

# *Rose Hill City Council Packet*



## **MEETING NOTICE**

**ROSE HILL CITY COUNCIL**

**REGULAR MEETING**

**Monday, April 16, 2018**

**7:00 p.m.**

**ROSE HILL CITY HALL/COUNCIL CHAMBERS**

**125 W. ROSEWOOD**

## **AGENDA**

- Call to Order
- Invocation and Flag Salute – Pastor David Crisp, Rose Hill Friends Church
- Citizen Forum
- Minutes
- Claims
- Approval of Agenda

### Action Item:

1. Approval of change order for Nowak Construction

### Presentations:

- Wichita Area Metropolitan Planning Organization (WAMPO), Kristen Zimmerman
- WAMPO discussion

### Action Item:

2. Approval of amended Walkable Places Agreement

Staff Reports

Adjournment

\*\*\*If you need auxiliary aid and/or special accommodation in order to attend this meeting, please notify this office as soon as possible at 316-776-2712 so that we can make arrangements to accommodate your needs. \*\*\*

# *Rose Hill City Council Packet*



## **MINUTES THE REGULAR MEETING OF THE ROSE HILL CITY COUNCIL MONDAY, APRIL 2, 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, Ross Chappell, Beth Pompa 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.

### **Invocation and Flag Salute**

Pastor Rob Frazier, Rose Hill Victory Fellowship Church gave the invocation, followed by the flag salute.

### **Citizen Forum**

There were none.

### **Approval of minutes**

Councilmember Chappell made motion to approve the minutes of 03/19/18 and 03/26/18 as presented, seconded by Weaver. Motion carried 5-0.

### **Approval of claims**

Councilmember Weaver made motion to approve appropriation #7, seconded by Pompa. Motion carried 5-0.

### **Approval of agenda**

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

### **Presentations**

Suzi Thien, Sunlight Child Advocacy Center Director came before Council to give an update on the Center and the Sunshine Children's Home.

### **Approval of SCARF Donation**

Councilmember Baker made a motion to increase the donation to SCARF in the amount of \$1,500.00, seconded by Chappell. Motion carried 5-0.

### **Approval of Public Fireworks Exhibition**

Councilmember Chappell made motion to approve a Public Fireworks Exhibition request by

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Rainbow Fireworks, seconded by Baker. Motion carried 5-0.

## **Resolution for waiver of fees for City-wide garage sale day**

Councilmember Wright made motion to approve Resolution #593 authorizing staff to waive garage sale permit fees for two specified days and to set an alternative day in the event of inclement weather, seconded by Baker. Motion carried 5-0.

## **Approval of property and liability insurance**

Kelly Mendoza, Interim City Administrator/City Clerk, gave an overview of the policies and coverages. Motion by Weaver to approve the property and liability insurance renewal, seconded by Baker. Motion carried 5-0.

## **Approval of Fiscal Sustainability Plan**

Dillan Curtis, Public Works Superintendent, came before Council to request approval of the Fiscal Sustainability Plan required for KDHE loan funding on sewer projects. Motion by Wright to approve the Fiscal Sustainability Plan, seconded by Pompa. Motion carried 5-0

## **Staff Reports**

Councilmember Chappell inquired about the progress of the pond erosion project.

Chief Mosley noted that the court clerk was in in place and doing very well, the police recruit had been qualified with their duty weapon and would be starting academy on April 30<sup>th</sup>, and that the last vacant police officer position would be filled soon.

Public Works Superintendent Curtis reminded the Council about the Rose Hill Town Hall meeting on Monday, April 9<sup>th</sup>, regarding the discussion of intersection improvement options for the planned reconstruction at SW Butler Road and SW 150<sup>th</sup> Street.

Interim Administrator Mendoza gave an update on the administrator search, and a new business start-up.

## **Adjournment**

Councilmember Weaver made motion to adjourn the meeting @ 7:46 p.m., seconded by Chappell. Motion carried 5-0.

Respectfully submitted:

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Kelly Mendoza  
City Clerk

# Rose Hill City Council Packet

## Council Expense Approval Report - App. Ord. # 8, 04/16/18



Rose Hill, KS

By Vendor Name

Payable Dates 04/03/2018 - 04/16/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 2084 - Aflac</b>					
Aflac	04/16/2018	Employee paid premiums	Cafeteria Plan Withholding	114-110-100210	289.30
<b>Vendor 2084 - Aflac Total:</b>					<b>289.30</b>
<b>Vendor: 3228 - Atlas MD</b>					
Atlas MD	04/16/2018	Direct Primary Care Premiums	Cafeteria Plan Withholding	114-110-100210	500.00
<b>Vendor 3228 - Atlas MD Total:</b>					<b>500.00</b>
<b>Vendor: 3022 - Atwoods</b>					
Atwoods	04/16/2018	K-9 Food	K9 Unit	100-120-400386	44.99
Atwoods	04/16/2018	Boots for Employee	Uniforms and Service	100-130-400375	42.49
Atwoods	04/16/2018	Boots for Employee	Uniforms and Service	100-140-400375	42.50
Atwoods	04/16/2018	Boots for Employee	Uniforms and Service	112-112-400375	42.50
Atwoods	04/16/2018	Boots for Employee	Uniforms and Service	113-113-400375	42.50
<b>Vendor 3022 - Atwoods Total:</b>					<b>214.98</b>
<b>Vendor: 0515 - Autobody Connection, Inc.</b>					
Autobody Connection, Inc.	04/16/2018	Blower Motor for Unit #7	Vehicle Repair & Maintenance	100-140-400295	57.00
Autobody Connection, Inc.	04/16/2018	Blower Motor for Unit #7	Vehicle Repair & Maintenance	100-140-400295	30.84
Autobody Connection, Inc.	04/16/2018	Blower Motor for Unit #7	Vehicle Repair & Maintenance (... 300-130-400295		57.00
Autobody Connection, Inc.	04/16/2018	Blower Motor for Unit #7	Vehicle Repair & Maintenance (... 300-130-400295		30.84
<b>Vendor 0515 - Autobody Connection, Inc. Total:</b>					<b>175.68</b>
<b>Vendor: 2496 - B J Whiting</b>					
B J Whiting	04/16/2018	Probation fee - Henke	Reimbursement	100-121-400450	250.00
<b>Vendor 2496 - B J Whiting Total:</b>					<b>250.00</b>
<b>Vendor: 3231 - BG Lawn &amp; Landscaping, Inc.</b>					
BG Lawn & Landscaping, Inc.	04/16/2018	Pond Erosion Project	Professional Services	100-140-400310	20,300.00
<b>Vendor 3231 - BG Lawn &amp; Landscaping, Inc. Total:</b>					<b>20,300.00</b>
<b>Vendor: 2930 - Casey's General Store</b>					
Casey's General Store	04/16/2018	Fuel	Fuel	100-140-400225	11.76
Casey's General Store	04/16/2018	Fuel	Fuel	112-112-400225	11.76
Casey's General Store	04/16/2018	Fuel	Fuel	113-113-400225	11.76
Casey's General Store	04/16/2018	Fuel	Fuel	300-130-400225	11.76
<b>Vendor 2930 - Casey's General Store Total:</b>					<b>47.04</b>
<b>Vendor: 3109 - CASH</b>					
CASH	04/16/2018	Reimburse Petty Cash Drawer - PD	Miscellaneous	100-120-400400	72.15
<b>Vendor 3109 - CASH Total:</b>					<b>72.15</b>
<b>Vendor: 0131 - City of Wichita - Water Dept.</b>					
City of Wichita - Water Dept.	04/16/2018	Water Purchase	WATER PURCHASE	112-112-400910	20,714.38
<b>Vendor 0131 - City of Wichita - Water Dept. Total:</b>					<b>20,714.38</b>
<b>Vendor: 1742 - Cox Communications</b>					
Cox Communications	04/16/2018	Internet & Phone - City Hall	Internet Service	100-110-400212	132.69
Cox Communications	04/16/2018	Internet & Phone - City Hall	Telephone	100-110-400215	278.75
Cox Communications	04/16/2018	Internet & Phone - City Hall	Internet Service	112-112-400212	132.70
Cox Communications	04/16/2018	Internet & Phone - City Hall	Telephone	112-112-400215	278.76
Cox Communications	04/16/2018	Internet & Phone - City Hall	Internet Service	113-113-400212	132.70
Cox Communications	04/16/2018	Internet & Phone - City Hall	Telephone	113-113-400215	278.76
<b>Vendor 1742 - Cox Communications Total:</b>					<b>1,234.36</b>
<b>Vendor: 0029 - Delta Dental of Kansas</b>					
Delta Dental of Kansas	04/16/2018	Dental Insurance Premiums	Cafeteria Plan Withholding	114-110-100210	753.02
<b>Vendor 0029 - Delta Dental of Kansas Total:</b>					<b>753.02</b>

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. # 8, 04,

Payable Dates: 04/03/2018 - 04/16/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 0344 - Delta Electric Supply, Inc.</b>					
Delta Electric Supply, Inc.	04/16/2018	Fuses for Ballpark Lights	Operating Supplies	100-140-400395	181.49
<b>Vendor 0344 - Delta Electric Supply, Inc. Total:</b>					<b>181.49</b>
<b>Vendor: 0271 - Director of Taxation</b>					
Director of Taxation	04/16/2018	Water Protection & Clean Drinking Water Fee	WATER PROTECTION FEE (TO ST)	112-112-400411	1,250.36
<b>Vendor 0271 - Director of Taxation Total:</b>					<b>1,250.36</b>
<b>Vendor: 2584 - Dollar General - Regions 410526</b>					
Dollar General - Regions 410526	04/16/2018	Supplies	Operating Supplies	100-120-400395	66.40
<b>Vendor 2584 - Dollar General - Regions 410526 Total:</b>					<b>66.40</b>
<b>Vendor: 0882 - Earl Herren Insurance Inc.</b>					
Earl Herren Insurance Inc.	04/16/2018	Business Insurance Renewal	Property and Liability Insurance	100-110-400220	16,715.59
Earl Herren Insurance Inc.	04/16/2018	Business Insurance Renewal	Property and Liability Insurance	100-120-400220	20,648.67
Earl Herren Insurance Inc.	04/16/2018	Business Insurance Renewal	Property and Liability Insurance	100-140-400220	6,882.89
Earl Herren Insurance Inc.	04/16/2018	Business Insurance Renewal	Property and Liability Insurance	112-112-400220	15,732.32
Earl Herren Insurance Inc.	04/16/2018	Business Insurance Renewal	Property and Liability Insurance	113-113-400220	29,498.10
Earl Herren Insurance Inc.	04/16/2018	Business Insurance Renewal	Property and Liability Insurance	300-130-400220	8,849.43
Earl Herren Insurance Inc.	04/16/2018	Court Clerk Bond	Property and Liability Insurance	100-120-400220	100.00
Earl Herren Insurance Inc.	04/16/2018	Mower insurance	Property and Liability Insurance	100-140-400220	34.00
<b>Vendor 0882 - Earl Herren Insurance Inc. Total:</b>					<b>98,461.00</b>
<b>Vendor: 2841 - Fastenal Company</b>					
Fastenal Company	04/16/2018	Nuts and Bolts	Operating Supplies (Expires 201...	300-130-400395	43.68
<b>Vendor 2841 - Fastenal Company Total:</b>					<b>43.68</b>
<b>Vendor: 2823 - Fort Bend Services, Inc.</b>					
Fort Bend Services, Inc.	04/16/2018	Polymer for WWTF	Polymer	113-113-400615	1,395.00
<b>Vendor 2823 - Fort Bend Services, Inc. Total:</b>					<b>1,395.00</b>
<b>Vendor: 0200 - Gall's Inc.</b>					
Gall's Inc.	04/16/2018	Equipment for Officer Weekley	Uniforms and Service	100-120-400375	40.31
Gall's Inc.	04/16/2018	Equipment for Officer Weekley	Uniforms and Service	100-120-400375	19.62
<b>Vendor 0200 - Gall's Inc. Total:</b>					<b>59.93</b>
<b>Vendor: 3270 - Great West Financial</b>					
Great West Financial	04/06/2018	Deferred Comp.	Deferred Compensation	114-110-100220	645.00
Great West Financial	04/06/2018	Deferred Comp.	Deferred Compensation	114-110-100220	81.34
<b>Vendor 3270 - Great West Financial Total:</b>					<b>726.34</b>
<b>Vendor: 0475 - Halls Culligan, Inc.</b>					
Halls Culligan, Inc.	04/16/2018	Drinking water - Shop	Professional Services	100-140-400310	8.97
Halls Culligan, Inc.	04/16/2018	Drinking water - Shop	Professional Services	300-130-400310	8.98
Halls Culligan, Inc.	04/16/2018	Drinking water - WWTF	Professional Services	112-112-400310	4.95
Halls Culligan, Inc.	04/16/2018	Drinking water - WWTF	Professional Services	113-113-400310	4.95
Halls Culligan, Inc.	04/16/2018	Drinking water - City Hall	Professional Services	100-110-400310	17.03
Halls Culligan, Inc.	04/16/2018	Drinking water - City Hall	Professional Services	100-120-400310	17.02
<b>Vendor 0475 - Halls Culligan, Inc. Total:</b>					<b>61.90</b>
<b>Vendor: 3227 - Hartford Life</b>					
Hartford Life	04/16/2018	Life Insurance Premiums	Cafeteria Plan Withholding	114-110-100210	216.02
<b>Vendor 3227 - Hartford Life Total:</b>					<b>216.02</b>
<b>Vendor: 3264 - J &amp; A Traffic Products</b>					
J & A Traffic Products	04/16/2018	Speed Limit Signs	Operating Supplies (Expires 201...	300-130-400395	745.00
<b>Vendor 3264 - J &amp; A Traffic Products Total:</b>					<b>745.00</b>
<b>Vendor: 0066 - K.P.E.R.S.</b>					
K.P.E.R.S.	04/06/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	647.87
K.P.E.R.S.	04/06/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	1,411.94
K.P.E.R.S.	04/06/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,227.15
K.P.E.R.S.	04/06/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	163.13
K.P.E.R.S.	04/06/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	241.37
<b>Vendor 0066 - K.P.E.R.S. Total:</b>					<b>4,691.46</b>

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 1675 - Kansas Assoc. of Court Mgmt.</b>					
Kansas Assoc. of Court Mgmt.	04/16/2018	KACM yearly dues	Membership Fees & Dues	100-120-400240	50.00
<b>Vendor 1675 - Kansas Assoc. of Court Mgmt. Total:</b>					<b>50.00</b>
<b>Vendor: 1358 - Kansas Gas Service</b>					
Kansas Gas Service	04/16/2018	Utilities - Gas	Natural Gas	100-110-400211	255.27
Kansas Gas Service	04/16/2018	Utilities - Gas	Natural Gas	101-110-400211	196.83
Kansas Gas Service	04/16/2018	Utilities - Gas	Natural Gas	112-112-400211	81.02
Kansas Gas Service	04/16/2018	Utilities - Gas	Natural Gas	113-113-400211	194.62
<b>Vendor 1358 - Kansas Gas Service Total:</b>					<b>727.74</b>
<b>Vendor: 0603 - Kansas One-Call System, Inc.</b>					
Kansas One-Call System, Inc.	04/16/2018	Locates - March 2018	Professional Services	112-112-400310	54.00
Kansas One-Call System, Inc.	04/16/2018	Locates - March 2018	Professional Services	113-113-400310	54.00
<b>Vendor 0603 - Kansas One-Call System, Inc. Total:</b>					<b>108.00</b>
<b>Vendor: 1547 - Kansas Payment Center</b>					
Kansas Payment Center	04/16/2018	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: 0067 - Kansas State Treasurer</b>					
Kansas State Treasurer	04/16/2018	Pre-paid State Court Fees	Court Fees to State (Correct ne...	100-121-400413	579.11
<b>Vendor 0067 - Kansas State Treasurer Total:</b>					<b>579.11</b>
<b>Vendor: 2237 - KDHE- Bur. of Water - Div. of Environment</b>					
KDHE- Bur. of Water - Div. of Environment	04/16/2018	Annual Wastewater Permit Fees	Membership Fees & Dues	113-113-400240	185.00
<b>Vendor 2237 - KDHE- Bur. of Water - Div. of Environment Total:</b>					<b>185.00</b>
<b>Vendor: 2480 - Konica Minolta Business Solutions</b>					
Konica Minolta Business Solutions	04/16/2018	Copier Usage - PD	Copier Expense	100-120-400216	171.53
<b>Vendor 2480 - Konica Minolta Business Solutions Total:</b>					<b>171.53</b>
<b>Vendor: 0740 - Legal Shield</b>					
Legal Shield	04/16/2018	Employee Paid Premiums	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	28.90
<b>Vendor 0740 - Legal Shield Total:</b>					<b>28.90</b>
<b>Vendor: 3403 - Leis Towing &amp; Recovery, Inc.</b>					
Leis Towing & Recovery, Inc.	04/16/2018	Dump Truck Towing	Vehicle Repair & Maintenance	100-140-400295	32.00
Leis Towing & Recovery, Inc.	04/16/2018	Dump Truck Towing	Vehicle Repair & Maintenance	112-112-400295	32.00
Leis Towing & Recovery, Inc.	04/16/2018	Dump Truck Towing	Vehicle Repair & Maintenance	113-113-400295	32.00
Leis Towing & Recovery, Inc.	04/16/2018	Dump Truck Towing	Vehicle Repair & Maintenance (...	300-130-400295	32.00
<b>Vendor 3403 - Leis Towing &amp; Recovery, Inc. Total:</b>					<b>128.00</b>
<b>Vendor: 3184 - Logo Envy</b>					
Logo Envy	04/16/2018	Shirts - PD Clerk	Uniforms and Service	100-120-400375	164.48
<b>Vendor 3184 - Logo Envy Total:</b>					<b>164.48</b>
<b>Vendor: 1803 - Lowe's Credit Services</b>					
Lowe's Credit Services	04/16/2018	Chain, hardware, lumber	Operating Supplies	100-140-400395	94.14
Lowe's Credit Services	04/16/2018	Chain, hardware, lumber	Operating Supplies (Expires 201...	300-130-400395	66.59
<b>Vendor 1803 - Lowe's Credit Services Total:</b>					<b>160.73</b>
<b>Vendor: 0004 - Meridian Analytical Labs, LLC</b>					
Meridian Analytical Labs, LLC	04/16/2018	Bi-monthly KDHE Water Samples	LABORATORY FEES	112-112-400775	45.00
Meridian Analytical Labs, LLC	04/16/2018	Bi-monthly KDHE Wastewater Samples	LABORATORY FEES	113-113-400775	295.00
Meridian Analytical Labs, LLC	04/16/2018	Bi-monthly KDHE Water Samples	LABORATORY FEES	112-112-400775	30.00
<b>Vendor 0004 - Meridian Analytical Labs, LLC Total:</b>					<b>370.00</b>
<b>Vendor: 0084 - Midtown Service - Richard Showalter</b>					
Midtown Service - Richard Showalter	04/16/2018	Service & Tire Repair - Veh. 8	Vehicle Repair & Maintenance	100-120-400295	56.00
<b>Vendor 0084 - Midtown Service - Richard Showalter Total:</b>					<b>56.00</b>

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. # 8, 04,

Payable Dates: 04/03/2018 - 04/16/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 1626 - NEVCO Sports, LLC</b>					
NEVCO Sports, LLC	04/16/2018	Gregory Field Scoreboard Repair	Equipment Repair	100-140-400290	65.90
<b>Vendor 1626 - NEVCO Sports, LLC Total:</b>					<b>65.90</b>
<b>Vendor: 0704 - Nowak Construction Co. Inc.</b>					
Nowak Construction Co. Inc.	04/16/2018	Sanitary Sewer Project	Infrastructure	111-113-400420	24,966.68
<b>Vendor 0704 - Nowak Construction Co. Inc. Total:</b>					<b>24,966.68</b>
<b>Vendor: 1879 - Optiv Security Inc. (aka Fishnet Security)</b>					
Optiv Security Inc. (aka Fishnet Security)	04/16/2018	Key FOB tokens	Operating Equipment	100-120-400235	355.88
<b>Vendor 1879 - Optiv Security Inc. (aka Fishnet Security) Total:</b>					<b>355.88</b>
<b>Vendor: 1033 - O'Reilly Auto Parts</b>					
O'Reilly Auto Parts	04/16/2018	Polymer pump, truck supplies	Operating Supplies	100-140-400395	10.24
O'Reilly Auto Parts	04/16/2018	Polymer pump, truck supplies	Operating Supplies	112-112-400395	10.24
O'Reilly Auto Parts	04/16/2018	Polymer pump, truck supplies	Operating Supplies	113-113-400395	10.24
O'Reilly Auto Parts	04/16/2018	Polymer pump, truck supplies	Operating Supplies	113-113-400395	49.99
O'Reilly Auto Parts	04/16/2018	Polymer pump, truck supplies	Operating Supplies (Expires 201...	300-130-400395	10.24
<b>Vendor 1033 - O'Reilly Auto Parts Total:</b>					<b>90.95</b>
<b>Vendor: 2517 - Playpower LT Farmington, Inc.</b>					
Playpower LT Farmington, Inc.	04/16/2018	Grace Park Playground Repair	PLAYGROUND EQUIPMENT	100-140-400800	674.84
<b>Vendor 2517 - Playpower LT Farmington, Inc. Total:</b>					<b>674.84</b>
<b>Vendor: 1113 - Professional Engineering Consultants</b>					
Professional Engineering Consultants	04/16/2018	Sanitary Sewer Project	Engineering Services	111-113-400102	13,385.50
Professional Engineering Consultants	04/16/2018	Sanitary Sewer Project	Engineering Services	111-113-400102	2,000.00
Professional Engineering Consultants	04/16/2018	Sanitary Sewer Project	Engineering Services	111-113-400102	10,708.40
Professional Engineering Consultants	04/16/2018	Sanitary Sewer Project	Engineering Services	111-113-400102	4,000.00
Professional Engineering Consultants	04/16/2018	2018 Street Maintenance Engineering Services	Engineering Services	300-130-400102	6,000.00
Professional Engineering Consultants	04/16/2018	Engineering Retainer - Feb 2018	Engineering Services	100-110-400102	50.00
Professional Engineering Consultants	04/16/2018	City Planning Services	Professional Services	100-160-400310	500.00
<b>Vendor 1113 - Professional Engineering Consultants Total:</b>					<b>36,643.90</b>
<b>Vendor: 0893 - Project Graduation - Class of 2018</b>					
Project Graduation - Class of 2018	04/16/2018	Project Grad 2018 Donation	Donations	100-170-400500	750.00
<b>Vendor 0893 - Project Graduation - Class of 2018 Total:</b>					<b>750.00</b>
<b>Vendor: 0100 - Quill Corporation</b>					
Quill Corporation	04/16/2018	Supplies for city parks	Office Supplies	100-110-400410	12.58
Quill Corporation	04/16/2018	Supplies for city parks	Office Supplies	100-110-400410	5.49
Quill Corporation	04/16/2018	Supplies for city parks	Operating Supplies	100-140-400395	11.29
Quill Corporation	04/16/2018	Supplies for city parks	Operating Supplies	100-140-400395	93.98
Quill Corporation	04/16/2018	Supplies for city parks	Operating Supplies	100-140-400395	28.79
Quill Corporation	04/16/2018	Supplies for city parks	Operating Supplies	100-140-400395	51.49
Quill Corporation	04/16/2018	Office supplies	Office Supplies	100-110-400410	58.99
Quill Corporation	04/16/2018	Office supplies	Office Supplies	100-110-400410	5.58
Quill Corporation	04/16/2018	Office supplies	OFFICE SUPPLIES	100-140-400410	58.99
Quill Corporation	04/16/2018	Office supplies	Office Supplies	100-110-400410	15.21
Quill Corporation	04/16/2018	Office supplies	Office Supplies	100-120-400410	22.56
<b>Vendor 0100 - Quill Corporation Total:</b>					<b>364.95</b>
<b>Vendor: 2803 - R.E. Pedrotti Co., Inc.</b>					
R.E. Pedrotti Co., Inc.	04/16/2018	Floats for Wastewater Equipment	Operating Supplies	113-113-400395	332.00
<b>Vendor 2803 - R.E. Pedrotti Co., Inc. Total:</b>					<b>332.00</b>

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. # 8, 04,

Payable Dates: 04/03/2018 - 04/16/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 0240 - Rose Hill Bank - L</b>					
Rose Hill Bank - L	04/16/2018	PW Dump Truck - Payment #2	Vehicle Lease Payments	100-140-400912	5,879.32
Rose Hill Bank - L	04/16/2018	PW Dump Truck - Payment #2	Vehicle Lease Payments	112-112-400912	5,879.34
Rose Hill Bank - L	04/16/2018	PW Dump Truck - Payment #2	Vehicle Lease Payments	113-113-400912	5,879.34
Rose Hill Bank - L	04/16/2018	PW Dump Truck - Payment #2	Vehicle Lease Payments	300-130-400912	5,879.34
<b>Vendor 0240 - Rose Hill Bank - L Total:</b>					<b>23,517.34</b>
<b>Vendor: 0108 - Rose Hill Bank - S</b>					
Rose Hill Bank - S	04/06/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	1,966.37
Rose Hill Bank - S	04/06/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	839.98
Rose Hill Bank - S	04/06/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	3,591.72
Rose Hill Bank - S	04/06/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	352.44
Rose Hill Bank - S	04/06/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	271.92
Rose Hill Bank - S	04/06/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	82.42
<b>Vendor 0108 - Rose Hill Bank - S Total:</b>					<b>7,104.85</b>
<b>Vendor: 2388 - S.C.A.R.F.</b>					
S.C.A.R.F.	04/16/2018	Annual donation	Donations	100-170-400500	1,500.00
<b>Vendor 2388 - S.C.A.R.F. Total:</b>					<b>1,500.00</b>
<b>Vendor: 1124 - South West Butler Quarry LLC</b>					
South West Butler Quarry LLC	04/16/2018	Cream Rock	Gravel	199-130-400622	59.70
<b>Vendor 1124 - South West Butler Quarry LLC Total:</b>					<b>59.70</b>
<b>Vendor: 2793 - State of Kansas</b>					
State of Kansas	04/06/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	965.68
State of Kansas	04/06/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	97.84
<b>Vendor 2793 - State of Kansas Total:</b>					<b>1,063.52</b>
<b>Vendor: 2771 - Sunflower Bank</b>					
Sunflower Bank	04/06/2018	H.S.A.	Cafeteria Plan Withholding	114-110-100210	485.00
<b>Vendor 2771 - Sunflower Bank Total:</b>					<b>485.00</b>
<b>Vendor: 1483 - Verizon Wireless</b>					
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	100-110-400215	92.31
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	100-120-400215	815.47
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	100-140-400215	15.39
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	100-150-400215	40.01
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	112-112-400215	117.30
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	113-113-400215	115.39
Verizon Wireless	04/16/2018	Cell Phones & Data	Telephone	300-110-400215	115.38
<b>Vendor 1483 - Verizon Wireless Total:</b>					<b>1,311.25</b>
<b>Vendor: 1561 - VISA - First Bankcard Center</b>					
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Training	100-110-400230	120.00
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Computer Services	100-110-400320	1,000.00
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Office Supplies	100-110-400410	39.30
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Professional Services	100-120-400310	25.00
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Uniforms and Service	100-120-400375	792.67
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	K9 Unit	100-120-400386	93.36
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Operating Supplies	100-120-400395	215.13
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Miscellaneous	100-120-400400	90.98
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Office Supplies	100-120-400410	26.00
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Equipment Repair	100-140-400290	18.95
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Operating Supplies	100-140-400395	131.43



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Payable Dates: 04/03/2018 - 04/16/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	TRAINING	112-112-400230	25.00
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Computer Services	113-113-400320	16.15
VISA - First Bankcard Center	04/16/2018	Basecamp, PD Uniforms, Supplies	Operating Supplies	113-113-400395	21.85
<b>Vendor 1561 - VISA - First Bankcard Center Total:</b>					<b>2,615.82</b>
<b>Vendor: 3060 - Vision Care Direct</b>					
Vision Care Direct	04/16/2018	Vision Care Premiums	Cafeteria Plan Withholding	114-110-100210	206.34
<b>Vendor 3060 - Vision Care Direct Total:</b>					<b>206.34</b>
<b>Vendor: 1525 - Waste Connections of Wichita</b>					
Waste Connections of Wichita	04/16/2018	Trash Service	Trash Service	100-110-400217	43.01
Waste Connections of Wichita	04/16/2018	Trash Service	Trash Service	100-140-400217	222.66
Waste Connections of Wichita	04/16/2018	Trash Service	Trash Service	112-110-400217	144.04
Waste Connections of Wichita	04/16/2018	Trash Service	Trash Service	113-110-400217	144.04
<b>Vendor 1525 - Waste Connections of Wichita Total:</b>					<b>553.75</b>
<b>Vendor: 0065 - Westar Energy</b>					
Westar Energy	04/16/2018	Utilities - Electric	Electricity	100-110-400210	275.59
Westar Energy	04/16/2018	Utilities - Electric	Storm Sirens	100-120-400214	76.51
Westar Energy	04/16/2018	Utilities - Electric	Electricity	100-140-400210	317.74
Westar Energy	04/16/2018	Utilities - Electric	Street Lights	100-170-400501	2,432.33
Westar Energy	04/16/2018	Utilities - Electric	Electricity	101-110-400210	261.50
Westar Energy	04/16/2018	Utilities - Electric	Electricity	112-112-400210	491.84
Westar Energy	04/16/2018	Utilities - Electric	Electricity	113-113-400210	1,144.15
<b>Vendor 0065 - Westar Energy Total:</b>					<b>4,999.66</b>
<b>Grand Total:</b>					<b>263,585.80</b>

# Rose Hill City Council Packet

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Payable Dates: 04/03/2018 - 04/16/2018

## Report Summary

### Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	84,432.66
101 - LIBRARY FUND	458.33
111 - SEWER EQ. REPLACEMENT RESERVE	55,060.58
112 - WATER UTILITY	45,077.51
113 - SEWER UTILITY	39,837.54
114 - PAYROLL WITHHOLDING	16,809.24
199 - STREET SALES TAX	59.70
300 - SPECIAL STREETS & HIGHWAY	21,850.24
<b>Grand Total:</b>	<b>263,585.80</b>

### Account Summary

Account Number	Account Name	Payment Amount
100-110-400102	Engineering Services	50.00
100-110-400210	Electricity	275.59
100-110-400211	Natural Gas	255.27
100-110-400212	Internet Service	132.69
100-110-400215	Telephone	371.06
100-110-400217	Trash Service	43.01
100-110-400220	Property and Liability Insu...	16,715.59
100-110-400230	Training	120.00
100-110-400310	Professional Services	17.03
100-110-400320	Computer Services	1,000.00
100-110-400410	Office Supplies	137.15
100-120-400214	Storm Sirens	76.51
100-120-400215	Telephone	815.47
100-120-400216	Copier Expense	171.53
100-120-400220	Property and Liability Insu...	20,748.67
100-120-400235	Operating Equipment	355.88
100-120-400240	Membership Fees & Dues	50.00
100-120-400295	Vehicle Repair & Mainten...	56.00
100-120-400310	Professional Services	42.02
100-120-400375	Uniforms and Service	1,017.08
100-120-400386	K9 Unit	138.35
100-120-400395	Operating Supplies	281.53
100-120-400400	Miscellaneous	163.13
100-120-400410	Office Supplies	48.56
100-121-400413	Court Fees to State (Corre...	579.11
100-121-400450	Reimbursement	250.00
100-130-400375	Uniforms and Service	42.49
100-140-400210	Electricity	317.74
100-140-400215	Telephone	15.39
100-140-400217	Trash Service	222.66
100-140-400220	Property and Liability Insu...	6,916.89
100-140-400225	Fuel	11.76
100-140-400290	Equipment Repair	84.85
100-140-400295	Vehicle Repair & Mainten...	119.84
100-140-400310	Professional Services	20,308.97
100-140-400375	Uniforms and Service	42.50
100-140-400395	Operating Supplies	602.85
100-140-400410	OFFICE SUPPLIES	58.99
100-140-400800	PLAYGROUND EQUIPMENT	674.84
100-140-400912	Vehicle Lease Payments	5,879.32
100-150-400215	Telephone	40.01
100-160-400310	Professional Services	500.00
100-170-400500	Donations	2,250.00
100-170-400501	Street Lights	2,432.33
101-110-400210	Electricity	261.50

# Rose Hill City Council Packet

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Payable Dates: 04/03/2018 - 04/16/2018

## Account Summary

Account Number	Account Name	Payment Amount
101-110-400211	Natural Gas	196.83
111-113-400102	Engineering Services	30,093.90
111-113-400420	Infrastructure	24,966.68
112-110-400217	Trash Service	144.04
112-112-400210	Electricity	491.84
112-112-400211	Natural Gas	81.02
112-112-400212	Internet Service	132.70
112-112-400215	Telephone	396.06
112-112-400220	Property and Liability Insu...	15,732.32
112-112-400225	Fuel	11.76
112-112-400230	TRAINING	25.00
112-112-400295	Vehicle Repair & Mainten...	32.00
112-112-400310	Professional Services	58.95
112-112-400375	Uniforms and Service	42.50
112-112-400395	Operating Supplies	10.24
112-112-400411	WATER PROTECTION FEE ...	1,250.36
112-112-400775	LABORATORY FEES	75.00
112-112-400910	WATER PURCHASE	20,714.38
112-112-400912	Vehicle Lease Payments	5,879.34
113-110-400217	Trash Service	144.04
113-113-400210	Electricity	1,144.15
113-113-400211	Natural Gas	194.62
113-113-400212	Internet Service	132.70
113-113-400215	Telephone	394.15
113-113-400220	Property and Liability Insu...	29,498.10
113-113-400225	Fuel	11.76
113-113-400240	Membership Fees & Dues	185.00
113-113-400295	Vehicle Repair & Mainten...	32.00
113-113-400310	Professional Services	58.95
113-113-400320	Computer Services	16.15
113-113-400375	Uniforms and Service	42.50
113-113-400395	Operating Supplies	414.08
113-113-400615	Polymer	1,395.00
113-113-400775	LABORATORY FEES	295.00
113-113-400912	Vehicle Lease Payments	5,879.34
114-110-100210	Cafeteria Plan Withholding	2,449.68
114-110-100220	Deferred Compensation	726.34
114-110-100300	FEDERAL W/H TAX PAYAB...	2,238.29
114-110-100310	FICA W/H TAX PAYABLE	4,866.56
114-110-100320	STATE W/H TAX PAYABLE	1,063.52
114-110-100350	RETIREMENT WITHHOLDI...	4,691.46
114-110-100400	MISCELLANEOUS DEDUCT...	773.39
199-130-400622	Gravel	59.70
300-110-400215	Telephone	115.38
300-130-400102	Engineering Services	6,000.00
300-130-400220	Property and Liability Insu...	8,849.43
300-130-400225	Fuel	11.76
300-130-400295	Vehicle Repair & Mainten...	119.84
300-130-400310	Professional Services	8.98
300-130-400395	Operating Supplies (Expir...	865.51
300-130-400912	Vehicle Lease Payments	5,879.34
<b>Grand Total:</b>		<b>263,585.80</b>

## Project Account Summary

Project Account Key	Payment Amount
**None**	263,585.80
<b>Grand Total:</b>	<b>263,585.80</b>

# Rose Hill City Council Packet

CHANGE ORDER No. 1

Date of Issuance: 04/05/2018

Project Name: 2017 Sanitary Sewer Rehab	Owner: City of Rose Hill	Owner's Project Number:
Engineer's Project Number (if applicable): 35-170555-000-1770	Date of Contract: 01/31/2018	
Contractor: Nowak Construction Co., Inc.		

**The following changes are hereby made to the CONTRACT DOCUMENTS:**

Justification: An increase in contract price for the addition of work as outlined in the attached spreadsheet.

☒ **Change to CONTRACT PRICE**

Original CONTRACT PRICE: \$ 313,134.10  
Current CONTRACT PRICE (as adjusted by previous CHANGE ORDERS): \$ 313,134.10  
Increase in CONTRACT PRICE as of this Change Order: \$ 12,563.00  
The new CONTRACT PRICE incorporating this CHANGE ORDER: \$ 325,697.10

☐ **Change to CONTRACT TIME:**

Original Contract Times: ☐ Working Days ☐ Calendar Days

Substantial completion (days): \_\_\_\_\_

Final completion (days) \_\_\_\_\_

The ~~CONTRACT TIME~~ (as adjusted by previous CHANGE ORDERS):

Substantial completion (days) \_\_\_\_\_

Final completion (days) \_\_\_\_\_

Increase in CONTRACT TIME as of this Change Order:

Substantial completion (days) \_\_\_\_\_

Final completion (days) \_\_\_\_\_

CONTRACT TIMES with all approved CHANGE ORDERS:

Substantial completion (days) \_\_\_\_\_

Final completion (days) \_\_\_\_\_

REQUESTED:

By: Jeff L. Murphy  
Contractor (Authorized Signature)

Date: 4/5/18

RECOMMENDED:

By: \_\_\_\_\_  
Engineer (Authorized Signature)

Date: 4/6/18

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

# Rose Hill City Council Packet

Item	Quantity	Units	Unit Cost	Item Total
Remove & Replace Concrete Channel Lining	10	LF	\$251.00	\$2,510.00
Remove & Replace Asphalt Pavement, Curb & Gutter	4	LF	\$124.00	\$496.00
Remove & Replace Concrete Sidewalk	63	SF	\$10.00	\$630.00
8" Sanitary Sewer Point Repairs - Line No. 5	1	LF	\$937.00	\$937.00
8" Sanitary Sewer Point Repairs - Line No. 8	4	LF	\$722.50	\$2,890.00
8" Sanitary Sewer Point Repairs - Line No. 3	6	LF	\$850.00	\$5,100.00
<b>Change Order #1 Total</b>				<b>\$12,563.00</b>



## Agenda

WAMPO Planning Walkable Places Program

### Rose Hill Pedestrian Plan

City Council Workshop

Monday, April 16, 2018 at 7:00 pm  
Rose Hill City Hall

1. WAMPO Planning Walkable Places Overview
2. Rose Hill Pedestrian Plan Grant Options for Next Steps

# Rose Hill City Council Packet



## PLANNING WALKABLE PLACES

v5.16.2017

### Program Purpose

To help meet the current and anticipated future need for walkable place-making in the WAMPO region with a focused program that will promote vibrancy, community, and economic vitality today and over the long term.

Planning Walkable Places is a grant program for non-construction planning projects.

### Objectives

- Create pilot projects that can be evaluated by all member jurisdictions and members of the public.
- Enhance community identity by helping to create core areas and Main Streets with distinctive characteristics.
- Promote pedestrian safety.
- Enhance or restore the character and charm of traditionally walkable areas.
- Support a “sense of community” in small and large cities.
- Provide a reasonable opportunity for participation for all WAMPO members.
- Enhance the quality of community of events and help keep up with rapidly increasing rates of attendance.
- Support efforts to enhance economic vitality and tourism that rely on foot traffic for attractions and retail.

### Contacts

Please submit any questions, comments or request for additional information to any of the following:

Jason O'Brien  
Senior Planner, WAMPO  
316-352-4861  
[jaobrien@wichita.gov](mailto:jaobrien@wichita.gov)

Kristen Zimmerman  
Senior Planner II, WAMPO  
316-352-4862  
[kzimmerman@wichita.gov](mailto:kzimmerman@wichita.gov)

# Rose Hill City Council Packet

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## Example Eligible Activities List

- Projects will likely include multiple activities and may involve different stages of the planning process. Any project may include one or several of the following elements. This list is not intended to be exhaustive.
- Development of design standards or design guidelines that promote walkable streets and land development.
- Development of zoning overlays that will encourage/work with walking as a primary mode of transportation (Historic District, Arts District, Downtown, etc.).
- Downtown or Main Street rehabilitation studies that aim at restoring walkability to an area or street where it was once prominent.
- Educational programs for enhancing pedestrian safety and awareness.
- Walkability audits or accessibility studies that assess existing conditions, identifying needs and barriers; any other types of inventories or surveys that emphasize walkability; identification of candidate areas for improving walkability.
- Development of Active Transportation plans that may also incorporate bicycling.
- Corridor studies or plans that emphasize walkability.
- Citizen/stakeholder participation activities such as surveys or facilitated events that will inform the planning of walkable places.
- Tourism or economic development studies or plans that emphasize walkability.



# Rose Hill City Council Packet

- Parking plans or studies that develop different parking scenarios for areas where walkability is important.
- Transit studies in which the walk portion of transit is prominent or which include a placemaking element, such as a Transit Oriented Development (TOD) plan.
- Development of Safe Routes to School-type plans or design guidelines to make walking to school practical and safe.
- Creation of pedestrian plans for activity centers such as event venues, schools, or employment centers.
- Studies or planning that will create/identify areas where walking/foot traffic will enhance the local economy.
- Traffic calming studies.
- Other planning components such as market assessment, exploring financing options, creating multi-year phasing plans with associated costs.
- Pedestrian plans for connecting activity centers.

## Ineligible Activities

- Preliminary Engineering
- Right of Way acquisition
- Utility Relocation
- Construction
- Any plans or studies that do not specify a connection with walking/walkability

## Eligible Recipients

All member jurisdictions are eligible to compete for projects. At this time, non-profit organizations and school districts are not eligible.

Please Note: Member jurisdictions may apply for and be awarded **multiple** projects.

## Public Participation

A public participation process is a required element of all federally funded projects.

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## Considerations

Because rapidly rising attendance at special events has been identified as a regional pedestrian concern, projects aimed at improving pedestrian accommodations in and around community event areas will be receive first consideration.

Safety is a priority for the region, and proposals that incorporate pedestrian safety elements will receive added consideration.

Although the conceptual planning of individual facilities such as shared use paths and sidewalks may qualify for funding, the real intent of this program is placemaking. As such, proposals that consider the connection between the built environment and transportation to create walkable places will receive added consideration.

Proposed projects that enhance, support, or integrate with a larger community plan will receive added consideration.

Proposed projects should support and enhance local context such as historic character.

## Requirements

In order to receive funding, a proposed project must meet ALL of the following criteria:

- Proposed by an eligible project sponsor (a WAMPO member jurisdiction)
- The project sponsor clearly explains how the proposed project will enhance walkability, if it is not evident
- The proposed project includes a meaningful public involvement process
- The proposal does NOT include ineligible activities (listed above)
- Local matching funds for 20 percent of the project's total cost must be available

Project sponsors that do not meet all criteria will be given an opportunity to review and amend their proposals; those that cannot meet all criteria by the deadline will not be awarded funds.

## Policies

Funds may only be used for the project described in the application. Funds are awarded to the project, not the jurisdiction.

Significant changes to a project's scope of work after award will need formal approval by WAMPO. Any work done on a project that does not conform to the project description is not eligible for reimbursement. Minor changes may not require a formal process – please contact WAMPO with any questions.

No additional federal funds are promised for cost increases after the initial award is made.

# Rose Hill City Council Packet

All project sponsors will need to adhere to the Kansas Department of Transportation's consultant procurement process. This assures compliance with federal and state policies. WAMPO staff will assist in meeting these requirements.

Although WAMPO staff will assist project sponsors at certain stages of the process, WAMPO's policy will be to ensure that control and management of all projects remains with the project sponsor to the maximum extent practical.

If a federal award exceeds \$100,000, the awardee will need to pay a 1% TIP fee to WAMPO.

## Review Committee

The committee will meet 2-3 times during the summer months to provide feedback and helpful suggestions to project sponsors and to ensure that proposed projects meet requirements. The Committee will assist in prioritizing/recommending projects for funds if funding is not adequate for all proposed projects.

WAMPO staff will conduct communications with the project sponsors. Staff will also help to ensure that proposals meet all requirements.

## Deadlines

### May

Call for Projects Period Opens on 5/15

Project Review Committee begins work

### June 2017

June 15 – Call for Projects Period Ends

Project Review Committee concludes work

Project Selection Committee meetings start

### July 2017

TAC votes on projects recommended for funding by the Review Committee

### August 2017

TPB votes on TAC's recommendation of projects to fund

Awards announced

### Sept – Dec 2017

Successful applicants will be asked to develop a more detailed scope and project timeline

Consultant procurement process

## Funding

In accordance with federal policy, a project may receive a maximum of 80 percent of its funds from WAMPO programs. A 20 percent local match will need to be provided by the project

# *Rose Hill City Council Packet*

sponsor. Projects may be funded below the 80 percent maximum if the Review Committee recommends a different level of federal funding.

## Supporting Documents

- Visual Guide to Pedestrian Planning Walkable Places
- Application Packet



## Visual Guide Planning Walkable Places Program

The Visual Guide for the Planning Walkable Places Program should be used as a tool for exploring some of the more commonly featured project types. Please be aware, this guide should not be considered an exclusive list! Many other activities may be eligible.

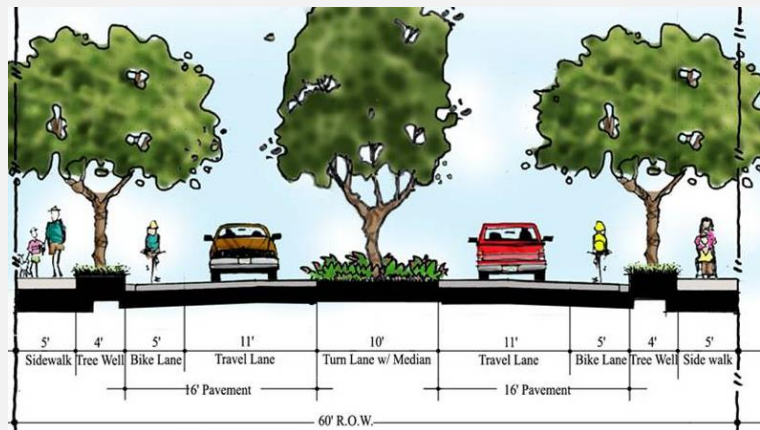
Planning Walkable Places is a grant program for non-construction planning projects with walkability as a primary focus. All WAMPO member jurisdictions are encouraged to apply.

**Eligible Activities:** include conceptual designs, plans, studies, development of standards and guidelines, surveys and assessments, public involvement activities, accessories like wayfinding signage and lighting (with some restrictions).

**Ineligible Activities:** include construction, preliminary engineering, projects that do not specify a connection with walkability/pedestrian transportation.

**Requirements:** 20 percent local matching funds, a public involvement process, and adherence to KDOT's procurement process for consultants (WAMPO staff will help with this part!)

**Timeline:** the calendar consists of a call for projects in mid-May and culminates with award announcements in August, followed by consultant selection in the Fall of 2017.



## Downtown, Area, or Corridor Plans



### General Scope:

Produce a plan for developing or redeveloping a defined subarea of a city, often a downtown, to create an environment that promotes and enhances walking. The scope likely includes the following tasks:

- Collect and analyze existing conditions (physical, demographic, socioeconomic, market. . .)
- Identify desired future conditions, goals, and objectives
- Identify opportunities and barriers
- Develop land use and development recommendations
- Develop infrastructure recommendations (transportation, streetscape, etc.)
- Create design standards
- Develop planning level cost estimates
- Prioritize recommendations and develop an implementation plan with funding options
- Stakeholder and public engagement

### General Cost Range:

Costs will vary depending upon the size of the area or corridor, the existing development complexity, the amount of detail desired from the recommendations (from verbiage to concept drawings), the amount of stakeholder and public engagement, and data availability.

General costs for the scope items listed above should range from about \$30K to \$100K or more.





## Safe Routes to Schools Plans



### General Scope:

Produce a plan to improve pedestrian safety for school children at or near a school. May include bicycling as well. The scope likely includes the following tasks:

- Collect data on enrollment, bus routes, bus policies, school policies and programs, crash data, traffic volumes, etc.
- Conduct a school audit and assess existing conditions of infrastructure and human behaviors before and after school
- Develop, conduct, and summarize the results of a parent survey and a student survey
- Conduct a walking audit workshop and neighborhood meeting
- Develop and prioritize strategies and actions to improve safety for children who walk and bike
- Develop and prioritize strategies to induce more children to walk and bike to school as a healthy activity
- Stakeholder and public engagement



### General Cost Range:

Costs will vary depending upon the size of the school, the number of students, number of surveys, and the amount of stakeholder and public engagement.

General costs for the scope items listed above should range from about \$20K to \$40K+.

## Pedestrian Plans (Community-Wide or Activity Center)



### General Scope:

Produce a plan to improve pedestrian safety, access, and connectivity for an entire community or a specific area. The scope likely includes the following tasks:

- Identify and assess conditions of existing facilities
- Identify development types and conditions related to pedestrian activity
- Pedestrian crash data analysis
- Identify desired future conditions, goals, and objectives
- Identify trip origins, destinations, and missing connections
- Identify physical, sociological, and regulatory barriers
- Identify future network and improvements
- Recommend policies for implementation
- Recommend changes to city regulations and standards
- Develop planning level cost estimates
- Prioritization and implementation plan with funding options
- Stakeholder and public engagement



### General Cost Range:

Costs will vary depending upon the size of the community or activity center, the amount of stakeholder and public engagement, and data availability.

General costs for the scope items listed above should range from about \$20K to \$60K+.





## Pedestrian Plans (Community Events)



### General Scope:

Produce a plan to improve pedestrian safety, access, circulation, and connectivity for an area where community events are held or for a specific community event. The scope likely includes the following tasks:

- Identify and assess conditions of existing facilities at and around the site
- Identify event or event site programming
- Identify desired future conditions, goals, and objectives
- Identify pedestrian connections to the event site and from parking locations to the event site
- Identify inner circulation routing
- Identify trip origins, parking locations, transit stops, and missing connections
- Identify physical, sociological, and regulatory barriers
- Identify future network and improvements
- Develop planning level cost estimates
- Prioritization and implementation plan with funding options
- Stakeholder and public engagement



### General Cost Range:

Costs will vary depending upon the size of the event site, complexity of pedestrian access to and within the site, the amount of stakeholder and public engagement, and data availability.

General costs for the scope items listed above should range from about \$10K to \$30K+.

## Parking Studies



### General Scope:

Produce a document to inform the public and elected officials about different parking scenarios in a specific area, corridor, or business cluster, with reference to pedestrian activity and “sense of place”. The scope likely includes the following tasks:

- Identify existing on- and off-street parking inventory
- Identify and analyze occupancy, duration, turn over, availability, demand, and peak demand
- Identify surpluses and deficits
- Conduct interviews and/or survey of business owners, visitors, and residents
- Review existing parking management, operations, technology, wayfinding, maintenance, pricing, as well as local policies and requirements
- Analyze data and develop report of key findings and recommendations
- Develop different parking scenarios for the location
- Develop planning level cost estimates
- Stakeholder and public engagement



### General Cost Range:

Costs will vary depending upon the size of the area, the development complexity, the amount of stakeholder and public engagement, and data availability.

General costs for the scope items listed above should range from about \$10K to \$50K+.



## Traffic Calming Studies



### General Scope:

Produce a plan to reduce motor vehicle speeds on a targeted street, at an intersection, along a corridor, or within a defined area. The scope likely includes the following tasks:

- Collect and analyze traffic data including volumes, speeds, turning movements, etc.
- Collect and analyze existing physical conditions of street and development types
- Collect and analyze crash data
- Conduct interviews and/or surveys of property owners, stakeholders, etc.
- Identify needed traffic calming and the desired outcomes
- Identify options and develop recommendations
- Stakeholder and public engagement

### General Cost Range:

Costs will vary depending upon length of corridor or number of areas, the amount of stakeholder and public engagement, and data availability.

General costs for the scope items listed above should range from about \$10K to \$50K+.



## Zoning Code & Subdivision Regulations Updates



### General Scope:

Revise existing municipal regulations that control and direct the development of property and the subdivision of land. These updates are to aid in creating an environment that promotes and enhances walking. The scope likely includes the following tasks:

- Identify purpose of update to regulations
- Review existing zoning code and subdivision regulations
- Develop gap analysis between existing regulations and desired regulations
- Draft revised regulations
- Stakeholder and public engagement



### General Cost Range:

A complete update of zoning code and subdivision regulations generally costs in the range from about \$15K to \$30K+.

Identifying and drafting revisions to existing codes and regulations to enhance pedestrian environments and promote walkability generally costs in the range from about \$4K to \$10K.



## Educational Programs



### General Scope:

Produce a program for educating the general public or targeted audience about pedestrian safety, awareness, proper conduct, and the many benefits including health, environmental, and financial. The scope likely includes the following tasks:

- Identify the purpose of the program and target audience(s)
- Coordinate with stakeholders responsible for implementing aspects of the program including school districts, individual schools, law enforcement, non-profits, etc.
- Identify targeted behaviors
- Identify means of education (classroom, pamphlets, media,
- Identify key messages
- Develop program documents, materials, training, etc.



### General Cost Range:

Costs will vary depending upon the size of the audience and means of reaching the audience.

General costs for the scope items listed above should range from about \$5K to \$20K+.



## Other Project Ideas

- Development of design standards or design guidelines that promote walkable streets and land development
- Development of zoning overlays that will encourage/work with walking as a primary mode of transportation (Historic District, Arts District, Downtown, etc.)
- Downtown or Main Street rehabilitation studies that aim at restoring walkability to an area or street where it was once prominent
- Hire a Safe Routes To School Coordinator (paid employee)
- Educational programs for enhancing pedestrian safety and awareness
- Walkability audits or accessibility studies that assess existing conditions, identifying needs and barriers; any other types of inventories or surveys that emphasize walkability; identification of candidate areas for improving walkability
- Corridor studies or plans that emphasize walkability
- Citizen/stakeholder participation activities such as surveys or facilitated events that will inform the planning of walkable places
- Tourism studies or plans that emphasize the role of walkability
- Signage and wayfinding for pedestrians
- Parking studies and plans
- Transit studies in which the walk portion of transit is prominent or which include a place-making element, such as a Transit Oriented Development (TOD) plan
- Development of Safe Routes to School-type plans or design guidelines to make walking to school practical and safe
- Creation of pedestrian plans for activity centers such as event venues, schools, or employment centers
- Studies or planning that will create/identify areas where walking/foot traffic will enhance the local economy
- Traffic calming studies
- Temporary demonstration projects that will introduce new walkability practices or project types to the region
- Other planning components such as market assessment, exploring financing options, creating multi-year phasing plans with associated costs
- Pedestrian plans for connecting activity centers
- Many more....

For more information, please request a copy of the full Planning Walkable Places program! WAMPO staff contact information is as follows:

Jason O'Brien  
Senior Planner I  
316-352-4861  
jaobrien@wichita.gov

Kristen Zimmerman  
Senior Planner II  
316-352-4862  
kzimmerman@wichita.gov

# Rose Hill City Council Packet



## CALL FOR PROJECTS APPLICATION

*One project per application*

ORGANIZATION/AGENCY	PRIMARY CONTACT	PRIMARY CONTACT INFORMATION
Name:	Name:	Phone:
City of Rose Hill	Austin Gilley	316-776-2712
Address:	Title:	E-Mail:
125 W Rosewood, Rose Hill	City Administrator	austin@cityofrosehill.com

## ELIGIBILITY

Please select if your project will include (select all that apply):

- ☐ Preliminary Engineering (defined above)
- ☐ Right of Way Acquisition
- ☐ Utility Relocation
- ☐ Construction
- ☐ Land Surveying

If you checked any of the above, your project may need to be changed in order to be eligible for funding under this program. Please call Jason O'Brien at 316-352-4861 or Kristen Zimmerman at 316-352-4862.

Please select if your project will include (select all that apply):

- ☒ A clear explanation of how the project will enhance walkability
- ☒ A public involvement process
- ☒ A conceptual description of all work to be performed
- ☒ A reasonably accurate cost estimate

If you did **NOT** check **ALL** of the boxes above, your project may need to be changed in order to be eligible for funding under this program. For further detail please call Jason O'Brien at 316-352-4861 or Kristen Zimmerman at 316-352-4862.

# Rose Hill City Council Packet

## PROJECT DESCRIPTION

Please describe your proposed project. See the below examples for further insight:

**Bad Example:** Plan a sidewalk between 183rd and 187th street.

**Good Example:** Plan for connecting 183rd and 187th Streets on Harlan Avenue so that residents in the Pine Hills neighborhood can safely walk to the Pine Hills Shopping Center. The plan will help determine whether to extend the sidewalk on the west side of Harlan Ave or construct a new facility between the neighborhood and Shopping Center on the east side, and will help to determine what types of crosswalks or other safety features may be appropriate. Engineering concerns and public input will both be considered. The plan will also examine the possible addition of trees and lighting along this route and extending to Maple Sugar Park on 188th Street. It will develop planning-level cost estimates or ranges for implementing different options.

The City of Rose Hill is committed to planning a bright future for residents and businesses. The City recently adopted a new zoning code, is creating a master plan for the largest city park, and is in the process of developing a new Comprehensive Plan to shape the future of the community. Rose Hill will harness this momentum by creating community-wide pedestrian plan that includes an assessment of the demand and feasibility of creating a pedestrian-friendly, walkable, corridor area surrounding the intersection of SW 170th Street and Rose Hill Road. The Plan will identify strategies and projects for community-wide pedestrian connectivity including extensions to other regional cities. The plan will create alternatives for connecting neighborhoods, schools, parks, community facilities, and commercial centers. The hub of pedestrian activity is likely to be the commercial area surrounding the intersection of SW 170th Street and Rose Hill Road. Rose Hill will study the demand for and feasibility of creating a walkable area around this intersection and extending outward along the two major thoroughfares. The Plan will define an identity for the area, set a clear vision, and guide pedestrian accommodations, transportation options, parking, land use mix consistent with pedestrian development, and design guidelines. The plan will utilize a robust community and stakeholder engagement process to ensure the plan represents the community needs and desires.

## PROJECT COST

Please describe the costs associated with your project:

\$75,000 (\$60,000 Federal and \$15,000 Local)



# Rose Hill City Council Packet

## AGREEMENTS

### INITIAL

- AG It is understood and agreed that any funds awarded may only be used on the project described in this application.
- AG This program uses federal funds, which require local matching funds. It is understood and agreed that the grant recipient must provide 20 percent of the total project cost.
- AG It is understood and agreed that substantial changes made to the project's scope of work after award must be approved by WAMPO, and that expenditures on unapproved activities might not be reimbursed.
- AG It is understood and agreed that no additional federal funds will be provided for project cost increases after award.
- AG It is understood and agreed that the Kansas Department of Transportation's consultant procurement process must be adhered to when choosing a consultant (WAMPO will provide guidance and assistance).
- AG This is the official project submission of a WAMPO member jurisdiction

Your signature indicates agreement to all of the above terms and provisions

*Justin Gilley*

(please sign here)

### Application Submission:

Applicants shall submit an electronic copy of their completed project application form no later than **June 15, 2017 at 5:00 PM CST** to the attention of Jason O'Brien at [jaobrien@wichita.gov](mailto:jaobrien@wichita.gov).

Please direct any addition questions or requests for information to following:

Jason O'Brien, Senior Planner I  
271 W. Third Street, Suite 208  
Wichita, KS 67202-1212  
Phone: 316-352-4861  
Fax: 316-858-7765  
E-Mail: [jaobrien@wichita.gov](mailto:jaobrien@wichita.gov)

Kristen Zimmerman, Senior Planner II  
Phone: 316-352-4862  
E-Mail: [kzimmerman@wichita.gov](mailto:kzimmerman@wichita.gov)



SW 140th

SW 150th

SW 160th

SW 170th

SW 180th

SW 190th

SW 200th

Butler Road

Approximate Bike/Ped Plan Boundary

Rose Hill

Rose Hill

Rose Hill

General Intersection Area  
for the Walkable  
Development Study

Approximate Bike/Ped Plan Boundary

Approximate Bike/Ped Plan Boundary

Rose Hill

Rose Hill

Rose Hill

Rose Hill

Rose Hill

Approximate Bike/Ped Plan Boundary

63rd St S

SEDGWICK COUNTY  
BUTLER COUNTY

City of Rose Hill

April 16, 2018

33

43rd E

BNSF

159th E

Rose Hill

Prairie Creek

Meadowmark

# *Rose Hill City Council Packet*

## WICHITA METROPOLITAN AREA PLANNING ORGANIZATION PLANNING WALKABLE PLACES PROGRAM PEDESTRIAN PLAN

### AGREEMENT

- PARTIES:**                    **Rose Hill, KS**, hereinafter referred to as the “Sponsor”
- Wichita Area Metropolitan Planning Organization**, hereinafter referred to as “WAMPO”
- PURPOSE:**                    The Planning Walkable Places (here in after known as “PWP”) program provides local governments with financial support to advance detailed planning and project development activities in support of MOVE2040’s activity centers and corridors framework. Funds received will be used to advance detailed local planning in support of the project application as detailed in Exhibit A.
- The program looks to facilitate the following objectives:
- Create pilot projects that can be evaluated by all member jurisdictions and members of the public.
  - Enhance community identity by helping to create core areas and Main Streets with distinctive characteristics.
  - Promote pedestrian safety.
  - Enhance or restore the character and charm of traditionally walkable areas.
  - Support a “sense of community” in small and large cities.
  - Enhance the quality of community of events and help keep up with rapidly increasing rates of attendance.
  - Support efforts to enhance economic vitality and tourism that rely on foot traffic for attractions and retail.
- EFFECTIVE**                    The parties mutually agree to Articles I, II, III, and IV in accordance with this Agreement from the \_\_\_\_ day of \_\_\_\_\_, 2017 until the 31<sup>st</sup> day of December, 2019.

### ARTICLE I

#### SPONSOR AGREES:

1. To fund their portion of the PWP program’s required local match of \$15,000 with a one-time payment upon delivery of an invoice from WAMPO;
2. To pay a one-time administrative fee to WAMPO of approximately 1.5% of the federal award to cover a portion of the indirect services fee charged to WAMPO by its fiscal agent;
3. That any change order or request for additional services must be submitted through WAMPO to the contracted consultant. If the resulting change order or request for additional services requires additional funding, payment shall be the responsibility of the Sponsor;
4. To pay for any ineligible expense that is incurred on this project that is not reimbursed to

# *Rose Hill City Council Packet*

WAMPO by the Kansas Department of Transportation (KDOT);

5. To provide a project manager and coordinate the consultant team;
6. To participate in the PWP program management and provide WAMPO all required technical assistance, data and any other necessary information needed to successfully manage and comply with federal requirements regarding the PWP project;
7. Agree to include designated WAMPO project liaison in study advisory committee; and
8. To provide a selection committee to review consultant vendor proposals, interview prospective consultant vendors, and make final selection of vendor.

## **ARTICLE II**

### **WAMPO AGREES:**

1. To provide project liaison and project management;
2. To administer awarded Planning Walkable Places funding of \$60,000, unless state or federal funding sources withdraw funding;
3. To coordinate and conduct consultant selection process to meet state and federal procurement requirements in the use of federal funds that includes but is not limited to debarment and Disadvantaged Business Enterprise (DBE) requirements;
4. To provide oversight of federal requirements that governs the use of federal funds in connection with the PWP program; and
5. To administer consultant invoicing and reimbursement process per state and federal guidelines.

## **ARTICLE III**

### **BOTH PARTIES MUTUALLY AGREE:**

1. That this Agreement and all contracts entered into under provisions of this Agreement shall be binding upon the City of Rose Hill , Kan. and WAMPO; and
2. That no third party beneficiaries are intended to be created by this Agreement, nor do the parties herein authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.

## **ARTICLE IV**

1. Consultant Service Agreement. Unless otherwise agreed to by the parties in writing, WAMPO's agreement with any Consultant for the PWP program is attached hereto and incorporated herein as Exhibit B; subject to the following revisions to Exhibit B:
  - a. Section 9C regarding Copyrights and Ownership of Deliverables – “All rights, title and interest in and to the Deliverables, including copyright thereto, shall vest in WAMPO and the City of Rose Hill, Kansas, who shall be deemed authors of the Deliverables.”
  - b. Section 14 D regarding Additional Insured – “WAMPO and the City of Rose Hill, Kansas shall be included as an additional insured under Consultant's furnished insurance (except Workers' Compensation Insurance).…”
  - c. Section 23 regarding Indemnification for Claims and Liability – “...Consultant agrees to protect, indemnify, defend and hold harmless WAMPO and the City of Rose Hill, Kansas....”

# *Rose Hill City Council Packet*

2. Audits.
  - (a) For purposes of this Section, “Records” shall mean any document, book, paper, photograph, map, sound recordings or other material, regardless of physical form or characteristics, made or received in connection with this Contract, the Consultant Services Agreement and all Contract amendments and renewals.
  - (b) WAMPO shall maintain and retain all Records for a term of five (5) years that shall begin after the expiration or termination of this Contract and all Contract amendments. Sponsor shall have a right to examine or audit all Records, and WAMPO shall provide access to Sponsor of all Records upon ten (10) days written notice from the Sponsor.
  - (c) The books, documents and records of WAMPO in connection with this Contract shall be made available to the WAMPO’s Auditor, and the person or entity administering this Contract within ten (10) days after the written request is made.
3. Cash Basis Law. Pursuant to the Kansas Cash Basis Law, Sponsor is obligated only to make payments under this Agreement as may be lawfully made from funds budgeted and appropriated for the purposes as set forth in this Agreement during Sponsor’s current budget year. In the event Sponsor does not so budget and appropriate the funds, the parties acknowledge and agree that they shall be relieved from all obligations, without penalty, under this Agreement.
4. Termination. WAMPO and Sponsor each respectively reserves the right to terminate this Agreement at any time without cause by giving the other not less than thirty (30) days written notice of termination. If the City terminates the Agreement prior to completion of services, the City shall compensate WAMPO for all services satisfactorily completed as of the date of WAMPO’s receipt of the termination notice. Compensation shall not include anticipatory profit or consequential damages, neither of which will be allowed.

# Rose Hill City Council Packet

**IN WITNESS WHEREOF:** the parties hereto have caused this Agreement to be signed by their authorized officers on the day and year first above written.

**Wichita Area Metropolitan Planning Organization**

**City of Rose Hill, Kan.**

Pete Meitzner, Chair  
Transportation Policy Body

Steve Huckaby  
Mayor

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

Attest:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

# *Rose Hill City Council Packet*

## Exhibit A PROJECT APPLICATION

# ***Rose Hill City Council Packet***

## **Exhibit B CONSULTANT CONTRACT**