

**GOVERNING BODY WORKSHOP MINUTES**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Monday, July 18, 2016 6:00 P.M.**

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| <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> |
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**Admin**

Poppa  
Fast

**Finance**

Kelly  
Janssen

**Safety**

Thompson  
Rhoades

**Public Works**

Kellerman  
McNeil

Mayor Marquardt called the meeting to order noting that CMBRS Janssen and Thompson were not present.

**I. MINUTES**

1. April 4, 2016
2. May 16, 2016

The minutes were approved as presented.

**II. DISCUSSION ITEMS:**

Item 6 - 2016 Stormwater Maintenance Project will need approval at the Council meeting as Public Works needs to get easements to move the project forward.

Item 10, Renewal of Condo Lease for Scenic Roads will be taken up at the Council meeting as their lease is up at the end of July.

Item 11, Commerce Bank Development Agreement Amendment will be taken up at the Council meeting during the Commerce Bank Update.

**1. Granada Park Skate Competition Request**

*This item was postponed as the speaker was unable to attend the meeting.*

**2. Bike Walk Ad-Hoc Update**

CMBR Kelly said the ad-hoc committee is in the middle of writing their report that reflects their year-long research project and will make the presentation during the August City Council meeting.

**3. SKW Task Order #34 Roe Blvd Traffic Study**

Public Works Director Leon said essentially the focus of the study is to get traffic count updates for Roe Boulevard and to look at two locations where they could potentially remove traffic signals. The reason for the study is the city will be putting out an RFQ for design of the Roe Boulevard project for 2020. Part of the STP grant submitted to MARC was to investigate the possibility of reducing traffic signals a ½ portion of Roe.

CMBR Rhoades asked if it was discussed whether to add a signal near the cave site and I-35. Mayor Marquardt added that there could possibly be a full break access to the east side through both lanes near where the police turnaround is.

Public Works Director Leon was unsure whether the limits of the study would go as far north as 48th Street.

Howard Lubliner from SKW said they could include a preliminary evaluation and that there are 12 things that need to be evaluated if a traffic signal is warranted. He said it was a bit premature to make that decision as it is still unknown what type of traffic generation would be in that development. They could look at in broad terms, but it's too early to identify the need and placement of a signal. The proposed survey data to be collected will include peak hour traffic counts, 24-hour counts, take into account traffic generation from new development.

Mayor Marquardt inquired about traffic signal coordination. Mr. Lubliner said that has been addressed in previous studies and is scoped to be implemented as part of the upcoming Roe Boulevard project. A big of the STP funding is looking at congestion mitigation, air pollution benefits, and things like that. Currently it is hard to have signal coordination due to the density of signals on Roe Boulevard. The hope is that potentially removing a couple signals and combining the signal timing and coordination should improve things.

Mr. Lubliner said the light between Lowe's and Price Chopper and the one at Roe Lane are the ones being at looked at for possible removal and could be accomplished by modifying traffic movements.

There was discussion that more lights and frequent stopping does not encourage more business, but in reality has the opposite effect. By lengthening the time it takes to travel through a City, the radius of people that will access that commercial area decreases. The more people that can get to a business quickly, the greater radius they will be able to service.

Mayor Marquardt asked if something could be done with drivers going north on 48th as there is an issue with perception of drivers going through the intersection and the merge and that maybe merge signs would clear up that problem. He also asked if businesses were going to be contacted for their feedback. Mr. Lubliner said they will be looking at the study from an engineering perspective and expects heavy public involvement in the study, but as of yet is unclear to what extent that will be.

Public Works Director Leon then introduced Daniel Vandebos, the newest Public Works employee who comes with 12 years of experience from Public Works in Olathe. Mr. Leon said they will use him to take the department to the next level.

The Governing Body welcomed Mr. Vandebos to the city.

There was a consensus to approve the survey request on the Consent Agenda.

#### **4. 2nd Quarter Safety Statistics**

Police Chief Morris presented safety statistics from January 2016 to date. He added that a further breakdown of the statistics is available in the packet.

To date there have been 64 uniform crime reports that include 2 assaults, 5 burglaries, 52 thefts and 5 auto thefts. 180 non-uniform crime reports that include 71 adult arrests, 6 juvenile arrests. There have been 885 citations and 128 warnings issued, and 28 accidents. There have been 72 reports at the Boulevard Apartments, 16 at Price Chopper, 34 at Lowe's, 45 at Walmart, 39 at the police department, and 69 in the business district and/or locations in the city, 87 calls west of Roe and 105 east of Roe.

Chief Morris said his department's clearance rate/performance goal is for 70 percent or better. Right now overall for the year it is 63.5 percent, so they're move forward with reaching that goal.

Chief Morris also said the call loads have been up and attributes it to the summer heat. He also wanted to emphasize the traffic blitzes, the first one being held on May 14th that resulted in seven citations, four vehicles being towed and one arrest in about two hours. The second blitz on June 20th had 15 citations, 13 tows and one

arrest in another two-hour time period. He stated this has been very successful in getting people off the road that do not need to be driving.

Chief Morris said he fields questions all the time with regards to whether the crime rate is increasing in Roeland Park. He referenced the Kansas Bureau of Investigation's (KBI) 2015 crime statistics report. In 2014, the City averaged 37.5 calls per 1,000 people in Roeland Park. In 2015, this went to 39.2, a difference of 1.7 incidents from 2014. In comparison, Merriam went from 45.0 to 57.4, a 12.4 increase, Mission went from 35.7 to 55.4, a 19.7 increase, and Westwood went from 18.7 to 38.3, a 19.9 increase. He said crime is going up, but not that much in Roeland Park and the city is doing well.

Chief Morris said the cars approved by the Council are in service and the other two vehicles were sold. He said his officers are doing well and appreciates the support he receives from the Governing Body.

CMBR Fast inquired about the cities working together in possible tense situations and the criteria for more than one officer on a scene. Police Chief Morris said it is their policy to send two officers on just about every call. Other agencies in the northeast portion of Johnson County all monitor the same channels for added support. There is some strategic planning being implemented that will benefit all the agencies in relation to call loads and type of calls that may use additional resources. They are heightening their awareness. In the event of a heightened situation, they are in constant contact with each other and all use the same radio frequency. If someone calls for assistance or help, they all know they need to go. They are a close knit group of individuals even though they're from separate cities.

CMBR Rhoades spoke of personal experience of how Fairway responded within 30 seconds as they were closest and heard the call. Chief Morris said if they're busy on the east side of Roeland Park and an incident happens on the west side, Westwood knows they're going to have to go.

Mayor Marquardt thanked Chief Morris, the officers and his department for their work and that he very much appreciates what they do.

## **5. May Financials**

Ms. Jones-Lacy reported that overall revenues for the City for all funds, city and county sales and use taxes are up 4.5 percent from the prior year May 2015. The amount does not include TDD revenue or CID revenue. Franchise fees are the only revenue source that is a concern for the city due to lower gas prices. As of May 2014, collections were nearly \$100,000, in 2015, they dropped to \$76,000, and currently for 2016, and they're at \$53,000, which equates to about a 46 percent drop in two years.

Court fines are up from last year by about five percent. The municipal court judge recently changed the fee/fine structure, so those fees are going to be reduced over time. The change took effect in April, so they will see the decline throughout the year.

In the General Fund revenues are up from last year about 3.6 percent primarily due to property taxes and the valuation increase. Other income is up, and there is a rent increase for Scene Road Productions and income from the sale of a couple of city vehicles.

Primary expenses as of May include the animal control payment of \$56,000, annual property liability insurance payment of \$37,000, salaries and benefits, and the solid waste fees. The annual work comp payment of \$36,500 is not reflected, but will be in the June financials.

Investments for the City has generated \$18,000 in interest through their TD-Ameritrade account.

Other funds and revenue collections for bond and interest are low because it does not reflect the transfers into the fund which will be shown in June.

Special Street Revenues appear low because a lot of the grant revenues go into the fund from CARS and Commerce Bank. The city did receive the Commerce Bank payment and that will also be reflected in the June financials. She will then submit for reimbursement for the CARS projects as soon as that is closed out.

A vast majority of the expenses for bond and interest funds are made in December. Some interest payments on bonds are made in June, but the principal is paid in December.

In May, the City made very large payments to Phoenix Construction and Kansas Heavy for the CARS-funded program at the Commerce Bank intersection and the 57th Street project. Those two projects, along with engineering came to \$336,000.

Debt service on the TDDs will be reflected in the June financial statements because those payments are made based on when money is available.

Retail sales are up in Roeland Park by 2.8 percent from this time last year. Data was only available through March 2016, but Ms. Jones-Lacy believes things are trending in a positive direction for the city.

She noted that building permits are very consistent and anticipates permit revenues will continue to increase as well as the number of permits because there is more development going on in Roeland Park due to a lot of single family home renovations as well as the Commerce Bank property improvements.

#### **6. 2016 Stormwater Maintenance Project**

Public Works Director Leon said this project involves removing and replacing some deteriorated corrugated metal pipe in the 4800 Birch cul-de-sac. Mike Julian, the property owner, was in attendance at the meeting and has agreed to a permanent drainage easement on his property. Public Works is ready to progress forward to see what kind of bids they can get and hope to make a recommendation in August for a contractor.

There was a consensus to move the 2016 Stormwater Maintenance schedule to the Consent Agenda for approval.

#### **7. Ordinance Formalizing Workshop Procedures**

CMBR Poppa said that after the Workshop discussions, he, CMBRS Fast and Janssen met and put together all the recommended edits suggested at previous meetings. He noted that everything has been discussed with the exception of Sections 1203 and 1217. He noted that CMBR Fast recommended Council assignments begin in March after a February election.

Section 1-315 (g)(15) was not discussed, but does clarify the duties of the City Administrator and inserts the verbiage, "The City Administrator shall sign contracts on behalf of the City after the contract has been approved or authorized by the City Council."

Mayor Marquardt also added that in Section 1-315(h)(6), "At no time shall the duties or powers of the City Administrator supersede the willful action of the Mayor and/or City Council."

City Attorney Shortlidge said the only change in the City Administrator section is the addition of signing contracts. He also realized that the Council President and the Acting Council President came from a charter ordinance, and can only be amended with another charter ordinance. Therefore, he has created two charter ordinances to take the language out of the two drafts and put it into a charter ordinance, and then has amended the two versions of Ordinance 931 to delete those sections.

CMBR McNeil asked for clarification of Section 1-202(c), "Promote good conduct and cause to be remedied any neglect, carelessness, or other violation of duty of all elected officers," and whether this only applied to a meeting and not outside of Council.

CMBR Rhoades asked for clarification of the phrase “cause to be remedied.” City Attorney Shortlidge responded that this would be an attempt by the Mayor to bring the meeting to order.

City Attorney Shortlidge offered historical context to the superintending control language in that its genesis in state statutes have been on the books for over a hundred years. At the time it was enacted it had some meaning because the mayor was the one that ran the cities and was in charge of the day-to-day operations. There were no city administrators, city managers, or professional staff.

CMBR Poppa recommended that since §1-202 is a separate item, Number 8 on the agenda, discussions should wait until that time. Mayor Marquardt said Council President and Mayoral duties should be discussed together.

CMBR Fast said superintending power was talked about quite a bit at the admin committee and said the thing everyone needs to remember is that in Roeland Park, the City Administrator serves at the pleasure of the Council.

Mayor Marquardt said he would like to discuss removing that just the mayor has superintending power, but to refer to the Council as a whole.

CMBR Rhoades wants to look at different parts of Ordinance, specifically mayoral appointments, specifically if the mayor makes an appointment what happens and does the mayor vote.

CMBR Poppa said he would like for the admin committee to look at the broader issues and bring it back for further discussion.

The discussion for this item will continue at the Council meeting following the Workshop.

- 8. Ordinance Modification Suggestion for Mayor's Powers**
- 9. Council President Election Process Proposed Changes**
- 10. Renewal of Condo Lease to Scenic Roads**
- 11. Commerce Bank Development Agreement Amendment**
- 12. Discussion on Use of Executive Session**

### **III. ADJOURN**

Due to the time, Items 8, 9, 10 and 12 were moved to the Council meeting agenda under New Business.

(Roeland Park Workshop Adjourned)