



**AGENDA**  
**CITY COUNCIL REGULAR MEETING**  
**THURSDAY, JANUARY 8, 2026**  
**SPRING HILL CIVIC CENTER**  
**401 N. MADISON, COUNCIL CHAMBERS**  
**7:00 P.M.**

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

CITIZEN PARTICIPATION (Speaker's Protocol- attached)

**PRESENTATIONS**

- Concept Plan for 223<sup>rd</sup> Street Improvements at Webster Street and Harrison Street
- 223<sup>rd</sup> Street Planning Study with Miami County
- Presentation of Certified Public Finance Officer Credentials to Natalie Tally
- Presentation of 2026 Budget Book

**CONSENT AGENDA:**

The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.

1. Approval of Minutes: December 30, 2025, Special Meeting
2. Consider Approval of Appropriation Order No. 2026-01-08
3. Authorize staff to update the billing rates for the On-Call Engineering & Architectural Master Services Agreements
4. Consider Approval of Final Plat (FP-25-10): Wiswell Farms, Fourth Plat
5. Consider Approval of Improvement Agreement: Wiswell Farms, Fourth Plat

## FORMAL COUNCIL ACTION

6. Consider Approval of Task Order #8 with HDR for grant assistance and authorize staff to submit grant applications to the US Department of Transportation and Kansas Infrastructure Hub for the BUILD Planning grant program
7. Authorize the Mayor to sign an Interlocal Agreement with Miami County for the 223<sup>rd</sup> Street Planning Study
8. Consider Approval of Amendment #1 to the Professional Services Agreement with BG Consultants, Inc., to continue their service as Owner's Representative during the design and construction of the new Wastewater Treatment Facility
9. Consider Approval of Amendment to the Task Agreement with Lamp Rynearson for additional design services for the Northwest Sewer Interceptor Project
10. Consider Approval of Agreement for I.T. Consulting with Business Outcome Solutions

## ANNOUNCEMENTS AND REPORTS

### EXECUTIVE SESSION NO. 1

Consideration of Motion to Recess into Executive Session.

### EXECUTIVE SESSION NO. 2

Consideration of Motion to Recess into Executive Session.

### EXECUTIVE SESSION NO. 3

Consideration of Motion to Recess into Executive Session.

## ADJOURN

**CITY OF SPRING HILL, KANSAS**  
**SPEAKER'S PROTOCOL**  
**PUBLIC COMMENT PERIOD & PUBLIC HEARINGS**

The Spring Hill Governing Body encourages citizen participation in the local governance process and wants to ensure that all interested parties have an opportunity to be heard at public meetings. To that end, the Governing Body has determined that procedures are needed to ensure fair and efficient meetings are conducted in an ethical, civil, and cordial manner. The purpose of the Public Comment period is to provide an opportunity for members of the public to provide information to the Governing Body; the Public Comment Period is not an open public forum, but rather a limited forum for citizens to provide information to the Governing Body. Members of the Governing Body should not engage in discussion or debate with speakers offering Public Comment.

Therefore, the Governing Body adopts the following procedures regarding the conduct of public meetings.

Persons desiring to address the Governing Body, or board, commission, or committee, during the Public Comment Period shall place their name on the speaker's list via telephone, e-mail, or by personally signing it prior to the public meeting. The speaker's list(s) shall be maintained by the Office of the City Clerk or Board Secretary and shall be posted no less than one-half (1/2) hour prior to the meeting.

Speakers will be called in the order they appear on the list for each topic. Persons unable to place their name on the speaker's list may be allowed to address the Governing Body or Board after recognition by the meeting chairperson.

Always speak from the lectern, using the microphone. This ensures that all remarks will be accurately recorded. Speakers are requested to state their full name, address, and group affiliation if related to their comments or if acting as a representative of an entity, organization, or group, if any, before delivering any remarks. Speakers should restate their name each time subsequent remarks are made. If unable to speak from the lectern, accommodations can be provided. A speaker granted a current Protection from Abuse or Protection from Stalking Order shall not have to state his or her address.

Persons wishing to address the Governing Body or Board for general issues or concerns during Citizen Participation on items not under consideration within the agenda shall be limited to a maximum of five (5) minutes, provided an extension of time may be granted, by formal motion. If a large number of people seek to make comments, the Governing Body or other Board may limit the time to three (3) minutes per speaker to ensure that all those who wish to speak are provided an opportunity. Speakers may not give, donate, or yield their time to speak to extend another person's time. Comments during Citizen Participation are to be directed to the Chair. Staff will respond to specific issues if so directed by the Mayor.

Speakers are expected to conduct themselves in a civil manner. The following topics and types of comments are prohibited:

Political campaigning;  
Commercial advertisement or hawking;  
Personal attacks, threats, or slanderous remarks that are unrelated to official conduct or qualifications;  
Profanity;

Disclosure of identifying, locating, or sharing of private information whether concerning elected or appointed officials, City employees, or members of the public.

To protect privacy interests of all parties involved, the Governing Body shall not hear personal complaints concerning an employee during Public Comment on any matter related to his or her employment with the City. Individual personnel matters should be referred to City administration who may report to the Governing Body in executive session, as appropriate. Policy matters regarding employment shall be addressed in open session.

If a number of persons are aligned on an agenda topic, they may select one (1) spokesperson for an applicant, party request or proposing the item, or on behalf of an agenda topic and one (1) spokesperson for the opposition who shall be allotted ten (10) minutes. Other speakers, including unaligned or otherwise unrepresented persons, may speak for up to five (5) minutes each as determined by the Governing Body or Board depending upon the number of speakers.

The Governing Body and City Boards conduct public hearings from time to time as required by law or as part of consideration of certain matters prior to passage, adoption, or approval of an item. Persons who wish to address the Governing Body or a Board during a Public Hearing are not required to sign up or to provide advance notice of the intent to appear and comment on the subject of the Public Hearing.

Persons wishing to address the Governing Body in a public hearing may make comments for five (5) minutes; provided that, a spokesperson for an applicant or group of applicants or petitioners may speak for up to ten (10) minutes, and a spokesperson for an aligned group in opposition to the application or petition under consideration, if so designated, shall also be permitted to speak for up to ten (10) minutes. Speakers may not otherwise give, donate, or yield their time to speak to extend another person's time.

If you have documentation or other materials to present to the Governing Body or Board, please provide them to the City Clerk or Board Secretary for distribution and filing with the official record of the meeting. If possible, a total of eight (8) copies of any document should be provided.

The City of Spring Hill does not discriminate on the basis of race, color, national origin, sex, gender, sexual orientation, religion, age, disability, genetic information, membership or service in the military, or other characteristics prohibited by federal, state, or local law, rule, or regulation, including Title II of the Americans with Disabilities Act. The City will provide reasonable accommodation to individual's possessing a disability upon request. A request for reasonable accommodation for disability, or other assistance, should be made, if possible, at least three (3) days in advance, to the Office of the City Clerk at (913) 592-3664 or [cityclerk@springhillks.gov](mailto:cityclerk@springhillks.gov).

The Governing Body welcomes your participation and appreciates your cooperation. Meeting agendas and minutes are available via the City website at [www.springhillks.gov](http://www.springhillks.gov) or by contacting the Office of the City Clerk. Meetings are also available for viewing via live streaming on YouTube. Additional details are available on the City of Spring Hill website.



# **DRAFT: City of Spring Hill, Kansas**

## **223<sup>rd</sup> Street Corridor Alternatives Analysis & Concept Design Technical Report**

Date: Monday, November 03, 2025

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Project: 223<sup>rd</sup> Street Corridor Concept Design

To: Alysen Able, P.E., MPA

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From: Taylor McHenry, PE

Jay Aber, PE, PTOE

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Subject: 223<sup>rd</sup> Street Corridor Alternatives Analysis and Design



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Appendix A: Traffic Counts
Appendix B: HCM Reports
Appendix C: SIDRA Analysis
Appendix D: Signal Warrant Analysis
Appendix E: Public Involvement Feedback



## 1. Introduction

The City of Spring Hill was identified as the fastest growing city in Kansas for the third year in a row as of 2025. However, this unprecedented growth can come with new challenges on the existing transportation network. This may include an increase in traffic volumes, a growing share of multimodal road users relying on the same system, in addition to other safety concerns. Today, nearly 10,000 people call Spring Hill home. The City recognizes that all members of the community deserve access to safe and accessible transportation systems that are planned, designed, maintained, and operated to support their needs. This is why Spring Hill has committed to taking a proactive approach to improving transportation safety in the community to reduce the risk of crashes that result in fatalities or serious injuries before they occur.

Recent efforts to improve safety have included the development of the City's inaugural Comprehensive Safety Action Plan (CSAP), adopted in June 2025. Using findings from the citywide transportation safety data analysis and public engagement, the CSAP identified seven key safety concerns in the community. These top concerns informed the development of a toolkit of proven safety countermeasures to deploy across Spring Hill, an action plan to guide City decision-making processes over the next decade, and the identification of specific corridors and/or intersections that are recommended for capital improvement projects to address safety needs in the community. **One site in particular includes the 223<sup>rd</sup> Street Corridor from US-169 to Woodland Road (designated as project CS-1-1 in the CSAP). This segment was identified as a Priority One City Street project, meaning this project is among those with the highest safety priority in the community.**

This technical report provides information on the proposed 223<sup>rd</sup> Street Corridor Improvements Project, specifically detailing the proposed improvements at the Harrison Street/Webster Street and 223rd Street intersection and the Victory Road and 223rd Street intersection. The recommended improvements include the conversion of the two-way stop controlled intersections into roundabouts and the incorporation of additional safety countermeasures such as high-visibility crosswalks, raised medians/pedestrian refuge islands, and sidewalks. All of which are designed to address existing safety concerns, reduce the risk of fatal and serious injury crashes, mitigate future travel demand needs, and provide safer infrastructure for growing neighborhoods of the community.

### 1.1 CSAP Transportation Safety Analysis

Crashes have had a major impact on Spring Hill and the CSAP emphasized this fact through both the data analysis and engagement processes. Since 2014, there have been 378 total traffic crashes including eight crashes that resulted in fatalities and 42 crashes that resulted in serious injuries. These crashes have also resulted in an estimated \$205 million in economic cost to society. Of the Spring Hill residents surveyed during the development of the CSAP, 70% of people have been injured or know someone who has been killed or injured in a traffic crash. This startling statistic highlights the tremendous impact that roadway safety has on the community.



Overall, seven key safety concerns were identified based on the findings from both the data analysis and engagement with the community. These safety concerns will remain priorities for Spring Hill to address throughout the continued implementation of the CSAP. The key concerns include:

- **High Injury Corridors** - Over 80% of crashes happen on only 25% of roads in Spring Hill.
- **Roadway Departures** - Nearly half of all crashes involved a vehicle departure from the road.
- **High Speed Intersections** - More than 25% of all crashes were right-angle crashes at intersections.
- **Walking and Bicycling Facilities** - People walking and biking have an elevated risk for severe crashes.
- **Speeds** - Speeding was involved in 20% of crashes and is not viewed as a risky driving behavior by many.
- **Teen and Older Adult Drivers** - Teens and older adults were involved in almost 40% of all crashes, representing a disproportionate share of the population.
- **Intoxicated and Distracted Driving** - Roughly 40% of all crashes involved intoxication or distraction.

The transportation safety analysis included the development of a High Injury Network (HIN) and a High Risk Network (HRN). The HIN represents the corridors in Spring Hill with the highest historical concentrations of crashes while the HRN represents the corridors with the highest crash risk based on specific risk factors. Specifically related to safety concerns for 223rd Street, the following text is an excerpt from page 63 of the 2025 CSAP:

*There continues to be future development potential on 223rd Street, given this and the due to the roadways status as a Moderate to High risk on the HRN and portions on the HIN, safety improvements are recommended. In addition to other improvements, roundabouts should be considered along with access management.*

Based on the CSAP transportation safety analysis and CSAP recommendations, it is recommended that safety improvements to the 223rd Street Corridor be prioritized by the City. Recommended improvements, including the conversion of the two-way stop-controlled intersections into roundabouts can address the existing safety concerns in the community and reduce the risk of traffic fatalities and serious injuries for all road users in Spring Hill.

## **2. Proposed Improvements and Safety Benefits**

The City of Spring Hill is proposing the conversion of two stop-controlled intersections on the 223rd Street corridor into roundabout intersections. The intersections identified for these proposed improvements include the Harrison Street/Webster Street and 223rd Street intersection and the



Victory Road and 223rd Street intersection located in southern Spring Hill. See **Figure 1** below for the approximate intersection locations.

**Figure 1. Improved Intersection Improvement Sites at 223rd Street and Webster Street/Harrison Street and at 223rd Street Victory Road**



## 2.1 Concept Design

At this stage in the project, initial concept designs for the proposed roundabouts at the Harrison Street/Webster Street and 223rd Street intersection and the Victory Road and 223rd Street intersection have been developed. **Figure 2** below and **Appendix B**, show the initial concept designs for the 223rd Street Corridor Improvements project. Each roundabout concept incorporates additional safety countermeasures including high visibility crosswalks, raised medians/pedestrian refuge islands, and sidewalks. Please note, in order to further develop the sidewalk network in Spring Hill and more specifically on the 223rd Street corridor, coordination between the City and property owners will need to occur.



Figure 2. 223rd Street Corridor Improvements Concept Design



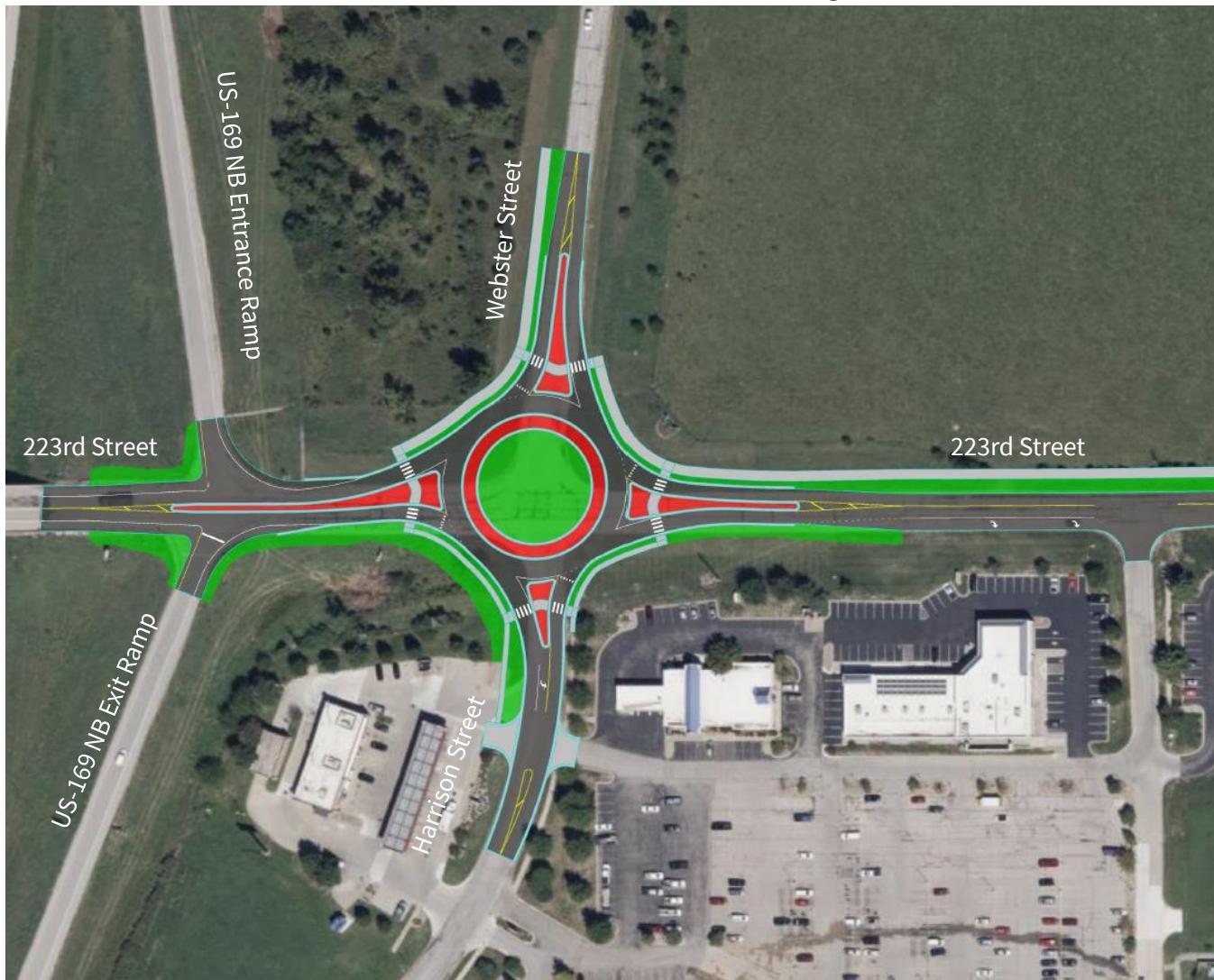
## 2.2 Safety Benefits

Roundabouts are intersections with channelized, curved approaches. This design reduces vehicle speed, provides entry yield control to the intersection, and gives the right-of-way to circulate traffic using a counterclockwise flow around a central island. Ultimately minimizing conflict points between drivers and other road users like pedestrians and bicyclists at intersections. According to the FHWA, lowering speeds and reducing conflicts through the implementation of roundabouts can substantially reduce fatal and serious crashes. The FHWA also cites that two-way stop-controlled to roundabout conversions can reduce fatal and injury crashes by 82%.

The proposed intersection improvements on 223rd Street are also designed to address several of the key safety concerns identified in the CSAP such as improving High Injury Corridors, reducing speeds, reducing conflicts at high speed intersections, and improving walking facilities. In addition to addressing the community's existing safety concerns, these improvements can mitigate future travel demand needs and provide safer infrastructure for growing neighborhoods of the community.

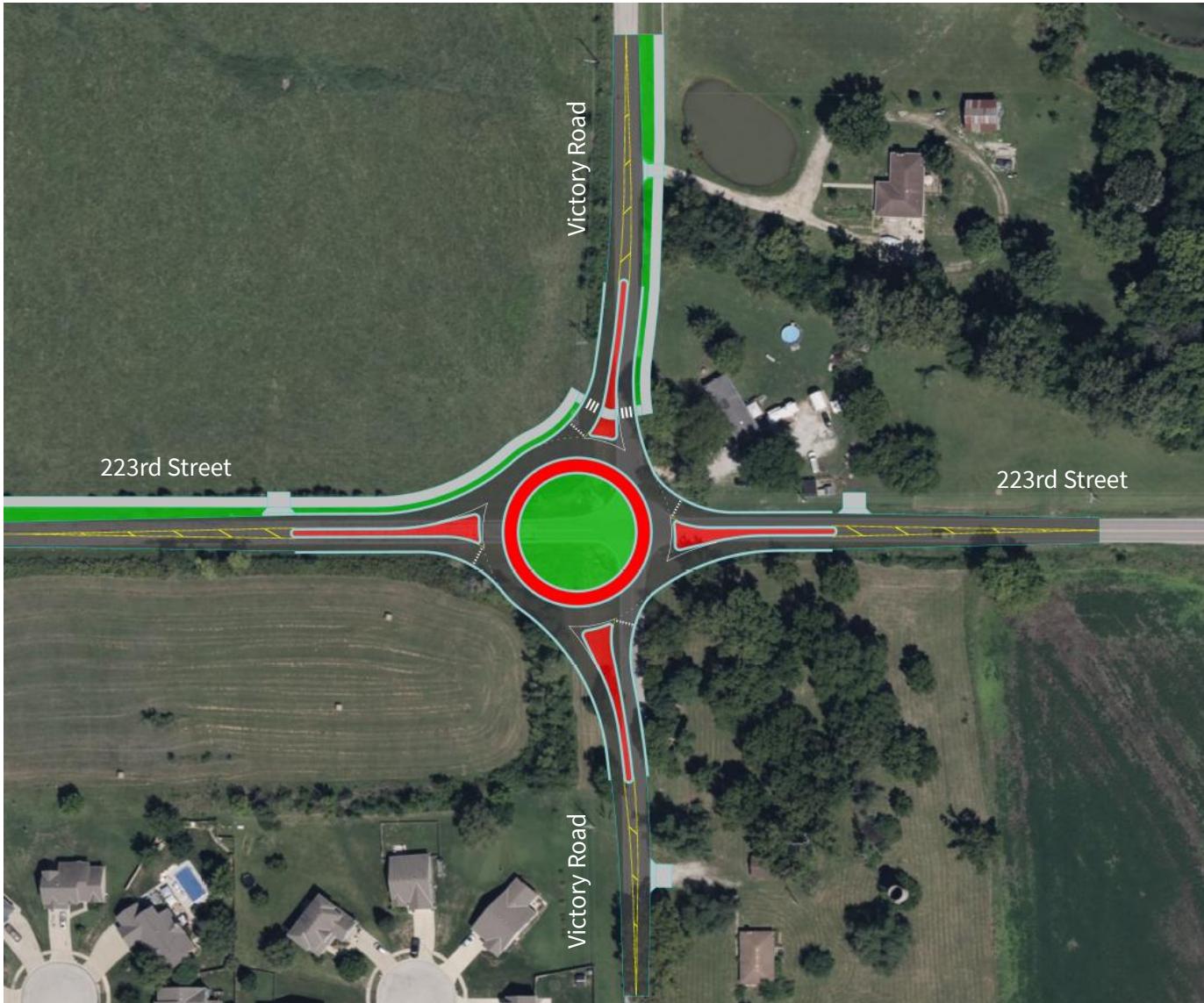


**Figure 3. Harrison Street/Webster Street and 223rd Street Roundabout Concept Design**





**Figure 4. Victory Road and 223rd Street Roundabout Concept Design**

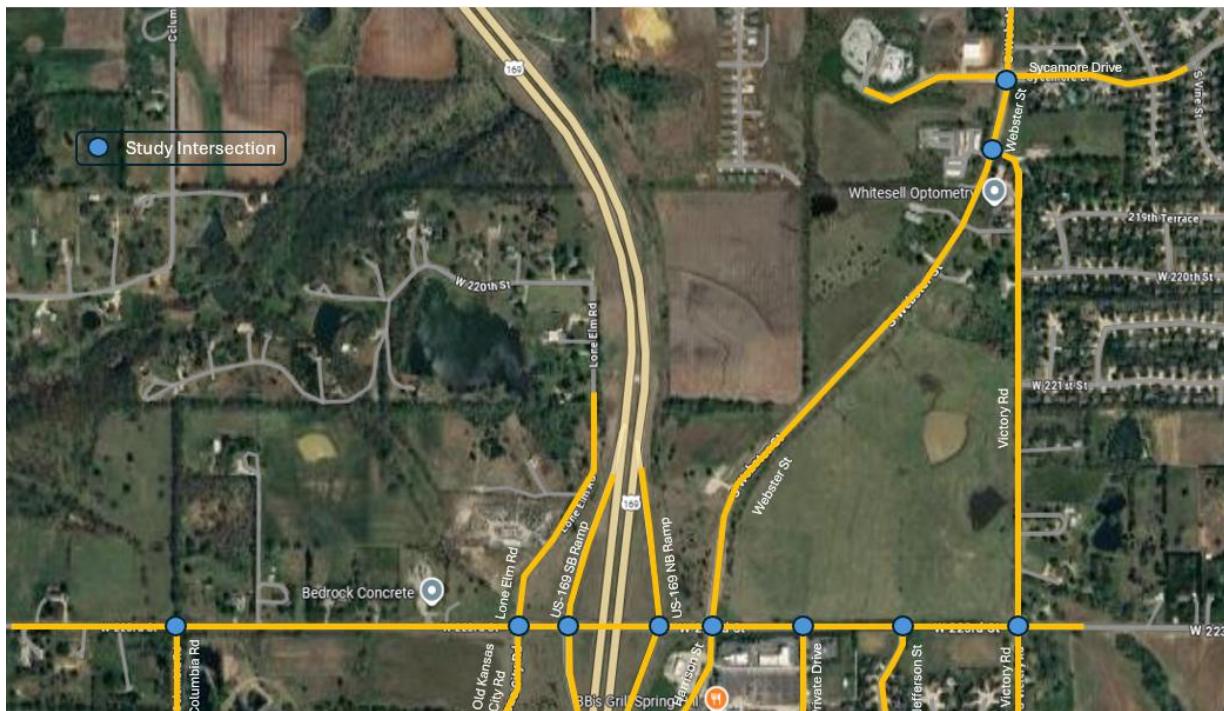




## 2.3 Existing Conditions

An Alternatives Analysis was used to develop the concept designs for the 223rd Street Corridor Improvements Project. See **Figure 5** below for the project study area and all intersections included in the analysis. The following sections of the technical report, specifically the Capacity Analysis, Roundabout Analysis, and Signal Warrant Analysis, will provide greater details on the Alternatives Analysis Completed and the process for selecting the proposed intersection improvements.

**Figure 5. Alternatives Analysis Study Area**



The 223rd Street Corridor Improvements project study area is located in southern Spring Hill and includes the 10 intersections shown in Figure 5. The entrance and exit ramps of US-169 to 223rd Street were also included in the project study area. The study area is bounded to the east and west by the Spring Hill city limits on 223rd Street and by Sycamore Drive to the north and by just south of 223rd Street to the south. Land use within the study area is predominately residential, with some commercial uses like restaurants, a grocery store, and a dental clinic located primarily off of Harrison Street. However, this is a rapidly growing area of the community in which more residential and commercial land uses are expected over the next several decades.

The 223rd Street corridor is designated as a major collector by the Kansas Department of Transportation (KDOT). Between Columbia Road and Victory Road, the existing roadway configuration of the corridor is a two-lane undivided road with eastbound right turn lanes only between the northbound (NB) US-169 entrance and Private Drive. The posted speed limit is 35 miles per hour (mph), and the traffic volume is less than 3,000 vehicles per day (vpd). The corridor also serves as a



truck route connecting drivers between US-169 and Highway 69, both of which are major corridors connecting Spring Hill north to the Kansas City metropolitan region. The traffic on the corridor is comprised of 2 % of heavy vehicles on average.

The Alternatives Analysis involved the assessment of the 10 intersections located within the project study area (Figure 5). The existing conditions of each intersection assessed are provided in more detail below. Please note, based on the results of the Alternatives Analysis and public engagement, safety improvement recommendations have only been developed for the Harrison Street/Webster Street and 223rd Street intersection and the Victory Road and 223rd Street intersection.

- 1. Columbia Road & 23rd Street/223rd Street** – Currently a three-way (T) intersection, with a side-street stop control on the Columbia Road approach. The 223rd Street approaches are free movements. All roads are two-lane undivided configurations. The proposed improvements would not alter this intersection.
- 2. Old Kansas City Road/Lone Elm Road & 223rd Street** – Currently a four-way intersection, with side-street stop controls on the Old Kansas City Road and the Lone Elm Road approaches. The 223rd Street approaches are free movements. All roads are two-lane undivided configurations. The proposed improvements would not alter this intersection.
- 3. US-169 SB Ramp & 223rd Street** - Currently a stop-controlled intersection on the US-169 southbound (SB) Exit Ramp approach. The 223rd Street approaches are free movements, and the road has a two-lane undivided configuration. The proposed improvements would not alter this intersection.
- 4. US-169 NB Ramp & 223rd Street** - Currently a stop-controlled intersection, with stop control on the US-169 NB Exit Ramp approach. The 223rd Street approaches are free movements, and the road has a two-lane undivided configuration. The proposed improvements would not alter this intersection.
- 5. Harrison Street/Webster Street & 223rd Street** – Currently a four-way intersection, with side-street stop controls on both the Webster Street and Harrison Street approaches. The Webster Street approach is a two-way undivided configuration while the Harrison Street approach is a three-lane undivided configuration with a dedicated left turn lane on to 223rd Street. The 223rd Street approaches are free movements, and the road has a three-lane undivided configuration with a right turn lane on the eastbound approach on to Webster Street. The proposed improvements would alter this intersection into a roundabout configuration.
- 6. Private Drive & 223rd Street** - Currently a three-way intersection, with a side-street stop control on the Private Drive approach. The 223rd Street approaches are free movements. The Private Drive approach and the westbound 223rd approach are both two-lane undivided configurations while the eastbound 223rd Street is a three-lane undivided configuration with a right turn lane on to Private Drive. The proposed improvements would not alter this intersection.



7. **Jefferson Street & 223rd Street** - Currently a three-way intersection, with a side-street stop control on the Jefferson Street approach. The 223rd Street approaches are free movements. All roads are two-lane undivided configurations. The proposed improvements would not alter this intersection.
8. **Victory Road & 223rd Street** - Currently a four-way intersection, with side-street stop controls on the Victory Road approaches. The 223rd Street approaches are free movements. All roads are two-lane undivided configurations. The proposed improvements would alter this intersection to a roundabout configuration.
9. **Webster Street & Victory Road** – Currently a three-way intersection, with a side street stop control on the Victory Road approach. The Webster Street approaches are free movements. The Victory Road approach is a two-lane undivided configuration while the Webster Street approaches are both three-lane undivided with a center turn lane configuration. The proposed improvements would not alter this intersection.
10. **Webster Street & Sycamore Drive** – Currently a four-way intersection, with stop controls on all approaches. The Webster Street approaches are three-lane undivided configurations with a center turn lane. The Sycamore Drive westbound approach is a four-lane undivided configuration while the eastbound approach is a three-lane divided configuration with a dedicated left turn lane on to Webster Street and a raised median. This intersection contains pedestrian infrastructure including high-visibility crosswalks on all four crossing points and a pedestrian sign with circular flashing beacons on the Webster Street approaches to the intersection. The proposed improvements would not alter this intersection.

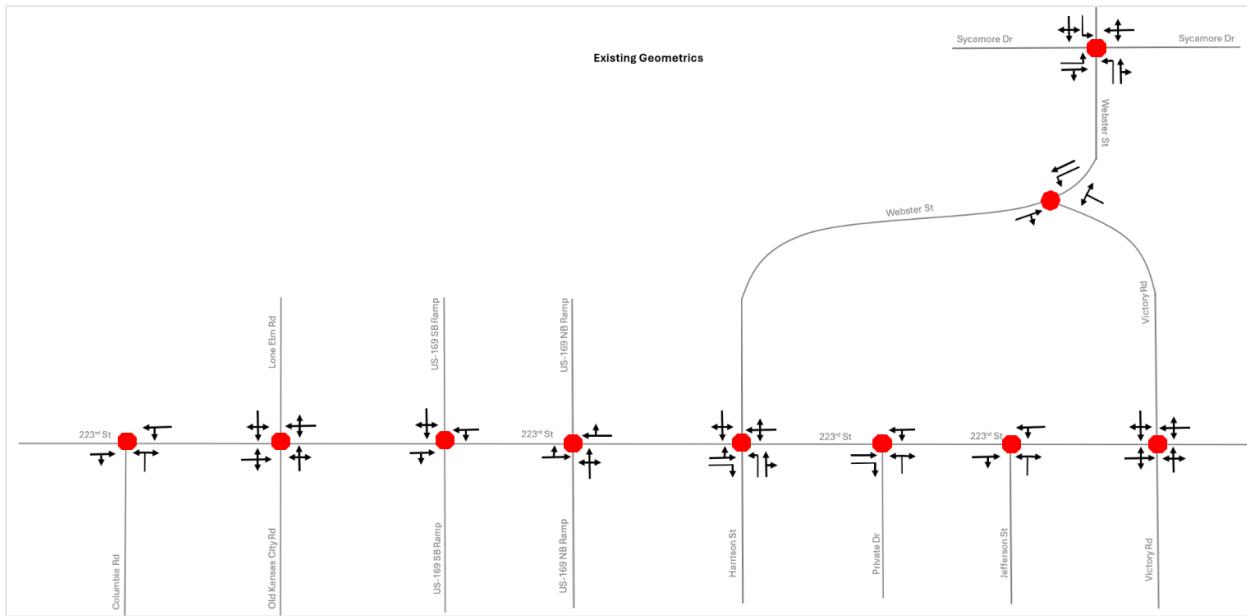
The existing geometry and traffic control for each of the ten study intersections is shown in **Figure 3** and the proposed geometry and traffic control for each of the ten study intersections is shown in **Figure 4**.

## **2.4 Data Collection**

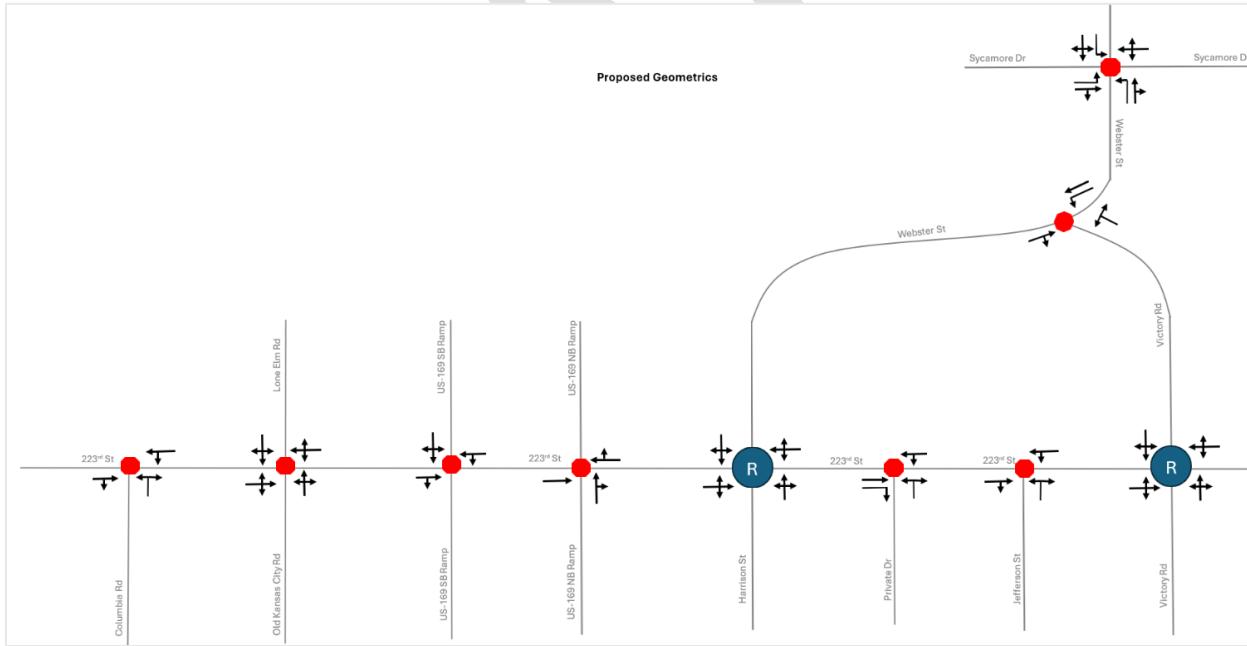
Intersection turning movement counts, including pedestrian counts, were collected on Tuesday, August 19<sup>th</sup>, 2019. Turning movement counts were collected from 7:00 am to 9:00 am and 4:00 pm to 6:00 pm at the study intersections listed in Section 2.3. Twelve-hour vehicular counts were collected from 6:00 am to 6:00 pm at US-169 and 223<sup>rd</sup> Street. Count data collected for this study can be found in Appendix A.



**Figure 6. Existing Intersection Geometry and Traffic Control**



**Figure 7. Proposed Intersection Geometry and Traffic Control**



### 3. Capacity Analysis

A Capacity Analysis is used to analyze the current and future traffic volumes a transportation system can manage while maintaining its level of service and safety. The peak hour traffic volumes in the morning (AM) and evening (PM) at each of the ten study area intersections were analyzed to determine the operational characteristics during the peak hours of a typical weekday for the following scenarios:



- 2025 Base Conditions
- 2025 with Proposed Improvements (Build Conditions)
- 2045 No-Build Conditions
- 2045 with Proposed Improvements (Build Conditions)

### **3.1 Methodology**

The study intersections were analyzed using the Synchro 12 traffic analysis software package. All ten intersections are classified as unsignalized intersections. For unsignalized intersections, the methodologies outlined in the Highway Capacity Manual (HCM), 7th Edition is used to calculate estimates of average vehicle delay.

A level of service (LOS) analyses was performed for both the AM and PM peak hours. LOS describes the quality of traffic operating conditions on a scale of "A" to "F", with LOS A representing free-flow conditions and minimal delays, and LOS F indicating severely congested conditions with excessive delays. For this study, LOS D has been selected as the minimum desirable operating condition.

The control delay thresholds in seconds per vehicle for unsignalized intersections are shown in **Table 1**. Unsignalized intersections are evaluated based upon the delay of the worst approach, or movement, at the intersection.

**Table 1. Level of Service Definitions**

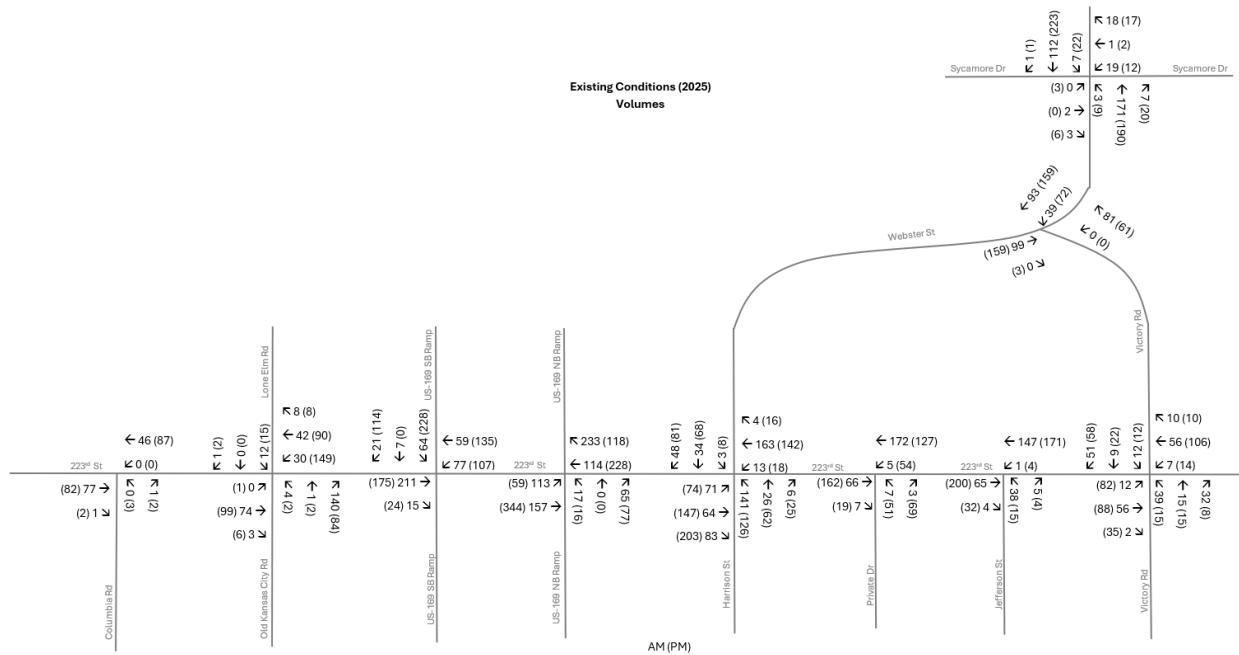
Level of Service	Unsignalized Intersection Control Delay (seconds/vehicle)
A	≤ 10
B	> 10 – 15
C	> 15 – 25
D	> 25 – 35
E	> 35 – 50
F	> 50; volume exceeds capacity

### **3.2 2025 Base Conditions**

The 2025 Base Conditions analysis assesses the current operational conditions at each study intersection. The 2025 base traffic volumes used in this analysis are shown in **Figure 8** below. The Base Conditions analysis was coded with truck percentages and peak hour factors derived from the collected data count.



Figure 8. 2025 Base Conditions Traffic Volumes



The analysis was run using the existing geometry and traffic control previously shown in **Figure 6**. Results of the 2025 Base Conditions analysis are reported in **Table 2**. As shown, all ten of the study intersections perform acceptably (LOS A-C) under the 2025 existing base conditions.

Table 2. 2025 Base Conditions Peak-Hour Operational Analysis Results

Int	Location	Traffic Control	AM Peak		PM Peak	
			LOS	Delay (sec/veh)	LOS	Delay (sec/veh)
1	Columbia Road & 23rd Street/223rd Street	OWSC	A	0.2	A	0.5
2	Old Kansas City Road/Lone Elm Road & 223rd Street	TWSC	A	5.2	A	5.2
3	US-169 SB Ramp & 223rd Street	TWSC	A	5	C	17.7
4	US-169 NB Ramp & 223rd Street	TWSC	A	1	A	1.4
5	Harrison Street/Webster Street & 223rd Street	TWSC	A	5.2	A	6.6
6	Private Drive & 223rd Street	OWSC	A	1.1	A	4
7	Jefferson Street & 223rd Street	OWSC	A	2.3	A	1
8	Victory Road & 223rd Street	TWSC	A	3.7	A	4.6



Int	Location	Traffic Control	AM Peak		PM Peak	
			LOS	Delay (sec/veh)	LOS	Delay (sec/veh)
9	Webster Street & Victory Road	OWSC	A	3.9	A	2.5
10	Webster Street & Sycamore Drive	AWSC	A	2	A	1.9

OWSC – One-Way Stop Control

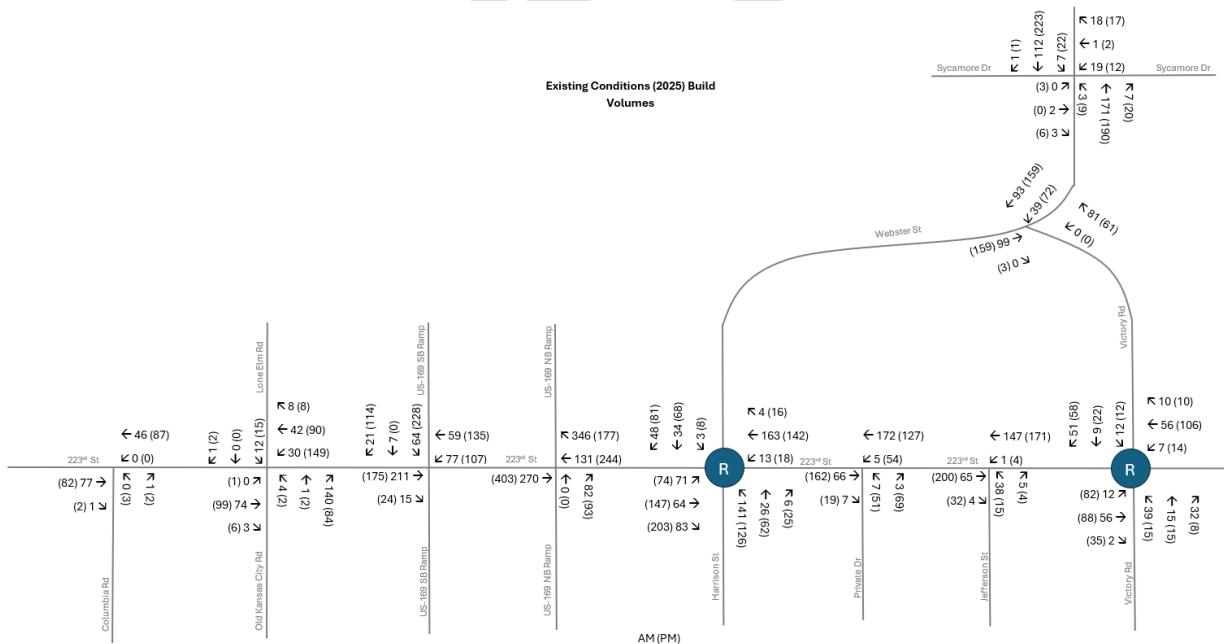
## TWSC – Two-Way Stop Control

AWSC – All-Way Stop Control

### **3.3 2025 Build Conditions**

The 2025 Build Conditions analysis assesses the expected operational conditions at each study intersection with the conversion of the two-way stop-controlled intersections at Harrison Street/Webster Street and Victory Road on 223rd Street. The 2025 Build Conditions traffic volumes used in this analysis are shown in **Figure 9** below. This analysis assumes that all eight of the other existing intersection geometries and traffic controls would be retained.

### Figure 9. 2025 Build Conditions Traffic Volumes



The analysis was run using the proposed geometry and traffic control previously shown in **Figure 7**. Results of the 2025 Build Conditions analysis are reported in **Table 3**. As shown, all ten of the study intersections would perform acceptably (LOS A-C) under the 2025 build conditions.



**Table 3. 2025 Build Conditions Peak-Hour Operational Analysis Results**

Int	Location	Traffic Control	AM Peak		PM Peak	
			LOS	Delay (sec/veh)	LOS	Delay (sec/veh)
1	Columbia Road & 23rd Street/223rd Street	OWSC	A	0.2	A	0.5
2	Old Kansas City Road/Lone Elm Road & 223rd Street	TWSC	A	5.2	A	5.2
3	US-169 SB Ramp & 223rd Street	TWSC	A	5	C	17.7
4	US-169 NB Ramp & 223rd Street	TWSC	A	2.5	A	2.5
5	Harrison Street/Webster Street & 223rd Street	R	A	9.4	B	13.2
6	Private Drive & 223rd Street	OWSC	A	1.1	A	4
7	Jefferson Street & 223rd Street	OWSC	A	2.3	A	1
8	Victory Road & 223rd Street	R	A	6	A	5.7
9	Webster Street & Victory Road	OWSC	A	3.9	A	2.5
10	Webster Street & Sycamore Drive	AWSC	A	2	A	1.9

OWSC – One-Way Stop Control

TWSC – Two-Way Stop Control

R - Roundabout

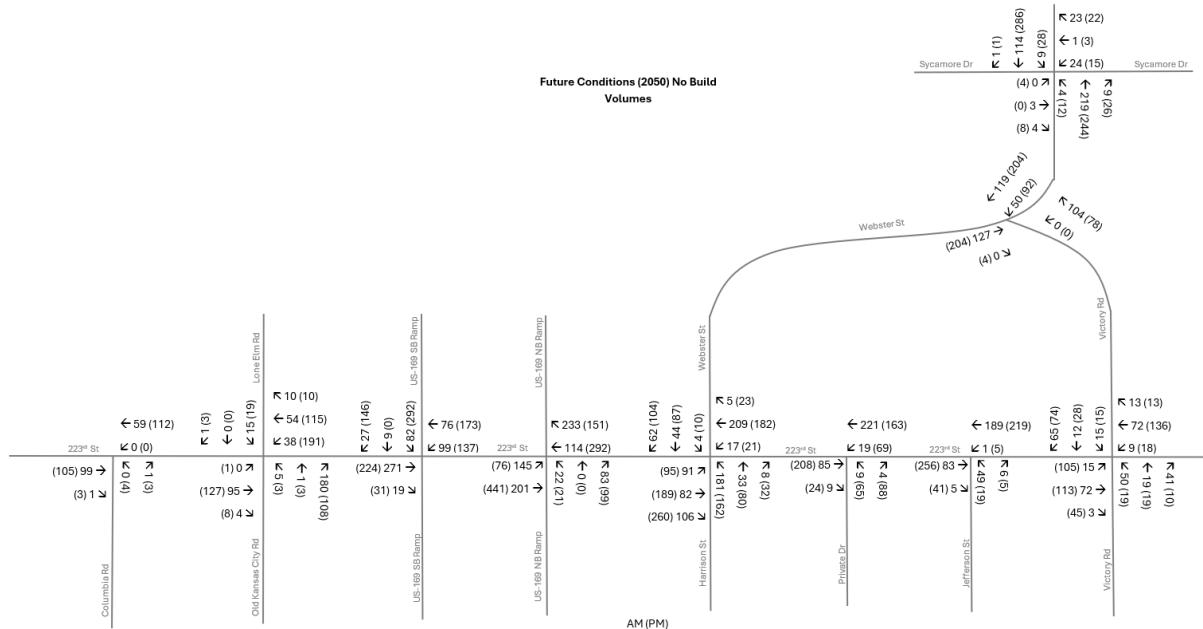
AWSC – All-Way Stop Control

### **3.4 2050 No-Build Conditions**

To assess future No-Build conditions within the study area, background traffic forecasts were developed for the 2050 horizon year and analyzed using existing traffic control and intersection geometry, without any of the proposed two-way stop controlled to roundabout conversions. The 2050 No-Build Conditions traffic volumes used in this analysis are shown in **Figure 10** below.



## Figure 10. 2050 No-Build Conditions Traffic Volumes



The analysis was run using the existing geometry and traffic control previously shown in **Figure 6**. The forecast was developed by applying a 1.0% annual compounded growth rate to the 2025 Base volumes. Historic volume trends within the study area were obtained from online KDOT resources and considered during the selection of this growth rate.

Results of the 2050 No-Build Conditions analysis are reported in **Table 4**. As shown, delays are expected to remain relatively consistent compared to the 2025 base conditions. It is anticipated that there will be only slight delay increases, or slight delay decreases at a majority of the ten study intersections. However, two intersections are projected to substantially degrade in PM Peak LOS compared to the 2025 base conditions. The intersection of Harrison Street/Webster Street and 223rd Street is projected to degrade from LOS A to LOS F in the PM peak and the intersection of US-169 SB Ramp and 223rd Street is projected to degrade from LOS C to LOS F in the PM peak. Red and green highlight is used to indicate when the 2050 No-Build conditions LOS either improves/decreases (green) or degrades/increases (red) compared to the 2025 base conditions.



**Table 4. 2050 No-Build Conditions Peak-Hour Operational Analysis Results**

Int	Location	Traffic Control	AM Peak		PM Peak	
			LOS	Delay (sec/veh)	LOS	Delay (sec/veh)
1	Columbia Road & 23rd Street/223rd Street	OWSC	A	0.1	A	0.3
2	Old Kansas City Road/Lone Elm Road & 223rd Street	TWSC	A	5.8	A	5.5
3	US-169 SB Ramp & 223rd Street	TWSC	A	5.1	F	<b>82.8</b>
4	US-169 NB Ramp & 223rd Street	TWSC	A	3.1	A	2.8
5	Harrison Street/Webster Street & 223rd Street	TWSC	C	21.6	F	<b>75.3</b>
6	Private Drive & 223rd Street	OWSC	A	0.9	A	4.6
7	Jefferson Street & 223rd Street	OWSC	A	1.9	A	0.7
8	Victory Road & 223rd Street	TWSC	A	6.1	A	5.9
9	Webster Street & Victory Road	OWSC	A	3.5	A	2.8
10	Webster Street & Sycamore Drive	AWSC	A	1.8	A	1.7

OWSC – One-Way Stop Control

TWSC – Two-Way Stop Control

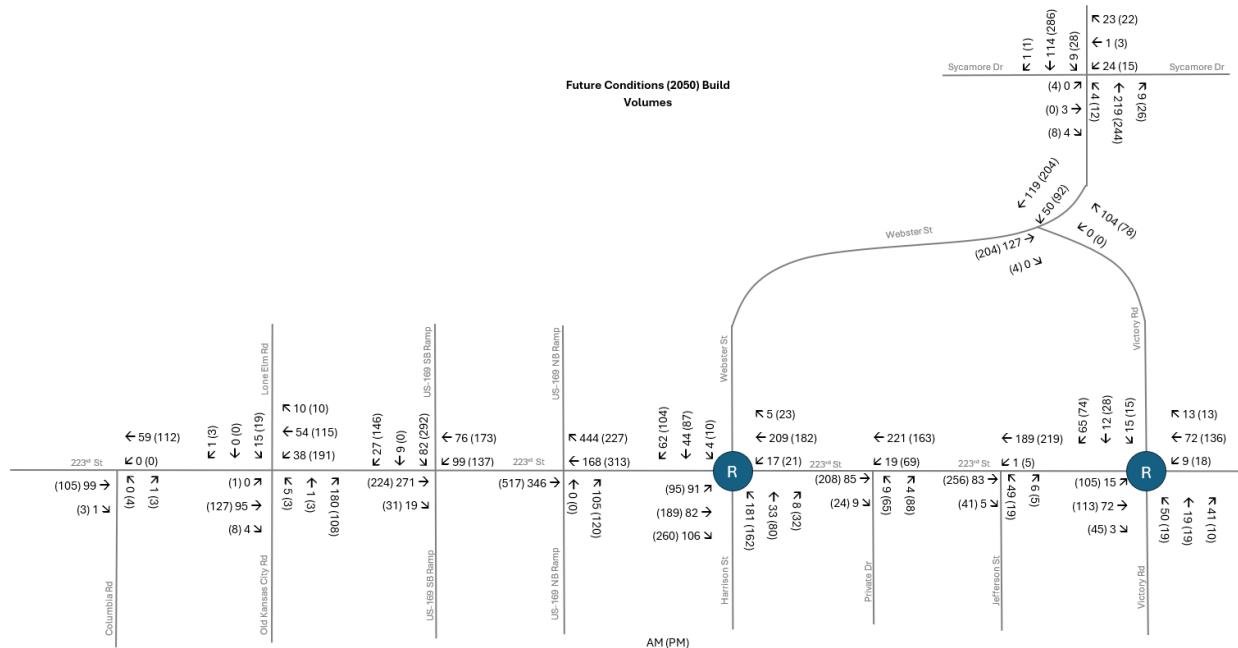
AWSC – All-Way Stop Control

### **3.5 2050 Build Conditions**

The 2050 Build Conditions analysis assesses the long-term operational conditions at each study intersection with the conversion of the two-way stop-controlled intersections at Harrison Street/Webster Street and Victory Road on 223rd Street. The 2050 Build Conditions traffic volumes used in this analysis are shown in **Figure 11** below.



### Figure 11. 2050 Build Conditions Traffic Volumes



This analysis assumes that all eight of the other existing intersection geometries and traffic controls would be retained. The analysis was run using the geometry and traffic control previously shown in **Figure 7**.

Results of the 2050 Build Conditions analysis are reported in **Table 5**. Compared to the 2025 Based Condition, many of the intersections are expected to undergo similar slight delay increases or slight delay decreases like the 2050 No-Build conditions projection. However, with the proposed roundabout at the Harrison Street/Webster Street and 223rd Street intersection, the level of service is projected to remain at an A rather than degrade to an F as shown in the No-Build conditions projection. These findings may indicate that implementing the proposed roundabout conversions at the identified intersections in Spring Hill may substantially reduce travel delays and maintain acceptable levels of service within the study area, with the exception of the US-169 SB Ramp & 223rd Street intersection, through 2050. Red and green highlight is used to indicate when LOS either improves/decreases (green) or degrades/increases (red) compared to the 2025 base conditions.



**Table 5. 2050 Build Conditions Peak-Hour Operational Analysis Results**

Int	Location	Traffic Control	AM Peak		PM Peak	
			LOS	Delay (sec/veh)	LOS	Delay (sec/veh)
1	Columbia Road & 23rd Street/223rd Street	OWSC	A	0.2	A	0.3
2	Old Kansas City Road/Lone Elm Road & 223rd Street	TWSC	A	5.8	A	5.5
3	US-169 SB Ramp & 223rd Street	TWSC	A	5.1	F	<b>82.8</b>
4	US-169 NB Ramp & 223rd Street	TWSC	A	1.3	A	1.7
5	Harrison Street/Webster Street & 223rd Street	R	A	6.1	A	8.6
6	Private Drive & 223rd Street	OWSC	A	0.9	A	4.6
7	Jefferson Street & 223rd Street	OWSC	A	1.9	A	0.7
8	Victory Road & 223rd Street	R	A	3.8	A	4.8
9	Webster Street & Victory Road	OWSC	A	3.5	A	2.8
10	Webster Street & Sycamore Drive	AWSC	A	1.8	A	1.7

OWSC – One-Way Stop Control

TWSC – Two-Way Stop Control

R - Roundabout

AWSC – All-Way Stop Control

## 4. Roundabout Analysis

A Roundabout Analysis was used to assess the vehicle movement performance and LOS for all vehicle movements and at all approaches at both the Harrison Street/Webster Street and 223rd Street and the Victory Road and 223rd Street intersections with the proposed roundabout improvements.

### 4.1 Methodology?

The SIDRA software package was utilized to analyze operational impacts at the intersection. Using peak hour traffic volumes and proposed roadway geometry, SIDRA attempts to estimate proposed delays, levels-of-service, and queue lengths for each movement and approach of a roundabout, as well as the intersection as a whole. It is important to note that SIDRA analyzes intersections in isolation, without considering the affects of the surrounding roadway system. Results, therefore, are not impacted by platooning or surrounding network performance.



## **4.2 Harrison Street/Webster Street and 223rd Street Roundabout**

When assessing the vehicle movement performance during the AM peak at the Harrison Street/Webster Street and 223rd Street with the proposed roundabout, all vehicle movements perform at a LOS A. Indicating free-flow conditions and minimal delays. The average delay time is under six seconds for all vehicle movements. Additionally, the average speed of all vehicles is projected at 32.7 mph which is less than the posted speed limit of 35 mph. Highlighting the lower speed safety benefits of the roundabout at this location during the AM peak.

When assessing the vehicle movement performance during the PM peak with the proposed roundabout, again, all vehicle movements perform at a LOS A. Indicating free-flow conditions and minimal delays. The average delay time is either seven seconds or faster for all vehicle movements. Additionally, the average speed of all vehicles is projected at 32.8 mph which is less than the posted speed limit of 35 mph. Highlighting the lower speed safety benefits of the roundabout at this location during the PM peak.

## **4.3 Victory Road and 223rd Street Roundabout**

When assessing the vehicle movement performance during the AM peak at the Victory Road and 223rd Street with the proposed roundabout, all vehicle movements perform at a LOS A. Indicating free-flow conditions and minimal delays. The average delay time is under four seconds for all vehicle movements. Additionally, the average speed of all vehicles is projected at 34.4 mph which is less than the posted speed limit of 35 mph.

## **5. Signal Warrant Analysis**

The MUTCD includes a list of nine primary traffic signal warrants as a way to determine whether or not installation of a traffic signal is warranted at a particular intersection. It is important to note that the satisfaction of one or more of these warrants does not automatically require the installation of a traffic signal. A traffic study with site evaluation and alternative analysis should also be performed. A final recommendation considering both warrant analysis and professional engineering judgement should be made as to whether a location should be considered for signal installation.

For this study, signal warrant analysis was conducted using signal warrant #3, which focuses on peak hour traffic volumes and whether the minor street movements experience excessive delay during that peak hour.

## **6. Public Involvement**

A Public Open House for the proposed 223rd Street Corridor Improvements project was hosted by the City of Spring Hill, with support from HDR, on Wednesday October 1, 2025, at the Spring Hill



Community Center located at 613 S Race Street in Spring Hill, Kansas. There were 79 individuals who attended over the two hour period from 5pm to 7pm. Attendees were welcomed in to read about the project and proposed improvements on an informational board and leave feedback and comments on provided notecards. Project staff were available throughout the event to discuss and answer any questions related to the project.

There were 14 comments submitted during the Open House. Most comments were supportive of the proposed project to construct roundabouts at intersections of Harrison Street/Webster Street and Victory Road on 223rd Street. Several comments mentioned that the proposed roundabout at Harrison Street/ Webster Street intersection should be prioritized for more immediate implementation compared to the proposed Victory Road roundabout. Several comments also mentioned the need for the City to also incorporate better considerations for pedestrians and bicyclists, such as connected sidewalks and bicycle lanes, into the concept designs. Additionally, several comments were more related to concerns about the project. This included concerns about the potential impacts this project may have on adjacent properties and businesses, the need for improvements to the US-169 ramps, and the need for street lighting.

The following are the fourteen anonymously transcribed comments:

1. Incorporate S.H. plan with state/Jo. County and Miami County before a complete decision. Also publish a combined plan for review. Concerned about "no left turn" from West 223rd.
2. I like roundabouts but I'm concerned about the sidewalks to "nowhere" - don't connect to another sidewalk.
3. I would be for the roundabout on Harrison. That intersection is the worst – way more traffic than on Victory.
4. You need to take care of Harrison first. Lots of traffic there – needs to be safer.
5. I like the roundabout idea. I also hope the pedestrians get addressed. There are peds along 223rd and roundabouts will help with the speeds and pedestrians crossing 223rd.
6. What can be done about the trees and bushes on corner of 223rd and Jefferson? When all the trees and bushes it hard to see around to what's coming on 223rd. Have to pull out to road to check.
7. Love the roundabouts. Need the one at 223 and Harrison now. The roundabout on Victory can wait.
8. In terms of helping Spring Hill have the best chance to become very livable and even propel ahead of other smaller towns, I would suggest adding well developed bicycling lanes as well to these other improvements. Doing this early also saves time and dollars.
9. Sidewalks? Bike lanes?



- 10.** I have concerns with 2 areas shown on the diagram: 1. Impacts to the L-shaped parcel at 22251 S Victory Rd – The expansion of 223<sup>rd</sup> St and Victory roundabout gives me concern. The baseball field will be unusable if any more land is taken for this project. Also, if a left turn lane is installed on Victory, I am concerned the pond will be affected at the same address. The city has previously impacted this parcel in a negative fashion with sewer improvements in the past, resulting in legal action. 2. Also concerned with business access during construction.
- 11.** Concerns: 1.) Business access during construction (mother-in-law owns Daybrook Learning Center and lives at Victory and 223<sup>rd</sup>). 2.) What is being done at 169 off ramp at 223<sup>rd</sup>? Traffic backs up at rush hour. At least needs 2 lanes (right and left turns). 3.) Semi traffic from Intermodel going to 69 Hwy. Will this stop it? 4.) What about lights? Seems like everyone's solution is a roundabout nowadays!
- 12.** Very supportive of the plan. Please proceed with haste!!
- 13.** Very excited to see any improvements at 223rd and Webster. The roundabout will keep the flow of traffic moving. Good job.
- 14.** The roundabout is the best option for the intersection at 223 and Harrison. Consider shortening the median on West side to allow traffic to get on Highway going North. Consider having a left turn lane. Shorten median on Harrison on S. side so traffic can turn left into Great Southern Bank, Price Chopper and liquor store and/or add left turn lane. If needed, the roundabout could be moved slightly N and W to allow the above to be accomplished. In the short term the speed limit between Victory and Old KC Road could be reduced to 25-30 mph.

These comments in addition to the feedback received during conversations at the Open House highlight the overwhelming support from the public regarding the 223rd Street Corridor Improvements Project. Additionally, these comments emphasize the City's need to continue to work with local property owners to support their access needs during future phases of the project and throughout construction. The many comments related to concerns regarding a lack of pedestrian and bicyclist facilities on 223rd Street corridor concept designs also emphasize the City's need to coordinate with local property owners on the development of sidewalks throughout the corridor. The concept prepared maintains access for the existing Wolf Run development in the southeast quadrant of US-169 and 223<sup>rd</sup> Street. The City has already obtained funding through the Kansas Department of Transportation's Carbon Reduction Program to construct a 10' sidewalk along Webster Street, 223<sup>rd</sup> Street, and Victory Road.

## **7. Conclusion**

The City of Spring Hill understands that all road users in the community deserve access to safe and accessible transportation systems that are planned, designed, maintained, and operated to support their needs. Providing this type of system for all road users in Spring Hill requires continued efforts to



improve the existing transportation system while planning for the anticipated needs of the growing community. Prior safety work completed by the City, including the development of the 2025 CSAP, has helped the City to prioritize transportation improvements that address the key transportation safety concerns throughout the community while also prioritizing the development of plans to improve the specific high priority sites recommended for improvements. This includes the 223rd Street corridor.

Spring Hill is actively working to address key safety concerns on the 223rd Street corridor by developing plans to implement proven safety countermeasures designed to reduce speeds, and improve safety on High Injury Corridors, at high speed intersections, and for all road users including pedestrians. This work includes the proposed intersection improvements at Harrison Street/Webster Street and Victory Road on 223rd Street. The various traffic analyses conducted underscore the benefits of converting these stop-controlled intersections into roundabouts with additional safety enhancements such as high visibility crosswalks, raised medians/pedestrian refuge islands, and sidewalks.

These improvements can reduce the risk of fatal or serious injury crashes along the corridor by reducing speeds, minimizing conflict points, and maintaining acceptable levels of vehicle service now and well into the future. Public involvement also highlighted the community's overwhelming support for these concept designs and the prioritization of this project by the City. As such, it is recommended that the City of Spring Hill move forward with the planning and design phases for the proposed roundabouts at the Harrison Street/Webster Street and the Victory Road and 223rd Street intersections.

# Corridor Improvements



The City of Spring Hill is proposing improvements on the 223rd Street Corridor to reduce the risk of fatal and serious injury crashes, address key safety concerns identified in the 2025 Spring Hill Comprehensive Safety Action Plan (CSAP), mitigate future travel demand needs, and provide safer infrastructure for growing neighborhoods of the community.

After conducting traffic analyses for 10 different intersections and engagement with residents, the following improvements have been identified as recommendations for capital improvements at the **Harrison Street/Webster Street and 223rd Street intersection** and the **Victory Road and 223rd Street intersection** in southern Spring Hill:



## Roundabouts



## Sidewalks



## Raised medians/ pedestrian refuge islands



## High-visibility crosswalks



**Two-way stop-controlled  
to roundabout conversions  
can reduce fatal and injury  
crashes by 82% (FHWA).**



**The traffic analysis found the  
Webster/Harrison roundabout  
will substantially reduce travel  
delays through year 2050.**

## Highest Safety Priority in Spring Hill

The CSAP identified 223rd Street as a **Priority One City Street** (CS-1-1), making it among those with the **highest safety priority** in the community. The proposed improvements are designed to address several key safety concerns identified in the CSAP including to improve **High Injury Corridors, reduce speeds, reduce conflicts at high-speed intersections, and improve walking facilities**.

**THE FOLLOWING MINUTES ARE SUBJECT TO MODIFICATION  
AND ARE NOT OFFICIAL MINUTES  
UNTIL APPROVED BY THE SPRING HILL CITY COUNCIL**

**City of Spring Hill, Kansas**  
**Minutes of City Council Special Session**  
**December 30, 2025**

A Special Session of the City Council was held in the Spring Hill Civic Center, 401 N. Madison, Council Chambers, Spring Hill, Kansas on December 30, 2025. The meeting was convened at 12:00p.m. with Mayor Joe Berkey presiding and Ashley Wood, Deputy City Clerk, recording.

Councilmembers in attendance: Brian Peel  
Chad Young, Council President  
Kristin Feeback  
Mike Grant

Councilmembers not in attendance: Phillip Thron

Staff in attendance:

Lane Massey, City Administrator  
Rhonda Dunn, Finance Director  
Alysen Abel, City Engineer  
Jacob Speer, Public Works Director  
Monakisha Jones, Human Resources Director  
Amy Long, Project Coordinator

Consultants in attendance: Spencer Low, City Attorney

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

## ROLL CALL

The Deputy City Clerk called the roll of the City Council. With a quorum present, the meeting commenced.

## CONSENT AGENDA

1. Approval of Minutes: December 11, 2025, Regular Meeting
  2. Consider Approval of Appropriation Order No. 2025-12-30
  3. Consider Approval of Cereal Malt Beverage License Renewal Applications for 2026
  4. Consider Appointing the City Administrator, or designee, to the Consolidated Fire District No. 1 Advisory Board
  5. Consider approval of Task Order No. GBA-2025-05 to provide Building Official services with George Butler Associates (GBA)
  6. Consider Approval to Cancel City Warrants Pursuant to K.S.A. 10-816
  7. Consider Approval of Opening an Account at First Option Bank
  8. Consider Approval of the Use of Special Law Enforcement Funds to Purchase a Vehicle for the Crisis Intervention Response K9 (CIRT K9) not to exceed \$70,000

**THE FOLLOWING MINUTES ARE SUBJECT TO MODIFICATION  
AND ARE NOT OFFICIAL MINUTES  
UNTIL APPROVED BY THE SPRING HILL CITY COUNCIL**

9. Consider Approval of "No Parking" signs along the south side of E. Hale Street between Webster and Race Streets that restrict parking between the hours of 2:00 PM to 4:00 PM on school days
10. Consider Approval of Resolution No. 2025-R-25: Comprehensive Fee Schedule, 2026 First Edition
11. Consider Approval of Resolution No. 2025-R-26: A Resolution of the City of Spring Hill, Kansas, Revising the Facility Rules and Regulations for the Civic Center and Community Center
12. Consider Approval of Resolution No. 2025-R-27: Corporate Limits and Boundaries of the City of Spring Hill
13. Consider Approval of Resolution No. 2025-R-28: Designating 2026 Emergency Snow Routes for the City of Spring Hill  
**Motion by** Young, seconded by Peel, to approve the consent agenda as presented.  
**Motion carried 4-0-0.**

**FORMAL COUNCIL ACTION**

14. Consider Appointment of Community Development Director  
Mayor Berkey recommended Mike Mallon to the position of Community Development Director.  
**Grant – yea, Feeback – yea, Peel – yea, Young – yea.**
15. Consider Ordinance No. 2025-26: Annexing Land to the City of Spring Hill, Kansas, William J. Mills and Susan R. Mills, for Parcel ID Nos. 9F241505-1001, 9F241505-3002, and 9F241505-2001 at the southeast corner of 191st Street and Renner Road  
**Motion by** Young, seconded by Peel, to adopt Annexation Ordinance 2025-26 annexing the subject property into the City of Spring Hill, KS.  
**Motion carried 4-0-0 by roll call vote of the City Council. Feeback – yea, Peel – yea, Young – yea, Grant – yea.**
16. Consider Annexation Agreement between William J. Mills and Susan R. Mills and City of Spring Hill, Kansas for Parcel ID Nos. 9F241505-1001, 9F241505-3002, and 9F241505-2001 at the southeast corner of 191st Street and Renner Road  
**Motion by** Young, seconded by Peel, to approve the Annexation Agreement between William J. Mills and Susan R. Mills collectively referred to herein as the ("Property Owners") and City of Spring Hill and authorize the Mayor to execute the agreement.  
**Motion carried 4-0-0.**
17. Consider Selection of the Firm that will provide the City with Expertise and Experience Conducting a Comprehensive Classification and Compensation Study to include a Benefits Analysis  
**Motion by** Young, seconded by Feeback, approve the selection of CBIZ as the firm to provide the expertise and experience to conduct a comprehensive classification and compensation study to include a benefits and total rewards analysis for a cost of \$28,200 and give Mayor Joe Berkey authorization to execute the contract.  
**Motion carried 4-0-0.**

**DISCUSSION**

Public Works Director, Jacob Speer, discussed the American Flags along Webster Street.

**THE FOLLOWING MINUTES ARE SUBJECT TO MODIFICATION  
AND ARE NOT OFFICIAL MINUTES  
UNTIL APPROVED BY THE SPRING HILL CITY COUNCIL**

**EXECUTIVE SESSION NO. 1**

**Motion by** Young, seconded by Peel, to recess into executive session for ten (10) minutes to receive advice of counsel regarding economic development pursuant to K.S.A. 75-4319(b)(2) of the Kansas Open Meetings Act. The open meeting will resume in the City Council Chambers at 12:38p.m. No formal action is anticipated following the session. Persons to be in attendance are the following: Lane Massey, City Administrator; and Spencer Low, City Attorney.

**Motion carried 4-0-0.**

**EXECUTIVE SESSION NO. 2**

**Motion by** Young, seconded by Peel, to recess into executive session for ten (10) minutes for the preliminary discussion of the acquisition of real property pursuant to K.S.A. 75-4319(b)(6) of the Kansas Open Meetings Act. The open meeting will resume in the City Council Chambers at 12:50p.m. No formal action is anticipated following the session. Persons to be in attendance are the following: Lane Massey, City Administrator; Jacob Speer, Public Works Director; Alysen Abel, City Engineer; and Spencer Low, City Attorney.

**Motion carried 4-0-0.**

**ADJOURN**

**Motion** to adjourn was made by Young and seconded by Feeback.

**Motion carried 4-0-0.**

The meeting adjourned at 12:50p.m.

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Ashley Wood, Deputy City Clerk

Approved by the Governing Body on \_\_\_\_\_, 2026.

# **CITY OF SPRING HILL, KANSAS**

## **APPROPRIATION ORDER**

**NUMBER 2026-01-08**

**PRESENTED: January 8, 2026**

**Be it ordered by the Governing Body of the City of Spring Hill that  
the above dated order is and shall be approved and all claims honored  
and paid by the City Clerk.**

Accounts Payable:	\$1,047,393.91
Payroll:	\$211,968.94

**Total amount of the Appropriation Order: \$1,259,362.85**

# Expense Approval Report

By Vendor Name

City of Spring Hill Kansas



Post Dates 12/19/2025 - 1/2/2026

Payable Number	Description (Payable)	Account Number	Payment Number	Payment Date	Amount
<b>Vendor: 01715 - AMERICAN LEGION POST #350</b>					
R5292	2025 NON-PROFIT DEPOSIT R...	100-2200	100405	01/02/2026	100.00
<b>Vendor 01715 - AMERICAN LEGION POST #350 Total:</b>					
<b>100.00</b>					
<b>Vendor: 00030 - AMERICAN LIFE ASSURANCE COMPANY OF COLUMBUS</b>					
313372	AFLAC PREMIUMS - DEC 2025	100-2120	DFT0010188	12/24/2025	1,869.02
<b>Vendor 00030 - AMERICAN LIFE ASSURANCE COMPANY OF COLUMBUS Total:</b>					
<b>1,869.02</b>					
<b>Vendor: 02482 - ATMOS ENERGY</b>					
INV0009583	GAS SERVICE-19511 BARSTOW..	520-670-7624	DFT0010169	12/22/2025	94.80
<b>Vendor 02482 - ATMOS ENERGY Total:</b>					
<b>94.80</b>					
<b>Vendor: 00105 - ATMOS ENERGY</b>					
INV0009579	GAS SERVICE - 705 W LAWRE...	520-670-7624	DFT0010165	12/22/2025	95.58
<b>Vendor 00105 - ATMOS ENERGY Total:</b>					
<b>95.58</b>					
<b>Vendor: 00106 - ATMOS ENERGY</b>					
INV0009580	GAS SERVICE - 502 E NICHOLS ..	100-630-7624	DFT0010166	12/22/2025	369.02
<b>Vendor 00106 - ATMOS ENERGY Total:</b>					
<b>369.02</b>					
<b>Vendor: 00107 - ATMOS ENERGY</b>					
INV0009584	GAS SERVICE-606 N JACKSON,...	520-670-7624	DFT0010170	12/22/2025	33.68
<b>Vendor 00107 - ATMOS ENERGY Total:</b>					
<b>33.68</b>					
<b>Vendor: 00110 - ATMOS ENERGY</b>					
INV0009582	GAS SERVICE - 418 E NICHOLS ..	100-800-7624	DFT0010168	12/22/2025	97.97
<b>Vendor 00110 - ATMOS ENERGY Total:</b>					
<b>97.97</b>					
<b>Vendor: 00111 - ATMOS ENERGY</b>					
INV0009596	GAS SERVICE - 20129 CRESTO...	520-670-7624	DFT0010183	12/24/2025	93.88
<b>Vendor 00111 - ATMOS ENERGY Total:</b>					
<b>93.88</b>					
<b>Vendor: 00112 - ATMOS ENERGY</b>					
INV0009581	GAS SERVICE - 401 N MADISO...	100-720-7624	DFT0010167	12/22/2025	1,669.62
<b>Vendor 00112 - ATMOS ENERGY Total:</b>					
<b>1,669.62</b>					
<b>Vendor: 00725 - BERRY COMPANIES, INC</b>					
19218053	UNIT #257 - RUBBER FLAP	100-630-6750	500542	01/09/2026	215.38
19218078	SNOW PUSHER BOX BLADE	100-630-8110	500542	01/09/2026	4,590.00
<b>Vendor 00725 - BERRY COMPANIES, INC Total:</b>					
<b>4,805.38</b>					
<b>Vendor: 00145 - BLEDSOE'S EQUIPMENT INC</b>					
POS149058	(6) GALS PROPANE & TANK RE...	100-630-6110	100406	01/02/2026	16.50
POS149058	(6) GALS PROPANE & TANK RE...	100-630-7624	100406	01/02/2026	24.30
<b>Vendor 00145 - BLEDSOE'S EQUIPMENT INC Total:</b>					
<b>40.80</b>					
<b>Vendor: 02662 - BLUE CROSS AND BLUE SHIELD OF KANSAS CITY</b>					
253560003773	HEALTH INS PREMIUM - JAN 2...	100-2120	DFT0010184	12/24/2025	88,973.54
253560003773	HEALTH INS PREMIUM - JAN 2...	510-2120	DFT0010184	12/24/2025	8,174.93
253560003773	HEALTH INS PREMIUM - JAN 2...	520-2120	DFT0010184	12/24/2025	9,880.25
<b>Vendor 02662 - BLUE CROSS AND BLUE SHIELD OF KANSAS CITY Total:</b>					
<b>107,028.72</b>					
<b>Vendor: 00148 - BLUE VALLEY TRACTOR AND SUPPLY</b>					
334730	UNIT #203 -INSTALL BONNELL...	100-630-6750	500543	01/09/2026	755.50
<b>Vendor 00148 - BLUE VALLEY TRACTOR AND SUPPLY Total:</b>					
<b>755.50</b>					
<b>Vendor: 00246 - CBK, INC</b>					
2025-11-28-LC248-2-C	COLLECTION FEES - NOV 2025	510-660-7785	500544	01/09/2026	5.85
2025-11-28-LC248-2-C	COLLECTION FEES - NOV 2025	520-670-7785	500544	01/09/2026	5.84
<b>Vendor 00246 - CBK, INC Total:</b>					
<b>11.69</b>					
<b>Vendor: 00222 - CINTAS CORPORATION</b>					
4252579000	UNIFORMS - PW	510-660-5400	500545	01/09/2026	44.87
4252579000	UNIFORMS - PW	520-670-5400	500545	01/09/2026	38.96

## Expense Approval Report

Post Dates: 12/19/2025 - 1/2/2026

Payable Number	Description (Payable)	Account Number	Payment Number	Payment Date	Amount
4252579202	UNIFORMS - PW	100-630-5400	500545	01/09/2026	160.72
4252579202	UNIFORMS - PW	100-720-5400	500545	01/09/2026	10.48
4253213330	UNIFORMS - PW	100-630-5400	500545	01/09/2026	160.72
4253213330	UNIFORMS - PW	100-720-5400	500545	01/09/2026	10.48
4253213340	UNIFORMS - PW	510-660-5400	500545	01/09/2026	44.87
4253213340	UNIFORMS - PW	520-670-5400	500545	01/09/2026	38.96
<b>Vendor 00222 - CINTAS CORPORATION Total:</b>					<b>510.06</b>

## Vendor: 02421 - COLUMBIA CONSTRUCTION INC

9974	SIDEWALK & BENCH PAD - SH...	100-630-7190	100407	01/02/2026	10,159.20
<b>Vendor 02421 - COLUMBIA CONSTRUCTION INC Total:</b>					<b>10,159.20</b>

## Vendor: 02731 - COMCAST HOLDINGS CORPORATION

258900407	COMMUNICATION - INTERNET...	100-110-7622	DFT0010177	12/22/2025	1,859.21
258900407	COMMUNICATION - INTERNET...	100-610-7622	DFT0010177	12/22/2025	552.35
258900407	COMMUNICATION - INTERNET...	100-630-7622	DFT0010177	12/22/2025	313.83
258900407	COMMUNICATION - INTERNET...	100-730-7622	DFT0010177	12/22/2025	552.80
258900407	COMMUNICATION - INTERNET...	100-800-7622	DFT0010177	12/22/2025	1,751.19
258900407	COMMUNICATION - INTERNET...	510-660-7622	DFT0010177	12/22/2025	276.17
258900407	COMMUNICATION - INTERNET...	520-670-7622	DFT0010177	12/22/2025	276.17
<b>Vendor 02731 - COMCAST HOLDINGS CORPORATION Total:</b>					<b>5,581.72</b>

## Vendor: 02793 - COMCAST HOLDINGS CORPORATION

INV0009589	BUS CABLE SVC-401 N MADIS...	100-100-7622	DFT0010175	12/22/2025	40.09
INV0009589	BUS CABLE SVC-401 N MADIS...	100-120-7622	DFT0010175	12/22/2025	39.94
INV0009589	BUS CABLE SVC-401 N MADIS...	100-150-7622	DFT0010175	12/22/2025	39.94
INV0009589	BUS CABLE SVC-401 N MADIS...	100-200-7622	DFT0010175	12/22/2025	39.94
INV0009589	BUS CABLE SVC-401 N MADIS...	100-720-7622	DFT0010175	12/22/2025	39.94
INV0009590	BUS CABLE SVC - 418 E NICHO...	100-800-7622	DFT0010176	12/22/2025	177.05
<b>Vendor 02793 - COMCAST HOLDINGS CORPORATION Total:</b>					<b>376.90</b>

## Vendor: 02287 - CONNECT HOLDING II LLC

405000739827	COMMUNICATION - LONG DIS...	100-800-7622	DFT0010178	12/22/2025	30.03
405000739827	COMMUNICATION - LONG DIS...	520-670-7622	DFT0010178	12/22/2025	30.03
<b>Vendor 02287 - CONNECT HOLDING II LLC Total:</b>					<b>60.06</b>

## Vendor: 02947 - CREIGHTON MITTS

682	BRICK MORTAR REPAIR NW C...	100-800-6730	100408	01/02/2026	2,018.85
<b>Vendor 02947 - CREIGHTON MITTS Total:</b>					<b>2,018.85</b>

## Vendor: 02290 - CURALINC LLC

71461	2026 - 1ST QTR EAP SERVICES ...	100-100-5120	500546	01/09/2026	39.90
71461	2026 - 1ST QTR EAP SERVICES ...	100-150-5120	500546	01/09/2026	26.60
71461	2026 - 1ST QTR EAP SERVICES ...	100-200-5120	500546	01/09/2026	46.55
71461	2026 - 1ST QTR EAP SERVICES ...	100-300-5120	500546	01/09/2026	26.60
71461	2026 - 1ST QTR EAP SERVICES ...	100-310-5120	500546	01/09/2026	13.30
71461	2026 - 1ST QTR EAP SERVICES ...	100-500-5120	500546	01/09/2026	39.90
71461	2026 - 1ST QTR EAP SERVICES ...	100-610-5120	500546	01/09/2026	19.95
71461	2026 - 1ST QTR EAP SERVICES ...	100-630-5120	500546	01/09/2026	106.40
71461	2026 - 1ST QTR EAP SERVICES ...	100-710-5120	500546	01/09/2026	9.98
71461	2026 - 1ST QTR EAP SERVICES ...	100-720-5120	500546	01/09/2026	43.03
71461	2026 - 1ST QTR EAP SERVICES ...	100-730-5120	500546	01/09/2026	9.97
71461	2026 - 1ST QTR EAP SERVICES ...	100-800-5120	500546	01/09/2026	239.40
71461	2026 - 1ST QTR EAP SERVICES ...	510-660-5120	500546	01/09/2026	53.21
71461	2026 - 1ST QTR EAP SERVICES ...	520-670-5120	500546	01/09/2026	56.51
<b>Vendor 02290 - CURALINC LLC Total:</b>					<b>731.30</b>

## Vendor: 02950 - DEAN LIBICH

R5605	REFUND DEPOSIT - 401 EVENT...	100-2200	100409	01/02/2026	200.00
<b>Vendor 02950 - DEAN LIBICH Total:</b>					<b>200.00</b>

## Vendor: 02037 - DELTA DENTAL OF KANSAS, INC

713377	DENTAL INS PREMIUM - JAN 2...	100-2120	100410	01/02/2026	3,492.84
713377	DENTAL INS PREMIUM - JAN 2...	510-2120	100410	01/02/2026	275.98

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713377	DENTAL INS PREMIUM - JAN 2... 520-2120		100410	01/02/2026	370.83
			Vendor 02037 - DELTA DENTAL OF KANSAS, INC Total:		4,139.65
<b>Vendor: 02472 - EVERGY METRO INC - 6157565806</b>					
INV0009585	ELECTRIC - 19513R BARSTOW ... 520-670-7626		DFT0010171	12/22/2025	65.62
			Vendor 02472 - EVERGY METRO INC - 6157565806 Total:		65.62
<b>Vendor: 00676 - EVERGY METRO INC (formerly Kansas City Power &amp; Light)</b>					
INV0009588	ELECTRIC - 18095 W 199TH, SI... 100-630-7626		DFT0010174	12/22/2025	26.96
			Vendor 00676 - EVERGY METRO INC (formerly Kansas City Power & Light) Total:		26.96
<b>Vendor: 00683 - EVERGY METRO INC (formerly Kansas City Power &amp; Light)</b>					
INV0009587	ELECTRIC - 18539 WOODLAND... 520-670-7626		DFT0010173	12/22/2025	73.81
			Vendor 00683 - EVERGY METRO INC (formerly Kansas City Power & Light) Total:		73.81
<b>Vendor: 00685 - EVERGY METRO INC (formerly Kansas City Power &amp; Light)</b>					
INV0009595	ELECTRIC - 18899 S LONE ELM... 520-670-7626		DFT0010182	12/24/2025	260.90
			Vendor 00685 - EVERGY METRO INC (formerly Kansas City Power & Light) Total:		260.90
<b>Vendor: 00686 - EVERGY METRO INC (formerly Kansas City Power &amp; Light)</b>					
INV0009586	ELECTRIC - 18700 W 191ST ST ... 520-670-7626		DFT0010172	12/22/2025	221.22
			Vendor 00686 - EVERGY METRO INC (formerly Kansas City Power & Light) Total:		221.22
<b>Vendor: 00688 - EVERGY METRO INC (formerly Kansas City Power &amp; Light)</b>					
INV0009594	ELECTRIC - 20281 LONE ELM ... 100-630-7626		DFT0010181	12/24/2025	27.16
			Vendor 00688 - EVERGY METRO INC (formerly Kansas City Power & Light) Total:		27.16
<b>Vendor: 01904 - EVERGY METRO INC (formerly Kansas City Power &amp; Light)</b>					
INV0009593	ELECTRIC-22101 W 199TH, VE... 100-630-7626		DFT0010180	12/24/2025	135.02
			Vendor 01904 - EVERGY METRO INC (formerly Kansas City Power & Light) Total:		135.02
<b>Vendor: 00421 - FIRST OPTION BANK</b>					
INV0009577	2016 LEASE PAYOFF - 18625	100-630-8401	100404	12/30/2025	4,649.35
INV0009577	2016 LEASE PAYOFF - 18625	100-630-8401	100404	12/30/2025	3,168.72
INV0009578	2017 LEASE PAYOFF - 18742	100-630-8401	100404	12/30/2025	5,984.24
INV0009578	2017 LEASE PAYOFF - 18742	510-660-8401	100404	12/30/2025	5,984.04
INV0009578	2017 LEASE PAYOFF - 18742	520-670-8401	100404	12/30/2025	27,925.84
			Vendor 00421 - FIRST OPTION BANK Total:		47,712.19
<b>Vendor: 02155 - FREMAREK INC</b>					
0866077-IN	LIFT STATION CLEANER / LATE... 520-670-6500		100411	01/02/2026	2,016.25
0866077-IN	LIFT STATION CLEANER / LATE... 520-670-6670		100411	01/02/2026	299.25
			Vendor 02155 - FREMAREK INC Total:		2,315.50
<b>Vendor: 02767 - GIBBS TECHNOLOGY COMPANY</b>					
3387564	PAPER FEED UNIT - LEGAL SIZE... 100-100-6110		500547	01/09/2026	344.88
			Vendor 02767 - GIBBS TECHNOLOGY COMPANY Total:		344.88
<b>Vendor: 01765 - GT DISTRIBUTORS, INC</b>					
KRTL0096344	DUTY UNIFORM - BOOT ALL... 100-800-5400		500548	01/09/2026	150.00
INV1069521	DUTY UNIFORM	100-800-5400	500548	01/09/2026	40.49
			Vendor 01765 - GT DISTRIBUTORS, INC Total:		190.49
<b>Vendor: 02803 - GT LEASING CORPORATION</b>					
256848	COPY EQUIPMENT LEASE - 12/... 100-100-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 100-100-8401		500549	01/09/2026	52.52
256848	COPY EQUIPMENT LEASE - 12/... 100-110-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 100-150-8401		500549	01/09/2026	52.52
256848	COPY EQUIPMENT LEASE - 12/... 100-200-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 100-300-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 100-610-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 100-800-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 520-670-8401		500549	01/09/2026	105.03
256848	COPY EQUIPMENT LEASE - 12/... 520-670-8401		500549	01/09/2026	105.03
			Vendor 02803 - GT LEASING CORPORATION Total:		945.28
<b>Vendor: 02701 - HDR ENGINEERING INC</b>					
1200765233	GENERAL TRAFFIC/GRANT WR... 300-000-7150		500550	01/09/2026	9,528.00
1200774782	GENERAL TRAFFIC/GRANT WR... 300-000-7150		500550	01/09/2026	2,836.00

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1200774785	223RD ST DATA COLLECTION	300-000-7150	500550	01/09/2026	2,114.00
1200774786	223RD ST CORRIDOR STUDY	300-000-7150	500550	01/09/2026	41,039.56
1200783525	GENERAL TRAFFIC/GRANT WR...	300-000-7150	500550	01/09/2026	4,039.00
1200783531	223RD ST CORRIDOR STUDY	300-000-7150	500550	01/09/2026	1,213.50
Vendor 02701 - HDR ENGINEERING INC Total:					<b>60,770.06</b>
<b>Vendor: 02901 - IMAGINE IT INC</b>					
31200568	COMPUTER, DOCK, 3-YR WAR...	100-500-8300	500551	01/09/2026	4,871.97
31200854	I.T. CONSULTING SERVICES - J...	100-110-7190	500551	01/09/2026	2,264.15
31200854	I.T. CONSULTING SERVICES - J...	100-800-7190	500551	01/09/2026	970.35
31200854	I.T. CONSULTING SERVICES - J...	510-660-7190	500551	01/09/2026	1,617.25
31200854	I.T. CONSULTING SERVICES - J...	520-670-7190	500551	01/09/2026	1,617.25
Vendor 02901 - IMAGINE IT INC Total:					<b>11,340.97</b>
<b>Vendor: 00058 - J &amp; D EQUIPMENT INC</b>					
75065	UNIT #201 & #203 - REPLACE ...	100-630-6750	500552	01/09/2026	64.16
75065	UNIT #201 & #203 - REPLACE ...	100-630-6750	500552	01/09/2026	734.64
Vendor 00058 - J & D EQUIPMENT INC Total:					<b>798.80</b>
<b>Vendor: 01545 - J&amp;N ENTERPRISES, INC</b>					
25-10126	BOOKCASE - ENGINEERING DE...	100-150-6110	500553	01/09/2026	419.25
Vendor 01545 - J&N ENTERPRISES, INC Total:					<b>419.25</b>
<b>Vendor: 02211 - JOHNSON COUNTY DEPARTMENT OF CORRECTIONS</b>					
OCT-2025	BOARDING AT JOCO - OCT 20...	100-310-7540	100412	01/02/2026	70.00
Vendor 02211 - JOHNSON COUNTY DEPARTMENT OF CORRECTIONS Total:					<b>70.00</b>
<b>Vendor: 00626 - JOHNSON COUNTY GOVERNMENT</b>					
245993	2025 - 3RD QTR PRISONER BO...	100-310-7540	100413	01/02/2026	1,445.00
Vendor 00626 - JOHNSON COUNTY GOVERNMENT Total:					<b>1,445.00</b>
<b>Vendor: 02044 - KAW VALLEY ENGINEERING, INC</b>					
C41275	WWTF - GEOTECHNICAL SERV...	520-670-7150	100414	01/02/2026	20,735.00
Vendor 02044 - KAW VALLEY ENGINEERING, INC Total:					<b>20,735.00</b>
<b>Vendor: 02910 - KIWANIS CLUB OF SPRING HILL KS</b>					
R5222	2025 NON-PROFIT DEPOSIT R...	100-2200	100415	01/02/2026	100.00
Vendor 02910 - KIWANIS CLUB OF SPRING HILL KS Total:					<b>100.00</b>
<b>Vendor: 00757 - KNAPEHIDE TRUCK EQUIPMENT CENTER</b>					
CMINV-43-2628330-01	UNIT #PW02/03/04 & #WW01...	100-630-6750	100416	01/02/2026	-2,300.00
INV-43-2598110-01	UNIT #PW02/03/04 & WW01/...	100-630-6750	100416	01/02/2026	5,750.00
INV-43-2612742-01	UNIT #PW02 - REBUILD PLOW...	100-630-6750	100416	01/02/2026	280.00
Vendor 00757 - KNAPEHIDE TRUCK EQUIPMENT CENTER Total:					<b>3,730.00</b>
<b>Vendor: 00790 - KUTAK ROCK LLP</b>					
3658729	LEGAL SERVICES - EMMA & M...	100-110-7170	500554	01/09/2026	1,500.00
Vendor 00790 - KUTAK ROCK LLP Total:					<b>1,500.00</b>
<b>Vendor: 00802 - LAMP RYNEARSON INC</b>					
0324106.01-0000017	NORTHEAST INTERCEPTOR S...	412-000-7150	500555	01/09/2026	28,082.80
0325031.01-0000008	2025 CARS - 207TH ST	300-000-7150	500555	01/09/2026	105.00
0325152.01-0000001	2026 STREET MAINTENANCE ...	205-000-7150	500555	01/09/2026	2,129.40
0324100.01-0000015	US 169/K7 & 191ST INTERSECT...	412-000-7150	500555	01/09/2026	3,086.00
0325035.01-0000004	SPRING HILL 2025 CITY LEGAL...	100-110-7150	500555	01/09/2026	2,011.25
0325136.01-0000001	SPRING HILL CITY LAKE DAM ...	300-000-7150	500555	01/09/2026	2,219.00
Vendor 00802 - LAMP RYNEARSON INC Total:					<b>37,633.45</b>
<b>Vendor: 00817 - LEAGUE OF KS MUNICIPALITIES</b>					
26-114	2026 CITY MEMBERSHIP DUES...	100-110-7700	500556	01/09/2026	70.00
26-114	2026 CITY MEMBERSHIP DUES...	100-110-7700	500556	01/09/2026	4,363.46
26-114	2026 CITY MEMBERSHIP DUES...	510-660-7700	500556	01/09/2026	2,181.72
26-114	2026 CITY MEMBERSHIP DUES...	510-660-7700	500556	01/09/2026	35.00
26-114	2026 CITY MEMBERSHIP DUES...	520-670-7700	500556	01/09/2026	2,181.72
26-114	2026 CITY MEMBERSHIP DUES...	520-670-7700	500556	01/09/2026	35.00
Vendor 00817 - LEAGUE OF KS MUNICIPALITIES Total:					<b>8,866.90</b>

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<b>Vendor: 00005 - LINDE GAS &amp; EQUIPMENT INC (formerly PRAXAIR DISTRIBUTION, INC)</b>					
53627266	CUTTING TORCH CYLINDER R...	100-630-7230	500557	01/09/2026	193.75
					<b>Vendor 00005 - LINDE GAS &amp; EQUIPMENT INC (formerly PRAXAIR DISTRIBUTION, INC) Total:</b>
					<b>193.75</b>
<b>Vendor: 02949 - MATTHEW PHILIP BLISS</b>					
INV0009576	BOND RETURN - CASE #24T00...	100-2250	100417	01/02/2026	250.00
					<b>Vendor 02949 - MATTHEW PHILIP BLISS Total:</b>
					<b>250.00</b>
<b>Vendor: 02394 - MCANANY CONSTRUCTION</b>					
5942 PAY APP 2	2025 ST MNT PROG -BASE REP...	205-000-8000	500558	01/09/2026	240,515.50
5943 PAY APP 3	2025 ST MNT PROG-BASE REP...	205-000-8000	500558	01/09/2026	79,711.43
5983 PAY APP 2	SPRING HILL UBAS - RETAINA...	205-000-8000	500558	01/09/2026	24,456.89
					<b>Vendor 02394 - MCANANY CONSTRUCTION Total:</b>
					<b>344,683.82</b>
<b>Vendor: 02829 - MERGE MIDWEST ENGINEERING LLC</b>					
19007.17-04	TRAFFIC ENGINEERING SERVI...	100-500-7350	100418	01/02/2026	119.00
					<b>Vendor 02829 - MERGE MIDWEST ENGINEERING LLC Total:</b>
					<b>119.00</b>
<b>Vendor: 00921 - MICROCOMM</b>					
21090	SCADA SERVICE CONTRACT - 1...	520-670-7700	100419	01/02/2026	400.00
					<b>Vendor 00921 - MICROCOMM Total:</b>
					<b>400.00</b>
<b>Vendor: 02389 - MURPHY TRACTOR &amp; EQUIPMENT CO, INC</b>					
2579947	UNIT #203 - SANDER BELT CHA..	100-630-6750	100420	01/02/2026	1,949.73
					<b>Vendor 02389 - MURPHY TRACTOR &amp; EQUIPMENT CO, INC Total:</b>
					<b>1,949.73</b>
<b>Vendor: 00974 - MUTUAL OF OMAHA INSURANCE CO</b>					
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-100-5120	DFT0010185	12/24/2025	25.20
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-150-5120	DFT0010185	12/24/2025	16.80
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-200-5120	DFT0010185	12/24/2025	26.46
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-300-5120	DFT0010185	12/24/2025	16.80
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-310-5120	DFT0010185	12/24/2025	8.40
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-500-5120	DFT0010185	12/24/2025	33.60
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-610-5120	DFT0010185	12/24/2025	12.60
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-630-5120	DFT0010185	12/24/2025	67.20
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-710-5120	DFT0010185	12/24/2025	4.20
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-720-5120	DFT0010185	12/24/2025	6.93
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-730-5120	DFT0010185	12/24/2025	4.83
002006427598	GROUP LIFE/AD&D PREMIUMS..	100-800-5120	DFT0010185	12/24/2025	151.20
002006427598	GROUP LIFE/AD&D PREMIUMS..	510-660-5120	DFT0010185	12/24/2025	33.60
002006427598	GROUP LIFE/AD&D PREMIUMS..	520-670-5120	DFT0010185	12/24/2025	35.70
					<b>Vendor 00974 - MUTUAL OF OMAHA INSURANCE CO Total:</b>
					<b>443.52</b>
<b>Vendor: 00979 - NAPA SPRING HILL, LLC</b>					
417132	LITHIUM WHITE GREASE - PW ...	100-630-6110	100421	01/02/2026	10.44
417134	(5) GAL HYDRAULIC FLUID - AL...	100-630-6750	100421	01/02/2026	87.99
					<b>Vendor 00979 - NAPA SPRING HILL, LLC Total:</b>
					<b>98.43</b>
<b>Vendor: 02934 - NATIONAL SIGN COMPANY LLC</b>					
IN0000511	(24) 30 MPH SIGNS FOR WEBS...	100-630-6600	500559	01/09/2026	1,874.05
					<b>Vendor 02934 - NATIONAL SIGN COMPANY LLC Total:</b>
					<b>1,874.05</b>
<b>Vendor: 01035 - OLATHE WINWATER COMPANY</b>					
208693 01	METERS/SUPPLIES - (25) SADD...	510-660-6620	500560	01/09/2026	3,125.00
208693 03	METERS/SUPPLIES - (25) SADD...	510-660-6620	500560	01/09/2026	3,125.00
					<b>Vendor 01035 - OLATHE WINWATER COMPANY Total:</b>
					<b>6,250.00</b>
<b>Vendor: 01101 - PUR - O - ZONE</b>					
925794	JANITORIAL SUPPLIES FOR CIT...	100-610-6160	500561	01/09/2026	32.52
925794	JANITORIAL SUPPLIES FOR CIT...	100-630-6160	500561	01/09/2026	97.57
925794	JANITORIAL SUPPLIES FOR CIT...	100-710-6160	500561	01/09/2026	162.62
925794	JANITORIAL SUPPLIES FOR CIT...	100-720-6160	500561	01/09/2026	162.62
925794	JANITORIAL SUPPLIES FOR CIT...	100-800-6160	500561	01/09/2026	130.09
925794	JANITORIAL SUPPLIES FOR CIT...	510-660-6160	500561	01/09/2026	32.52
925794	JANITORIAL SUPPLIES FOR CIT...	520-670-6160	500561	01/09/2026	32.52
					<b>Vendor 01101 - PUR - O - ZONE Total:</b>
					<b>650.46</b>

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<b>Vendor: 02544 - RIEKES EQUIPMENT COMPANY</b>					
SW0234403-1	POWER SWEEPER SERVICE CA...	100-720-6750	500562	01/09/2026	820.85
<b>Vendor 02544 - RIEKES EQUIPMENT COMPANY Total:</b>					
<b>820.85</b>					
<b>Vendor: 01230 - SPRING HILL CHAMBER OF COMMERCE</b>					
INV-000588	2026 CHAMBER MEMBERSHIP ..	100-130-7700	100422	01/02/2026	5,000.00
<b>Vendor 01230 - SPRING HILL CHAMBER OF COMMERCE Total:</b>					
<b>5,000.00</b>					
<b>Vendor: 01261 - STAPLES, INC</b>					
6049856972	ADMIN/OPERATING SUPPLIES ...	100-110-6110	500563	01/09/2026	642.87
6050348297	ADMIN/OPERATING SUPPLIES ...	100-110-6110	500563	01/09/2026	183.60
6050840909	ADMIN/OPERATING SUPPLIES ...	100-110-6110	500563	01/09/2026	167.88
6050840911	ADMIN/OPERATING SUPPLIES ...	100-110-6110	500563	01/09/2026	25.34
<b>Vendor 01261 - STAPLES, INC Total:</b>					
<b>1,019.69</b>					
<b>Vendor: 01890 - SUPERIOR BOWEN ASPHALT COMPANY, LLC</b>					
56998	ASPHALT FOR ROAD REPAIRS ...	205-630-6630	500564	01/09/2026	392.67
<b>Vendor 01890 - SUPERIOR BOWEN ASPHALT COMPANY, LLC Total:</b>					
<b>392.67</b>					
<b>Vendor: 01398 - VANCE BROTHERS, LLC</b>					
IG00034228	ASPHALT FOR ROAD REPAIRS...	205-630-6630	100423	01/02/2026	213.21
<b>Vendor 01398 - VANCE BROTHERS, LLC Total:</b>					
<b>213.21</b>					
<b>Vendor: 02039 - VISION SERVICES PLAN INSURANCE COMPANY</b>					
824268630	VISION INS PREMIUM - JAN 2...	100-2120	DFT0010186	12/24/2025	683.19
824268630	VISION INS PREMIUM - JAN 2...	510-2120	DFT0010186	12/24/2025	62.89
824268630	VISION INS PREMIUM - JAN 2...	520-2120	DFT0010186	12/24/2025	72.27
824268636	VISION INS PREMIUM - COBRA..	100-2120	DFT0010187	12/24/2025	9.32
<b>Vendor 02039 - VISION SERVICES PLAN INSURANCE COMPANY Total:</b>					
<b>827.67</b>					
<b>Vendor: 01464 - WATER DISTRICT #1 OF JO CO</b>					
90039093	MIGRATION FEES - PROJ MC-2...	510-660-8200	100424	01/02/2026	109,812.13
90039097	MIGRATION FEES - PROJ MC-2...	510-660-8200	100424	01/02/2026	77,820.47
90039099	MIGRATION FEES - PROJ MX-2...	510-660-8900	100424	01/02/2026	135,730.00
INV0009592	WATER UTILITY - VETERANS P...	100-630-7620	DFT0010179	12/24/2025	22.60
<b>Vendor 01464 - WATER DISTRICT #1 OF JO CO Total:</b>					
<b>323,385.20</b>					
<b>Vendor: 02941 - WESTPORT POOLS LLC</b>					
165647	SHADE CANOPY REPLACEMENT...	100-730-6730	100425	01/02/2026	18,150.00
<b>Vendor 02941 - WESTPORT POOLS LLC Total:</b>					
<b>18,150.00</b>					
<b>Vendor: 02951 - WILLIAM GUSS</b>					
R5647	REFUND DEPOSIT - SUNFLOW...	100-2200	100426	01/02/2026	100.00
<b>Vendor 02951 - WILLIAM GUSS Total:</b>					
<b>100.00</b>					
<b>Grand Total:</b>					
<b>1,047,393.91</b>					

## Report Summary

## Fund Summary

Fund	Expense Amount	Payment Amount
100 - General Fund	190,078.55	190,078.55
205 - Consolidated Highway	347,419.10	347,419.10
300 - Capital Improvements - Infrastructure	63,094.06	63,094.06
412 - GO 2025B	31,168.80	31,168.80
510 - Water	348,435.50	348,435.50
520 - Wastewater	67,197.90	67,197.90
<b>Grand Total:</b>	<b>1,047,393.91</b>	<b>1,047,393.91</b>

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-100-5120	MEDICAL INSURANCE	65.10	65.10
100-100-6110	ADMIN / OPERATING SU...	344.88	344.88
100-100-7622	COMMUNICATION	40.09	40.09
100-100-8401	PURCHASE LEASE OBLIG...	157.55	157.55
100-110-6110	ADMIN / OPERATING SU...	1,019.69	1,019.69
100-110-7150	ENGINEERING	2,011.25	2,011.25
100-110-7170	LEGAL	1,500.00	1,500.00
100-110-7190	PROFESSIONAL SERVICES	2,264.15	2,264.15
100-110-7622	COMMUNICATION	1,859.21	1,859.21
100-110-7700	MEMBERSHIPS & DUES	4,433.46	4,433.46
100-110-8401	PURCHASE LEASE OBLIG...	105.03	105.03
100-120-7622	COMMUNICATION	39.94	39.94
100-130-7700	MEMBERSHIPS & DUES	5,000.00	5,000.00
100-150-5120	MEDICAL INSURANCE	43.40	43.40
100-150-6110	ADMIN / OPERATING SU...	419.25	419.25
100-150-7622	COMMUNICATION	39.94	39.94
100-150-8401	PURCHASE LEASE OBLIG...	52.52	52.52
100-200-5120	MEDICAL INSURANCE	73.01	73.01
100-200-7622	COMMUNICATION	39.94	39.94
100-200-8401	PURCHASE LEASE OBLIG...	105.03	105.03
100-2120	HEALTH INSURANCE LIAB..	95,027.91	95,027.91
100-2200	DEPOSITS	500.00	500.00
100-2250	COURT-BOND	250.00	250.00
100-300-5120	MEDICAL INSURANCE	43.40	43.40
100-300-8401	PURCHASE LEASE OBLIG...	105.03	105.03
100-310-5120	MEDICAL INSURANCE	21.70	21.70
100-310-7540	PRISONER BOARDING	1,515.00	1,515.00
100-500-5120	MEDICAL INSURANCE	73.50	73.50
100-500-7350	TRAFFIC SAFETY COMMIS...	119.00	119.00
100-500-8300	COMPUTER HARDWARE	4,871.97	4,871.97
100-610-5120	MEDICAL INSURANCE	32.55	32.55
100-610-6160	JANITORIAL SUPPLIES	32.52	32.52
100-610-7622	COMMUNICATION	552.35	552.35
100-610-8401	PURCHASE LEASE OBLIG...	105.03	105.03
100-630-5120	MEDICAL INSURANCE	173.60	173.60
100-630-5400	UNIFORMS	321.44	321.44
100-630-6110	ADMIN / OPERATING SU...	26.94	26.94
100-630-6160	JANITORIAL SUPPLIES	97.57	97.57
100-630-6600	SIGNS	1,874.05	1,874.05
100-630-6750	EQUIPMENT MAINTENA...	7,537.40	7,537.40
100-630-7190	PROFESSIONAL SERVICES	10,159.20	10,159.20
100-630-7230	EQUIPMENT RENTAL	193.75	193.75
100-630-7620	WATER UTILITIES	22.60	22.60
100-630-7622	COMMUNICATION	313.83	313.83
100-630-7624	GAS	393.32	393.32
100-630-7626	ELECTRICITY	189.14	189.14
100-630-8110	EQUIPMENT	4,590.00	4,590.00

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
100-630-8401	PURCHASE LEASE OBLIG...	13,802.31	13,802.31
100-710-5120	MEDICAL INSURANCE	14.18	14.18
100-710-6160	JANITORIAL SUPPLIES	162.62	162.62
100-720-5120	MEDICAL INSURANCE	49.96	49.96
100-720-5400	UNIFORMS	20.96	20.96
100-720-6160	JANITORIAL SUPPLIES	162.62	162.62
100-720-6750	EQUIPMENT MAINTENA...	820.85	820.85
100-720-7622	COMMUNICATION	39.94	39.94
100-720-7624	GAS	1,669.62	1,669.62
100-730-5120	MEDICAL INSURANCE	14.80	14.80
100-730-6730	FACILITY MAINTENANCE	18,150.00	18,150.00
100-730-7622	COMMUNICATION	552.80	552.80
100-800-5120	MEDICAL INSURANCE	390.60	390.60
100-800-5400	UNIFORMS	190.49	190.49
100-800-6160	JANITORIAL SUPPLIES	130.09	130.09
100-800-6730	FACILITY MAINTENANCE	2,018.85	2,018.85
100-800-7190	PROFESSIONAL SERVICES	970.35	970.35
100-800-7622	COMMUNICATION	1,958.27	1,958.27
100-800-7624	GAS	97.97	97.97
100-800-8401	PURCHASE LEASE OBLIG...	105.03	105.03
205-000-7150	ENGINEERING	2,129.40	2,129.40
205-000-8000	CONSTRUCTION	344,683.82	344,683.82
205-630-6630	STREET MATERIALS	605.88	605.88
300-000-7150	ENGINEERING	63,094.06	63,094.06
412-000-7150	ENGINEERING	31,168.80	31,168.80
510-2120	HEALTH INSURANCE LIAB..	8,513.80	8,513.80
510-660-5120	MEDICAL INSURANCE	86.81	86.81
510-660-5400	UNIFORMS	89.74	89.74
510-660-6160	JANITORIAL SUPPLIES	32.52	32.52
510-660-6620	METERS/SUPPLIES	6,250.00	6,250.00
510-660-7190	PROFESSIONAL SERVICES	1,617.25	1,617.25
510-660-7622	COMMUNICATION	276.17	276.17
510-660-7700	MEMBERSHIPS & DUES	2,216.72	2,216.72
510-660-7785	COLLECTION SERVICES F...	5.85	5.85
510-660-8200	MERGER EXPENSES	187,632.60	187,632.60
510-660-8401	PURCHASE LEASE OBLIG...	5,984.04	5,984.04
510-660-8900	RESERVE FOR FUTURE I...	135,730.00	135,730.00
520-2120	HEALTH INSURANCE LIAB..	10,323.35	10,323.35
520-670-5120	MEDICAL INSURANCE	92.21	92.21
520-670-5400	UNIFORMS	77.92	77.92
520-670-6160	JANITORIAL SUPPLIES	32.52	32.52
520-670-6500	CHEMICALS	2,016.25	2,016.25
520-670-6670	PERSONAL PROTECTION ...	299.25	299.25
520-670-7150	ENGINEERING	20,735.00	20,735.00
520-670-7190	PROFESSIONAL SERVICES	1,617.25	1,617.25
520-670-7622	COMMUNICATION	306.20	306.20
520-670-7624	GAS	317.94	317.94
520-670-7626	ELECTRICITY	621.55	621.55
520-670-7700	MEMBERSHIPS & DUES	2,616.72	2,616.72
520-670-7785	COLLECTION SERVICES F...	5.84	5.84
520-670-8401	PURCHASE LEASE OBLIG...	28,135.90	28,135.90
<b>Grand Total:</b>		<b>1,047,393.91</b>	<b>1,047,393.91</b>

## Project Account Summary

Project Account Key	Expense Amount	Payment Amount
**None**	601,985.83	601,985.83
DV2411E	28,082.80	28,082.80
IN2309E	20,735.00	20,735.00

**Project Account Summary**

Project Account Key	Expense Amount	Payment Amount
PR2414E	2,219.00	2,219.00
ST2212E	2,114.00	2,114.00
ST2409E	3,086.00	3,086.00
ST2501E	344,683.82	344,683.82
ST2502E	105.00	105.00
ST2601E	2,129.40	2,129.40
ST2602E	42,253.06	42,253.06
<b>Grand Total:</b>	<b>1,047,393.91</b>	<b>1,047,393.91</b>

## AGENDA ITEM REVIEW SHEET

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**Meeting Date: January 8, 2026**

### **Staff Contact: Alysen Abel, City Engineer**

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**Consent Item Description:** Authorize staff to update the billing rates for the On-Call Engineering & Architectural Master Services Agreements.

**Background:** On January 9, 2025, the City Council approved the Master Services Agreements with multiple consulting firms for a three-year period for the On-Call Engineering & Architectural Services program.

There were 19 firms selected in 2025 to assist with 11 specialty services. Those firms include:

- BBN Architects
- BG Consultants
- Black & Veatch
- Burns & McDonnell
- Clark & Enersen
- Finkle & Williams
- Garver
- GBA
- HDR
- Kaw Valley Engineering
- Lamp Rynearson
- Landworks Studio
- Merge Midwest Engineering
- Olsson
- Renaissance Infrastructure Consulting
- SFS Architecture
- Smith & Boucher Engineers
- Terracon
- Water Resources Solutions

Each year, the consulting firms have the ability to update their billing rates. Each firm was contacted in December and provided updated billing rates for 2026. The updated billing rates will be added to the Master Services Agreement.

**Staff Recommendation:** Staff recommends that the City Council authorize staff to update the billing rates for each of the On-Call Engineering & Architectural Master Services Agreements.

### **Alternatives:**

- Authorize staff to update the Master Services Agreements to reflect the 2026 billing rates.
- Provide additional direction to staff related to this item.

**Legal Review:** The agreement has been reviewed and approved by Spencer Low, City Attorney.

### **Attachments:**

- 2026 Rates

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**Funding Source:** This action will have an indirect impact to the budget with the increase to the hourly billing rates. With each subsequent task order, staff will manage the overall hours to minimize this impact.

**Finance Director Approval:**   
Rhonda A. Dunn, Finance Director

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**Suggested Motion:** Move to authorize staff to update the billing rates for the On-Call Engineering & Architectural Master Services Agreements.



411 NICHOLS ROAD  
S U I T E 246  
KANSAS CITY, MO  
64112-2033

•

Phone: 816.753.2550  
bbnarchitects.com

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228 POYNTZ AVE  
MANHATTAN, KS  
66502-0102

•

Phone: 785.776.4912  
Fax: 785.776.0944  
bbnarchitects.com

## BBN ARCHITECTS INC.

### SCHEDULE OF HOURLY RATES – EFFECTIVE 9/1/2025

Lorie Doolittle Bowman, Architect/Principal Emeritus.....	\$248.00
Patrick Schaub, Senior Architect.....	\$248.00
Dan Crouch, Senior Architect .....	\$170.00
Austin Massoth, Senior Architect .....	\$170.00
Nancy Burton, Administrative .....	\$162.00
Scott Bingham, Senior Landscape Architect.....	\$154.00
Logan Steiner, Architect.....	\$124.00
Aaron Dyck, Architect.....	\$124.00
Leandra Fischer, Graduate Architect.....	\$100.00
Tom Murillo, Graduate Architect.....	\$96.00
Carl Riblett, Cost Estimator.....	\$182.00
Courtney Smith, Administrative.....	\$138.00
Clerical.....	\$ 88.00

The rates and multiples set forth shall be adjusted in accordance with the normal salary review practices of the Architect.

**2026 BG CONSULTANTS STANDARD HOURLY RATES**

<u>POSITION</u>	<u>STANDARD PER HOUR 2026</u>
PRINCIPAL III	\$321.50
PRINCIPAL II	\$287.50
PRINCIPAL I	\$273.00
ENGINEER/ARCHITECT V	\$252.50
ENGINEER/ARCHITECT IV	\$239.00
ENGINEER/ARCHITECT III	\$222.50
ENGINEER/ARCHITECT II	\$199.00
ENGINEER/ARCHITECT I	\$182.50
INTERN ENGINEER/GRADUATE ARCHITECT IV	\$186.50
INTERN ENGINEER/GRADUATE ARCHITECT III	\$173.50
INTERN ENGINEER/GRADUATE ARCHITECT II	\$159.00
INTERN ENGINEER/GRADUATE ARCHITECT I	\$140.50
TECHNICIAN IV	\$166.00
TECHNICIAN III	\$149.50
TECHNICIAN II	\$142.50
TECHNICIAN I	\$127.00
TECHNICIAN	\$122.00
SENIOR CONSTRUCTION OBSERVER	\$173.50
CERTIFIED CONSTRUCTION OBSERVER II	\$153.50
CERTIFIED CONSTRUCTION OBSERVER I	\$140.50
CONSTRUCTION OBSERVER	\$112.50
SENIOR PROJECT SURVEYOR	\$236.00
PROJECT SURVEYOR	\$181.50
ASSISTANT PROJECT SURVEYOR	\$140.50
FIELD SUPERVISOR	\$128.00
FIELD SURVEYOR II	\$106.50
FIELD SURVEYOR I	\$99.00
CLERICAL II	\$87.00
CLERICAL I	\$70.50

Note: 1) The hourly rates shown above are effective for services through December 31st of the contract year and are subject to revision annually.

2) For any Federal Wage and Hour Law non exempt personnel, overtime will be billed at 1.5 times the hourly labor billing rates shown.

3) Expert Witness and Depositions will be charged at 1.5 times the hourly labor billing rates shown.



December 8, 2025

Ms. Alysen Abel, P.E., MPA  
City Engineer  
City of Spring Hill  
401 N Madison St.  
Spring Hill, KS 66083

Revised Schedule of Hourly Rates

Dear Ms. Abel:

As indicated in our existing agreement, Burns & McDonnell annually adjusts its Schedule of Hourly Rates for Professional Services.

Enclosed is our Schedule of Hourly Professional Services Billing Rates effective for services performed for the above listed projects for January 1, 2026, through December 31, 2026.

We thank you for the opportunity to continue serving you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cliff Cate, P.E." followed by a stylized surname.

Cliff Cate, P.E.  
Client Manager

ACY/acy

Enclosure: BMR26-6

cc: Rachelle Lowe, WTR  
Accounting

## Schedule of Hourly Professional Service Billing Rates

<b>Position Classification</b>	<b>Classification Level</b>	<b>Hourly Billing Rate</b>
General Office *	5	\$83 00
Technician *	6	\$105 00
Assistant *	7	\$127 00
	8	\$176 00
	9	\$208 00
Staff *	10	\$237 00
	11	\$256 00
Senior	12	\$292 00
	13	\$316 00
Associate	14	\$324 00
	15	\$326 00
	16	\$328 00
	17	\$332 00

### **NOTES:**

- 1 Position classifications listed above refer to the firm's internal classification system for employee compensation  
For example, "Associate", "Senior", etc , refer to such positions as "Associate Engineer", "Senior Architect", etc
- 2 For any nonexempt personnel in positions marked with an asterisk (\*), overtime will be billed at 1 5 times the hourly labor billing rates shown
- 3 For outside expenses incurred by Burns & McDonnell, such as authorized travel and subsistence, and for services rendered by others such as subcontractors, the client shall pay the cost to Burns & McDonnell plus 10%
- 4 A charge will be applied at a rate of \$9 95 per labor hour for technology usage, software, hardware, printing & reprographics, shipping and telecommunications Specialty items are not included in the technology charge
- 5 Monthly invoices will be submitted for payment covering services and expenses during the preceding month  
Invoices are due upon receipt A late payment charge of 1 5% per month will be added to all amounts not paid within 30 days of the invoice date
- 6 The services of contract/agency and/or any personnel of a Burns & McDonnell parent, subsidiary, affiliate, related, or associated entity shall be billed to Owner according to the rate sheet as if such personnel is a direct employee of Burns & McDonnell
- 7 The rates shown above are effective for services through December 31, 2026, and are subject to revision thereafter  
The composition or build-up of the rates shown above are not subject to audit, inspection, or review

## EXHIBIT B – FEES

1. Compensation for personnel used in the performance of the work shall be in accordance with the following hourly billing rates.

BLACK & VEATCH CLASSIFICATION	2026 HOURLY BILLING RATES
ENGINEERING	
Project Director	\$315
Project Manager	\$289
Project Controls Specialist	\$153
Project Accountant	\$151
Project Administrator	\$135
Resident Engineer	\$205
QA/QC Engineer	\$286
Engineering Manager	\$258
Design Engineer - Level 4	\$226
Design Engineer - Level 3	\$210
Design Engineer - Level 2	\$179
Design Engineer - Level 1	\$153
Architect	\$210
Sr. Geotechnical Engineer	\$249
Pump Specialist	\$305
Sr. Process Engineer	\$289
Process Engineer	\$237
Operations Specialist	\$205
Estimator	\$245
BIM Coordinator	\$221
Sr. CAD Technician	\$184
CAD Technician Level 4	\$153
CAD Technician Level 2	\$130
CONSULTING	
Analyst	\$135
Senior Analyst	\$161
Consultant	\$201
Senior Consultant	\$257
Principal Consultant	\$337
Director	\$417

2. Compensation for reimbursable expense items and other charges incurred in connection with the performance of the work shall be in accordance with the following schedule:

REIMBURSABLE EXPENSE ITEMS	
EXPENSE ITEM	UNIT COST
Travel, Subsistence, and Incidental Expenses	Net Costs
Automobile/Motor Vehicles - Local Mileage	\$0.65/mile
Automobile/Motor Vehicles - Rental	Net Costs
Telephone and Telegraph Costs	*
Reproduction or Reports, Drawings & Specifications	Net Costs
Postage & Shipping Charges of Job Related Materials	*
Computer Services	*
Photograph and Video Reproductions	Net Costs
Sub-Consultant Fees	Net Charge x 1.10

\*Included in hourly expense rate of \$8.75 which will be billed in each invoice

3. The schedule of Hourly Billing Rates and Expenses will be revised and reissued in January of subsequent years.

December 10, 2025

Alysen Abel, PE, MPA  
City Engineer  
Administration Department  
City of Spring Hill  
401 N. Madison St.  
Spring Hill, Kansas 66083

Re: Spring Hill Kansas – On-Call Agreement – Hourly Rates  
TCEP Proj. No.: 000-000-25  
SH Project No.: TBD

Dear Alysen,

On behalf of Clark & Enersen, I am pleased to submit our Hourly rates for the Spring Hill On-Call Engineering and Architectural Service Agreement. Note that the following rates are effective from January 1, 2026 to December 31, 2026.

## Hourly Rates

The following are Hourly Rates for Clark & Enersen staff:

<u>Division/Title</u>	<u>Hourly Rate</u>
-----------------------	--------------------

### Architecture:

• <b>Senior Principal – Architecture</b>	<b>\$370.00</b>
• <b>Architectural Principal</b>	<b>\$260.00</b>
• <b>Senior Architect (AIA)</b>	<b>\$230.00</b>
• <b>Architect (AIA)</b>	<b>\$180.00</b>
• <b>Senior Architectural Staff</b>	<b>\$145.00</b>
• <b>Architectural Staff</b>	<b>\$120.00</b>
• <b>Intern</b>	<b>\$80.00</b>

### Interior Design:

• <b>Senior Interior Designer</b>	<b>\$210.00</b>
• <b>Interior Design Staff</b>	<b>\$110.00</b>
• <b>Intern</b>	<b>\$80.00</b>

### Landscape Architecture:

- **Landscape Architect (PLA)** \$150.00
- **Landscape Architecture Staff** \$125.00
- **Intern** \$80.00

### Engineering: (Mechanical, Electrical, Structural)

- **Engineering Principal** \$285.00
- **Sr. Engineer (PE)** \$230.00
- **Engineer (PE)** \$195.00
- **Engineer** \$135.00
- **Engineering Staff** \$115.00
- **Intern** \$80.00

### Supplemental Services:

- **Sr. Digital Experience Designer** \$260.00
- **Digital Experience Staff** \$145.00
- **Director of Commissioning** \$250.00
- **Commissioning Staff** \$125.00
- **Building Performance Modeling** \$200.00
- **Space Analyst/Planner** \$200.00
- **Graphic Design** \$110.00

### Construction Administration:

- **Senior Construction Administrator** \$185.00
- **Construction Administration Staff** \$120.00
- **Intern** \$80.00

### Administration:

- **Administrative Assistant** \$90.00

Please review and let me know if you have any questions. We are very excited about this agreement and the opportunity to continue work with the Spring Hill team.

Thanks again.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Wise".

Rick Wise, AIA, LEED  
Senior Principal  
Director of Architecture  
Clark & Enersen

## EXHIBIT B – FEES



### HOURLY RATE SCHEDULE

8-20-2024

**9-1-2025**

Sr. Principal	\$285	<b>\$ 295</b>
Principal	\$255	<b>\$ 285</b>
Director	\$225	<b>\$ 235</b>
Sr. Project   Design Manager	\$210	<b>\$ 215</b>
Project   Design Manager	\$195	
Sr. Project Architect   Designer	\$185	
Project Architect   Designer	\$175	
Architect   Designer III	\$155	<b>\$165</b>
Architect   Designer II	\$145	<b>\$155</b>
Architect   Designer I	\$135	<b>\$145</b>
Marketing Specialist	\$85	
Architect   Design Intern	\$75	

*\*Rates subject to annual adjustment*



**Exhibit B**  
**Spring Hill**  
**Master Service Agreement**  
**Garver Hourly Rate Schedule: January 2025 - December 2025**

<b>Classification</b>	<b>Rates</b>	<b>Classification</b>	<b>Rates</b>
<b>Engineers / Architects</b>		<b>Resource Specialists</b>	
E-1	\$ 145.00	RS-1	\$ 119.00
E-2	\$ 169.00	RS-2	\$ 157.00
E-3	\$ 189.00	RS-3	\$ 212.00
E-4	\$ 221.00	RS-4	\$ 306.00
E-5	\$ 269.00	RS-5	\$ 383.00
E-6	\$ 330.00	RS-6	\$ 470.00
E-7	\$ 470.00	RS-7	\$ 512.00
<b>Planners</b>		<b>Environmental Specialists</b>	
P-1	\$ 180.00	ES-1	\$ 118.00
P-2	\$ 224.00	ES-2	\$ 150.00
P-3	\$ 267.00	ES-3	\$ 192.00
P-4	\$ 313.00	ES-4	\$ 217.00
P-5	\$ 344.00	ES-5	\$ 275.00
<b>Designers</b>		ES-6	\$ 363.00
D-1	\$ 133.00	ES-7	\$ 444.00
D-2	\$ 149.00	ES-8	\$ 502.00
D-3	\$ 184.00		
D-4	\$ 215.00	<b>Project Controls</b>	
D-5	\$ 264.00	PC-1	\$ 121.00
D-6	\$ 280.00	PC-2	\$ 161.00
<b>Technicians</b>		PC-3	\$ 204.00
T-1	\$ 109.00	PC-4	\$ 262.00
T-2	\$ 126.00	PC-5	\$ 321.00
T-3	\$ 159.00	PC-6	\$ 414.00
T-4	\$ 200.00	PC-7	\$ 506.00
<b>Surveyors</b>		<b>Management / Administration</b>	
S-1	\$ 66.00	AM-1	\$ 85.00
S-2	\$ 88.00	AM-2	\$ 107.00
S-3	\$ 119.00	AM-3	\$ 151.00
S-4	\$ 163.00	AM-4	\$ 186.00
S-5	\$ 214.00	AM-5	\$ 239.00
S-6	\$ 244.00	AM-6	\$ 296.00
S-7	\$ 296.00	AM-7	\$ 389.00
S-8	\$ 364.00	M-1	\$ 568.00
2-Man Crew (Survey)	\$ 251.00		
3-Man Crew (Survey)	\$ 315.00		
2-Man Crew (GPS Survey)	\$ 317.00		
3-Man Crew (GPS Survey)	\$ 385.00		
<b>Construction Observation</b>			
C-1	\$ 125.00		
C-2	\$ 157.00		
C-3	\$ 196.00		
C-4	\$ 245.00		
C-5	\$ 302.00		

**EXHIBIT A**  
**GEORGE BUTLER ASSOCIATES, INC**  
**ENGINEERS/ ARCHITECTS / SURVEY**  
**STANDARD HOURLY RATES – EFFECTIVE JANUARY 25, 2026**

<b>Employment Classification</b>	<b>Hourly Rate</b>
Principal	\$310.00
Senior Associate	284.00
Director of AES	284.00
Associate	266.00
Senior Lead AES	266.00
Senior Specialist	266.00
BIM Manager	256.00
Senior BIM Specialist	196.00
Project Leader	234.00
Lead AES	234.00
Specialist	186.00
Client Manager (BD)	186.00
Senior AES	212.00
Project AES	186.00
Design AES	166.00
Staff AES	148.00
Senior Technician	180.00
Project Technician	148.00
Design Technician	134.00
Staff Technician	118.00
Senior Construction Inspector	176.00
Construction Inspector 5	154.00
Construction Inspector 4	142.00
Construction Inspector 3	134.00
Construction Inspector 2	124.00
Construction Inspector 1	114.00
Field Engineer 3	178.00
Field Engineer 2	170.00
Field Engineer 1	154.00
Senior Field Technician	164.00
Field Technician 4	146.00
Field Technician 3	128.00
Field Technician 2	114.00
Field Technician 1	102.00
Senior Survey Specialist	282.00
Senior Professional Land Surveyor	180.00
Land Survey Ops Specialist	182.00
Land Survey Field Specialist	158.00
Client Management Coordinator	184.00
Project Administrator	126.00
Senior Administrative Assistant	126.00
Administrative Assistant	114.00

## **Equipment**

(CAD and Total Station Survey Equipment expenses are included in the above hourly rates unless otherwise stipulated by contract.)

Real Time Kinematic Global Positioning System Equipment (RTK)	60.00 per hour
Nuclear Density/Soil Testing Equipment	50.00 per day

## **Expenses**

Reimbursable expenses (travel, vehicle mileage, vehicle rental, printing and plotting, meals, etc.) incurred will be charged at cost plus 10% to cover administrative overhead.

The following items will be charged as shown (effective January 1, 2026):

Company Pick-up Truck	0.70 per mile
Personal and Company Cars	0.70 per mile

## EXHIBIT B - Fees



### Standard Hourly Rate Sheet

Role	2026
Principal/Associate/Contract Manager	\$341
Project Manager (Approximately 15 years of experience)	\$315
Project Engineer/Team Leader (8-15 years of experience)	\$200
Senior Process/Environmental Specialist Civil	\$278
Registered Process/Environmental/Civil Design	\$189
Engineer in Training	\$152
Senior Structural/Architect	\$315
Structural/Architect Designer	\$189
Senior Electrical/I&C Engineer	\$278
Electrical/I&C Engineer	\$191
Senior Mechanical/HVAC/Hydraulics/Pump Engineer	\$260
Mechanical Engineer/Designer	\$180
CADD Manager/Senior Technician	\$189
CADD/Technician/Drafter	\$153
Resident Engineer/Field Inspector	\$210
Clerk/Typist/Secretary	\$109
O&M/Start Up/Training Specialist	\$235
Estimator	\$341
Constructability/Quality Control	\$341

### Reimbursables:

Printing and Reproduction

Travel

Phone

Mapping Subconsultants

\*Hourly rates include allowable overhead, profit and office equipment charges including computer usages

\*Hourly rates subject to annual adjustment at the first of each calendar year subject to approval

\*Hourly rates for staff categories not shown may be used subject to approval

Equipment

No additional equipment is anticipated for this project.



**KAW VALLEY ENGINEERING, INC.**

**Construction Materials Testing  
2026 Schedule of Fees  
(Kansas City Metro Area)**

WORK ITEM	UNIT	UNIT PRICE
<b>CONCRETE TESTING AND OBSERVATION</b>		
Cylinder Casting, Slump, Air Content, Temperature	Hour	\$85.00
Compressive Strength 6x12 Cylinders	Each	\$25.00
Compressive Strength 2x4, 3x6, 4x8, and 2x2 Samples	Each	\$17.00
Unit Weight of Samples	Each	\$15.00
<b>SOIL TESTING AND OBSERVATION</b>		
Pier Drilling Observation	Hour	\$95.00
In-situ Density Testing / Proofroll / Sample Collection	Hour	\$88.00
Moisture Density Relationship (ASTM D 698)	Each	\$200.00
Stabilized Moisture Density Relation (Fly Ash, Lime or Cement)	Each	\$275.00
Stabilized Moisture Density Relationship with Strength Curve	Each	\$375.00
Atterberg Limits	Each	\$100.00
Natural Moisture Content (Sample returned to lab)	Each	\$15.00
<b>ASPHALT TESTING AND OBSERVATION</b>		
In-place Density, Utilizing Nuclear Densometer	Hour	\$88.00
Marshall Properties, Including Stability and Flow w/Rice Density	3 Pills	\$320.00
Gyratory Compaction (ASTM D 6925) w/Rice Density	Each	\$320.00
Asphalt Extraction and Gradation	Each	\$230.00
Washed Aggregate Gradation	Each	\$140.00
Field Coring Services	Hour	\$185.00
Coring (Bit Charge)	Inch	\$10.00
<b>STRUCTURAL STEEL TESTING AND OBSERVATION</b>		
Bolting/Welding Technician	Hour	\$125.00
NDT Equipment and Consumables	Day	\$100.00
<b>FIREPROOFING AND FIRESTOPPING OBSERVATION</b>		
Fireproofing Technician	Hour	\$95.00
Density Test of Fireproofing Material	Each	\$20.00
<b>MASONRY TESTING AND OBSERVATION</b>		
Observation of Masonry Construction	Hour	\$95.00
Grout / Mortar Samples	Each	\$20.00
<b>TRAVEL</b>		
Vehicle	Mile	\$0.70
<b>SUPERVISION</b>		
Project Administration, Reporting and Review	12.5% of Field & Lab Subtotal	
Materials Engineer (Consulting)	Hour	\$210.00

Note: Hourly and Mileage rates are charged portal to portal; laboratory testing rates are based on samples delivered to lab, fees for obtaining samples will be billed at basic hourly and mileage rates. Time in excess of 8 hours a day, Saturday, Sunday, and holidays will be billed at the above standard rates. Standby Time will be invoiced at the basic hourly rate corresponding to the requested service.



**KAW VALLEY ENGINEERING, INC.**

**Asphalt & Aggregate Testing  
2026 Schedule of Fees  
(Kansas City Metro Area)**

WORK ITEM	UNIT	UNIT PRICE
<b>ASPHALT MIXTURE AND AGGREGATE TESTING</b>		
Sieve Analysis (Washed) (ASTM C-136 and C 117)	Each	\$ 140.00
Aggregate Specific Gravity, -#4 (ASTM C 128)	Each	\$ 175.00
Aggregate Specific Gravity, +#4 (ASTM C 127)	Each	\$ 150.00
Clay Lumps & Friable (ASTM C 142)	Each	\$ 65.00
Crushed Particles (KT-31)	Each	\$ 100.00
Soundness, small (ASTM C 88)	Each	\$ 400.00
Soundness, large (ASTM C 88)	Each	\$ 400.00
LA Wear, small (ASTM C 131)	Each	\$ 320.00
LA Wear, large (ASTM C 131)	Each	\$ 320.00
Lightweight Particles in Aggregate (SpG < 2.0) (ASTM C 123)	Each	\$ 160.00
Organic Impurities (ASTM C 40)	Each	\$ 100.00
Sand Equivalent (ASTM D 2419)	Each	\$ 155.00
Maximum Specific Gravity (ASTM D 2041)	Each	\$ 110.00
Bulk Specific Gravity of Cores/Plugs (ASTM D2726)	Each	\$ 30.00
Gyratory Compaction (ASTM D 6925, AASHTO T 312) w/Rice	Each	\$ 320.00
Marshall Properties, Incl. Stability and Flow (ASTM 6926, 6927)	3 Pills	\$ 320.00
Asphalt Extraction and Gradation (ASTM D 6307)	Each	\$ 230.00
Washed Aggregate Gradation (Belt Sample)	Each	\$ 150.00
Freeze-Thaw Testing (KT-MR-21/ASTM D 5312)	Each	\$ 750.00
Sample Prep for Freeze-Thaw Testing (ASTM 5312)	Hour	\$ 75.00
Fine Aggregate Angularity (ASTM C 1252)	Each	\$ 250.00
Superpave Asphalt Mix Design	Each	\$ 9,000.00
Marshall Asphalt Mix Design	Each	\$ 7,000.00
Note: Hourly and Mileage rates are charged portal to portal; laboratory testing rates are based on samples delivered to lab, fees for obtaining samples will be billed at basic hourly and mileage rates. Time in excess of 8 hours a day, Saturday, Sunday, and holidays will be billed at the above standard rates.		



**KAW VALLEY ENGINEERING, INC.**

**Geotechnical Lab Testing  
2026 Schedule of Fees  
(Kansas City Metro Area)**

WORK ITEM	UNIT	UNIT PRICE
<b>SOIL TESTING</b>		
Natural Moisture Content (sample returned to lab) (ASTM D2216)	Each	\$ 15.00
Sample Unit Weight	Each	\$ 15.00
Atterberg Limits	Each	\$ 100.00
Grain Size (Sieve and Hydrometer) Analysis	Each	\$ 225.00
Specific Gravity, -#4 (ASTM D 854)	Each	\$ 175.00
Organic Content by Ignition Furnace (ASTM D2974)	Each	\$ 120.00
California Bearing Ratio (not including Proctor curve)	Each	\$ 350.00
Moisture Density Relationship (ASTM D 698)	Each	\$ 200.00
Moisture Density Relationship (ASTM D 1557)	Each	\$ 250.00
Unconfined Compression - Soil	Each	\$ 70.00
Unconfined Compression - Rock	Each	\$ 85.00
Consolidation Test (0.25 tsf to 16 tsf) with rebound curve	Each	\$ 650.00
Oedometer shrink/swell test with expansion pressure	Each	\$ 275.00
Triaxial Compression, UU, (ASTM D 2850), (per point)	Each	\$ 175.00
Triaxial Compression, UU, Backpressure Saturated, (per point)	Each	\$ 260.00
Triaxial Compression, CU, with pore pressure measurement, (per point)	Each	\$ 260.00
Soil Resistivity (Lab)	Each	\$ 275.00
Direct Shear (Set of 3 samples) (ASTM D 3080)	Each	\$ 475.00
Relative Density (ASTM D 4253/4254)	Each	\$ 275.00
Flexible wall permeability test (Undisturbed Sample)	Each	\$ 375.00
Flexible wall permeability test (Remolded Sample)	Each	\$ 500.00
Corrosivity Test	Each	\$ 275.00
Shrinkage Limit	Each	\$ 300.00
Truck Mounted Drill Rig with Crew	Hour	\$ 250.00
ATV Mounted Drill Rig with Crew	Hour	\$ 280.00
Note: Hourly and Mileage rates are charged portal to portal; laboratory testing rates are based on samples delivered to lab, fees for obtaining samples will be billed at basic hourly and mileage rates. Time in excess of 8 hours a day, Saturday, Sunday, and holidays will be billed at the above standard rates.		

<b>Lamp Rynearson, Inc.</b>	
<b>Kansas City Office</b>	
<b>HOURLY RATE SCHEDULE – SPRING HILL, KS</b>	
<b>January 1, 2026 – December 31, 2026</b>	
Position / Title	\$ - Hourly Rate
Office Leader II	315.00
Sr. Group Leader III	307.00
Sr. Group Leader I	264.00
Practice Lead III	272.00
Practice Lead II	246.00
Practice Lead I	210.00
Sr. Project Manager V	245.00
Project Manager V	215.00
Project Manager III	187.00
Project Architect I	160.00
Land Planner II	129.00
Sr. Landscape Architect II	181.00
Sr. Landscape Architect I	157.00
Sr. Project Engineer I	162.00
Project Engineer IV	151.00
Project Engineer III	139.00
Project Engineer II	128.00
Project Engineer I	115.00
Engineering Intern I	77.00
Sr. G.I.S. Specialist II	136.00
3D Technician II	125.00
Sr. Project Designer I	154.00
Engineering Technician II	99.00
Construction Observer V	126.00
Construction Observer I	70.00
Sr. Group Leader III - Geomatics	299.00
Sr. Survey Project Manager II	148.00
Sr. Survey Technician III	122.00
Party Chief III	153.00
Survey Field Tech II	97.00
Survey Field Tech I	85.00
Client Development Manager I	134.00
Marketing Coordinator I	95.00
Office Services Manager	157.00
Project Administrator IV	119.00
Administrative Assistant II	81.00
Item	\$ - Charge Rate
Reproduction	Vendor cost, plus 15%
Mileage	\$0.70/mi
Administration of Subconsultants	Actual cost, plus 10%
<b>Merge Midwest Engineering LLC</b>	
Senior Engineer 1	250.00
Senior Engineer 2	205.00
Senior Design Technician 1	163.00
Technician 2	99.00

# HOURLY rates

## 2026 Hourly Rates

Employee/Task:	Rate:
<i>Principal:</i>	\$170/hour
<i>Senior Landscape Architect 4:</i>	\$170/hour
<i>Senior Landscape Architect 3:</i>	\$165/hour
<i>Senior Landscape Architect 2:</i>	\$160/hour
<i>Senior Landscape Architect 1:</i>	\$155/hour
<i>Landscape Architect 3:</i>	\$145/hour
<i>Landscape Architect 2:</i>	\$140/hour
<i>Landscape Architect 1:</i>	\$135/hour
<i>Landscape Designer 3:</i>	\$130/hour
<i>Landscape Designer 2:</i>	\$125/hour
<i>Landscape Designer 1:</i>	\$120/hour
<i>Urban Planner 3:</i>	\$150/hour
<i>Urban Planner 2:</i>	\$140/hour
<i>Urban Planning 1:</i>	\$120/hour
<i>LA/Planning Intern:</i>	\$100/hour



**EXHIBIT A**  
**MERGE MIDWEST ENGINEERING, LLC**  
**STANDARD HOURLY RATES**  
**FISCAL YEAR 2026 (JAN. 1 – DEC. 31, 2026)**

<b><u>Employment Classification</u></b>	<b><u>Hourly Rate</u></b>
Senior Engineer 1	\$250.00
Senior Engineer 2	\$205.00
Senior Design Technician 1	\$163.00
Technician 2	\$99.00
 Mileage	Current IRS-Approved Rate





## 2026 Kansas City Southland Survey Services Labor Billing Rate Schedule

Service	Rate
<b>Survey</b>	
1-Person Survey Crew	\$ 175.00 /hour
2-Person Survey Crew	\$ 230.00 /hour
Survey Cad Tech	\$ 155.00 /hour
Technical Manager	\$ 165.00 /hour
Licensed Surveyor	\$ 175.00 /hour
Senior Licensed Surveyor	\$ 195.00 /hour
Technical Expert	\$ 230.00 /hour
Team Leader	\$ 230.00 /hour
3D HD Scanning Crew	\$ 275.00 /hour
<b>Equipment</b>	
Boat	\$ 50.00 /day
ATV	\$ 50.00 /day
HD Scanner	\$ 500.00 /day
Photogrammetry Drone	\$ 250.00 - \$ 500.00 /day
Lidar Drone	\$ 2,500.00 /day
Mobile Lidar	\$ 15,000 /day
<b>Travel</b>	
Mileage	\$ 0.75 /mile
Travel	Cost + 10%
Per Diem	\$ 135.00 /day

### General Terms and Conditions for All Services:

- These Unit Fees are in effect until January 1, 2027. Services and fees not listed above will be quoted upon request.
- Services provided on weekends, holidays, and in excess of 8 hours/day will be charged at 1.5 times the Unit Fee.
- Mileage rate subject to change based on Federal and IRS rate changes.
- Subcontracted services will be invoiced at our cost plus 20%.



## 2026 Olsson Billing Rates

<u>Classification</u>	<u>Billing Rate</u>
Executive Vice President	\$ 473.00
Market Leader	\$ 411.00
Discipline/Geography Leader	\$ 402.00
Sector Leader	\$ 355.00
Technical Expert	\$ 309.00
Senior Project Manager	\$ 309.00
Client Relationship Manager	\$ 309.00
Senior Team Leader	\$ 315.00
Client Manager/Group Leader	\$ 254.00
Project Manager III	\$ 240.00
Project Manager II	\$ 210.00
Project Manager I	\$ 163.00
Lead Engineer	\$ 254.00
Senior Engineer	\$ 245.00
Project Engineer	\$ 213.00
Engineer	\$ 183.00
Associate Engineer	\$ 160.00
Assistant Engineer	\$ 143.00
Lead Scientist	\$ 224.00
Senior Scientist	\$ 196.00
Project Scientist	\$ 163.00
Scientist	\$ 140.00
Associate Scientist	\$ 124.00
Assistant Scientist	\$ 105.00
Lead Planner	\$ 227.00
Senior Planner	\$ 203.00
Project Planner	\$ 168.00
Planner	\$ 149.00
Associate Planner	\$ 129.00
Assistant Planner	\$ 112.00
Lead Landscape Architect	\$ 227.00
Senior Landscape Architect	\$ 199.00
Project Landscape Architect	\$ 168.00
Landscape Architect	\$ 149.00
Associate Landscape Designer	\$ 129.00
Assistant Landscape Designer	\$ 114.00
Commissioning Manager/Technical Manager	\$ 250.00
Commissioning Agent	\$ 222.00
Commissioning Senior Technician	\$ 189.00
Commissioning Associate Technician	\$ 159.00
Commissioning Assistant Technician	\$ 135.00
Design Manager/Technical Manager	\$ 189.00
Design Associate	\$ 150.00
Senior Technician	\$ 122.00
Associate Technician	\$ 105.00
Assistant Technician	\$ 91.00
GIS Specialist	\$ 212.00
Network Services Senior Specialist	\$ 203.00



## 2026 Olsson Billing Rates

<u>Classification</u>	<u>Billing Rate</u>
Stormwater Compliance Leader/Sr Specialist	\$ 205.00
Stormwater Compliance Specialist/Sr Coordinator	\$ 157.00
Stormwater Compliance Coordinator	\$ 124.00
Stormwater Compliance Assistant	\$ 100.00
Business Development Leader/Sr Specialist	\$ 262.00
Business Development Specialist	\$ 203.00
Student Intern - Level 3	\$ 114.00
Student Intern - Level 2	\$ 98.00
Student Intern - Level 1	\$ 82.00
Public Engagement Specialist/Sr Coordinator	\$ 140.00
Public Engagement Coordinator	\$ 110.00
Public Engagement Assistant	\$ 93.00
Administrative Leader	\$ 177.00
Administrative Sr Specialist/Manager	\$ 121.00
Administrative Senior Coordinator	\$ 107.00
Administrative Coordinator II	\$ 98.00
Administrative Coordinator I	\$ 80.00
Administrative Assistant	\$ 70.00
Project Senior Coordinator	\$ 136.00
Project Coordinator	\$ 108.00

Note: Olsson's labor rates will increase by 5% on January 1st every year of a multi-year contract

Billing Rate Schedules for Surveying, Construction Administration, Drilling, and Special Inspections/NDT/Materials Testing will be provided as Appendices, as needed.

# 2026 BILLING RATES



CLASSIFICATION	CLASS/ CATEGORY	BILLING RATE RANGE*	
Principal	PE	\$215	\$260
Project Manager	PE	\$160	\$250
Project Engineer	PE	\$150	\$230
Professional Traffic Operations Engineer	PE, PTOE	\$160	\$215
Design Engineer	EI	\$105	\$140
Engineering Technician	N/A	\$90	\$130
Landscape Architect	PLA	\$130	\$185
Landscape Designer	MLA	\$100	\$120
Construction Inspector	N/A	\$100	\$150
Professional Land Surveyor	PS	\$140	\$230
Survey Manager	N/A	\$115	\$150
Survey Crew (Two-Man)	N/A	\$225	
Survey Crew (One-Man)	N/A	\$150	
Survey CAD Technician	N/A	\$90	\$130
Administrative Services	N/A	\$85	\$130

\*RIC reserves the right to adjust hourly rates at the beginning of each calendar year to reflect salary increase for merit and cost of living.

\*Rates do not include overtime. Overtime rates are 1.5 times the standard rate.

## Reimbursables:

- Mileage: Current federal rate
- Subconsultants 1.1xDirect Cost
- Survey supplies at cost
- Postage at cost
- Printing:
  - B&W: \$0.30 per 8.5x11 and 11x17
  - Color: \$0.70 per 8.5x11 and 11x17
  - Full-Size Prints: \$2.25 per full size print

**STANDARD HOURLY RATES**

01/01/2026 – 12/31/2026

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**SFS ARCHITECTURE**

Senior Principal.....	\$265.00	per hour
Principal .....	\$245.00	per hour
Technical Design Manager.....	\$230.00	per hour
Sr. Project Manager.....	\$195.00	per hour
Project Manager .....	\$180.00	per hour
Senior Project Architect.....	\$180.00	per hour
Project Architect.....	\$160.00	per hour
Senior Designer.....	\$170.00	per hour
Designer .....	\$150.00	per hour
Senior Interior Designer.....	\$160.00	per hour
Interior Designer .....	\$150.00	per hour
Architectural Intern.....	\$120.00	per hour
Interior Design Intern .....	\$105.00	per hour
Clerical.....	\$ 85.00	per hour
Student Intern .....	\$ 60.00	per hour



## SMITH & BOUCHER, INC.

### 2026 HOURLY RATE SCHEDULE\*

<b>Principal</b>	<b>\$190/Hour</b>
<b>Associate</b>	<b>\$165/Hour</b>
<b>Sr. Engineer</b>	<b>\$140/Hour</b>
<b>Sr. Commissioning Agent</b>	<b>\$140/Hour</b>
<b>Engineer</b>	<b>\$125/Hour</b>
<b>Jr. Commissioning Agent</b>	<b>\$125/Hour</b>
<b>Designer</b>	<b>\$110/Hour</b>
<b>Revit/CADD Manager</b>	<b>\$100/Hour</b>
<b>CAD Technician</b>	<b>\$85/Hour</b>
<b>Administrative</b>	<b>\$85/Hour</b>

\* Rates apply through 10/31/2026 company fiscal year end.

## Terracon 2026 Rates – Spring Hill On-Call

Service Line	Description	Rate	Units
Geotechnical	Project Manager	\$200	Hour
	Staff Engineer	\$140	Hour
	Senior Consultant	\$230	Hour
	Senior Engineer	\$220	Hour
	Administrative Staff	\$115	Hour
	Drilling	\$375	Hour
	Moisture Content Determination	\$16	Test
	Density Determination (Shelby tube sample)	\$50	Test
	Unconfined Compressive Strength	\$250	Test
	Atterberg Limits Determination (3 pt.)	\$110	Test
Materials Testing	Project Manager	\$170	Hour
	Project Coordinator	\$115	Hour
	Engineering Technician	\$95	Hour
	Mileage	\$90	Trip
	Cost Per Cylinder	\$30	Each
	Nuclear Density Gauge	\$30	Day
	Standard Proctor, Soil	\$170	Each
	Standard Proctor, Rock	\$185	Each
	Standard Proctor, Fly ash	\$200	Each
	Modified Proctor, Soil	\$210	Each
	Modified Proctor, Rock	\$230	Each



## 2026 Standard Billing Rates

Position	Rate
Engineer VIII (Principal)	\$290 - \$345/hour
Engineer VIII	\$235 - \$315/hour
Engineer VII	\$185 - \$240/hour
Engineer VI	\$170 - \$200/hour
Engineer V	\$145 - \$185/hour
Engineer IV	\$125 - \$165/hour
Engineer III	\$110 - \$135/hour
Engineer II	\$105 - \$120/hour
Engineer I	\$85 - \$110/hour
Environmental Scientist I	\$85 - \$110/hour
Environmental Scientist II	\$105 - \$120/hour
Technician I	\$45 - \$60/hour
Technician II	\$55 - \$75/hour
Technician III	\$70 - \$85/hour
Technician IV	\$80- \$105/hour
Technician V	\$95 - \$115/hour
Technician VI	\$105 - \$130/hour
Technician VII	\$120 - \$145/hour
Technician VIII	\$135 - \$175/hour
Project Manager	\$185 - \$290/hour
Technical Editor VIII	\$160 - \$205/hour
Graphic Designer III	\$95 - \$140/hour
Graphic Designer VIII	\$145 - \$175/hour
Administrative I	\$65 - \$85/hour
Administrative VIII	\$90 - \$135/hour
College Intern	\$80 - \$115/hour

## AGENDA ITEM REVIEW SHEET

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**Meeting Date:** January 8, 2026

**Staff Contact:** Ian Trefen, City Planner

**Consent Item Description:** Final Plat, Wiswell Farms, Fourth Plat, FP-25-10

**Background:** An application has been received for the development of Wiswell Farms, Fourth Plat, located at 195<sup>th</sup> Ter and 196<sup>th</sup> St b/w Webster St and Lincoln St. and consists of 97 residential lots. The Planning Commission finds the final plat submittal to be in conformance with the preliminary plat.

Following recommendation of approval by Planning Commission on November 6<sup>th</sup>, 2025, staff stipulated a requirement to add additional utility easements along the rear and/or sides of the following lots:

- 264 thru 275
- 276 thru 282
- 283 thru 288
- 347 thru 356; 358 thru 360
- Tract J

These easements are necessary to ensure adequate service provision, long-term maintenance, and protection of public and private utilities. The required easements have been incorporated into the Final Plat as a condition of approval.

Prior to consideration of this Final Plat approval, the City Council approved the associated Improvement Agreement (IA), securing the construction of required public improvements. In addition, applicable excise tax will be due and payable prior to recordation of the Final Plat, in accordance with City regulations.

**Staff Recommendation:** The Spring Hill Planning Commission and Staff recommend approval of the Final Plat for Wiswell Farms, Fourth Plat, application number FP-25-10

**Alternatives:**

- Approval, Denial, Table, Remand back to PC

**Legal Review:** N/A

**Attachments:**

- Final Plat
- Staff Report
- Minutes from 11/6/2025 PC Meeting

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**Funding Source:** N/A

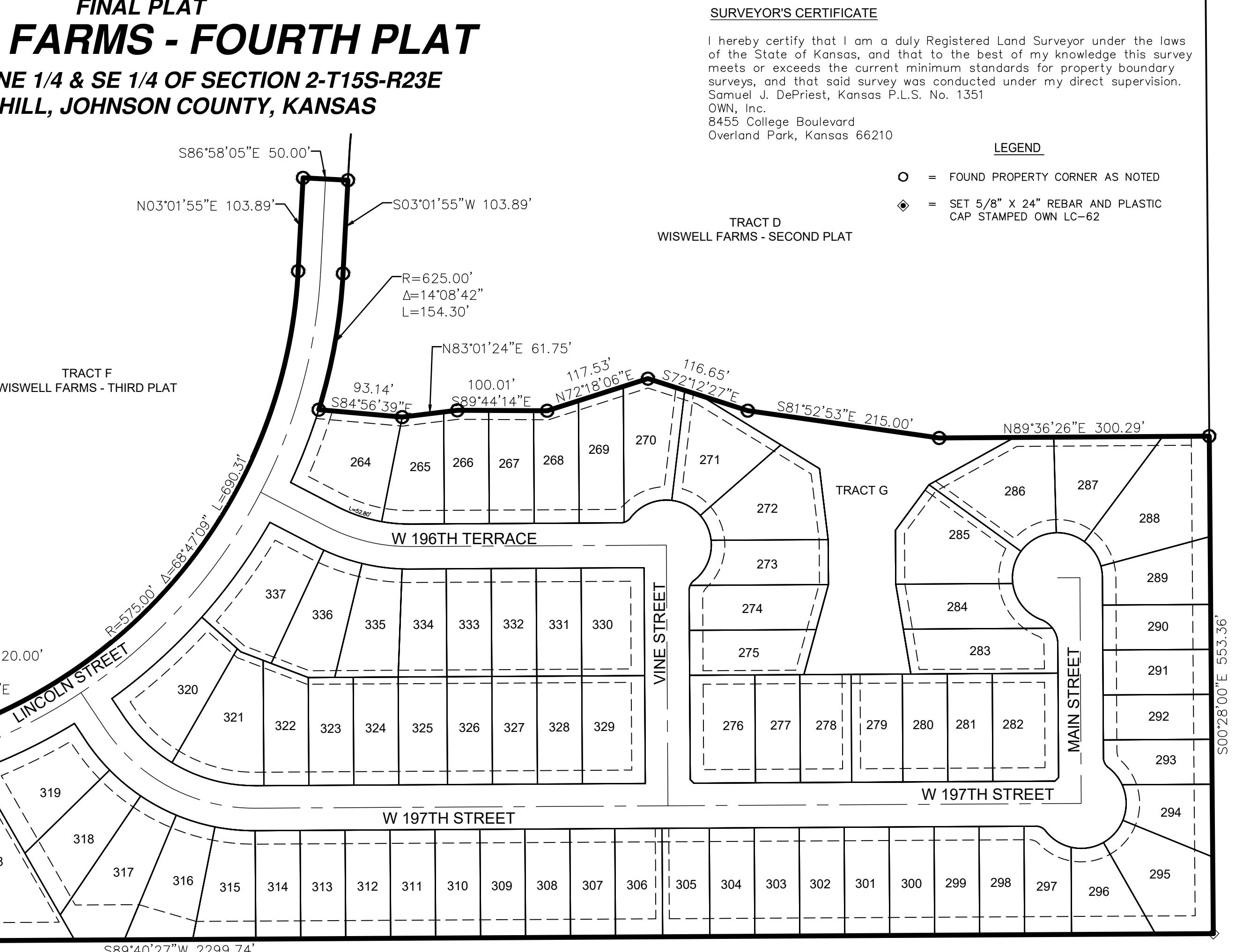
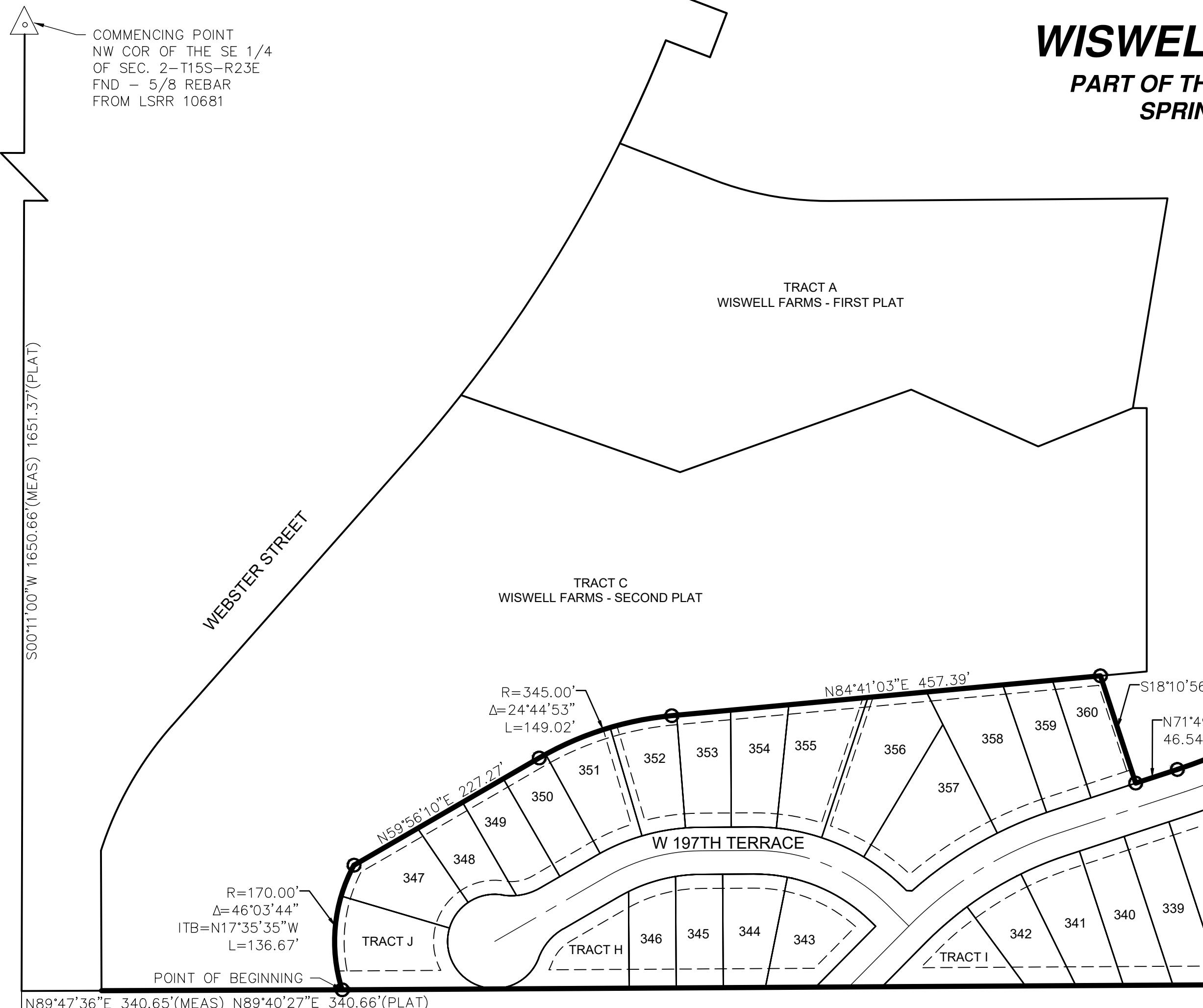
**Budget Allocated:** N/A

**Finance Director Approval:** N/A

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**Suggested Motion:** Move to approve FP-25-10, Wiswell Farms, Fourth Plat noting that the Improvement Agreement has been approved, and subject to payment of all applicable excise taxes prior to recordation.

**FINAL PLAT**  
**WISWELL FARMS - FOURTH PLAT**  
**PART OF THE NE 1/4 & SE 1/4 OF SECTION 2-T15S-R23E**  
**SPRING HILL, JOHNSON COUNTY, KANSAS**



**LEGAL DESCRIPTION**

All that part of the Southeast Quarter of Section 2, Township 15 South, Range 23 East, in the City of Spring Hill, Johnson County, Kansas, being more particularly described as follows: (the basis of bearing for the following real property description is the Kansas Regional Coordinate System, Zone 11, and was prepared by me, Samuel J. DePriest, Kansas PLS 1351, or under my direct supervision on December 16, 2024) commencing at the northwest corner of the Southeast Quarter of said Section 2; thence South 00 degrees 11 minutes 00 seconds West, with the east line of the Southeast Quarter of said Section 2, a distance of 1650.66 feet; thence North 89 degrees 47 minutes 36 seconds East, no longer with said east line, a distance of 340.65 feet to the point of beginning; thence on a curve to the right, with the south line of Tract C of Wiswell Farms - Second Plat, having a radius of 170.00 feet, a central angle of 46 degrees 03 minutes 44 seconds, an initial tangent bearing of North 17 degrees 35 minutes 35 seconds West, an arc distance of 136.67 feet; thence North 59 degrees 56 minutes 10 seconds East, with the south line of said Tract C, a distance of 227.27 feet; thence on a curve to the right, with the south line of said Tract C, having a radius of 345.00 feet, a central angle of 24 degrees 44 minutes 53 seconds, an arc distance of 149.02 feet; thence North 59 degrees 56 minutes 56 seconds East, with the south line of said Tract C, a distance of 457.39 feet; thence South 18 degrees 10 minutes 56 seconds East, with the east line of Tract F, a distance of 103.89 feet; thence South 86 degrees 58 minutes 05 seconds East, and no longer with the east line of Tract F, a distance of 50.00 feet to a point on the west line of Tract D of Wiswell Farms - Second Plat; thence South 03 degrees 01 minute 55 seconds West, a distance of 103.89 feet; thence on a curve to the right, with the west line of said Tract D, having a radius of 625.00 feet, a central angle of 14 degrees 08 minutes 42 seconds, an arc distance of 154.30 feet; thence South 84 degrees 41 minutes 03 seconds East, with the south line of said Tract D, a distance of 117.53 feet; thence South 72 degrees 12 minutes 27 seconds East, with the south line of said Tract D, a distance of 100.01 feet; thence North 72 degrees 18 minutes 06 seconds East, with the south line of said Tract D, a distance of 117.53 feet; thence South 72 degrees 12 minutes 27 seconds East, with the south line of said Tract D, a distance of 116.65 feet; thence South 89 degrees 36 minutes 26 seconds East, with the south line of said Tract D, a distance of 300.29 feet; thence South 00 degrees 28 minutes 00 seconds East, and no longer with the south line of said Tract D, a distance of 553.36 feet; thence South 89 degrees 40 minutes 27 seconds West, a distance of 2299.74 feet to the point of beginning. The above-described tract contains 982,052 square feet, or 22.54 acres.

**PLAT DEDICATION**

The undersigned proprietors of the above described tract of land have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be hereafter known as "WISWELL FARMS - FOURTH PLAT".

**EASEMENT DEDICATION**

An easement or license to enter for the purposes of the location, installation, construction, reconstruction, maintenance, inspection, repair and removal of sanitary sewers, storm drainage facilities, utilities (including electrical, natural gas, water, telephone, cable television, internet access, fiber, communication and data transmission, distribution and service lines), traffic signals and any other purpose incidental thereto; and the construction, reconstruction, improvement, maintenance, inspection, repair and removal of any facilities or operations related to any aspect of any utility services discussed herein upon, in, over, under and through those areas outlined and designated on this plat as "Utility Easement" or "U/E", is hereby granted to the City of Spring Hill, Kansas, and other governmental entities as may be authorized by state law to use such easement for said purposes.

An easement or license is hereby granted to the City of Spring Hill, Kansas, to enter upon, construct, and maintain pipes, inlets, manholes, and surface drainage facilities relative to storm water drainage upon, over, or under the areas outlined and designated on this plat as "Drainage Easement" or "D/E".

An easement or license is hereby granted to the City of Spring Hill, Kansas, to enter upon, construct, and maintain sidewalk in the areas outlined and designated on this plat as "Sidewalk Easement".

**TRACT DEDICATION:**

Tract G and J is to be dedicated as open space and shall be owned and maintained by the Home Owners Association. Tracts I and H are currently non-buildable tracts to be maintained by the Home Owners Association until such time as the land to the south develops and the tracts can be replatted to become buildable lots.

**STREET DEDICATION**

The undersigned proprietor of said property shown on this plat does hereby dedicate those portions of the streets and roadways shown as Lincoln Street, W 197th Terrace, W 197th Street, W 196th Terrace, Vine Street, and Main Street together with all other parcels and parts of land indicated on this plat, and not heretofore dedicated as streets, terraces, roads, drives, lanes, avenues, courts, places, etc., for public use as public ways or thoroughfares; subject to the right hereby reserved to the present owner and its successors and assigns for the location, construction and maintenance of conduits, water, gas and sewer pipes, poles and wires under, over and along said roadways.

The undersigned proprietor of said property shown on this plat hereby certifies that all prior existing easement rights on land to be dedicated for public use and public ways and thoroughfares running to any person, utility or corporation have been absolved except that same person, utility or corporation shall retain whatever easement rights they would have as if located in a public street.

**SURVEYOR'S CERTIFICATE**

I hereby certify that I am a duly Registered Land Surveyor under the laws of the State of Kansas, and that to the best of my knowledge this survey meets or exceeds the current minimum standards for property boundary surveys; and that said survey was conducted under my direct supervision. Samuel J. DePriest, Kansas P.L.S. No. 1351  
 OWN, Inc.  
 8455 College Boulevard  
 Overland Park, Kansas 66210

**LEGEND**

- = FOUND PROPERTY CORNER AS NOTED
- ◆ = SET 5/8" X 24" REBAR AND PLASTIC CAP STAMPED OWN LC-62



8455 College Boulevard  
 Overland Park, KS 66210  
 816.777.0400  
 weareown.com

FORMERLY ANDERSON ENGINEERING  
 A licensed Kansas  
 Surveying Corporation  
 COA# LS-17

**FINAL PLAT**  
**WISWELL FARMS -**  
**FOURTH PLAT**

SPRING HILL  
 JOHNSON COUNTY, KANSAS

**REVISIONS**

NO.	DESCRIPTION	DATE
△	CITY COMMENTS	12/30/2025

**DRAWING INFORMATION**

PROJECT NO: 25KC10021

DRAWN BY: CRC

CHECK BY: SD

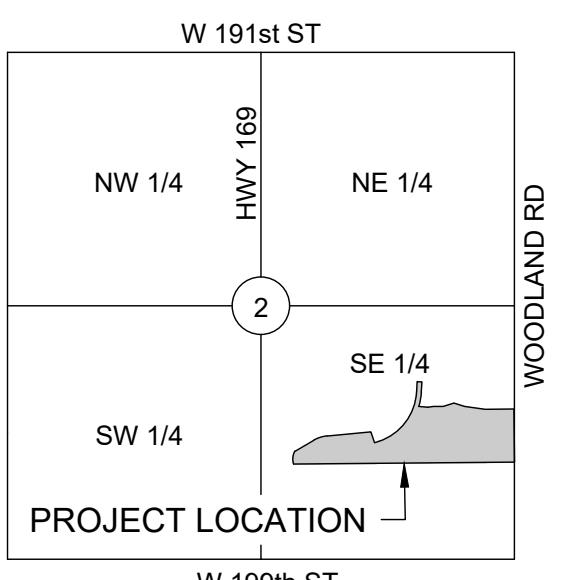
ISSUED DATE: 08/18/2025

FIELD BOOK: XXX



ISSUED BY: SAMUEL J. DEPRIEST  
 LICENSE NO: PLS No. 1351

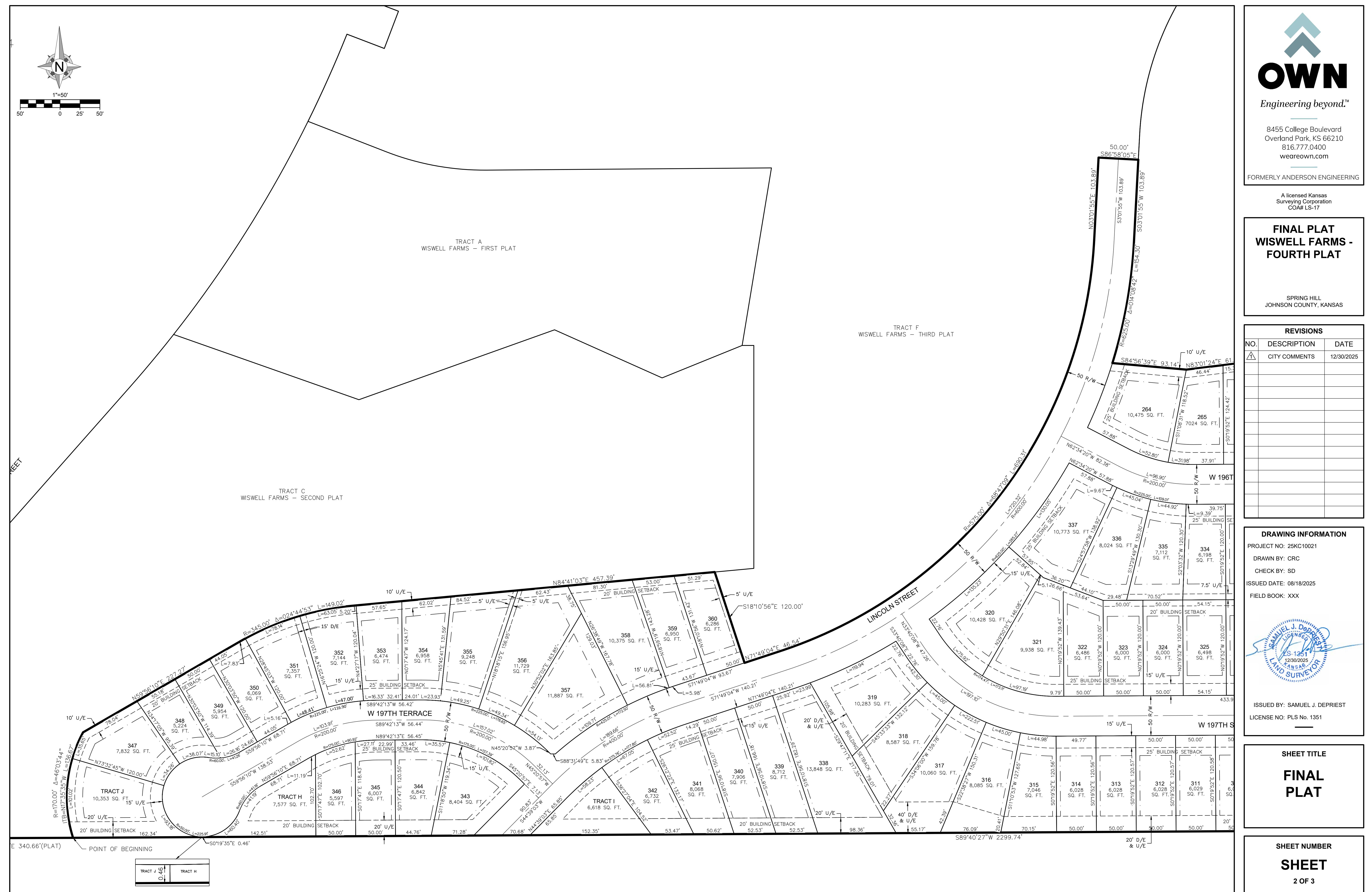
LOCATION MAP  
 SECTION 2, TOWNSHIP 15 S, RANGE 23 E  
 JOHNSON COUNTY, KANSAS  
 SCALE=1:12,800



**SHEET TITLE**

**FINAL**  
**PLAT**

**SHEET NUMBER**  
**SHEET**  
**1 OF 3**





# SPRING HILL

## KANSAS

Agenda Item: 3  
FP-25-10  
Planning Commission  
November 6, 2025

### Project Name: Wiswell Farms, 4<sup>th</sup> Plat

Case Number:	FP-25-10
Project Location:	194th Ter and 195th St b/w Webster St and Lincoln St
Applicant:	Ad Astra Land Holdings, LLC

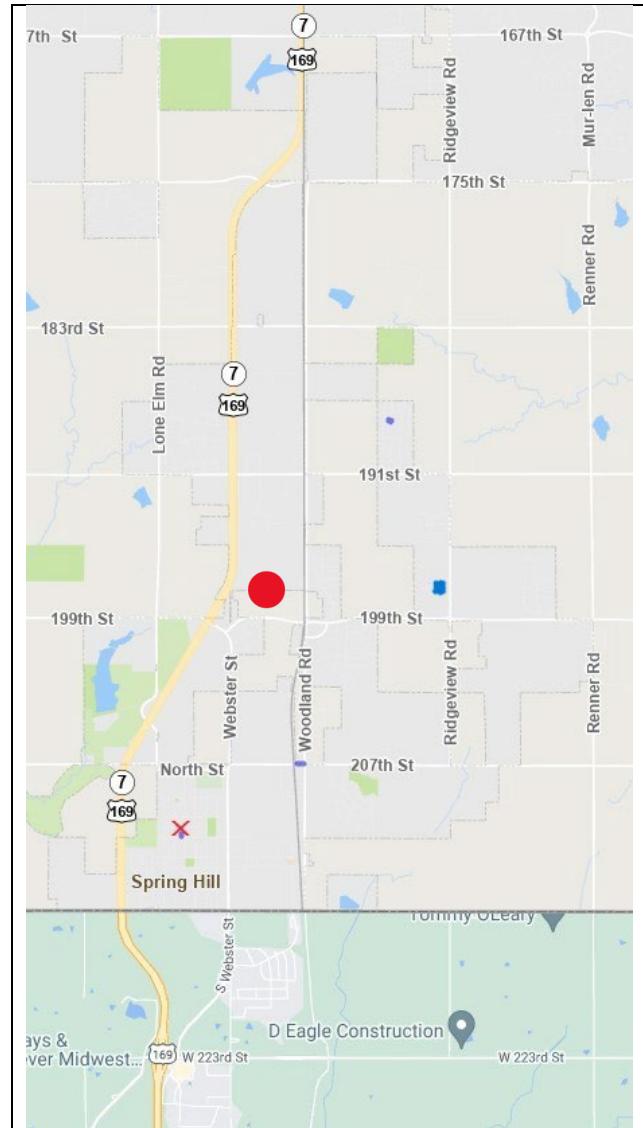
### Executive Summary:

Description:	Final Plat, Wiswell Farms, Fourth Plat
Engineer:	OWN, Inc.
Current Zoning:	R-4 (Appl. #Z-25-3/PP-25-5 to R-4 to RP-1)
Land Area:	22.54 +/- acres
Related Cases:	Z-25-3/PP-25-5
Number of Lots:	97
Minimum Lot Area:	9,000 sq. ft. (R-4) 5,500 sq. ft. (RP-1)

### BACKGROUND:

The applicant, Ad Astra Land Holdings, LLC – Chris Coulson, has submitted a request for the final plat of Wiswell Farms, 4<sup>th</sup> Plat, located at 194<sup>th</sup> Terrace and 195<sup>th</sup> Street, between Webster St. and Lincoln St.

The property is currently zoned R-4 (Multi-family District), however a concurrent applicant is pending to redesignate the property as RP-1 (Planned Single-Family Residential District). The preliminary plat and rezoning application associated with this project is to be presented to the Planning Commission immediately preceding this Final Plat application.



# SPRING HILL

## KANSAS

Agenda Item: 3  
FP-25-10  
Planning Commission  
November 6, 2025

### STAFF COMMENT:

Wiswell Farms, Fourth Plat contains 97 residential lots on 22.54 +/- acres. Staff review of the application has confirmed that the project meets all standards established by Section 17.372.D of the Spring Hill Subdivision Regulations, as well as compliance with the Spring Hill Comprehensive Plan.

City staff is drafting an Improvement Agreement (IA) which will detail public infrastructure improvements needed, as well as park impact fees and excise taxes associated with the Final Plat. These charges must be paid in full prior to recording of the Final Plat document.

Utility easements depicted on the Final Plat meet the minimum easement requirements for the City. If any additional easements are determined to be necessary, they will be required during the infrastructure construction design process.

This Final Plat was distributed to City Staff and associated on-call consultants for review. Any outstanding comments will be implemented as applicable on the plan prior to recording. The applicant and their engineer has agreed to address all comments provided.

The City will provide sanitary sewer to the subdivision, while water will be provided by Johnson County WaterOne.



# SPRING HILL KANSAS

**Agenda Item: 3  
FP-25-10  
Planning Commission  
November 6, 2025**

## **Recommendation:**

Staff recommends approval of the Final Plat application (FP-25-10), subject to the following condition:

1. All review comments and requirements from City Staff and associated reviewing consultants will be addressed prior to final approval from the Governing Body.

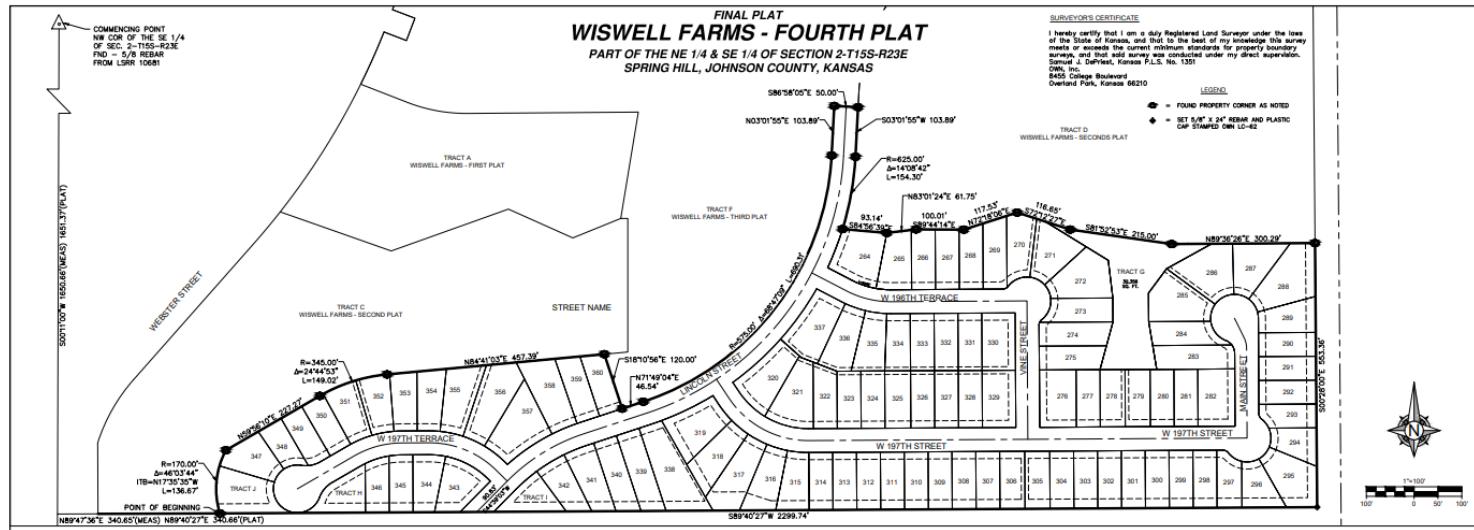
PLANNING COMMISSION REVIEW AND ACTION: Upon review of the final plat application, the Planning Commission may by a majority vote of those members present:

- Recommend approval of the application to the Governing Body, or
  - Recommend denial of the application to the Governing Body and notify the applicant of such action, or
  - Table action on the application to a specific date and notify the applicant of such action.

If approved, this plat will be presented to the Governing Body.

*Suggested Motion: Move to recommend approval of application FP-25-10, Final Plat of Wiswell Farms, Fourth Plat, to the Spring Hill Governing Body, including any conditions as presented in the staff report.*

## Attachments: Final Plat



## Wiswell Farms, Fourth Plat, Final Plat FP-25-10

**City of Spring Hill, Kansas**  
**Minutes of Planning Commission Regular Meeting**  
**November 6, 2025**

A Regular Session of the Planning Commission was held at the Civic Center, 401 N. Madison St., Spring Hill, Kansas on November 6, 2025. The meeting convened at 7:00 p.m. with Chairman Rodolfo Arevalo presiding and Amy Long, Planning Secretary.

Commissioners in attendance: Rodolfo Arevalo  
Chuck Morse  
Josh Erhart  
Stephen Sly  
Kendra Crevier  
Troy Mitchell  
Cindy Squire

Commissioners absent: Mary Dobson

Staff in attendance: Ian Trefren, City Planner  
Amy Long, Project Coordinator  
Alysen Abel, City Engineer

Others in Attendance: Spencer Low, City Attorney

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The Planning Secretary called the roll of the Planning Commissioners. With a quorum present, the meeting commenced.

**APPROVAL OF THE AGENDA**

**Motion by** Ms. Squire, seconded by Mr. Erhart, to approve the agenda.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

## CITIZEN PARTICIPATION

### FORMAL COMMISSION ACTION

#### 1. Approval of Minutes: October 2, 2025

**Motion by** Mr. Erhart seconded by Mr. Sly, to approve the minutes.

**Voice Vote:** Mitchell - Abstain, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 6-0-1**

#### 2. Public Hearing - Rezoning and Preliminary Plat Application (Z-25-3/PP-25-5) – R-4 top RP-1

Chairman Arevalo opened the hearing to the public

No ex-party contacts or conflicts with commission members

Mr. Trefren presented the Staff Report for the rezoning and preliminary plat application.

The Chairman opened the public comment portion of the hearing. Thereupon the floor was granted to:

Kristy West, 20254 W. 193<sup>rd</sup> Ter, asked for clarification of the rezoning area.

The Chariman called for further comments from the public and, hearing none, closed the public hearing.

The Commissioners deliberated amongst themselves

Mr. Morse inquired about a landscape plan.

**Motion by** Ms. Crevier, seconded by Ms. Squire to recommend approval to the Spring Hill Governing Body for rezoning and preliminary plat applications Z-25-3 and PP-25-5 with conditions as presented by staff.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

#### 3. Final plat Application (FP-25-10) – Wiswell Farms, Fourth Plat

Mr. Trefren presented the staff report for the final plat.

Commissioners inquired about the build out of Lincoln street in the future.

**Motion by** Ms. Crevier, seconded by Ms. Squire, to recommend approval of application FP-25-10, Final Plat of Wiswell Farms, Fourth Plat, to the Spring Hill Governing Body, including any conditions as presented in the staff report.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

#### 4. Final Plat Application (FP-25-11) – Oak Woods, Fifth Plat

Mr. Trefren presented the staff report for the final plat.

**Motion by** Ms. Squire seconded by Mr. Morse to recommend approval of final plat application FP-25-11, Fial Plat of Oak Woods, Fifth Plat, to the Spring Hill Governing Body, including any conditions as presented in the staff report.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

#### **5. Final Plat Application (FP-25-12) – Oak Woods, Sixth Plat**

Mr. Trefren presented the staff report for the final plat.

**Motion by** Ms. Squire seconded by Mr. Morse to recommend approval of final plat application FP-25-12, Fial Plat of Oak Woods, Sixth Plat, to the Spring Hill Governing Body, including any conditions as presented in the staff report.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

#### **6. Final Plat Application (FP-25-13) – Hidden Hills, Fourth Plat**

Mr. Trefren presented the staff report for the final plat.

**Motion by** Ms. Crevier seconded by Mr. Sly to recommend approval of final plat application FP-25-13, Fial Plat of Hidden Hills, Fourth Plat, to the Spring Hill Governing Body, including any conditions as presented in the staff report.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

#### **7. Lot Split Application (LS-25-2) – Boulder Springs III, Lot 147**

Mr. Trefren presented the staff report for the lot split.

**Motion by** Ms. Squire seconded by Ms. Crevier to approve lot split application LS-25-2, with acknowledgment of the ownership change and including any conditions as presented in the staff report.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

### **DISCUSSION**

Staff discussed with the Commissioners about the regular meeting in January being canceled due to the Holiday and agreed on a date for a Special Meeting of January 15, 2026

## ANNOUNCEMENTS AND REPORTS

**14. The following item(s) related to Community Development were approved at the October 9, 2025, City Council regular meeting:**

- Approval of Final Plat (FP-25-7), Hecke Townhomes, 208 S. Madison St.
- Approval of Site Plan (SP-25-2), Hecke Townhomes, 208 S. Madison St.

**15. The following item(s) related to Community Development were approved at the October 23, 2025, City Council regular meeting:**

- Approval of Ordinance (2025-18) for Conditional Use Application (CU-25-1), Spring Hill Elementary School (SHES), 300 S. Webster St
- Approval of Ordinance (2025-19) for Amendment to Unified Zoning and Subdivision Code, Third Editon for Sections 17.302 and 17.330.

## ADJOURN

**Motion by** Mr. Mitchell, seconded by Mr. Sly, to adjourn.

**Voice Vote:** Mitchell - Aye, Sly – Aye, Erhart – Aye, Arevalo – Aye, Morse – Aye, Crevier- Aye, Squire - Aye

**Motion carried 7-0-0**

The meeting adjourned at 8:14 p.m.

**The November 6, 2025, regular meeting minutes were approved by the Planning Commission on December 4, 2025, as presented.**

Amy Long

## AGENDA ITEM REVIEW SHEET

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**Meeting Date:** January 8, 2026

**Staff Contact:** Ian Trefen, City Planner

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**Consent Item Description:** Improvement Agreement, Wiswell Farms, Fourth Plat

**Background:** On November 6, 2025, the Planning Commission recommended approval for Wiswell Farms, Fourth Plat. This Agreement covers the construction of public improvements. Wiswell Farms, Fourth Plat will be subject to excise tax which will be paid prior to the recording of the final plat. Approval of the Improvement Agreement is required prior to consideration and recordation of the associated Final Plat.

**Staff Recommendation:** Staff recommend authorizing the execution of the Improvement Agreement for Wiswell Farms, Fourth Plat.

**Alternatives:**

- Approval
- Denial

**Legal Review:** The agreement has been reviewed and approved by Spencer Low, City Attorney.

**Attachments:**

- Improvement Agreement, Wiswell Farms, Fourth Plat

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**Funding Source:** N/A

**Budget Allocated:** N/A

**Finance Director Approval:** N/A

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**Suggested Motion:** Move to authorize the Mayor to execute the Improvement Agreement relating to Wiswell Farms, Fourth Plat (FP-25-10).

**IMPROVEMENT AGREEMENT**  
**WISWELL FARMS, FOURTH PLAT**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the **CITY OF SPRING HILL, KANSAS**, (hereinafter “City”) and **AD ASTRA LAND HOLDINGS, LLC** (hereinafter, “Developer”).

**WITNESSETH:**

**WHEREAS**, the Developer has applied to the City for final plat approval of a subdivision to be known as **Wiswell Farms, Fourth Plat** (“Subdivision”); and

**WHEREAS**, the final plat document for the Subdivision has been prepared by the Developer such that the following improvements, to wit:

**Streets, sanitary sewers, street signs, and storm water facilities, and landscaping, street lighting and related appurtenances,**

located within or about the Subdivision are to be dedicated to the City as public improvements [except the water which are to be dedicated to (“WaterOne”)]; and

**WHEREAS**, pursuant to Section 17.378.C of the Spring Hill Subdivision Regulations and as a condition to the approval of the Developer’s final plat application (Application No. **FP-25-10**), and also as a condition prior to the filing of the Developer’s final plat document with the office of REGISTER OF DEEDS, JOHNSON COUNTY, KANSAS, the Developer has been requested to enter into an agreement with the City concerning, among other things, the construction and maintenance of the improvements in or about the Subdivision, and

**NOW, THEREFORE**, the City and the Developer hereby enter into this Agreement on the following terms and conditions and in consideration of the mutual covenants and agreements hereinafter set forth:

**1. IMPROVEMENTS TO BE CONSTRUCTED/CONSTRUCTION STANDARDS.**

A. Improvements to be constructed. In consideration of and as a condition for approval of the Developer's final plat application regarding the Subdivision, which Subdivision can be more particularly, described as follows, to-wit:

See **EXHIBIT A** attached hereto and incorporated herein by reference.

Developer agrees to construct, install and complete, at its own expense, and to the satisfaction of the City, the following improvements, located within the Subdivision:

- A. STREETS.
- B. SANITARY SEWERS.
- C. STORM WATER SEWERS.
- D. STREET SIGNS.
- E. LANDSCAPING.
- F. STREET LIGHTING.
- G. RELATED APPURTENANCES.

The Developer further agrees to construct, install and complete the above described public improvements (hereinafter "Improvements") according to and in compliance with the City's applicable construction standards, specifications, design criteria, general policy and procedures as set forth in the Spring Hill Technical Specifications and Design Criteria, and any amendments thereto (hereinafter "City's Standards"); and in accordance with the applicable rules, regulations and statutes of the state of Kansas, including the Kansas Department of Health and Environment (KDHE); and applicable Federal rules, regulations, and statutes; (hereinafter, collectively, "Standards").

The parties understand and acknowledge the existence of a Development Agreement relating to the extension of Webster Road and Resolutions 2022-R-28 and 2022-R-32 relating to the Rural Housing Incentive District. The parties acknowledge that all obligations and duties of each party as set out by the above-mentioned agreements are incorporated herein by reference. The extension of Webster Road is included in the Developer's Final Plat as shown on Application No. **PLAT-000049-2023**.

B. WaterOne Certification for Water Line Improvements to be constructed. In consideration of and as a condition for approval of the Developer's final plat application regarding the Subdivision, the Developer agrees to provide to the City Engineer a letter of certification from Johnson County Water District No. 1 ("Water One"), that the Developer has entered into a contract with WaterOne to construct, install and complete, at the Developer's expense, and to the satisfaction of the WaterOne, the waterlines necessary for providing water service within the Subdivision.

The WaterOne certification shall be submitted to the City Engineer, prior to commencement by the Developer of any construction or installation of the Improvements described in paragraph 1 (A) above.

## **2. PERFORMANCE AND MAINTENANCE BONDS.**

A. Performance Bond/ Improvements. The Developer further agrees to provide to the satisfaction of the City, security in the form of a Performance Bond to ensure that the work, construction, installation and completion of Improvements are accomplished in a timely manner and according to and in compliance with the aforementioned Standards. The Performance Bond shall be in a form approved by the City Attorney and shall be in an amount not less than the approved Estimate of the City; a copy of the approved Estimate being attached hereto as **EXHIBIT B** and incorporated herein by reference.

B. Maintenance Bond/Improvements. The Developer further agrees, on behalf of itself and its successors, to provide to the satisfaction of the City, security in the form of a Maintenance Bond, approved by the City Attorney, to insure that once construction and installation of the Improvements are completed, that the Improvements shall be maintained to the Standards; that they shall be free of any defect in materials or workmanship; and that they shall endure without the need of any repair due to failure during construction to follow or comply with the Standards; said security to be in effect for a period of two (2) years following the acceptance of Improvements by the City Engineer. The Maintenance Bond shall also be in an additional amount not less than the requirements set for such security by the City Engineer's approved Estimate.

C. Option of Developer to Provide Contractor Bonds. In lieu of providing performance and maintenance bonds required pursuant to paragraphs 2(A) and 2(B) above, the Developer may submit separate bonds from contractors for applicable public improvements as listed in paragraph 1(A) above. In conjunction with providing separate bonds by the Contractor, the Contractor will be required to execute an Agreement with the City in substantially the form as set forth in **EXHIBIT D**, attached hereto.

The City Engineer shall notify the Developer in writing when the City Engineer has determined that the Improvements have been completed in a manner satisfactory to the City and the Improvements are thereby approved. It is understood and agreed between the parties that the City Engineer shall be the sole judge of "any defects in materials or workmanship" or the need of "any repairs" concerning the Improvements, and also whether the Improvements have been "maintained to the Standards" or are "completed in a manner satisfactory to the City"; said judgment to be exercised reasonably.

## **3. APPROVAL OF BONDS.**

The Performance and Maintenance Bonds provided to the City by the Developer must first receive the written approval of the City Attorney prior to the security being recorded with the Office of the City Clerk, and prior to the Developer the Improvements to begin. In the event security

satisfactory to the City Attorney is not provided to the City within two (2) months from the date of the City Engineer's approved Estimate, the City Engineer may then revise and/or update the estimate and require the Developer to provide to the City the additional or lesser amount of security, as may be necessary.

**4. RECORDING THE SECURITY.**

The Performance and Maintenance Bonds shall be recorded by the Developer with the Office of the City Clerk, after such time as the City Attorney has approved such security and both parties hereto have signed and acknowledged this Agreement; such costs as may be incurred by the recording of the security, if any, to be paid for by the Developer.

**5. EXCISE TAX.**

Pursuant to Ordinance No. 2004-26, and amendments thereto, the Developer agrees to contribute, at the time of platting, an excise tax for the purpose of raising general revenues to be used for general City projects or General Fund operations as approved by the Governing Body during the adoption of the city's annual budget. The Developer shall be required to provide \$0.158 per square foot of the area within the Subdivision. The area shall be determined by the Zoning Administrator in the manner set forth in Section Three of Ordinance No. 2004-26 and amendments thereto. A copy of the excise tax calculations being attached hereto as **EXHIBIT C** and incorporated by reference.

**6. COMMENCEMENT OF CONSTRUCTION.**

It is understood and agreed between the parties that prior to the Developer or its successors causing any construction installation of the Improvements to begin, the Developer must first receive written authorization from the City Engineer expressly stating that work on the Improvements may commence. It further understood and agreed between the parties that the City Engineer may disapprove of, and may also require the removal or reconstruction of, any and all work, construction or installation of the Improvements that is begun prior to the Developer receiving written authorization from the City Engineer concerning the improvements, if such work is not in conformance with the Standards.

**7. COMPLETION OF CONSTRUCTION.**

A. Time for Completing Construction. The Developer further agrees, Improvements referenced herein shall be constructed, installed and satisfactorily completed by it, at its own expense, according to and in compliance with the City's Standards within one (1) year from the effective date of the approved security required herein unless the City Engineer, at the City Engineer's sole discretion, agrees in writing to extend the completion date for the Improvements for an additional period of time not to exceed one (1) full year, said discretion to be exercised reasonably. Prior to seeking such an extension, the Developer shall submit to the City Engineer, at least sixty (60) days prior to the completion deadline, a written statement concerning the difficulty of completion, if any, that has been encountered regarding construction of the Improvements. Thereafter, the City Engineer may either approve or deny in writing any requested extension. In

the event the City Engineer recommends extending the completion date, he or she may condition the extension, along with other conditions, upon the Developer providing extended security coverage in an additional amount or lesser amount necessary for the completion of the construction and maintenance of the Improvements. The Developer further agrees that in the event the required Improvements are not timely completed, for any reason, within said one (1) year period, unless extended as approved for herein; or the Improvements are not constructed, installed or completed according to and in compliance with the City's Standards concerning the Improvements; or the Improvements, within two (2) years following their completed construction and written approval by the City Engineer, are not maintained to City Standards, free of any defects in materials or workmanship, or the Improvements do not endure without the need of any repairs due to failure during construction to comply with the Standards; then the City may, at its option exercise its rights, among others, by having constructed, installed, completed or maintained the Improvements referenced herein and recover the costs and expense so incurred it from the Developer or its successors personally, or it also may as the Obligee of the security, make demand on the security from the surety or its successor or such other applicable entity, or it may seek redress for the costs and expenses it incurred from both the Developer and the surety or other such applicable entity.

B. Failure to Complete Construction. It is further understood and agreed to by the parties that the approved Estimate of the City Engineer (**EXHIBIT B**), which establishes the amount of the Performance Bond required herein, is not a guarantee by the City the Improvements the Developer shall make to the Subdivision can be constructed, installed or completed for the amount set forth in the approved Estimate. Therefore, it is further agreed to by the parties that in the event the Developer fails to timely and satisfactorily construct, install and complete, for any reason, the Improvements required herein, the Developer shall remain responsible for the Improvements, notwithstanding the amount of money needed by the City to remedy the Developer's failure exceeds the amount of the Performance Bond. Consequently, in the event the City draws upon the Performance Bond and thereafter determines the cost to satisfactorily construct, reconstruct, install or complete the Improvements will exceed the amount of the bond, the City Engineer shall mail written notice thereof to the Developer, along with its construction bids, construction contracts or such other supporting documents, setting forth the costs required to satisfactorily complete the Improvements pursuant to and in compliance with the standards. Thereafter, the Developer agrees to pay the City, within thirty (30) days of the mailing of the notice, the amount of costs in excess of the Performance Bond, which the City requires to satisfactorily complete the improvements.

## 8. WAIVER OF LIENS.

It is further understood and agreed between the parties that following the completion of the construction and installation of the Improvements, but prior to the written approval of same by the City Engineer, the Developer shall deliver to the City Attorney, complete and legally effective releases and waivers of all liens which could arise out of or be filed in connection with the construction, installation and completion of the Improvements referenced herein. The Developer shall also provide the City Attorney with an affidavit signed by the both the Developer and its Contractor(s), that the releases or waivers provided include all labor, services, material and equipment for which a lien could be filed, and that the payrolls, material and equipment bills, and any other indebtedness connected with the Improvements, have been paid or otherwise satisfied.

Any release, waivers or affidavits shall be in a form satisfactory to and approved by the City Attorney.

**9. SIGNS AND BARRICADES.**

The Developer further agrees that during the period of time the Improvements are being worked upon, constructed or installed, the Developer shall insure that any roads being worked upon will be closed and inaccessible to public travel. To that end, the Developer shall cause to be erected and maintained two (2) Type III barricades (10'), with a 48" x 30" "ROAD CLOSED" sign on each barricade, at each point where said roads intersect with a public road. The barricades may be staggered during work hours to allow entry of construction vehicles to the work site. During that period of time said Improvements are being worked upon, constructed or installed, if work takes place near or adjacent to public roads, the Developer shall erect and maintain warning signs on the public roads to adequately warn the traveling public. All signing of every kind required herein shall be designed, erected and maintained according to and in compliance with the latest edition of the Manual of Uniform Traffic Control Devices (MUTCD), and must be approved by the City Engineer in writing prior to being erected. Further, all barricades and related warning signs shall be erected by the Developer prior to the Developer or its successors causing commencement of any work, construction or installation of the Improvements to begin. All barricades and related warning signs shall be maintained by the Developer in good condition until the construction has been determined by the City Engineer, in writing, to have been completed in an acceptable manner.

**10. PERMANENT TRAFFIC SIGNING.**

The City Engineer shall cause a study to be made of the permanent traffic signing needed along the roads located in or about the Subdivision prior to completion of the road improvements and their written approval. The Developer agrees that prior to the opening of said roads to public traffic, the City Engineer shall cause to be erected any permanent traffic signs that, in the City Engineer's opinion, are needed on said roads, and shall bill the Developer for the costs of any labor, equipment and materials expended by the City Engineer and the City's Public Works Department regarding the same. Payment for the labor, equipment and materials shall be due the City and/or the City Engineer from the Developer within thirty (30) days from the date mailing of the bill.

**11. BUILDING AND OCCUPANCY PERMITS.**

It is understood and agreed between the parties that no building permit for buildings, structures or other similar construction will be considered for issuance by the City or any of its departments or employees, until such time as the work, construction and installation the Improvements, located in the Subdivision has progressed to the point that they will allow reasonable access for the construction equipment and/or personnel.

All questions of "reasonable access" shall be determined solely by the opinion of the City Engineer; said determination to be exercised reasonably. Further, no certificate of occupancy will be considered for issuance by the City or any of its departments or employees for any building, structure or other similar construction until the Improvements have been completed in accordance

with the City's Standards, satisfactorily to the City and have been approved in writing by the City Engineer.

**12. FIELD INSPECTIONS.**

The City Engineer or his or her designee shall be responsible to inspect the construction to ensure that the improvements are built according to the lines, grades and dimensions on the approved plans. The Contractor will be required to provide prior notice to the City Engineer so as to allow scheduling of inspections. The City Engineer or his or her designee may make unannounced visits to the job site during various stages of the construction to observe the progress and quality of the work being done and to determine in general if the work is proceeding according to and in compliance with the City's standards. It is further agreed between the parties, that neither the City nor any of its officers, employees or agents shall be held liable or responsible, in any manner whatsoever by the Developer or its successors, should it be determined by the City Engineer or his or her designee, at any time prior to final written approval of the improvements, that the Developer or its Contractors failed to cause the Improvements to be constructed and installed according to and in compliance with the Standards and said improvements are therefore required to be removed and/or reconstructed in a manner satisfactory to the City, prior to receiving City approval.

**13. ENGINEER AND SURVEYOR.**

It is further understood and agreed between the parties that the Developer shall employ, at its own expense, a licensed professional engineer to design any and all Improvements according to and in compliance with the City's Standards, and to inspect the construction to ensure that the Improvements are built according to the lines, grades and dimensions on the approved plans. It is also understood and agreed that at the completion of construction of the Improvements, but prior to written approval of same by the City Engineer, the Developer shall employ, at its own expense, a registered land surveyor to verify the location of all property markers shown on the final plat documents regarding the Subdivision.

**14. INSPECTION COSTS.**

It is further understood and agreed between the parties that the Developer shall pay the City, for the cost incurred by the City Engineer or that Department for inspections deemed reasonably necessary by the City Engineer to assure the City that the work, construction, installation and maintenance of the Improvements is being accomplished according to and in compliance with the City's standards and the approved plans. The costs charged for the inspections shall be determined from the fee schedule, which has been approved by the City and established by the City Engineer concerning such matters. Payment for the cost of the inspection shall be due the City from the Developer within thirty (30) days from the date the bill is received.

**15. PROOF OF OWNERSHIP.**

Prior to the filing of the Developer's final plat document with the County Register of Deeds, it is agreed the Developer shall exhibit to the City Attorney, proof of ownership and title to any real

property that is being offered in dedication to the City for public purpose. The proof of ownership and title provided shall be in a form satisfactory to the City Attorney.

**16. INDEMNITY.**

The Developer further agrees to protect, defend indemnify and hold the City and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees (including attorney fees) or other expenses or liabilities, whether false, fraudulent, meritless, or meritorious, of every kind and character arising out of or relate to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character (hereinafter "Claims") in connection with, relating to or arising directly or indirectly out of the error, omission, or negligence of the Developer, its employee's, contractor's, subcontractor's, independent contractors, or other such similar entities' work, construction or installation of the Improvements referenced herein, during any period or time prior to satisfactory completion, installation and final written approval by the City Engineer of the Improvements construction and the formal acceptance of maintenance of the Improvements by the City Engineer. The Developer further agrees, on behalf of itself and its successor, to investigate, handle, respond to provide defenses for and defend any such claims at its sole expenses and agrees to bear all other costs and expense related thereto, even if said claims are groundless, false or fraudulent.

**17. SALE OF PROPERTY.**

The Developer further agrees that the sale of any portion of the Subdivision made reference to herein, shall in no way effect or change the Developer or its successors' obligation to continue to comply with the terms of this Agreement unless and until any such purchaser(s) enter in a separate written agreement with the City to assume similar terms, covenants and obligations regarding the Improvements referred to herein [and the water line improvements described in Paragraph 1 (B) above].

**18. STATUS OF PARTIES.**

It is understood and agreed between the parties that this Agreement does not and shall not be construed, interpreted or argued by either of them, in a court of law or otherwise, to create any principal/agent, master/servant, employer/employee or partnership relationship of any kind between the Developer or its successors and the City or its successors and assigns.

**19. MODIFICATION.**

It is understood and agreed between the parties that there shall be no waiver or modification of this Agreement unless such waiver or modification is first reduced to writing and signed by all parties herein.

**20. COMPLETE AGREEMENT.**

This Agreement is the complete agreement between the parties, contains all the terms and conditions agreed upon between them and shall, when signed by both parties, supersede all other agreement, oral or otherwise, entered into between them regarding the subject matter of the Agreement. No other agreement, oral or otherwise, regarding the subject matter of Agreement, shall have any validity or bind any of the parties hereto, unless executed pursuant to Paragraph 19 of the Agreement.

**21. SEVERANCE.**

If any clause or provision of this Agreement is held to be illegal, invalid or unenforceable by a court of competent jurisdiction, then in that event, it is the intention of the parties hereto that the remainder of the Agreement shall not be affected thereby.

**22. SUCCESSORS.**

The terms, provisions, conditions, covenants and obligations contained in the Agreement shall be binding upon and inure to the benefit of the Developer's successors and assigns.

**23. LAWS OF KANSAS.**

It is understood and agreed between the parties that this Agreement, the performances required herein and all proceeding that flow therefrom shall be construed according to and controlled by the laws of the state of Kansas. In any proceeding that may be brought that are arising out of, in connection with, or by reason of this Agreement, the laws of the state of Kansas shall be applicable, controlling and shall govern to the exclusion of the law of any other forum, without regard to the jurisdiction in which any such proceeding may be instituted.

**24. MATTERS DISREGARDED.**

The titles of the several sections, subsections and paragraphs set forth in this Agreement are inserted for convenience of reference only and they shall be disregarded in construing or interpreting any of the provisions of the Agreement.

**25. RECORDING OF THIS AGREEMENT.**

The Developer further agrees that this Agreement shall be filed by the City with the office of the Register of Deeds, JOHNSON COUNTY, KANSAS where the Subdivision is located, as soon as reasonably practical after it has been signed by all parties hereto. The City shall provide the Developer and City Attorney with file-stamped copies of the recorded Agreement immediately after it has been recorded.

**26. SIGNATURE AUTHORITY.**

The Developer hereby promises and states that in the event it is a corporation or partnership, the individual whose name and signature appear below for and on behalf of the corporation or partnership has in fact the authority to so bind the corporation or partnership to the terms and conditions of this Agreement.

**27. TIME.**

Time is of the essence.

**28. NOTICES.**

All notices required or desired to be given hereunder shall be in writing, and all such notices and other documents required or desired to be given hereunder shall be hand-delivered, or sent by registered or certified mail, electronic mail, or by recognized overnight delivery services such as FedEx, as follows:

If to the City:                   City of Spring Hill, Kansas  
  401 North Madison Street  
  P.O. Box 424  
  Spring Hill, KS 66083  
  Attn: Glenda Gerrity, City Clerk  
  Email: [glenda.gerrity@springhillks.gov](mailto:glenda.gerrity@springhillks.gov)

If to Developer:               Ad Astra Land Holdings LLC  
  5701 Mission Drive  
  Shawnee Mission, KS 66208  
  Attn: Chris Coulson 816-547-4077  
  Email: [chris.coulson@gmail.com](mailto:chris.coulson@gmail.com)

**Signature Pages to follow**

**IN WITNESS WHEREOF**, the parties hereto have set their hands below.

**“CITY”**

**CITY OF SPRING HILL, KANSAS**

---

Joe Berkey, Mayor

ATTEST:

---

Glenda Gerrity, City Clerk

(SEAL)

Approved as to Form:

---

Spencer A. Low, City Attorney

**“DEVELOPER”**

**AD ASTRA LAND HOLDINGS LLC**

By:\_\_\_\_\_

Capacity: Owner \_\_\_\_\_

MUNICIPAL CORPORATION ACKNOWLEDGMENT

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public, within and for the County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, personally appeared Joe Berkey, Mayor, and Glenda Gerrity, City Clerk of the CITY OF SPRING HILL, KANSAS, a municipal corporation duly organized, incorporated and existing under and by virtue of the law of the state of Kansas, who are personally known to me to be the persons who executed, as such officers, the within instrument on behalf of said corporation and such persons duly acknowledged the execution of the same to be the voluntary act and deed of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on the day and year last above written.

---

Notary Public

My Commission Expires:

---

**LIMITED LIABILITY ACKNOWLEDGMENT**

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public, within and for said County and State on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_, personally appeared \_\_\_\_\_, who is the \_\_\_\_\_ of \_\_\_\_\_, a limited liability company duly organized, incorporated and existing under and by virtue of the laws of the State of \_\_\_\_\_, who is personally known to me to be the person who executed, as such officer, the within instrument on behalf of said company and such person duly acknowledged the execution of the same to be the voluntary act and deed of said company.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal and the day and year last above written.

---

Notary Public

My Commission Expires:

---

## “EXHIBIT A”

All that part of the Southeast Quarter of Section 2, Township 15 South, Range 23 East, in the City of Spring Hill, Johnson County, Kansas, being more particularly described as follows: (the basis of bearing for the following real property description is the Kansas Regional Coordinate System, Zone 11, and was prepared by me, Samuel J. DePriest, Kansas PLS 1351, or under my direct supervision on December 16, 2024) commencing at the northwest corner of the Southeast Quarter of said Section 2; thence South 00 degrees 11 minutes 00 seconds West, with the east line of the Southeast Quarter of said Section 2, a distance of 1650.66 feet; thence North 89 degrees 47 minutes 36 seconds East, no longer with said east line, a distance of 340.65 feet to the point of beginning; thence on a curve to the right, with the south line of Tract C of Wiswell Farms – Second Plat, having a radius of 170.00 feet, a central angle of 46 degrees 03 minutes 44 seconds, an initial tangent bearing of North 17 degrees 35 minutes 35 seconds West, an arc distance of 136.67 feet; thence North 59 degrees 56 minutes 10 seconds East, with the south line of said Tract C, a distance of 227.27 feet; thence on a curve to the right, with the south line of said Tract C, having a radius of 345.00 feet, a central angle of 24 degrees 44 minutes 53 seconds, an arc distance of 149.02 feet; thence North 84 degrees 41 minutes 03 seconds East, with the south line of said Tract C, a distance of 457.39 feet; thence South 18 degrees 10 minutes 56 seconds East, with the east line of Tract F of Wiswell Farms – Third Plat, a distance of 120.00 feet; thence North 71 degrees 49 minutes 04 seconds East, with the south line of said Tract F, a distance of 46.54 feet; thence on a curve to the left, with the south line of said Tract F, having a radius of 575.00 feet, a central angle of 68 degrees 47 minutes 09 seconds, an arc distance of 690.31 feet; thence North 03 degrees 01 minute 55 seconds East, with the east line of Tract F, a distance of 103.89 feet; thence South 86 degrees 58 minutes 05 seconds East, and no longer with the east line of Tract F, a distance of 50.00 feet to a point on the west line of Tract D of Wiswell Farms – Second Plat; thence South 03 degrees 01 minute 55 seconds West, a distance of 103.89 feet; thence on a curve to the right, with the west line of said Tract D, having a radius of 625.00 feet, a central angle of 14 degrees 08 minutes 42 seconds, an arc distance of 154.30 feet; thence South 84 degrees 56 minutes 39 seconds East, with the south line of said Tract D, a distance of 93.14 feet; thence North 83 degrees 01 minute 24 seconds East, with the south line of said Tract D, a distance of 61.75 feet; thence South 89 degrees 44 minutes 14 seconds East, with the south line of said Tract D, a distance of 100.01 feet; thence North 72 degrees 18 minutes 06 seconds East, with the south line of said Tract D, a distance of 117.53 feet; thence South 72 degrees 12 minutes 27 seconds East, with the south line of said Tract D, a distance of 116.65 feet; thence South 81 degrees 52 minutes 53 seconds East, with the south line of said Tract D, a distance of 215.00 feet; thence North 89 degrees 36 minutes 26 seconds East, with the south line of said Tract D, a distance of 300.29 feet; thence South 00 degrees 28 minutes 00 seconds East, and no longer with the south line of said Tract D, a distance of 553.36 feet; thence South 89 degrees 40 minutes 27 seconds West, a distance of 2299.74 feet to the point of beginning. The above-described tract contains 982,052 square feet, or 22.54 acres.

## "EXHIBIT B"



Engineering beyond.<sup>®</sup>

### WISWELL FARMS FOURTH PLAT

12/30/2025

#### ENGINEERS OPINION OF PROBABLE COSTS

NO.	ITEM	UNIT	UNIT	UNIT	
		UNIT	QUANTITY	PRICE (\$)	TOTAL
<b>1.0 STREETS, GRADING, AND EROSION CONTROL</b>					
1.01	EROSION CONTROL, SILT FENCE, SWPPP INSPECTIONS	LS	1	\$26,000.00	\$26,000.00
1.02	GRADING (CLEAR & GRUB, MASS, STREET & LOT, FINISH)	LS	1	\$310,000.00	\$310,000.00
1.03	CONCRETE CURB & GUTTER TYPE 'A'	LF	7,812	\$23.00	\$179,676.00
1.04	8-INCH ASPHALT	SY	11,785	\$43.00	\$506,755.00
1.05	9-INCH SUBGRADE TREATMENT (PORTLAND)	SY	14,389	\$6.00	\$86,334.00
1.06	4-FT CONCRETE SIDEWALK	SY	375	\$45.00	\$16,875.00
1.07	ADA RAMP TYPE I	EA	6	\$2,100.00	\$12,600.00
1.08	ADA RAMP TYPE II	EA	3	\$2,400.00	\$7,200.00
1.09	24-INCH WIDE MILL AND OVERLAY	SY	21	\$125.00	\$2,625.00
1.10	FULL-DEPTH SAW CUT	LF	28	\$5.00	\$140.00
1.11	SEEDING W/ STRAW	LS	1	\$22,500.00	\$22,500.00
1.12	SIGNAGE	LS	1	\$3,000.00	\$3,000.00
1.13	TEMPORARY SEDIMENT BASIN	EA	1	\$20,000.00	\$20,000.00
<b>STREETS, GRADING, AND EROSION CONTROL SUB-TOTAL</b>					
<b>2.0</b>	<b>STORM SEWER IMPROVEMENTS</b>				<b>\$1,193,705.00</b>
2.01	15" HDPE	LF	1,545	\$60.00	\$92,700.00
2.02	15" RCP	LF	69	\$70.00	\$4,830.00
2.03	18" HDPE	LF	778	\$72.00	\$56,016.00
2.04	24" HDPE	LF	281	\$80.00	\$22,480.00
2.05	30" HDPE	LF	329	\$86.00	\$28,294.00
2.06	36" HDPE	LF	473	\$92.00	\$43,516.00
2.07	36" RCP	LF	85	\$280.00	\$23,800.00
2.08	48" HDPE	LF	68	\$100.00	\$6,800.00
2.09	15" RCP FLARED END SECTION (W CONC TOE WALL)	EA	3	\$2,500.00	\$7,500.00
2.10	18" RCP FLARED END SECTION (W CONC TOE WALL)	EA	2	\$2,500.00	\$5,000.00
2.11	24" RCP FLARED END SECTION (W CONC TOE WALL)	EA	1	\$2,750.00	\$2,750.00
2.12	36" RCP FLARED END SECTION (W CONC TOE WALL)	EA	1	\$3,100.00	\$3,100.00
2.13	48" RCP FLARED END SECTION (W CONC TOE WALL)	EA	1	\$5,000.00	\$5,000.00
2.14	4" DIAMETER JUNCTION MANHOLE	EA	5	\$5,500.00	\$27,500.00
2.15	5" DIAMETER JUNCTION MANHOLE	EA	2	\$5,800.00	\$11,600.00
2.16	6" DIAMETER JUNCTION MANHOLE	EA	1	\$6,500.00	\$6,500.00
2.17	5'X3' CURB INLET	EA	27	\$5,400.00	\$145,800.00
2.18	5'X6' CURB INLET	EA	2	\$5,500.00	\$11,000.00
2.19	5'X5' AREA INLET	EA	1	\$6,000.00	\$6,000.00
2.20	6'X6' AREA INLET	EA	1	\$6,400.00	\$6,400.00
2.21	12'X8' RCB W/WINGWALLS	LF	72	\$1,500.00	\$108,000.00
2.22	KDOT LIGHT RIP RAP - 24" ON GEOTEXTILE FABRIC	SY	760	\$150.00	\$114,000.00
<b>STORM SEWER SUB-TOTAL</b>					
					<b>\$738,586.00</b>
				<b>SUB-TOTAL</b>	<b>\$ 1,932,291</b>
				<b>5% CONTINGENCY</b>	<b>\$ 96,615</b>
				<b>TOTAL</b>	<b>\$ 2,028,906</b>



Engineering beyond.<sup>®</sup>

### WISWELL FARMS FOURTH PLAT

12/30/2025

#### ENGINEERS OPINION OF PROBABLE COSTS

NO.	ITEM	UNIT	UNIT	UNIT	
		UNIT	QUANTITY	PRICE (\$)	TOTAL
<b>3.0 SANITARY SEWERS</b>					
3.01	6-INCH PVC, SDR 26	LF	4,001	\$65.00	\$260,065.00
3.02	8-INCH PVC, SDR 26	LF	4,018	\$70.00	\$281,260.00
3.03	6-INCH SERVICE RISER	EA	97	\$400.00	\$38,800.00
3.04	6"X8" SEWER SERVICE TEE CONNECTION	EA	97	\$125.00	\$12,125.00
3.05	48-INCH DIA. MANHOLE	EA	25	\$7,000.00	\$175,000.00
3.06	6-INCH 22.5 DEGREE BEND	EA	7	\$225.00	\$1,575.00
3.07	6-INCH 45 DEGREE BEND	EA	90	\$225.00	\$20,250.00
3.08	10-INCH 45 DEGREE BEND	EA	4	\$800.00	\$3,200.00
3.09	NEW MANHOLE CONNECTION TO EX. MAIN	EA	1	\$2,000.00	\$2,000.00
3.10	COMPACT BACKFILL AND TESTING	EA	1	\$25,000.00	\$25,000.00
<b>SANITARY SEWER SUB-TOTAL</b>					
				<b>SUB-TOTAL</b>	<b>\$ 819,275</b>
				<b>5% CONTINGENCY</b>	<b>\$ 40,964</b>
				<b>TOTAL</b>	<b>\$ 860,239</b>

**“EXHIBIT C”**  
**(Excise Tax Calculation)**

***COMMUNITY  
DEVELOPMENT***

City of Spring Hill, KS

# Memo

To: Rhonda Dunn, Finance Director and Alysen Abel, City Engineer  
From: Lane Massey, City Administrator  
Date: December 30, 2025; Meeting Date: January 8, 2026  
Re: Excise tax calculations, Wiswell Farms, Fourth Plat

---

Ad Astra Land Holding LLC – Chris Coulson, has submitted for approval of Wiswell Farms, Fourth Plat. The plat was reviewed and recommended for approval by the Planning Commission on November 6, 2025 and will be presented to the Governing Body on January 8, 2026. The excise tax shall be paid in full, before the final plat is approved by the Governing Body. The Mayor will not sign the plat nor will the plat be recorded until the excise tax is paid.

If you agree with the calculations, please sign the form and return to my office. I am also copying this memo to the engineer for review and comments. Calculations are based on the provisions of Ordinance 2002-22 which establishes allowable deductions for specific areas within the plat, and Ordinance 2004-26 that establishes the excise tax rate of 15.8 cents per square foot of the calculated area.

The area square footages use in the calculations, were obtained from the area tables and legal description on the plat.

Plat Area	982,052sq. ft.
Tract G	32,348 sq. ft.
Tract H	7,577 sq. ft.
Tract I	6,618 sq. ft.
Tract J	10,353 sq. ft.
ROW	<u>207,494 sq. ft.</u>
Net Plat Area	717,662 sq. ft.
Area subject to excise tax	717,662 sq. ft.
Tax Rate	x 0.158
	<u><b>\$113,390.60</b></u>

---

Lane Massey, City Administrator

---

Rhonda Dunn, Finance Director

**“EXHIBIT D”**

**AGREEMENT**

**THIS AGREEMENT** (hereinafter “Agreement”) is made and entered into the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Spring Hill, Kansas, a Kansas municipal corporation (hereinafter “City”), \_\_\_\_\_, (hereinafter “Developer”), and \_\_\_\_\_, (hereinafter “Contractor”).

**WITNESSETH:**

**WHEREAS**, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the City and Developer entered into Improvement Agreement for the following improvement, \_\_\_\_\_, a copy of which Improvement Agreement is marked Exhibit A, attached hereto and incorporated by reference (hereinafter “Improvement Agreement”), relating to the construction of the described public improvements; and

**WHEREAS**, paragraph 2 of the Improvement Agreement provides that the Developer has the option to provide to the City separate performance and maintenance bonds (required by paragraphs 2.A. and 2.C. of the Improvement Agreement) from the Contractor for the described public improvements; and

**WHEREAS**, City has also requested that Developer provide City a statutory bond for the described public improvements, which City agrees may be provided by the Contractor; and

**WHEREAS**, the Developer has entered into an agreement with the Contractor to construct the public improvements.

**NOW, THEREFORE**, the City, Developer, and Contractor hereby enter into this Agreement on the following terms and conditions, in consideration of the mutual covenants and agreements hereinafter set forth:

1. Contractor will perform the obligations of the Developer to provide a performance bond and a maintenance bond to the City in accordance with paragraphs 2.A. and paragraph 2.C. of the Improvement Agreement.
2. Contractor will provide the statutory bond for the City, as has been requested by the City.
3. Contractor will require the principal and surety on each bond to include and attach the Addendum (a copy of which is attached hereto as Exhibit B, and is hereafter referenced as the

“Addendum”) to each bond, which Addendum confirms that the obligations of the principal and surety under each bond include an obligation by them on the bond to both the Developer and to the City.

4. The City will permit the Contractor to provide the performance bond and maintenance bond to the City in accordance with paragraph 2.D. of the Improvement Agreement.

5. The City will permit the Contractor to provide the statutory bond to the City in accordance with the request by the City.

**IN WITNESS WHEREOF**, the parties hereto have set their hands below.

**“CITY”**

CITY OF SPRING HILL, KANSAS,  
a Kansas municipal corporation

\_\_\_\_\_  
Joe Berkey, Mayor

ATTEST:

\_\_\_\_\_  
Glenda Gerrity, City Clerk

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
Spencer Low, City Attorney

**“CONTRACTOR”**

\_\_\_\_\_  
(Name of Contractor)

By: \_\_\_\_\_  
Capacity: \_\_\_\_\_

**“DEVELOPER”**

\_\_\_\_\_  
Ad Astra Land Holdings, LLC  
(Name of Developer)

By: \_\_\_\_\_  
Capacity: \_\_\_\_\_ Owner

**EXHIBIT A**

**Improvement Agreement**

**(See attached copy of Improvement Agreement)**

## **EXHIBIT B**

### **Addendum**

Principal: \_\_\_\_\_

Surety: \_\_\_\_\_

Re: Performance Bond No.:

Maintenance Bond No.:

Statutory Bond No.:

Principal: \_\_\_\_\_

Obligee/Owner/Developer: \_\_\_\_\_

Additional Obligee: **City of Spring Hill, Kansas, a Kansas municipal corporation**

Project: \_\_\_\_\_

This Addendum is to be attached to, and form a part of, each of the above-mentioned Bonds.

It is agreed that the reference in the Bond to which this Addendum is attached to the written agreement between the Principal and the Obligee/Owner/Developer, shall refer, collectively, to the following three agreements: (a) to the Improvement Agreement dated \_\_\_\_\_, 20\_\_\_\_\_, between the Additional Obligee and the Obligee/Owner/Developer, which Improvement Agreement concerns the same improvements as those referenced in the Bond to which this Addendum is attached; (b) to the Agreement dated \_\_\_\_\_, 20\_\_\_\_\_, between the Additional Obligee, Principal, and Obligee/Owner/Developer concerning the Bond to which this Addendum is attached; and (c) to the written agreement between Obligee/Owner/Developer and the Principal referenced in the Bond to which this Addendum is attached.

It is further agreed that the obligation of the Principal and Surety under the Bond to which this Addendum is attached shall include the obligations of the Obligee/Owner/Developer under the said Improvement Agreement referenced in subpart (a) above, the obligations of the Principal and Obligee/Owner/Developer under the Agreement referenced in subpart (b) above, and the obligations of the Principal under the written agreement referenced in subpart (c) above.

It is further agreed that the three agreements referenced in subparts (a), (b), and (c) above are all incorporated by reference into this Addendum.

This Addendum shall be effective as of the time the Bond to which it is attached becomes effective.

**PRINCIPAL:**

---

(Name of Principal)

By: \_\_\_\_\_

Capacity: \_\_\_\_\_

**SURETY:**

---

(Name of Surety)

By: \_\_\_\_\_  
Attorney-in-Fact

By: \_\_\_\_\_  
Kansas Agent

## AGENDA ITEM REVIEW SHEET

---

**Meeting Date: January 8, 2026**

### **Staff Contact: Alysen Abel, City Engineer**

---

**Formal Item Description:** Approve Task Order #8 with HDR for grant assistance and authorize staff to submit grant applications to the US Department of Transportation and Kansas Infrastructure Hub for the BUILD Planning grant program.

**Background:** In January 2025, the City entered into multiple On-Call Engineering and Architectural Service agreements. HDR was one of the firms selected. HDR previously assisted the City with soliciting numerous grants over the past year. They have grant writers and transportation/traffic engineers who can assist with the grant application requirements.

Based on previous conversations with Miami County leadership, the improvements to the 223<sup>rd</sup> Street corridor from Hwy 169 to Hwy 69 has been mentioned as a top priority. The City has received feedback from the community related to this corridor and recently complete the concept plan for 223<sup>rd</sup> Street between Webster and Victory.

The first step with any transportation project is to complete a comprehensive planning study. The planning study will review the needs for the entire corridor, providing conceptual design and cost estimates. This effort will include public engagement to ensure that the community's voices are heard and that feedback is included in the overall vision for the corridor.

Staff met with Miami County staff to discuss this project in more detail. The planning study is the best way to move forward. Once the planning study is completed, this will position the City and/or County when seeking future funding opportunities.

BUILD (Better Utilizing Investments to Leverage Development) has a Notice of Funding Opportunity available for transportation infrastructure projects that will have a significant local or regional impact.

In addition to BUILD, there is funding available through the Kansas Infrastructure Hub. The Grant Assistance Program will help fund 100% of the grant assistance. The total cost for HDR to provide grant support is \$50,910. If awarded GAP funding, the City will be reimbursed for this expense. If not awarded, the City and County will share in this expense equally.

The estimated cost of the planning study is \$1.5 million. The City and County, through an interlocal agreement, will share in any costs related to this project assuming the grant will be awarded. The interlocal agreement with Miami County will be approved separately on this agenda.

### **Staff Recommendation:**

- Staff requests approval of the Task Order with HDR to provide grant assistance.
- Staff requests authorization from City Council to submit an application to the Kansas Infrastructure Hub for the Grant Assistance Program funding.
- Staff requests authorization from City Council to submit a grant application to the US Department of Transportation for the BUILD grant program.
- Staff requests authorization from City Council to submit a grant application to the Kansas Infrastructure Hub for the local match assistance.

### **Alternatives:**

- Approve the task order and authorize staff to submit the various grant applications.
- Provide direction to staff related to this item.

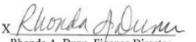
**Legal Review:** The task order has been reviewed and approved by Spencer Low, City Attorney.

**Attachments:**

- Task Order

---

**Funding Source:** Staff will seek grant funding available through the Kansas Infrastructure Hub to reimburse the City for grant assistance. If approved, the grant should cover the majority of this expense. If grant funding is not available, this cost will be paid from cash in Fund 300 – Capital Projects Infrastructure.

**Finance Director Approval:**   
Rhonda A. Dunn, Finance Director

---

**Suggested Motion:** Move to approve Task Order #8 with HDR for the grant support for the BUILD grant; authorize staff to submit applications to the Kansas Infrastructure Hub for the grant assistance and local match; and authorize staff to submit an application to the US Department of Transportation for the BUILD grant program for the 223<sup>rd</sup> Street Planning Study.

## EXHIBIT C – SAMPLE TASK ORDER



### On-Call Engineering & Architectural Services Task Agreement

Task Agreement No: <u>8</u>	Date: <u>12/8/2025</u>		
Contractor/Consultant Name:  <u>HDR Engineering, Inc.</u>	Primary Contractor/Consultant Contact:  <u>Taylor McHenry, P.E.</u>		
Project Title: <u>BUILD Planning Grant - 223rd</u>	Estimated Fee: <u>\$50,910.00</u>		
Start Date: <u>1/8/2025</u>	Estimated Completion Date: <u>2/24/2025</u>		
Project Description:  <u>See Attached Scope.</u>			
City Signatures		Contractor/Consultant Signatures	
Mayor:  <u>Joe Berkey</u>	City Administrator:  <u>Lane Massey</u>	Project Manager:  <u>Taylor McHenry, P.E.</u>	Company Representative:  <u>Cory Imhoff, PE Senior Vice President</u>
Signature:  <hr/>	Signature:  <hr/>	Signature: <u>Taylor C. McHenry</u>  Date: <u>12/08/2025</u>	Signature: <u>Cory Imhoff</u>  Date: <u>12/08/2025</u>
This Task Agreement is subject to all the provisions included in the On-Call Professional Services Agreement, between the City of Spring Hill KS and <u>HDR Engineering, Inc.</u> (consultant), dated <u>                  </u> .			

Attach additional information related to scope of work, budget, and other supporting material, as necessary

## Scope of Work

### City of Spring Hill, KS

#### 2026 Better Utilizing Investments to Leverage Development (BUILD)

#### Planning Grant Application Support – 223<sup>rd</sup> Street

#### Scope of Work | HDR

##### Tasks:

###### 1. Project Management and Administration

The Consultant will perform project management and administration activities including initial project set up, internal project controls and monitoring, and monthly invoice preparation and close out. A Quality Management Plan as well as quality control and assurance activities will be provided under this task. Invoicing will occur monthly.

###### Deliverables:

- Project coordination, monthly invoicing, and Quality Management Plan/QA activities

###### 2. BUILD Planning Grant Application Package Development

The Consultant will participate in one initial 2-hour workshop with the City and Miami County to review the BUILD grant program requirements and evaluate the project to be submitted as part of a Planning Grant application. The project included in the application will request funding for a planning study to evaluate existing conditions, develop and analyze alternatives, perform conceptual engineering, and create a coordinated, multi-jurisdictional implementation and funding strategy to define a preferred improvement plan for the 9-mile 223rd Street corridor between US-169 and US-69.

The outcome of this meeting will refine the scope of the planning study to put forward for funding through the BUILD grant program. After the initial workshop, a weekly 1-hour progress meeting will be held with the City's and County's designated representatives to provide grant application package updates, gather information, and review task assignments.

**Note:** at the time of writing this scope of work, the detailed FY 26 notice of funding opportunity (NOFO) has not been released. HDR will develop a list of data and documents to be incorporated into the grant application which will be developed based on the requirements contained in the FY 25 NOFO and the published high-level FY 26 NOFO. The City and County will provide the data and documents from existing sources and documents. Any additional data or documents deemed necessary for the application will be the responsibility of the City and County.

The Consultant will assemble the grant application package to include the sections noted below. The Consultant will develop the estimated 25-page narrative per the selection criteria and NOFO instructions. The Consultant will prepare a grant application cover graphic and up to five narrative body graphics (includes a project map graphic and a schedule graphic). The Consultant will assist the City in completion of the Key Information Table (as noted in the NOFO) and will include it in the application package along with the City's existing 223<sup>rd</sup> Street Plan as an appendix. The City, County, and HDR will develop the budget statement (as noted in the NOFO) based on existing project budget data, and gather letters of support from project stakeholders.

The application package will contain the following sections:

- 1) Cover
- 2) Key Information Table
- 3) Table of Contents
- 4) Narrative (with the following sections)(estimated 25 pages maximum)
  - a. Project Description (5 page limit)
  - b. Project Budget (2 page limit)
  - c. Merit Criteria Narrative (15 page limit)
    - i. Safety
    - ii. Environmental Sustainability
    - iii. Quality of Life
    - iv. Mobility and Community Connectivity
    - v. Economic Competitiveness and Opportunity
    - vi. State of Good Repair
    - vii. Partnership and Collaboration
    - viii. Innovation
  - d. Project Readiness (2 page limit)
    - i. Planning and Constructability
    - ii. Proposed Schedule
    - iii. Technical Capacity Assessment
- 5) Project Information Form
- 6) Project Location File
- 7) Funding Commitment Documentation
- 8) Letters of Support
- 9) Other Supporting Documents (if needed)

The City of Spring Hill will be responsible for registering on grants.gov, obtaining a UEI number, and uploading the final grant application package to the grants.gov website. The City will be responsible for completing the following forms as part of the application package:

- Application for Federal Assistance (SF-424)
- Budget Information for Non-Construction Programs (SF-424A)
- Disclosure of Lobbying Activities (SF-LLL)

The Consultant will assist the City with the following documents to receive match and technical assistance funding through the Kansas Infrastructure Hub:

- Kansas Infrastructure Hub Build Fund Application
- Kansas Infrastructure Hub GAP Funding Application

**Assumptions:**

This Scope of Work and cost were prepared refencing the FY 25 Better Utilizing Investments to Leverage Development NOFO and the high-level FY 26 Better Utilizing Investments to Leverage Development NOFO and cover up to 25 hours of additional work if the amended FY 26 NOFO contains changes from the FY 25 and high-level FY 26 NOFO.

**Deliverables:**

- Kansas Infrastructure Hub Build Fund Application
- Kansas Infrastructure Hub GAP Funding Application
- Draft BUILD Planning Grant Application Package
- Final BUILD Planning Grant Application Package

**NOTE:** All activities under this scope of work will be performed on a time and materials basis, including direct costs (travel, printing, materials, etc.), at a cost not to exceed **\$50,910**. Any activities or costs that are anticipated to exceed that amount require notice by the Consultant to the City and pre-approval by the City, including an addendum from the City of Spring Hill, KS.

**Schedule:**

- NTP – TBD
- Grant Application Workshop – within 2 weeks of NTP
- Progress Meeting – weekly
- Kansas Infrastructure Hub Build Fund Application – January 6<sup>th</sup>, 2026
- Kansas Infrastructure Hub GAP Funding Application – January 6<sup>th</sup>, 2026
- Draft BUILD Planning Grant Application Package – February 3<sup>rd</sup>, 2026
- Final BUILD Planning Grant Application Package for Submittal – February 24<sup>th</sup>, 2026

**FY26 BUILD Planning Grant Application**  
Hour and Fee Estimate - HDR Engineering, Inc.

12/4/2025

		Hours			
Christopher Kinzel	Taylor McHenry	Kyle Gallon	Jessica Allen	Maggie Newlin	Jay Aber
Principal/Associate/ Contract Manager	Project Engineer / Team Leader	CADD/Technician/Drafter	CADD/Technician/Drafter	CADD/Technician/Drafter	Senior Environmental Specialist Civil
Billing Rate	325.00	190.00	146.00	146.00	285.00
<b>1</b>	<b>Task 1 - Project Management &amp; Administration</b>	<b>1.00</b>	<b>10.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Subtotal</b>		<b>1.00</b>	<b>10.00</b>	<b>0.00</b>	<b>0.00</b>
<b>2</b>	<b>Task 2 - FY26 BUILD Grant Application Package Development</b>	<b>1.00</b>	<b>80.00</b>	<b>80.00</b>	<b>0.00</b>
<b>Subtotal</b>		<b>1.00</b>	<b>80.00</b>	<b>80.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>		<b>2.00</b>	<b>90.00</b>	<b>80.00</b>	<b>0.00</b>

Labor Costs			
Principal/Associate/Contract Manager	Project Engineer / Team Leader	CADD/Technician/Drafter	Senior Environmental Specialist Civil
2.00	90.00	80.00	0.00
Hours	Hourly Rate	Loaded Rate Dollars	
90.00	325.00	650.00	
180.00	190.00	17,100.00	
24.00	146.00	28,280.00	
5.00	285.00	6,360.00	
	104.00	520.00	
<b>Total</b>		<b>301.00</b>	
			<b>50,910.00</b>

Estimated Costs			
Principal/Associate/Contract Manager	Total Subconsultants	Labor Total	50,910.00
Project Engineer / Team Leader			
CADD/Technician/Drafter			
Senior Environmental Specialist Civil			
Clerk/Typist/Secretary			
<b>Total</b>			<b>50,910.00</b>

Fee Estimate			
Labor Fee Plus Expenses			50,910.00
Subconsultants/Vendors			
<b>Total</b>			<b>50,910.00</b>

## EXHIBIT B – FEES



### Standard Hourly Rates Sheet

Role	2025
Max Loaded Hourly Rate *	
Principal/Associate/Contract Manager	\$325
Project Manager (Approximately 15 years of experience)	\$300
Project Engineer/Team Leader (8-15 years of experience)	\$190
Senior Process/Environmental Specialist Civil	\$265
Registered Process/Environmental/Civil Design	\$180
Engineer in Training	\$145
Senior Structural/Architect	\$300
Structural/Architect Designer	\$180
Senior Electrical/I&C Engineer	\$265
Electrical/I&C Engineer	\$182
Senior Mechanical/HVAC/Hydraulics/Pump Engineer	\$248
Mechanical Engineer/Designer	\$171
CADD Manager/Senior Technician	\$180
CADD/Technician/Drafter	\$146
Resident Engineer/Field Inspector	\$200
Clerk/Typist/Secretary	\$104
O&M/Start Up/Training Specialist	\$224
Estimator	\$325
Constructability/Quality Control	\$325

### Reimbursables

Printing & Reproduction

Travel

Phone

Mapping Subconsultants

\*Hourly rates include allowable overhead, profit and office equipment charges including computer usage.

\*Hourly rates subject to annual adjustment at first of each calendar year subject to approval.

\*Hourly rates for staff categories not shown may be used subject to approval.

### EQUIPMENT

No additional equipment is anticipated for this project.

## AGENDA ITEM REVIEW SHEET

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**Meeting Date: January 8, 2026**

**Staff Contact: Alysen Abel, City Engineer**

**Formal Item Description:** Authorize the Mayor to sign an interlocal agreement with Miami County for the 223<sup>rd</sup> Street Planning Study.

**Background:** Based on previous conversations with Miami County leadership, the improvements to the 223<sup>rd</sup> Street corridor from Hwy 169 to Hwy 69 has been mentioned as a top priority. The City has received feedback from the community related to this corridor and recently completed the concept plan for 223<sup>rd</sup> Street between Webster and Victory.

The first step with any transportation project is to complete a comprehensive planning study. The planning study will review the needs for the entire corridor, providing conceptual design and cost estimates. This effort will include public engagement to ensure that the community's voices are heard and that feedback is included in the overall vision for the corridor.

Staff met with Miami County staff to discuss this project in more detail. The planning study is the best way to move forward. Once the planning study is completed, this will position the City and/or County when seeking future funding opportunities.

The interlocal agreement outlines the financial arrangement between the City and County associated with this project. The estimated cost of the planning study is \$1.5 million. The City and County will share in any costs related to this project. If the grant is awarded, the City would be responsible for \$25,000 to cover the grant support and \$150,000 for the local match. Staff is seeking additional state funding through the Kansas Infrastructure Hub for full reimbursement of the grant support and to assist with the local match, which could lower the maximum out-of-pocket cost of \$175,000.

**Staff Recommendation:** Staff recommends approval of an interlocal agreement between the City and Miami County for the 223<sup>rd</sup> Street Planning Study.

**Alternatives:**

- Approve the interlocal agreement.
- Provide feedback to staff related to this item.

**Legal Review:** The agreement has been reviewed and approved by Spencer Low, City Attorney.

**Attachments:**

- Interlocal Agreement

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**Funding Source:** Staff will seek grant funding available through the Kansas Infrastructure Hub to reimburse the City for grant assistance. If approved, the grant should cover the majority of this expense. If grant funding is not available, this cost will be paid from cash in Fund 300 – Capital Projects Infrastructure.

**Finance Director Approval:**   
Rhonda A. Dunn, Finance Director

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**Suggested Motion:** Move to authorize the Mayor to sign an interlocal agreement with Miami County for the 223<sup>rd</sup> Street Planning Study.

## **INTERLOCAL AGREEMENT BETWEEN THE CITY OF SPRING HILL, KANSAS, AND MIAMI COUNTY, KANSAS**

This Agreement is entered into as of the \_\_\_\_ day \_\_\_\_\_, 2026, by and between the City of Spring Hill, Kansas, ("Spring Hill") and the Miami County, Kansas ("Miami County"), (collectively, "The Parties") pursuant to K.S.A. 12-2901, et seq.

WHEREAS, 223<sup>rd</sup> Street is located in Miami County, and at some places within the limits of Spring Hill; and

WHEREAS, the Parties jointly intend to seek federal grant opportunities to evaluate improvements of and along 223<sup>rd</sup> Street to support future growth and economic development; and

WHEREAS, Parties intend to apply for federal grant funding through Better Utilizing Investments to Leverage Developments (BUILD) to study future improvements of and along 223<sup>rd</sup> Street from Columbia Road to U.S. Highway 69 ("the Grant Application");

WHEREAS, the Parties agree that a local match would make the Grant Application stronger, and intend to work together to secure additional grant funding for a local match,

NOW, THEREFORE, in consideration for the mutual benefits to be derived from this Agreement, The Parties agree as follows.

1. This Agreement shall remain in effect until the Study has been completed, unless either Spring Hill or Miami County elect not to contribute their share, as outlined below, in which case all other Parties shall be relieved of any duty hereunder and this Agreement shall automatically terminate.
2. There is no separate legal or administrative entity created by this Agreement,
3. The purpose of this Agreement is to designate the amount of funds being provided by each party towards the Grant Application in the event no other funding sources are secured for a local match, bind each such party to the expenditure of those funds, and identify the responsibilities of each party in preparing and submitting the Grant Application.
4. Spring Hill will engage HDR Engineering, Inc. to assist the Parties in the preparation and submission of the Grant Application.
5. The Parties will apply for Kansas Infrastructure Hub Grant Assistance Program (GAP) funding to cover up to 100% of the local match for the Grant Application. The City and County will share (50/50) any remaining costs associated with the local match not covered by the GAP funding.
6. The City and County will share (50/50) any remaining costs associated with HDR's retention not covered by the GAP funding.
7. If no GAP funding is provided by the Kansas Infrastructure Hub, the Parties will each contribute to the retention costs of HDR Engineering, Inc. as follows:
  - a. Spring Hill: \$25,000.00
  - b. Miami County: \$25,000.00

8. Spring Hill will submit the Grant Application to study the roadway segment of 223<sup>rd</sup> Street from Columbia Road to U.S. Highway 69. The total cost of the study is estimated at \$1.5 million.
9. The Parties agree that a twenty percent local match of \$300,000.00 is in their best interests and will increase the likelihood of obtaining grant funding.
10. Spring Hill will submit a Local Match Assistance Grant to the Kansas Infrastructure Hub. Any resulting reduction in the local match will be shared equally between the City/County.
11. The Parties agree to equally share the costs associated with the local match. In the event no additional funding sources are obtained, the Parties agree and understand that each will contribute \$150,000.00 towards the local match described herein.
12. The Parties agree to work collaboratively to complete the Grant Application, and obtain the Local Match Assistance Grant, GAP funding, or other additional funding sources towards the Grant Application.
13. If any grant funding is awarded, Spring Hill will manage the project with assistance and input from Miami County, including the selection of a design consultant.
14. For the purposes of this Agreement, notice shall be deemed given is sent by U.S. Mail, hand delivery, e-mail transmission, or any other reliable method

**If to Spring Hill:**

Spring Hill, Kansas  
c/o City Administrator  
401 N. Madison Street  
P.O Box 424  
Spring Hill, KS 66083

**If to Miami County:**

IN WITNESS WHEREOF, the Cities caused this Agreement to be executed by their duly authorized representatives the day and year designated below.

CITY OF SPRING HILL, KANSAS

By: \_\_\_\_\_  
Joe Berkey, Mayor

Attest:

\_\_\_\_\_  
Glenda Gerrity, City Clerk

Approved as to form:

\_\_\_\_\_  
Spencer Low, City Attorney

MIAMI COUNTY, KANSAS

By: \_\_\_\_\_

Attest:

\_\_\_\_\_  
, County Clerk

Approved as to form:

\_\_\_\_\_  
, County Counselor

## AGENDA ITEM REVIEW SHEET

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**Meeting Date: January 8, 2026**

### **Staff Contact: Alysen Abel, City Engineer**

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**Formal Item Description:** Approve an amendment to the Professional Services Agreement with BG Consultants, Inc. to continue their service as Owner's Representative during the design and construction of the new Wastewater Treatment Facility.

**Background:** On July 10, 2025, the City Council approved a Professional Services Agreement with BG Consultants, Inc. to serve as Owner's Representative for the new Wastewater Treatment Facility. The initial contract was intended to coincide with the Phase 1 design of the project. Amendment #1 includes the scope and fee necessary to complete the Phase 2 design, which will include the services from the Basis of Design Report (BODR) through the Guaranteed Maximum Price (GMP). When we start Phase 3 of Construction, there will be another contract amendment. Segmenting the contract into separate amendments allow the consultant and staff to get an accurate picture of the scope and fee as the project progresses.

The initial Professional Services Agreement with BG Consultants included an estimated fee of \$55,694. The majority of these hours include design workshops and progress meetings to develop the conceptual design for the plant. To date, we have received invoices through the end of November and have expended nearly \$30,000. Amendment #1 will include more extensive reviews and input as we move closer to final design. The additional fee is \$176,310. With Amendment #1, the adjusted contract amount is \$232,004.

**Staff Recommendation:** Staff recommends approval of an amendment to the Professional Services Agreement with BG Consultants for the additional assistance as the Owner's Representative for the new Wastewater Treatment Facility.

### **Alternatives:**

- Approve an amendment to the Professional Services Agreement with BG Consultants.
- Provide direction to staff related to this item.

**Legal Review:** The agreement has been reviewed and approved by Spencer Low, City Attorney.

### **Attachments:**

- Amendment #1

---

**Funding Source:** Until funding is in place, the cost of the project will be paid from the sewer fund and then reimbursed by financing. The Owner's Representative expense will be included in those project costs.

**Finance Director Approval:**   
Rhonda A. Dunn, Finance Director

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**Suggested Motion:** Move to approve Amendment #1 to the Professional Services Agreement with BG Consultants, Inc. to continue their service as Owner's Representative during the design and construction of the new Wastewater Treatment Facility.

**AN EXTENSION AGREEMENT BY AND BETWEEN  
THE CITY OF SPRING HILL, KANSAS AND BG CONSULTANTS, INC.  
TO EXTEND THE OWNER'S REPRESENTATIVE SERVICES FOR THE WASTEWATER  
TREATMENT FACILITY AGREEMENT FOR PROFESSIONAL SERVICES  
DATED JULY 10, 2025.**

THIS EXTENSION AGREEMENT (“Agreement”) is made, entered into, and effective as of this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the City of Spring Hill, Kansas, a municipal corporation (“City”), and BG Consultants, Inc., (“Consultant”).

**RECITALS**

**WHEREAS**, the City engaged in an Agreement for Professional Services with the Consultant on July 10, 2025 to serve as the Owner’s Representative for the Wastewater Treatment Facility (“Project”); and

**WHEREAS**, the original agreement provided professional services through the Phase 1 design of the Project; and

**WHEREAS**, the Consultant provided the additional fee necessary to continue services through Phase 2 design from the Basis of Design Report (BODR) to the Guaranteed Maximum Price (GMP); and

**NOW THEREFORE**, in consideration of mutual promises and covenants, and for good and valuable consideration, receipt of which is hereby acknowledged, the City and Consultant agree as follows:

1. That all other terms of the On-Call Professional Services Agreement, dated January 9, 2025, shall remain in effect.
2. The proposed Amendment 1 includes attached Exhibit A outlining the additional services provided by the Consultant to address the aforementioned work.
3. The proposed Amendment 1 includes attached Exhibit B outlining the additional fee for the Consultant to complete the aforementioned work.
4. That this Agreement shall be governed by and construed in accordance with the laws of the State of Kansas.
5. That this Agreement shall be binding upon and shall inure to the benefit of, the City and Consultant, and their respective successors and assigns.
6. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original and all of which together shall constitute by one and the same instrument.

IN WITNESS WHEREOF, the parties have set their hands as of the date first above written.

“City”  
City of Spring Hill, Kansas

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Joe Berkey, Mayor

“Consultant”  
BG Consultants, Inc.

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David Hamby, P.E., CFM

ATTEST:

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Glenda Gerrity, City Clerk

APPROVED AS TO FORM:

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Spencer Low, City Attorney

**Supplemental Agreement No. 1  
to  
Agreement for Professional Services  
Between  
City of Spring Hill, Kansas and BG Consultants, Inc.  
For  
Owner's Representative for the Wastewater Treatment Facility  
Spring Hill, KS**

The purpose of this Supplement No. 1 is to modify the scope of services of the original contract. **City of Spring Hill**, hereinafter called the CITY, and **BG Consultants, Inc.**, hereinafter called the CONSULTANT, were parties to the original AGREEMENT. This agreement is a supplement to the AGREEMENT between the CITY and the CONSULTANT dated July 10, 2025.

## **SECTION I – SCOPE OF SERVICES**

Under the terms of Supplemental Agreement No. 1, the CLIENT and CONSULTANT agree to modify the AGREEMENT as follows:

Add the following section to Exhibit A:

### **Scope of Services: BODR Preparation to GMP Phase**

#### **1.0 Introduction**

This document outlines the Consultant's Scope of Services for Owner's Representative services for the Basis of Design Report (BODR) to Guaranteed Maximum Price (GMP) Phase for the City of Spring Hill's new 5 MGD (+/-) Wastewater Treatment Facility (WWTF).

Objectives in the following scope of services for this Phase include working with City Staff and the Design-Build (DB) Team as they develop the BODR for the new WWTF. Once the BODR is complete, the Design-Build Team will begin preliminary design and prepare a GMP at the 30% design stage. The Consultant will assist City Staff as the Design-Build Team develops the BODR and GMP.

This Scope of Services includes services leading up to the GMP proposal and execution of a construction contract with the Design-Build (DB) team.

#### **2.0 Objectives of the BODR to GMP Phase**

The objectives for the Owner's Representative during this Phase include:

- To serve as a liaison between the City Staff and the Design-Build Team providing additional information about the wastewater treatment process, facilities or equipment as questions arise.
- To provide review of information, reports, materials, and equipment provided by the Design-Build Team as requested by City Staff.

- To assist with the review of the preliminary construction plans provided by the Design-Build Team.
- To assist with the review of the Guaranteed Maximum Price proposal provided by the Design-Build Team.
- To be available for questions from the City Staff and provide additional information as requested by the City.

### **3.0 Scope of Services – BODR to GMP Phase Tasks**

The Consultant shall perform the following tasks during this Phase:

#### **Task 3.1: Meetings & Documentation Review**

- **3.1.1 Check-In Meetings:** Participate in weekly check-in meetings with key project stakeholders. The agenda for each meeting will be prepared by the Design-Build Team.
- **3.1.2 Documentation Review:** Review available project-related documentation provided by the City and Design-Build Team.
- **3.1.3 City Expectations:** Engage with City staff to gain an understanding of needs, concerns, priorities, and desired outcomes for the new WWTF.

#### **Task 3.2: Preliminary Project Planning and Definition Support**

- **3.2.1 Project Goals and Objectives Refinement:** Assist the City in further refining and documenting the overall project goals, objectives, and success metrics for the new WWTF. Assist the City with communicating this information to the Design-Build Team.

#### **Task 3.3: Project Coordination and Communication**

- **3.3.1 Communication Protocols:** Assist with establishing and maintaining communication protocols between the Consultant and City staff.

### **4.0 Exclusions**

This scope of services specifically excludes tasks related to:

- Detailed engineering design or technical specifications for the WWTF (this will be the responsibility of the selected Design-Build team).
- Construction contract administration or oversight during the construction phase (these will be addressed in subsequent phases/amendments).
- Direct negotiation of contracts with the Design-Build team (support will be

- provided, but final negotiation is the City's responsibility).
- Legal services or opinions.
  - Permitting applications and approvals (support will be provided to the City, but direct responsibility lies with the City or Design-Build Team).

## **SECTION II – COMPENSATION**

An estimated engineering fee breakdown and an hourly rate sheet for 2026 is attached to this agreement. Billing procedures and other items pertaining to compensation are as described in the AGREEMENT.

## **SECTION III – SCHEDULE**

The schedule associated with this scope of work is contingent upon the Design-Build Team's schedule but is expected to be complete by June 2026.

## **SECTION IV – OTHER MATTERS**

It is mutually agreed and understood that all terms of the original AGREEMENT, not specifically revised by this Supplement No. 1, shall remain unchanged and in full force.

IN WITNESS WHEREOF, the parties have executed this Supplement No. 1 on this

\_\_\_\_\_ day of \_\_\_\_\_, 2025.

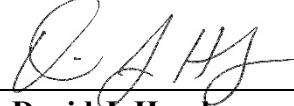
City of Spring Hill, Kansas  
CITY

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

BG Consultants, Inc.  
CONSULTANT

By   
\_\_\_\_\_  
David J. Hamby

Title Vice President

Date 12/19/2025

END OF SUPPLEMENTAL AGREEMENT NO. 1

**2026 BG CONSULTANTS STANDARD HOURLY RATES**

<u>POSITION</u>	<u>STANDARD PER HOUR 2026</u>
PRINCIPAL III	\$321.50
PRINCIPAL II	\$287.50
PRINCIPAL I	\$273.00
ENGINEER/ARCHITECT V	\$252.50
ENGINEER/ARCHITECT IV	\$239.00
ENGINEER/ARCHITECT III	\$222.50
ENGINEER/ARCHITECT II	\$199.00
ENGINEER/ARCHITECT I	\$182.50
INTERN ENGINEER/GRADUATE ARCHITECT IV	\$186.50
INTERN ENGINEER/GRADUATE ARCHITECT III	\$173.50
INTERN ENGINEER/GRADUATE ARCHITECT II	\$159.00
INTERN ENGINEER/GRADUATE ARCHITECT I	\$140.50
TECHNICIAN IV	\$166.00
TECHNICIAN III	\$149.50
TECHNICIAN II	\$142.50
TECHNICIAN I	\$127.00
TECHNICIAN	\$122.00
SENIOR CONSTRUCTION OBSERVER	\$173.50
CERTIFIED CONSTRUCTION OBSERVER II	\$153.50
CERTIFIED CONSTRUCTION OBSERVER I	\$140.50
CONSTRUCTION OBSERVER	\$112.50
SENIOR PROJECT SURVEYOR	\$236.00
PROJECT SURVEYOR	\$181.50
ASSISTANT PROJECT SURVEYOR	\$140.50
FIELD SUPERVISOR	\$128.00
FIELD SURVEYOR II	\$106.50
FIELD SURVEYOR I	\$99.00
CLERICAL II	\$87.00
CLERICAL I	\$70.50

Note: 1) The hourly rates shown above are effective for services through December 31st of the contract year and are subject to revision annually.

2) For any Federal Wage and Hour Law non exempt personnel, overtime will be billed at 1.5 times the hourly labor billing rates shown.

3) Expert Witness and Depositions will be charged at 1.5 times the hourly labor billing rates shown.

**BODR to GMP Phase, Spring Hill Owner's Rep WWTF Expansion**  
**Estimated Engineering Fee**

**Task 3.1 Meetings & Documentation Review**

Task	Prin. II	PE IV	PE II	PE I	IE II	Tech II	Tech	
Hourly Rate =	\$ 287.50	\$ 239.00	\$ 199.00	\$ 182.50	\$ 159.00	\$ 142.50	\$ 122.00	Total
3.1.1 Check-In Meetings	240							240
3.1.2 Documentation Review	160	40						200
3.1.3 City Expectations	100							100
								0
Total Hours =	500	40	0	0	0	0	0	540
Total Cost =	\$ 143,750.00	\$ 9,560.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 153,310.00

**Task 3.2 Preliminary Project Planning**

Task	Prin. II	PE IV	PE II	PE I	IE II	Tech II	Tech	
Hourly Rate =	\$ 287.50	\$ 239.00	\$ 199.00	\$ 182.50	\$ 159.00	\$ 142.50	\$ 122.00	Total
3.2.1 Project Goals & Objectives Refinement	40							40
								0
Total Hours =	40	0	0	0	0	0	0	40
Total Cost =	\$ 11,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,500.00

**Task 3.3 Project Coordination & Communication**

Task	Prin. II	PE IV	PE II	PE I	IE II	Tech II	Tech	
Hourly Rate =	\$ 287.50	\$ 239.00	\$ 199.00	\$ 182.50	\$ 159.00	\$ 142.50	\$ 122.00	Total
3.3.1 Communication Protocols	40							40
								0
Total Hours =	40	0	0	0	0	0	0	40
Total Cost =	\$ 11,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,500.00

**Estimated Fee = \$ 176,310.00**

## AGENDA ITEM REVIEW SHEET

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**Meeting Date: January 8, 2026**

### **Staff Contact: Alysen Abel, City Engineer**

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**Formal Item Description:** Approve an amendment to the Task Agreement with Lamp Rynearson for additional design services for the Northwest Sewer Interceptor project.

**Background:** On July 25, 2024, the City Council approved a Task Agreement with Lamp Rynearson for the engineering design of the Northwest Sewer Interceptor project. Since that time, the engineer has provided final plans. The project was released for bid in November. On December 11, 2025, the City Council approved the construction agreement.

Additional engineering design is necessary to relocate the pump station located near 183<sup>rd</sup> and Woodland Road. In order to accommodate the request of the developer, the City has agreed to share in the additional expenses related to the design and construction of the relocated pump station. Lamp Rynearson provided an estimate for the additional design of the pump station, in the amount of \$88,010.

Staff anticipated this change prior to the final bid opening for the Northeast Sewer Interceptor project. The contract agreement with Infrastructure Solutions includes an allocation for additional construction cost (based on the unit prices in the bid) to shift the pump station to the west.

**Staff Recommendation:** Staff recommends approval of an amendment to the Task Agreement with Lamp Rynearson for the Northeast Sewer Interceptor project for the additional design services.

### **Alternatives:**

- Approve an amendment to the Task Agreement with Lamp Rynearson.
- Provide direction to staff related to this item.

**Legal Review:** The agreement has been reviewed and approved by Spencer Low, City Attorney.

### **Attachments:**

- Amendment

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**Funding Source:** The Northeast Sewer Interceptor project will be initially funded through 2025B temp notes.

**Finance Director Approval:**   
Rhonda A. Dunn, Finance Director

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**Suggested Motion:** Move to approve an amendment to the Task Agreement with Lamp Rynearson for additional design services for the Northwest Sewer Interceptor project.

**AN EXTENSION AGREEMENT BY AND BETWEEN  
THE CITY OF SPRING HILL, KANSAS AND LAMP RYNEARSON  
TO EXTEND THE DESIGN PHASE SERVICES FOR  
THE NORTHEAST INTERCEPTOR SEWER TASK AGREEMENT  
DATED AUGUST 8, 2024.**

THIS EXTENSION AGREEMENT (“Agreement”) is made, entered into, and effective as of this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the City of Spring Hill, Kansas, a municipal corporation (“City”), and Lamp Rynearson, (“Consultant”).

**RECITALS**

**WHEREAS**, the City engaged in a Task Agreement with the Consultant on August 8, 2024 to provide evaluation, design, and construction phase services for the Northeast Interceptor Sewer (“Project”); and

**WHEREAS**, the additional design phase services are necessary to revise the location of the proposed pump station; and

**WHEREAS**, the Consultant provided the additional fee necessary to incorporate the design phase services necessary; and

**NOW THEREFORE**, in consideration of mutual promises and covenants, arid for good and valuable consideration, receipt of which is hereby acknowledged, the City and Consultant agree as follows:

1. That all other terms of the On-Call Professional Services Agreement, dated January 26, 2023, shall remain in effect.
2. The proposed Amendment 1 includes attached Exhibit A outlining the additional services provided by the Consultant to address the aforementioned work.
3. The proposed Amendment 1 includes attached Exhibit B outlining the additional fee for the Consultant to complete the aforementioned work.
4. That this Agreement shall be governed by and construed in accordance with the laws of the State of Kansas.
5. That this Agreement shall be binding upon and shall inure to the benefit of, the City and Consultant, and their respective successors and assigns.
6. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original and all of which together shall constitute by one and the same instrument.

IN WITNESS WHEREOF, the parties have set their hands as of the date first above written.

“City”  
City of Spring Hill, Kansas

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Joe Berkey, Mayor

“Consultant”  
Lamp Rynearson

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Melanie Jollet, P.E.

ATTEST:

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Glenda Gerrity, City Clerk

APPROVED AS TO FORM:

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Spencer Low, City Attorney

## EXHIBIT A - SCOPE OF SERVICES

### Northeast Interceptor Sewer Project

#### Lamp Rynearson Amendment #1

##### Project Description:

Lamp Rynearson will perform the Scope of Services as noted below:

- Design the relocation of the Lift Station in accordance with the proposed development plat of Sunset Farms. This will include confirmation of the pump and associated electrical sizing.
- The relocation of the lift station will also include the relocation of the gravity sewer and releasing of current easements as well as filing of new easements.
- Also included in the amendment is the necessary survey to complete the design.

The cost associated with Amendment #1 is \$88,010.

## **EXHIBIT B - FEE**

**Northeast Interceptor Sewers**  
**AMENDMENT 1 - EXTENSION OF RPR SERVICES AND LIFT STATION RELOCATION**

																TOTAL TASK FEE (LABOR + EXPENSES)
		Wastewater Practice Lead	Project Manager	Sr. Project Engineer	Project Engineer	Sr. Project Designer	Sr. Project Designer	Construction Observer	Construction Observer	Survey Practice Lead	Survey Crew	Project Administrator / Admin		Total		
		Jon Shellhorn	Andrew Conard	Anh Le	Michael Janoschke	Jamie McMurray	Scott Morrow	Kevin Bruemmer	Kooper Jones	Chris Rush		Christine Nichols				
	Lamp Rynearson Hourly Rate Schedule	\$ 272	\$ 215	\$ 162	\$ 128	\$ 154	\$ 154	\$ 131	\$ 84	\$ 148	\$ 250	\$ 115				
Task 100 - Lift Station Relocation																
	101 - Relocate Lift Station	20	36	80	80	120	120								456	
	102 - Field Survey											40			40	
	103 - Easement Exhibits										30		2		32	
	Subtotal Hours	20	36	80	80	120	120	-	-	30	40	2		528		
	Subtotal Fee	\$ 5,440	\$ 7,740	\$ 12,960	\$ 10,240	\$ 18,480	\$ 18,480	\$ -	\$ -	\$ 4,440	\$ 10,000	\$ 230	\$ 88,010		\$ 88,010	
	Expenses												\$ -			

## AGENDA ITEM REVIEW SHEET

---

**Meeting Date:** January 8, 2026

**Staff Contact:** Rhonda Dunn, Finance Director

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**Formal Action Item:** Consider approval of an agreement with Business Outcome Solutions (BOS) to provide strategic planning, key performance indicator (KPI) framework and dashboards with ongoing monthly support.

**Background:** Business Outcome Solutions has provided consulting services to the city to assist with the selection of a new IT service provider and conversion from the previous provider. In the ongoing consulting role, BOS will assist the City staff with strategic planning and creation of a KPI framework. As an output over the overall process, the City will develop a model for IT support staffing in collaboration with Imagine IT. The second phase of the work with BOS will include the creation of dashboard to provide tracking of KPI performance for staff and the governing body.

The agreement has a total cost of \$45,000 for the two project milestones listed above as \$3500 per month for ongoing monthly support for which would begin 30 days after the launch of the dashboards.

This is a step toward a clear plan for IT support for the City and a big step forward in strategic planning and KPIs for the City.

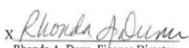
**Alternatives:**

1. Approve the agreement with BOS
2. Table the issue and direct staff for further analysis

**Legal Review:** Agreements will be reviewed by City Attorney, Spencer Low.

**Funding Source:** This agreement will be allocated to departments and paid through the General Fund and utility funds..

**Finance Director Approval:**

  
Rhonda A. Dunn, Finance Director

**Attachments:**

- Agreement with BOS
- 

**Suggested Motion:** Move to approve the agreement with Business Outcome Solutions and authorize the Mayor to sign the agreement.

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This agreement [“Agreement”], is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the City of Spring Hill, Kansas, [hereinafter “City”], and Business Outcome Solutions, [hereinafter referred to as “Contractor”].

### **RECITALS**

WHEREAS, Contractor represents that it is a duly qualified IT strategic consulting and technical implementation provider; and

WHEREAS, in the judgment of the City of Spring Hill, it is necessary and desirable to employ the services of Contractor to evaluate and implement IT organizational strategies and changes;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

### **AGREEMENT**

**1.0 Term of Agreement.**

The term of this Agreement shall be from January 8, 2026 to June 30, 2026 unless a different term is specified within the Scope of Services as described on Exhibit A or unless terminated earlier in accordance with the provisions of Article 2 below. In the event that the services rendered under this Agreement may extend beyond any one budget year, the continuation of this Agreement from year to year is contingent upon the approval of sufficient budgetary authority for the continuation of this Agreement by the Governing Body of the City in the establishment of its annual budget.

**2.0 Termination.**

2.1 Termination Without Cause. Notwithstanding any other provision of this Agreement, at any time and without cause, City shall have the right, in its sole discretion, to terminate this Agreement by giving 10 days written notice to Contractor.

2.2 Termination for Cause. Notwithstanding any other provision of this Agreement, should Contractor fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, City may immediately terminate this Agreement by giving Contractor written notice of such termination, stating the reason for termination.

- 2.3 Delivery of Work Product and Final Payment Upon Termination. In the event of termination, Contractor, within 14 days following the date of termination, shall deliver to City all materials and work product subject to Section 10.1 (Ownership of Documents) and shall submit to City an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.
- 2.4 Payment Upon Termination. Upon termination of this Agreement by City, the City shall pay Contractor the reasonable value of Services rendered by Contractor prior to termination; provided, however, City shall not in any manner be liable for lost profits that might have been made by Contractor had the Agreement not been terminated or had Contractor completed the Services required by this Agreement. In this regard, Contractor shall furnish to City such financial information as in the judgment of the City is necessary for City to determine the reasonable value of the Services rendered by Contractor. In determining the reasonable value of Services, appropriate consideration shall be given to the defective or deficient nature of the Services rendered. The foregoing is cumulative and does not affect any right or remedy that City may have in law or equity.
- 2.5 Authority to Terminate. The City Council has the authority to terminate this Agreement on behalf of the City. In addition, the City Administrator or Finance Department Director, in consultation with the City Attorney, shall have the authority to terminate this Agreement on behalf of the City.
- 2.6 Termination by Contractor Without Cause. Contractor shall have the right, in its sole discretion, to terminate this Agreement without cause by providing thirty (30) days' prior written notice to the City. In such event, Contractor shall be entitled to payment for services rendered and deliverables accepted through the effective date of termination and shall provide the City with all completed work product as of that date.

3.0 Scope of Services.

- 3.1 Contractor's Specified Services. The Scope of Services to be performed by Contractor under this Agreement is as described in Exhibit A to the Agreement, attached and incorporated by reference.
- 3.2 Performance Standard. Contractor shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Contractor's profession. City has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Contractor's work by City shall not operate as a

waiver or release of liability. If City determines that any of Contractor's work is not in accordance with such level of competency and standard of care, City, in its sole discretion, shall have the right to do any or all of the following: (a) require Contractor to meet with City to review the quality of work and resolve matters of concern; (b) require Contractor to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 2; or (d) pursue any and all other remedies at law or in equity.

3.3 Assigned Personnel.

- 3.3.1 Contractor shall only assign competent personnel to perform work hereunder. In the event that at any time City, in its sole discretion, desires the removal of any person or persons assigned by Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving written notice from City.
- 3.3.2 With respect to this Agreement, the Contractor shall employ the following key personnel: none.
- 3.3.3 In the event that any of Contractor's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of Contractor's control, Contractor shall be responsible for timely provision of adequately qualified replacements.
- 3.3.4 The Contractor shall designate Rob Norris as Principal (name/contact info) on the Project. As principal on this project, this person shall be the primary contact with the Project Representative and shall have authority to bind Contractor. So long as the individual named above remains actively employed or retained by Contractor, he/she shall perform the function of principal on the Project, unless otherwise agreed to in writing signed by both parties. The Contractor will supply a direct name, phone number and email and will notify the City if this contact information changes during the contract period.
- 3.3.5 City shall designate Rhonda Dunn, Finance Director as the Project Representative to represent the City in coordinating this project with Contractor, with authority to transmit instructions and define policies and decisions of City. The written consent of the Department Director, and if applicable, City Administrator and/or Governing Body, shall be required to approve any increase in Project cost as defined in Exhibit B.

4.0 Time of Performance.

The services described herein shall be provided during the period described in this Agreement, or in accordance with the schedule, set forth in the Scope of Services.

5.0 Payment.

- 5.1 Payment shall be made by City only for services rendered and upon submission of a payment request upon completion and City approval of the work performed as defined in Exhibit B. In consideration for the full performance of the services set forth in Exhibit A, City agrees to pay Contractor pursuant to rates stated in Exhibit B to this Agreement, attached and incorporated by reference.
- 5.2 Contractor shall bill City monthly for all work performed. The bill submitted by Contractor shall itemize the work for which payment is requested. City agrees to pay Contractor within thirty (30) days of approval. Contractor agrees to submit herewith such financial information as shall be required by City to enable the City to properly report such payments as required by state or federal law.
- 5.3 All invoices should be sent to Rhonda Dunn, Finance Director, at Rhonda.Dunn@springhillks.gov.
- 5.4 Right to Withhold Payment. City may decline to make payment, may withhold funds, and, if necessary, may demand the return of some or all of the amounts previously paid to Contractor, to protect City from loss because of:
  - 1) Defective Work not remedied by Contractor nor, in the opinion of City, likely to be remedied by Contractor;
  - 2) Claims of third parties against City or City's property;
  - 3) Failure by Contractor to pay Subcontractors or others in a prompt and proper fashion;
  - 4) Evidence that the balance of the Work cannot be completed in accordance with this Agreement for the unpaid balance of the Contract Price;
  - 5) Evidence that the Work will not be completed in the Contract Time required for substantial or final completion;
  - 6) Persistent failure to carry out the Work in accordance with this Agreement;
  - 7) Damage to City or a third party to whom City is, or may be, liable; or
  - 8) Conditions unfavorable for the prosecution of Work, or because of conditions which, in the opinion of the Engineer, warrant such action.

6.0 Cash Basis and Budget Laws.

The right of the City to enter into this Agreement is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and other laws of the State of Kansas. This Agreement shall be construed and interpreted so as to ensure that the City shall at all times stay in conformity with such laws, and as a condition of this Agreement the City reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such laws, or if mill levy funds generated are less than anticipated.

7.0 Indemnification.

To the fullest extent permitted by law, with respect to the performance of its obligations in this Contract or implied by law, and whether performed by Contractor or any permitted subcontractors hired by Contractor, the Contractor agrees to indemnify and hold harmless the City, and its agents, servants, and employees from and against any and all claims,

damages, and losses arising out of personal injury, death, or property damage, caused by the negligent or intentional acts, errors, or omissions of the Contractor or its subcontractors. Contractor shall also pay for City's reasonable attorneys' fees, expert fees, and costs incurred in the defense of such a claim.

8.0 Insurance.

8.1 The Contractor shall procure and maintain, at its sole expense, throughout the duration of this Agreement, insurance of such types (on an occurrence basis unless otherwise agreed to) and in at least such amounts as required herein (and not less than as required in any bid documents or other contract documents), from an insurance company licensed to do business in the State of Kansas, the following insurance coverages as may be necessary to protect the Contractor and the City and agents of the City against all hazards or risks of loss as hereinafter specified:

- Commercial General Liability for bodily injury and property damage liability claims arising from the injuries to members of the public or damage to property of others arising out of any act or omission of the Contractor or its agents, employees or Subcontractors with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate. The property damage liability coverage shall contain no exclusion relative to blasting, explosion, and collapse of building or damage to underground property and/or facilities.;
- Professional Liability – The Contractor shall maintain Professional Liability insurance in an amount not less than \$500,000, and shall provide the City with certification thereof.

8.2 The City shall be named as additional insured on such policies. Satisfactory certificates of insurance shall be filed with the City prior to starting any work on this Contract. The certificates shall state that thirty (30) days written notice will be given to the City before any policy coverage thereby is changed or canceled.

8.3 Industry Ratings - The City will only accept coverage from an insurance carrier who offers proof that it:

- 1) Is licensed to do business in the State of Kansas;
- 2) Carries a Best's policyholder rating of A or better;  
AND
- 3) Carries at least a Class X financial rating.  
OR

Is a company mutually agreed upon by the City and Consultant.

9.0 Conflict of Interest.

Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder, including under 31 U.S.C.S. Section 1352.. Contractor further covenants that in the performance of this Agreement no person having any such interests shall be employed.

10.0 Nondiscrimination.

Contractor must comply with the Kansas Act Against Discrimination and if applicable, execute a Certificate of Nondiscrimination and Affirmative Action as provided in K.S.A. §44-1030. The Contractor further agrees that the Contractor shall abide by the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provision of the Americans With Disabilities Act (42 U.S.C. 1201 et seq.) as well as all other federal, state and local laws, ordinances and regulations applicable to this project and to furnish any certification required by any federal, state or local governmental agency in connection therewith.

11.0 Facilities and Equipment.

Contractor shall furnish at its own cost and expense all labor, tools, equipment, materials, transportation, and any other accessories, services and facilities required to complete the Project as designated, described in accordance with this Agreement, including any attached exhibits and any addendums to this Agreement. The City expressly denies responsibility for or ownership of any item purchased until the same is delivered to and accepted by the City.

12.0 Accessibility.

Contractor will comply with the Rehabilitation Act of 1973, as amended, Section 504, which prohibits discrimination against handicapped persons in employment services, participation and access to all programs receiving federal financial assistance. Contractor shall also comply with applicable requirements with the Americans with Disabilities Act (ADA), as amended, which is a federal anti-discrimination statute designed to remove barriers which prevent qualified individuals with disabilities from enjoying equal treatment by state and local governments and their agencies in employment practices and accessibility in public services and programs.

13.0 Records, Ownership and Inspection.

13.1 Ownership of Documents.

All documents prepared by Contractor in the performance of this Agreement, although instruments of professional service, are and shall be the property of City, whether the

project for which they are made is executed or not. Contractor shall retain ownership of and unrestricted rights to any pre-existing frameworks, methodologies, templates, and tools used in the performance of this Agreement, provided such materials are not specifically created for the City under this engagement.

### **13.2 Open Records.**

In recognition of the City's obligations under the Kansas Open Records Act ("KORA"), Contractor acknowledges that this Agreement along with any reports and/or records provided pursuant to this Agreement are public documents and are subject to disclosure under KORA.

### **13.3 Maintenance of Records.**

Except as otherwise authorized by the City, Contractor shall retain such documentation for a period of three (3) years after receipt of final expenditure report under this contract, unless action, including but not limited to litigation or audit resolution proceedings, necessitate maintenance of records beyond this three (3) year period.

## **14.0 Independent Contractor.**

It is the express intent of the parties that this Contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the City and employees of the City shall not be deemed to be employees of the Contractor. The Contractor and the City shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the City's employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining worker's compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employee's compensation.

## **15.0 Compliance with Laws.**

15.1 The Contractor shall observe and comply with all applicable federal, state, and local laws, regulations, standards, ordinances or codes and shall be in compliance with all applicable licensure and permitting requirements at all times.

15.2 Pursuant to K.S.A. 16-113, if the Contractor does not have a resident agent in the State of Kansas, it shall execute and file "Certificate of Appointment of Process of Agent" with the Clerk of the District Court of Johnson County, Kansas. These forms may be obtained at the Office of the Clerk of the District Court. Contractor shall be responsible for the filing fee. This certificate is pursuant to the General Statutes of Kansas, and shall be filed prior to the formal execution of the Contract Documents. Failure to comply with these requirements shall disqualify the Contractor for the awarding of the Contract.

16.0 Assignment.

Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented. The subcontracting, assignment, delegation or transfer of the Services shall in no way relieve the Contractor of its primary responsibility for the quality and performance of such Services.

17.0 Confidentiality.

All reports and documents prepared by Contractor in connection with the performance of this Agreement are confidential until released by City to the public. Contractor shall not make any such documents or information available to any individual or organization not employed by Contractor or City without the written consent of City before any such release.

18.0 Notices.

All notices hereunder shall be given in writing and sent as follows:

To City:

City of Spring Hill  
c/o Rhonda Dunn, Finance Director  
401 N Madison St  
P.O Box 424  
Spring Hill, KS 66083-0424

To Contractor:

19.0 Amendments.

- 19.1 This document represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, and agreements, either written or oral.
- 19.2 This document may be amended only by written instrument, signed by both City and Contractor.

20.0 No Third Party Beneficiaries.

City and Contractor specifically agree that this Agreement is not intended to create any third party beneficiary relationship nor to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or

provisions of this Agreement; the duties, obligations and responsibilities of the parties to this Agreement with respect to third parties shall remain as imposed by law.

**21.0 Force Majeure.**

City shall not be responsible for any delay or failure of performance resulting from fire, flood, other acts of God, vandalism, strike, labor dispute of a third party, domestic or international unrest, delay in receipt of supplies, energy shortage or failure, or any other cause beyond its reasonable control.

**22.0 Titles.**

The titles in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

**23.0 Negotiations.**

City and Contractor agree that disputes relative to the project should first be addressed by negotiations between the parties. If direct negotiations fail to resolve the dispute, the party initiating the claim that is the basis for the dispute shall be free to take such steps as it deems necessary to protect its interests; provided, however, that notwithstanding any such dispute Contractor shall proceed with the work as per this Agreement as if no dispute existed; and provided further that no dispute will be submitted to arbitration without both parties' express written consent.

**24.0 Severability.**

If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

**25.0 Authority to Enter into Agreement.**

Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

**26.0 Incorporation of Appendices.**

Appendix A – Scope of Services and Appendix B – Fees, are attached hereto and made a part hereof as if fully set out herein.

**27.0 Entire Agreement.**

This Agreement represents the entire agreement between the Parties hereto and any provision not contained herein shall not be binding upon either party, nor have any force or effect.

28.0 Governing Law and Venue.

This Agreement shall be governed by the laws of the State of Kansas and, in the event of litigation, the sole and exclusive venue shall be within the District Court of Johnson County, Kansas.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_.

CITY OF SPRING HILL, KANSAS

CONTRACTOR

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Joe Berkey, Mayor

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Robert Norris, President  
Business Outcome Solutions

ATTEST:

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Glenda Gerrity, City Clerk

APPROVED AS TO FORM:

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Spencer A. Low, City Attorney

## EXHIBIT A – SCOPE OF SERVICES

Define Scope of Services – Be Specific as Possible

Include Work Timeframe

Include Definition/Explanation of Acceptance of Work

## Phase 1: IT Organizational Design, Strategy & KPIs

### **Summary:**

*BOS will lead discovery and strategic planning to define the City's IT support model, department-level KPIs, and long-term technology roadmap. This includes interviews, documentation, and recommendations supporting Council-level decision-making.*

**Duration:** 30-45 Days

### **Deliverables:**

- IT Objectives & KPI Framework
  - Software Architecture Documentation (Current + Target State)
  - IT Support Model Documentation
  - Org Structure Options + Job Descriptions
  - 2-Year Strategic Roadmap
  - Ready to Present Council Presentation
- 

## Phase 2: Data Architecture & Business Intelligence Delivery

### **Summary:**

*BOS will implement a citywide data platform (Azure-based) that integrates 6+ systems and enables Power BI dashboards and process automation. This technical implementation makes data usable for leadership, finance, and operations — with training included.*

**Duration:** 45-90 Days (finish post Tyler-migration)

### **Deliverables:**

- Azure Data Factory with 6+ system integrations
- 4–6 live Power BI dashboards (Council, Admin, Finance, Depts.)
- Automation Layer to eliminate manual entry

- Training & documentation

AI/Automation roadmap

#### **Acceptance of Work Statement**

All work performed by BOS shall be reviewed and accepted by the City of Spring Hill based on written approval of milestone deliverables outlined herein. Acceptance will be provided in writing by the City Project Lead or Finance Director, confirming satisfactory delivery of each phase's objectives before subsequent phases commence or payments are issued.

#### **EXHIBIT B – FEES**

Define Fees and Fee Schedule, and Payment/Approval Process

**Total Deliverables Fixed Fee: \$45,000**

- **Phase 1 Milestone Payment – \$10,000**

Due after City acceptance of strategic planning deliverables (KPI framework, architecture, support model, roadmap, and a ready to present council presentation).

- **Phase 2 Milestone Payment – \$35,000**

Due upon go-live of dashboards, Azure integration, automation, and user training.

**Ongoing Monthly Support – \$3,500/month**

Begins 30 days after Phase 2 launch. BOS provides:

- Azure infrastructure, licenses and storage
- Overnight data refresh and system monitoring
- Issue resolution and performance tuning
- **10 hours/month** for dashboard changes or automation **10 hours/quarter** for executive strategic consulting
- Admin/user access support during business hours
- Net 30 invoicing | 12-month auto-renewing agreement

City of Spring Hill is responsible for:

- The City of Spring Hill is responsible for procuring and maintaining Power BI Pro licenses for dashboard users (\$140/user/month, billed directly by Microsoft).

**Terms:** Invoices payable Net 30. BOS to provide W-9.