

GOVERNING BODY WORKSHOP MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, May 2, 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

Janssen
Poppa

Finance

Rhoades
Kelly

Safety

McNeil
Thompson

Public Works

Fast
Kellerman

CMBR Fast called the meeting to order and noted that CMBR Kellerman was absent

I. MINUTES

II. DISCUSSION ITEMS

1. Branding – Benedictine

City Administrator Moody said that the agreement with Benedictine College for branding services as well as the Citizen Survey is attached to the agenda. He said the agreement is fairly detailed and hopefully clarifies items brought up during the review of the branding proposal. The agreement has been reviewed and approved by the City Attorney.

Mr. Clay Johnston from Benedictine College will present a minimum of three, maximum of five recommendations from the branding committee for the Council to decide on.

City Administrator Moody reviewed Section 6, the final approval process. The Branding committee and the consultant will make a recommendation to the City for final approval. The Council may request revisions as they deem appropriate.

CMBR Fast said she felt there was no decision-making being done by the Council and would prefer to do away with the branding committee and have it presented to the Workshop for the Governing Body committee members to decide. She added that historically, the Governing Body does better when they have more input rather than less.

CMBR Kelly recommended a language change to Section 1, Phase 3, where each member of the elected body would provide a list of three people to participate in in-depth interviews that will play a “key” role in the Roeland Park brand.

There was a consensus to reword the language that this will play a “relevant” role in determining the Roeland Park brand rather than a “key” role.

The Committee then discussed how their choices of three people would be made, whether they were residents of the City or what their connection to Roeland Park is and those that the Council would think has valuable information to give a broader scope of opinion on the process. CMBR Poppa said this is an opportunity to also engage residents who may not already be outspoken at Council meetings and to give them an opportunity to voice their opinions to be heard for the survey.

There was a consensus that each ward would be represented.

Timeline:

November 14 - winning design chosen

November 21 - Branding Committee and consultant will present their report and implementation plan at the Governing Body Workshop, along with preferred logo tagline.

December 19 - Adoption of the new City brand.

Further discussions of the branding process will be held at the May 16 Council meeting.

2. Ordinance Formalizing Workshop Procedures

Ms. Jones-Lacy presented the proposed ordinance that would adopt the procedures that the Council has implemented as a pilot program for the Governing Body Workshop.

CMBR Poppa said he received no feedback from the Council since the last meeting with regard to any suggested changes. He also clarified that the meeting dates would be 1st and 3rd Mondays for Workshop meetings and the 3rd Monday would be City Council meeting. Also a TBD date for the 2nd Monday if needed.

Ms. Jones-Lacy spoke with City Attorney Shortlidge about adding the tentative date, who said calling an additional meeting does not need to be formalized in an ordinance and to call it if needed.

CMBR Fast reiterated the terms “chair” and “co-chair” are easier to recognize for the standing committees.

CMBRS Poppa and Janssen will continue to work on the language to reflect the state’s changes to elected officials’ terms. Standing committees will rotate in even number years beginning in January and returning to the chair/co-chair titles.

The Committee agreed to review the ordinance again at the next Workshop with the intent to forward to the Council meeting for adoption.

3. Review of New Council Committees Positions

This was provided for informational purposes.

4. Discussion of Change in Election Date

Public Comment:

J.P. Hildebrand (5419 Sycamore Dr.) Mr. Hildebrand spoke in support of continuing the special election process in Roeland Park versus Council reappointments for vacancies to ensure the citizens elect their own representatives.

City Administrator Moody said City Attorney Shortlidge expressed concern about the City meeting the time constraints of the state for filling a vacancy within the 45 day time frame. Roeland Park is the only community in Johnson County that has special elections to fill vacancies, but Mr. Moody said it is not without precedent to use the appointment process for filling those vacancies. He also said it costs the City approximately \$5,000 to hold a special election.

CMBR Fast said she contacted the Kansas League and the Kansas legislature has left this issue so that cities can draft language to charter out of the state’s regulations for filling vacancies.

Mayor Marquardt noted the benefits of the appointment process are the ability to fill the position sooner as well as saving the City money.

The Governing Body discussed the appointment process versus special elections. CMBR Fast asked for and received unanimous agreement that the Councilmembers preferred the special election process. CMBR Fast recommended

City Administrator Moody speak with City Attorney Shortlidge regarding the time frame for filling a vacancy to meet with new state guidelines and what restrictions would be placed on Roeland Park if they charter out. Staff will do further research and City Attorney Shortlidge will be present at the next meeting to provide further insight and recommendations.

5. Review Council President Nomination Procedure and Timeline

City Administrator Moody said the Council President Nomination will take place at the next Council meeting.

6. Proposed Change of Special Permit for Chickens

CMBR McNeil, CMBR Kelly, CMBR Thompson brought forward a proposal to change the process of requiring residents to obtain special permits to house chickens. The intent is to help simplify the permitting process for residents who have already gone through the inspection process, paid their fees for the permit and license at City Hall, and then come before the Council for final approval. CMBR McNeil modified the language used in the animal ordinance to apply to the chickens.

It was noted that chicken permits are reviewed every year and any problems would be handled through codes enforcement.

CMBR Fast encouraged that the first chicken permit process include input from the neighbors. CMBR McNeil stated that when neighbors get a noisy dog they are not required to notify their neighbors and added that residents pay twice as much for a chicken license than residents do for dogs or cats, in addition to the \$80 inspection fee. She felt that people who chose to house chickens have already invested a great commitment to have them.

CMBR Poppa asked about complaints on chickens and City Clerk Bohon said she has not received any complaints with regards to raising chickens.

CMBR Janssen said he agreed with removing the special permit and allow them to be approved administratively. CMBR Rhoades was in agreement to have permits approved by staff.

There was a consensus from the Committee to do away with the special permit for chickens. Annual renewal applications would be approved by the City Clerk unless there was a complaint filed with the City. If there are complaints, renewal applications would need to be brought before City Council who may approve, or refuse to renew or revoke a permit if, after a public hearing, it finds any of the nuisance violations, violations of any law, or detrimental health issues are at the property.

Mayor Marquardt recommended that neighbors who are contiguous to the property requesting the permit be notified as is required in the animal ordinance.

There was consensus on the recommended permit changes.

The Committee then moved into the discussion of raising chickens. CMBR Kelly said a booklet is available from the City to provide further information. CMBR McNeil said she and CMBR Kelly are available to answer anything about raising chickens.

CMBR Janssen said he spoke with the newest applicant requesting permission to have chicken. The applicant said he was pleased with the process, but would like a little more clarity on the approval process.

CMBR Fast said she would like staff to reach out to animal control to better understand what their role is in chicken regulation enforcement.

CMBR McNeil offered to talk with the chief of police.

There was agreement that this item would go forward to New Business at the next City Council meeting.

7. Committee Reappointment

Duane Daugherty is being recommended for reappointment to the Sustainability Committee and Time Churchman is also being recommended for reappointment to the Board of Zoning Appeals.

There was a consensus to place this on the Consent Agenda for approval at the next Council meeting.

8. R Park Ordinance 929 – City Block Party

There was consensus to place this item on the Consent Agenda for approval at the next Council meeting.

III. ADJOURN

City Administrator Moody said the next Governing Body Workshop would be a very lengthy detailed process as they review the budget. The Governing Body will be reviewing the CIP and also have discussion on the bond issue. Mr. Moody is working on an analysis of what could be accomplished in the Capital Improvement Plan if they chose not to issue bonds. The analysis will include using the savings that would occur as bonds are paid off and will become the new funding source for the CIP.

Mayor Marquardt requested a scenario of slowing down on bond issuances such as \$2 million the first year, \$1.8 million in three years and slowly wean off.

CMBR Fast adjourned the meeting at 7:35 p.m.