



**JULY** 2019

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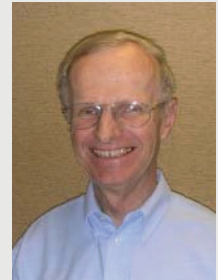
## WANT MORE NEWS?

KAC PROVIDES ADDITIONAL CONTENT ON  
FACEBOOK, LINKEDIN AND TWITTER.  
FOLLOW US FOR UP-TO-THE-MINUTE  
INFORMATION!

## ON THE ROAD

*By Norm Bowers, Local Road Engineer*

### The Buck Stops Here (but don't be short sighted)



The sign “The Buck Stops Here” was on President Truman’s desk in his White House office. The saying “the buck stops here” derives from the slang expression “pass the buck” which means passing the responsibility or the blame on to someone else.

I still get my hometown newspaper and this year the county road supervisor is being blamed by the citizens for the poor condition of the gravel roads. There have been numerous articles in the paper of citizens attending the county commission meetings and saying some pretty outrageous things about the supervisor. If the supervisor was as dumb as the citizens claim, he would have a hard time finding his way home from work. I guess it is human nature to blame someone, and the road supervisor is an easy target. However, it is unlikely the road supervisor is the problem and neither are the current commissioners. (Notice how I passed the buck.) The real problem may not have been apparent to citizens but road people have seen it coming for decades. The real problem is that in most counties’ road budgets have not kept up with cost increases, and as a result the condition of the county road infrastructure has been deteriorating gradually.

This year we have had a lot of soaking rains that have made a mess of our gravel roads. While some people would blame the weather, and the road supervisor, the underlying issue is that we haven’t been keeping up with replacing the surfacing that is lost due to traffic and weather. Surfacing wears down with traffic and blading and we lose the gravel in the form of road dust that blows on adjacent land. Gravel functions in two ways: it is structural as



**FIGURE 1.** Sign on President Truman’s desk.

*continued next page*

it has better bearing capacity than the underlying soil, and it is relatively impervious and it protects the underlying soil from moisture. If the gravel layer is too thin, a soaking rain will penetrate the gravel layer and that moisture weakens the soil. Then traffic cuts ruts in the road and we basically have a mud road with a little gravel for traction. Then to make a good road we have to reshape the road and add a lot of gravel.

Here is a road maintenance dilemma. It costs more to maintain a poor road than a good one. For instance, 500 tons of gravel to the mile may have prevented rutting, but once we lose the road it may take 1,500 tons to the mile to repair it. If we keep the roads mowed back so trees don't grow, it is a lot cheaper than removing hundreds of 6-inch trees when the road gets overgrown. We never save money by deferring maintenance, but too often that is what we have been trying to do.

Back to the "The Buck Stops here." At the county level the buck obviously stops at the county commission. Commissioners rightfully see themselves as guardians and overseers for the proper expenditures of the tax dollars. Infrastructure involves long term issues, so we need to think long term. Decisions need to be made based on long term cost effectiveness, but too often we only look at the short term. Looking at the short term is likely being cheap, and costing money in the long term. I could give many examples but the most obvious one is training. It is the commission's responsibility to see that county staff is properly trained so they can perform their jobs efficiently and effectively and in compliance with laws and regulations. Training doesn't cost much but the benefits can be huge. However, in many counties training is almost non-existent. Right or wrong we just keep doing things the same old way, because we think we don't have the time or



**FIGURE 2.** *County commissioners checking roads?*

budget for training. Citizens may complain that the blade operator doesn't know what he is doing, and maybe he doesn't. Has he ever been sent to training?

Unlike a business that could close next year, counties are going to be in business a long, long time. For that reason alone department directors and the county commissioners should be making decisions based on long-term implications. It is easy to think short term; it is harder to think long term. But being short sighted costs more in the long run and makes things worse for those who follow us. ■

*If you like roads, and who doesn't, you may be interested in my twice monthly email on current road issues and road items of statewide interest. If you would like to receive these emails just send me an email request with position, and county or company at [bowers@kansascounties.org](mailto:bowers@kansascounties.org).*

## COUNTY COMMENT

County Comment is published monthly as the official newsletter of the Kansas Association of Counties. Questions or comments are welcome and may be forwarded to [Dana Wethington, Editor](#).

Kansas Association of Counties  
300 SW 8th Ave, Ste. 300  
Topeka, KS 66603

Dorrie Sullivan, Interim Executive Director  
Craig Cox, KAC President

*Layout design by Becky Arensdorf*

# INDEPENDENCE DAY IN KANSAS

By Jay Hall, Legislative Policy Director & General Counsel

The first Independence Day celebrated West of the Mississippi River was celebrated in Kansas on July 4, 1804. The journey to get there, however, began in 1803.

After the Louisiana Purchase was complete, President Thomas Jefferson set a goal of exploring the newly purchased land to determine what resources were available in the vast expanse, as well as finding the most convenient way to travel across the continent as the new country expanded.



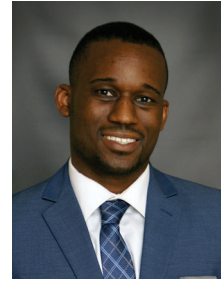
President Jefferson commissioned a Corps of Discovery Expedition, led by Captain Meriwether Lewis and his friend, Second Lieutenant William Clark. These two would lead an exploration across the continent.

The original purpose of the Corps of Discovery was both scientific and commercial. The Corps was to study the area of the Louisiana Purchase, and the plants and animal life there. They were also to explore the geography of the new land.

The Corps spent the winter in what is now Indiana preparing for the exploration. Captain Lewis wanted men that were healthy and brave, but also unmarried because the journey ahead was uncertain. The expedition began in Illinois on May 14, 1804, reaching the area of what are now the St. Louis suburbs two days later on May 16. From there, the group spent six weeks crossing the area of what would become Missouri, arriving at Kaw Point (the area where the Kansas River drains into the Missouri River basin) on June 26, 1804.

Having successfully navigated that far, the expedition continued up the Missouri River in the

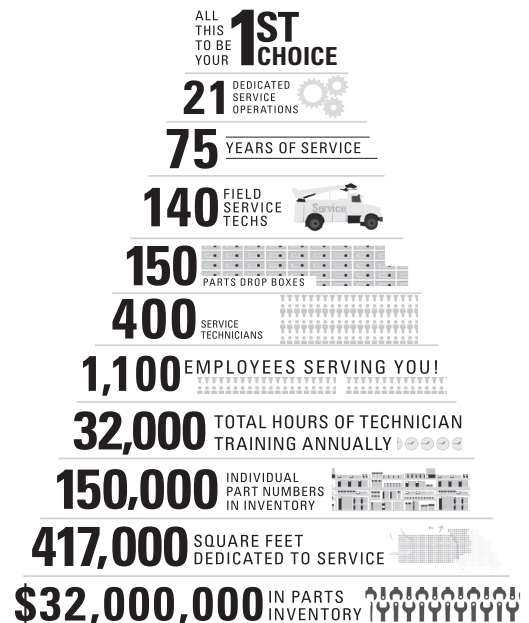
general direction of what would become Omaha, Nebraska, and arrived at an area near what is now Atchison, Kansas, on July 4, 1804. They located two creeks in the area where they set up camp. Lt. Clark named the creeks 4<sup>th</sup> of July 1804 Creek and Independence Creek.



The Corps of Discovery marked the first Independence Day celebrated West of the Mississippi by firing the swivel gun on their boat in celebration, following a tradition that had been established along the east coast of firing off cannons to mark the day.

A historical marker commemorates the site in Atchison County today. ■

## THE NUMBERS ADD UP TO VALUE.



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**CAT**

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# FLOODPLAIN ADMINISTRATORS: HOMETOWN HAZARD MITIGATION HEROES

*By H. Martin Koch, CFM, National Flood Insurance Program Specialist with the Kansas Department of Agriculture-Division of Water Resources*

**F**loodplain administrators play important roles in counties. Read on to see why this is a key responsibility.

The midsummer season in Kansas often brings warm, sunny weather periodically interrupted by severe thunderstorms with torrential rainfall.

Multi-peril homeowners' insurance policies usually cover damage from strong winds, hail or tornadoes, but fail to cover flood damage. Citizens must purchase flood insurance to avoid paying the full cost of flood recovery from their savings.

Most flood insurance policies in Kansas are offered through the National Flood Insurance Program (NFIP). Signing your county up to participate in this program makes federal flood insurance and related programs available to your citizens. This maintains access to federally backed mortgages for property owners who are required to purchase flood insurance by their lender, and provides the option to purchase flood insurance even for property owners without a mortgage. Keep in mind that other federal programs — such as Community Development Block Grants, Small Business Administration loans, and FEMA (Federal Emergency Management Agency) disaster assistance — are linked to the NFIP. Without NFIP participation, funding from these programs may not be available for any project located in a floodplain.

The only cost required to join the NFIP is staff time to complete the required paperwork and administer the program's permitting requirements. The floodplain management office at the Kansas Department of Agriculture-Division of Water Resources (KDA-DWR) has all the documents you need, and we have developed them into a convenient fill-in-the-blanks format. There are three key documents required: a resolution of intent to participate in the program, a simple FEMA application form, and a floodplain management resolution. KDA-DWR's sample resolution is fully compliant with 44 CFR (Code of Federal Regulations) 60.3. One required provision is that local jurisdictions designate an official to serve as the floodplain administrator.

Despite the long summer days, many county officials are frequently pressed for time and may feel that floodplain management would be an overwhelming responsibility. However, floodplain management is not a full-time position in most Kansas counties. County clerks, appraisers, planners, and directors of emergency management or environmental health often add floodplain management to their portfolio of duties. KDA-DWR offers free sample permit forms and written administrative procedures that can streamline floodplain management activities. We also offer free training classes and newsletters to help new floodplain administrators quickly develop their knowledge and skillset. The primary task of floodplain administrators is to issue permits for all development in their county's Special Flood Hazard Area (SFHA) and ensure that any such development is compliant with NFIP flood safety performance standards. Many counties have relatively small SFHAs and issue only a small number of floodplain permits per year. To view the current effective flood maps for your county, visit FEMA's Map Service Center at <https://msc.fema.gov/portal/home>.



Summer is often the time when Hollywood studios release blockbuster superhero films. By serving your county as a floodplain administrator, you may not become famous but you will play a leading role in safeguarding the lives and livelihoods of your neighbors when heavy rainfall strikes. As of 2019, 67 of Kansas' 105 counties currently participate. Your county could be next. For step-by-step info on joining the NFIP, contact me, KDA-DWR NFIP Specialist Martin Koch at 785-296-0854 or [Martin.Koch@ks.gov](mailto:Martin.Koch@ks.gov). You can also visit [agriculture.ks.gov/floodplain](http://agriculture.ks.gov/floodplain) for further details. ■



# KANSAS ASSOCIATION FOR FLOODPLAIN MANAGEMENT, INC.

## PRE-CONFERENCE WORKSHOPS – SEPTEMBER 3, 2019

“SPONSORED BY KAFM”

### GIS WORKSHOP IN FLOODPLAIN MANAGEMENT

CONTACT – JOANNA ROHLF FOR REGISTRATION AND CLASS DETAILS @ (785) 296-7769

### HEC-RAS 5.X 2D MODELING WORKSHOP

CONTACT – JOHN COVEY FOR REGISTRATION AND CLASS DETAILS @ (316) 221-3396

### PC-SWMM 2D MODELING WORKSHOP

CONTACT – JOHN COVEY FOR REGISTRATION AND CLASS DETAILS @ (316) 221-3396

## **16<sup>TH</sup> ANNUAL KAFM CONFERENCE** **SEPTEMBER 4<sup>TH</sup> & 5<sup>TH</sup>, 2019**

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### **DOUBLE TREE BY HILTON**

200 MCDONALD DRIVE, LAWRENCE, KANSAS 66044

**RESERVATIONS:** CALL 785-841-7077 - ASK FOR THE **KAFM ROOM BLOCK**

**ROOMS AVAILABLE TUESDAY, WEDNESDAY AND THURSDAY NIGHTS**

ROOM RATE = \$89.00 PER NIGHT (GOVERNMENT RATE)

ROOM RATE = (NON-GOVERNMENT) QUEEN = \$89.00

**FINAL NOTE: KAFM ROOM RATE EXPIRES AUGUST 14<sup>TH</sup>. BOOK YOUR ROOM BEFORE THAT DATE!!**

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### CONFERENCE REGISTRATION

	<b><u>EARLY RATE</u></b> MAY 13 – JULY 5	<b><u>REGULAR RATE</u></b> JULY 6 – AUGUST 4	<b><u>LATE RATE</u></b> AUGUST 5 – SEPTEMBER 4
MEMBERS:	\$175.00	\$200.00	\$225.00
NON-MEMBERS:	\$200.00	\$225.00	\$250.00
EXHIBITOR-SPONSOR:	\$300.00	NOTE: EXHIBITOR-SPONSOR RATE INCLUDES ONE REGISTRATION	

REGISTRATION INCLUDES ANNUAL MEMBERSHIP, ALL MEALS DURING THE CONFERENCE AND 8.0 HOURS OF CONTINUING EDUCATION CREDIT TO MAINTAIN YOUR CFM CERTIFICATION

**THE CONFERENCE OPENS ON WEDNESDAY @ 10:45 AM AND CLOSING WITH THE LAST SESSION AROUND 2:30 PM ON THURSDAY**

### CONFERENCE TRAINING HIGHLIGHTS

“PANEL DISCUSSION – BEST PRACTICES”

“2019 NFIP INSURANCE UPDATES”

“QUICK GUIDE TO FLOODPLAIN MANAGEMENT IN KANSAS” – FOUR SESSIONS

FULL SCHEDULE AND AGENDA WILL BE SENT OUT AS SOON AS IT IS FINALIZED

“SCHEDULE PROVIDED FOR PLANNING PURPOSES ONLY AND IS SUBJECT TO CHANGE WITHOUT NOTICE”

**FLOODPLAIN MANAGERS REVIEW SESSION – THURSDAY FROM 3:30 – 6:00 PM + CFM EXAM – FRIDAY @ 8:00 AM**

## Live Healthy U.S. Counties

### FREE for NACo Member Counties

Be a Live Healthy county with health discount programs for residents

Help your residents save on everyday prescription, dental and health costs.

**Prescription Discounts** at more than 68,000 pharmacies nationwide.

- Free to residents – they can save an average of 24%\* off retail prices

**Dental and Health Discounts** at a national network of providers.

- Low-fee programs save residents 15% to 50% on dental and health costs

The Live Healthy program is offered at no-cost to our member counties – and we'll provide everything you need to market these savings to your residents, including:

- Customizable posters
- Customizable free prescription discount cards
- Dimensional counter display
- Press releases and more

**Become a Live Healthy county – it's free! Visit [www.naco.org/health](http://www.naco.org/health) or call toll-free 1-888-407-6226.**



**The Live Healthy discount program is NOT insurance.**

\* Savings may vary by drug and by pharmacy.

The Prescription Discount Card is operated by CVS/caremark®. The Discount Medical Organization for NACo Health and Dental Discounts is Alliance HealthCard of Florida, Inc. All rights reserved. ©2015 CVS/caremark. 106-35891b 100515

NOVEMBER 12-14, 2019



HYATT REGENCY WICHITA/  
CENTURY II CONVENTION CENTER  
WICHITA/SEDGWICK COUNTY

## 44TH ANNUAL CONFERENCE & EXPOSITION

### Preliminary Agenda

Following is a list of topics and times for the 2019 KAC Annual Conference and Exposition. We are still working on fine-tuning but we know some want more information about our topics before registering. To register for the conference, click [here](https://netforum.avectra.com/eweb/StartPage.aspx?Site=KAC&WebCode=HomePage) or copy and paste the following link into your browser.

<https://netforum.avectra.com/eweb/StartPage.aspx?Site=KAC&WebCode=HomePage>

**Exhibition & Dinner Sponsor: Foley Industries**

**Host Sponsor: Sedgwick County**

### Tuesday, November 12, 2019

- 8:30 – 10 a.m. Women of KAC Continental Breakfast  
9 a.m. KAC Governing Board Meeting  
9 a.m. – 5 p.m. Registration Opens  
Voting Delegates Credentials Pick-up *Hyatt Foyer*  
10 – 11 a.m. Concurrent Education Workshops (Block A)
- ***Attracting and Retaining Employees in a Tight Labor Market***
  - ***How to Look for Grants to Benefit Your County***
  - ***Contract for Noxious Weed Spraying: What Could Go Wrong?***

**10:30 a.m. - 2:30 p.m., Extra Workshop – Must Pre-register. Cost \$50**

#### ***Truth and Lies: How to Effectively and Ethically Get Your Message Out to Citizens and the Media***

Join us for this extra workshop being held during the first half of the day at the KAC Annual Conference. This workshop is a multimedia presentation with interactive exercises for the participants and lots of real life stories about how to frame messaging. Topics included will be ethics, public relations, and lobbying the Legislature and elected officials. You will work on writing succinct talking points and presenting them effectively.

Presenter: Mike Taylor, Public Relations Director, Unified Government Wyandotte County/KCK

This workshop can be applied toward requirements for the Foundations in County Government leadership certificate program. The registration fee includes lunch, breaks and materials. You must pre-register for this workshop to assure catering is accurate. Space is limited. Cost is \$50. You do not have to register for the conference to register for this workshop.

**11 a.m. – 12:30 p.m. Lunch on Your Own**

- 12:30 – 1:30 p.m. Concurrent Education Workshops (Block B)**
- ***Employment Law Updates***
  - ***Opening and Vacation of County Roads***
  - ***Public Health and Behavioral Health Working Together for Better Community Outcomes***

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- 1:45 – 2:45 p.m. Concurrent Education Workshops (Block C)**
- ***Conversation with Kansas Transportation Secretary Julie Lorenz***
  - ***Records Management 101: From Creation to Preservation***
  - ***Appraisal Information for Citizens***

**2:45 – 3:15 p.m. Coffee and Snack Break**  
*Location: Eagle Ballroom Foyer*

- 3:15 – 4:15 p.m. Concurrent Education Workshops (Block D)**
- ***2020 Census: What's at Risk if Kansas Under-reports***
  - ***Affordable Housing Resources for Kansas***
  - ***How to Avoid Swimming with the Phishes***

**4:30 – 5:30 p.m. 2020 Legislative Policy Statement Review**

This time is set aside to review the draft 2020 KAC Legislative Policy Statement, as recommended by the KAC's Legislative Policy Committee. KAC Legislative Policy Director & General Counsel will brief attendees on major changes to the draft policy statement, and there will be opportunity for questions and answers and discussion. All voting delegates are strongly urged to attend this session.

**5:30 – 7 p.m. KCAMP/KWORCC Business Meeting**

### **Wednesday, November 13, 2019**

**6:30 a.m. – 2 p.m. Registration Open**

**6:30 – 8 a.m. Final Voting Delegates Credentials Pick-up**

**7 – 8 a.m. Breakfast Buffet**

**8 – 9 a.m. Annual Business Meeting**

Call to Order: KAC President Craig Cox, presiding

- Membership will adopt the 2020 Legislative Policy Statement
- Executive Director "State of the Association" and announcements about upcoming 2020 KAC programs and services.
- Presentation of 58th Annual County Public Improvement Awards sponsored by the American Council of Engineering Companies in cooperation with the KAC.

**9 – 10:30 a.m. General Session**

***Keynote Speaker Tim Gard***

***Laughter Becomes You***

Tim Gard is a tears-in your-eyes funny keynote speaker who teaches people to be more resilient and resourceful and coaches organizations on how to enhance productivity and employee enthusiasm. Tim's down-to-earth style and real-life humor leaves a lasting impression that you will benefit from for years to come!

**8:30 a.m. – 4 p.m. County Counselors Association Continuing Legal Education (CLE)**  
 (Separate CCAK Registration required.)

**10:45 – 11 a.m. Refreshment Break**

**11 a.m. – 12 p.m. Concurrent Education Workshops (Block E)**

- ***Can I Say that at Work? Tim Gard, motivational speaker and this year's key note speaker***
- ***Emergency Preparedness***
- ***Foley Industries Sponsored Speaker TBA***
- ***Kansas Industrial Hemp Research Program: Commercialization of Industrial Hemp***

**12 – 1:15 p.m. Luncheon**

- 12:15 Presentation of 58th Annual County Public Improvement Awards sponsored by the American Council of Engineering Companies in cooperation with the KAC, recognizes engineering projects benefiting citizens of Kansas communities.
- 12:30 NACo Works for You
- 12:45 Constitutional Home Rule

**1:30 – 7 p.m. Exhibition Hall Opens**

**Dessert is Served!** Join us in the Exhibition Hall for your afternoon dessert at 1:30 p.m.

*continued next page*



At the 2019 KAC Annual Conference and Exhibition, you'll learn a lot from our exceptional workshops, but don't let the information stop there. On Wednesday afternoon explore the nearly 100 companies showcasing their services and products that will help you serve the residents of your county. Many of them also are sponsors of the conference so look for them at workshops, breaks and presentations. Get all your questions answered by these exhibitors who are eager to help you.

**Drawings for Prizes: Must be present to win!** Beginning at **3 p.m.** and then every half hour until **6:30 p.m.**, we will have drawings for great prizes.

If you attend a Vendor Red Carpet presentation, you can enter a drawing for each presentation you attend.

- 2 p.m. *KCAMP: How to protect your county from Cyber Attacks*
- 2:40 p.m. *Census 2020*
- 3:20 p.m. *KWORCC: Training and Why it Matters*
- 4 p.m. *Mid-Continental Restoration: Renovation = Longer Building Life*
- 4:40 p.m. TBA

**4:30 – 7 p.m.**                      **Bar Open**  
**5:30 – 6:30 p.m.**                **Dinner sponsored by Foley Industries**  
**7 p.m.**                                **Exhibition Closes**  
**7 – 8:30 p.m.**                    **KAC Executive Director/Board Reception**

### **Thursday, November 14, 2019**

**6:30 – 9 a.m.**                      **Registration Open**  
**6:30 – 8 a.m.**                      **Buffet Breakfast**  
**7 – 8 a.m.**                          **Keynote Speaker Andrew Hait, Economist**

Andrew Hait (Andy) is an economist in the International Trade Management Division at the U.S. Census Bureau. With more than 30 years of service at the Census Bureau, Andy advises on Economic data products and conducts data user training for the Economic Census and the Census Bureau's other monthly, quarterly and annual economic survey programs. He will bring us his insights on the 2020 Census.

- 8:15 – 9:15 a.m.**                **Concurrent Education Workshops (Block F)**
- ***Social Media – Liability Concerns and Open Records***
  - ***Rural Eco/Devo in Kansas*** with Lynne Hinrichsen, Rural Development Director, State of Kansas
  - ***Building Trust in Our Communities***
  - ***Wind Energy***

**9:30 - Noon**                      **Affiliate/Associate/Group Meetings**  
Administrators                      Chisholm/Stimson

Appraisers	<i>Cypress B</i>
Clerks & Election Officials	<i>Cypress A</i>
Commissioners	<i>Redbud A-B</i>
Highway Officials	<i>Birch</i>
Human Resource Directors	<i>Osage</i>
Local Health Departments	<i>Cedar</i>
Mental Health	<i>Maple</i>
Noxious Weed Directors	<i>Oak</i>
Planning and Zoning Directors	<i>Willow</i>
Registrars of Deeds	<i>Redbud C</i>

**Noon**                                **ADJOURN**

### **NATIONWIDE RETIREMENT SOLUTIONS (NRS)**

Contact: Burt Burrows, Program Director  
P.O. Box 24232  
Denver, CO 80224  
Phone: 303-452-6300,  
816-221-5266 or 785-271-7010  
Fax: 785-271-7020



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[Nationwide Retirement Solutions](#) (NRS) administers the NACo 457 Deferred Compensation Program for county employees across the U.S. NRS provides education, investments and recordkeeping functions for these plans. Along with the 457 Plan, NRS also administers a 401a Match Plan and the Post Employment Health Plan (PEHP), a plan that provides retiree health care reimbursements, tax free.

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**Conference Registration Fees**  
Register online today by clicking [here](#)

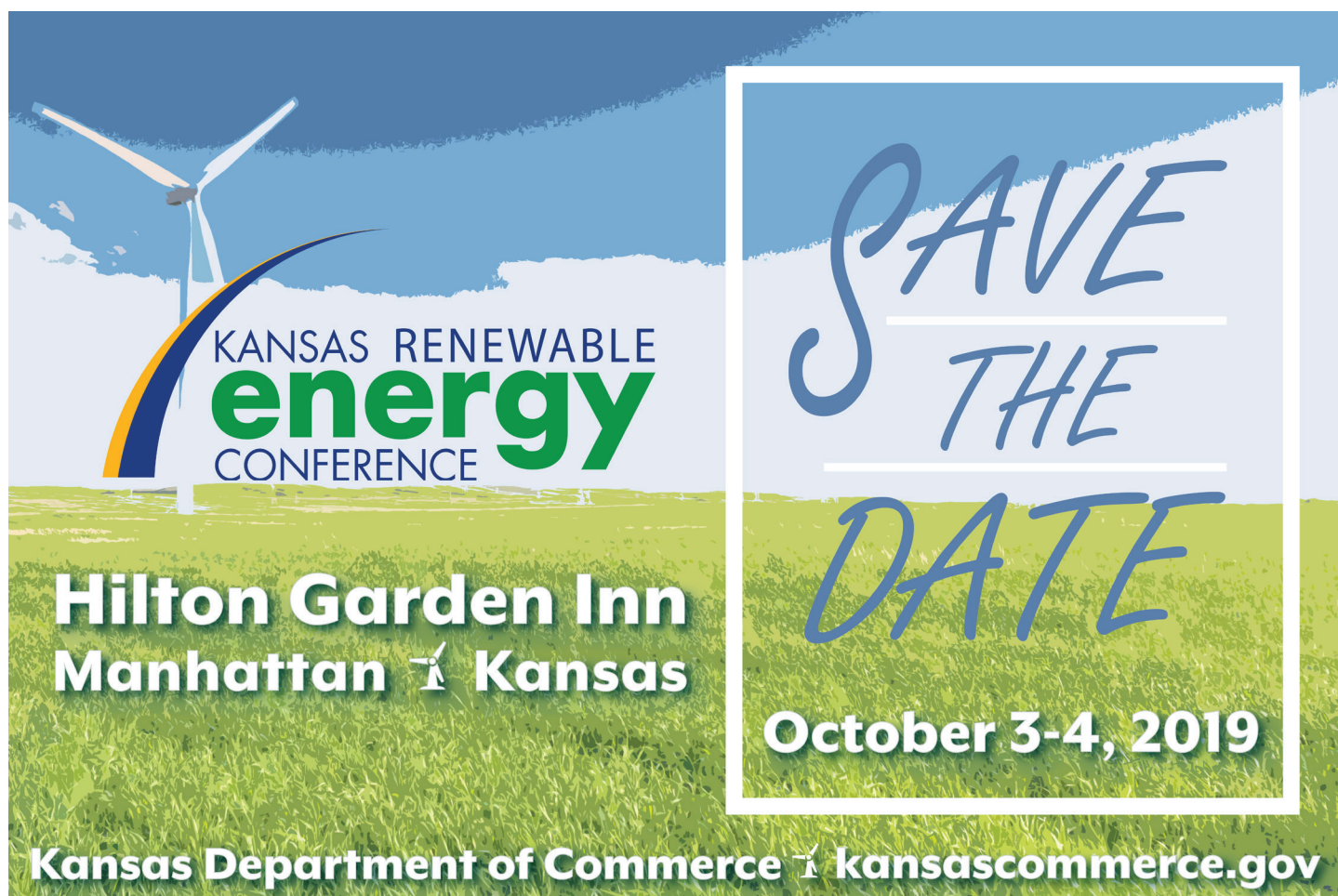
Full Conference includes all meals, workshops, sessions & events	\$370
One Day Only includes attendance for the day's events and meals only	\$225
Affiliate/Associate Meeting includes breakfast with speaker, workshop and Thursday's meeting	\$75
Wednesday Exhibition, Reception & Dinner	\$60
Workshop: <i>Truth and Lies: How to Effectively and Ethically Get Your Message Out to Citizens and the Media. Workshop includes lunch.</i>	\$50

**Member Rates**

**Event Ticket required for everyone not registered for full conference or one-day-only events.**

**\*\*HOTEL CANCELLATION POLICY FOR THE KAC ANNUAL CONFERENCE:** The room block will be opened when the KAC annual conference registration opens. A deposit equal to one night's stay is required to hold each guest's reservation and it will be charged at the time of the reservation. These deposits paid by individuals are refundable if notice is received at least four weeks prior to arrival (which is October 15, 2019) and a cancellation number is obtained. Each reservation must be accompanied with the name for each room (no hotel room block will be allowed; for example, booking five rooms under one name is not allowed). Name changes on guest room reservations will be accepted.

**CONFERENCE CANCELLATION POLICY:** Partial refunds are given for full conference registration only, and NOT Tuesday, Wednesday, or Thursday ONLY Registration, Affiliate/Associate Meeting Registration, or Exhibition dinner ticket. To be eligible for a partial refund, all cancellations must be made in writing to the KAC office on or before 5 p.m. October 11, 2019. Upon receipt of written notice, a refund will be processed and mailed to registrants less a \$25 registration processing fee. **After October 11, 2019 NO refund** requests will be honored. ■



The poster features a background image of a wind turbine in a green field under a blue sky. On the left, the text "KANSAS RENEWABLE energy CONFERENCE" is displayed, with "energy" in a large, bold, green font. Below this, the venue "Hilton Garden Inn Manhattan Kansas" is written in white. At the bottom, it says "Kansas Department of Commerce" followed by a small icon and the website "kansascommerce.gov". On the right, a white-bordered box contains the text "SAVE THE DATE" in a large, blue, handwritten-style font, with "October 3-4, 2019" in a smaller, white, sans-serif font below it.

**KANSAS RENEWABLE  
energy  
CONFERENCE**

**Hilton Garden Inn  
Manhattan Kansas**

**Kansas Department of Commerce  kansascommerce.gov**

**SAVE  
THE  
DATE**

**October 3-4, 2019**

## EMPLOYMENT OPPORTUNITIES

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### Assistant City Manager – Hays, KS

The Assistant City Manager has the primary responsibility of assisting the City Manager in overseeing the day-to-day operations of the City by working with the City Commission, Department Heads, & Residents. Other duties include researching issues, providing advice, & managing assigned projects. This position manages the preparation & administration of the annual budget. The assistant also assumes the City Manager's duties in their absence.

Hays has 181 full time employees with an annual budget of \$40 million. Hays is financially sound thanks to proper planning. City services include Dispatch, Convention & Visitors Bureau, Fire, Parks, Police, Public Works, Planning, Solid Waste, Airport, Water Supply, Wastewater Treatment, & Administration.

#### Requirements

Possession of Bachelor's degree (Master's degree desired) in a related field of study is required. Excellent supervisory, organizational, budgetary, administrative, & communication skills as well as a big picture approach is necessary. Candidates must be able to demonstrate strong written & oral communications & have the ability to work with the general public. Being able to build relationships is key.

#### Compensation & Benefits

Hiring range: \$84,396 – \$90,000 plus excellent benefits included family health insurance, paid time off, Kansas Public Employee Retirement System (KPERs), & longevity bonus.

#### How to Apply

Resumes can be emailed to [hr@haysusa.com](mailto:hr@haysusa.com) or mailed to Human Resources, P.O. Box 490, Hays, KS 67601. Resumes must include a minimum of 3 references & a cover letter. Priority deadline for this position is August 9, 2019. Review

of applications will begin after the priority deadline & continue until after the position is filled.

#### The Community

Hays, Kansas (pop. 20,500), is a university community serving as a regional center for education, health care, professional services, shopping, culture, arts, & recreation for the western half of Kansas - serving a population of nearly 100,000. This progressive community is recognized among the top Kansas cities in entertainment, health, arts, & culture.

Hays is home to Fort Hays State University (FHSU), a regional comprehensive university with over 13,000 students, known for its innovation & entrepreneurship. FHSU is the fastest growing university in the Kansas Regents system. The Beach/Schmidt Performing Arts Center on the FHSU campus is home to the Encore Series, the Hays Symphony, & other national & world caliber performances.

Hays Medical Center is a major employer with more than 1,000 employees. Hays Medical Center is the home to the DeBakey Heart Institute of Kansas & one of the top rural medical centers in the United States.

Historic Downtown Hays has unique shopping, galleries, & eateries. Hays boast excellent recreational facilities including: the Center for Health Improvement, Hays Aquatic Park, Smoky Hill Country Club, Hays Municipal Golf Course, an extensive recreational program, & excellent opportunities for walking, running, & biking. Hays is within 45 minutes of two large lakes providing fishing, boating, & other water sports. Bike Hays contains 21 miles of connecting system.

The Hays Municipal Airport provides service to Denver & Chicago on a 50-passenger regional jet.

Find out more at [www.haysusa.com/ACM](http://www.haysusa.com/ACM)

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### Road and Bridge Supervisor – Harper County

The Harper County Board of Commissioners is accepting applications for a full time Road and Bridge Supervisor.

This position is responsible for the development and implementation of project work involved with road and bridge and other large projects in Harper County. Responsibilities involve coordinating activities with different state agencies, design work on County roads and bridges, and overall administration of the department, which includes providing a safe and productive work environment while supervising and coordinating personnel.

Successful candidates will display integrity and a strong work ethic. Close attention to detail is required, and the employee must be internally motivated. Candidates must have verifiable work experience and/or training in a related field, with at least two years in a management/supervisory position, and possess working knowledge of roads, bridge construction, maintenance, finance and budgeting.

Candidates must be at least 18 years of age and possess a valid commercial driver's license. A bachelor's degree in engineering, construction engineering, environmental science, or related field is preferred.

Resumes may be submitted via email to [adelacerda@harpercountyks.gov](mailto:adelacerda@harpercountyks.gov), fax attn.: Ami DeLacerda, 620-842-3455, or through the USPS, Harper County, KS, Attn: Human Resources, 201 N Jennings, Anthony, KS 67003.

Harper County is an equal opportunity employer.



## EMPLOYMENT OPPORTUNITIES

Pottawatomie County, located in Westmoreland, KS is seeking applicants for the following two positions. All are full-time with excellent benefits (health insurance, KPERs, paid time off, more).

### County Appraiser's Office Deputy County Appraiser

Starting Rate: \$21.92/hour, actual pay DOQ

**Position Responsibilities:** Attaining personal and real estate property information, assessing values, maintaining personal property records, and assessing property as accurately as possible using KOMTEK and ORION software programs. Employee should possess excellent interpersonal communication skills and ability to work independently with little to no direct supervision. Position is responsible for the office and personnel supervision when the Appraiser is out of the office. Candidates shall have a working knowledge of residential/commercial real estate, market modeling concepts, basic mapping, personal property oil & gas assessment and sales.

**Education/Experience:** A high school diploma, GED or equivalent is required. The candidate must possess a State Certified General Appraisal license, the RMA, CAE or RES designations and be on the county appraiser eligibility list with the Department of Revenue, Property Valuation Department. Employee is required to attend education courses on property valuation, data collection or other courses as assigned by the County Appraiser for continuing education purposes. The employee must possess a thorough knowledge of the State Computer Assisted Mass Appraisal Orion Valuation System, the Komtek tax system and data entry within one year of employment. Must be able to pass all required courses within 2 years of employment. The position description, available upon request, identifies the specific courses.

### Information Technology Technical Support Analyst

Pay Dependent upon qualifications

**Position Responsibilities:** Responsible for helpdesk services for the Pottawatomie County network of users. Configures, installs and repairs computer systems and peripherals.

**Education/Experience Required:** A Bachelor's Degree in Computer or Information Science and one year relevant experience; or an Associate's Degree and two years' relevant experience is preferred. A combination of experience and education may be considered. Position requires strong business ethic.

Applications will be accepted until the positions have been filled. We recognize WorkReady certificates.

**TO APPLY:** Visit [www.hrepartners.com](http://www.hrepartners.com), for more information, [785-457-3455](tel:785-457-3455) or [cmalchose@pottcounty.org](mailto:cmalchose@pottcounty.org). Applicants recommended for employment are subject to post-offer pre-employment screening including a pre-employment drug test. Pottawatomie County is an EOE.



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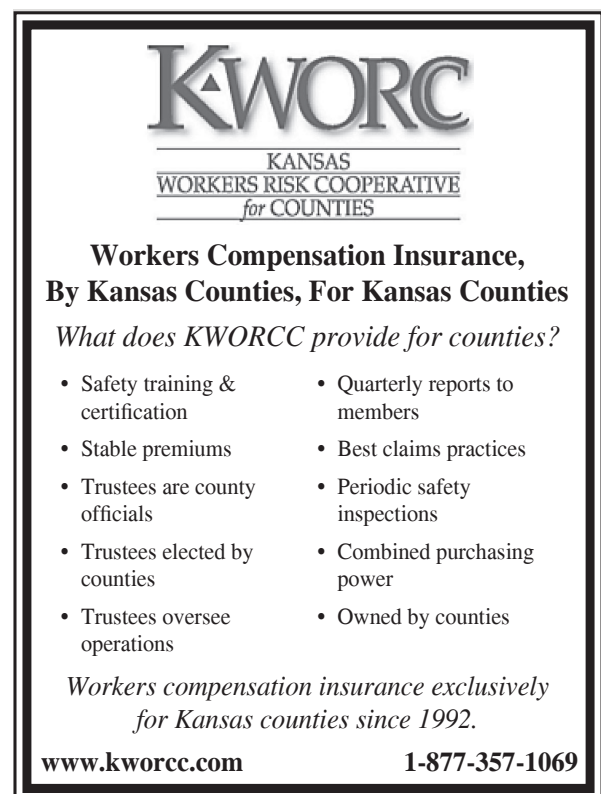
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## EMPLOYMENT OPPORTUNITIES

### County Appraiser – Sedgwick County (Wichita), Kansas

Sedgwick County, Kansas is seated in Wichita and covers 1,008 square miles. It is one of the most populous of Kansas' 105 counties with an estimated population of 508,000. It is the sixteenth largest in area and reportedly has the second highest per capita wealth among Kansas' counties.

Sedgwick County residents enjoy a central location, a diverse population, a strong local economy and four distinct seasons. Quality of life amenities, including education, are excellent and the cost of living is well below the national average.

Sedgwick County utilizes a Commission/Manager form of government under which the County Manager's Office implements the priorities and goals of the Board of County Commissioners (BOCC). The BOCC is the County's governing body. It is comprised of five members and meets in regular weekly sessions. Commissioners are elected according to geographical area (districts) and serve four-year overlapping terms. The Chairman of the Board is elected by the Commissioners and serves a one-year term. In addition to the BOCC, citizens of Sedgwick County elect the County Clerk, the Register of Deeds, the County Treasurer, the Sheriff, the District Attorney and the 18th Judicial District Judges.

Sedgwick County is recognized by the International City-County Management Association as a Council-Manager form of government. Accordingly, the Board appoints a professional County Manager to administer most County functions and to implement policy decisions. The BOCC also appoints the County Counselor, County Appraiser and the Assistant County Manager for the Department of Public Works, Facilities Maintenance & Project Services.

Sedgwick County employs nearly 2,800 persons and functions on a current budget of \$439,530,627. The County provides a full range of services including public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

The County Appraiser's Office is required by law to annually appraise all tangible, taxable property by January 1. In Sedgwick County there are 221,814 residential, agricultural, multi-family, commercial and industrial parcels as well as 33,791 personal property accounts. In addition, the Office applies classification rates and determines tax exemption eligibility of religious, charitable, educational and municipal properties. The County Appraiser leads, manages, plans, organizes, administers and directs the activities and operations of the Sedgwick County Appraiser's Office in compliance with County policies and

applicable Kansas law. In conformance with the Kansas State Property Valuation Division, the County Appraiser Office serves and assists the property assessment needs of the citizens and the community. The County Appraiser is responsible to deliver quality public service through use of effective leadership, strategic planning, performance measurement, teamwork, maximizing resources, innovative approaches and high professional standards. The County Appraiser's Office currently employs sixty-five (65) FTE's and has an FY 2019 budget of \$4,843,692.

The County Appraiser advises the County Commissioners and County Manager on matters pertaining to property appraisals and attends meetings of the BOCC, responds to inquiries made by the Commissioners and other County officials and makes presentations on a regular basis. He or she also presents testimony to state legislators and assists the County's Division of Finance with long-term valuation forecasting. For more information about Sedgwick County and the County Appraisers Office visit [www.sedgwickcounty.org](http://www.sedgwickcounty.org)

**Minimum qualifications** are a Bachelor's Degree in Finance, Accounting, Economics, Business Administration, Regional/Urban Planning or a related field from an accredited college or university; certification as a General Real Property Appraiser pursuant to Article 41 of Chapter 58 of the Kansas Statutes Annotated and amendments; OR Registered Mass Appraiser (RMA) pursuant to rules and regulations adopted by the Secretary of Revenue; OR Holds a valid Residential Evaluation Specialist (RES) or Certified Assessment Evaluation (CAE) designation from IAAO. Must have one of the required appraisal designations or successfully obtain one within six (6) months of appointment by the Board of County Commissioners. Must have a minimum of five (5) years CAMA experience with five (5) years commercial property appraisal experience including three (3) years' in a managerial/supervisory capacity.

**Preferred qualifications** are a Master's Degree in Finance, Accounting, Economics, Business Administration, Regional/Urban Planning or a related field from an accredited college or university combined with additional CAMA assessment administration or other local government education and training plus ten (10) years of experience in assessing properties which includes five (5) years in a managerial/supervisory capacity. IAAO designation, CAE preferred.

#### Compensation

The compensation package includes a competitive base salary and benefits that will ultimately depend upon the qualifications of the selected candidate. The beginning salary will be commensurate with experience. The County offers excellent benefits which include: State retirement,

## EMPLOYMENT OPPORTUNITIES

a generous paid time-off program, medical/prescription insurance (95% County paid), dental vision, Life & AD&D insurance, a Flexible Healthcare Spending Account, a Dependent Daycare Flexible Spending Account, AFLAC and other benefits.

### To Apply

The County is anxious to fill this position. It will remain open until filled. The first review of resumes is tentatively scheduled for August 9, 2019. For consideration, please email your cover letter, resume and current salary to:

Robert E. Slavin, President  
**SLAVIN MANAGEMENT CONSULTANTS**  
3040 Holcomb Bridge Road #A1  
Norcross, Georgia 30071  
Phone: (770) 449-4656  
Fax: (770) 416-0848  
[Email: slavin@bellsouth.net](mailto:slavin@bellsouth.net)

**Sedgwick County is an Equal Opportunity/Equal Access Employer**

### County Engineer – Dickinson County

This is an exempt position that will provide engineering guidance and administration for the construction of highway and related construction projects. Responsibilities include: maintain the annual Road & Bridge Plan, manage bridge inspections, design and permit County engineering projects while coordinating with KDOT; complete field surveys, project design and plan preparation for construction projects. The engineer will meet and confer with utility owners, the public and other agencies to coordinate their interests in County road and bridge projects.

The position requires a Bachelor's degree in Civil Engineering and a Fundamentals of Engineering (FE) certificate or an Engineer in Training (EIT) with three or more years of experience as a Civil Engineer. Experience with CAD and various roadway design software programs.

To apply for this position visit our website [www.dkcoks.org](http://www.dkcoks.org). Please include a resume with your application.

### Emergency Management Coordinator – Brown County

The Brown County Commissioners will be accepting applications for a full time Emergency Management Coordinator. This position will be responsible for coordination of preparedness, response, recovery, mitigation, and deployable resources of the county. A high school diploma or GED is required. Must be able to obtain proper certification. Applications obtained at the Brown County Clerk's Office or online at [brcoks.org](http://brcoks.org). Position open until filled. Brown County is an equal opportunity employer.

### Post Your Position and Find The Right Candidates.

We can help you connect to the talent you need for your county. We'll place your employment posting online and in the *County Comment*, reaching all 105 Kansas counties. The online posting goes up within 48 hours of submission and your *County Comment* listing will be included in the next month's issue.

**Rates:** Up to 75 words \$65; 76-150 words \$95; more than 150 words \$120.

The website posting is from submission date for at least a month and *County Comment* is for one month.

**Deadline:** First of each month for County Comment

**Contact:** Dana Wethington at [wethington@kansascounties.org](mailto:wethington@kansascounties.org)



**KANSAS**  
ASSOCIATION OF  
**COUNTIES**

## MODERATE INCOME HOUSING PROGRAM APPLICATIONS AVAILABLE

Kansas Housing Resources Corporation is currently accepting proposals for the [Moderate Income Housing program](#).

Funded by the state legislature, the MIH program provides funding to rural cities and counties for infrastructure and housing aimed to serve moderate-income Kansans. The program is generally flexible and responsive to community needs, and has been reportedly been successful in expanding housing opportunities in rural communities.

Check [their website](#) for specifics about the program and application process. This year's deadline is September 30. ■

## STATE OFFICIALS HIGHLIGHTED BY PUBLICATION

Two high-ranking Kansas officials are among the 50 Kansans recently featured by Ingram's media outlets. Ingram's covers business, industry and economic news in Kansas and other Midwest states.

Read about Governor Laura Kelly, Secretary of Transportation Julie Lorenz and others at [https://ingrams.com/article/50-kansans-you-should-know-blossoms-in-the-sunflower-state/?fbclid=IwAR0ZoUyN1DNJHI8Mwv8SyHHoS4MgfKG3p\\_bViVVYT2wbjyzA9F1mLH8jJE](https://ingrams.com/article/50-kansans-you-should-know-blossoms-in-the-sunflower-state/?fbclid=IwAR0ZoUyN1DNJHI8Mwv8SyHHoS4MgfKG3p_bViVVYT2wbjyzA9F1mLH8jJE). ■

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KCAMP is a member-owned self-insured property and liability risk retention pool providing coverages to 70 of Kansas' 105 counties. Formed in 1991 as a viable alternative to commercial insurance, KAMP offers broad coverage at low stable rates.

Membership in KCAMP provides risk management services such as human resources consulting, legal advice, model policies, risk management grants and tuition reimbursement.

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Carrie Nelson, Marketing Manager  
5425 SW 7th Street  
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# ARE YOU TIRED OF DEALING WITH PROBLEMS IN YOUR ORGANIZATION THAT NEVER SEEM TO GO AWAY?

*The solution isn't more meetings, staff or money. The solution is more leadership.*



## LEADERSHIP TRANSFORMATION GRANTS

*from the Kansas Leadership Center help organizations like yours make lasting change so that Kansas communities become stronger, healthier and more prosperous.*

**THE KANSAS LEADERSHIP CENTER** is looking for partners to embrace our leadership framework to transform their organization. Through the Leadership Transformation Grant, your organization can send individuals to a KLC training where they will gain:

- ① shared language for problem solving
- ② fresh insight to familiar issues
- ③ greater collaboration skills
- ④ more energy to tackle tough challenges

*Equipping individuals to exercise leadership will build the momentum to make real change within your organization or community.*

**VISIT THE LINK TO LEARN MORE:**

<https://kansasleadershipcenter.org/transformationgrant/>

# LEADERSHIP TRANSFORMATION GRANT

*An opportunity to make lasting change within your organization.*

APPLY JUNE 3, 2019 – AUGUST 30, 2019



*The Kansas Leadership Center (KLC) is committed to fostering leadership for stronger, healthier and more prosperous Kansas communities. To realize this vision, more people must exercise leadership effectively. Through the Leadership Transformation Grant, KLC partners with organizations to help them manage change and make lasting progress. We are looking for partners across the state to embrace KLC's leadership framework to transform their organization.*

## GRANT DETAILS

The Leadership Transformation Grant is up to a three-year partnership that will help your organization achieve transformation. With the three-phase process outlined below, your organization will develop a shared language for problem solving, greater collaboration skills and the internal capacity to address and intervene in your most daunting adaptive challenges. The KLC leadership framework will enable your organization to evolve and thrive in the years to come. The grant is valued at up to \$150,000 worth of leadership training, coaching, consulting and grant support. Organizations are responsible for purchasing books for each program and any funds for travel, lodging and non-program meals.

PHASE 1	PHASE 2	PHASE 3
<i>Building the leadership capacity of the organization's Core Team.</i>	<i>Spreading a culture of leadership throughout the organization.</i>	<i>Sustaining transformation efforts of organization.</i>
Core Team is established and attends Your Leadership Edge and Lead for Change.	Core Team attends Equip to Lead and also sends participants to KLC programs, supporting them before and after they attend.	Core Team develops plan for creating lasting change within their organization.
Core Team sets expectations for how KLC's leadership framework will be used in the organization.	Participants practice exercising leadership to tackle the adaptive challenges within their organization.	Core Team connects with other KLC partners in their community to establish a local support system.

Throughout the three-phase partnership, organizations receive spots for their Core Team and participants to attend KLC's core programs.

### **Your Leadership Edge**

A 2-day introductory training to develop personal leadership skills and the confidence to lead.

### **Lead for Change**

A 4-day leadership training designed to help you manage change at a systems level.

### **Equip to Lead**

A 2-day training designed to help you teach, facilitate and incorporate leadership ideas into any context.

## *CORE TEAM RESPONSIBILITIES*

Each organization will select 3-6 individuals to share in the responsibilities of this grant by serving on the Core Team. Because these individuals are critical to the success and implementation of the grant, one of the Core Team members must be a senior authority within your organization. The following is a list of responsibilities for the Core Team:

1. Attend KLC events and programs.
2. Send and support participants.
3. Participate in regular evaluation efforts.
4. Utilize KLC resources, coaching and consulting.

## *PARTNER CRITERIA*

KLC will select grant partners based on the following criteria:

- Organization serves Kansas residents
- Organization has a limited budget for leadership development
- Organization has people who've been exposed to KLC's ideas
- Organization has a desire to embrace a culture of leadership
- Organization has an ability to recruit a range of 10-80 participants into KLC programs
- KLC will also take into consideration the demographics and geographic location of each organization

### **GROUPS THAT SHOULD CONSIDER APPLYING:**

- **COMMUNITY MINDED BUSINESS:** Associations, chambers, rotary clubs, young professional groups
- **EDUCATION:** School districts, school support organizations, educational networks, universities
- **FAITH:** Churches, Islamic societies, temples, district level entities, collaborative faith alliances
- **GOVERNMENT:** City, county, state governments
- **NON-PROFITS:** Community foundations, coalitions, health organizations, social advocacy organizations

## *HOW TO APPLY*

Please review the resources on the grant webpage <https://kansasleadershipcenter.org/transformationgrant/> in preparation for filling out the grant application. Applications can be submitted June 3, 2019 – August 30, 2019 on the grant webpage. KLC will review the grant applications and make a final decision by September 30, 2019. Leadership Transformation Grant recipients will send Core Teams to the Kansas Leadership Center in Wichita on October 29, 2019 for a day of learning and planning, with an evening reception to celebrate the new grantees.

### **QUESTIONS?**

**FOR MORE INFORMATION, CONTACT ASHLEY LONGSTAFF.**

alongstaff@kansasleadershipcenter.org  
316-261-1583

Dwight D. Eisenhower State Office Building  
700 S.W. Harrison Street  
Topeka, KS 66603-3745

Julie L. Lorenz, Secretary  
Michael J. Moriarty, Chief



Phone: 785-296-3841  
Fax: 785-296-8168  
kdot#publicinfo@ks.gov  
<http://www.ksdot.org>  
Laura Kelly, Governor

## **CALL FOR APPLICATIONS**

June 5, 2019

Kansas Association of Counties  
Dorrie Sullivan, Interim Executive Director  
300 SW 8<sup>th</sup> Street, Suite 300  
Topeka, KS 66603

Ms. Sullivan:

This letter is to inform you that effective July 1, 2019, the Kansas Department of Transportation (KDOT) will have up to \$5,000,000 available through the State Rail Service Improvement Fund (SRSIF) for railroad rehabilitation, capacity improvement and construction projects. Qualified entities that can make an application include: any Class II or III (short line) railroad, as defined in 49 C.F.R., part 1201 holding a certificate of public convenience from the Surface Transportation Board; local unit of government (city or county) in coordination with the serving railroad; and shippers in coordination with the serving railroad. The SRSIF program can also be used for rail line and rail equipment acquisition assistance.

The SRSIF is a loan/grant/applicant match program. Of the total project cost, 40% is in the form of a loan, 30% is a reimbursable grant and the applicant is responsible for a 30% match. Project categories include: major rail line rehabilitation; capacity enhancement; and economic development. The loan portion of the funding has a ten-year repayment structure, with an interest rate of 2%. A benefit-cost analysis will be conducted on all applications. The resulting benefit-cost ratio must be at least one (1.0) for the project to qualify for potential funding. Qualifying projects will be ranked based on: benefit-cost ratio; completeness of application; improved operating efficiencies; increased car loadings; improved service to customers/new customers; job creation (if economic development application); inclusion of required serving railroad Memorandum of Understanding; and geographic distribution. It is possible that all qualifying projects may not be funded should the project costs of all qualifying projects exceed the amount of funds available.

The SRSIF application form can be accessed from the KDOT webpage <https://www.ksdot.org/Assets/wwwksdotorg/bureaus/burRail/Rail/Documents/railapp2020.pdf>. Please complete and return your application and any supporting documents to [john.maddox@ks.gov](mailto:john.maddox@ks.gov) no later than July 15, 2019. Guidelines for each of the SRSIF programs are attached. It is anticipated that project award announcements will be made no later than August 16, 2019.

If you have any questions, please contact Eddie Dawson at [eddie.dawson@ks.gov](mailto:eddie.dawson@ks.gov) or 785.296.3219.

Sincerely,

John W. Maddox, C.P.M.

*continued next page*



# Major Railroad Rehabilitation Program Guidelines

- The program is for the purpose of facilitating major rehabilitation on railroads in Kansas.
- Qualified entities include any Class II or Class III railroad, as defined in 49 C.F.R., part 1201, holding a certificate of public convenience from the Surface Transportation Board, port authority established in accordance with Kansas law, and any governmental unit or Kansas shipper in coordination with the serving railroad.
- Qualified entities will submit a Major Railroad Rehabilitation project application to the Kansas Department of Transportation, Freight and Rail Unit.
- The ratio of benefits to costs (benefit-cost analysis) for any project shall be greater than one (1.0).
- The qualified entity shall demonstrate that it is financially sound and capable of fulfilling all obligations created by the agreement to perform the project.
- If the qualified entity is a governmental unit or Kansas shipper, a letter of agreement from the serving railroad acknowledging project coordination with the qualified entity is required. If the serving railroad operates over trackage rights there will also need to be coordination with the rail line owner.
- The qualified entity shall demonstrate that operations will be made more efficient by raising the minimum operating speeds from FRA class one (up to 10 mph) to FRA class two (10-25 mph) standards, OR from FRA class two (10-25 mph) to FRA class three (25-39 mph) standards.
- The qualified entity shall demonstrate that the project for which funding is sought will result in road or highway maintenance costs savings for the state and local government entities.
- The qualified entity shall demonstrate the commitment of capital, or the guarantee of a set amount of rail traffic by local shippers, government entities or other interested parties, to the qualified entity for the continued operation of rail service for which funding is sought.
- Term of the agreement is 10 years from the project Notice of Acceptance date.
- The qualified entity agrees not to abandon rehabilitated line (project) during the 10 years following the project Notice of Acceptance date.
- The loan portion of the agreement includes a promissory note and lien on the segment of rail line where the project was completed.
- A minimum of 750 new crossties per mile will be installed on all major rehabilitation projects. A minimum of 1,000 new crossties per mile is preferred.
- A minimum of five carloads of 2" to 3" granite ballast per mile (a depth of approximately 2") are to be installed on all projects.
- An adequate amount of Other Track Material (OTM) including, but not limited to, spikes, bolts, anchors, joint bars, and tie plates are to be installed on all major rehabilitation projects to complement the installation of required new crossties and granite ballast. Federal Railroad Administration (FRA) minimum track classification standards apply to all projects.
- If a major rehabilitation project includes mainline rail replacement, a minimum of 112 pound rail is required.
- Project shall meet all FRA and AREMA guidelines
- A final project inspection will be conducted by a third party FRA qualified track inspector

*continued next page*

# Railroad Capacity Improvement Program

## Guidelines

- The program is for the purpose of facilitating capacity improvements, through new track construction, on railroads in Kansas.
- Qualified entities include any Class II or Class III railroad, as defined in 49 C.F.R., part 1201, holding a certificate of public convenience from the Surface Transportation Board, port authority established in accordance with Kansas law, and any governmental unit or Kansas shipper in coordination with the serving railroad.
- Qualified entities will submit a Capacity Improvement project application to the Kansas Department of Transportation, Freight and Rail Unit.
- The ratio of benefits to costs (benefit-cost analysis) for any project shall be greater than one (1.0).
- The qualified entity shall demonstrate that it is financially sound and capable of fulfilling all obligations created by the agreement to perform the project.
- If the qualified entity is a governmental unit or Kansas shipper, a letter of agreement from the serving railroad acknowledging project coordination with the qualified entity is required. If the serving railroad operates with trackage rights there will also need to be coordination with the rail line owner.
- The qualified entity shall demonstrate that operations will be made more efficient by raising the minimum operating speeds from FRA class one (up to 10 mph) to FRA class two (10-25 mph), OR from FRA class two (10-25 mph) to FRA class three (25-39 mph)
- The qualified entity shall demonstrate that the project for which funding is sought will result in road or highway maintenance costs savings for state and local government entities.
- The qualified entity shall demonstrate the commitment of capital, or the guarantee of a set amount of rail traffic by local shippers, government entities or other interested parties, to the qualified entity for the continued operation of rail service for which funding is sought.
- Term of the agreement is 10 years from the project Notice of Acceptance date.
- The qualified entity agrees not to abandon improved line (project) during the 10 years following the project Notice of Acceptance date.
- The loan portion of the agreement includes a promissory note and lien on the segment of rail line where the project was completed.
- Construction will meet FRA and AREMA Guidelines.
- A minimum of five carloads of 2" to 3" granite ballast per mile (a depth approximately 4") are to be installed on all projects.
- If a project includes mainline rail installation and/or replacement, a minimum of 112 pound rail is required.
- An adequate amount of Other Track Material (OTM) including, but not limited to, spikes, bolts, anchors, joint bars, and tie plates are to be installed on all major rehabilitation projects to complement the installation of required new crossties and granite ballast. Federal Railroad Administration (FRA) minimum track classification standards apply to all projects.
- If project is to accommodate 286,000 pound railcars crossties must be 18 inches on center.
- A final track inspection will be conducted by a third party FRA qualified track inspector.

*continued next page*

# Economic Development Program Guidelines

- The program is for the purpose of facilitating economic development opportunities through enhanced or new rail service for shippers located on railroads in Kansas.
- Qualified entities include any Class I, Class II or Class III railroad, as defined in 49 C.F.R., part 1201, holding a certificate of public convenience from the Surface Transportation Board, port authority established in accordance with Kansas law, and any governmental unit or Kansas shipper in coordination with the serving railroad.
- If the qualified entity is a port authority, governmental unit or Kansas shipper, a letter of agreement from the serving railroad acknowledging project coordination with the qualified entity is required. If the serving railroad operates with trackage rights there will also need to be coordination with the rail line owner.
- The ratio of benefits to costs (benefit-cost analysis) for any project shall be greater than one (1.0).
- The qualified entity shall demonstrate that it is financially sound and capable of fulfilling all obligations created by the agreement to perform the project.
- The qualified entity shall demonstrate that operations will be made more efficient by raising the minimum operating speeds from FRA class one (up to 10 mph) to FRA class two (10-25 mph), OR from FRA class two (10-25 mph) to FRA class three (25-39 mph)
- The qualified entity shall demonstrate that the project for which funding is sought will result in road or highway maintenance costs savings for state and local government entities.
- The qualified entity shall demonstrate the commitment of capital, or the guarantee of a set amount of rail traffic by local shippers, government entities or other interested parties, to the qualified entity, or serving railroad, for the continued operation of rail service for which funding is sought.
- Term of the agreement is 10 years from the project Notice of Acceptance date.
- The qualified entity agrees not to abandon improved line (project) during the 10 years following the project Notice of Acceptance date.
- The loan portion of the agreement includes a promissory note and lien on the segment of rail line where the project was completed.
- A minimum of 2,640 new crossties per mile will be installed on all projects.
- A minimum of five carloads of 2" to 3" granite ballast per mile (a depth approximately 4") are to be installed on all projects.
- An adequate amount of Other Track Material (OTM) including, but not limited to, spikes, bolts, anchors, joint bars, and tie plates are to be installed on all major rehabilitation projects to complement the installation of required new crossties and granite ballast. Federal Railroad Administration (FRA) minimum track classification standards apply to all projects.
- If a project includes mainline rail installation and/or replacement, a minimum of 112 pound rail is required.
- If a project involves new construction the project will meet FRA and AREMA Guidelines.
- A final project inspection will be conducted by a third party FRA qualified rail inspector.