

**CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, April 6, 2020 6:00 P.M.**

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| <ul style="list-style-type: none">○ Mike Kelly, Mayor○ Trisha Brauer, Council Member○ Benjamin Dickens, Council Member○ Jan Faidley, Council Member○ Jennifer Hill, Council Member | <ul style="list-style-type: none">○ Jim Kelly, Council Member○ Tom Madigan, Council Member○ Claudia McCormack, Council Member○ Michael Rebne, Council Member | <ul style="list-style-type: none">○ Keith Moody, City Administrator○ Jennifer Jones-Lacy, Asst. Admin.○ Kelley Nielsen, City Clerk○ John Morris, Police Chief○ Donnie Scharff, Public Works Director |
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Admin

Brauer
Hill

Finance

McCormack
Madigan

Safety

Rebne
Faidley

Public Works

Kelly
Dickens

(Roeland Park Council Meeting Called to Order at 6:00 p.m.)

PLEDGE OF ALLEGIANCE

Mayor Kelly called the meeting to order and led everyone in the Pledge of Allegiance.

(Pledge of Allegiance)

ROLL CALL

City Clerk Nielsen called the roll. All Governing Body members were present. Staff members present were City Administrator Moody, Assistant City Administrator Jones-Lacy, Public Works Director Scharff, Police Chief Morris, City Clerk Nielsen, and City Attorney Alex Felzien.

Mayor Kelly thanked everyone for their patience as they work through holding meetings online.

MODIFICATION TO THE AGENDA

There were no modifications to the agenda.

I. CITIZENS COMMENTS

Stephanie Iser (5714 Cedar) Ms. Iser thanked the Mayor and City Council for continuing to work during the public crisis. She also thanked the Mayor for the letter he sent to businesses earlier this week regarding social distancing and safety protocols. She added that she has heard the stores in the City are responding inconsistently to those protocols. She realized that a lot of lower income workers are affected by this virus but if they are negligent as a community then there could be big problems. She would like the City to see what they can do to encourage safety.

II. CONSENT AGENDA

A. Appropriations Ordinance #947

B. February 17, 2020 Council Minutes

C. March 16, 2020 Council Minutes

D. March 20, 2020 Special Called Council Minutes

MOTION: CMBR MADIGAN MOVED AND CMBR HILL SECONDED TO APPROVE THE CONSENT AGENDA AS PRESENTED. (MOTION CARRIED 8-0.)

III. BUSINESS FROM THE FLOOR

A. Applications / Presentations

There were no applications or presentations made.

IV. MAYOR'S REPORT

Mayor Kelly thanked everyone again for their patience and understanding noting that this is an anxious and frustrating time. He said they certainly did not come into 2020 thinking they would be working through emergency declarations, social distancing, or school cancellations during a pandemic. However, this does give them an opportunity as citizens to practice empathy. What the Mayor has seen in Roeland Park has filled him with pride. He thanked the entire City staff for their patience and dedication that they have given. He gave a special thank you to City Administrator Keith Moody and Chief of Police John Morris for the work that they have done given the new legislation and unique challenges presented during this time. Mayor Kelly said they have worked nights and weekends and have shown a true dedication to the City going above and beyond the call. He also thanked the residents of Roeland Park and noted that he has seen a wave of empathetic actions with businesses donating products or services to aid medical professionals. He has seen neighbors who have provided food and donations to other residents.

CMBR Rebne added that the pandemic has exposed a lot of the inequalities between citizens who are getting by and those that continue to need to rely on community services. The City has partnered with Roeland Park United Methodist Church to provide bags of food every Friday along with small Aldi gift cards. They have seen a doubling and a tripling of the amount of people that come by. Before this virus they averaged two or three people on one Friday a month. Last Friday, over 30 cars came through for food. They hope to be able to continue to reach out and serve more people.

Mayor Kelly said they will monitor how the COVID-19 situation will affect operations going forward and it will be included in their discussions going forward. They do not know what impact there will be on the City's 2020 revenue projections, but basic observations to their major revenue source does not indicate material changes are anticipated for Roeland Park revenues. However, they will continue to monitor this and adjust accordingly.

V. Workshop and Committee Reports

No reports were given.

VI. Reports of City Liaisons

No reports were given.

VII. Unfinished Business

There was no unfinished business discussed.

VIII. New Business

A. Amend SRO Agreement with Bishop Miege

Mayor Kelly noted the unique partnership between Bishop Miege High School and the City. He said that any given time the school has the largest gathering of people in Roeland Park. Since classes and church services have been suspended, Bishop Miege has requested to amend their agreement to allow the SRO to return to the Police Department for April and May.

CMBR Faidley asked if the police officer will continue with the department. Mayor Kelly said he would and the officer will be paid by the City.

MOTION: CMBR MADIGAN MOVED AND CMBR HILL SECONDED TO AMEND THE SRO AGREEMENT WITH BISHOP MIEGE. (MOTION CARRIED 8-0)

B. Approve KDOT Authority to Award Contract Form for Roe Boulevard Project

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE THE AUTHORITY TO AWARD CONTRACT FORM FOR THE ROE BOULEVARD PROJECT. (MOTION CARRIED 8-0)

C. Adoption of a Traffic Calming Policy

CMBR Faidley asked if they ever received an explanation of the definition of the 85 percent speed requirement. Dan Miller, City Engineer, said the 85th percentile speed is the speed at which 85 percent of the vehicles travel at or slower than.

CMBR Madigan said in reading the policy he did not see a reference to the possible negative impact to handicapped individuals such as a raised intersection. Mr. Miller said any traffic calming measure they would want to design would be ADA compliant. With a raised intersection care needs to be taken of where sidewalks are located. He also added it is an engineering issue when you implement the traffic calming measures.

CMBR Rebne noted with the current situation they cannot go door-to-door with a petition and would like to see online accommodations made for that. He also did not see in the specifications for the speed study how the speed data is collected and asked whether that should be included.

Mr. Miller said he could work with City Administrator Moody and Public Works Director Scharff to adopt different forms of interaction during this period with respect to petitions being signed electronically and said it seems like it could be something that could be worked out. He said that in his view there is nothing in the policy regarding speed studies. They are always performed with equipment that is unobtrusive and to date they have used City-owned equipment.

CMBR Hill said sidewalks need to follow ADA compliance more than the street. Mr. Miller said that generally speaking it is correct, although there are elements of ADA compliance where the paved roadway can impact the sidewalks.

CMBR Dickens asked if they need original signatures on a petition. Mr. Miller said it is an informal petition and is subject to review by the legal department, but is not a legal document being generated. The intent is to make sure there is support for the various steps of the process.

City Administrator Moody said they can receive signed petitions through a scan. There is nothing that says it has to be an original.

CMBR Rebne asked for additional information on successive intersecting streets. Mr. Miller clarified that it might be a single block or a pair of blocks on either side of an intersection.

CMBR Kelly asked about the criteria of traffic volumes on a thru-street exceeding 6,000 vehicles per day. He said that Roe Boulevard is the only street in the City with that high of a volume and wanted to know why that was included for all streets. Mayor Kelly said in his reading it does not require 6,000 vehicles per day, but that it would be one way to satisfy the criteria. What they are adopting will be their best practice and they will do what they can to follow it.

CMBR McCormack asked if there are no circumstances to get an intersection stop sign put in the area outside of this proposed criteria. Mr. Miller said he is not familiar enough with MUTCD to say there is no way. The stop sign criteria traffic engineer referenced in the traffic calming policy is the example from the manual is where the criteria came from. It is the engineering standard.

CMBR Rebne asked if they could apply the traffic calming petition criteria to where they might put in stop signs and get input from residents. Mayor Kelly said that while this is a Roeland Park policy they want to be able to rely on a standard and the MUTCD provides a basis of expertise beyond the typical resident or Councilperson. He would hesitate to advocate allowing crowd sourcing for stop signs without any of the bases being met that have been drafted within the policy.

Mr. Miller agreed they need to adhere very closely to the MUTCD.

CMBR Kelly said he would like to see the MUTCD passages stating the criteria referenced. What he has seen is they have guidelines and makes suggestions, but it is not specific as to how things should be done nor does it state they are required to do it a certain way. Mr. Miller said the MUTCD manual is online and they have pulled the applicable stop sign information directly from the manual.

CMBR Faidley said they need to rely on traffic engineers and that they do need to establish a protocol as this is not an area of their expertise.

CMBR Dickens stated he agreed with Mayor Kelly and Mr. Miller.

CMBR Hill wanted to remind everyone that stop signs are included, but stop signs are not technically a traffic calming measure.

MOTION: CMBR MCCORMACK MOVED AND CMBR DICKENS SECONDED TO CALL THE QUESTION.
(MOTION CARRIED 8-0)

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE A TRAFFIC CALMING POLICY FOR THE CITY. (MOTION CARRIED 6-2 WITH CMBRS KELLY AND REBNE VOTING NO.)

D. Award Bids for 2020 UBAS & Chipseal

CMBR Faidley noted the UBAS bid included work in Roeland Park, Mission Hills and Westwood and the grouping was to obtain a better price. She asked if they were provided a break-out for each city's share. She also wanted to know if the cities were sharing in the cost of an engineer.

Mr. Miller said the breakdown for each city is listed in the agenda item. He also noted the work is for Mission Woods not Mission Hills. And there are separate engineering contracts for each individual city.

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE THE 2020 STREET MAINTENANCE SURFACE TREATMENTS WITH HARBOUR CONSTRUCTION FOR CHIPSEAL NOT TO EXCEED \$84,136.60, AND TO ALSO APPROVE MCANANY CONSTRUCTION FOR UBAS AT A COST NOT TO EXCEED \$511,211.90. (MOTION CARRIED 7-1 WITH CMBR KELLY VOTING NO.)

E. Temporary Personnel Policies to Address COVID Related Absences

Mayor Kelly said staff has gone through the laborious effort to create a policy from the direction given by the Governing Body to address COVID-related absences by staff.

City Administrator Moody said they took the approach at the direction provided by the Governing Body at the March 20th Special Council meeting to incorporate into a policy that also addresses timeline requirements through the Families First Coronavirus Response Act (FFCRA). Mr. Moody worked with City Attorney Mauer to develop the temporary policies with an eye towards their ability to administer them in a streamlined manner not knowing when the orders to stay home may end and also trying to be conscious on what budgetary impact this may have to the City. They have already budgeted for personnel in the 2020 budget, so they do not expect the amount to be greater than what is budgeted.

CMBR Faidley asked if what the city decided on at the previous meeting is more than generous than the Federal plan, both in the length of time that someone could claim the benefits and also the fact they are continuing to pay full salary. City Administrator Moody said the policy is equal to the direction given them as far as the level of benefit. The Governing Body had a deadline if operations were to close to continue payment of salaries through April 6th and review them at the Council meeting. They also voted to extend sick leave through May 22nd. The presented policy does stretch that out longer, but as far as how much is being compensated remains consistent.

CMBR Hill wanted to know if staff was able to comment and explain where the City is in terms of its resources how they are financially able to do this. City Administrator Moody responded that they rely predominately on property taxes for income. He said that taxes for 2020 will likely not be impacted significantly and they have also received their first installment which is over 50 percent of what is planned. He did acknowledge that they may see a higher percentage of delinquent property taxes in 2019. He also noted sales tax has the greatest volatility in this scenario. Staff is working on a more detailed analysis for the impacts projected for sales tax. He is also talking with the other financial departments of local cities to come up with reasonable projections. Again, Roeland Park does have good insulation because of the types of retailers in the City being essential and offering basic goods. Mr. Moody will provide that analysis within the next week.

CMBR Dickens said he is impressed with the work staff is doing and how they are all coming together to work on taking care of as many people that they can in the City. He is greatly appreciative of what they are doing.

Mayor Kelly said from an expense perspective they were anticipating being fully staffed and that paying staff and providing a salary to them does not create an unexpected expense to the City of Roeland Park.

CMBR Faidley asked if it is possible that will change as they see continued closure of facilities. She asked if they should be prepared to think about that. Mayor Kelly asked for clarification if that question is in regards to an expense as opposed to a revenue component. From an expense standpoint they have budgeted for 2020 with the expectation that they would have a full staff working 12 months of the year. Closure of certain facilities or an inability to operate certain facilities might mean that certain part-time positions, i.e. lifeguards, may not be an expense they incur this year. In terms of an increase in expense moving forward he does not anticipate that being a great expense in the budget.

City Administrator Moody added that they generally do not hire temporary folks to cover if a full-time employee is out and they would generally run short on staff.

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO ADOPT THE TEMPORARY PERSONNEL POLICIES TO ADDRESS COVID-19 RELATED ABSENCES OF STAFF. (MOTION CARRIED 8-0)

F. Appointments to the Ad-Hoc Historical Committee

MOTION: CMBR REBNE MOVED AND CMBR BRAUER SECONDED TO APPOINT BARBARA WALL, KEVIN MARTIN, CHRIS WOLFE AND JIM GREBE TO THE AD-HOC HISTORICAL COMMITTEE. (MOTION CARRIED 8-0)

IX. Ordinances and Resolutions

There were no ordinances or resolutions presented.

X. Reports of City Officials

A. Weekly COVID-19 Update

Ms. Jones-Lacy provided a memo update on COVID-19. It included general pronouncements made internally by the City as well as those from the state of Kansas, Johnson County, and the things that are going on regarding COVID-10 preparedness. Additional information included is what is going on in each of the departments, how they are affected, and how they are handling the crisis. Any new items that occur week to week will be updated through the memo.

Mayor Kelly thanked Ms. Jones-Lacy for putting this good information out. One of the things he has been proud of as a Governing Body member is how they have communicated. He thanked staff and the PIO for making sure that they get good consistent information.

CMBR Faidley said she had the opportunity to tune in to the weekly briefing that Governor Kelly gives for elected officials. She found it very informative and would recommend that.

City Administrator Moody said they are continuing to do as much remote work as possible. Public Works is working a split shift with the intent to avoid a situation where everyone in the department could become ill. They are keeping up with regular daily work as well as additional things that have come up with COVID-19. He said he too is proud of the staff and the efforts that they have put into working on communications as well as policy and continuing to deliver service to the residents. He thanked the Council on behalf of all the staff for helping to alleviate one of the big stressors for families and the uncertainty surrounding their financial condition.

Police Chief Morris said it continues to be business as usual for the Police Department as obviously they never close. They are working with businesses doing the best they can trying to educate them as far as social distancing. Everybody is healthy so far. He said he had a new officer start today. Chief Morris participated in a phone call with all the police chiefs and the Johnson County District Attorneys. Legal is coming up with a new protocol as far as any enforcement is concerned concerning COVID-19 violations and he hopes to bring that to light within the next day or so. Right now they are educating people and trying to be as safe as they can. He said they are still taking a lot of calls for normal services and they are there if needed.

Mayor Kelly reported that CMBR Hill commented she saw the street sweeper today. He also noted that the Public Works department has its crew on split shift and recognized those challenges.

Public Works Director Scharff said they did go to split shift and for those employees at home they are doing online training such as TED talks. He said if they are going to be home they might as well try to learn. He said his department will reevaluate at the end of the week whether this split shift type of scheduling is working and they can continue or if they need to take a different approach.


CMBR Hill said that residents have been asking about trash service. She said she spoke with City Administrator Moody and as of now trash services are running as normal. Mayor Kelly said it is up to the hauler whether they want to provide additional pickup service, but service should continue but is always subject to change.

XI. Adjourn

Mayor Kelly reiterated that he appreciated everyone's patience as they continue to work through this unprecedented time and hoped that they would continue to give everyone the benefit of the doubt during the process.

MOTION: CMBR HILL MOVED AND CMBR FAIDLEY SECONDED TO ADJOURN. (MOTION CARRIED 8-0)

(Roeland Park City Council Meeting Adjourned at 7:18 p.m.)



Kelley Nielsen, City Clerk



Mike Kelly, Mayor