

**MINUTES**  
**CITY OF ROELAND PARK, KANSAS**  
**GOVERNING BODY WORKSHOP MEETING**  
**ROELAND PARK**  
**Roeland Park City Hall - 4600 W 51st Street**  
**September 18, 2017 6:00 P.M.**

- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>○ Joel Marquardt, Mayor</li> <li>○ Becky Fast, Council Member</li> <li>○ Tim Janssen, Council Member</li> <li>○ Ryan Kellerman, Council Member</li> </ul> | <ul style="list-style-type: none"> <li>○ Teresa Kelly, Council Member</li> <li>○ Sheri McNeil, Council Member</li> <li>○ Michael Poppa, Council Member</li> <li>○ Michael Rhoades, Council Member</li> <li>○ Erin Thompson, Council Member</li> </ul> | <ul style="list-style-type: none"> <li>○ Keith Moody, City Administrator</li> <li>○ Jennifer Jones-Lacy, Asst. Admin.</li> <li>○ Kelley Bohon, City Clerk</li> <li>○ John Morris, Police Chief</li> <li>○ Jose Leon, Public Works Director</li> </ul> |
|--|---|---|

**Admin**

Poppa  
Fast

**Finance**

Kelly  
Janssen

**Safety**

Thompson  
Rhoades

**Public Works**

Kellerman  
McNeil

CMBR Fast called the meeting noting that Councilmember Kelly and Kellerman were absent.

**I. MINUTES**

**1. August 21, 2017 Workshop Minutes**

The minutes were approved as presented.

**II. DISCUSSION ITEMS**

**1. Discuss Community Center Fitness Room Restrooms**

City Administrator Moody reported that in one of the classrooms a commode was damaged resulting in a leak that filled the room with water. It is obvious that the damage was done on purpose. Staff is recommending that the restrooms and plumbing fixtures be removed from the classrooms and that people visiting the Community Center and fitness room can use the restrooms in the hallways. The plumbing has been repaired, but staff believes their removal would be a cost effective way to eliminate the potential for future flooding.

Mayor Marquardt recommended capping the plumbing as shallow as possible below the floor with temporary caps should the need arise in the future to use those fixtures again. City Administrator Moody said he agreed with that suggestion.

Mr. Moody added that by removing the fixtures, they could convert the area for storage and it would not be open to the public.

CMBR Fast received a majority consensus to remove the toilets, but to leave the sinks in the restrooms.

**2. Discuss City Administrator Review Process**

City Clerk Bohon said the dates for the annual conference are September 16-18, 2017 in Wichita. CMBR Fast said she emailed the administrative performance review to the Council. She noted the only change was to remove decimals and replace them with whole numbers. She said that one of the issues raised last year with the review process, especially by CMBR Kellerman, was the self-evaluation part of the review. He felt that it should not be reviewed by the Governing Body to avoid a bias and to go over it after the review, or possibly not having it at all.

After a brief discussion of the upcoming agenda schedules, it was agreed to hold an executive session on October 2<sup>nd</sup> dedicated to the City Administrator evaluation with formal approval to be at the October 16 City Council meeting.

City Administrator Moody, in his development plan, said he briefly addressed things that have been worked on or steps that have been accomplished on the development plan in the past year. He will forward those to CMBR Kelly and CMBR Fast. He has also been gathering comparable information on compensation packages for city administrators in other communities. He will also provide last year's information for comparison in their consideration.

CMBR Fast reiterated CMBR Kellerman's opinion not to do a self-assessment.

Mayor Marquardt said a self-assessment seems like a good idea, but it should be done after the Governing Body review.

CMBR Rhoades said if City Administrator Moody wants to do one he should, but he does not believe the Council should see it before they give their review.

CMBR Janssen also said he would like to see it after the review.

CMBR McNeil said it should be up to City Administrator Moody if he wants to do one, but let the Council see it after the meeting.

CMBR Thompson agreed with going over the self-assessment after their review.

CMBR Fast will e-mail her information out to the Council and would appreciate their input several days before October 2<sup>nd</sup>.

### **3. Discussion on Invasive Weeds**

Ms. Jones-Lacy said this item came to staff's attention because of a complaint from a resident on the excess growth of a tree in his yard that is coming out of his neighbor's yard. The ordinance addresses invasive species and noxious weeds, but not overhanging branches. The city forester has noted that there are many communities that have language regarding uncontrolled excessive growth. They would like to add language that would allow a mechanism for a resident to deal with a neighbor's growth creeping into their yard. Ms. Jones-Lacy said the city would not proactively enforce this, but if a resident brings it to their attention, then the City may be of some assistance. Ms. Jones-Lacy also stated the language would be geared toward the overgrowth from the plant and not from the seeds that take root in someone else's yard.

CMBR McNeil felt the language was over-reaching and the punishment of up to no more than three days in jail and a \$499 fine was crazy. Ms. Jones-Lacy said this is the standard punishment for any nuisance violation.

CMBR Rhoades suggested giving a resident ten days' notice to resolve the problem. If it is not resolved, then the City could charge \$15 for every 15 minutes that a Public Works employee takes to resolve the problem.

City Administrator Moody said the city is trying to get out of the business of doing maintenance on people's property. He feels a better way to solve the problem long-term is to let residents know that they are not supposed to let a plant grow in their neighbor's yard or they'll be subject to this fine. If the resident does not do something to prevent it from reentering their neighbor's property, then this ordinance is a way to help them take action to better control this species.

Ms. Jones-Lacy said they do encourage neighbors to work with and speak to one other to try to work the issue out between themselves before involving the City.

After discussion, the Governing Body asked Ms. Jones-Lacy to look into further options on how to deal with overhanging limbs in a neighbor's yard and also to make modifications to clarify the intent of the proposed ordinance language.

#### **4. Discussion on Sidewalk Obstruction by Vegetation**

Ms. Jones-Lacy said Mayor Marquardt brought this issue forward as he noticed several areas in the City where residents have allowed their shrubs and bushes to grow over and block the sidewalk forcing pedestrians to walk around cars and into the streets.

Chapter 8 of the code is dedicated to health and safety and includes keeping streets and sidewalks safe from debris. There is also a possibility to consider additional enforcement.

CMBR McNeil said she would offer to help remove the shrubs. Mayor Marquardt responded that it appears the resident is not interested in cutting back the shrubbery, but does want the screen for their property.

Public Works Director Leon said it might help to create a policy or improve the current policy to restrict people from planting within a certain distance of the sidewalk. This might prevent the issue from happening in future years.

Mayor Marquardt said the language would need to act as a deterrent for citizens and encourage them to maintain their own property, not to be used as a way to allow the City to do their maintenance for a fee.

Ms. Jones-Lacy will work on ordinance language and will bring the item back before the Council.

*The remaining items will be discussed at the 9/18/17 City Council meeting on the Workshop portion of the agenda.*

#### **5. Discussion of Insurance Coverage Amount for Dangerous Animals**

#### **6. July Financial Report**

#### **7. Discuss Process for 2018 Market Pay Adjustment**

### **III. NON-ACTION ITEMS**

*There were no items to discuss.*

### **IV. ADJOURN**

CMBR Fast adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned at 6:57 p.m.)