

**GOVERNING BODY WORKSHOP AGENDA**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Monday, May 7, 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 and said CMBR Fast would be joining the meeting later. CMBR Thompson arrived shortly after roll call.

**MODIFICATION OF THE AGENDA**

*There were no modifications to the agenda.*

**MINUTES**

**April 2, 2018**

The minutes were approved as submitted.

**I. MINUTES**

**April 2, 2018**

The minutes were approved as submitted.

**II. DISCUSSION ITEMS:**

**1. Budget Presentation- All Funds and Departments reflecting Preliminarily Approved Objectives, CIP- Equipment Replacement Schedule**

City Administrator Moody reviewed the Community Forum: 2019 Budget Overview slide presentation. He spoke to some of the slide updates on the salary increases from the last meeting, which compared the cost of employees in neighboring cities and provided their historical increases.

In budgeting the General Fund, they have met their two benchmarks in 2017. One is having 25 percent of operating expenses in reserves. The other benchmark is to maintain \$1.4 million in reserves in the event of a prolonged reduction in sales tax due to loss of a major retailer. Additional reserves in the General Fund are being transferred to capital improvement funds in order to avoid borrowing money in the future.

They have had some unexpected expenses such as the new leaf machine and there have also been a fair number of improvements occurring at the pool. Transfers have increased \$50,000 to cover those expenses. There are funds being transferred to the TIF-2 fund to cover costs associated with the Roe Lane stormwater project and Roe 2020. In 2021, it is anticipated they will generate the resources to put that money back into the General Fund.

City Administrator Moody and Ms. Jones-Lacy reviewed the funds line item by line item.

The transfers out of the General Fund are reducing the reserves, but are not increasing operating expenses. It has had the effect of taking the projected 2018 ending fund balance down to 22 percent of operating expenses when the target is 25 percent. This does recover above the 25 percent beginning in 2019. The fund balance remains very strong.

City Administrator Moody concluded the presentation stating they are getting the Capital Improvement Program completed and they are doing it within the resources they have available and within the established timelines. On the operations side they are working within the resources they have available.

The property tax revenues help the General Fund and the Debt Service Fund. Those revenues do reflect a 1.5 mill decrease. Earlier they thought they may have to do some delays or paring down of objectives. So far, it does not look like that needs to occur unless they look at lowering the mill rate further. Then they would have to reduce ongoing operating expenses. Reducing or postponing an objective is not a balance to a reduction in the mill. The offsetting expense reduction would need to be an ongoing expense.

City Administrator Moody said if anyone had any questions on the information presented to contact him and he would go over it with them in detail. He said this is the information they intend to present at the next Community Forum.

## **2. Council Retreat**

CMBR Poppa said this past election there was a turnover in the majority of the Governing Body. It was felt now would be a time to revisit the work product from the 2015 retreat as well as build on it going forward. They would also like to add in a team building session or activity as well. Two half-day Friday dates were suggested with an afternoon time being their first choice.

They will work to put something together for June 8th and let the Governing Body know. For team-building they were thinking about an escape room. They are also looking into getting meeting space downtown.

## **3. Animal Control Update**

Ms. CMBR Madigan reported on the board meeting of May 3. At that time the City of Mission reaffirmed that it is interested in leaving Northeast Animal Control (NEAC) effective December 31, 2018. Mission is looking into a buy-in options for services or a per-call expense. Initial estimates are that it would be \$2,900 more a year than they are currently paying NEAC. They will be hiring a community services officer for animal control who also be utilized by their police department to help with filling out reports and directing traffic. At the meeting, Mission wanted to know if there are any other cities interested in following this.

Roeland Park is still looking at private contractors. City Administrator Moody said they hope to get at least one proposal of what is reflective of what they are looking for. One RFP is for one company available 24/7, or in the alternative uses the services of Mission and then have a privatized contractor the remainder of the time.

CMBR Madigan said Mission has proposed Monday through Friday from 7-3 and 3-11 with coverage on Saturday from 9-5. They are not looking to patrol the area, but to react to calls.

CMBR Hill said she has seen Northeast Animal Control patrolling this week.

CMBR Madigan said their meeting closed with a request to bring this information to their councils.

If either Mission or Roeland Park leaves NEAC, it would greatly increase the cost to the other remaining cities. Roeland Park said they were willing to talk with Mission in order to coordinate services to those cities and possibly privatizing the service or even retain an officer from NEAC.

CMBR Poppa said Mission is committed to leaving NEAC, so they are definitely going to have to do something.

There was consensus for CMBR Madigan to go back to NEAC with the direction that they are interested in Mission's plan and would like more information.

**III. NON-ACTION ITEMS:**

*There no items discussed.*

**IV. ADJOURN**

CMBR Poppa adjourned the meeting.

(Roeland Park Governing Body Workshop adjourned at 8:41 p.m.)