

GOVERNING BODY WORKSHOP AGENDA
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, April 30, 2018, 6:00 P.M.

- Mike Kelly, Mayor
- Becky Fast, Council Member
- Jennifer Hill, Council Member
- Tim Janssen, Council Member

- Jim Kelly, Council Member
- Tom Madigan, Council Member
- Claudia McCormack, Council Member
- Michael Poppa, 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

Fast
Kelly

Finance

Janssen
Thompson

Safety

Hill
McCormack

Public Works

Madigan
Poppa

CMBR Poppa called the meeting to order. Mayor Kelly was absent and CMBR Thompson participated by phone.

MODIFICATION OF THE AGENDA

At 7:00 p.m., Discussion Item 6, Request for No Parking on Canterbury, would begin.

MINUTES

March 19, 2018

The minutes were approved as submitted.

I. DISCUSSION ITEMS:

1. 2017 Audit Presentation by Auditors

Kristen Hughes, Senior Audit Manager with RSM, presented the 2017 Comprehensive Annual Financial Report (CAFR). She reviewed the cover letter, which states the responsibilities and standards they are required to perform as they go through the financial statements. She also noted that there were no material weaknesses or deficiencies found in the audit.

In the independent auditor's report, it was noted in the CAFR that they issued a clean unmodified opinion on the financials, which is the highest opinion they can give. Ms. Hughes gave a high level overview of the report that was contained in the Council packet.

Ms. Jones-Lacy added that this is a positive report and they had very few audit adjustments.

2. K-9 Unit Update and Direction Request

Police Sgt. Cory Honas said that he has been contacted by Corporal Sumner of the Lenexa Police Department. He has invited Sgt. Honas to travel to Minnesota with him when they select their new K-9 from a kennel. They will also provide invaluable assistance in picking out a proper dog. The Lenexa command staff has also invited the Roeland Park Police Department to attach with their department to train the City dog, so the training would be locally for free. The K-9 would cost \$9,000 from the Minnesota vendor. They do have a \$5,000 grant for the dog. This would make the cost of the dog and training \$4,000 if they go with Lenexa. Otherwise, it would be \$15,000-plus if they proceed with the program at a later date. Several non-profits have offered to hold onto funds to help, but they will only donate with an established program. With the private donations and cash they have collected to date, they

have enough to purchase the dog, begin training and purchase equipment. They are still three months out before the dog is fully deployable and they will continue fundraising during that time. Right now, they are able to fund this with no taxpayer dollars.

CMBR Poppa thanked Sgt. Honas for the time and effort he and the Police Department have put into establishing this program for Roeland Park.

This item will be forwarded to the May 21, 2018, Consent Agenda.

3. Review Primary Revenues, Reserves, Debt & Personnel Costs

Ms. Jones-Lacy presented a graph to represent the percentages of all the revenues coming into the city, with the largest being sales tax at 38 percent. This includes TDDs, CIDs as well as all of the sales taxes that go into the infrastructure funds and Community Center Fund. The graphs were followed up with specific dollar amounts from those revenue sources noting that \$3,811,433 in sales tax revenue as the largest source of income to Roeland Park.

CMBR Janssen asked what would be an example of an “other” revenue source. Ms. Jones-Lacy said some examples would be rent revenue, reimbursed expenses and grant revenues as well as additional sources and she could provide a detailed list if requested.

With respect to sales tax revenue, they have begun receiving the County Courthouse Sales Tax and are anticipating \$154,000 annually for ten years. Overall, sales taxes have averaged a four percent annual increase since 2009.

Real estate property taxes are the second largest generator of revenue for the City. Taxes have had an average growth of 8 percent since 2009. For projections, they have conservatively assumed a 4 percent growth.

Ms. Jones-Lacy said with the state cap on property taxes she anticipates reducing the mill levy 1.5 percent. City Administrator Moody said as the mill levy is lowered it will impact future years and will reflect a lower point of growth.

Ms. Jones-Lacy showed a chart that reflects the taxes generated on the average single family home in Johnson County contrasted with the mill rate. Roeland Park is in the middle with taxes generated on the average of \$688 for a single-family home.

Ms. Jones-Lacy then provided some information on the “Dark Store Theory,” which has become a hot topic in Kansas. This is a method that big boxes are using to appeal their taxes. They are requesting that their tax comparables be compared with vacant store buildings. Currently Johnson County uses a market rent method. This is a cause of concern for Roeland Park as they happen to have four big box stores, CVS, Walgreens, Lowe’s and Walmart, that are all currently under appeal. If approved, the appraiser’s office has estimated a 30 percent assessed valuation loss and then a 10 percent loss for other retailers that are not using this method to appeal. If the appeal is successful, the loss would amount to about \$137,000.

Franchise Fees are also one of the City’s larger revenue generators and accounts for 10 percent of the General Fund and 5 percent of all funds. Since 2008, franchise fees have remained relatively stable, even though year to year they vary greatly. For 2018, there is an assumption of a 2 percent growth for the next three years and is the largest franchise fee revenue generator. Gas prices are highly volatile and have an assumption of 1 percent annual increase over the next three years.

Ms. Jones-Lacy also reviewed court revenues, which have decreased due to various factors such as a reduced fee structure and staffing. They are, however, projecting a 1 percent increase for 2019.

The Reserves and Outstanding Debt funds chart included the TIF funds and development incentive funds that are planned to be used by the City to fund stormwater improvements, streets, ADA improvements, some debt service, et cetera. Capital funds are used for equipment replacement and infrastructure. Also included were General Fund and Debt Service funds. Revenues to the fund include the ½-cent sales tax, property taxes, special assessments and intergovernmental funds.

Roeland Park Debt Services for the years 2018-2025 continue to reflect a quickly decreasing debt liability for the City.

The Special Street Fund will be used for much of Roe 2020 and other CARS projects.

The Community Center Fund has a 1/8th cent sales tax and generates about \$202,000 annually. In 2016, monies were shifted for equipment replacement and HVAC into the Equipment Reserve Fund. Now, all monies collected and paid for from the Community Center are in this one fund.

Ms. Jones-Lacy directed the Governing Body to the current and past balances for the Special Infrastructure Fund and the Equipment & Building Reserve Fund.

The TIF-1 Fund includes Walmart, Lowe's, the Bella Roe Shopping Center and the Roeland Park Shopping Center. Their primary sources come from Bella Roe at almost \$600,000 and the Roeland Park Shopping Center is approximately \$450,000. Earlier in 2018, the City paid off all of the debt service payments and retired it early. Now, they are planning to pay for some roadway and infrastructure improvements in that area.

No monies have been spent from the CID fund. The applicant applied for this CID because they believed that Walmart was leaving and wanted to have some money to be able to redevelop the shopping center. This has generated a lot of money since Walmart has not left. The fund will max out at \$3 million and is expected to reach that amount in 2019 at which point the funds will stop being collected. The funding is limited to parking and building renovations. The CID documents could be amended to use the funds in different ways and City Administrator Moody is investigating those options.

Ms. Jones-Lacy also provided an overview of the TIF-2 and TIF-3 balances.

(At 7:00 p.m., the Governing Body switched their conversation to Discussion Item 6.)

City Administrator Moody discussed the Proposed Salary/Benefit Budgets. For the 2019 budget, there is a 4 percent pay increase as a proposed starting point and he outlined his calculations for reaching that number. Johnson County communities are projecting between 3 and 5 percent increases for 2019.

For 2019, Mr. Moody proposed a \$100 increase for individual high deductible plans and a \$200 increase for dependent high deductible plans as those plans provide the most cost effective insurance for the City.

The merit increase would be reflected in the wages/salaries line item and the increase in the HSA contribution would be reflected in the cost of insurance.

CMBR Fast said she would like to know what other cities are giving in pay increases. Ones she had spoken with were not over 3 percent. The state of Kansas last year got a 2.5 percent and many are not getting an increase this year. She felt that 4.5 percent is huge increase.

City Administrator Moody said he could get the information on what other cities are paying in increases for 2019 and the City's history of increases is available.

CMBR Madigan said that with the increased property taxes this increase will cost the citizens even more to give a 4.5 percent raise across the board. He said they need to realize they are not a big city and they cannot compete with Lenexa, Olathe and Mission Hills.

City Administrator Moody said by proposing 4.5 percent they are maintaining the ground that they have made to retain good employees. By not staying competitive you run the risk of losing staff and all the training and experience that has been invested in them.

CMBR Hill said her company is about to lose her because she has not had a pay increase. She supports the increase that Mr. Moody is proposing as he has always been financially conservative.

CMBR Madigan said in 2010 the City took a downturn and the Council took a cut in pay and staff did not receive any pay increases. Since Mr. Moody has been with the City he has worked to rectify that situation. He also said they should look at salary employees differently than non-exempt employees.

CMBR Fast said that the admin department has seen significant pay raises while the hourly employees have not. She would completely support the 4 percent to the hourly employees. She asked if they could do 5 percent for hourly employees and 3 percent for administration.

City Administrator Moody said it is the Governing Body's choice on pay raises. He encouraged them to look at how the current employees' pay compares to their comparable counterparts in other cities.

CMBR Kelly said he would hold off on his opinion until he sees the actual budget. He said he has heard and understands the justifications for the increase.

Discussion on this item will continue at the next Workshop.

4. 1st Quarter Safety Statistics

Police Chief Morris provided statistics for January through March of 2018. There were 188 incidents in the first quarter. There were 66 arrests and 57 of those were adults and 9 were juveniles. There were 22 accidents in Roeland Park. The department also issued 479 citations and 98 warnings. The incidents continue to occur in about the same areas as they have experienced in previous months. Chief said they have between 60 to 65 percent clearance rates for their cases this year.

CMBR Fast said she had spoken to Alan from Lowe's who talked her into supporting the K-9 program. What concerned her is that Lowe's is a Level 5 because of the level of crime. Chief Morris said that level is based on Lowe's company policy on how many offenses they have and their shrinkage and how many cases they're able to file.

CMBR Kelly asked if there were more citations in one area than another. Chief Morris said a lot are obviously in school zones in the mornings and afternoons. He said they do not target any one street but go by what the traffic flow is. However, he did say there are a lot of complaints on Buena Vista, some on Nall and Roe as well as 54th Street.

CMBR Poppa thanked Chief Morris for his report.

Chief Morris told everyone to stay safe and make it home.

5. CARS Program 5-Year Projection

Public Works Director Leon presented the annual 5-year projection of the CARS program that gives the Governing Body an idea of what larger street maintenance projects they are doing. All of the proposed projects are in the CIP. In years 2021 and 2023, there are two projects that will be led by the City of Fairway.

According to the CARS Program criteria, these projects need to be approved by resolution to be approved at the next Council meeting.

There was unanimous agreement to move this forward to the Consent Agenda.

6. Request for No Parking on Canterbury between 47th Street and 48th Street – 7:00 p.m.

City CMBR Poppa said the residents who lived in this area were invited by mail to speak on this item.

City Administrator Moody said this matter was brought to their attention by a request from a resident from this section of Canterbury. As far as staff is concerned, they view on-street limitations as generally good. It provides for a safer street. It makes it easier for Public Works to do maintenance including snow removal and repairs. This also would affect property owners adjacent to the street and, therefore, opinions will vary.

(CMBR Janssen left the meeting)

Public Comment:

JAMES CURTRIGHT (4749 Canterbury) Mr. Curtright spoke to the difficulty of emergency services being able to get down the street. He said the parking problem has been since Taco Republic opened up around the corner. He felt this was a serious safety issue and the restaurant should provide parking elsewhere.

MS. GIANAKON (4729 Canterbury) Ms. Gianakon said there are four elderly couples on their street. She also agreed that an ambulance would not be able to get down the street. She said there are also a lot of trash, cigarette butts and bottles. She also is not able to have family park when they visit. She said there is a lot of traffic from Taco Republic especially on the weekends.

LARRY BODINSON (4728 Canterbury) Mr. Bodinson said the lack of planning by Taco Republic is not his fault and most restaurants plan for an adequate amount of parking. He also echoed comments that it is not possible to get emergency vehicles down the street. Mr. Bodinson also expressed concerns with the adding of another restaurant on the Roeland Park side of 47th and Mission.

RICHARD WEBER (4703 Delmar) Mr. Weber has spoken with Ms. Jones-Lacy and Chief Morris about his problem. His neighbor stores three cars behind his driveway that blocks his view backing out of his drive. They park on the leaves when they're in the street for pickup. The neighbor's on-street parking causes difficulty for school buses, trash trucks and snow plows. He requested there be no parking from 47th Terrace to 47th Street on both sides of the street.

CMBR Poppa asked for staff's opinion on these street parking issues. City Administrator Moody said parking could be restricted on one or both sides. He said parking could be restricted for certain days or times and there are a variety of approaches they could take. He recommended asking the residents what they would like to see.

CMBR Madigan asked what had been done in the past. The residents commented that there were no parking signs on one side of the street.

City Administrator Moody said they have put up temporary no parking signs by order of the police chief.

CMBR Thompson asked if Chief Morris shared the concerns of the residents about public safety vehicles and asked for his opinion.

Chief Morris said he has not been made aware that any vehicles were not able to go through and this is the first time he has heard about this issue. He would have to be notified by the Fire Department in such an instance. He added that when Taco Republic first started having parking problems they were asked to assist residents and they put up temporary no parking signs up. It was hard to enforce because residents park on the street and would have to receive a ticket, so they looked for voluntary compliance and it seemed to work somewhat. They do have to provide a notice and a sticker and there's a 72 hours wait period for a tow. The problem does not stop until fines are issued.

CMBR Madigan said the City is lacking for an ordinance for a short-term no parking sign. Chief Morris said he has the authority to put out temporary no parking signs.

CMBR McCormack said her first inclination is to restrict all parking on one side of the street and send in the mail two parking passes for residents to put on their windshield to park on the street.

Chief Morris said with regard to the parking concern on Delmar, the person who parks on the street lives in Wyandotte County. They have added a no parking sign. He said if they add a sign stating towing is strictly enforced, then they can take the action.

CMBR Poppa said he appreciated the concerns on Delmar and will get to those but would prefer to restrict the conversation to Canterbury.

CMBR Hill said they need to recognize this as a problem due to the businesses in the location. She believes that parking on the east side of the road would be beneficial as well as parking passes for City residents.

CMBR Kelly said the street is narrow and there are no sidewalks. He said they need to give tools to create an ordinance to the staff.

CMBR Fast said limiting parking to two vehicles per household and parking on only one side of the street would create a competition issue.

Mr. Curtright said a one-way street will not work.

(Break in Recording)

Public Works Director Leon said complete street work and sidewalks are planned for the area in 2021. They have not discussed widening the street.

CMBR Madigan said they need to give the Police Department the ability to start towing cars away that are not supposed to be there.

CMBR Fast said if they are recommending parking on one side of the street, she would like for a postcard to be sent so residents can go online to give their feedback.

CMBR Poppa read into the record a letter from CMBR Hill to residents on Canterbury notifying them of the meeting.

CMBR Poppa recommended that they send letters soliciting additional feedback and options from the residents for a later discussion by the Governing Body. He would also like to include the situation on Delmar in that discussion.

There was unanimous consent to do this.

Resident Mike Hickey suggested sending a self-addressed return postcard with the options.

Chief Morris said Larry Bodinson the block captain for that and is a good resource should they need that contact.

This item will be discussed again at the May 21 Workshop.

(The discussion continued on Item Number 3)

7. Discuss Planning Sustainable Places Grant Application

City Administrator Moody said this is a transportation-related grant program, so it has to tie into it what the implications would be on traffic. He believes there is potential to get some planning done on prospects for redevelopment with this grant. The deadline is June 22nd and there is a minimum of a 20 percent match of funds that would be required from the City. Before he would complete an application, Mr. Moody would want the Council's support because the City would have to commit money to the project.

CMBR McCormack asked what his thoughts were on a project. City Administrator Moody said Roe Boulevard, the Walmart area and the houses along Johnson Drive are three areas that have been discussed as prospects for redevelopment.

CMBR McCormack said she would be motivated to look at the housing on Johnson Drive as there is a potential for redevelopment and it is getting some attention, so she would like to see that area studied.

CMBR Fast agreed with that suggestion.

There was general consensus for staff to look into this application further.

8. Review Draft Design for Website

City Clerk Bohon provided the second draft of the website for review by the Governing Body. The biggest concern they have is the color palette, which looks kind of dark. Ms. Bohon provided lighter versions of the colors and asked for the Council's opinion.

CMBR Kelly said his concern with the brighter palette is it might wash out some of the lettering. He felt the adopted colors were easier to read against the white lettering.

CMBR Madigan said the first rendition was dark and did not catch the eye. He said he supported anything that would lighten up their colors.

CMBR Poppa said this rendition is 100 percent better than the current website and thanked staff for working with CivicPlus to bring this to them. He said it looks amazing as-is but knows it can be made better.

CMBR McCormack said the yellow does not fit with the aesthetics of the earth tones.

CMBR Hill was concerned about the cost that Vireo would charge them to swap out the colors and asked how much more work staff would anticipate this to be. She also wanted to address the clip art Roeland Park logo at the top left.

City Clerk Bohon said she wanted to have it larger and fit inside the top banner with a possible gray color.

Mr. Moody did not feel it would be much of an expense to have Vireo change out the color palette.

CMBR Hill said as is it doesn't stand out that this is Roeland Park's website. She wants to know this when she first looks at the page not at the bottom.

There was no objection to go back to Vireo to adjust the color palette.

CMBR Fast liked the structure but did feel it was dark. She asked if the tree colors in the picture could be lightened.

9. Tagline and Condensed Logo

Logo 1 was preferred by CMBRS Thompson, Kelly and Hill.

Logo 2 was preferred by CMBRS Poppa, McCormack, Madigan and Fast.

The motto “uniquely rooted” was chosen by CMBRS Poppa, Thompson, McCormack and Hill.

The motto “perfectly situated” was chosen by CMBRS Kelly, Madigan and Fast.

There was agreement to move this forward to New Business at the next Council meeting.

III. NON-ACTION ITEMS:

There were no items discussed.

IV. ADJOURN

CMBR Poppa adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned)