

GOVERNING BODY WORKSHOP MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, September 6, 2016 6:00 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member

- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member

- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

Admin
Poppa
Fast

Finance
Kelly
Janssen

Safety
Thompson
Rhoades

Public Works
Kellerman
McNeil

CMBR Thompson called the meeting to order noting that CMBR Fast and CMBR Poppa were absent.

I. MINUTES

1. July 5, 2016
2. July 18, 2016
3. August 1, 2016
4. August 15, 2016

The minutes were approved as presented.

II. DISCUSSION ITEMS:

1. Voting Delegates to the League of Kansas Municipalities Annual Conference

City Clerk Bohon reported the annual conference for the League of Kansas Municipalities will be held October 8-10, and the Governing Body needs to make a recommendation of voting delegates to send to the meeting. The meeting will be held in Overland Park and is, therefore, a convenient location for any Councilmember wishing to be a delegate. City Administrator Moody said he is planning to attend and Mayor Marquardt said he will attend the 8th and 9th, and is part of the nominating committee, but is not planning to attend on Monday the 10th when votes are cast.

CMBR Rhoades inquired about the deadline for a decision to be made and Ms. Bohon said registration is through the 21st of September. Mayor Marquardt asked staff to let Councilmembers Fast and Poppa know that they have an opportunity to be a delegate. CMBR Kelly said she was available to go Sunday and Monday.

There was agreement to move this item to New Business at the September 19 City Council meeting for a final recommendation on delegates.

2. Committee Appointments and Reappointments

City Clerk Bohon provided a list of upcoming appointments. She will send out an e-mail to let the current holders of the positions that their term is expiring and to let her know if they wish to be reappointed. She will also put possible openings in the newsletter for residents to apply. The new committee positions do not begin until January 2017.

3. Discussion of Incorporating Agenda Item Process Flow Chart to Ordinance 931

City Administrator Moody said the Council Driven Agenda Item Process flow chart was put together at the time the Workshop guideline language was developed, but it was not incorporated into the code. Staff felt it was important that it be included so it can be referenced and not forgotten.

CMBR Rhoades said there are no “pictures” in any other sections of the ordinance and recommended listing it out as an A, B, C format.

CMBR Kelly agreed that the suggestion would make it more uniform to the layout of the rest of the code.

CMBR Janssen recommended using numeric Steps 1, 2, and 3.

The Governing Body agreed to change the picture flow chart to words and have it reviewed by the City Attorney for proper language format. The item will be placed on the September 19 City Council agenda under Ordinances and Resolutions for inclusion in the code.

4. Discuss Weed Control Along Curb Line

City Administrator Moody addressed weed issues regarding back of curb and the front side of the sidewalk, the City handling the problem and the cost of enforcing residents to control the weeds.

Public Works Director Leon and the Neighborhood Services staff put together cost estimates on the weed control program, which shows the City would spend less money out-of-pocket and less money in total on the weed control if it was done in-house versus sending out letters and encouraging residents to control it. This cost assumes the City is spraying for weeds one time and also notifying residents one time. The City will need to buy a pull-behind sprayer for approximately \$1,000 and the sprayer could be used on pre-emergents throughout the City's on its property. There is currently a person on staff who is certified to do that. To date, they do not have information on what type of product would be used, but they are not opposed to using products that are more environmentally friendly.

Mayor Marquardt said he thinks the weeds are the worst he's seen it since being on the Governing Body and would love to see it taken care of. He said it seems to make sense that since sidewalks are a community benefit to all the City would spray not only the back of curb, but the sidewalk itself. Everyone uses the sidewalks and is a cost that should be shared by all, not just those that have sidewalks on their property.

CMBR Kelly said she would like to see the Sustainability Committee engaged in the research with Public Works Director Leon on finding a more environmentally friendly, less toxic product. She added there is no grass buffer between the sidewalk and the drainage and expressed concern about residuals from the spraying entering the stormwater runoff and damaging the water system.

CMBR Kellerman supported CMBR Kelly's recommendation of an environmentally friendly product. He recommended treating not only weeds on the sidewalk, but also the front of the curb and where the street meets the curb.

City Administrator Moody said the intent is to treat the seams on the front side of the curb and the back side of the curb, but does not reflect spraying sidewalks. He said that grass in the sidewalk seams is still a homeowner's maintenance issue.

CMBR McNeil said if they require the citizens to take care of sidewalk, she sees no need to buy the equipment, spray poison and use up man hours. She also said the Governing Body discussed last year about not using any kind of pre-emergents or any kind of spray on the community garden area and would like that to continue so there is no spraying around the community garden.

City Administrator Moody said they need to research when the best time is to put down the chemicals.

CMBR Janssen expressed concern if the City starts managing or maintaining the sidewalks with weed control, they might be out there shoveling them as well.

There was agreement to continue this discussion when Public Works Director Leon was available and CMBR Kelly said she would bring the matter before the Sustainability Committee.

5. Renewal of Building Inspection Service Agreement with Westwood

City Administrator Moody informed the Governing Body that the mutual agreement for building inspection services between the cities of Westwood and Roeland Park ends October 2016. There are no proposed changes in the format and the cities plan to continue helping each other in instances where needed.

There was agreement to move the approval of the inspection service agreement to the September 19th Consent Agenda.

6. Consider Agreement with IBTS for Development Plan Review Services

Mr. Moody also said they are conducting interviews for a city inspector. He also presented another option to be discussed on a future agenda would be to contract the services through IBTS (The Institute for Building Technology and Safety), a national non-profit agency, who performs those inspection services. It would need to be an exclusive contract and if the City were to use any of their items, it must be handled through them and not in-house or through someone else. Mr. Moody is planning to discuss this with Johnson County. Staff is also taking this opportunity to look at other options regarding this open position.

City Administrator Moody also said if the position was contracted out, he would recommend having a staff person, contracted or not, available to the citizens that is knowledgeable in the building inspection/permit process that can help make sure residents go through the proper procedure that is lined out by the City.

CMBR Rhoades suggested staff cost out Mr. Flickinger's salary and benefits versus the hourly rate for the work potentially performed by IBTS.

City Administrator Moody also recommended the Governing Body look at updating the City's fee schedule.

CMBR Janssen said he likes the idea of having someone in-house as it provides more customer service.

7. Discuss Preschool Play Area Fence Replacement at Community Center

Public Comment:

Tom Madigan (5316 W. 49th.) Mr. Madigan said he supported enhancing the playground with an iron fence and added that this is one of the highest rated day cares in the area. He said it would look better than what is up there currently and will afford more safety for the students.

City Administrator Moody said he has met with Johnson County Parks and Rec and they prefer the wrought iron as opposed to vinyl coated chain-link fencing. The existing fence has sunk in some areas, so it does not meet the minimum safety height for daycare facilities. Also the wrought iron fence is more difficult to climb by children. JCPRD is asking if the City would participate in any of the cost. The bids provided in the packet reflect a \$3,000 difference between the two options of wrought iron and chain-link.

CMBR McNeil asked if the width of the bars will meet requirements. City Administrator Moody said in the price quotes the space is set to meet safety standards. He believes they are four inches apart and are designed to keep an infant from getting their head through the bars.

Mayor Marquardt asked if there is a comparable item that the City cost-shares with them other than the pool. He also asked if the City derives any benefit from the daycare. City Administrator Moody said the daycare rents space from the City. Mayor Marquardt did say he liked the wrought iron option.

CMBR Rhoades asked if the facility is in use year-round and if not, could the playground be made accessible to the public. City Administrator Moody said it cannot be open to the public if it is being used for the daycare purpose. He was unsure if the daycare is on a year-round schedule, but did add that there are summer programs there. Mr. Moody said they are interested in maintaining the space, it is not a financial advantage to the city, but it is more aesthetically pleasing. He also said that he does not believe the Parks and Rec's pool facility has an impact on this decision. And if they chose not to maintain the pool, it would be a \$100,000 loss to them.

CMBR Kelly said Johnson County manages the Community Center and the daycare is part of the Community Center and is an amenity, and is a requirement for them to follow them to have a code fence. She would support what they recommend to make sure they have the highest quality program and safety that they can have. She asked if the City's share would be covered under Community Center funds for maintenance.

City Administrator Moody said they are \$2,500 under on expenses for the Community Center fund and that could be allocated towards the fence replacement.

CMBR Kelly said the City, as the property's landlords, that it is their responsibility to maintain the property for its lessees and it is also good will to pitch-in something.

CMBR McNeil asked if the 25-C fund could be used and if the \$2,500 is what was expected to be funded in 2016.

City Administrator Moody said the City is responsible for everything at the Community Center as it is the City's building. He also noted that the roof and air conditioning have been replaced and it has been recently repainted.

CMBR Rhoades recommended if the City does decide to participate that it be no more than \$2,850, which is the difference between the quoted price for chain-link versus wrought iron and they would still get the good will of participating.

CMBR Thompson also suggested the difference between the wrought iron and chain-link. She also asked if the iron fence would sink faster. Mr. Moody said it should the posts would be set in concrete.

CMBR Thompson clarified that it would be a \$2,850 donation to the Community Center daycare with a recommendation to do the wrought iron and not a chain-link. City Administrator Moody said the Community Center staff prefers the wrought iron, but is awaiting approval from their board.

CMBR Kelly said she also supports the \$2,850.

Mayor Marquardt offered as a second option to provide half of the \$2,850 for only the wrought iron option and then negotiate up to the \$2,850.

CMBR Kellerman asked for a representative from the JCPRD to come speak to the Governing Body. City Administrator Moody said he would extend that invitation.

The Governing Body recommended having a representative from JCPRD address the Governing Body and also include the Governing Body suggestions on a proposed course of action and would like to know the hours of operation to see if that is a health code issue.

It was recommended to move this discussion to New Business at the September 19th City Council meeting.

III. NON-ACTION ITEMS

City Administrator Moody said the blower/heater that keeps the dome aloft over the pool has a crack in the heat exchanger. The estimated replacement cost is \$100,000. JCPRD is meeting to discuss how to address this. At this point they are requesting it be considered as an emergency repair as the dome is supposed to go up next week after the pool painting is complete. Mr. Moody is not certain that the county is going to consider this an emergency repair that they need to do, or if it's a repair that should be shared 50/50 between Roeland Park and the JCPRD.

Mr. Moody also mentioned that the pool agreement with the county ends in January 2019, for its operation, cost-sharing and also both the operating loss and major capital items at 50/50. Rhonda Pollard, Superintendent of Recreation at Johnson County, has made it clear that her board does not want to continue in the relationship if it is not a net zero for them. They do not want to share in the loss or in its capital expenditures.

City Administrator Moody asked Ms. Pollard to break up the seasons and provide him what would the operating loss would be if the pool operated only in the summertime pool versus year-round, so that the Governing Body can understand what the effect would be to the General Fund since that is the fund that supports the pool. He also added the dome had a \$100,000 repair last year. A completely new dome is a \$300,000 item and is supposed to last 15-20 years. The current dome is between that 15-20 year mark now.

CMBR Rhoades asked Mr. Moody to see if JCPRD asks the City to repair the dome, can the City then ask for a 15-year extension on the agreement currently in place and make that a part of the meeting to discuss dome repairs.

City Administrator Moody said they can ask, but not sure that will be a motivation. Their expense would be \$50,000 today, but in one year they will lose an additional \$100,000 past 2019, if the revenues and expenditures continue to be the same.

CMBR Kelly asked that the Governing Body be notified when the JCPRD meeting is to be held.

CMBR Janssen asked for further clarification that JCPRD does not want to split the costs with the City in the operation of the pool if it is going to continue to operate at a loss. City Administrator Moody said that this is the message Ms. Pollard has been given from the board. They want to continue to be the operating authority, but they do not want the financial responsibility they have under the agreement. They are entering into an agreement to operate the new Shawnee Mission School District Aquatic Center, which will be a competition-sized pool. As a new facility it will draw competition teams. Ms. Pollard also suggested that there will be a demand greater than what that facility can offer. The school district will build the pool, the city donated the land, but the Johnson County Parks and Recreation will be contracted to manage its operation.

Mayor Marquardt asked if salary and benefits are part of the operating loss the county is talking about and if their services were to continue Roeland Park would have to pay them to run the facility. City Administrator Moody said that is correct, the City would have to contract with them to operate the pool.

IV. ADJOURN

CMBR Thompson adjourned the meeting.

(Roeland Park Workshop Adjourned)