

GOVERNING BODY WORKSHOP
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, October 26, 2015, 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

Chair, Kellerman
Co-Chair, Janssen

Finance

Chair, Poppa
Co-Chair, Rhoades

Safety

Chair, Kelly
Co-Chair, McNeil

Public Works

Chair, Thompson
Co-Chair, Fast

(Governing Body Workshop in Session at 6:00 p.m.)

CMBR Fast called the meeting to order and all members were present

I. APPROVAL OF MINUTES

- A. July 20, 2015**
- B. August 3, 2015**
- C. August 17, 2015**

Public Comment:

Marek Gliniecki from the Arts Advisory Committee announced the Outdoor Decorating Contest. To enter, fill out an application and return to City Hall with the fee by December 15th. The Arts Advisory & Events Committee will judge decorations December 16, 2015, and award prizes for 1st, 2nd and 3rd place the following weekend. The criteria used in the judging will be creativity, color, use of medium, continuity of a theme and overall appeal.

II. DISCUSSION ITEMS

- A. Public Works – R Park Amenities Placement for 2nd Round of Items**

Public Comment

Artie Davis - Mr. Davis said he was thrilled to see the pads going in for the benches. He thanked the Public Works Department for doing a great job. He also stated that more than 500 people have donated time and money for the amenities.

Public Works Director Leon gave an update on the installation of the R Park Amenities. He said that five bench pads were poured today and the concrete should set a week before placing the benches. Five benches, three picnic tables, four trash receptacles, and a bike rack are the remaining items to be placed. With the support of the Governing Body, Public Works can begin to install them in the spring. Mr. Leon said it was a lot to do at one time, so his department will spread it out among the other work his department does.

CMBR Fast said details regarding installation of the drinking fountain will be forthcoming.

The Committee discussed placement of the amenities in the park and possible options. CMBR Janssen recommended, and CMBR Kelly agreed, with installing a backed bench near the play area. The Committee expressed their support for installation of the remaining items.

B. Public Works – Process of Approving a Plan for R Park

CMBR Kellerman and CMBR Thompson met to discuss the process for approving a plan for R Park. They believed a community forum would be the best route to get public input, present the plans as well as gather input regarding the other parks in the City.

CMBR Kelly recommended that the Governing Body return to the quarterly community forum schedule as the residents have come to expect that. After a brief discussion it was decided to find time in January 2016 to hold the forum.

Mayor Marquardt hopes to finalize the plan for the park a few months after the community forum and to be able to move forward with any modifications.

There was also a brief discussion of possible items in the park such as sand volleyball and a chess table.

C. Admin – Donation Policy

City Administrator Moody presented the proposed donation policy based off of Fairway's, which he felt was well-developed, but he reformatted to better represent Roeland Park. The one major change was to discuss donations to the City's parks.

Mayor Marquardt had five parts that he recommended changes on.

- As written, donated items cannot be placed where it would require something else to be moved. The Mayor suggested adding language to the effect of "unless agreed upon by Council and paid for by the donor or the City."
- A plaque must be installed. The Mayor said there may be instances when a donor does not wish to be recognized.
- Plaques will be replaced when damaged beyond repair. Mayor Marquardt recommended adding "in the opinion of City staff."
- The Mayor suggested the pricing structure of donated items needed to be modified to reflect actual costs.
- Also the donor needs to have an understanding of ongoing maintenance requirements.

CMBR Kelly wanted to make sure the donation was not burdensome for the donor. The Committee discussed the process of donations, not to make it burdensome on the donor, and to keep items in line with the City's master plan.

Public Works Director Leon commented that items placed in parks were not approved globally throughout the City and items are unique to each park.

City Administrator Moody requested any input from the Committee be forwarded to him regarding the policy or any comments to Mayor Marquardt's suggestions. He will make the track changes and present them later to the Committee.

D. Finance – August Financials

Ms. Jones-Lacy provided an updated financial report design.

She noted that property tax collections for 2015 saw an increase of 1.65 percent over 2014 through July of \$1.7 million. Sales taxes are down 6.1 percent compared to last year, and are attributable to lower gas receipts and telephone franchise fees. Court revenues represent 7 percent of the General Fund and fines are up 27.8 percent for the year.

The City is currently at 56.6 percent of mid-year expenditure projections and is operating within the scope of expectations.

Ms. Jones-Lacy showed the debt services chart noting a drop in 2017 to where it is almost paid off by 2025.

TDD 1, the Price Chopper shopping center, is set to go into default and TDD 2, Lowe's, is already in default. There is no liability to the City who is responsible for turning over sales tax receipts to the trustee to make those payments.

Ms. Jones-Lacy explained the default of the TDDs despite their good sales performance. When the TDDs were first created consultants over-projected sales revenues when seeking funding and the businesses have not met those financial projections.

A new aspect of the financial report is the Community Statistics which is prepared by the County Economic Research Institute (CERI). It compares the 13 largest cities in Johnson County and shows where retail sales are coming in compared to the previous year. Roeland Park has seen a decline of 4.2 percent in sales. Building permits are also down in the City, but the value of those improvements is up.

CMBR Fast wanted to make clear to everyone that the businesses in Roeland Park are doing well, are successful and there is no reason for concern.

E. Admin – Mayoral Appointments

City Attorney recommends adoption of charter ordinance to retain status quo for City process of making appointments to committees and having the Governing Body confirm them. The attached ordinance addresses changes the past year in Kansas law related to appointments to committees.

City Attorney Shortlidge has recommended removing the need for the Governing Body to give a reason for not accepting a mayoral appointment and is recommending adopting a charter ordinance to continue with the City's practice of how the Mayor makes appointments followed by confirmation of the Governing Body. The ordinance will reflect changes in state law related to committee appointments.

Mayor Marquardt said this will remove the City from any liability and also that a person cannot be removed from a committee position unless they are declared unfit to continue in their position.

The Committee agreed to discuss this further under New Business at an upcoming Council meeting.

F. Admin – Committee Appointment and Reappointment

The Committee recommended to approve the appointments/reappointments on the upcoming Council Consent Agenda.

They once expressed their desire to have new appointees to attend the Council meeting of their approval.

G. Admin – Animal Variance and Number of Dogs Ordinance

City Administrator Moody said the pet ordinance allows for two dogs or two cats, and a third pet request must go through an administrative process as explained in the City code. Beyond a third, the person may request a special permit for additional animals.

CMBR Kelly said there is a policy in place and it is inappropriate to discuss policy changes when someone is requesting a special permit per the policy.

CMBR Thompson expressed her concern that when a citizen has followed the process put in place and reached out to staff that it is unfair to change the rules.

CMBR Rhoades wanted to set a limit on the number of pets at a residence and also to have the letters sent to area residents be kept anonymous. City Administrator Moody said the letters can be kept anonymous, but it is not a foolproof measure.

The Committee engaged in a lengthy discussion regarding setting a finite number of pets allowed per residence and letter writing process to notify surrounding property residents of the potential addition of an animal.

City Clerk Bohon commented that there are currently eight special permits in the City and they are renewed every year.

All the Councilmembers agreed to continue with the two pets rule and a third to be handled administratively. The majority did not want to handle additional pet requests.

There were mixed opinions regarding the letters to be sent to area residents. The majority liked the ability to have the letters remain anonymous and to keep the policy as written.

CMBR Kelly said she had problems with the letters as it might cause other problems with neighbors if someone protested. She also felt that one neighbor in disagreement should not be enough to stop the permit.

CMBR McNeil encouraged everyone to contact Animal Control if they receive a complaint so it can be documented.

There was general agreement to limit animals to no more than three per residence, allowing for the existing permits and variances to continue, but not approving any more. This in time will regulate itself to no more than three animals per household. Also if there are two or more protests, the special permit request would come before the Governing Body for resolution.

The Committee agreed to move the discussion to New Business with the noted changes.

H. Admin – Pending Variances

Karen Lobrano is requesting a special permit for an additional dog. Before moving to Roeland Park she contacted City Hall about her dogs and stated she is a responsible pet owner. She has also followed the process as stated in the animal ordinance.

The Committee reassured Ms. Lobrano that the previous Committee discussion would not affect her request as she has properly gone through the process as written.

CMBR McNeil thanked her for going through the correct procedure.

There is also second request for a residence on Parish Drive. The Committee has requested to review the record before the next meeting as there have been some concerns regarding this property in the past. CMBR McNeil addressed some things that were done to mitigate issues with the homeowner such as installing a fence. One of the dogs has since passed away and the owner is looking to keep one of the dogs she was to re-home to fill the spot of the extra approved animal.

The Committee agreed to discuss this at the next Council meeting.

I. Admin – Ordinance 919 Regulations Regarding Demolition of Structures

Mike Flickinger clarified changes to the demolition language regarding clean fill. Rebar will be allowed, but must be disconnected from other pieces. Also any debris to buried on site in the clean fill must be no more than four square feet and no larger than three feet in any direction. The “clean” was removed from the fill definition.

The Committee had a lengthy discussion as to what could be included in fill to level a demolished a site.

CMBR Fast mentioned that there were hanging electric wires at 47th and Mission. Mr. Flickinger will investigate and notify the appropriate utility company.

The Committee agreed to move approval of the ordinance to the Consent Agenda.

J. Admin – Strategic Plan Next Steps

Ms. Jones-Lacy said that the Mayor and CMBR Fast requested a discussion on the implementation of the Strategic Plan as well as a timeline be added to an upcoming agenda.

CMBR Rhoades said to review the amount that is being budgeted for the Strategic Plan.

CMBR Kelly also noted that there are items in the plan that are moving forward, but have not been reported on.

Public Comment:

Tom Madigan. Mr. Madigan stated the first goal of the Strategic Plan is communicating to the people, letting them know what properties are out for development and letting them know what is happening. He also stressed the importance of moving on the Strategic Plan and not letting it fall to the background.

CMBR Kelly offered to be the Council liaison to Strategic Planning Committee to show that the Council is committed to moving this plan forward.

CMBR Fast would like to see the Roe Gateway project as a priority for the City.

CMBR Janssen felt that re-branding the City was the number one priority.

It was planned that the Council and the liaisons for the City's committees would report back with their priorities and CMBR Kelly would submit them to the Strategic Planning Committee

III. NON-ACTION ITEMS

CMBR Fast said that a Governing Body Workshop is scheduled for November 2nd. CMBRS Poppa and Janssen will talk about the proposed process of meetings.

City Clerk Bohon recapped that Public Safety Statistics, Committee of the Whole structure and a Task Order for 2016 will be on the November 2nd agenda. Also a discussion of Airbnb will be on the November 23rd agenda.

IV. ADJOURNMENT

(Roeland Park Governing Body Workshop Adjourned at 8:49 p.m.)