44.38</b>
<b>Vendor: 0108 - Rose Hill Bank - S</b>					
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	-3.75
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	-12.50
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	-18.10
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	-77.38
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	352.42
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	272.03
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	82.40
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	2,110.02
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	817.56
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	3,495.96
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	12.50
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	18.10
Rose Hill Bank - S	03/23/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	77.38
<b>Vendor 0108 - Rose Hill Bank - S Total:</b>					<b>7,126.64</b>
<b>Vendor: 0105 - Rose Hill Community Library</b>					
Rose Hill Community Library	04/02/2018	Tax Appropriation	Library Appropriation	101-110-400913	3,794.04
<b>Vendor 0105 - Rose Hill Community Library Total:</b>					<b>3,794.04</b>
<b>Vendor: 1118 - Rose Hill Fall Festival</b>					
Rose Hill Fall Festival	04/02/2018	Donation - Fall Festival	Donations	100-170-400500	1,500.00
<b>Vendor 1118 - Rose Hill Fall Festival Total:</b>					<b>1,500.00</b>
<b>Vendor: 0109 - Rose Hill Veterinary Clinic</b>					
Rose Hill Veterinary Clinic	04/02/2018	Animal Control Services	Animal Control	100-120-400385	825.00
<b>Vendor 0109 - Rose Hill Veterinary Clinic Total:</b>					<b>825.00</b>
<b>Vendor: 2793 - State of Kansas</b>					
State of Kansas	03/23/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	-7.72
State of Kansas	03/23/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	98.38

## Council Expense Approval Report - App. Ord. # 7 - 04

Payable Dates: 03/20/2018 - 04/02/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
State of Kansas	03/23/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	1,037.68
State of Kansas	03/23/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	7.72
<b>Vendor 2793 - State of Kansas Total:</b>					<b>1,136.06</b>
<b>Vendor: 2771 - Sunflower Bank</b>					
Sunflower Bank	03/23/2018	H.S.A.	Cafeteria Plan Withholding	114-110-100210	485.00
<b>Vendor 2771 - Sunflower Bank Total:</b>					<b>485.00</b>
<b>Vendor: 0928 - The Tap of Kansas</b>					
The Tap of Kansas	04/02/2018	Toilet Parts for park restroom	Operating Supplies	100-140-400395	72.15
<b>Vendor 0928 - The Tap of Kansas Total:</b>					<b>72.15</b>
<b>Vendor: 3190 - TK Fast, Inc.</b>					
TK Fast, Inc.	04/02/2018	Monthly computer maintenance	Computer Services	100-110-400320	600.00
TK Fast, Inc.	04/02/2018	Monthly computer maintenance	Computer Services	112-112-400320	200.00
TK Fast, Inc.	04/02/2018	Monthly computer maintenance	Computer Services	113-113-400320	200.00
TK Fast, Inc.	04/02/2018	Monthly off-site backup	Computer Services	100-110-400320	165.00
TK Fast, Inc.	04/02/2018	Monthly off-site backup	Computer Services	112-112-400320	55.00
TK Fast, Inc.	04/02/2018	Monthly off-site backup	Computer Services	113-113-400320	55.00
<b>Vendor 3190 - TK Fast, Inc. Total:</b>					<b>1,275.00</b>
<b>Vendor: 3281 - United Healthcare</b>					
United Healthcare	04/02/2018	Health Insurance Premiums	Cafeteria Plan Withholding	114-110-100210	11,821.33
<b>Vendor 3281 - United Healthcare Total:</b>					<b>11,821.33</b>
<b>Grand Total:</b>					<b>82,867.52</b>



**Report Summary****Fund Summary**

<b>Fund</b>	<b>Payment Amount</b>
100 - GENERAL FUND	19,141.76
101 - LIBRARY FUND	3,794.04
112 - WATER UTILITY	2,134.02
113 - SEWER UTILITY	17,021.24
114 - PAYROLL WITHHOLDING	27,076.36
119 - EQUIPMENT RESERVE 2000	12,678.08
300 - SPECIAL STREETS & HIGHWAY	1,022.02
<b>Grand Total:</b>	<b>82,867.52</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
100-110-400216	Copier Expense	391.37
100-110-400230	Training	175.00
100-110-400310	Professional Services	100.00
100-110-400320	Computer Services	765.00
100-110-400395	Operating Supplies	6.50
100-110-400400	Miscellaneous	140.00
100-110-400410	Office Supplies	39.43
100-110-400416	Janitorial Services	368.16
100-120-400214	Storm Sirens	35.30
100-120-400225	Fuel	935.44
100-120-400295	Vehicle Repair & Mainten...	147.00
100-120-400310	Professional Services	100.00
100-120-400385	Animal Control	825.00
100-120-400386	K9 Unit	44.99
100-120-400410	Office Supplies	11.95
100-121-400240	Membership Fees & Dues	25.00
100-121-400450	Reimbursement	22.24
100-140-400210	Electricity	654.91
100-140-400225	Fuel	298.41
100-140-400290	Equipment Repair	63.00
100-140-400310	Professional Services	12,062.50
100-140-400395	Operating Supplies	147.15
100-160-400410	Office Supplies	7.00
100-170-400500	Donations	1,500.00
100-170-400501	Street Lights	276.41
101-110-400913	Library Appropriation	3,794.04
112-112-400210	Electricity	257.31
112-112-400212	Internet Service	162.64
112-112-400225	Fuel	298.41
112-112-400270	Postage	455.00
112-112-400310	Professional Services	337.50
112-112-400320	Computer Services	255.00
112-112-400416	Janitorial Services	368.16
113-110-400216	Copier Expense	72.29
113-113-400210	Electricity	4,671.08
113-113-400225	Fuel	298.41
113-113-400235	Operating Equipment	8,309.00
113-113-400270	Postage	455.00
113-113-400290	Equipment Repair	2,254.80
113-113-400310	Professional Services	337.50
113-113-400320	Computer Services	255.00
113-113-400416	Janitorial Services	368.16
114-110-100210	Cafeteria Plan Withholding	12,521.42
114-110-100220	Deferred Compensation	701.34
114-110-100300	FEDERAL W/H TAX PAYAB...	2,378.30
114-110-100310	FICA W/H TAX PAYABLE	4,748.34

**Account Summary**

Account Number	Account Name	Payment Amount
114-110-100320	STATE W/H TAX PAYABLE	1,136.06
114-110-100350	RETIREMENT WITHHOLDI...	4,846.41
114-110-100400	MISCELLANEOUS DEDUCT...	744.49
119-180-400235	Operating Equipment	12,678.08
300-110-400623	Millings	191.08
300-130-400225	Fuel	298.44
300-130-400310	Professional Services	62.50
300-130-400395	Operating Supplies (Expir...	470.00
	<b>Grand Total:</b>	<b>82,867.52</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	82,867.52
<b>Grand Total:</b>	<b>82,867.52</b>

# Sunshine Children's Home



## Statistics

**6308**

*Number of service days  
provided*

**59**

*Number of Kansas counties  
served*

**1501**

*Number of children served*

**277**

*Number of sibling sets kept  
together*

## Emergency Shelter

SCH provides temporary residential shelter for children primarily from the 13<sup>th</sup> Judicial District (Butler, Elk, and Greenwood counties) who have been placed in police protective custody, but the services are available to all children in need in the state of Kansas. These children have unique requirements and generally come from rural areas. We believe, when they are faced with hardships grievous enough to warrant their removal from their homes and caregivers, these children are best served by caring professionals in a more familiar, rural setting.

## Respite Care

Respite care provides children currently participating in mental health services with the opportunity to have a scheduled break from everyday stressors. Respite services may be provided for a few hours or overnight and allow family members the opportunity to take a step back from caregiving. This valuable service allows mental health clients to maintain their current placement at home and in school and assists in reducing or even eliminating the risk of a mental health crisis or hospitalization.

as of 1/26/2018



# Sunlight Child Advocacy Center

*Mission: to provide quality intervention, investigation and prosecution of child abuse through a coordinated multidisciplinary system dedicated to breaking the cycle of child abuse.*



The Advocacy Center's purpose is to provide a comprehensive, culturally competent multidisciplinary team response to allegations of child abuse in a dedicated, child-friendly setting. These programs provide support and protection for the child and the non-offending family members.



The purpose of the team is to ensure that persons conducting activities and providing services related to child abuse cases are able to conduct their work in a coordinated manner, maximizing positive outcomes for the child's safety, physical and emotional needs, and for justice. Not all members of the team will be involved in all cases. Also, other agencies and disciplines may be involved at the discretion of the team as needed.

Year	# FI	# Jan	# Feb	# Mar	# April	# May	# June	# July	# Aug	# Sept	# Oct	# Nov	# Dec
2007 - 2012	806	70	55	54	69	71	75	72	90	57	57	74	62
2013	120	9	6	6	10	7	11	17	11	7	9	14	13
2014	138	9	10	23	12	6	12	12	16	6	10	8	14
2015	144	15	7	5	10	9	13	14	15	24	13	9	10
2016	144	6	19	17	6	12	10	5	10	14	24	9	12
2017	115	3	22	10	5	7	9	4	14	10	11	13	7
Total	1,467	112	119	115	112	112	130	124	156	118	124	127	118



SERVING CHILDREN & THEIR FAMILIES SINCE 2007

- We have conducted more than 1,467 interviews to date.
- We provide service for the 13<sup>th</sup> Judicial District as well as courtesy interviews for outside agencies.
- We are accredited through the National Children's Alliance in.
- We provide audio and visually recorded interviews in a safe, child-friendly environment.
- We provide crisis intervention and emotional support for the victim and their non-offending family members.
- We provide referral and follow-up with appropriate services, such as mental health, medical and/or sexual assault exams.
- We provide an in-house Family Advocate.
- We provide a 24-hr on-call service for the multidisciplinary team members in order to provide services as they are needed.
- We provide continuing education opportunities for team members in order to provide best practice services.
- We provide outreach and education opportunities for the community.





Date: 2-15-18

Purpose: Permission for Public Fireworks Exhibition in Accordance with Art. 7 Sec. 307 of Rose Hill Municipal Code

**Fireworks Display Operator:**

Name: Don Meredith License #: BUFOA017 (Copy of License Must be Provided)

Address: 359 S. Archer Dr.

**Certificate of Liability Insurance:**

Company: Ryder (Copy of Certificate Must be Provided)

Certificate Number: 668542151

**Safety Certification:**

Advance written notice has been delivered to Butler County Fire District #3 Fire Chief and all fire and/or safety precautions that have been required by the Fire Chief have been met.

Fire Chief Signature: James L. Wajdzak Date: 2-21-2018

Location of Display: Shorty Cox Park Date/Time of Display: 7-4-2018 Dusk

Having met all of the above requirements and having been authorized by the Rose Hill City Council, permission is hereby granted to the above fireworks display operator to conduct a public fireworks exhibition at the above location on the above date and time.

\_\_\_\_\_  
Mayor, City of Rose Hill

**OFFICE OF THE STATE FIRE MARSHAL,  
STATE OF KANSAS**

LICENSE #: BUFOA017

MEREDITH DONALD R

359 S ARCHER DR

ANDOVER KS 67002

Is Granted This License As: Fireworks Display Operator


To perform duties as a Public Fireworks Display Operator as granted by  
the Kansas Fire Prevention Code and adopted National Standard NFPA  
1123, 2008 Edition within the State of Kansas.

As granted under the authority of K.A.R. 22-1-3(x) and  
other provisions of the Kansas Prevention Code.

This License is valid until 5/23/2020 unless suspended, revoked or refused  
renewal in accordance with the provisions of KAR 22-1-6.

Effective Date: 5/23/2016

Expiration Date: 5/23/2020

  
Wally Roberts  
Chief of Investigations

LICENSE #: BUFOA017

MEREDITH DONALD R

359 S ARCHER DR

ANDOVER KS 67002

Operators must carry this card. Please cut on solid line

**OFFICE OF THE STATE FIRE MARSHAL,  
STATE OF KANSAS**

LICENSE #: BUFOA017

As: Fireworks - Public Display Operator

TO: MEREDITH DONALD R

ANDOVER KS 67002

ISSUED: 5/23/2016 EXPIRE: 5/23/2020

  
Wally Roberts  
Chief of Investigations



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/15/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ryder Rosacker McCue & Huston (MGD by Hull & Compa 509 W Koenig St Grand Island NE 68802	<b>CONTACT NAME:</b>
	<b>PHONE</b> (A/C No. Ext): 308-382-2330
	<b>FAX</b> (A/C, No):
	<b>E-MAIL</b> ADDRESS: ttowne@ryderinsurance.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
	<b>NAIC #</b>
	<b>INSURER A:</b> SCOTTSDALE INS CO 41297
	<b>INSURER B:</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**COVERAGES** **CERTIFICATE NUMBER:** 668542151 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		CPS2507194	3/1/2017	3/1/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> Excess Hired		CAO7760414	3/1/2017	3/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		CXS0009746	3/1/2017	3/1/2018	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Jodi S. Anderson*

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE WAIVING OF GARAGE SALE PERMIT FEES EACH YEAR ON THE LAST SATURDAY IN OF APRIL AND THE SATURDAY AFTER LABOR DAY TO ENCOURAGE AND TO SUPPORT THE COMMUNITY TRADITION OF GARAGE SALES FOR THE CITY OF ROSE HILL, KANSAS.**

**BACKGROUND:** The City Council adopted in 1978 Ordinance No. 140 requiring a garage sale permit in order to conduct a garage sale in City limits and set the permit fee at \$3. The fee has never been changed, and at some point over the years it became custom to waive the fee for a city-wide “Garage Sale Day.” There appears to be no record of an authorization for staff to forego the fees required by Ordinance.

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

Section 1. The City Council authorizes staff to waive garage sale permit fees for two specified days each year on the last Saturday in the month of April and on the Saturday after Labor Day. In the event of inclement weather on either of these designated days, the City Administrator is hereby authorized to set an alternative day on which the permit fees will be waived.

Section 2. This resolution is effective upon approval of the governing body.

**Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2018.**

\_\_\_\_\_  
Steve Huckaby, Mayor

ATTEST:

\_\_\_\_\_  
Kelly Mendoza, City Clerk



# City of Rose Hill Fiscal Sustainability Plan

Fiscal Sustainability Plan  
Wastewater Treatment Works  
Rose Hill, Kansas  
Dated March 13, 2018  
Page 1 of 13

## FISCAL SUSTAINABILITY PLAN

For the City of Rose Hill, Kansas, Wastewater Collection and Treatment System

This plan outlines a Fiscal Sustainability Plan (FSP) for the City of Rose Hill, County of Butler, State of Kansas, as required by the Kansas Water Pollution Control Revolving Fund (KWPCRF) to provide a plan to develop an Asset Management Plan (AMP) and a financial plan to provide funds needed to pay for the ongoing operation, maintenance, repair, rehabilitation, and replacement expenses associated with the City's wastewater collection, pumping, and treatment system.

WHEREAS, the City of Rose Hill, Kansas, has constructed and is responsible to maintain the wastewater treatment works; and

WHEREAS, the City must pay all ongoing expenses associated with said treatment works and charge the users of said treatment works accordingly;

NOW, THEREFORE, BE IT AGREED:

1. The City will implement a performance measurement and management strategy as part of an ongoing effort to ensure high-quality and efficient use of existing facilities.
2. The city will make it a priority to be energy-efficient and use water efficiently in its provisions of public services.
3. The City will inspect and maintain existing wastewater collection and treatment systems. (See also the attached Operations & Maintenance Question and Answer Format attachment.)
4. The City will establish and maintain appropriate core resources to repair the existing wastewater collection system, pumping stations, and treatment system with the

## Expectations:

- a. The wastewater treatment for the City of Rose Hill will need major repairs in 20 years, which will be financed by issuing debt for necessary improvements at that time;
  - b. The pump station will need replacement within 20 years (by no later than 2038) with an expected 20 year replacement cycle thereafter at a current estimated cost (current year 2018) of \$150,000;
  - c. Manholes and sewer lines owned by the city will be inspected on an ongoing basis with a written summary of conditions and all defects and cost estimates of recommended rehabilitation measures, with inspection of a minimum 5% of the collection system each year on the average beginning in 2018. The entire collection system should therefore be inspected by 2038. The annual summaries of these inspections shall be made available to KDHE inspection staff;
  - d. Private Service lines connecting to the sewer lines owned by the city are the responsibility of the property owner. The city will coordinate with individual property owners as and when needed.
  - e. The city will create a "rehabilitation and replacement" fund/account to receive and maintain annual payments of funds within the wastewater utility to allow the recommended rehabilitation measures as identified from the ongoing inspections to be repaired on an ongoing basis. This includes the sewage pumping station major maintenance and replacement, ongoing manhole and sewer line inspections, and rehabilitation/repairs to manholes, sewer lines, and the service line connection to the sewer lines owned by the city
5. The City will establish the appropriate cost-recovery target for its user charge fee to establish the appropriate reserves to fund on-going maintenance, repairs, and rehabilitation of the Rose Hill Wastewater Collection and Treatment systems. Informational documents are attached. The annual amount transferred into the "rehabilitation and replacement" fund/account shall initially be \$50,000

# City of Rose Hill Fiscal Sustainability Plan

Fiscal Sustainability Plan  
Wastewater Treatment Works  
Rose Hill, Kansas  
Dated March 13, 2018  
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With the annual amount being increased or decreased as determined necessary by the annual review of needs and cost estimates and expenditures.

6. The City will consider competitive contracting services and equipment when appropriate and where clear cost-effective alternatives exist.
7. The City will review revenue performance annually. (See also the attached Appendix A and Appendix B attachments.)

This agreement shall be in full force and effect from and after its passage and approval.

Passed by the Council of the City of Rose Hill, Kansas, this 2nd day of April, 2018.

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Mayor

ATTEST:

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City Clerk

City of Rose Hill, Kansas, Lagoon, Pumping Station, and Gravity Sewer  
Operation, Maintenance, and Replacement Guidance  
Questions and Answer Format

- 1.A. Does the city have a Certified Operator to operate and maintain the wastewater system?

X Yes, certified operator on staff (provide name and level of certification)

Dillan Curtis, Class IV

---

       No, see 1.B. below.

- 1.B. Does the city have an Operator-In-Training (OIT) on staff learning to operate and maintain the wastewater system?

X Yes, Operator-In-Training on staff (provide name of OIT)

Brent Peck

---

       If No, contact Vickie Jo Wessel of KDHE at [vwessel@kdheks.gov](mailto:vwessel@kdheks.gov), or by telephone at 785.296.2976

- 2.A. Does the city have adequate equipment to operate and maintain the lagoons, pumping station, and gravity collection system? (Check the list below to indicate the equipment the city owns.)

X Maintenance Vehicle (Provide year, make and model)

2017 Ford F-550

---

X Mowing Equipment (Provide year, make and model)

2017 Grasshopper 325D

---

NO Sewer Cleaning Machine (Provide type, year, make and model)

Contract Services

---

X Pump Station (if appl.) Tools, Spare Parts, Electrician or Electrical Support Services (List All) Alternative Electric LLC., Cranes, Hoists, Hand Tools, Various Electrical Components, Spare Mechanical Parts

---

NO Smoke Testing Equipment

Fiscal Sustainability Plan  
Wastewater Treatment Works  
Rose Hill, Kansas  
Dated March 13, 2018  
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Other \_\_\_\_\_

- \_\_\_\_ Yes, emergency cleaning is provided by a Mutual Aid Agreement(s) with (list all city names here) \_\_\_\_\_

X Yes, emergency cleaning is provided by "on call" contracts(s) with (list all company names and services here) Mayer Specialty Services

- Yes 25% annually, Contract Services with Mayer Specialty Services

No \_\_\_\_\_

4. Does the city provide routine cleaning and inspection of manholes? (Indicate frequency and methods.)

Yes 25% annually, Contract Services with Mayer Specialty Services

No \_\_\_\_\_

If not, KDHE recommends the city inspect and record the conditions of manholes concurrently with the efforts to clean sewer lines on the established schedules stated above. Vitrified Clay Pipe (VCP) sewers tend to have brick manholes, and so would be opened, inspected, and conditions recorded a minimum of once every 3 years. PVC pipe tends to have precast concrete manholes and so would be opened, inspected, and conditions recorded a minimum of once every 7 years. In areas with a mix of VCP, "truss", CIP, DIP, and/or PVC pipe, the manholes may also be a mix of brick and precast concrete, and conditions would be recorded a minimum of once every 5 years. Any "problem spots" in the system of manholes should be identified, recorded, and considered for rehabilitation when discovered.

5. Does the city routinely provide or contract for television inspection and record keeping of information as gathered after cleaning of sewer lines? (Indicate frequency and methods.)

Yes 10% of the Town per year, Contract Services with Mayer Specialty Services

No \_\_\_\_\_

If not, KDHE recommends the city inspect and record the conditions of the portion of the sewer lines that are accessible from the manhole concurrently with manhole inspections, concurrently with the efforts to clean sewer lines on the established schedules stated above. This information can then be reviewed by an experienced engineer or technician to provide recommendations for TV inspection of certain sewer lines. The TV inspection records would then be reviewed by an experienced engineer or technician to recommend sewer line and manhole repairs and/or rehabilitation. Any "problem spots" in the sewer system should also be rehabilitated with any larger project.

6. Does the city budget annually for manhole rehabilitation and/or sewer line rehabilitation or replacement? (Indicate annual budget amount for each.)

Yes \$10,000 for Manhole Rehabilitation

No \_\_\_\_\_

KDHE recommends the routine cleaning of sewer lines, manholes inspections and recording of defects, and TV inspections of selected sewer lines be provided funding with the annual budget process. Perhaps manhole rehabilitation can also be provided on an annual budget "cash flow" basis. If the system is in good condition and sewer line rehabilitation needs are relatively small, perhaps rehabilitation of sewer lines can also be provided on an annual budget "cash flow" basis.

KDHE recommends the sewer systems be cleaned, inspected, and defects recorded with rehabilitation or replacement as needed. The initial review inspections can be completed with a

Cleaning program for the entire sewer system of 3 to 7 years, as discussed above. For systems constructed of VCP pipe and brick manholes, an initial minimum inspection and rehabilitation effort to complete 5% of the system per year, on the average, is recommended. For systems constructed of PVC pipe (or pipes slip lined with CIPP or plastic pipe) and precast concrete manholes, a minimum inspection and rehabilitation effort to complete 2% of the system per year, on the average, is recommended. When budgeting to rehabilitate or replace sewer lines, a larger city-wide effort may be in order to be funded with debt financing.

7. Does the city have a program to detect and remove private sector sources of infiltration and inflow? (Please provide a brief description of practices and attach any applicable city ordinances.)

Yes City Code, Utilities, Chapter XV, Article 2, 15-219 – 15-225

---

If not, KDHE recommends operator training and recommends the city establish ordinance as necessary to resolve defects in the privately-owned portion of the system.

*The city is encouraged to provide additional information and summary here of recent (in the prior 15 years) rehabilitation and replacement investments in the collection, pumping, and treatment systems serving the city.*

APPENDIX "A" TO USER CHARGE ORDINANCE  
Actual Water Use Rate Structure

This appendix presents the methodology to be used in calculating user charge rates and illustrates the calculations followed in arriving at the first year's user charges. The charges established in this appendix are based on estimates of expenses and loadings. The actual expenses and loadings that occur may differ from these estimates and certainly they will change as time passes. Therefore, the user charges must be re-established whenever necessary to reflect actual expenses and loadings. Once the system is in use, the expenses and loadings can be determined from operating records and the user charges can be adjusted based on these figures.

**2018 Water Rate Structure**

	Base Rate	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Gallons	1000 (min)	1,000 - 5,000	5,000-7000	7,000-9,000	9,000-10,000	10,000+
Units	0-10	10-49	50-69	70-89	90-99	>100
Price	<b>\$25.01</b>	<b>\$4.74</b>	<b>\$5.04</b>	<b>\$5.33</b>	<b>\$7.45</b>	<b>\$9.22</b>
x amount	1000	4000	2000	2000	1000	
Tier Total	\$25.01	\$18.96	\$10.08	\$10.66	\$7.45	

10,000 gal. = \$ 72.16

**Water Plan Fee**

# of units x \$0.0032

\$ 20.53	Monthly sewer fee (until AWC is calculated)	first 1M = \$20.53, then add'l usage x \$3.52/Mgal
\$ 29.33	Monthly sewer improvement fee	

1. Expenses: The total annual expenses associated with the treatment works are estimated as follows:

<u>Item</u>	<u>Annual Expense</u>
Billing and Collection	\$7,500
Administrative	\$58,680
Power	\$75,000
Labor (including fringe benefits)	\$174,985
Material Costs	\$53,700
Replacement Costs (See Appendix B)	\$50,000
(Debt Service)	\$537,464
Other	\$245,879
<b>TOTAL ANNUAL BUDGET EXPENSE</b>	<b>\$1,203,208</b>



2. Loadings:

The initial hydraulic loading is estimated to be 117.8 Million gal/year.

(NOTE: For administrative ease, the annual hydraulic loading to the wastewater treatment plant used for billing may be assumed to be four times the winter quarter **water usage** for the municipality from both public and private water supplies. *(Do **not** use measured or estimated wastewater flows for this calculation.)* By using winter quarter water usage, residential users will not be charged for consumptive use of water during the summer months. The difference between actual total wastewater flow at the wastewater treatment plant and the actual total potable water used by users of the municipality is infiltration/inflow. By calculating a unit flow charge based on the total annual water usage and the total annual budget, the cost of transporting and treating infiltration/inflow is being distributed according to flow volume of the users. This approach is shown because of its ease of administration and because infiltration/inflow tends to be less significant in municipalities where flat rate structures are acceptable because of the collection system size, age of the collection system, and type of treatment generally employed in these municipalities.)

# City of Rose Hill Fiscal Sustainability Plan

Fiscal Sustainability Plan  
Wastewater Treatment Works  
Rose Hill, Kansas  
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## 3. Unit Cost:

The initial unit cost for flow in \$/gallons =  $\frac{\$1,203,208}{117,800,000 \text{ gallons}} = \$0.01$   
Total annual budget expense / total annual flow.

(NOTE: If debt service is to be addressed in this ordinance, it may be allocated in the same manner or it may be allocated in any other manner that the municipality desires.)

## 4. Establishment of User Classes:

User	Number of Users	Average Monthly Water Used per User (MGal)	Total Annual Water (MGal)	Cumulative Usage per Class
Residential Class Residential	1560	6.21	74.52	74.52
Light Commercial/ Institutional Filling Station Bank Drive In Bowling Alley Church	18	1.25	15.0	15.0
Heavy Commercial Car Wash Restaurant Laundromat	2	0.10	1.2	1.2
Heavy Institutional School	2	0.229	<u>2.75</u>	2.75
TOTAL	1582	7.79	92.27	<u>92.27</u>

(NOTE: The establishment of various user classes is dependent, of course, on the particular users discharging to the city's treatment works. The classes must be established such that the individual users within a single user class do not vary significantly in volume or strength of wastewater contributed to the treatment works.)

5. Calculation of charges to users in each user class:

Monthly charge per user in a particular user class =  $\frac{(\text{cumulative class usage})(\text{unit cost})}{(12)(\text{number of users in class})}$

where: Monthly charge per user is in dollars

Cumulative class usage is in gallons from paragraph 4

Unit cost is in \$/gallon from paragraph 3

Number of users in class is from paragraph 4, and

12 is a conversion factor.

$$\text{Monthly User Charge Residential} = \frac{(74,520,000)(\$0.01)}{(12)(1560)} = \$39.81$$

$$\text{Monthly User Charge Commercial (light)} = \frac{(15,000,000)(\$0.01)}{(12)(18)} = \$694.44$$

$$\text{Monthly User Charge Commercial (heavy)} = \frac{(1,200,000)(\$0.01)}{(12)(2)} = \$500.00$$

$$\text{Monthly User Charge Institutional} = \frac{(2,750,000)(\$0.01)}{(12)(2)} = \$1,145.83$$

Actual user charges for each user class – See Page 8

Appendix B on the following pages provides a calculation of the annual deposit into the Replacement Account to provide for rehabilitation and replacement of equipment, manholes, and sewer lines.

APPENDIX B TO  
USER CHARGE ORDINANCE

This appendix contains a replacement schedule that was developed to determine the amount of revenue needed to fund the Replacement Account. The replacement schedule lists the equipment in the treatment works, the estimated dates when the equipment will have to be replaced, and the estimated cost of replacement (which must include an allowance for inflation) over the useful life of the treatment works. Also listed is the estimated cash flow that will occur in the Replacement Account. The replacement dates and costs shown are estimates; the actual replacement dates and costs could be significantly different from those shown. If the actual replacement expenses differ significantly from those listed in the replacement schedule, the funding of the Replacement Account should be adjusted accordingly.

REPLACEMENT SCHEDULE

See Attached Spreadsheet.

Updated  
01/17/2018

Type	Unit# / ID#	MAKE	MODEL	YEAR	DEPT	VIN-SERIAL#	Condition (1-5)	Mileage or Hours	EST. REPLACEMENT COST	Life Span (Years)	Age	Depreciated/ Current Value
Truck	4	Ford	F-600 Dump Truck	1989	PW	RZ0U4G6646	4	-	Surplus-	15	-	-
Truck	2	Ford	L 8000 Dump Truck	1989	Sewer	1FD0W82A0K04A9550-	4	257239	Surplus-	15	-	-
Truck	13	Ford	Street Sweeper	1995	Streets	1F0M1H7009A4A0764-	4	63272	Surplus-	20	-	-
Truck	5	Chevy	2500 HD w/ plow	2000	Streets	1GCGK29L8Y4246705-	3	442434	Surplus-	10	-	-
Truck	6	Ford	F-250 Single Cab	2003	Streets	1FTNX21S15E454592-	2	194232	Insurance Totalled	10	-	-
Loader/backhoe	-	Cat	446C	2000	PW	42N445899	4	4662	Surplus-	10	-	-
UTV	-	John Deere	Gator 4x4	2004	PW	W00A0Z0090452	4	2579	Sold	10	-	-
Mower	-	Bush Hog	TD1500/15 foot mower-	2004	PW	12-00308	4	N/A	Surplus-	10	-	-
Mower	-	New Holland	GM274	1995	PW	7B14419/0847897-	4	1302	Surplus-	5	-	-
Truck	12	Ford	F-550 Crane Truck	2003	Water/Sewer	1FD4F57103E4A6915-	4	166234	Surplus-	5	-	-
Mower	-	Bad Boy	6000 LT	2007	PW	B816026KA04091517	2	1264	10,000	5	-	Unknown
Dump Truck	1	Freightliner	M2-106	2017	PW	1FVACWFC3JH10720	5	90	120,000	20	1	114,000.00
Truck	2	Ford	L 8000 Dump Truck	1995	PW	1FD0W82E7SVAS6544	2	191606	120,000	15	23	Unknown
Truck	3	Ford	F-550 Crane Truck	2017	Water/Sewer	1FD0X5H1HEE27656	5	1015	70,000	10	1	63,000.00
Truck	4	Ford	F-550 Bucket Truck	2006	PW	1FD4F573A6E49288	3	164136	95,000	15	12	19,000.00
Truck	5	Ford	F-350 w/dump bed	2006	PW	1FTSX21P06ED47899	2	78501	50,000	10	12	Unknown
Truck	6	Ford	F-250 Diesel	2006	Streets	1FTSX21P06ED47898	2	133770	45,000	10	12	Unknown
Truck	7	Ford	F-250 w/ plow	2002	Streets	1FTNX21S82EB25542	2	129565	37,000	10	16	(22,200.00)
Truck	8	Ford	F-250	2002	Water/Sewer	1FTNX21S62EB25541	2	139000	37,000	10	16	Unknown
Skid Steer	-	Bobcat	S 595	2017	PW		5	47	60,000	10	1	54,000.00
Loader/backhoe	-	John Deere	310 SK	2013	PW	T0310SKHC226837	5	856	110,000	10	1	54,000.00
Tractor	-	John Deere	1070	1993	PW	CH4048D010405	3	2001	35,000	20	5	55,000.00
Tractor	-	Kubota	M5400	2000	PW	M540-80293	3	3149	35,000	20	18	Unknown
UTV	-	John Deere	Gator #2	2004	PW	-	1	5293	8,000	10	14	3,500.00
UTV	-	Bobcat	3400	2016	PW	H16BD857AW	5	111	12,000	10	2	9,600.00
Mower	-	Bush Hog	TD1100/11 foot mower	2012	PW	B8H12416	4	N/A	15,000	10	6	6,000.00
Mower	-	Grasshopper	725DT	2012	PW	6215404	4	923	13,000	5	6	Unknown
Mower	-	Grasshopper	325D	2018	PW	6816046	5	0	13,000	5	0	13,000.00
Air Compressor	-	Atlas Copco	XAS 97	2005	Streets	8972 425001	2	1194	10,000	15	13	1,333.33
Mobile Lighting	-	Amida	AL4000	2005	Water/Sewer	EYF-05097	3	5118	10,000	15	13	1,333.33
Crack Sealer	-	Crafo	SS 125	2008	Streets	1C95Y10158141805	4	437	42,000	15	10	14,000.00
Roller Compactor	-	Mauldin	1450	-	Streets	196-C-14CG51Y-C-01196	1	N/A	50,000	10	-	Unknown
Submersible Sewage Pump	P-1	Wilo	FA10.94E-310,T20.1-6/22KEX14.8HP	2016	Sewer	650046901	5	375	12,500	7	2	8,928.57
Submersible Sewage Pump	P-2	Wilo	FA10.94E-310,T20.1-6/22KEX14.8HP	2016	Sewer	650046899	5	376	12,500	7	2	8,928.57
Submersible Sewage Pump	P-3	Wilo	FA10.94E-310,T20.1-6/22KEX14.8HP	2015	Sewer	2700650192121	4	1198	12,500	7	3	7,442.86
Submersible Sewage Pump	P-4	Wilo	FA10.94E-310,T20.1-6/22KEX14.8HP	2015	Sewer	2700650228254	4	1274	12,500	7	3	7,442.86
Grit Pump	P-5	Gorman Rupp	T4471S-8/F	2009	Sewer	1342588M	4	15926	10,000	20	9	5,500.00
Submersible Sewage Pump	P-7	Wilo	FA10.51E - 163,T17.4/8KEX5.7 HP	2008	Sewer	650042577	3	2708	7,000	7	10	Unknown
Submersible Sewage Pump	P-8	Wilo	FA10.51E - 163,T17.4/8KEX5.7 HP	2008	Sewer	6500442577	3	2552	7,000	7	10	Unknown
Rotary Lobe	P-9	Boeiger	FL 518	2008	Sewer	28102426 1.1	4	26789	17,000	20	10	8,500.00
Rotary Lobe	P-10	Boeiger	FL 518	2008	Sewer	28102426 1.3	4	16644	17,000	20	10	8,500.00
Rotary Lobe	P-11	Boeiger	FL 518	2008	Sewer	28102426 1.2	4	18278	17,000	20	10	8,500.00
Rotary Lobe	P-12	Boeiger	PL 300	2008	Sewer	28102425 1.1	4	1261	15,000	20	10	7,500.00

[illegible]