

**CITY OF ROELAND PARK, KANSAS  
GOVERNING BODY WORKSHOP MINUTES  
ROELAND PARK CITY HALL  
4600 WEST 51<sup>ST</sup> STREET, ROELAND PARK, KS 66205  
June 17, 2024, 6:00 P.M.**

<ul style="list-style-type: none"><li>• Michael Poppa, Mayor</li><li>• Benjamin Dickens, Council Member</li><li>• Jan Faidley, Council Member</li><li>• Emily Hage, Council Member</li><li>• Jennifer Hill, Council Member</li></ul>	<ul style="list-style-type: none"><li>• Matthew Lero, Council Member</li><li>• Tom Madigan, Council Member</li><li>• Kate Raglow, Council Member</li><li>• Jeffrey Stocks, Council Member</li></ul>	<ul style="list-style-type: none"><li>• Keith Moody, City Administrator</li><li>• Jennifer Jones-Lacy, Asst. City Admin.</li><li>• Kelley Nielsen, City Clerk</li><li>• John Morris, Police Chief</li><li>• Donnie Scharff, Public Works Director</li></ul>
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(Roeland Park Governing Body Workshop Meeting Called to Order at 6:37 p.m.)

**I. MINUTES**

**A. Governing Body Workshop Meeting Minutes June 3, 2024**

The minutes were approved as presented.

**II. DISCUSSION ITEMS**

**1. 2025 Line-Item Budget Presentation - General, Aquatics & Community Center Funds**

City Manager Moody began his presentation with the sources of revenue for the General Fund with the main source coming from property taxes. Revenue also comes in from franchise fees, special assessments, and sales taxes. He did note they are beginning to see a downward trend with sales taxes. General Fund revenues also come from the motor vehicle tax, the transient guest tax, licenses, permits, and fines. He also noted that they have received good returns on their investments.

City Manager Moody listed out the expenses noting they will further look at contractual services. They have also budgeted for the strategic plan as well as the climate action plan, and the arts master plan.

CMBR Faidley said they budgeted \$30,000 for the arts master plan and asked what the additional funds were for. City Manager Moody said included in the fund is \$20,000 for the purchase of art and \$5,000 for maintenance.

CMBR Faidley also asked why they are creating a credit card and bank fee fund. City Manager Moody said those figures were always tracked inside another fund, but they want to track that in its own account to make it easier to see those figures.

CMBR Hage asked about the strategic planning figures. City Manager Moody said there will be a consultant hired. Also, projects that result of that planning go into their designated category.

Mayor Poppa asked why the master plan is in art purchase and not in professional services. City Manager Moody said sometimes it is a judgment call where the item will best be reflected. The arts master plan is for the arts and those one-offs, again, are a judgment call.

Ms. Jones-Lacy added that since the items pertain specifically for public art and planning for public art, it is helpful to have the items in the arts fund versus professional services. She said it is the same with strategic planning with the argument being that professional services do not have an additional line, and this keeps the funds more narrowly focused and clear.

City Manager Moody went on to review transfers made out of the General Fund. He also noted that in 2025, Deputy Chief Honas will take over as the Chief of Police and the Assistant Chief's position will be eliminated. They will then backfill that position with another police officer.

CMBR Faidley asked what position was eliminated to create the assistant chief's position. City Manager Moody said it was their detective's position. CMBR Faidley asked if they could look at that in the future if a recommendation is made.

Mayor Poppa said that the department identified that position to be eliminated.

CMBR Faidley said she would hazard to say that none of the departments are fixed in stone and are subject to change.

Mayor Poppa said they can always add a position back if they were to determine it was needed.

CMBR Faidley asked if a detective's position requires a higher salary.

Deputy Chief Honas said that officers do investigate their own cases as far as they can take them. Issues can arise when an investigation is started on the night shift and needs to be followed up the next morning, then it requires more than one team. The benefit of a designated investigator is they can handle the complete case, so there is some benefit to that position.

City Manager Moody went on to review the budgets for the different departments in the City.

CMBR Madigan noted that part-time salaries jumped \$12,000. City Manager Moody said they started budgeting for two seasonal part-time parks personnel. The plan was to pay for a portion of their costs out of the TIF-1, but it is set to retire. Those costs have been transitioned over to the Parks Department.

CMBR Hage noted the separate fund for Aquatics and asked how the decision is made on how to allocate funds across the Parks Department. City Manager Moody said it is largely based on the amount of time. When they created the superintendent's position, they did not know how much time would be devoted to the Aquatics Center, which is entirely subsidized out of the General Fund, the same as the Parks Department.

CMBR Madigan asked about the glass pick-up and that every house pays a fee. He wanted to know if residents pay for pick-up at the Boulevard or whether the City pays for that. City Manager Moody said that glass pick-up at the Boulevard is a separate service and is paid for directly out of the General Fund. Mr. Moody said the Boulevard owners would not have participated had they been asked to pay. It is a nominal fee and a way to get all of the Roeland Park community to participate in the program.

CMBR Faidley also noted they still do not have a mixed stream recycling bin at the Boulevard and asked if GFL has offered that. City Manager Moody said that is not a service they have tried to incentivize at

the Boulevard. CMBR Faidley stated she has had some conversations with some residents that would like to see some sort of mixed stream recycling available at the complex, but it is challenging to get something going because residents are always moving. City Manager Moody said they would need to have the space and not a lot of land is dedicated to waste collection at the Boulevard. He is also apprehensive about trying to expand the service. He said that having 425 units is lot of people and it really would be nice if it was offered to those residents.

City Manager Moody continued with budgeted line items in the General Fund.

CMBR Faidley said they had previously talked about the opioid settlement funds being used for Narcan and wanted to know where that was in the budget. City Manager Moody said they did allow for the Police Department to deploy Narcan. The resources for that are available to law enforcement to outfit the department.

Deputy Chief Honas said they have the Narcan purchased as well as pouches that the officers will carry. He is waiting to hear from the medical director's office for paperwork to be complete. The department also needs some training that they hope to be able to complete in the next couple of weeks, so they are able to deploy that Narcan if needed. CMBR Faidley asked if there was any cost. Deputy Honas said there was no cost for the Narcan, but they spent a few hundred dollars on pouches which came out of the opioid settlement account.

CMBR Hage asked how the co-responder was funded before having the opioid settlement funds. City Manager Moody said there was a line item in the Police Department budget.

City Manager Moody continued with his report noting that the Aquatics Center is funded by the General Fund to cover their shortfall, which is attributed to two components - operations and capital expenditures.

CMBR Madigan asked if it is contemplated in the budget to provide passes to the Governing Body and for teachers that teach at their schools to come to the pool at the resident rate. City Manager Moody said that is included in the budget.

CMBR Hage asked if they are budgeting annually for general maintenance and repairs. City Manager Moody said the budget provides for maintenance and repair of buildings and for equipment. There are budgets for contractual services, supplies, pool equipment, and buildings. There are a lot of line items for a single department and the amount budgeted for maintenance throughout the City is significant.

CMBR Faidley asked about the pool painting schedule and whether that is considered as a capital improvement. City Manager Moody said it is shown in the CIP because it is such a large expense. It is technically maintenance, but because it is expensive and plannable, they put it in the CIP.

CMBR Hage asked that even though the ongoing deficit at the pool is getting greater, is it causing an alarm. City Manager Moody said they anticipated going in that direction with the Aquatics Center not being open seven days a week, but it is a lower deficit than anticipated.

City Manager Moody presented items surrounding the Community Center noting that Roeland Park owns the building and JCPRD does the programming. The facility manager and administrative assistant salaries are largely charged to the City. In 2023, they switched from JCPRD paying the utilities and

charging the City to Roeland Park paying the utilities directly. They now have a better understanding of what those uses are. He did note that they installed solar at the Community Center, and it has reduced their electric bill, but there is also the expense for installation.

CMBR Faidley said one of the things she noticed for Phase 2 of the improvements was moving the HVAC units to the roof. She wanted to know if there was room for that to be done considering there is solar on the roof. City Manager Moody said there is room and that the entire surface is not covered by solar.

## **2. Balancing Act Budget Engagement Program Review**

Ms. Jones-Lacy said the Balancing Act Budget Engagement Program was purchased as a 2024 objective. She said the simulation module and taxpayer receipt module are in place for the 2025 budget. She reviewed the simulation tool as well as how users can look at their tax receipts. It links directly to the county appraiser's office and users can see specifically how their taxes are spent in the City. Residents will also be able to create a balanced budget and submit it to the City.

CMBR Raglow asked where the budget goes when someone submits it. Ms. Jones-Lacy said it will be stored in the system and the information can be downloaded for them to look at.

Mayor Poppa thanked Ms. Jones-Lacy and City Manager Moody noting that a lot of work went into getting the program up and running.

Ms. Jones-Lacy said that Balancing Act was very helpful in setup and it will be a useful tool for the residents.

CMBR Hage said they should be bragging on the site how excellent their staff is at budgeting. She said that residents can have their opinions, but they have actual experts that are good at doing that. Also, she would like to see on the page what the City's budgetary philosophy is, and it will help the residents understand why the transfers are made the way they are.

City Manager Moody said it is a powerful tool. They have taken the approach of this being more of an educational product versus trying to elicit direction from the community. They are not in a position where they are asking residents how the City should balance the budget.

Ms. Jones-Lacy said it is more of a transparency effort than anything. If they want to do it next year with priorities and want to seek input, that is completely up to the Governing Body on how they want to use the tool moving forward.

CMBR Faidley asked if they will get any feedback. Ms. Jones-Lacy said they will get that, and it will be provided in a report.

Mayor Poppa asked if staff would go over all of this at the budget presentation with the residents. City Manager Moody said they are finishing the presentation for the budget community forum. They will walk through the budget simulation with the attendees and the presentation itself has a lot of information.

CMBR Lero asked if they are pushing this program out through marketing or if it is just for someone to stumble on and find on the website. Ms. Jones-Lacy said she did put something in the newsletter coming out soon, but they can also do a news flash and put it out on social media.

### **III. COMMITTEE MINUTES**

- A. Ad-Hoc Historical Committee Meeting Minutes May 23, 2024**
- B. Arts Advisory Committee Meeting Minutes May 1, 2024**

### **IV. ADJOURN**

CMBR Raglow adjourned the meeting.

(Roeland Park Workshop Adjourned at 7:50 p.m.)