

ADMIN MEETING AGENDA
Monday, July 26, 2010
6:00 P.M.

Present: Bill Art, Betsy Mellor, Toni Hull, Marek Gliniecki, Megan England, Adrienne Foster, John Carter, Debbie Mootz

1. **CALL TO ORDER – 7:40 PM**
2. **OLD BUSINESS**

- a. **Final review of the 27D Ballot Flyer** – *The discussion focused on those parts of this flyer that have not been clear for those reading. Reviewed why a 10 year sunset. Talked about the costs of a mailing to all the residents or to just the registered voters. This would bring the costs down. There is thought that the Flyer needs to be in color. **Admin Committee recommends that city staff highlight that it offsets property taxes since it is sales tax generated revenue for the city and also bring back costs of disseminating the Flyer. The motion is for the approval of the 27D Ballot Flyer and how it is disseminated.***
- b. **City Ordinances regarding the keeping of fowl discussion. Note: city staff bring model ordinances to continue this discussion (See attachment “Changing Your City’s Chicken Laws” pg 5-12)** - *The discussion talked about Montgomery County Ordinance regarding the keeping of fowl. Of note in the research is the need to adhere to the rules governing the keeping of animals that already exist in Roeland Park. An approximate cost in attorney fees to create the ordinance is about \$500.00. There may be a donation to the city to defer the costs of these fees. One comment talked about the need to save money and not do this ordinance since it appears that that it is being created due to two residents. **The Admin Committee motions to have city staff prepare the language of the ordinance in preparation for the city attorney to review.***
- c. **Chapter 5, Article 3 Massage Therapy Ordinance- (See Merriam’s Ordinance attachment)** - *The committee had discussion about the ordinance that Merriam had approved a couple years ago . Of note is that Roeland Park does not have a Community Development Director that is mentioned in the Merriam ordinance. An MT would need to show they are the credentials to practice and show that they are completing the CEU in order to keep their license viable. An application would need to be completed by the MT each year. This ordinance would provide 3.5 years to come into compliance from the date of approval of the ordinance. There is also an issue of the hours of operation. It would need to be uniform with the hours of operation of the other home based businesses in Roeland Park. **The Admin Committee motions to have city staff prepare the language of the ordinance in preparation for the city attorney to review.***
- d. **City Administrator Evaluation.** *No changes are recommended for this form.*
- e. **Prioritize the codes that need updating discussion.** - *As city staff accumulates codes that need to be updated they will bring them to the attention of the Admin Committee for review and updating.*
- f. **Social Media (Ethics Ordinance) amendments (Invite City Attorney) – the Admin** *recommends that the City Attorney will be advised by city staff to prepare comment at the City Council meeting.*

- g. Clarify competitive bidding processes (Invite City Attorney)** *The Admin recommends that the City Attorney will be advised by city staff to prepare comment at the City Council meeting.*

3. New Business:

- a. Mayoral August appointments -** *The Mayor plans to reappoint the August appointments conditioned on their acceptance of their current appointments.*
- b. IRS compliance check report –** *the City Clerk reported on this item. She indicated that cities in the past have been audited and normally it has been the larger cities. Now they have moved on to compliance checks of the next tier of cities. There were three main things that was their focus. One- W-9 and 1099's. Two- the automobile benefits are taxable. Three- membership to the pool for elected officials is not permitted and need to be charged full fee. In conclusion overall compliance to what is required by IRS is good.*
- c. YVCA Lease Discussion –** *The city administrator spoke to this item. He said that he needs instruction from the council on how to charge the lease. The original lease went for ten years and now the council needs to decide for how long to go with the lease. Either in one year increments or in “what” increments. He said that he will check to see if they would be agreeable to year to year and report back to the council.*
- d. Council Meeting Schedule (one meeting a month) –** *It was decided to stay with the current schedule of meetings.*

4. Future Meeting Discussion:

- a. Solid Waste Disposal– Pay as you Throw – Effective 1-1-2012**
- b. RFP for development at the old pool site**

5. Adjourn – 8:40 PM