

# *Rose Hill City Council Packet*



**\*\*\*MEETING NOTICE\*\*\***  
**ROSE HILL CITY COUNCIL**  
**REGULAR MEETING**  
**Monday; November 5, 2018**  
**7:00 p.m.**  
**ROSE HILL CITY HALL/COUNCIL CHAMBERS**  
**125 W. ROSEWOOD**

## **AGENDA**

- Call to Order
- Invocation and Flag Salute (Robert Varner, Rose Hill Bible Church)
- Citizen Forum
- Minutes
- Claims
- Approval of Agenda

## **Action Items:**

1. Presentation and approval of Illuminator's project for 2018
2. Approval of Recreation Center Board Member
3. Approval of Rose Hill Road Drainage improvement bid
4. Presentation and approval of Police Department RMS system

## **Discussion Items:**

- City Administrator's Report  
Wichita Water contract renewal - Update  
Demo of City Council agenda/packets with TownCloud
- Staff Reports
- Mayor's Report
- Councilmember 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, OCTOBER 15, 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, Rachel Wright, Beth Pompa, Bill Baker, Ross Chappell and Gary Weaver. Administration and staff present: Rico Aguayo, City Administrator, Kelly Mendoza, City Clerk, Nelson Mosley, Police Chief, Rick Cooper, Parks/Streets Supervisor, Brent Peck, Water/Sewer Supervisor and Richard Samaniego, City Attorney.

### **Invocation and Flag Salute**

Pastor David Crisp, Rose Hill Friends Church gave the invocation, followed by the flag salute.

### **Citizen Forum**

There were none.

### **Approval of minutes**

Councilmember Weaver made motion to approve the 10/1/18 minutes, seconded by Baker. Motion carried 5-0.

### **Approval of claims**

Councilmember Chappell made motion to approve appropriation #20, seconded by Weaver. Motion carried 5-0.

### **Approval of agenda**

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

### **Presentations**

City Clerk, Kelly Mendoza gave the Oath of Office to the new City Administrator, Rico Aguayo.

### **Approval of Recreation Center Board Member**

Councilmember Chappell made motion to table the approval and have candidates attend the November 5<sup>th</sup> Council Meeting, seconded by Wright. Motion carried 5-0.

### **Approval of Anue Water Purity Sensor**

Councilmember Chappell made motion to approve the purchase of the Anue Water Purity

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Sensor, air conditioning unit and installation in the amount of \$11,022.30 from Anue Water Technologies, Inc., seconded by Baker. Motion carried 5-0.

## **Approval of Hometown Christmas Street Closing**

Councilmember Wright made motion to approve the request for street closures for the Hometown Christmas event on December 8, 2018, seconded by Chappell. Motion carried 5-0.

## **Approval of Hometown Christmas Donation**

Councilmember Chappell made motion to approve a \$400.00 donation towards the Hometown Christmas event on December 8, 2018, seconded by Pompa. Motion carried 5-0.

## **Approval of Rose Hill Road and Rosewood Intersection Striping**

Councilmember Pompa made motion to approve the bid from Cillesen & Sons, Inc. for the intersection striping in the amount of \$7,889.00, seconded by Wright. Motion carried 5-0.

## **Staff Reports**

Administrator Aguayo stated that he was happy to be with the City and felt it was a good transition.

Chief Mosley reported that Officer Weekley and Urlo had finished K9 School, Officer Chance had completed her field training, and a contingent offer had been made for the open police officer position. Mosley also gave an update on an outside agency officer that was injured during the Fall Festival parade.

City Clerk Mendoza reported that the City had received Gold Star status from KMIT again.

Parks/Streets Supervisor Cooper reported that Butler County still had shoulder work to complete on Rose Hill Road, and that the fence at the Public Works facility would be replaced in the coming week.

Mayor Huckaby reported that he and Councilmember Wright had attended the League Conference in Topeka. Councilmember Wright thanked Council for giving her the opportunity to attend.

Councilmember Baker inquired about the wording on engineering contracts and stated that he would like to see more clarity on contracts moving forward.

Councilmember Weaver and Chappell welcomed Rico.

Councilmember Pompa thanked staff for their role in the Fall Festival.

## **Adjournment**

Councilmember Pompa made motion to adjourn @7:51 p.m., seconded by Wright. 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. #21 - 11/05/18



Rose Hill, KS

By Vendor Name

Payable Dates 10/16/2018 - 11/05/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 3077 - AAA Portable Services, LLC</b>					
AAA Portable Services, LLC	11/05/2018	Single 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	11/05/2018	Sprinkler boxes	Operating Supplies	100-140-400395	1,140.00
Alternative Electric LLC	11/05/2018	Office Lights	Operating Supplies	100-140-400395	300.00
Alternative Electric LLC	11/05/2018	Office Lights	Operating Supplies	112-112-400395	300.00
Alternative Electric LLC	11/05/2018	Office Lights	Operating Supplies	113-113-400395	300.00
Alternative Electric LLC	11/05/2018	Office Lights	Operating Supplies (Expires 201...	300-130-400395	300.00
Alternative Electric LLC	11/05/2018	Lights	Operating Supplies	100-140-400395	384.00
Alternative Electric LLC	11/05/2018	Lights	Operating Supplies	100-110-400395	515.02
Alternative Electric LLC	11/05/2018	Lights	Operating Supplies	100-140-400395	174.98
Alternative Electric LLC	11/05/2018	Equipment Maintenance	Equipment Repair	112-112-400290	3,440.00
Alternative Electric LLC	11/05/2018	Equipment Maintenance	Equipment Repair	112-112-400290	600.00
Alternative Electric LLC	11/05/2018	Equipment Maintenance	Equipment Repair	112-112-400290	541.00
Alternative Electric LLC	11/05/2018	Troubleshoot Operation of Floats	Equipment Repair	112-112-400290	468.00
Alternative Electric LLC	11/05/2018	Troubleshoot D.O. Sensor	Equipment Repair	112-112-400290	252.00
<b>Vendor 3321 - Alternative Electric LLC Total:</b>					<b>8,715.00</b>
<b>Vendor: 1737 - APAC, Kansas Inc. - Shears Division</b>					
APAC, Kansas Inc. - Shears Division	11/05/2018	Asphalt	Asphalt	300-130-400620	363.19
<b>Vendor 1737 - APAC, Kansas Inc. - Shears Division Total:</b>					<b>363.19</b>
<b>Vendor: 0515 - Autobody Connection, Inc.</b>					
Autobody Connection, Inc.	11/05/2018	Vehcile Repair	Miscellaneous	119-180-400400	981.00
Autobody Connection, Inc.	11/05/2018	Lght Bar	Equipment Repair	100-140-400290	316.55
Autobody Connection, Inc.	11/05/2018	Equipment repair	Equipment Repair	100-130-400290	54.50
Autobody Connection, Inc.	11/05/2018	Equipment repair	Equipment Repair	112-112-400290	54.48
Autobody Connection, Inc.	11/05/2018	Equipment repair	Equipment Repair	113-113-400290	54.50
Autobody Connection, Inc.	11/05/2018	Equipment repair	Equipment Repair (Expire 2015)	300-130-400290	54.50
Autobody Connection, Inc.	11/05/2018	Equipment Repair	Equipment Repair	100-140-400290	73.46
Autobody Connection, Inc.	11/05/2018	Equipment Repair	Equipment Repair	112-112-400290	73.46
Autobody Connection, Inc.	11/05/2018	Equipment Repair	Equipment Repair	113-113-400290	73.47
Autobody Connection, Inc.	11/05/2018	Equipment Repair	Equipment Repair (Expire 2015)	300-130-400290	73.46
<b>Vendor 0515 - Autobody Connection, Inc. Total:</b>					<b>1,809.38</b>
<b>Vendor: 0892 - Big Tool Store</b>					
Big Tool Store	11/05/2018	Operating Supplies	Operating Supplies	112-112-400395	84.15
<b>Vendor 0892 - Big Tool Store Total:</b>					<b>84.15</b>
<b>Vendor: 0786 - Butler Rural Electric</b>					
Butler Rural Electric	11/05/2018	Utilities	Storm Sirens	100-120-400214	35.37
Butler Rural Electric	11/05/2018	Utilities	Electricity	100-140-400210	646.07
Butler Rural Electric	11/05/2018	Utilities	Street Lights	100-170-400501	294.03
Butler Rural Electric	11/05/2018	Utilities	Electricity	112-112-400210	213.88
Butler Rural Electric	11/05/2018	Utilities	Electricity	113-113-400210	4,337.38
<b>Vendor 0786 - Butler Rural Electric Total:</b>					<b>5,526.73</b>
<b>Vendor: 3437 - Catie Boettcher</b>					
Catie Boettcher	10/19/2018	Utility Bill Refund	Refund for UB Credit Accounts	112-112-400206	115.26
<b>Vendor 3437 - Catie Boettcher Total:</b>					<b>115.26</b>
<b>Vendor: 2695 - CENEX Fleet Fueling</b>					
CENEX Fleet Fueling	11/05/2018	Fuel	Fuel	100-120-400225	1,168.87
CENEX Fleet Fueling	11/05/2018	Fuel	Fuel	100-140-400225	77.67
CENEX Fleet Fueling	11/05/2018	Fuel	Fuel	112-112-400225	77.67

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. #21 - 1

Payable Dates: 10/16/2018 - 11/05/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
CENEX Fleet Fueling	11/05/2018	Fuel	Fuel	113-113-400225	77.67
CENEX Fleet Fueling	11/05/2018	Fuel	Fuel	300-130-400225	77.52
<b>Vendor 2695 - CENEX Fleet Fueling Total:</b>					<b>1,479.40</b>
<b>Vendor: 3442 - Cillessen &amp; Sons, Inc</b>					
Cillessen & Sons, Inc	11/05/2018	Pavement Marking	Concrete	300-110-400621	7,889.00
<b>Vendor 3442 - Cillessen &amp; Sons, Inc Total:</b>					<b>7,889.00</b>
<b>Vendor: 1231 - CITY OF ROSE HILL</b>					
CITY OF ROSE HILL	10/17/2018	Petty Cash	Miscellaneous	100-120-400400	156.27
<b>Vendor 1231 - CITY OF ROSE HILL Total:</b>					<b>156.27</b>
<b>Vendor: 3220 - Companion Life</b>					
Companion Life	11/05/2018	Gap Insurance	Cafeteria Plan Withholding	114-110-100210	348.86
<b>Vendor 3220 - Companion Life Total:</b>					<b>348.86</b>
<b>Vendor: 2461 - Core &amp; Main LP (formerly HD Supply)</b>					
Core & Main LP (formerly HD Supply)	11/05/2018	Water Meter Supplies	Water meter supplies	112-112-400396	4,415.86
<b>Vendor 2461 - Core &amp; Main LP (formerly HD Supply) Total:</b>					<b>4,415.86</b>
<b>Vendor: 1742 - Cox Communications</b>					
Cox Communications	11/05/2018	Internet/Phones	Internet Service	100-110-400212	132.67
Cox Communications	11/05/2018	Internet/Phones	Telephone	100-110-400215	279.44
Cox Communications	11/05/2018	Internet/Phones	Internet Service	112-112-400212	132.67
Cox Communications	11/05/2018	Internet/Phones	Telephone	112-112-400215	279.44
Cox Communications	11/05/2018	Internet/Phones	Internet Service	113-113-400212	132.67
Cox Communications	11/05/2018	Internet/Phones	Telephone	113-113-400215	279.55
Cox Communications	11/05/2018	S Water Tower Internet	Internet Service	112-112-400212	80.94
Cox Communications	11/05/2018	N Water Tower Internet	Internet Service	112-112-400212	80.94
<b>Vendor 1742 - Cox Communications Total:</b>					<b>1,398.32</b>
<b>Vendor: 2763 - Edward Musterer</b>					
Edward Musterer	11/05/2018	Ford Sedan - Decal Removal	Professional Services	100-120-400310	105.00
<b>Vendor 2763 - Edward Musterer Total:</b>					<b>105.00</b>
<b>Vendor: 2472 - Emprise Bank</b>					
Emprise Bank	10/26/2018	2017 Explorer Payment	Vehicle Lease Payments	100-120-400912	7,797.61
Emprise Bank	11/05/2018	PD Loan Payment	Vehicle Lease Payments	100-120-400912	5,101.96
<b>Vendor 2472 - Emprise Bank Total:</b>					<b>12,899.57</b>
<b>Vendor: 1767 - Garnett Auto Supply #4</b>					
Garnett Auto Supply #4	11/05/2018	Tail Light Turn Signal	Equipment Repair	100-140-400290	0.89
Garnett Auto Supply #4	11/05/2018	Tail Light Turn Signal	Equipment Repair	112-112-400290	0.90
Garnett Auto Supply #4	11/05/2018	Tail Light Turn Signal	Equipment Repair	113-113-400290	0.90
Garnett Auto Supply #4	11/05/2018	Tail Light Turn Signal	Equipment Repair (Expire 2015)	300-130-400290	0.89
Garnett Auto Supply #4	11/05/2018	Operating Equipment	Operating Equipment	100-140-400235	2.95
Garnett Auto Supply #4	11/05/2018	Operating Equipment	Operating Equipment	112-112-400235	2.95
Garnett Auto Supply #4	11/05/2018	Operating Equipment	Operating Equipment	113-113-400235	2.95
Garnett Auto Supply #4	11/05/2018	Operating Equipment	OPERATING EQUIPMENT	300-130-400235	2.95
<b>Vendor 1767 - Garnett Auto Supply #4 Total:</b>					<b>15.38</b>
<b>Vendor: 3441 - GARY TOWNSON</b>					
GARY TOWNSON	11/05/2018	Restitution	Restitution Payments	100-121-400525	25.00
<b>Vendor 3441 - GARY TOWNSON Total:</b>					<b>25.00</b>
<b>Vendor: 1095 - Gibson Watson Marino LLC</b>					
Gibson Watson Marino LLC	11/05/2018	City Attorney	Legal Fees	100-110-400250	1,800.00
Gibson Watson Marino LLC	11/05/2018	Attorney Fees	Legal Fees	100-121-400250	1,444.00
<b>Vendor 1095 - Gibson Watson Marino LLC Total:</b>					<b>3,244.00</b>
<b>Vendor: 3270 - Great West Financial</b>					
Great West Financial	10/19/2018	Deferred Comp.	Deferred Compensation	114-110-100220	520.00
Great West Financial	10/19/2018	Deferred Comp.	Deferred Compensation	114-110-100220	81.34
Great West Financial	11/02/2018	Deferred Comp.	Deferred Compensation	114-110-100220	520.00
Great West Financial	11/02/2018	Deferred Comp.	Deferred Compensation	114-110-100220	81.34
<b>Vendor 3270 - Great West Financial Total:</b>					<b>1,202.68</b>

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Payable Dates: 10/16/2018 - 11/05/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 0475 - Halls Culligan, Inc.</b>					
Halls Culligan, Inc.	11/05/2018	Bottled Water - Shop	Professional Services	100-140-400310	8.98
Halls Culligan, Inc.	11/05/2018	Bottled Water - Shop	Professional Services	300-130-400310	8.97
Halls Culligan, Inc.	11/05/2018	Bottled Water - WWTF	Professional Services	112-112-400310	17.03
Halls Culligan, Inc.	11/05/2018	Bottled Water - WWTF	Professional Services	113-113-400310	17.02
Halls Culligan, Inc.	11/05/2018	Bottled Water - City Hall	Professional Services	100-110-400310	17.03
Halls Culligan, Inc.	11/05/2018	Bottled Water - City Hall	Professional Services	100-120-400310	17.02
Halls Culligan, Inc.	11/05/2018	Bottled Water - Shop	Professional Services	100-140-400310	4.95
Halls Culligan, Inc.	11/05/2018	Bottled Water - Shop	Professional Services	300-130-400310	4.95
Halls Culligan, Inc.	11/05/2018	Bottled Water - WWTF	Professional Services	112-112-400310	17.03
Halls Culligan, Inc.	11/05/2018	Bottled Water - WWTF	Professional Services	113-113-400310	17.02
Halls Culligan, Inc.	11/05/2018	Water Cooler - Bottled Water	Professional Services	112-112-400310	67.00
Halls Culligan, Inc.	11/05/2018	Water Cooler - Bottled Water	Professional Services	113-113-400310	67.00
<b>Vendor 0475 - Halls Culligan, Inc. Total:</b>					<b>264.00</b>
<b>Vendor: 2949 - Jani-King of Wichita</b>					
Jani-King of Wichita	11/05/2018	Janitorial Services	Janitorial Services	100-110-400416	368.12
Jani-King of Wichita	11/05/2018	Janitorial Services	Janitorial Services	112-112-400416	368.13
Jani-King of Wichita	11/05/2018	Janitorial Services	Janitorial Services	113-113-400416	368.23
<b>Vendor 2949 - Jani-King of Wichita Total:</b>					<b>1,104.48</b>
<b>Vendor: 3438 - Judith Cantrell</b>					
Judith Cantrell	10/19/2018	Utility Billing Refund	Refund for UB Credit Accounts	112-112-400206	134.42
<b>Vendor 3438 - Judith Cantrell Total:</b>					<b>134.42</b>
<b>Vendor: 0066 - K.P.E.R.S.</b>					
K.P.E.R.S.	10/19/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	163.13
K.P.E.R.S.	10/19/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	241.37
K.P.E.R.S.	10/19/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	197.46
K.P.E.R.S.	10/19/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,835.01
K.P.E.R.S.	10/19/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,414.18
K.P.E.R.S.	11/02/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	163.13
K.P.E.R.S.	11/02/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	241.37
K.P.E.R.S.	11/02/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	202.33
K.P.E.R.S.	11/02/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,822.35
K.P.E.R.S.	11/02/2018	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,126.16
<b>Vendor 0066 - K.P.E.R.S. Total:</b>					<b>11,406.49</b>
<b>Vendor: 0061 - Kansas Dept. of Revenue</b>					
Kansas Dept. of Revenue	11/05/2018	Car Tag	Operating Supplies	100-120-400395	35.00
<b>Vendor 0061 - Kansas Dept. of Revenue Total:</b>					<b>35.00</b>
<b>Vendor: 0059 - Kansas Fire Equipment Co. Inc.</b>					
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	100-110-400310	48.00
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	112-112-400310	15.00
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Services on Fire Extinguishers	Professional Services	112-112-400310	16.75
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	100-130-400310	21.94
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	100-140-400310	21.93
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	112-112-400310	21.94
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	113-113-400310	21.94
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	100-130-400310	41.12
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	100-140-400310	41.14
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	112-112-400310	41.12
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	113-113-400310	41.12

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. #21 - 1

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Kansas Fire Equipment Co. Inc.	11/05/2018	Annual Service on Fire Extinguishers	Professional Services	100-120-400310	95.00
<b>Vendor 0059 - Kansas Fire Equipment Co. Inc. Total:</b>					<b>427.00</b>
<b>Vendor: 1547 - Kansas Payment Center</b>					
Kansas Payment Center	11/05/2018	Child Support Payment	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	307.68
<b>Vendor 1547 - Kansas Payment Center Total:</b>					<b>307.68</b>
<b>Vendor: 2480 - Konica Minolta Business Solutions</b>					
Konica Minolta Business Solutions	11/05/2018	Copier Service	Copier Expense	113-110-400216	72.85
Konica Minolta Business Solutions	11/05/2018	Printer	Copier Expense	100-120-400216	154.26
<b>Vendor 2480 - Konica Minolta Business Solutions Total:</b>					<b>227.11</b>
<b>Vendor: 3070 - Konica Minolta Finance</b>					
Konica Minolta Finance	11/05/2018	Copier Lease	Copier Expense	100-110-400216	397.45
<b>Vendor 3070 - Konica Minolta Finance Total:</b>					<b>397.45</b>
<b>Vendor: 0076 - League of Kansas Municipalities</b>					
League of Kansas Municipalities	11/05/2018	Publications	Reference Pubs & Subscriptions	100-110-400330	251.37
League of Kansas Municipalities	11/05/2018	Contract for Administrator search	Professional Services	100-110-400310	2,461.53
<b>Vendor 0076 - League of Kansas Municipalities Total:</b>					<b>2,712.90</b>
<b>Vendor: 3184 - Logo Envy</b>					
Logo Envy	11/05/2018	Uniform shirts	Uniforms and Service	100-120-400375	56.11
<b>Vendor 3184 - Logo Envy Total:</b>					<b>56.11</b>
<b>Vendor: 3361 - Longhofer Lawn &amp; Tree Care</b>					
Longhofer Lawn & Tree Care	11/05/2018	Weed Control - Pond	Professional Services	100-140-400310	1,085.00
<b>Vendor 3361 - Longhofer Lawn &amp; Tree Care Total:</b>					<b>1,085.00</b>
<b>Vendor: 1803 - Lowe's Credit Services</b>					
Lowe's Credit Services	11/05/2018	Operating Supplies	Operating Supplies	100-140-400395	2.37
Lowe's Credit Services	11/05/2018	Operating Supplies	Operating Supplies	100-140-400395	12.05
Lowe's Credit Services	11/05/2018	Operating Supplies	Operating Supplies	100-140-400395	27.88
<b>Vendor 1803 - Lowe's Credit Services Total:</b>					<b>42.30</b>
<b>Vendor: 3218 - MailFinance</b>					
MailFinance	11/05/2018	Lease Payment	Professional Services	100-110-400310	58.49
MailFinance	11/05/2018	Lease Payment	Professional Services	100-120-400310	58.49
MailFinance	11/05/2018	Lease Payment	Professional Services	112-112-400310	58.50
MailFinance	11/05/2018	Lease Payment	Professional Services	113-113-400310	58.49
<b>Vendor 3218 - MailFinance Total:</b>					<b>233.97</b>
<b>Vendor: 3319 - Melissa Tharp</b>					
Melissa Tharp	11/05/2018	Training Per Diem	Training	100-120-400230	160.00
<b>Vendor 3319 - Melissa Tharp Total:</b>					<b>160.00</b>
<b>Vendor: 0004 - Meridian Analytical Labs, LLC</b>					
Meridian Analytical Labs, LLC	11/05/2018	Bi Monthly KDHE Wastewater Samples	LABORATORY FEES	113-113-400775	295.00
Meridian Analytical Labs, LLC	11/05/2018	Lab Analysis	LABORATORY FEES	112-112-400775	300.00
Meridian Analytical Labs, LLC	11/05/2018	Lab Analysis	LABORATORY FEES	112-112-400775	30.00
Meridian Analytical Labs, LLC	11/05/2018	Lab Analysis	LABORATORY FEES	113-113-400775	295.00
<b>Vendor 0004 - Meridian Analytical Labs, LLC Total:</b>					<b>920.00</b>
<b>Vendor: 1229 - Mies Construction Inc.</b>					
Mies Construction Inc.	11/05/2018	Professional Services	Professional Services	112-112-400310	4,500.00
<b>Vendor 1229 - Mies Construction Inc. Total:</b>					<b>4,500.00</b>
<b>Vendor: 0396 - Mike Johnson Sales</b>					
Mike Johnson Sales	11/05/2018	Office Supplies	Office Supplies	100-110-400410	387.00
<b>Vendor 0396 - Mike Johnson Sales Total:</b>					<b>387.00</b>

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. #21 - 1

Payable Dates: 10/16/2018 - 11/05/2018

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 3440 - Municipal Graphics INC</b>					
Municipal Graphics INC	11/05/2018	Car decal	Operating Supplies	100-120-400395	449.92
<b>Vendor 3440 - Municipal Graphics INC Total:</b>					<b>449.92</b>
<b>Vendor: 0144 - Murphy Tractor &amp; Equip. Co.</b>					
Murphy Tractor & Equip. Co.	11/05/2018	Equipment Repair	Equipment Repair	100-140-400290	25.40
Murphy Tractor & Equip. Co.	11/05/2018	Equipment Repair	Equipment Repair	112-112-400290	25.38
Murphy Tractor & Equip. Co.	11/05/2018	Equipment Repair	Equipment Repair	113-113-400290	25.38
Murphy Tractor & Equip. Co.	11/05/2018	Equipment Repair	Equipment Repair (Expire 2015)	300-130-400290	25.38
<b>Vendor 0144 - Murphy Tractor &amp; Equip. Co. Total:</b>					<b>101.54</b>
<b>Vendor: 3312 - Nelson Mosley</b>					
Nelson Mosley	11/05/2018	Per Diem Reimbursement	Training	100-120-400230	240.00
<b>Vendor 3312 - Nelson Mosley Total:</b>					<b>240.00</b>
<b>Vendor: 1064 - PMSI</b>					
PMSI	11/05/2018	Asphalt	Asphalt	300-130-400620	50.00
PMSI	11/05/2018	Asphalt	Asphalt	300-130-400620	3,712.50
<b>Vendor 1064 - PMSI Total:</b>					<b>3,762.50</b>
<b>Vendor: 3439 - Positive Promotions, Inc.</b>					
Positive Promotions, Inc.	11/05/2018	Supplies	Operating Supplies	100-120-400395	39.90
<b>Vendor 3439 - Positive Promotions, Inc. Total:</b>					<b>39.90</b>
<b>Vendor: 3235 - Postalocity</b>					
Postalocity	11/05/2018	Postage	Postage	112-112-400270	490.00
Postalocity	11/05/2018	Postage	Professional Services	112-112-400310	210.00
Postalocity	11/05/2018	Postage	Postage	113-113-400270	490.00
Postalocity	11/05/2018	Postage	Professional Services	113-113-400310	210.00
<b>Vendor 3235 - Postalocity Total:</b>					<b>1,400.00</b>
<b>Vendor: 1113 - Professional Engineering Consultants</b>					
Professional Engineering Consultants	11/05/2018	Professional Services - Sept	Engineering Services	100-110-400102	50.00
Professional Engineering Consultants	11/05/2018	Professional Services - Sept	Professional Services	100-160-400310	500.00
<b>Vendor 1113 - Professional Engineering Consultants Total:</b>					<b>550.00</b>
<b>Vendor: 3338 - Quik Print</b>					
Quik Print	11/05/2018	Slow Moving Veh. tags	Professional Services	100-120-400310	75.00
<b>Vendor 3338 - Quik Print Total:</b>					<b>75.00</b>
<b>Vendor: 0100 - Quill Corporation</b>					
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	100-140-400410	17.97
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	100-140-400410	51.49
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	100-140-400410	72.99
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	112-112-400410	47.19
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	113-113-400410	62.79
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	112-112-400410	28.99
Quill Corporation	11/05/2018	office supplies	OFFICE SUPPLIES	112-112-400410	22.05
<b>Vendor 0100 - Quill Corporation Total:</b>					<b>303.47</b>
<b>Vendor: 2803 - R.E. Pedrotti Co., Inc.</b>					
R.E. Pedrotti Co., Inc.	11/05/2018	Equipment Repair	Equipment Repair	112-112-400290	225.00
<b>Vendor 2803 - R.E. Pedrotti Co., Inc. Total:</b>					<b>225.00</b>
<b>Vendor: 0987 - Ravenscraft Implement Inc.</b>					
Ravenscraft Implement Inc.	11/05/2018	Equipment Repair	Equipment Repair	100-140-400290	94.31
Ravenscraft Implement Inc.	11/05/2018	Equipment Repair	Equipment Repair	112-112-400290	94.31
Ravenscraft Implement Inc.	11/05/2018	Equipment Repair	Equipment Repair	113-113-400290	94.31
Ravenscraft Implement Inc.	11/05/2018	Equipment Repair	Equipment Repair (Expire 2015)	300-130-400290	94.31
<b>Vendor 0987 - Ravenscraft Implement Inc. Total:</b>					<b>377.24</b>
<b>Vendor: 0108 - Rose Hill Bank - S</b>					
Rose Hill Bank - S	10/19/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	344.26
Rose Hill Bank - S	10/19/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	265.25
Rose Hill Bank - S	10/19/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	80.50
Rose Hill Bank - S	10/19/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	3,069.69



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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Rose Hill Bank - S	10/19/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	996.88
Rose Hill Bank - S	10/19/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	4,262.52
Rose Hill Bank - S	11/02/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	348.14
Rose Hill Bank - S	11/02/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	271.55
Rose Hill Bank - S	11/02/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	81.42
Rose Hill Bank - S	11/02/2018	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	2,745.77
Rose Hill Bank - S	11/02/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	941.74
Rose Hill Bank - S	11/02/2018	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	4,026.76
<b>Vendor 0108 - Rose Hill Bank - S Total:</b>					<b>17,434.48</b>
<b>Vendor: 0105 - Rose Hill Community Library</b>					
Rose Hill Community Library	11/05/2018	Tax Disbursement	Library Appropriation	101-110-400913	1,958.23
<b>Vendor 0105 - Rose Hill Community Library Total:</b>					<b>1,958.23</b>
<b>Vendor: 2561 - Rose Hill Historical Society</b>					
Rose Hill Historical Society	11/05/2018	Hometown Christmas Donation	Donations	100-170-400500	400.00
<b>Vendor 2561 - Rose Hill Historical Society Total:</b>					<b>400.00</b>
<b>Vendor: 0109 - Rose Hill Veterinary Clinic</b>					
Rose Hill Veterinary Clinic	11/05/2018	Pet Euthanasia	Animal Control	100-120-400385	94.20
Rose Hill Veterinary Clinic	11/05/2018	Animal Control	Animal Control	100-120-400385	825.00
<b>Vendor 0109 - Rose Hill Veterinary Clinic Total:</b>					<b>919.20</b>
<b>Vendor: 3370 - Savant Learning Systems, Inc.</b>					
Savant Learning Systems, Inc.	11/05/2018	Training	Professional Services	100-120-400310	483.00
<b>Vendor 3370 - Savant Learning Systems, Inc. Total:</b>					<b>483.00</b>
<b>Vendor: 2793 - State of Kansas</b>					
State of Kansas	10/19/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	97.67
State of Kansas	10/19/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	1,339.85
State of Kansas	11/02/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	97.67
State of Kansas	11/02/2018	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	1,231.93
<b>Vendor 2793 - State of Kansas Total:</b>					<b>2,767.12</b>
<b>Vendor: 2771 - Sunflower Bank</b>					
Sunflower Bank	10/19/2018	H.S.A.	Cafeteria Plan Withholding	114-110-100210	345.00
Sunflower Bank	11/02/2018	H.S.A.	Cafeteria Plan Withholding	114-110-100210	345.00
<b>Vendor 2771 - Sunflower Bank Total:</b>					<b>690.00</b>
<b>Vendor: 3424 - Superior Emergency Response Vehicles</b>					
Superior Emergency Response Vehicles	11/05/2018	Vehicle Repair	Miscellaneous	119-180-400400	1,430.00
<b>Vendor 3424 - Superior Emergency Response Vehicles Total:</b>					<b>1,430.00</b>
<b>Vendor: 3190 - TK Fast, Inc.</b>					
TK Fast, Inc.	11/05/2018	Monthly Maintenance	Computer Services	100-110-400320	600.00
TK Fast, Inc.	11/05/2018	Monthly Maintenance	Computer Services	112-112-400320	200.00
TK Fast, Inc.	11/05/2018	Monthly Maintenance	Computer Services	113-113-400320	200.00
TK Fast, Inc.	11/05/2018	TK Fast	Computer Services	100-110-400320	165.00
TK Fast, Inc.	11/05/2018	TK Fast	Computer Services	112-112-400320	55.00
TK Fast, Inc.	11/05/2018	TK Fast	Computer Services	113-113-400320	55.00
TK Fast, Inc.	11/05/2018	Domains	Computer Services	100-110-400320	85.00
TK Fast, Inc.	11/05/2018	Domains	Computer Services	112-112-400320	82.50
TK Fast, Inc.	11/05/2018	Domains	Computer Services	113-113-400320	82.50
<b>Vendor 3190 - TK Fast, Inc. Total:</b>					<b>1,525.00</b>
<b>Vendor: 3225 - Truly Amazing Catering</b>					
Truly Amazing Catering	10/19/2018	Catering	Professional Services	100-110-400310	150.00
<b>Vendor 3225 - Truly Amazing Catering Total:</b>					<b>150.00</b>
<b>Vendor: 3272 - U.S. Bancorp</b>					
U.S. Bancorp	11/05/2018	Water Meter Contract	Principal Payments	112-112-400602	45,836.62
U.S. Bancorp	11/05/2018	Water Meter Contract	Interest Payments	112-112-400612	2,265.62
<b>Vendor 3272 - U.S. Bancorp Total:</b>					<b>48,102.24</b>

# Rose Hill City Council Packet

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
<b>Vendor: 3281 - United Healthcare</b>					
United Healthcare	11/05/2018	Health Insurance Premium	Cafeteria Plan Withholding	114-110-100210	5,175.97
<b>Vendor 3281 - United Healthcare Total:</b>					<b>5,175.97</b>
<b>Vendor: 3060 - Vision Care Direct</b>					
Vision Care Direct	11/05/2018	Vision Insurance	Cafeteria Plan Withholding	114-110-100210	137.14
<b>Vendor 3060 - Vision Care Direct Total:</b>					<b>137.14</b>
<b>Vendor: 0336 - WICHITA FENCE CO., INC.</b>					
WICHITA FENCE CO., INC.	11/05/2018	Fence Repair	Building Repair	100-110-400291	8,434.00
<b>Vendor 0336 - WICHITA FENCE CO., INC. Total:</b>					<b>8,434.00</b>
<b>Grand Total:</b>					<b>171,399.91</b>

# Rose Hill City Council Packet

Council Expense Approval Report - App. Ord. #21 - 1

Payable Dates: 10/16/2018 - 11/05/2018

## Report Summary

### Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	40,786.72
101 - LIBRARY FUND	1,958.23
112 - WATER UTILITY	66,383.18
113 - SEWER UTILITY	7,732.74
114 - PAYROLL WITHHOLDING	39,470.42
119 - EQUIPMENT RESERVE 2000	2,411.00
300 - SPECIAL STREETS & HIGHWAY	12,657.62
<b>Grand Total:</b>	<b>171,399.91</b>

### Account Summary

Account Number	Account Name	Payment Amount
100-110-400102	Engineering Services	50.00
100-110-400212	Internet Service	132.67
100-110-400215	Telephone	279.44
100-110-400216	Copier Expense	397.45
100-110-400250	Legal Fees	1,800.00
100-110-400291	Building Repair	8,434.00
100-110-400310	Professional Services	2,735.05
100-110-400320	Computer Services	850.00
100-110-400330	Reference Pubs & Subscri...	251.37
100-110-400395	Operating Supplies	515.02
100-110-400410	Office Supplies	387.00
100-110-400416	Janitorial Services	368.12
100-120-400214	Storm Sirens	35.37
100-120-400216	Copier Expense	154.26
100-120-400225	Fuel	1,168.87
100-120-400230	Training	400.00
100-120-400310	Professional Services	833.51
100-120-400375	Uniforms and Service	56.11
100-120-400385	Animal Control	919.20
100-120-400395	Operating Supplies	524.82
100-120-400400	Miscellaneous	156.27
100-120-400912	Vehicle Lease Payments	12,899.57
100-121-400250	Legal Fees	1,444.00
100-121-400525	Restitution Payments	25.00
100-130-400290	Equipment Repair	54.50
100-130-400310	Professional Services	63.06
100-140-400210	Electricity	646.07
100-140-400225	Fuel	77.67
100-140-400235	Operating Equipment	2.95
100-140-400290	Equipment Repair	510.61
100-140-400310	Professional Services	1,162.00
100-140-400395	Operating Supplies	2,116.28
100-140-400410	OFFICE SUPPLIES	142.45
100-160-400310	Professional Services	500.00
100-170-400500	Donations	400.00
100-170-400501	Street Lights	294.03
101-110-400913	Library Appropriation	1,958.23
112-112-400206	Refund for UB Credit Acc...	249.68
112-112-400210	Electricity	213.88
112-112-400212	Internet Service	294.55
112-112-400215	Telephone	279.44
112-112-400225	Fuel	77.67
112-112-400235	Operating Equipment	2.95
112-112-400270	Postage	490.00
112-112-400290	Equipment Repair	5,774.53
112-112-400310	Professional Services	4,964.37

# Rose Hill City Council Packet

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## Account Summary

Account Number	Account Name	Payment Amount
112-112-400320	Computer Services	337.50
112-112-400395	Operating Supplies	384.15
112-112-400396	Water meter supplies	4,415.86
112-112-400410	OFFICE SUPPLIES	98.23
112-112-400416	Janitorial Services	368.13
112-112-400602	Principal Payments	45,836.62
112-112-400612	Interest Payments	2,265.62
112-112-400775	LABORATORY FEES	330.00
113-110-400216	Copier Expense	72.85
113-113-400210	Electricity	4,337.38
113-113-400212	Internet Service	132.67
113-113-400215	Telephone	279.55
113-113-400225	Fuel	77.67
113-113-400235	Operating Equipment	2.95
113-113-400270	Postage	490.00
113-113-400290	Equipment Repair	248.56
113-113-400310	Professional Services	432.59
113-113-400320	Computer Services	337.50
113-113-400395	Operating Supplies	300.00
113-113-400410	OFFICE SUPPLIES	62.79
113-113-400416	Janitorial Services	368.23
113-113-400775	LABORATORY FEES	590.00
114-110-100210	Cafeteria Plan Withholding	6,351.97
114-110-100220	Deferred Compensation	1,202.68
114-110-100300	FEDERAL W/H TAX PAYAB...	6,352.26
114-110-100310	FICA W/H TAX PAYABLE	11,082.22
114-110-100320	STATE W/H TAX PAYABLE	2,767.12
114-110-100350	RETIREMENT WITHHOLDI...	11,406.49
114-110-100400	MISCELLANEOUS DEDUCT...	307.68
119-180-400400	Miscellaneous	2,411.00
300-110-400621	Concrete	7,889.00
300-130-400225	Fuel	77.52
300-130-400235	OPERATING EQUIPMENT	2.95
300-130-400290	Equipment Repair (Expire ...	248.54
300-130-400310	Professional Services	13.92
300-130-400395	Operating Supplies (Expir...	300.00
300-130-400620	Asphalt	4,125.69
<b>Grand Total:</b>		<b>171,399.91</b>

## Project Account Summary

Project Account Key	Payment Amount
**None**	171,399.91
<b>Grand Total:</b>	<b>171,399.91</b>

## Staff Report

To: Mayor & City Council  
Date: November 1, 2018  
From: Rico B Aguayo  
RE: Illuminators Project 2018

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On February 6, 2017, **Resolution 568** established an advisory committee for the purpose of planning and administering a community Christmas light decoration for the City of Rose Hill.

In addition, the resolution stated that staff support would be provided, a master plan for Christmas lights would be prepared, presented and approved by the city council.

The Illuminators Advisory Committee is completing its second year, with the first project organized at Kermit Cox Park in 2017 that included Christmas lights and decorations. In 2016, the group planned and organized the Christmas tree lighting at city hall and in 2014/2015 the community decorations were unsuccessful.

Jason Jones, Illuminators Advisory Committee member, will be presenting the Christmas decorations plan for 2018.

Staff will be available to answer any questions.

**Funding:** None.

**Recommendation:** Staff recommends approval of the Illuminators Project for 2018.

## Staff Report

To: Mayor & City Council  
Date: November 2, 2018  
From: Rico B Aguayo  
RE: Appointment – Rose Hill Recreation Commission

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**Background:** *Item was first heard at the October 15, 2018 City Council meeting. .*

Staff was notified by the Rose Hill Recreation Commission that Danny Cunningham (city appointment) has resigned (relocated outside city limits) from the recreation commission board on July/August 2018.

The commission received applications from two applicants, Cat Wilson and Wilbur E Scott, Jr. for the Mayor and City Council to consider.

As background, under KSA 12-1926, the recreation commission consists of five members, one at-large appointment, two school district appointments and two city appointments. Please see statute below.

**KSA – 12 – 1926.** *Recreation commission; membership; selection; terms; removal; vacancies; existing commissions; treasurer...*(c) recreation commissions shall consist of five members to be appointed as follows:...(2) upon the adoption of the provisions of this act by the city and school district acting jointly, the governing bodies each shall appoint two persons who are residents of the taxing district to serve as members of the recreation commission, and the persons so selected shall select one additional person, and all of such persons shall constitute the recreation commission.

**Funding:** None.

**Recommendation:** Staff recommends appointment of Cat Wilson or Wilbur E Scott, Jr. to the Rose Hill Recreation Commission

# Rose Hill City Council Packet



## ROSE HILL RECREATION COMMISSION BOARD MEMBERSHIP APPLICATION

The Rose Hill Recreation Commission is in search of a potential ~~City Appointed~~/USD Appointed/At-Large member for their board. The RHRC board is comprised of 2 city appointed members, 2 school district appointed members, and 1 at-large member that is selected by the RHRC board. Board members must reside in the RHRC district while serving as a board member. RHRC board meetings are held the 2<sup>nd</sup> Wednesday of each month at 6:00pm at the Rose Hill Recreation Commission building.

Name: Wilbur E. Scott Jr.

Address: 103 N Cedarwood dr.

Phone: 316-260-9629

E-Mail: andrend1977@hotmail.com

Place of Employment: McCornell AFB, Kansas Air National Guard

How Long have you been a resident of Rose Hill? 6 years

Briefly describe why you would like to participate as a board member for the RHRC: Since I

moved to Rose Hill, I've been very involved in helping out at the Rec Center.

I've worked on OK kids, Fall Fest, and starting the archery program, as examples.

I appreciate its impact in the community and I'm very interested in growing that effect it has on our youth and families as a focus to a healthy community.

Please list other activities and/or interest: I am a coach for the archery Program,

a coach for the Butler Blazers (Special Olympics), Mentor for Big

Brothers Big Sisters (Being vetted Right now for the Mentor Hunting Program),

and very focused on outdoor activities and Sports of all kinds.

Signature: Wilbur E. Scott Jr. Date: 26 Sep 2018

# Rose Hill City Council Packet



## ROSE HILL RECREATION COMMISSION BOARD MEMBERSHIP APPLICATION

The Rose Hill Recreation Commission is in search of a potential City Appointed/USD Appointed/At-Large member for their board. The RHRC board is comprised of 2 city appointed members, 2 school district appointed members, and 1 at-large member that is selected by the RHRC board. Board members must reside in the RHRC district while serving as a board member. RHRC board meetings are held the 2<sup>nd</sup> Wednesday of each month at 6:00pm at the Rose Hill Recreation Commission building.

Name: Cat Wilson

Address: 317 E. Osage Rose Hill

Phone: 305-6864

E-Mail: cat2wilson@aol.com

Place of Employment: St. Mary Catholic School Derby/Rose Hill

How Long have you been a resident of Rose Hill? 15 years.

Briefly describe why you would like to participate as a board member for the RHRC: I have always believed in being involved in the community. I coached Jr. Choir for 7 years and served on the board. I coached soccer for 1 year as well. I have also been involved in 2 of my children's Project Graduations.

Please list other activities and/or interest: \_\_\_\_\_

I love reading; doing things with my family and friends. Once a year I go skydiving- I love it!

Signature: Cat Wilson Date: 10-01-18





## Staff Report

To: Mayor & City Council  
Date: November 1, 2018  
From: Rico B Aguayo  
RE: Rose Hill Road Drainage Improvements

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Staff report prepared by Josh Golka, P.E. (PEC) and will be presenting the item. (Enclosed)

Staff will also be available to answer any questions.

**Funding:** Project cost will be paid from the Special Streets & Highway (\$24,056.75) and Street Sales Tax funds (\$72,170.25).

**Recommendation:** Staff recommends approval and award to Mies Construction as the low, qualified bidder for the amount of \$96,227.

# Rose Hill City Council Packet



TO: City of Rose Hill

DATE: November 5, 2018

PROJECT NO.: 35-187011-002

PROJECT: Rose Hill Road Drainage Improvements

ATTENTION: Mayor and Members of Council

FROM: Josh Golka, P.E.

REFERENCE: Bid Tab and Project Award

COPIES TO: City Administrator Rico Aguayo, TBK

Please advise immediately of any misconceptions or omissions you believe to be contained herein.

## Background:

The project area is along the east side of Rose Hill Road from north of Silknitter to Ridgeway Road. The current drainage is open ditch with culverts through driveways. Erosion has made the ditch difficult to maintain with areas of standing water throughout. In addition, the two north driveways have been undermined by subsurface drainage which has led to the development of potholes currently being covered with steel plates. The other drives in the project area also show signs of undermining and are likely candidates for future failure.

The proposed drainage improvements include reconstruction of the two north driveways with replacement of driveway culverts with new headwalls. The existing culverts to remain will be extended with new headwalls. The ditch will be re-graded and stabilized with turf reinforcement mat and concrete channel liner. PEC's opinion of probable cost for construction of the improvements was \$81,416.50.

## Bid Results:

PEC solicited bids from contractors for the proposed improvements. Four qualified bids were received and are summarized on the attached bid tabulation. The low, qualified bidder was Mies Construction in the amount of \$96,227.00 with a completion date of January 31, 2019.

## Recommended Action:

Staff recommends awarding the project to Mies Construction as the low, qualified bidder.

BID TABULATION



ITEM NO.	DESCRIPTION	QUANTITY	UNIT	MIES CONSTRUCTION		DONDLINGER & SONS CONSTRUCTION		ALAN'S EXCAVATING		NOWAK CONSTRUCTION	
				UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
BASE BID											
2	12" RCP	4	LF	\$ 260.00	\$ 1,040.00	\$ 250.00	\$ 1,000.00	\$ 565.00	\$ 2,260.00	\$ 157.50	\$ 630.00
3	19"x30" RCPHE	76	LF	\$ 87.00	\$ 6,612.00	\$ 130.00	\$ 9,880.00	\$ 200.00	\$ 15,200.00	\$ 98.60	\$ 7,493.60
4	29"x42" RCPHE	8	LF	\$ 300.00	\$ 2,400.00	\$ 400.00	\$ 3,200.00	\$ 406.00	\$ 3,248.00	\$ 160.00	\$ 1,280.00
5	8" Headwall	2	EA	\$ 1,275.00	\$ 2,550.00	\$ 2,000.00	\$ 4,000.00	\$ 1,200.00	\$ 2,400.00	\$ 3,758.00	\$ 7,516.00
6	30" Headwall	6	EA	\$ 4,720.00	\$ 28,320.00	\$ 4,500.00	\$ 27,000.00	\$ 3,400.00	\$ 20,400.00	\$ 6,874.00	\$ 41,244.00
7	42" Headwall	1	EA	\$ 6,750.00	\$ 6,750.00	\$ 6,300.00	\$ 6,300.00	\$ 5,800.00	\$ 5,800.00	\$ 8,510.00	\$ 8,510.00
8	Concrete Liner	116	SY	\$ 89.00	\$ 10,324.00	\$ 140.00	\$ 16,240.00	\$ 85.00	\$ 9,860.00	\$ 100.00	\$ 11,600.00
9	Gravel Drive Removal	105	SY	\$ 10.00	\$ 1,050.00	\$ 15.00	\$ 1,575.00	\$ 8.50	\$ 892.50	\$ 15.00	\$ 1,575.00
10	Site Demolition	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 3,600.00	\$ 3,600.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
11	Concrete Drive	105	SY	\$ 72.00	\$ 7,560.00	\$ 66.00	\$ 6,930.00	\$ 75.00	\$ 7,875.00	\$ 61.00	\$ 6,405.00
12	Ditch Grading	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00	\$ 14,000.00	\$ 14,000.00	\$ 3,000.00	\$ 3,000.00
13	Turf Reinforcement Mat	1,150	SY	\$ 2.50	\$ 2,875.00	\$ 2.00	\$ 2,300.00	\$ 3.25	\$ 3,737.50	\$ 2.50	\$ 2,875.00
14	Seeding	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 3,900.00	\$ 3,900.00	\$ 1,300.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00
15	Site Clearing & Restoration	1	LS	\$ 11,466.00	\$ 11,466.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00	\$ 9,850.00	\$ 9,850.00
SUB-TOTAL CONSTRUCTION				\$ 95,447.00		\$ 100,425.00		\$ 101,973.00		\$ 112,978.60	
BOND				\$ 780.00		\$ 928.00		\$ 1,515.00		\$ 925.00	
TOTAL PROPOSAL AMOUNT				\$ 96,227.00		\$ 101,353.00		\$ 103,488.00		\$ 113,903.60	

Engineer's Estimate = \$81,416.50

## Staff Report

To: Mayor & City Council  
Date: November 1, 2018  
From: Rico B Aguayo  
RE: Enterpol – Records Management System (Police Department)

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The record management system Rose Hill Police Department utilizes is provided by Computerized Law Enforcement Record Management System (CMI Justice) and is over 10-years old.

To date, CMI Justice has provided no software updates and is now an antiquated system that very few departments are using. For this reason, the Police Department has failed to capitalize on many information sharing possibilities with other agencies.

The contract with CMI Justice will end on December 31, 2018 and staff recommends we now move to selecting a new records management provider.

Enterpol is the largest records management system in Kansas and utilizes a statewide data sharing portal. The system allows us to track cases, including people, vehicles, property, photos, as well as many other useful tools.

Chief Mosley and a representative from Enterpol will present the item and be available to address any questions.

Item was budgeted for and approved in the 2019 budget. Annual maintenance and support cost for year-2 is \$7,256.

**Funding:** General Fund (Police Budget Line Item) or Equipment Reserve Fund.

**Recommendation:** Staff recommends approval of the Enterpol - Records Management System for the Rose Hill Police Department for \$31,436.



## Minimum Hardware Requirements

The following minimum hardware requirements are based on experience with the Enterpol application software and knowledge of the computer industry. These requirements must be met in order for a successful Enterpol implementation for both servers and workstations. We recommend that prior to purchasing hardware; you consult with an Enterpol technical specialist to review your configuration. **Huber & Associates can also provide competitive quotes for all of your hardware and networking needs.**

### ENTERPOL APPLICATION SERVER

#### Minimum Requirements:

- Intel Pentium Dual Core Processor (or higher)
- 16 GB RAM
- Hard drive configuration that allows for mirroring of data to minimize data loss and/or down time.
- Enterpol CAD requires SQL Server which cannot be on the same server as a Domain Controller.
  - SQL Server can be installed on a VMWare (virtual) Server – requires VMWare licensing
- 100/1000 Wired network connection (no wireless connection to the server)
- High speed internet connection with Static External IP address.
- Uninterruptible Power Supply (UPS) – APC Smart-UPS 1000 or comparable

#### Recommended:

- Agencies 25 users or less – Domino Server installed on RAID5 (7 & 1) preferred. If VM: Separate RAID5 resourced for Domino applications.
- Agencies 26 to 100 users – Domino Server installed on RAID10 (8 & 1) preferred. If VM: Separate RAID10 resourced for Domino applications.
- Agencies over 100 users – Request custom Server configuration.
- Remote Management: IBM IMM (Integrated Management Module), or Dell iDRAC (Dell Remote Access Controller)

### SERVER SOFTWARE

- Windows 2008, Windows 2008 R2 Server (32 or 64 bit), or higher. **NOT Supported:** Windows 2000 or 2003 Server or any Small Business Server
- SQL Server 2005, 2008 or 2008 R2, or higher (5 users minimum – required for CAD). **NOT Supported:** Any version of SQL Express
- IBM Domino Server R9 (**included in Enterpol proposal**)

Recommended: Backup solution – Huber Shadow Protect BDR. Backup should be able to perform “Hot” backups of Domino and SQL (if CAD is implemented)

### CLIENT WORKSTATIONS

#### Minimum Requirements:

- Pentium 4, 1.2 Ghz Processor or higher
- 4 GB RAM or higher
- 20 GB or higher free hard drive space
- Windows 7 Pro or higher Operating System (OS)
- **Pro version of OS is REQUIRED on all workstations**
  - **Not Supported:** Windows XP, Vista, RT, or any Home version of Windows
- IBM Notes R9 (included in Enterpol proposal)

#### Recommended:

- Windows 7 Pro
- 8 GB RAM or higher
- 100/1000 (Gigabit) LAN Card (No 10/10T hubs)
- Laptops/Tablets please call us for recommendations

### NETWORKING / LAN

- 100/1000 (Gigabit) Network Switches
  - Network & Internet connectivity for all workstations/servers
- Recommendations:

- Business Class Firewall
- Business Class Anti-virus software
  - Huber Hosted Anti-virus available (recommended)
- Business Class Spam filtering
  - Huber Hosted Spam filtering available (recommended)

### QUESTIONS & ACCEPTANCE

If you have any questions regarding whether or not your current hardware and/or software meet these requirements, please let us know and one of our technicians can assist you.

By signing and dating this document, you confirm and verify that your hardware and software meets or exceeds the minimum requirements for an Enterpol implementation.

\_\_\_\_\_  
Agency Head or Authorized Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

# Rose Hill City Council Packet



Kelly Stewart  
kstewart@teamhuber.com  
Phone: 620-577-4540  
Fax: 573-634-5500  
www.enterpol.com



## Enterpol Planning Proposal

**CONFIDENTIAL TO ROSE HILL PD**

**Proposal Date: October 26, 2018**

**Expiration Date: December 31, 2018**

### INITIAL IMPLEMENTATION ENTERPOL RMS

#### Enterpol Services

Pre-Installation Configuration	1 @	\$4,500.00 each	\$4,500.00
On-Site Training - RMS User/Admin	1 @	\$2,500.00 each	\$2,500.00
On-Site Training Travel Expenses	1 @	\$1,500.00 each	\$1,500.00
Additional Training Days	0 @	\$1,000.00 each	\$0.00
Additional Training Days Expenses	0 @	\$500.00 each	\$0.00
Project Management (RMS Only)	1 @	\$500.00 each	\$500.00
Onsite Go Live Support (1 Day)	0 @	\$1,000.00 each	\$0.00
On-Site Go Live Support Travel Expenses	0 @	\$500.00 each	\$0.00

#### Total Enterpol Services

**\$9,000.00**

#### Required Application Software & Year 1 Support & Maintenance

<sup>1</sup> Enterpol License (10 Full-time & 4 Part-Time users)	12 @	\$400.00 each	\$4,800.00
Enterpol Support & Maintenance (1 - 25)	12 @	\$330.00 each	\$3,960.00
<sup>2</sup> IBM Notes Licenses	14 @	\$84.00 each	\$1,176.00

#### Total Application & Support Year 1

**\$9,936.00**

#### Optional Interfaces & Services

KLER Interface	1 @	\$2,000.00 each	\$2,000.00
<sup>3</sup> LiveScan (CrossMatch) Interface	1 @	\$2,500.00 each	\$2,500.00
LexisNexis Community Crime Map RMS Interface	1 @	\$0.00 each	\$0.00
LexisNexis Community Crime Map (1st Year Maintenance)	1 @	\$500.00 each	\$500.00
<sup>4</sup> Incode Court Interface	1 @	\$3,000.00 each	\$3,000.00
Data Migration of Existing RMS to Enterpol	1 @	\$4,500.00 each	\$4,500.00
* Kansas State-wide Data Share (6.5+ million records)	1 @	\$0.00 each	\$0.00

#### Total Optional Interfaces & Services

**\$12,500.00**

#### Total Initial Investment

**\$31,436.00**

- \* Kansas State-wide Data Share contains over 6.5 Million records from 138+ Kansas Enterpol agencies across the State: Person Data, Property Data, Active Warrants w/ automated warrant alerts & Inmates w/ Photos Data can be searched for investigative purposes and Persons can be cloned into the agency's RMS/JMS.

# Rose Hill City Council Packet



Kelly Stewart  
kstewart@teamhuber.com  
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Fax: 573-634-5500  
www.enterpol.com



## Enterpol Planning Proposal

**CONFIDENTIAL TO ROSE HILL PD**

**Proposal Date: October 26, 2018**

**Expiration Date: December 31, 2018**

### YEAR 2 ANNUAL MAINTENANCE/SUPPORT

#### Year 2 Application Support/Software Subscription

Enterpol Support & Maintenance (1 - 25)	12 @	\$330.00 each	\$3,960.00
IBM Notes Renewal	14 @	\$39.00 each	\$546.00

#### Total Year 2 Application Support/Software Subscription

**\$4,506.00**

#### Year 2 Optional Interface Support

KLER Interface	1 @	\$750.00 each	\$750.00
LiveScan (CrossMatch) Interface	1 @	\$750.00 each	\$750.00
LexisNexis Community Crime Map RMS Interface	1 @	\$500.00 each	\$500.00
Incode Court Interface	1 @	\$750.00 each	\$750.00

#### Total Year 2 Interface Support

**\$2,750.00**

#### Total Year 2 Support

**\$7,256.00**

<sup>1</sup> Enterpol Licensing is offered on a 2 for 1 basis for Part-time/Reserve users.

<sup>2</sup> IBM Notes Licenses required for each individual user regardless of FT, PT or Reserve Status.

<sup>3</sup> LiveScan (CrossMatch) Interface requires you have a current maintenance agreement with CrossMatch for your current LiveScan device.

<sup>4</sup> Additional Interface Fees may be required by Tyler Technologies/Incode. Please verify this with Tyler Technologies.

# Rose Hill City Council Packet



## Enterpol Planning Proposal

**CONFIDENTIAL TO ROSE HILL PD**

Kelly Stewart  
kstewart@teamhuber.com  
Phone: 620-577-4540  
Fax: 573-634-5500  
www.enterpol.com



**Proposal Date: October 26, 2018**

**Expiration Date: December 31, 2018**

### TERMS & CONDITIONS

1. This proposal is based on the implementation and training for the Enterpol RMS applications and interfaces as listed, for:  
**(10 Full-time & 4 Part-Time users)**
2. **Terms of Payment - Enterpol and IBM Notes licenses will be invoiced upon receipt of signed proposal and is due upon receipt of invoice. Payment for all Enterpol and IBM Notes licenses must take place prior to installation. All other services, support and deliverables shall be invoiced upon completion of project and shall be due upon receipt. All outstanding invoices unpaid for more than 30 days of the invoice date shall be subject to a service charge of 1.5% per month.**

**Amount Invoiced upon receipt of signed proposal:**

<b>Enterpol Licenses</b>	<b>\$4,800.00</b>
<b>IBM Notes Licenses</b>	<b>\$1,176.00</b>
	<b><u>\$5,976.00</u></b>

3. The Enterpol Software Support & Maintenance must be renewed annually.
4. All hardware and 3rd Party software prices are subject to change without notice.
5. Hardware, if requested, is quoted separately. Networking is not included, but can be quoted upon request.
6. Quote is for Train the Trainer sessions for up to 15 attendees.  
Typical training consists of: RMS - 1 day (8 hours), System Administration - 1/2 day (4 hours).  
Additional training days can be quoted upon request.
7. The agency's existing hardware must meet or exceed Enterpol's Minimum Hardware requirements for both the Enterpol server software (Domino) and user workstations. Hardware is not included on this proposal, but can be quoted upon request.
8. LogMeIn remote access software is required to be installed on the Enterpol server(s) and workstations to allow Enterpol Support personnel remote access for support functions. LogMeIn is provided by Enterpol free of charge to the agency. If the agency elects not to allow the installation of LogMeIn, it is the agency's responsibility to provide a reliable, consistent, business class method for Enterpol Support personnel to access the hardware for support functions.

If this proposal is acceptable and you would like to proceed with implementation, please Sign, Date and Fax to:  
573-634-5500 Attn: Rodney Viessman, or scan and email to: [kstewart@teamhuber.com](mailto:kstewart@teamhuber.com)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date