

AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall, 4600 W 51st Street
October 16, 2023 6:00 PM

- Michael Poppa, Mayor
- Trisha Brauer, Council Member
- Benjamin Dickens, Council Member
- Jan Faidley, Council Member
- Jennifer Hill, Council Member

- Miel Castagna-Herrera, Council Member
- Tom Madigan, Council Member
- Kate Raglow, Council Member
- Michael Rebne, Council Member

- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Nielsen, City Clerk
- John Morris, Police Chief
- Donnie Scharff, Public Works Director

Admin

Dickens

Rebne

Finance

Hill

Castagna-Herrera

Safety

Madigan

Brauer

Public Works

Faidley

Raglow

Pledge of Allegiance

A. Instructions on Logging into Meeting Remotely

Roll Call

Modification of Agenda

I. Public Comments

Members of the public are welcome to use this time to make comments about City matters that do not appear on the agenda, or about items that will be considered as part of the consent agenda. Comments about items that appear on the agenda will be taken as each item is considered. Citizens Are Requested To Keep Their Comments Under 5 Minutes. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.

II. Consent Agenda

Consent agenda items have been studied by the Governing Body and will be acted on in a single motion. If a Council member requests a separate discussion on an item, it can be removed from the consent agenda and placed on new business for further consideration.

A. Appropriations Ordinance #1030

B. City Council Meeting Minutes October 2, 2023

III. Business From the Floor

A. Applications / Presentations

IV. Mayor's Report

A. Bullying Prevention Month Proclamation

V. Workshop and Committee Reports

VI. Reports of City Liaisons

A. Parks Committee

VII. Unfinished Business

VIII. New Business

- A. Committee Reappointments (5 min)
- B. Approve Public Defender Service Agreements (5 min)
- C. Public Fireworks Display Request from Bishop Miede (5 min)
- D. Amendments to Employee Handbook - Adding Compensation Policy Section, Adding Holidays, Adding City Match to 457 (15 min)
- E. Police Department Personnel Change Scenario (15 min)

IX. Ordinances and Resolutions:

X. Workshop Items:

XI. Reports of City Officials:

- A. 3rd Quarter Police Report (5 min)
- B. 3rd Quarter Objectives Progress Report (5 min)
- C. 3rd Quarter Strategic Plan Progress Report (5 min)
- D. 3rd Quarter Public Works Report (5 min)
- E. Update on Community Assistance Programs Year to Date (5 min)

Welcome to this meeting of the City Council of Roeland Park. Below are the Procedural Rules of Council

The City Council encourages citizen participation in local governance processes. To that end, and in compliance with the Kansas Open meetings Act (KSA 45-215), you are invited to participate in this meeting. The following rules have been established to facilitate the transaction of business during the meeting. Please take a moment to review these rules before the meeting begins.

- A. Audience Decorum.** Members of the audience shall not engage in disorderly or boisterous conduct, including but not limited to; the utterance of loud, obnoxious, threatening, or abusive language; clapping; cheering; whistling; stomping; or any other acts that disrupt, impede, or otherwise

render the orderly conduct of the City Council meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the Mayor (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or removal from that meeting. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.

- B. **Public Comment Request to Speak Form.** The request form's purpose is to have a record for the City Clerk. Members of the public may address the City Council during Public Comments and/or before consideration of any agenda item; however, no person shall address the Council without first being recognized by the Mayor (Chair). Any person wishing to speak, whether during Public Comments or on an agenda item, shall first complete a Public Comment or Request to Speak form and submit this form to the City Clerk before the Mayor (Chair) calls for Public Comments or calls the particular agenda item
1. **Public Comment on Non-Agenda Items.** The Agenda shall provide for public comment about matters that are within the jurisdiction of the City but are not specifically listed on the Agenda. A member of the public who wishes to speak under Public Comments must fill out a Public Comment Request to Speak form and submit it to the City Clerk before the Mayor (Chair) calls for Public Comments.
 2. **Public Comment on Agenda Items.** Public comment will be accepted on Agenda items. A member of the public, who wishes to speak on an Agenda item, including items on the Consent Agenda, must fill out a Request to Speak form and submit it to the City Clerk before the Mayor (Chair) calls the Agenda item.
- C. **Purpose.** The purpose of addressing the City Council is to communicate formally with the Council regarding matters that relate to Council business or citizen concerns within the subject matter jurisdiction of the City Council. Persons addressing the City Council on an agenda item shall confine their remarks to the matter under consideration by the Council.
- D. **Speaker Decorum.** Each person addressing the City Council, shall do so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly conduct of the Council meeting. Any person, who so disrupts the meeting shall, at the discretion of the Mayor (Chair) or a majority of the Council Members present, be subject to removal from that meeting.
- E. **Time Limit.** In the interest of fairness to other persons wishing to speak

and to other individuals or groups having business before the City Council, each speaker shall limit comments to five minutes. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available.

- F. **Speak Only Once.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of his/her time to another, and no speaker will be credited with time requested but not used by another.
- G. **Addressing the Council.** Comment and testimony are to be directed to the Mayor (Chair). Dialogue between and inquiries from citizens at the lectern and individual Council Members, members of staff, or the seated audience is not permitted. Council Members seeking to clarify testimony or gain additional information should direct their questions through the Mayor (Chair). Always speak from the microphone to ensure that all remarks are accurately and properly recorded. Only one speaker should be at the microphone at a time. Speakers are requested to state their full name, address and group affiliation, if any, before delivering any remarks.
- H. Agendas and minutes can be accessed at www.roelandpark.org or by contacting the City Clerk

The City Council welcomes your participation and appreciates your cooperation. If you would like additional information about the City Council or its proceedings, please contact the City Clerk at (913) 722.2600.

Item Number: Pledge of Allegiance- -A.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: **Instructions on Logging into Meeting Remotely**

Item Type:

Recommendation:

See instructions to log in below.

Details:

The City Council Meeting will be held remotely. Below are instructions for joining the meeting by phone, online or both.

Kelley Nielsen is inviting you to a scheduled Zoom meeting.

Topic: City Council and Governing Body Workshop Meeting

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://zoom.us/j/97767592270?pwd=VWNXbjNkejlVb0JBaStWMDF5WXpoZz09>

Meeting ID: 977 6759 2270

Passcode: council

One tap mobile

+16699006833,,97767592270# US (San Jose)

+12532158782,,97767592270# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 977 6759 2270

Find your local number: <https://zoom.us/j/97767592270>

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/10/2023 - 12:29 PM

Goals/Objectives & Terms

Item Number: Consent Agenda- II.-A.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Appropriations Ordinance #1030**
Item Type:

Recommendation:

Details:

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
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- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/12/2023 - 12:29 PM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▣ Appropriations Ordinance #1030	Cover Memo

Appropriation Ordinance - 10/16/2023 - #1030

4600 West Fifty-First Street

Roeland Park, Kansas 66205

City Hall (913) 722-2600 – Fax (913) 722-3713

Monday, October 16, 2023

Appropriation Ordinance - 10/16/2023 - #1030

An Ordinance making Appropriation for the payment of certain claims. Be it ordained by the Governing Body of the City of Roeland Park, Kansas:

Section 1: That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the City Treasury the sum required for each claim.

Section 2: This Ordinance shall take effect and be in force from and after its passage. Passed and approved this October 16, 2023.

Attest:

City Clerk

Mayor

Total Appropriation Ordinance

\$

186,433.83

Appropriation Ordinance - 10/16/2023 - #1030

						Check / EFT		
Vendor	Dept	Acct #	Description	Invoice Description	Date	Amount	Chk #	Check Amount
Vendor	Dept	Account	Account Description	Reference	Date	Distribution Amount	Check #	Check Amount
ADP, Inc.	101	5214.101	Other Contracted Services	642950622	10/04/23	296.84	75608	296.84
=TODAY()	106	5211.106	Maintenance & Repair Equipment	5128326223056	10/11/23	27.54	75626	108.87
Advance Auto Parts	106	5211.106	Maintenance & Repair Equipment	5128326232422	10/11/23	11.60		
Advance Auto Parts	106	5211.106	Maintenance & Repair Equipment	5128326823386	10/11/23	28.39		
Advance Auto Parts	106	5306.106	Materials	5128326523192	10/11/23	41.34		
All City Management Services, Inc.	102	5214.102	Other Contracted Services	88014	10/11/23	601.38	75627	601.38
American Equipment Co.	106	5260.106	Vehicle Maintenance	70878	10/11/23	984.40	75628	984.40
American Fidelity Assurance	101	2052.101	Supplemental Insurance Payable	D638961	10/04/23	549.44	75609	549.44
Shawnee Mission Tree Service, Inc	300	5470.300	Park Maintenance	118288	10/11/23	197.76	75629	197.76
Aspen Contracting	101	4265.101	Business Occupational Licenses	10/2/23 Reim	10/04/23	40.00	75610	40.00
Balls Food Stores	102	5236.102	Community Policing	39821	10/11/23	61.31	75630	149.15
Balls Food Stores	102	5236.102	Community Policing	39825	10/11/23	54.49		
Balls Food Stores	101	5253.101	Public Relations	39888	10/11/23	22.36		
Balls Food Stores	101	5267.101	Employee Related Expenses	39885	10/11/23	10.99		
Terri Baugh	101	5283.101	RP Community Foundation Grant Ex	9/16-21/23 Exp	10/11/23	281.84	75631	281.84
Paul L. Benson	101	5239.101		10/9/23	10/11/23	90.00	75632	90.00
Black & McDonald	101	5220.101	Street Light Repair & Maintenance	761538107	10/11/23	2,135.66	75633	3,444.66
Black & McDonald	101	5222.101	Traffic Signal Expense	761538107	10/11/23	1,309.00		
Blusky Restoration Contractors LI	101	4265.101	Business Occupational Licenses	10/9/23 Refund	10/11/23	80.00	75634	80.00
Bly's Tree Care	101	5273.101	Neighbors Helping Neighbors	1665	10/04/23	480.00	32869	480.00
Boelte-Hall, LLC	101	300'R[236]	Newsletter	2354497	10/11/23	1,807.00	75635	1,807.00
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	1082299	10/11/23	72.30	75636	119.10
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	1082322	10/11/23	46.80		
Paige Carrier	300	5469.300	Stormwater Maintenance	10/2/23 CTR	10/11/23	142.31	75637	142.31
City of Fairway	101	5237.101	Community Events	10/4/23	10/11/23	550.46	32872	550.46
Civic Plus	101	5305.101	Dues, Subscriptions, & Books	278316	10/11/23	269.90	75639	359.15
Civic Plus	101	5305.101	Dues, Subscriptions, & Books	278328	10/11/23	89.25		
Corporate Health - KU Midwest	220	5207.220	Medical Expense & Drug Testing	32170000	10/11/23	50.00	75640	50.00
Corporate Health - Medical Pavilio	106	5207.106	Medical Expense & Drug Testing	32295900	10/11/23	50.00	75641	100.00
Corporate Health - Medical Pavilio	220	5207.220	Medical Expense & Drug Testing	32295900	10/11/23	50.00		
Crime Scene Cleaners, LLC	102	5210.102	Maintenance & Repair Building	267	10/11/23	97.85	75642	97.85
Dormakaba USA Inc.	101	5210.101	Maintenance & Repair Building	714373	10/11/23	264.25	75643	264.25
Edwards Chemicals	220	5326.220	Chemicals	IN116564	10/11/23	3,364.50	75644	3,735.60
Edwards Chemicals	220	5326.220	Chemicals	IN122952	10/11/23	371.10		
Electronic Contracting Company	101	5210.101	Maintenance & Repair Building	48774	10/11/23	75.00	75645	1,888.95
Electronic Contracting Company	101	5210.101	Maintenance & Repair Building	48821	10/11/23	1,813.95		
Every Energy Solutions, Inc.	101	5214.101	Other Contracted Services	MS008012	10/04/23	996.80	75611	2,076.67
Every Energy Solutions, Inc.	220	5214.220	Other Contracted Services	MS008012	10/04/23	456.87		

Evergy Energy Solutions, Inc.	290	5214.290	Other Contracted Services	MS008012	10/04/23	623.00		
Jan Faidley	101	5219.101	Meeting Expense	9/29/23 Einstein	10/11/23	71.66	75646	71.66
Gather Media and Communication	101	5209.101	Professional Services	1095	10/11/23	1,250.00	75647	1,250.00
Green For Life Environmental	115	5272.115	Solid Waste Contract	AS0001196067	10/11/23	45,742.50	75648	45,742.50
Frank Gilman	103	5214.103	Other Contracted Services	Recurring Check	10/01/23	1,190.00	75605	1,190.00
Habitat for Humanity of Kansas Ci	550	5214.550	Other Contracted Services	10/15/23	10/11/23	5,800.00	75649	5,800.00
Habitat Architects	300	5469.300	Stormwater Maintenance	HA124231	10/11/23	10,266.80	75650	10,266.80
Johnson County Wastewater	101	5288.101	Waste Water	9/28/23 Multi	10/11/23	234.88	75651	1,335.05
Johnson County Wastewater	106	5288.106	Waste Water	9/28/23 Multi	10/11/23	225.25		
Johnson County Wastewater	220	5288.220	Waste Water	9/28/23 Multi	10/11/23	657.69		
Johnson County Wastewater	290	5288.290	Waste Water	9/28/23 Multi	10/11/23	217.23		
Johnson County Government	101	5218.101	IT & Communication	210837	10/04/23	7,847.32	75612	7,847.32
Johnson County Housing Services	101	5233.101	JoCo Home Repair - Minor	10/4/23 Ck Req	10/11/23	15,000.00	75652	30,000.00
Johnson County Housing Services	101	5234.101	JoCo Home Repair - Major	10/4/23 Ck Req	10/11/23	15,000.00		
Johnson County Housing Services	101	5234.101	JoCo Home Repair - Major	10/16/2023	10/16/23	500.00	32871	500.00
KAW Valley Engineering Inc.	270	5430.270	Residential Street Reconstruction	C37772	10/11/23	842.00	75653	842.00
Kansas City Board of Public Utiliti	101	5222.101	Traffic Signal Expense	2834 9/25/23	10/04/23	35.32	75613	35.32
Kansas City Board of Public Utiliti	360	5442.360	Building Improvement	9/29/23 Man Ck	09/29/23	55.95	32868	55.95
Kansas Gas Service	220	5289.220	Natural Gas	2518 10/25/23	10/11/23	79.69	75654	79.69
Kansas Gas Service	290	5289.290	Natural Gas	7527 9/28/23	10/04/23	30.30	75614	30.30
Kansas One-Call System, Inc.	101	5220.101	Street Light Repair & Maintenance	3090454	10/11/23	224.40	75655	224.40
Kansas Turnpike Authority	102	5206.102	Travel Expense & Training	42273474618752	10/11/23	11.50	75656	11.50
Leawood Cleaners - Arrow	102	5224.102	Laundry Service	FAB483	10/11/23	174.50	75657	174.50
Lynda Leonard	101	5230.101	Art Commissioner	Recurring Check	10/01/23	200.00	75606	200.00
Lexington Plumbing & Heating Co.	101	5210.101	Maintenance & Repair Building	148481	10/11/23	205.00	75658	205.00
Lippert Mechanical Service Corp	101	5210.101	Maintenance & Repair Building	SI2109401	10/11/23	920.00	75659	2,860.00
Lippert Mechanical Service Corp	106	5210.106	Maintenance & Repair Building	SI2109402	10/11/23	340.00		
Lippert Mechanical Service Corp	220	5210.220	Maintenance & Repair Building	SI2109399	10/11/23	300.00		
Lippert Mechanical Service Corp	290	5210.290	Maintenance & Repair Building	SI2109400	10/11/23	1,300.00		
Patrick Loomis	101	4220.101	Electrical Permit	10/4/23 Refund	10/11/23	20.00	75660	20.00
Mainstream Civic Engagement	101	5253.101	Public Relations	1076	10/02/23	1,500.00	32866	1,500.00
Manning NavComp, Inc.	106	5214.106	Other Contracted Services	47974	10/11/23	34.95	75661	34.95
Mauer Law Firm PC	101	5215.101	City Attorney	9/26/23	10/11/23	18,333.00	75662	18,333.00
Venessa Maxwell-Lopez	103	5209.103	Professional Services	10/5/23	10/11/23	300.00	75663	300.00
David Mootz	101	5253.101	Public Relations	10022023RP01	10/11/23	500.00	75664	500.00
Moss Printing	106	5203.106	Printing & Advertising	17210	10/11/23	130.00	75665	308.00
Moss Printing	101	5256.101	Committee Funds	17119	10/11/23	178.00		
Murphy Tractor & Equipment Co.	106	5211.106	Maintenance & Repair Equipment	2106273	10/11/23	2,531.59	75666	2,531.59
Adam Peer	103	5209.103	Professional Services	9/28/23	10/11/23	300.00	75667	300.00
Platte Rental & Supply	300	5470.300	Park Maintenance	1021991	10/11/23	275.00	75668	275.00
Purchase Power	101	5205.101	Postage & Mailing Permits	7903 9/20/23	10/04/23	201.00	75615	201.00
Rejis Commission	102	5214.102	Other Contracted Services	516039	10/11/23	238.88	75669	238.88
Ripple Glass, LLC	115	5272.115	Solid Waste Contract	8252	10/11/23	220.00	75670	220.00
Roeland Park Community Foundat	101	4787.101	RP Community Foundation Donatio	10/2/23 Ck Req	10/04/23	1,000.00	75616	2,000.00

Roeland Park Community Founda	101	4787.101	RP Community Foundation Donatio	10/2/23 Ck Req	10/04/23	1,000.00		
SFS Architecture	360	5442.360	Building Improvement	15586	10/11/23	6,049.06	75671	6,049.06
Shawnee Mission Ford, Inc.	106	5260.106	Vehicle Maintenance	6860861	10/11/23	487.51	75672	487.51
Smart Traffic Company, LLC	106	5259.106	Traffic Control Signs	2879	10/11/23	960.00	75673	960.00
Southern Aluminum	290	5425.290	Other Capital Outlay	149748	10/11/23	8,647.00	75674	8,647.00
Staples	101	5301.101	Office Supplies	8071682094	10/11/23	334.47	75675	334.47
Strasser True Value	106	5306.106	Materials	439901	10/11/23	24.24	75676	43.16
Strasser True Value	106	5318.106	Tools	439373	10/11/23	18.92		
Terminix Processing Center	106	5214.106	Other Contracted Services	438453906	10/11/23	80.00	75677	80.00
Karen Torline	103	5214.103	Other Contracted Services	Recurring Check	10/01/23	1,445.00	75607	1,445.00
Town & Country Building Services	101	5214.101	Other Contracted Services	159515	10/11/23	745.00	75678	745.00
USIC Locating Services, LLC	101	5220.101	Street Light Repair & Maintenance	614351	10/11/23	2,614.96	75679	2,614.96
Verizon Wireless	102	5202.102	Telephone	9945160231	10/04/23	345.65	75617	465.68
Verizon Wireless	104	5202.104	Telephone	9945160231	10/04/23	80.02		
Verizon Wireless	106	5202.106	Telephone	9945160232	10/04/23	40.01		
Watchmen Security Services, LLC	106	5210.106	Maintenance & Repair Building	82635	10/11/23	29.16	75680	29.16
Water District No 1 of Johnson Co	101	5287.101	Water	9/25/23 Multiple	10/04/23	163.96	75618	1,425.74
Water District No 1 of Johnson Co	106	5287.106	Water	9/25/23 Multiple	10/04/23	700.90		
Water District No 1 of Johnson Co	220	5287.220	Water	9/25/23 Multiple	10/04/23	399.49		
Water District No 1 of Johnson Co	290	5287.290	Water	9/25/23 Multiple	10/04/23	161.39		
Evergy	101	5222.101	Traffic Signal Expense	10/3/23 EFT	10/03/23	4,710.37	EFT	
Evergy	106	5290.106	Street Light Electric	10/3/23 EFT	10/03/23	1,668.89	EFT	
Wex Bank	102	5302.102	Motor Fuels & Lubricants	6429 10/5/23	10/05/23	2,747.74	EFT	
						\$ 186,433.83		

Item Number: Consent Agenda- II.-B.
Committee 10/16/2023
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: City Council Meeting Minutes October 2, 2023
Item Type:

Recommendation:

Details:

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

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- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/11/2023 - 8:13 AM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▫ City Council Meeting Minutes October 2, 2023	Cover Memo

**CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING MINUTES
ROELAND PARK CITY HALL
4600 WEST 51ST STREET, ROELAND PARK, KS 66205
October 2, 2023, 6:00 P.M.**

- | | | |
|---|---|---|
| <ul style="list-style-type: none">• Michael Poppa, Mayor• Trisha Brauer, Council Member• Benjamin Dickens, Council Member• Jan Faidley, Council Member• Jennifer Hill, Council Member | <ul style="list-style-type: none">• Miel Castagna-Herrera, Council Member• Tom Madigan, Council Member• Michael Rebne, Council Member• Kate Raglow, Council Member | <ul style="list-style-type: none">• Keith Moody, City Administrator• Jennifer Jones-Lacy, Asst. City Admin.• Kelley Nielsen, City Clerk• John Morris, Police Chief• Donnie Scharff, Public Works Director |
|---|---|---|

Admin Dickens Rebne	Finance Hill Castagna-Herrera	Safety Madigan Brauer	Public Works Faidley Raglow
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(Roeland Park Council Meeting Called to Order at 6:00 p.m.)

Pledge of Allegiance

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

Roll Call

City Clerk Nielsen called the roll. CMBR Castagna-Herrera was absent. All other Governing Body members were present. Staff members present were City Administrator Moody, City Attorney Walker, Assistant City Administrator/Finance Director Jones-Lacy, Public Works Director Scharff, Public Works Superintendent VandenBos, Police Chief Morris, and City Clerk Nielsen.

Modification of Agenda

There were no modifications to the agenda.

I. Public Comments

Karen Grotewohl (5049 Parish) Ms. Grotewohl started a petition in her area to address traffic concerns around Parish and Wells, and request a status update. She also spoke about the need for a tree ordinance to limit the removal of trees and green space by development, noting the trees are necessary to mitigate climate changes and heat.

Mayor Poppa said they have conducted a traffic study and are doing the follow-up from which they will decide their next steps.

Mayor Poppa also noted that Wards 1 and 4 have held forums regarding a tree ordinance for the City and Wards 2 and 3 are scheduling theirs. After that, Mayor Poppa will hold a city-wide forum.

II. Consent Agenda

- A. Appropriations Ordinance #1029**
- B. City Council Meeting Minutes September 5, 2023**
- C. City Council Meeting Minutes September 18, 2023**
- D. Governing Body Workshop Meeting Minutes September 18, 2023**

MOTION: CMBR MADIGAN MOVED AND CMBR REBNE SECONDED TO APPROVE THE CONSENT AGENDA AS PRESENTED. (MOTION CARRIED 7-0.)

III. Business from the Floor - Proclamations/Applications/Presentations

A. Life Saving Award

Police Chief Morris recognized Police Corporals Jeff Magee and Angela Dietrich who responded to two separate incidents where someone was not breathing. They performed CPR and other life-saving measures until emergency personnel arrived, where both individuals survived thanks to their efforts. Chief Morris said that even though they are working short-handed, they are still taking care of their citizens.

The officers were congratulated for a job well done.

(Applause and photos with the Governing Body were taken.)

Mayor Poppa stated Roeland Park has the best police department in Johnson County and CMBR Madigan said there is no doubt about that.

IV. Mayor's Report

A. Roesland Elementary Blue Ribbon Award Proclamation

Mayor Poppa noted that under Principal Kelly Swift's leadership Roesland Elementary School has received the 2023 Blue Ribbon Award from the U.S. Department of Education as one of only four schools in Kansas and one of 353 nationwide.

(Applause)

Ms. Swift said she is honored to accept the award. She said that the excellent opportunities they provide the students in Roeland Park are top notch. She also said they are a hidden gem in the Shawnee Mission School District. Ms. Swift expressed thanks for the support she receives from the district, Mayor Poppa, City officials and community members. She hopes to continue to promote a nurturing, inclusive environment for learning with a focus on academic excellence. Ms. Swift said this award belongs to everyone.

Ms. Swift introduced Special Education Resource teacher Gina Moorehouse, 5th grade teacher Jennifer Thomson, 6th grade teacher Michelle Tapko, and Emily Hage from the school's PTA board. Two 6th grade students from Roesland's student council were also present.

Emily Hage expressed gratitude for the Roesland PTA. She said that Ms. Swift worked through a tricky situation when it came to COVID and the award for the whole school and community, noting that they

are the only public school in Roeland Park. Ms. Hage also thanked the Council and staff for their support.

(Applause)

Ms. Swift said she will be going to Washington, D.C. in November for a two-day conference to accept the award, at which time she will collaborate with other principals and sharing ideas that she hopes to bring back to Roesland.

Mayor Poppa said this award proves that public education works and that students can excel in public school, especially at a time when public schools are under attack. Mayor Poppa then read the proclamation into the record.

(Applause and photos were taken.)

V. Reports of City Liaisons and Committees

A. Arts Committee

City Administrator Moody showed photos of the progress on the fabrication of the Gateway sculpture noting that progress is being made, but will not be complete before the end of the year. The base, however, will be installed before year's end.

CMBR Faidley wanted to make certain the base did not obscure the view of the sculpture. City Administrator Moody said the base will be round, similar to the posts that hold up their carport. It will act as a pedestal for the sculpture and also serve to protect the piece should a car stray off the roadway. By being elevated, it will allow better protection.

VII. Unfinished Business

No Unfinished Business was discussed.

VIII. Ordinances and Resolutions

No ordinances or resolutions were presented.

IX. New Business

A. Award Bid for Lining and Spot Repairs for Storm Sewer Under Roe Boulevard

Public Works Director Scharff showed photographs of the 60-inch pipe that runs under Roe Boulevard, east to the west side of Roe Parkway, noting this is the pipe they want to line and do spot repairs on.

CMBR Faidley asked if it is still the goal of the City to replace all CMP (corrugated metal pipe). Public Works Director Scharff acknowledged it is still the goal. CMBR Faidley said this process is not as permanent as putting in concrete and would this qualify as that replacement? Public Works Director Scharff said the cost to dig up this entire pipe is astronomical, and lining is the best option due to the fact the pipe is not as deteriorated as they originally believed.

Dan McGhee, the City's engineer from Lamp Rynearson said this is the best option for this pipe even though lining is not normally utilized in Roeland Park.

CMBR Dickens noted the budget from US Infra Rehab Solutions is much less and asked if the City has used them previously. Public Works Director Scharff said they have checked and verified all of their references. CMBR Dickens said these are impressive savings.

MOTION: CMBR MADIGAN MOVED AND CMBR BRAUER SECONDED TO APPROVE US INFRA REHAB SOLUTIONS, LLC FOR THE LINING AND SPOT REPAIRS TO THE STORM SEWER UNDER ROE BOULEVARD AT A COST NOT TO EXCEED 607,614. (MOTION CARRIED 7-0.)

B. Committee Reappointments

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE THE REAPPOINTMENTS OF:

- MARY SCHULTEIS, JONNA CROSBY, AND TIM ROSS TO THE ARTS COMMITTEE
- ERIK HAGE TO THE BOARD OF ZONING APPEALS
- ARDIE DAVIS TO THE COMMUNITY FOUNDATION
- SARAH MARTIN AND RUSSELL MCCORKLE TO THE PARKS COMMITTEE
- JOSEY SHAW TO THE PLANNING COMMISSION
- DIANE MORA AND CARRIE PAULETTE TO THE DIVERSITY, EQUITY, AND INCLUSION COMMITTEE
- MEGAN REAVIS, MELISSA CASTILLO, AND AIDEN ELLIS TO THE SUSTAINABILITY COMMITTEE
- JIM GREBE, ALLEN FOLEY, AND IAN TOMPKINS TO THE AD-HOC HISTORICAL COMMITTEE

(MOTION CARRIED 7-0.)

C. Executive Session

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO MOVE THE GOVERNING BODY TO RECESS INTO EXECUTIVE SESSION TO DISCUSS THE CITY ADMINISTRATOR EVALUATION PURSUANT TO THE NON-ELECTED PERSONNEL MATTER EXCEPTION, K.S.A. 75-4319(b)(1) WITH THE OPEN MEETING TO RESUME AT 6:51 P.M. (MOTION CARRIED 7-0.)

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO MOVE THE GOVERNING BODY TO RECESS INTO EXECUTIVE SESSION TO DISCUSS THE CITY ADMINISTRATOR EVALUATION PURSUANT TO THE NON-ELECTED PERSONNEL MATTER EXCEPTION, K.S.A. 75-4319(b)(1) WITH THE OPEN MEETING TO RESUME AT 7:55 P.M. (MOTION CARRIED 7-0.)

MOTION: CMBR MADIGAN MADE A MOTION TO DISCLOSE THE CITY ADMINISTRATORS' SALARY. MAYOR SAID HE DID NOT SUPPORT THIS PRACTICE. CMBR MADIGAN SAID THE CITY ADMINISTRATOR IS THE ONLY EMPLOYEE UNDER CONTRACT. NO SECOND ON THE MOTION. MOTION FAILS.

X. Reports of City Officials

There were no reports given.

Adjourn:

MOTION: CMBR REBNE MOVED AND CMBR MADIGAN SECONDED TO ADJOURN. (MOTION CARRIED 7-0.)

(Roeland Park City Council Meeting Adjourned at 7:59 p.m.)

Kelley Nielsen, City Clerk

Michael Poppa, Mayor

Item Number: Mayor's Report- IV.-A.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: **Bullying Prevention Month Proclamation**

Item Type:

Recommendation:

The theme for Anti-Bullying Week 2023 is Make a Noise About Bullying. Teachers and children wanted a theme that empowered them to do something positive to counter the harm and hurt that bullying causes.

The Pledge

Because I believe I can be part of the solution to end bullying and cyber-bullying, I pledge to:

- Remember kindness;
- Empower others to call out unwanted aggressive behavior;
- Support people who have been affected by bullying or cyberbullying;
- Participate in dialogue that is inclusive of others;
- Educate my friends and family about the harmful effects of bullying;
- Communicate honestly without attacking or belittling others; and
- Treat others with respect.

Details:

Resources:

<https://www.stopbullying.gov/resources/external>

<https://www.cybersmile.org/advice-help/category/who-to-call>

<https://www.cfchildren.org/resources/bullying-prevention-resources/>

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/12/2023 - 10:45 AM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▢ Bullying Prevention Month Proclamation	Cover Memo



Proclamation

Bullying Prevention Month

WHEREAS, bullying is defined as unwanted aggressive behavior or intimidation that may inflict physical, psychological or social harm on a person or group of people; and

WHEREAS, bullying has become increasingly prevalent and damaging to children and adults, especially through the use of technology, also known as cyberbullying; and

WHEREAS, we, as a City Council, all agree that unwanted aggressive behavior has no place in our community and that we are committed to offering all residents an environment that holds promise, provides security and gives residents an opportunity to live, work, play and learn; and,

WHEREAS, at a time when engaging in civic affairs has become increasingly divisive, local governments have an opportunity to demonstrate how people from all backgrounds and perspectives can come together in civil discourse; and,

WHEREAS, communities across the United States are commemorating “Bullying Prevention Month” in October, challenging people of all ages to pledge to end unwanted aggressive behavior.

NOW, THEREFORE, do I, Michael Poppa, Mayor of the City of Roeland Park, Kansas, hereby proclaim the month of October 2023 in the City of Roeland Park as:

BULLYING PREVENTION MONTH

We urge all residents to work toward the prevention of bullying and consider pledging to be part of the solution to end bullying in all its forms.

The Pledge

Because I believe I can be part of the solution to end bullying and cyber-bullying, I pledge to:

- Remember kindness;
- Empower others to call out unwanted aggressive behavior;
- Support people who have been affected by bullying or cyberbullying;
- Participate in dialogue that is inclusive of others;
- Educate my friends and family about the harmful effects of bullying;
- Communicate honestly without attacking or belittling others; and
- Treat others with respect.

Michael Poppa, Mayor

Item Number: Reports of City Liaisons- VI.-A.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/12/2023
Submitted By: Sarah Martin
Committee/Department: Parks and Trees Committee
Title: **Parks Committee**
Item Type: Report

Recommendation:

For informational purposes.

Details:

- Parks' next major focus is the Nall Park redesign. The group desires a design that works with the natural features of the Park, including the big slopes and would love to see items like climbing and slide features along the hillside, as well as ensure inclusive play is included. We are excited to work with Lamp Rynearson, Council, and the city residents to draft a revised master plan for this great park project that will greater serve our community.
- The group is also seeking another non profit trail group to partner with to upkeep the Nall rugged trail. Some areas are washed out and difficult to utilize and the prior group we worked with has been unresponsive. Any suggestions are appreciated.
- The wildflower meadow in R Park should be entering the next phase of planting very soon. Wildflower meadow seeds are best planted in late fall/early winter so that they can cold stratify, but also don't attempt to bloom too soon.
- The natural Cooper Creek play area is now completed and looks great!

A big thanks to Judy Hyde her design work at Cooper Creek Park and to to Daniel Vandenbos for creating the natural balance beam!

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/12/2023 - 10:38 AM

Goals/Objectives & Terms

Item Number: New Business- VIII.-A.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/12/2023
Submitted By: Mayor Poppa
Committee/Department: Admin.
Title: **Committee Reappointments (5 min)**
Item Type:

Recommendation:

To appoint:
Lynda Leonard and Marek Gliniecki to the arts committee.

Jeffrey Stocks and Brandon Gillette to the board of zoning appeals.

Jaimie Dais, Linda Thornburgh, Linda Heinen and Mallorie Hurlburt to the parks and trees committee.

Michael Calovich to the aquatic advisory committee.

Details:

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information**REVIEWERS:**

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/12/2023 - 11:04 AM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▣ Lynda Leonard	Cover Memo
▣ Jaime Davis	Cover Memo
▣ Linda Thornburgh	Cover Memo
▣ Linda Heinen	Cover Memo
▣ Mallorie Hurlbert	Cover Memo
▣ Michael Calovich	Cover Memo
▣ Jeffrey Stocks	Cover Memo

Committee Volunteer Application

wordpress@roelandpark.net on behalf of City of Roeland Park-Volunteer Form

Fri 11/4/2016 9:51 PM

To: Bohon, Kelley <kbohon@roelandpark.org>;

1 attachments (78 KB)

ljl-Resume1-11216.pdf;

Committee Volunteer Application Form

Email:	
Date:	11/04/2016
Name:	Lynda J Leonard
Daytime Phone Number:	
Evening Phone Number:	
Address:	4921 Southridge Drive Roeland Park, KS 66205 United States of America
Place of Employment:	Lynda Leonard Studio
How long have you been a resident of Roeland Park?:	1 year
How much time do you have to devote per month?:	4921 Southridge Drive
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	I am interested in the Art Committee. I am an artist, have a MA degree in Ceramics/Sculpture and Jewelry from Fort Hays State University. A BFA in Ceramics, Jewelry from Emporia State University. I bought the house built in 1920 because it has a wonderful area that is my art studio. I was active with the Hays Arts Council when I had my gallery/studio in Hays and very much want to be part of the Roeland Park community and support is with the broad experience and training I have in the arts. I also worked in several of the art galleries in Santa Fe, NM when I lived there in the 1990's.
Select which Board or Committees you are interested in serving on: (only one per application):	Arts
Additional, comments: (if	

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com <noreply@civicplus.com>

Tue 11/3/2020 5:15 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>

Committee Volunteer Form

Date	11/3/2020
First Name	Jaime
Last Name	Davis
Address	5511 Sherwood Drive
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	University of Kansas Hospital
How long have you been a resident of Roeland Park?	6 years
How much time do you have to devote per month?	5-10 hours
Board & Committee Interest	I live across the street from R Park. I bought my home specifically in part because I loved the park. I'm a nature lover and an active gardener. I've loved living in RP and can't wait to give back to the great community I call home!
Select a Board or Committee	Parks
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	<i>Field not completed.</i>
Resume	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com <noreply@civicplus.com>

Tue 11/3/2020 3:56 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>

Committee Volunteer Form

Date	11/3/2020
First Name	Linda
Last Name	Thornburgh
Address	4922 W 58th St.
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	UMKC
How long have you been a resident of Roeland Park?	3 years
How much time do you have to devote per month?	10 hours
Board & Committee Interest	I am excited about assisting in helping our community to continue to grow. Part of that growth will occur because of the amenities we have to offer. Roeland Park is definitely a hidden gem in Johnson County waiting to be discovered. So much has been done the last few years to improve our parks in particular. Continued improvement and maintaining what we have will only attract more residences and businesses to the area.
Select a Board or Committee	Parks
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	<i>Field not completed.</i>
Resume	<u>Linda A. Thornburgh Parks Resume.doc</u>

Email not displaying correctly? [View it in your browser.](#)

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com <noreply@civicplus.com>

Tue 2/18/2020 7:11 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>

Committee Volunteer Form

Date	2/18/2020
First Name	Linda
Last Name	Heinen
Address	5311 W 49th St
City	Roeland Park
State	Kansas
Zip	66205
Email	
Phone	
Place of Employment	Baker University
How long have you been a resident of Roeland Park?	4.5 months
How much time do you have to devote per month?	<i>Field not completed.</i>
Board & Committee Interest	I'm interested in the Parks committee because I believe accessible green space is crucial for any city. I grew up on 40 acres which gave me all the green space I needed. In the city green space is not as plentiful, so I'm passionate about maintaining and improving the spaces we have available to us. I have only lived in Roeland Park since October, however, we are committed to making this our forever home. Therefore, I'm excited about the opportunity to be more involved and see where my skills can help make a difference.
Select a Board or Committee	Parks
Additional Comments	<i>Field not completed.</i>
Resume	Linda Heinen.resume.2.18.2020.pdf

Email not displaying correctly? [View it in your browser.](#)

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com <noreply@civicplus.com>

Wed 5/31/2023 3:25 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; RP Intern <intern@roelandpark.org>; Micah Rehmert <mrehmert@roelandpark.org>

Committee Volunteer Form

Date	5/31/2023
First Name	Mallorie
Last Name	Hurlbert
Address	3915 w 48th st
City	Roeland park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Bishop Miege High School
How long have you been a resident of Roeland Park?	6 years
How much time do you have to devote per month?	10-20 hours
Board & Committee Interest	I am interested in joining the Parks committee. I would like to bring to light the lack of accessibility within our parks as well as additional parks being considered on the East side of Roe. I would also like to bring to the table a discussion regarding street lights throughout the neighborhoods. I believe the Parks committee would be appropriate for these items but would be open to additional committees or boards.
Select a Board or Committee	Parks
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	Field not completed.
Resume	Field not completed.

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Mon 6/24/2019 9:08 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>;

Committee Volunteer Form

Date	6/24/2019
First Name	MICHAEL
Last Name	CALOVICH
Address	3500 W 49TH ST
City	ROELAND PARK
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Honywell FM&T
How long have you been a resident of Roeland Park?	29
How much time do you have to devote per month?	20 hrs
Board & Committee Interest	I would love the opportunity to serve on the Pool Advisory Committee. I was born and raised in Roland Park and lived here until I got married at age 26. For 7 summers during high school and college I was a lifeguard at the old "cave" pool. I lived in Brookside, KCMO for 20 years but moved back here 3 years ago into my parent's old house, which I have renovated. I have a college degree from K State and an MBA from Rockhurst University. I am current a senior project manager at Honeywell.
Select a Board or Committee	Pool Advisory Board
Additional Comments	Field not completed.

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com <noreply@civicplus.com>

Sat 1/7/2023 9:33 AM

To: Nielsen, Kelley <knielsen@roelandpark.org>;RP Intern <intern@roelandpark.org>;Erin Winn <EWinn@roelandpark.org>

Committee Volunteer Form

Date	1/7/2023
First Name	Jeffrey
Last Name	Stocks
Address	5627 Roe Blvd
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Health and Human Services/Administration for Children and Families - Federal Government
How long have you been a resident of Roeland Park?	2 years
How much time do you have to devote per month?	10-20 hours, however my schedule can be more flexible if necessary
Board & Committee Interest	My background is in public policy, both in education and experience. My education ranges having from a BA in Political Science (University of Missouri - Columbia) to being a Certified Public Manager (University of Kansas School of Public Management). I work in public policy with the Federal government and have 16 years of experience in writing, interpreting, and enforcing various policy and regulation for both state and Tribal social service programs. I'm also a national lead on providing domestic violence training to state and tribal programs, as well as prisoner re-entry training for a wide range of organizations (states, tribal programs, social service organizations, fatherhood groups, etc). I have extensive experience across multiple programs in the competitive grant process - both 1115 and Special Improvement Project funded grants.

I have established partnerships between a wide range of federal, state, and tribal entities such as the Bureau of Prisons, state-level domestic violence coalitions, Office of Community Service, Administration for Native Americans, etc.

I am father of two school-aged boys and am proud to have a home in Roeland Park, KS where they can grow in a safe and healthy environment. I would like to use my skills and interests to help in some small way to continuing to make Roeland Park a wonderful place to raise a family.

Select a Board or Committee	Council Member
-----------------------------	----------------

Are you a high school student between the ages of 14 and 18?	No
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Additional Comments	Because of my role in policy with the Federal government, I would need to have this position cleared for any potential conflicts of interest. I don't anticipate any issues, however.
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Resume	<u>Resume Stocks Jeffrey .docx</u>
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Email not displaying correctly? [View it in your browser.](#)

Item Number: New Business- VIII.-B.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/16/2023
Submitted By: Jennifer Jones-Lacy, Assistant City Administrator/Finance Director
Committee/Department: Admin.
Title: **Approve Public Defender Service Agreements (5 min)**
Item Type: Agreement

Recommendation:

To approve agreements with Venessa Maxwell-Lopez and Adam Peer for public defender services.

Details:

Attached are the agreements for public defender services with Adam Peer and Venessa Maxwell-Lopez. Adam and Venessa are our current public defenders. These agreements are being updated to increase the pay for these positions from \$150/docket to \$375/docket and \$300/trial, which is more in-line with the market rates for public defenders. Both attorneys are fluent in Spanish.

The agreements are in the same form as the agreement used previously and has been reviewed by both public defenders, staff and our city attorney.

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request: \$9,000/year approximately	
Budgeted Item?	Budgeted Amount: \$7,000
Line Item Code/Description: Professional Services - Court	

Additional Information**REVIEWERS:**

Department	Reviewer	Action	Date
Administration	Jones-Lacy, Jennifer	Approved	10/11/2023 - 9:45 AM

Goals/Objectives & Terms

ATTACHMENTS:

Description		Type
▣	Public Defender Agreement - Peer	Cover Memo
▣	Public Defender Agreement - Maxwell-Lopez	Cover Memo

PUBLIC DEFENDER CONTRACT FOR THE CITY OF ROELAND PARK, KANSAS

COMES NOW, the City of Roeland Park, Kansas, a Municipal Corporation, hereinafter referred to as "CITY"; and Adam C. Peer, hereinafter referred to as "ATTORNEY", to enter into this Contract based upon the following terms, conditions, and considerations.

WHEREAS, CITY desires to retain ATTORNEY for Municipal Court Public Defender Services and ATTORNEY desires to provide those services.

NOW, THEREFORE, it is agreed between CITY and by ATTORNEY as follows:

a. ATTORNEY will prepare, try, and otherwise handle representation of indigent defendants, who are hereinafter referred to as "CLIENTS", in the Municipal Court at the regularly scheduled dockets as may be assigned by the Municipal Court Judge.

b. ATTORNEY agrees to be present for one docket per month, as agreed between CITY and ATTORNEY, and CITY agrees to place ATTORNEY's assigned cases on that same docket;

c. If a CLIENT requests a trial setting, ATTORNEY will be required to appear for trial, which would be an additional docket;

d. ATTORNEY will not be found in breach of this Agreement where circumstances such as illness prohibits an appearance, provided that ATTORNEY has made a good faith effort to find a replacement and has notified the Court of the issue;

e. ATTORNEY will represent CLIENTS from referral to final disposition, even if such representation continues past the date of this Agreement. ATTORNEY has no obligation to represent CLIENT should an appeal be filed in Johnson County District Court;

f. ATTORNEY will represent, prepare and submit Applications for Diversions for CLIENTS, if applicable;

g. ATTORNEY will represent assigned CLIENTS in termination actions on Diversions and prepare for and handle hearings thereon;

h. ATTORNEY will represent assigned CLIENTS in parole or probation revocation proceedings of the Municipal Court and prepare for and handle hearings thereon as deemed necessary by the ATTORNEY;

i. ATTORNEY will represent assigned CLIENTS in contempt and suspended sentence matters and prepare for and handle hearings thereon as deemed necessary by the ATTORNEY;

j. ATTORNEY will prepare all documents, motions, briefs, letters, etc. with their own staff support and materials. It is understood between the parties that the CITY will attempt to provide a place for ATTORNEY and CLIENT to meet at City Hall;

k. ATTORNEY may move to withdraw from a matter once the matter for which he/she was appointed has been concluded. If the ATTORNEY was appointed pre-disposition, the ATTORNEY may withdraw once disposition has occurred. If the CLIENT returns to court with an allegation of a violation, CLIENT must re-apply for appointed counsel and ATTORNEY may be re-appointed on the new matter.

l. CITY agrees to compensate ATTORNEY for these services the sum of Three Hundred Seventy-Five Dollars and 00/100 (\$375.00) per docket and Three Hundred Dollars and 00/100 (\$300.00) per trial beginning September 27, 2023 through December 31, 2024. The term will automatically renew January 1 of each subsequent year with the mutual consent of both parties. Notice to terminate may be provided by either party with 60 days' written notice prior to the January 1 annual renewal date. Compensation may be adjusted annually, upon the mutual agreement of both parties, and such adjustment shall be within the adopted budget for Public Defender services.

m. ATTORNEY'S status shall at all times remain as a Contractor of the CITY. ATTORNEY is not an employee or agent of the CITY. ATTORNEY represents that they are self-employed and that they individually have the responsibility to correctly report their income/expenses on their tax returns and that the City nor the Court has any obligation or right to withhold any FICA income or other taxes from the agreed monthly payment.

n. ATTORNEY represents that they are duly authorized to practice law in the State of Kansas and that they will remain so qualified throughout the Agreement. Should ATTORNEY lose their ability to practice law in the State of Kansas, ATTORNEY shall immediately notify the Municipal Court Judge and the CITY Administrator.

o. ATTORNEY shall hold harmless the City of Roeland Park, Kansas, its employees, officers, and agents and defend and indemnify it against all claims and causes of action in which misconduct or negligence is alleged against ATTORNEY while performing services pursuant to this Contract. This provision shall not apply if the claim is based upon the misconduct or negligence of the CITY, its officers, employees, and/or agents.

p. During the performance of this contract, ATTORNEY agrees to maintain for the duration of the contract insurance coverage of the type and minimum liability as set forth below. ATTORNEY shall furnish to CITY a Certificate of Insurance verifying such coverage. All general liability insurance shall be written on an occurrence basis unless otherwise agreed to in writing by CITY. The CITY shall be named as an additionally insured.

Professional Liability \$1,000,000 each claim/aggregate

q. As a contractor, ATTORNEY understands this is an Agreement to provide the services and perform the tasks herein before set forth, and not an agreement to provide services for a preset number of hours per week. ATTORNEY will remain under contract with the CITY for the period of the Contract, unless otherwise terminated by the CITY, and ATTORNEY understands that CITY is not creating in ATTORNEY an expectation of continued contract with the CITY beyond the term of this Contract. This Contract may only be amended with the written approval of both of the parties. This Contract may be terminated at any time by either party, with or without cause, by providing sixty (60) days written notice and payment by CITY of the pro rata fees earned to the date of termination.

r. CITY agrees to provide discovery to ATTORNEY at the time ATTORNEY is appointed. Written request will not be necessary. Discovery will include police reports, lab results and driving record. Such discovery will be provided one time. Should ATTORNEY require updated driving records, ATTORNEY will obtain those on their own. Should additional discovery be requested, such as intoxilyzer maintenance records, such request shall first be addressed with the City Prosecutor, who will then provide direction to the court clerk.

s. CITY agrees that if supplemental records are entered after the initial discovery was provided, CITY will provide supplemental records to ATTORNEY at the time they are received by CITY.

t. Adam C. Peer understands he is obligated by this agreement and further understands and authorizes CITY to issue its check in payment for services to Adam C. Peer, whose tax identification number is _____

u. TERMINATION - CITY reserves the right, in its sole discretion and for its convenience and without cause or default on the part of the ATTORNEY, to terminate this Agreement by providing thirty (30) days prior written notice of such termination to ATTORNEY. Upon receipt of such notice from the City, the ATTORNEY shall:

- a. Immediately cease all work, or
- b. Meet with CITY and, subject to the CITY's approval, determine what work shall be required of ATTORNEY in order to bring the services described in this agreement to a reasonable termination.

If City shall terminate for its convenience as herein provided, CITY shall compensate the ATTORNEY for all work completed to date of termination.

Adam C. Peer, Attorney

APPROVED AS TO FORM

Steven E. Mauer, City Attorney

Michael Poppa, Mayor

PUBLIC DEFENDER CONTRACT FOR THE CITY OF ROELAND PARK, KANSAS

COMES NOW, the City of Roeland Park, Kansas, a Municipal Corporation, hereinafter referred to as "CITY"; and Venessa Maxwell-Lopez, hereinafter referred to as "ATTORNEY", to enter into this Contract based upon the following terms, conditions, and considerations.

WHEREAS, CITY desires to retain ATTORNEY for Municipal Court Public Defender Services and ATTORNEY desires to provide those services.

NOW, THEREFORE, it is agreed between CITY and by ATTORNEY as follows:

a. ATTORNEY will prepare, try, and otherwise handle representation of indigent defendants, who are hereinafter referred to as "CLIENTS", in the Municipal Court at the regularly scheduled dockets as may be assigned by the Municipal Court Judge.

b. ATTORNEY agrees to be present for one docket per month, as agreed between CITY and ATTORNEY, and CITY agrees to place ATTORNEY's assigned cases on that same docket;

c. If a CLIENT requests a trial setting, ATTORNEY will be required to appear for trial, which would be an additional docket;

d. ATTORNEY will not be found in breach of this Agreement where circumstances such as illness prohibits an appearance, provided that ATTORNEY has made a good faith effort to find a replacement and has notified the Court of the issue;

e. ATTORNEY will represent CLIENTS from referral to final disposition, even if such representation continues past the date of this Agreement. ATTORNEY has no obligation to represent CLIENT should an appeal be filed in Johnson County District Court;

f. ATTORNEY will represent, prepare and submit Applications for Diversions for CLIENTS, if applicable;

g. ATTORNEY will represent assigned CLIENTS in termination actions on Diversions and prepare for and handle hearings thereon;

h. ATTORNEY will represent assigned CLIENTS in parole or probation revocation proceedings of the Municipal Court and prepare for and handle hearings thereon as deemed necessary by the ATTORNEY;

i. ATTORNEY will represent assigned CLIENTS in contempt and suspended sentence matters and prepare for and handle hearings thereon as deemed necessary by the ATTORNEY;

j. ATTORNEY will prepare all documents, motions, briefs, letters, etc. with their own staff support and materials. It is understood between the parties that the CITY will attempt to provide a place for ATTORNEY and CLIENT to meet at City Hall;

k. ATTORNEY may move to withdraw from a matter once the matter for which he/she was appointed has been concluded. If the ATTORNEY was appointed pre-disposition, the ATTORNEY may withdraw once disposition has occurred. If the CLIENT returns to court with an allegation of a violation, CLIENT must re-apply for appointed counsel and ATTORNEY may be re-appointed on the new matter.

l. CITY agrees to compensate ATTORNEY for these services the sum of Three Hundred Seventy-Five Dollars and 00/100 (\$375.00) per docket and Three Hundred Dollars and 00/100 (\$300.00) per trial beginning September 27, 2023 through December 31, 2024. The term will automatically renew January 1 of each subsequent year with the mutual consent of both parties. Notice to terminate may be provided by either party with 60 days' written notice prior to the January 1 annual renewal date. Compensation may be adjusted annually, upon the mutual agreement of both parties, and such adjustment shall be within the adopted budget for Public Defender services.

m. ATTORNEY'S status shall at all times remain as a Contractor of the CITY. ATTORNEY is not an employee or agent of the CITY. ATTORNEY represents that they are self-employed and that they individually have the responsibility to correctly report their income/expenses on their tax returns and that the City nor the Court has any obligation or right to withhold any FICA income or other taxes from the agreed monthly payment.

n. ATTORNEY represents that they are duly authorized to practice law in the State of Kansas and that they will remain so qualified throughout the Agreement. Should ATTORNEY lose their ability to practice law in the State of Kansas, ATTORNEY shall immediately notify the Municipal Court Judge and the CITY Administrator.

o. ATTORNEY shall hold harmless the City of Roeland Park, Kansas, its employees, officers, and agents and defend and indemnify it against all claims and causes of action in which misconduct or negligence is alleged against ATTORNEY while performing services pursuant to this Contract. This provision shall not apply if the claim is based upon the misconduct or negligence of the CITY, its officers, employees, and/or agents.

p. During the performance of this contract, ATTORNEY agrees to maintain for the duration of the contract insurance coverage of the type and minimum liability as set forth below. ATTORNEY shall furnish to CITY a Certificate of Insurance verifying such coverage. All general liability insurance shall be written on an occurrence basis unless otherwise agreed to in writing by CITY. The CITY shall be named as an additionally insured.

Professional Liability \$1,000,000 each claim/aggregate

q. As a contractor, ATTORNEY understands this is an Agreement to provide the services and perform the tasks herein before set forth, and not an agreement to provide services for a preset number of hours per week. ATTORNEY will remain under contract with the CITY for the period of the Contract, unless otherwise terminated by the CITY, and ATTORNEY understands that CITY is not creating in ATTORNEY an expectation of continued contract with the CITY beyond the term of this Contract. This Contract may only be amended with the written approval of both of the parties. This Contract may be terminated at any time by either party, with or without cause, by providing sixty (60) days written notice and payment by CITY of the pro rata fees earned to the date of termination.

r. CITY agrees to provide discovery to ATTORNEY at the time ATTORNEY is appointed. Written request will not be necessary. Discovery will include police reports, lab results and driving record. Such discovery will be provided one time. Should ATTORNEY require updated driving records, ATTORNEY will obtain those on their own. Should additional discovery be requested, such as intoxilyzer maintenance records, such request shall first be addressed with the City Prosecutor, who will then provide direction to the court clerk.

s. CITY agrees that if supplemental records are entered after the initial discovery was provided, CITY will provide supplemental records to ATTORNEY at the time they are received by CITY.

t. Venessa Maxwell-Lopez understands she is obligated by this agreement and further understands and authorizes CITY to issue its check in payment for services to Venessa Maxwell-Lopez, whose tax identification number is _____

u. TERMINATION - CITY reserves the right, in its sole discretion and for its convenience and without cause or default on the part of the ATTORNEY, to terminate this Agreement by providing thirty (30) days prior written notice of such termination to ATTORNEY. Upon receipt of such notice from the City, the ATTORNEY shall:

- a. Immediately cease all work, or
- b. Meet with CITY and, subject to the CITY's approval, determine what work shall be required of ATTORNEY in order to bring the services described in this agreement to a reasonable termination.

If City shall terminate for its convenience as herein provided, CITY shall compensate the ATTORNEY for all work completed to date of termination.

Venessa Maxwell-Lopez, Attorney

APPROVED AS TO FORM

Steven E. Mauer, City Attorney

Michael Poppa, Mayor

Item Number: New Business- VIII.-C.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/12/2022
Submitted By: Chief Morris
Committee/Department: Police Department
Title: **Public Fireworks Display Request from Bishop Miego (5 min)**
Item Type: Other

Recommendation:

To approve the additional date of Senior night Tuesday, October 17 at approximately 6:20 p.m. for a fireworks display.

Details:

As Chief of Police, I approve of the application as indicated in the information provided below. All requirements have been met.

The Bishop Miego High School has a long-standing tradition of a few "Display Shells" being used at football games just before the initial kickoff. These "Display Shells" are the technical term for a loud firework shot into the air that creates a loud bang with no visual effects seen. It creates an atmosphere of excitement for the crowd and only lasts a few seconds.

Attached is an application from Bishop Miego for authorization to provide a public fireworks display at their home football games. The details concerning the display is included in the application. The requirements spelled out in the City Code for a public display have been met.

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?

- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

A professional licensed individual will be on scene to ensure all safety precautions are met. Chief Morris will be there also as extra security on scene.

REVIEWERS:

Department	Reviewer	Action	Date
Police	Nielsen, Kelley	Approved	10/12/2023 - 11:32 AM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▣ New 2023 Miego Fireworks Display Application	Cover Memo
▣ 2023 Miego Fireworks Display Application Approved August 21, 2023	Cover Memo



City of Roeland Park

4600 W. 51st Street
Roeland Park, KS 66205
(913) 722-2600

PERMIT FOR PUBLIC FIREWORKS DISPLAY

Fireworks may be possessed, used, exploded, or discharged in a public exhibition or display of fireworks, provided the person desiring to possess, use, explode, or discharge such Articles of fireworks shall possess a permit authorized by the governing body and issued by the City Clerk.

An applicant for a permit for a public exhibition or display of fireworks shall file with the City Clerk a written application, duly subscribed and sworn to by the applicant.

Name of the person, association, organization, or corporation sponsoring the display:

Bishop Miege High School

Names of the person(s) in charge of the firing or discharging the display along with the relevant fireworks discharge experience, certifications and licenses held by those persons:

Mark Behcock - over 30 years of experience, Class B
license, former Roeland Park PD + Miege security officer

The date and time of day at which the display is to be held (please list all dates to be covered by permit for up to a 1 year period):

10/17 - approximately - 6:20 pm

Rain date(s) if appropriate:

None

The exact location planned for the display:

Miege baseball field

The number and kinds of fireworks to be discharged:

3-5 Fireworks after national anthem

The manner and place of the storage of such fireworks between the date of purchase and the date of display;

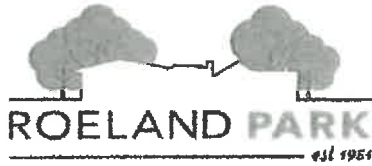
- ☐ Written Approval from Fire District #2 Representatives
- ☐ Proof of insurance of at least 2 million covering bodily injury and property damage both on and offsite from the fireworks.
- ☐ Attach diagram or sketch of the grounds on which the display is to be held, showing the point at which the fireworks are to be discharged, the location of all buildings, streets, and other lines of communication, the lines behind which the public will be restrained, and the location of all nearby trees, telegraph or telephone lines or other overhead obstructions.

Signature of City Clerk

[Signature]
Signature of Applicant/Operator

Signature of Chief of Police

Approval or denial by City Council (Date): _____ Approved _____ Denied



City of Roeland Park
4600 W. 51st Street
Roeland Park, KS 66205
(913) 722-2600

PERMIT FOR PUBLIC FIREWORKS DISPLAY

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An applicant for a permit for a public exhibition or display of fireworks shall file with the City Clerk a written application, duly subscribed and sworn to by the applicant.

Name of the person, association, organization, or corporation sponsoring the display:

Bishop Miege High School

Names of the person(s) in charge of the firing or discharging the display along with the relevant fireworks discharge experience, certifications and licenses held by those persons:

Mark Babcock - over 30 years experience, Class B
License, former Roeland Park police officer and Miege security officer

The date and time of day at which the display is to be held (please list all dates to be covered by permit for up to a 1 year period);

9/1/23, 9/15/23, 9/29/23, 10/20/23

Rain date(s) if appropriate: None

The exact location planned for the display:

Bishop Miege Baseball Field

The number and kinds of fireworks to be discharged.

3 to 5 fireworks at the end of the national anthem

The manner and place of the storage of such fireworks between the date of purchase and the date of display;

- ☒ Written Approval from Fire District #2 Representatives
- ☒ Proof of insurance of at least 2 million covering bodily injury and property damage both on and offsite from the fireworks.
- ☒ Attach diagram or sketch of the grounds on which the display is to be held, showing the point at which the fireworks are to be discharged, the location of all buildings, streets, and other lines of communication, the lines behind which the public will be restrained, and the location of all nearby trees, telegraph or telephone lines or other overhead obstructions.

[Signature]
Signature of City Clerk

[Signature]
Signature of Applicant/Operator

[Signature]
Signature of Chief of Police

Approval or denial by City Council (Date): August 21, 2023 ☒ Approved ☐ Denied

Certificate of Coverage

Date: 8/10/2023

Certificate Holder
 Archdiocese of Kansas City in Kansas
 Savior Pastoral Center
 12615 Parallel Parkway
 Kansas City, KS 66109

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Company Affording Coverage
 THE CATHOLIC MUTUAL RELIEF
 SOCIETY OF AMERICA
 10843 OLD MILL RD
 OMAHA, NE 68154

Covered Location
 Bishop Miege High School
 5041 Reinhardt Drive
 Shawnee Mission, KS 66205

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
Property				Real & Personal Property	
D. General Liability	8556	7/1/2023	7/1/2024	Each Occurrence	2,000,000
☒ Occurrence				General Aggregate	
☐ Claims Made				Products-Comp/OP Agg	
				Personal & Adv Injury	
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
Excess Liability				Each Occurrence	
				Annual Aggregate	
Other				Each Occurrence	
				Claims Made	
				Annual Aggregate	
				Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)

Coverage verified for claims arising out of Bishop Miege High School's firework display on the baseball field at the conclusion of the National Anthem on September 1, 15, 29, and October 20, 2023.

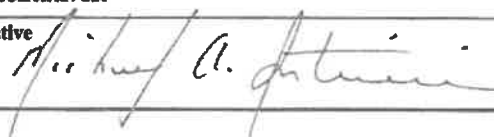
Holder of Certificate

Cancellation

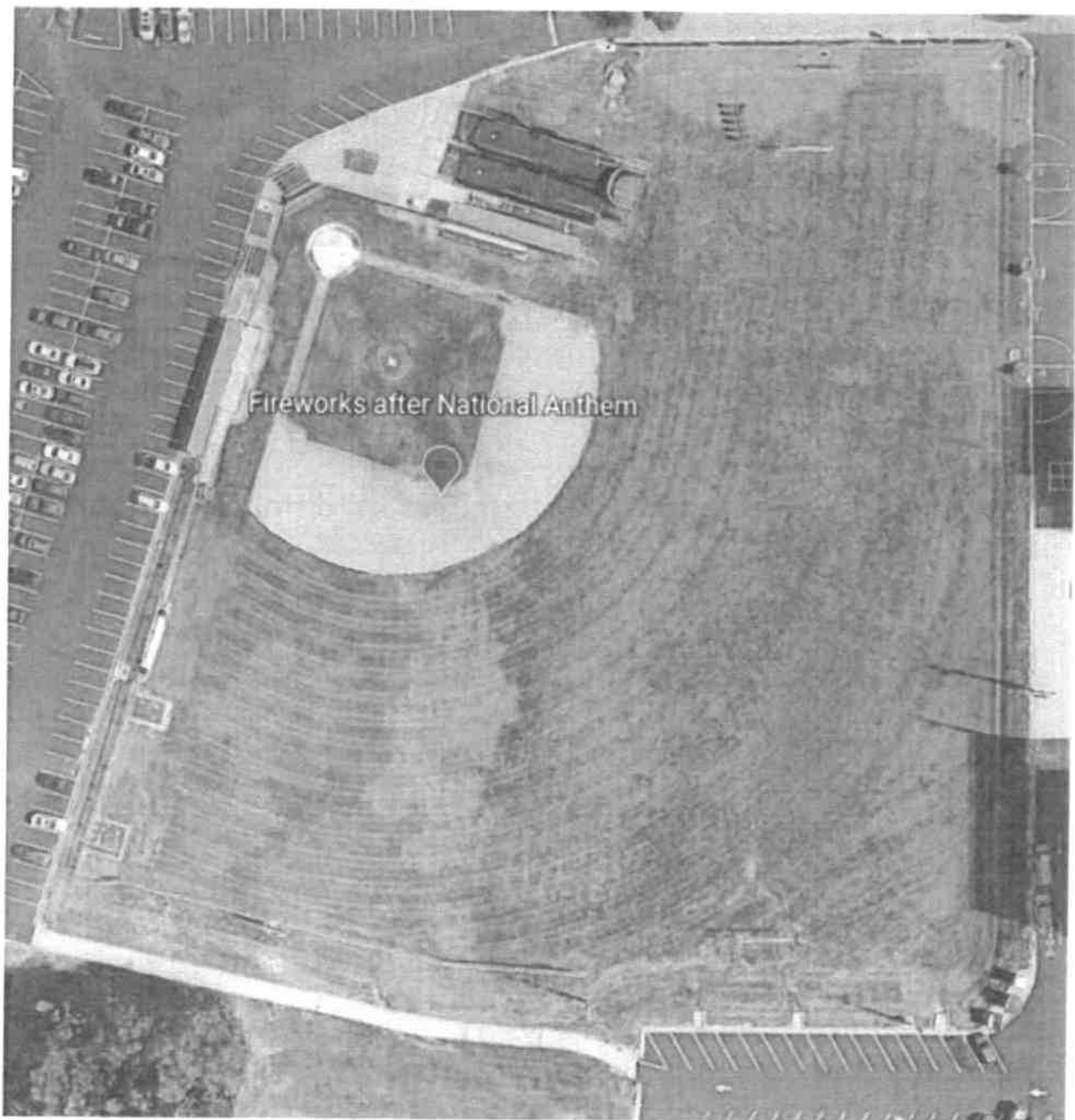
City of Roeland Park
 4600 W 51st Street
 Roeland Park, KS 66205

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative



0005006274



Morris, Edward J.

From: Mark Kellerman <mark.kellerman12@gmail.com>
Sent: Thursday, August 10, 2023 2:42 PM
To: Kerkhoff, Todd, CFD2; Mark Kellerman; Nielsen, Kelley; Morris, Edward J.
Cc: Joe Schramp
Subject: Re: Fireworks Permit
Attachments: RP Fireworks App Document_2023-08-10_141809.pdf; Fireworks- Baseball Field (1).png

Mr. Kerkhoff,

I am writing on behalf of Bishop Miege (School President, Joe Schramp is copied on this email) asking permission from Fire District No. 2 to again light off fireworks after the national anthem/introductions for the Miege football games. Below is the current permit application to the city of Roeland Park for your reference, along with a diagram/map of the proposed site to light the fireworks. The fireworks are the same reloadable canister fireworks and the same placement on the Miege baseball field as last year. Please let me know if you have any questions or need additional information.

Thanks!

Mark Kellerman
913 638 3949

On Wed, Sep 21, 2022 at 1:28 PM Kerkhoff, Todd, CFD2 <Todd.Kerkhoff@cf2.org> wrote:

CFD2 has given permission to Bishop Miege to light approximately six reloadable canister fireworks for the introductions of a football game. If conditions are excessively dry or windy, the fireworks are not to be ignited. Fire extinguishers shall be manned for the event.

Todd Kerkhoff

Fire Marshal

Johnson County

Consolidated Fire District No.2

(O) 913-432-1105

(C) 913-207-0122

Todd.kerkhoff@cf2.org

www.cf2.org

Item Number: New Business- VIII.-D.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/16/2023
Submitted By: Keith Moody, City Administrator
Committee/Department: Admin
Title: **Amendments to Employee Handbook - Adding Compensation Policy Section, Adding Holidays, Adding City Match to 457 (15 min)**
Item Type: Other

Recommendation:

Review and approve amendments to Employee Handbook.

Details:

After reviewing with Council the Salary and Benefits Study completed by McGrath, staff compiled the attached redline version of the Employee Handbook reflecting McGraths recommended changes. The changes are summarized below:

- Incorporating Exhibit B of McGraths final report, "Compensation Policy", into the appropriate section (Section C.10- Compensation and Pay Practices) of the Employee Handbook;
- Adding two holidays - one for Christmas Eve and one annual floating holiday;
- Adjusting the vacation policy stating that employees can use vacation as they accrue it and removing the prohibition of vacation use in the first six months;
- Adding a 457 matching retirement plan for KPERS covered employees of up to 3% of pay. Attached are graphs reflecting the historical employee and employer contribution percentages to KPERS and KPF. This shows the significantly higher amount contributed to KPF employee's retirement. Offering up to a 3% match toward an employee's 457 retirement account reduces the benefits gap for these two employee classifications.

All of these proposed changes, with the exception of the vacation policy adjustment, were recommended in response to the City's salary study. The vacation policy change reflects current practice as employees are allowed to take vacation within their first six months of work.

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Jones-Lacy, Jennifer	Approved	10/12/2023 - 3:44 PM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▢ Recommended Employee Handbook Policy Changes	Exhibit
▢ Historical KPERS and KPF Contribution Percentages	Cover Memo

C. COMPENSATION AND PAY PRACTICES

1. Position classification-

Position classification is a system of identifying and describing different kinds of work in the organization. In most cases, each City position shall, on the basis of the duties, responsibilities, skills, experience, education and training required of the position, be allocated to an appropriate class (often referred to as a pay level or grade), which may include either a single position or two or more positions.

2. Pay ~~Scale~~Range Plan-

The Governing Body shall adopt a ~~p~~Pay ~~Scale~~plan, with minimum and maximum amounts of pay for each class of positions. The pay ranges or level assigned to each class of positions shall be periodically reviewed and revised by the Governing Body.

3. Maintenance of the Classification Plan-

It shall be the duty of each department head to report to the City Administrator any and all organization changes which will significantly alter or affect changes in existing positions or proposed positions. The Governing Body shall approve all new or revised job descriptions and pay ranges for such positions.

4. Categories of Employment-

Full-Time Employee-

One employed to regularly work at least 40 hours per work week who was not hired on a short-term or temporary basis. The work week is any consecutive seven-day period, except as otherwise provided in Section E-1.

Part-Time Employee-

One employed to regularly work less than 40 hours per work week on a regular and continuing basis.

Seasonal or Temporary Employee-

One employed to work on a regular and/or recurring basis during a specific season or portion of a year.

Volunteer-

Is a non-paid individual in the position he or she holds. When acting as a volunteer an individual is not an employee. City employees may volunteer for tasks that they would not be engaged in as part of their regular employment.

5. Pay Periods and Paydays-

The City shall pay all employees on a bi-weekly basis, every other week, for work performed for the previous two-week period. Should the regular payday fall on a City holiday, pay shall be distributed on the working day immediately preceding that day.

6. Hours of Work-

The work week is a period of seven consecutive days beginning at the nearest shift change on Sunday (or 12:01 a.m. on Sunday) and ending at the nearest shift change on the following Saturday (or 12:00 midnight on the following Saturday).

General Employees-

The normal work period for general employees, which includes all employees other than police officers, is 40 hours of work during a seven-day period.

Police Officers-

The normal work period for full-time police officers shall average 80 hours over a fourteen-day period.

Normal Work Hours-

No employee shall be permitted to work in excess of their normal work period except when so directed by the employee's department head. Work in excess of 40 hours per week for non-law enforcement employees, without prior written permission, constitutes insubordination which may result in discipline, up to and including termination.

Employees should see their supervisor for information regarding their meal break.

7. Employment Classification-

Positions are classified according to the responsibilities of the job, the number of hours worked each week and length of service. Employees may be eligible for different benefits and governed by different regulations dependent upon their job classification. The following definitions have been established in order to standardize terminology purposes of federal and state wage and hour laws:

a) **Exempt-**

Employees whose positions are exempt from the Fair Labor Standards Act and do not receive overtime pay and/or compensatory time. Exempt employees are paid on a salary basis and generally receive the same weekly salary regardless of hours worked, subject to certain, limited and legally permitted deductions.

b) **Non-Exempt-**

Non-Exempt Employees are employees who are paid on an hourly basis and who are subject to overtime/compensatory pay and minimum wage provisions of the Fair Labor Standards Act (FLSA). Non-exempt employees will be paid overtime at the rate of one and one-half times their regular rate of pay for all hours worked in excess of 40 hours in a work week, unless otherwise specified by state law.

You will be informed of your classifications upon hire and informed of any subsequent changes to your classification.

8. Overtime Work-

- a) Compensation for authorized overtime work shall be paid at the rate of one and one-half times the employee's regular rate of pay for all hours worked over 40 per work week for non-emergency service employees.
- b) A work period for police and firefighters has been established under the Fair Labor Standards Act. Full-time police officers shall be eligible to receive overtime compensation only for work hours in a work period which exceed 80 hours per 14-day work period.
- c) Overtime compensation shall usually be paid not later than the first payday following the work week in which it was earned. However, an employee may be given compensatory time off in lieu of cash payments for the overtime worked. Any compensatory time off shall be at the rate of one and one-half times the hours of overtime worked and is accruable up to 80 hours (53.3 actual hours worked) for all employees.
- d) All overtime work must have prior authorization by the employee's department head. At the time of authorization, the department head shall advise the employee whether the overtime compensation shall be in the form of additional wages or compensatory time off. The department head shall maintain records of any overtime worked.
- e) Seasonal or temporary employees working at the Roeland Park aquatic center shall not be eligible for overtime compensation, pursuant to Fair Labor Standards Act Section 13(a)(3) and K.S.A. § 44-1202(e)(6) and 44-1202(h).
- f) For purposes of calculating overtime, hours worked include holiday, scheduled vacation (defined as vacation scheduled at least two (2) weeks prior to the first day of vacation leave) and actual hours worked.

9. Call Back Time-

- a) A Department Head may call an employee in to work on a regular day off or may call an employee back to work after a regular work schedule.
- b) All employees who are eligible to receive overtime, and who are called in to work on a regular day off or are called back to work after a regular work schedule shall be paid at the appropriate rate of pay for the hours worked, except such employee shall be paid a minimum of two hours at their overtime rate. The employee may choose to add these hours as compensatory time off.
- c) The minimum of two hours shall not apply if the employee was called in or called back during the two-hour period immediately prior to the beginning of the employee's next regularly scheduled work shift. Pay for call back begins at the time the employee reports for duty.

10. ~~Pay Plan~~ Compensation Policy-

The salary of each employee of the City, except those appointed officers whose salary is specifically set by ordinance, shall usually be set, at least annually, at an amount within the pay range of the employee's assigned pay level (or grade)~~position classification the employee is assigned~~ as determined by the Governing Body, with the advice of the City Administrator.

Employees working on a part-time basis shall receive that portion of the salary assigned to their position to be determined by the actual time they work. The hourly wage for persons employed on a monthly salary basis is computed as follows: Monthly wage times 12 divided by (hours worked per week times 52) equals wage per hour for full-time employees.

11. ~~Pay Increases~~ General Compensation Policy-

a) In most cases, pay increases shall not be automatic and such increases are subject to approval by the City Administrator and shall be in accordance with the adopted budget.

~~b) Annual cost of living pay increases may be given as approved by the Governing Body. Subject to the approval of the City Administrator, a department head may award a pay increase to an employee based on an annual performance evaluation submitted by the employee's immediate supervisor.~~

~~e)b)~~ Annual longevity pay may be given at the discretion of the Governing Body.

c) Annual bonuses may be given at the discretion of the Governing Body.

d) New Hires- Employees start at the Minimum Rate of the Pay Level (or grade)~~Grade~~ if the employee has the minimum skills and abilities required in the job description. The hiring supervisor, with the approval of the City Administrator, can start experienced individuals up to the Mid~~Control~~ Point. The Mid Point~~Mid-Point~~ is defined as the exact middle of a pay range.~~the employee's Pay Scale~~

—Cost of Living Adjustment-

e) On January 1st of each year (or another date specified by the City), employees should receive an annual pay increase that takes into consideration change in the regional cost of living index. Annual~~a~~Adjustment to the pay ranges within the Pay Scale should consider changes in the regional cost of living index as well as change in the Employment Cost Index for salaries of State and Local Government Workers.~~equivalent to the percentage adjustment of the Salary Schedule.~~ The Cost of Living adjustment and Merit Adjustment combined make up the~~This may be combined with the~~Annual Adjustment.

f) Merit~~Increase~~Adjustment- On January 1st of each year (or another date specified by the City), employees should receive an incremental annual pay increase that takes into consideration their performance and their position within their pay range. The Cost of Living adjustment and Merit Adjustment combined make up the Annual Adjustment.

—Annual Adjustment-

g) On January 1st of each year (or another date specified by the City), employees should receive an incremental annual ~~increase~~ adjustment based on merit and performance cost of living. Employees on a Performance Improvement Plan will have their annual increase held until such time as performance improves, or when approved by the City Administrator.

—Market Adjustments—

h) Each budget cycle, Administration should evaluate the placement of current employees. If there is a shift in the market for a specific position, a Market Adjustment to those incumbent employees could be given, which would be an adjustment into the pay range. A market adjustment requires:

1. -A documented and verified review of local comparables by the City Administrator or third-party consultant.
2. -A consistent pattern of recruitment/retention concerns with isolated classifications, as verified by the City Administrator.

—Promotions—

i) An individual who moves to a position of a higher Pay Level (or Grade), will be placed at the Minimum Rate of the new salary range; OR the rate closest that provides a 5% increase, if over the Minimum Rate. No employee will be placed above the designated Midpoint Control Point.

—Demotions—

j) There are a number of situations that can occur resulting in an employee's pay being lowered and the pay may not be within the established Pay RangeSalaryScale Range. Dependent upon the circumstances, an individual's pay can be handled differently. It will be the responsibility of the City Administrator to determine the pay implications due to employee demotions. The following are suggested guidelines:

1A.- Demotions that occur because of position changes and/or position consolidations (not based on the performance of the employee), the salary can be "red circled" and/or "frozen" at that level until the Pay Salary-Range of the new Pay Level (or Grade) catches up to the employee's salary.

2B.- Demotions that occur because the employee voluntarily applied for and accepted a position in a lower Pay Level (or Grade), the salary will be reduced within the new Pay Salary-Range as close to the current salary as possible. If the salary is above the new Pay salary-Range, then treatment will be as described in "A" above.

3.- Demotion that is a result of the employee's performance, the employee's salary is decreased to a placement within the Pay Salary-Range of the new Pay Level (or Grade), as determined by the City Administrator. Demotions of this nature are rare circumstances.

—~~Top of the Range~~~~Pay Range-Level~~

k) When an employee reaches the Maximum of their Pay ~~Range~~~~Grade~~, they will not be eligible for any additional pay increases until their pay range is adjusted. ~~The City may consider the option for e~~Employees who reach the Maximum ~~will to be eligible to~~ receive the equivalent annual (2,080 hour) ~~pay increase annual increase~~ in the form of ~~equal quarterly a~~ lump-sum non-base building payments. This method of payment still provides additional compensation to an employee but does not compromise the ~~Pay Scale~~~~chedule~~.

—~~Position Pay Level Grade~~ Changes-

l) Pay ~~Levels (or grades)~~ ~~Grades~~ may change under the following circumstances:

~~1.A.-~~ Management request for a Pay ~~Level~~~~Grade~~ Evaluation- ~~n~~

A Department Head may request a Pay ~~Level~~~~Grade~~ evaluation for any position in their Department, via procedures identified by the City Administrator. The request should be in writing, including job duty changes or other circumstances that have precipitated the evaluation. This should include the old job description along with either a new job description or a document that illustrates the changes. It will be the responsibility of the City Administrator to determine if the position should be sent to the Consultants for evaluation. It should be noted that significant changes to a position's responsibility that

could prompt reclassification should receive prior approval from the City Administrator ~~in~~ ~~order to~~ avoid unapproved position creep.

~~B2.-~~ Administration Initiation of a Pay ~~Level~~~~Grade~~ Evaluation-

Administration may determine a position needs to be evaluated as a result of a City-initiated position and/or program changes, organizational structure changes, recurring minimal modifications to positions that over time may result in substantive change in a position, and recruitment or retention challenges.

If after a Pay ~~Level~~~~Grade~~ Evaluation, it is determined the employee's current salary is below the Minimum Rate of the new Pay ~~Level~~~~Grade~~, the employee should be placed at the Minimum Rate of the new Pay ~~Level~~~~Grade~~. If the current salary is within the new ~~Pay Salary~~ Range, it will be at the discretion of the City Administrator as to whether any further adjustment occurs.

D. PERFORMANCE MANAGEMENT

1. Performance Evaluations-

An evaluation of the performance of each full-time and part-time employee based on his or her duties and responsibilities shall usually be prepared by the employee's immediate supervisor at least annually.

2. Qualifications of Employment-

Applications for any open position with the City shall usually be accepted from applicants who meet the stated minimum qualifications established for that position, subject to the following conditions:

- a) Each applicant shall complete a job application form.
- b) A medical examination or other testing, including drug testing, may be required only after an offer of employment has been made contingent upon the applicant passing the drug test, provided that, such exams or testing are required of all such applicants who are offered employment in similar positions or position classifications.

3. Promotion-

All employees seeking promotion shall usually be expected to meet the minimum qualifications for the position to which they seek promotion.

A medical examination or other testing, including drug testing, may be required only after an offer of promotion has been made contingent upon the applicant passing the drug test, provided that, such exams or testing are required of all such employees who are offered promotions in similar positions or position classifications.

E. TIME OFF POLICIES

1. Holidays-

The following are observed ~~will be the fixed~~ holidays:

1. New Year's Day - always January 1. When January 1 falls on a Saturday, then Friday, December 31 of the previous year is observed. When January 1 falls on a Sunday, then Monday January 2 is observed.
2. Martin Luther King, Jr. Day – always the third Monday in January
3. Memorial Day Monday – always the last Monday in May

4. Juneteenth – always the 19th day in June. When June 19th falls on a Saturday, then Friday, June 18th is observed. When June 19th falls on a Sunday, June 20 is observed.
5. Independence Day– always July 4. When July 4 falls on a Saturday, then Friday, July 3 is observed. When July 4 falls on a Sunday, then Monday, July 5 is observed.
6. Labor Day Monday – always the first Monday in September
7. Indigenous Peoples Day – always the 2nd Monday in October
8. Veterans’ Day – always November 11. When November 11 falls on a Saturday, then Friday, November 10 is observed. When November 11 falls on a Sunday, then Monday, November 12 is observed.
9. Thanksgiving Day – always the fourth Thursday in November
10. Day after Thanksgiving – always the Friday immediately following the fourth Thursday in November.
- ~~11. Christmas Eve and Day – always December when the 24th and 25th falls on a weekday, that weekday shall be the observed holidays. When the 24th falls on a Saturday or Sunday the Friday preceding the 24th shall be the observe Christmas Eve holiday.~~
- ~~12. Christmas Day – when the 25th falls on a weekday, that weekday shall be the observed holiday. When the 25th falls on a Saturday or Sunday the Monday following the 25th shall be the observed Christmas holiday. When December 25 falls on a Saturday, then Friday, December 24 is observed. When December 25 falls on a Sunday, then Monday, December 26 is observed.~~
- ~~11-13. Annual floating holiday – one 8 hour period holiday chosen by the employee each calendar year.~~

~~And in some years:~~

- ~~12. When December 25 falls on a Tuesday then, Monday, December 24 is observed as a holiday. When December 25 falls on a Thursday, then Friday, December 26 is observed as a holiday.~~

Employees required to work on a City observed holiday will receive 8 hours holiday pay or an alternative day off.

To be eligible to receive pay for a City holiday, an employee must not have been absent without approved leave either on the workday before or the workday after the holiday.

2. Vacation Leave-

Vacation leave shall be earned beginning with the date of employment under the conditions hereinafter stated. An employee who works fewer than 12 days in any month shall not accrue vacation credit for such month of service; provided that this restriction of 12 days shall not apply where the employee has worked fewer than 12 days due to authorized paid leave. No employee shall be permitted to use vacation time for any period spent on unauthorized leave.

a) Full-Time Employees-

Full-time employees are entitled to paid vacation leave time according to the following schedule, ~~provided no paid vacation leave time may be taken during the first six months of employment.~~

Years of Continuous Employment	0-4	5-9	10-15	15+
Hours Earned Per Month	8	10.67	12	16
Equivalent Work Days	12	16	18	24
Maximum Hours Accumulation	240	240	240	240
Maximum Hours for One Time Leave	80	120	120	120

Employees on Medical leave are not subject to the maximum hours for one time leave.

Training Period-

Employees-in-training during their initial employment shall be credited with vacation leave for each month of employment ~~but shall not be permitted to use any vacation credit prior to the completion of their training period.~~ Training employees terminated during the training period shall be paid for any accrued vacation leave.

Scheduling-

The dates for the taking of vacation leave shall be scheduled in consultation with the employee's supervisor and department head.

Holiday During Vacation-

City holidays which occur during the taking of an employee's authorized vacation leave will not be counted as a day of vacation.

b) Minimum Hours-

Exempt employees may use vacation leave in full day increments and non-exempt employees may sue vacation leave in half-hour increments, subject to the approval of their supervisor.

c) Termination –

Upon termination, an employee shall be compensated for all earned but unused vacation leave at their final rate of pay, subject to the maximum hours of accumulation authorized in the schedule with the exception outlined in the separation of service section.

3. Sick Leave-

Full-time employees who are employed to work at least 40 hours or more per work period, shall be entitled to sick leave with pay for absences resulting from illness, injuries, accidents, or other physical incapacity, occurring either on or off the job. Sick leave with pay may also be used for absences resulting from illness, injuries, accidents, or other physical incapacity of the employee's spouse, child, or parent. A spouse is defined as a husband or wife as defined by the state of residence of the employee, as well as domestic partner. A child is a son or daughter, in addition to a biological child, adopted, foster or step-child. The definition of son or daughter also includes

An employee, while on paid sick leave, vacation leave or other leave with pay, shall continue to earn credit for sick leave and vacation leave, but no leave credit shall be earned by any employee while on leave without pay.

F. OTHER EMPLOYEE BENEFITS

1. Health Care Program-

- a) All employees meeting the Affordable Care Act definition of full-time (working an average of at least 30 hours per week in a permanent position) shall be eligible for the City's group health care insurance program beginning on the first day of the month following the initial date of employment. A part-time employee who becomes a full-time employee shall be eligible for group health care insurance as of the date of change in employment status.
- b) When an individual employee is required to contribute because of participation in the City's group health care program the amount of such contribution shall be a payroll deduction.
- c) All costs for health care insurance shall be paid by the employee during any period the employee:
 - i. Is on a leave without pay (excluding Family and Medical Leave Act provisions);
 - ii. Is on suspension without pay;
 - iii. Is on unauthorized leave; or
 - iv. Is participating in any unlawful work stoppage.
- d) No employee shall be entitled to a cash payment in lieu of health care insurance coverage.
- e) Each employee should refer to the specific plan document, benefit booklet, or policy provided for each benefit to determine eligibility. A benefit plan document always supersedes all other information provided about a benefit. Summary Plan Descriptions (SPDs) can be found in City Clerk's Office and employees should see the City Clerk to request a copy.

The City reserves the right to amend or terminate benefits at any time.

2. Retirement - OASDI Benefits-

All eligible employees of the City are under the federal OASDI social security system, and receive the benefits thereof in accordance with federal laws and guidelines. The cost of this benefit is paid equally by the City and the employee, with the employee contribution subject to payroll deduction.

3. Retirement - KPERS/KP&F Benefits-

All eligible employees of the City are members of the Kansas Public Employees Retirement System (KPERS) and/or Kansas Police & Firefighter Retirement System (KP&F) and receive the benefits thereof in accordance with state laws and guidelines. Under current law, KPERS

members contribute six percent of salary, by payroll deduction. The employer's share is determined by KPERS, and varies annually.

4. Workers' Compensation Benefits-

All employees of the City receive the benefits of the Kansas Workers' Compensation Act, in accordance with such laws and guidelines. The cost of this benefit is paid entirely by the employer.

5. KPERS/KP&F Death and Disability Benefits-

All employees who are contributing members of KPERS/KP&F are eligible for the insured death and disability benefits provided by KPERS/KP&F, which is supplemental to the regular KPERS/KP&F benefits. The cost of this benefit is paid entirely by the employer. This insured death and disability benefit begins on the first day of employment, whether or not the employee is a contributing member of KPERS/KP&F.

6. Unemployment Compensation-

All employees receive the benefits of the Kansas Employment Security (unemployment compensation) Act, in accordance with such laws and guidelines. The cost of this benefit is paid entirely by the employer.

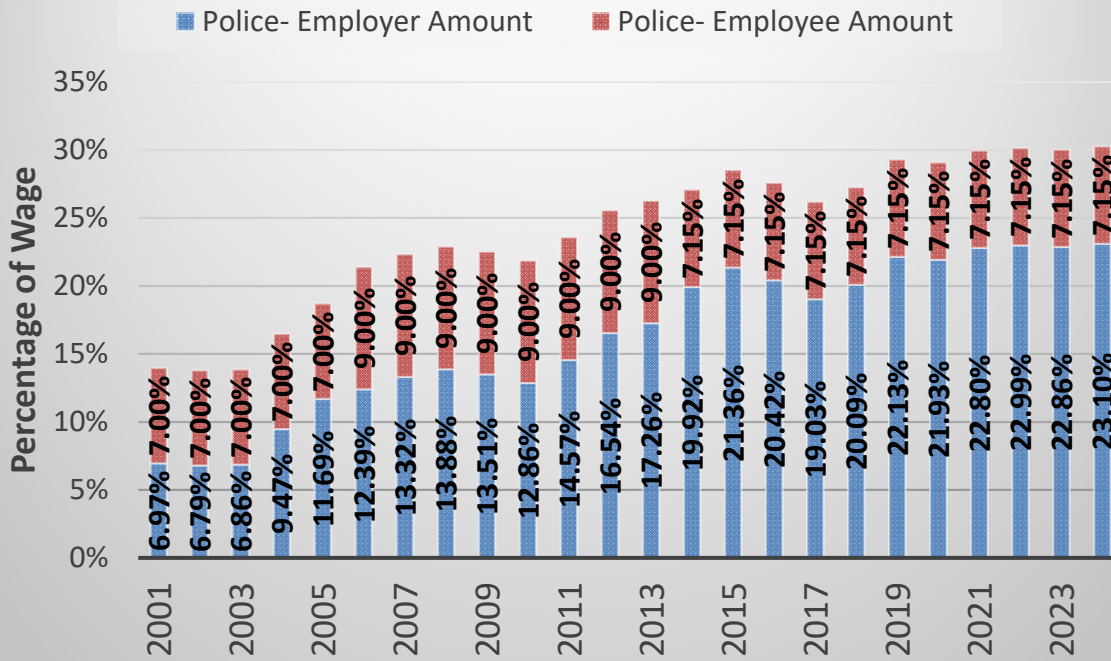
7. Life Insurance-

In addition to the death benefits provided under OASDI, KPERS and KP&F, the City makes available to each employee the option of purchasing group life insurance, administered by KPERS/KP&F, on a payroll deduction basis. The cost of this additional life insurance is paid by the employee and varies with the options selected by the employee.

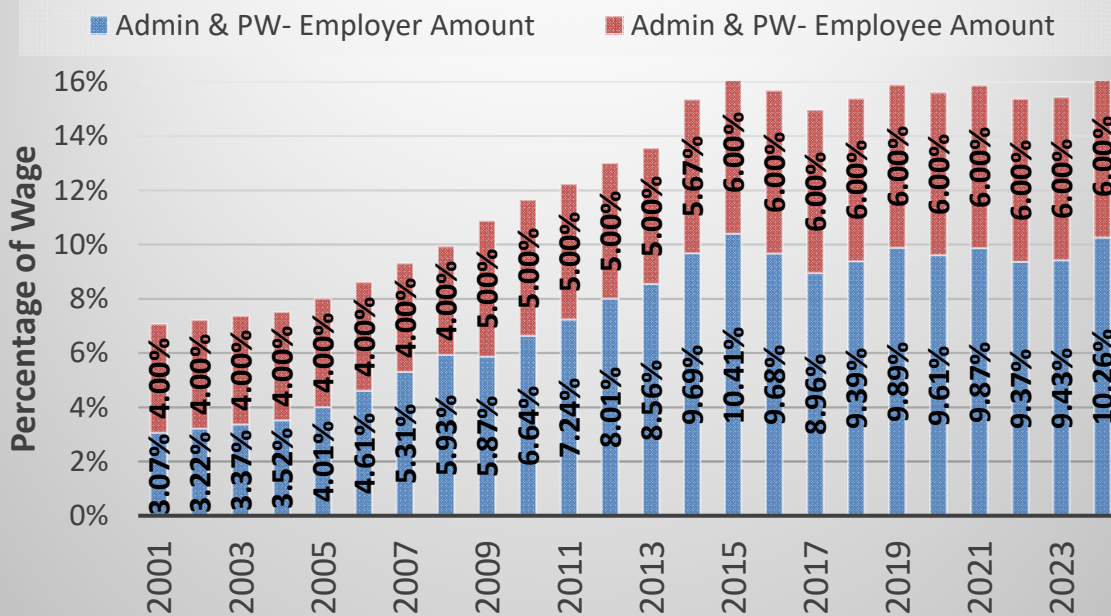
8. Deferred Compensation- 457 Retirement Plan--

All City employees may participate in any deferred compensation plan offered by the City, for which they are eligible. All employee's working an average of 30 hours per week in a permanent position and who are enrolled in the Kansas Public Employees Retirement System ("KPERS") will be eligible for a one for one City matching contribution up to 3.00% of pay to the deferred compensation program offered by the City. This benefit is offered to those employees not enrolled in the Kansas Police and Fireman's Retirement System ("KP&F") to enhance equity between City contributions made toward retirement benefits of those enrolled in the KP&F program and those enrolled in the KPERS program. City contributions shall vest with the Employee as matching contributions are made to the employee's Internal Revenue Code 457(b) account. Compliance with the annual contribution limits of Chapter 457 of the Internal Revenue Code shall be the responsibility of the Employee.

KPF Pension Contribution History- Police



KPERS Pension Contribution History- Admin & PW



Item Number: New Business- VIII.-E.
Committee 10/16/2023
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 10/16/2023
Submitted By: Keith Moody, City Administrator
Committee/Department: Admin & Police
Title: **Police Department Personnel Change Scenario (15 min)**
Item Type: Other

Recommendation:

To review and approve the retention plan and succession plan for the Roeland Park Police Department.

Details:

Police Retention Pay Scenario:

While the City just implemented market pay adjustments along with adoption of a new pay scale developed by a professional consultant, the new pay scale has not generated any viable candidates for the 4 vacant officer positions we have. In an effort to fill the vacancies, a scenario was developed that stays within the financial bounds of the amended 2023 budget and adopted 2024 budget. Chief Morris supports all provisions of the scenario. Below are the key provisions:

1. *Elimination of the vacant Detective Position.* This provides fiscal resources to cover pay increases for existing staff not only in 2023 but into subsequent years. The detective position is one pay grade higher than the police officer position.
2. *Provide Full Time Officers, Corporals and Sergeants a \$1.75/hr. "Retention" related pay increase.* This increase combined with their prior market adjustment (in August) will total \$3.00/hr., which was the maximum market increase adjustment afforded recently.
3. Part time officer pay will remain at the current rate until 1/1/24 when they will be eligible for a merit increase in accordance with the 4.7% merit budget allocation available in 2024.
4. This step is optional- *Police Officer, Corporal and Sergeant positions to move up 1 pay grade each in the pay scale.* This will increase the starting wage for police officers, which will enhance recruiting. The new pay range for Police Officers would be among the highest within Johnson County. McGrath has expressed concern that this step effectively creates an alternative comparable group for Police Officers, different from the comparable group of all other positions. They indicate that maintaining this approach into the future can be problematic (internal equity problems).

This approach keeps the number of officers on patrol consistent with our historical level. Sergeants and the Chief would provide detective services, which is what has been occurring since the detective position was vacated last on 11/18/21.

The table below reflects the current minimum pay for Johnson County police officer positions, with the starting pay for Roeland Park reflecting the pay grade increase noted in item 4 above (starting pay under the 8/1/23 pay scale is \$25.72/hr.). Increasing one pay level would put our police officer starting pay (at \$28.29/hr.) just below the two highest paying JOCO agencies; Gardner and JOCO Sherriff. You may recall that the Sheriff's office recently saw a dramatic increase in their starting pay. The current starting officer pay is higher than 4 JOCO agencies, but below the median and average of this group of comparable agencies. Recall that the midpoint of the pay range for the police officer was set 5% above the average for the comparable group in McGrath's compensation study.

POLICE OFFICER	Minimum
Fairway	
Gardner	\$28.50
Johnson County Parks	
Johnson County SO	\$28.50
Leawood	\$25.50
Lenexa	\$27.74
Merriam	\$24.59
Mission	\$26.02
Overland Park	\$25.96
Olathe	\$26.00
Roeland Park-proposed	\$28.29
Prairie Village	\$27.34
Shawnee	\$26.44
Spring Hill	\$23.01
Westwood	\$24.09
MEDIAN	\$26.02
AVERAGE	\$26.31

Police Chief Succession Plan Scenario:

Chief Morris plans to retire in January of 2025. In order to provide for a smooth transition, the following scenario was developed.

1. Hire an Assistant Chief (or Captain) in lieu of one of the vacant positions. This step along with the elimination of the detective position would result in hiring 2 new police officers ASAP. It is anticipated that the position would have an annual salary of \$100k.
2. The Assistant Chief position would exist for roughly one year (2024) as a training period for this person

prior to them moving into the Chief's role upon John's retirement. After this transition the position would be eliminated.

3. A new Police Officer would be hired when the Assistant Chief position expires.
4. Recruiting for the Assistant Chief would be publicized as a transitional position with the intent that the person hired will serve as the next Chief.

If both scenarios are implemented the fiscal impact will be within the 2023 amended budget and 2024 adopted budget and there will be NO additional financial burden than what has already been projected for subsequent year budgets. The changes have a neutral impact upon the budget. Chief Morris is supportive of both scenario concepts.

Because the police chief position is so important and specialized this may well be a process which warrants hiring a recruiting firm. That cost ranges from \$20k to \$30k.

Attached is the pay scale with the police officer positions at the proposed levels. Please remember, moving these positions to higher pay levels is optional.

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Jones-Lacy, Jennifer	Approved	10/12/2023 - 3:45 PM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
☐ Proposed Pay Scale	Exhibit

City of Roeland Park- Proposed Pay Scale Effective 11/1/2023

Titles and Pay Levels	Annual Pay			Hourly Rate		
	Minimum	Midpoint	Maximum	Min	Mid	Max
Level 22						
City Administrator	\$128,055	\$160,068	\$192,082	\$61.56	\$76.96	\$92.35
Level 21						
Police Chief	\$106,712	\$133,390	\$160,068	\$51.30	\$64.13	\$76.96
Level 20						
Director of Public Works	\$101,631	\$127,038	\$152,446	\$48.86	\$61.08	\$73.29
Level 19						
Finance Director/ Assistant City Administrator	\$96,791	\$120,989	\$145,187	\$46.53	\$58.17	\$69.80
Level 18						
	\$92,182	\$115,227	\$138,273	\$44.32	\$55.40	\$66.48
Level 17						
	\$83,802	\$104,752	\$125,703	\$40.29	\$50.36	\$60.43
Level 16						
	\$76,183	\$95,229	\$114,275	\$36.63	\$45.78	\$54.94
Level 15						
City Clerk/HR Manager	\$69,258	\$86,572	\$103,887	\$33.30	\$41.62	\$49.95
Building Official						
Police Sergeant						
Level 14						
Building Inspector II	\$64,727	\$80,909	\$97,090	\$31.12	\$38.90	\$46.68
Parks & Recreation Superintendent						
Police Corporal						
Police Detective						
Public Works Superintendent						
Level 13						
Police Officer	\$58,843	\$73,553	\$88,264	\$28.29	\$35.36	\$42.43
Level 12						
Building Inspector I	\$53,493	\$66,867	\$80,240	\$25.72	\$32.15	\$38.58
Facility Maintenance Supervisor						
Level 11						
	\$49,994	\$62,492	\$74,991	\$24.04	\$30.04	\$36.05
Level 10						
Code Enforcement Officer	\$46,723	\$58,404	\$70,085	\$22.46	\$28.08	\$33.69
Level 9						
Administrative Assistant	\$43,666	\$54,583	\$65,500	\$20.99	\$26.24	\$31.49
Senior Court Clerk						
Police Clerk						
Skilled Maintenance Worker/Equipment Operator						
Swimming Pool Manager						
Level 8						
	\$40,810	\$51,012	\$61,215	\$19.62	\$24.53	\$29.43
Level 7						
Assistant Pool Manager	\$38,140	\$47,675	\$57,210	\$18.34	\$22.92	\$27.50
Maintenance Worker						
Swim Team Head Coach						
Water Exercise Instructors						
Level 6						
Administrative Intern	\$35,645	\$44,556	\$53,467	\$17.14	\$21.42	\$25.71
Police Intern						
Public Works Intern						
Community Center Custodian/Attendant						
Head Lifeguard						
Level 5						
Lifeguard				\$15.00	\$18.75	\$22.50
Swim Lesson Instructors						
Swim Team Assistant Coach						
Level 4						
				\$13.50	\$16.88	\$20.25
Level 3						
				\$12.00	\$15.00	\$18.00
Level 2						
Pool Receptionist/Clerk				\$10.50	\$13.13	\$15.75
Level 1						
Concessions Worker/Deck Attendant				\$9.00	\$11.25	\$13.50

Item Number: Reports of City Officials:- XI.-A.
Committee 10/16/2023
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 10/11/2023
Submitted By: Chief Morris
Committee/Department: Police / Safety
Title: 3rd Quarter Police Report (5 min)
Item Type:

Recommendation:

To present the 3rd Quarter 2023 (July-Sept) police activity report to council.

Details:

Police activity report of detected crimes, incidents, specific crimes, arrests, accidents, citations, animal control, and updates related to public safety.

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request: n/a	
Budgeted Item?	Budgeted Amount: n/a
Line Item Code/Description: n/a	

Additional Information

See attached documents

REVIEWERS:

Department	Reviewer	Action	Date
Police	Morris, John	Approved	10/11/2023 - 10:25 AM

Goals/Objectives & Terms

ATTACHMENTS:

Description		Type
▣	2023 Animal Control	Cover Memo
▣	2023 3rd Quarter Police Activity	Cover Memo
▣	NE Co-Responder Data - 2023 Q3 (July-Sept)	Cover Memo

2023 Animal Control Activity Report

ROELAND PARK																			
	January	February	March	1Q Totals			April	May	June	2Q Totals			July	August	September	3Q Totals			
Dispatched Calls	2	6	14	22			1	15	13	29			25	12	5	42			
Other Calls	0	0	0	0			0	1	1	2			6	0	0	6			
Total Calls	2	6	14	22			1	16	14	31			31	12	5	48			
Priority Calls	2	6	14	22			1	0	0	1			0	0	0	0			
							Notes:												
Running At Large	January	February	March	1Q Totals			April	May	June	2Q Totals			July	August	September	3Q Totals			
Canine	0	4	3	7			0	8	4	12			4	2	1	7			
Feline	0	0	0	0			0	1	0	1			1	2	0	3			
Total	0	4	3	7			0	9	4	13			5	4	1	10			
Notes:							Notes:						Notes:						
Animal Bites	January	February	March	1Q Totals			April	May	June	2Q Totals			July	August	September	3Q Totals			
Canine	0	0	0	0			1	1	0	2			0	0	0	0			
Feline	0	0	0	0			0		0	0			0	0	0	0			
Other	0	0	0	0			0		0	0			0	0	0	0			
Total	0	0	0	0			1	1	0	2			0	0	0	0			
Notes:							Notes:						Notes:						
Dead Animal Removal	January	February	March	1Q Totals			April	May	June	2Q Totals			July	August	September	3Q Totals			
Canine	0	0	0	0			0	0	0	0			1	0	0	1			
Feline	0	0	0	0			0	0	0	0			0	0	0	0			
Wild Animal	0	1	3	4			0	2	2	4			5	2	2	9			
Other	0	0	0	0			0	0	1	1			0	0	0	0			
Total	0	1	3	4			0	2	3	5			6	2	2	10			
Notes:							Notes:						Notes:						
Miscellaneous	January	February	March	1Q Totals			April	May	June	2Q Totals			July	August	September	3Q Totals			
Noise Complaints	1	0	0	1			0	0	0	0			0	0	0	0			
Public Service	0	0	1	1			0	1	0	1			1	1	1	3			
Wild Animal	1	1	3	5			0	2	3	5			5	2	2	9			
Other	0	0	0	0			0	0	3	3			0	0	0	0			
Total	2	1	4	7			0	3	6	9			6	3	3	12			
Notes:							Notes:						Notes:						

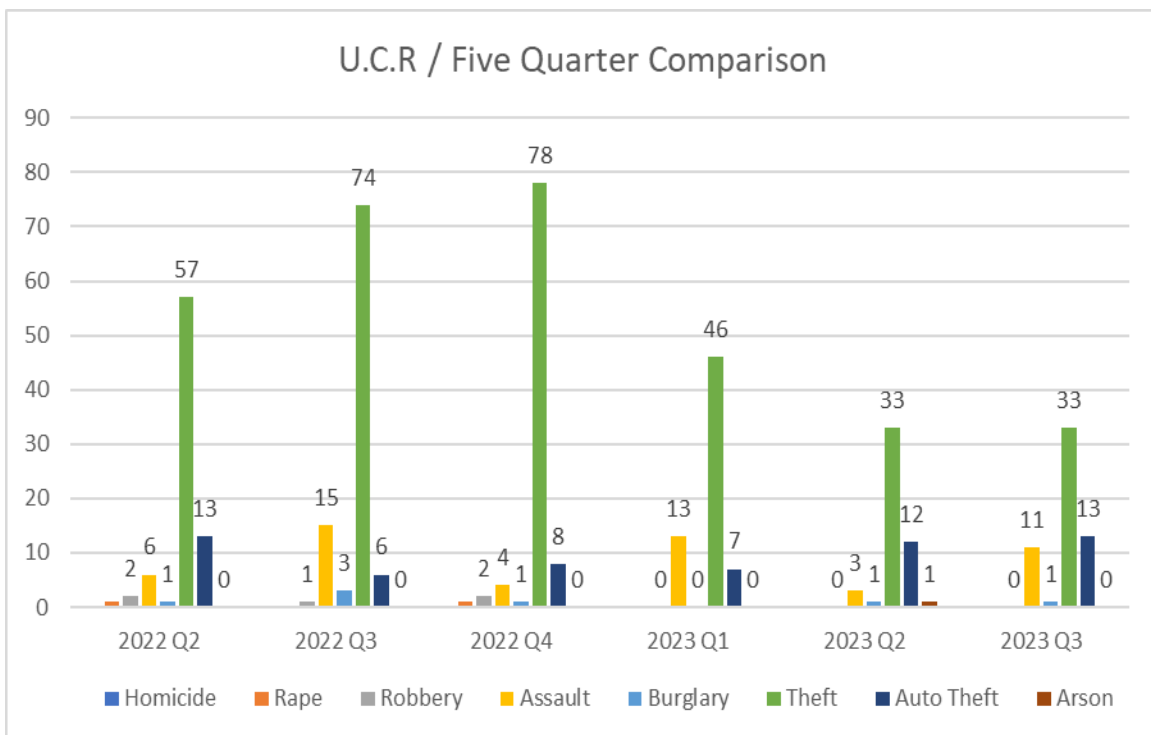
ROELAND PARK POLICE DEPARTMENT / ACTIVITY REPORT

3RD Quarter 2023 / July – September

ITEM	TOTAL		NOTE
Incidents	197		Reported Incidents
U.C.R.	57		Specific crimes
Non U.C.R.	140		Other Activity Reports
Homicide	0		
Rape	0		
Robbery	0		
Assault	11		
Burglary	1		
Theft	33		
Auto Theft	13		
Arson	0		
Arrests	48		
Male	33	69%	
Female	15	31%	
Adult	42	87%	
Juvenile	6	13%	
Accidents	31		
Citations	388		
Warnings	105		
White	268 Citations 60.09%		40 Warnings 8.97%
Black	78 Citations 17.49%		13 Warnings 2.91%
Hispanic	40 Citations 8.97%		3 Warnings 0.67%
Asian	2 Citations 0.45%		n/a
Not Collected	1 Citation 0.22%		1 Warning 0.22%

Location of Incidents	Total	Notes
Blvd. Apts.	28	
Price Chopper	7	
Lowe's	19	
Walmart	21	
RPPD	6	
Business District	32	
East of Roe	38	
West of Roe	33	
Other	13	Out of City Contacts

Criminal Activity



Theft is the number one offense in Roeland Park. Increase of foot patrols and business contacts have made a significant impact on keeping the numbers at a minimum though the department is short staffed.

2023 3rd Quarter Arrest Information

July

w/m	w/f	b/m	b/f	h/m	h/f	Adult	Juv.		Total
6	3	4	3	2	0	17	1		18

August

w/m	w/f	b/m	b/f	h/m	h/f	Adult	Juv.		Total
3	2	1	0	2	1	9	0		9

September

w/m	w/f	b/m	b/f	h/m	h/f	a/m	Adult	Juv.	Total
7	6	2	0	4	1	1	16	5	21

White male 16

White female 11

Black male 7

Black female 3

Hispanic male 8

Hispanic female 2

Asian male 1

Northeast Co-Responder Program

Q3: July – September 2023

Service City	911 Response <i>On scene and by phone</i>		ER Diverts	Jail Diverts	Follow-Up <i>By phone or mail</i>		Outreach <i>Door knock in person with officer</i>		Other Co-Responder Contacts*		Reports Flagged Mental Health	Crisis Line Utilized by LEO
	AM	PM			AM	PM	AM	PM	AM	PM		
Merriam	31	29	3	1	74	22	17	3	56	39	113	20
Mission	21	10	6	2	28	16	13	7	33	11	73	21
Roeland Park	11	4	3	0	20	10	7	1	8	5	24	5
Fairway	1	3	0	0	8	0	2	1	3	0	7	0
Westwood	3	4	1	1	2	2	0	0	0	1	7	1
Westwood Hills	0	1	0	0	0	0	0	0	0	0	1	0
Mission Woods	0	0	0	0	0	0	0	0	0	0	1	0
CR Totals	67	51	13	4	132	50	39	12	100	56	226	47
Total	118				182		51		156			

Item Number: Reports of City Officials:- XI.-B.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/20/2023
Submitted By: Keith Moody
Committee/Department: Admin.
Title: 3rd Quarter Objectives Progress Report (5 min)
Item Type: Report

Recommendation:

Informational, no action anticipated.

Details:

Attached is the Q3 Progress Report for our 2023 Objectives. We have four objectives with completion deadlines by Q3. Objective C2 was completed with the adoption of the 2023 budget. C1- License Plate Reader Cameras are installed; connectivity of the cameras to the Johnson County computer system has not yet been completed. B2- Update to the Women's Locker Room at the Pool was operational with the start of the pool season. That objective is over budget, Council was aware of this when they approved adding the work to Aquila's contract for the Community Center renovations. Objective B3, a Master Plan for Nall Park has been awarded within budget and is underway.

The Public Works facility objective from 2017 has seen significant progress. Renovation plans are complete, the demolition, is complete, the building permit has been issued and construction is underway. We do anticipate being in the new building by the 12/31/23 deadline. A second phase of improvements is anticipated in 2024 that would not disrupt PW operations at the facility.

The two historical Objectives (2019 and 2020) have also seen progress with the hiring of a historian to administer the two projects.

The Diversity and Racial Equity Objective (2022) also saw progress with the implementation of assessment guidelines for agenda items as well as for Objectives.

The Change Over to Hybrid patrol vehicles was revised with Council's direction to proceed with the purchase of the one hybrid Explorer available and two non-hybrid Dodge Durangos due to Ford's inability to supply hybrids in a timely manner.

We have seen good progress on the objectives in 2023. I look forward to completing the outstanding prior year Objectives this year!

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request: N/A	
Budgeted Item?	Budgeted Amount: N/A
Line Item Code/Description: N/A	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Jones-Lacy, Jennifer	Approved	10/12/2023 - 5:13 PM

Goals/Objectives & Terms

A number of the Objectives advance sustainability and environmental preservation.

ATTACHMENTS:

Description	Type
▣ 2023 Q3 Objectives Progress Report	Cover Memo

Goals and Objectives for Fiscal Year 2023
Roeland Park, Kansas

Progress Report: 2nd Quarter

Completion Index	
Cost	Deadline
0=Incomplete	0=Incomplete
1=UNDER	1= Early
2= On	2= On Time
3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
B	1 Phase 3 Improvements at Cooper Creek Park	Parks and Recreation Superintendent and Cooper Creek Volunteers	\$ 12,330			12/31/23	Contract executed with Habitat Architects for 2023 through 2026 invasive species control (item 2) and additional tree planting (item 3) totaling \$10,600. Contract for Natural Bank Stabilization was approved 7/24/23 for \$55,000.		
B	2 Update Women's Locker Room at Aquatic Center	Parks and Recreation Superintendent	\$ 75,000	\$ 94,775	\$ 19,775	5/1/23	Work added to Aquila contract. Work substantially complete on 5/26/23, punch list complete 7/21/23.	3	3
B	3 Review and Update Nall Park Master Plan	Parks and Recreation Superintendent and Parks Committee	\$ 45,000	\$ 44,565	\$ (435)	8/1/23	The award for the Master Plan has been awarded to Lamp Rynearson.	2	
c	4 Add Artistic Play Sculpture at Southeast Entryway to R Park	Parks and Recreation Superintendent, Arts Committee and Parks Committee	\$ 90,000			12/15/23	Universal Construction has agreed to add this project to their scope of work at no cost. The firm pricing they have secured totals \$287k compared to the budget of \$160k. Universal continues to secure additional quotes. The fundraising group does not believe they will be able to raise the additional \$127K. The Parks Committee is looking at design alternatives that could bring the cost back down to the original budget. Contracts are in place with a structural engineer and playground safety specialist. A funding agreement is in place to ensure the \$60k of matching donations will be available		
C	1 Purchase License Plate Reader Cameras for Police Department Use	Police Chief	\$ 34,000	\$ 33,535	\$ (465)	1/30/2023	Purchase was approved by Council on 2/20/23. Cameras are installed and police policy was previously adopted along with other Police Policies. Waiting on DTI to complete connectivity between the cameras and the operating system.	2	
C	2 Allocate Special Law Enforcement Funds to Support K-9 Expenses	Police Chief	\$ 6,820	\$ 6,820	\$ -	1/1/23	Completed with adoption of 2023 budget.	2	2
Total			\$ 263,150	\$ 179,695	\$ 18,875				

Incomplete Objectives from:
2017

B	3 Find new location for Public Works	City Administrator	\$ 5,000,000			7/31/17	1800 Merriam Lane was purchased 2/1/2023. Construction Manager at Risk agreement approved 4/14/23. Demolition authorized by KCK and work complete as of 7/14/23. Renovation plans approved and building permit issued by KCK 7/17/23. Contract with EPC requires City to vacate existing PW facility by 12/31/23. Funds for Phase 2 work including roof replacement and brick tuckpointing and staining reflected in draft 2024 budget.		
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Goals and Objectives for Fiscal Year 2023
Roeland Park, Kansas

Progress Report: 2nd Quarter

Completion Index	
<i>Cost</i>	<i>Deadline</i>
0=Incomplete	0=Incomplete
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3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed	
Incomplete Objectives from:								
2019								
F	2 Develop 4 to 5 Historical Markers/Interpretive Signage	Public Works Director & Public Works Committee	\$ 30,000			9/30/19	Council has appointed an Ad Hoc Committee to work on this objective along with the update to Roeland Park's history book. Police Chief is staffing the committee. Committee presented plan to council on 5/21/22. Direction from Council provided to engage a historian who can lead this project to completion. Historian approved on 5/15/23. Historian is completing research and providing bi-weekly reports to the Historical Committee. Historian work is anticipated to extend through 4/30/24 and cost \$36k.	
2020								
A	1 Update Roeland Park History Book from 1996 to Present	Tom Madigan and Volunteer Historians	\$ 1,000			10/31/20	Council has appointed an Ad Hoc Committee to work on this objective along with the update to Roeland Park's history book. Police Chief is staffing the committee. Committee will complete work on signs then move to updating history book. Historian scope noted in the Historical Sign objective above includes updating the Roeland Park history book. The Plan is to start fresh with a new history book instead of update the existing book.	
2021								
A	1 Quarterly Diversity and Racial Equity Assessment	Equity Committee	\$ 2,000			12/31/21	First meeting of Equity Committee held 9/2020. The Committee developed goals and presented to Council. Committee converted to standing committee 3/15/21. City partnered with JOCO on Racial Equity in Communities program for \$6k. Scope of Objective modified during 2023 to reflect incorporating DEI impact analysis into the agenda item reports and budget Objectives. DEI Committee continues to discuss methods to doing assessments.	
2022								
G	2 Update Zoning Code to Improve Clarity and Address Barriers to Missing Middle Housing	Assistant City Administrator and Building Official	\$ 45,000			12/31/22	Scope of services combined into one step in 2023 instead of two year approach. Proposal from Confluence secured and they are working on a draft. A public forum will be held on November 13th and joint meeting w/ council and PC on Nov. 20th.	
H	2 Implement Change Over of Police Vehicles to Hybrids	Police Chief and City Administrator	\$ 75,000	\$ 86,715	\$ 11,715	12/31/22	Two hybrid patrol units approved and ordered on 2/7/22 (for \$74,758). Vehicles were not produced in 2022 and Ford indicated only one would be available in 2023. We have received one Explorer Hybrid. Council provided direction to purchase 2 non-hybrid Dodge Durango's vs Ford hybrids due to uncertainty in Ford's ability to supply hybrids. Vehicles were in use starting in August with the final vehicle to go into service soon. The Ford Hybrid cost \$46,215 and a Durango cost \$40,500.	3

Item Number: Reports of City Officials:- XI.-C.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/20/2023
Submitted By: Keith Moody
Committee/Department: Admin.
Title: 3rd Quarter Strategic Plan Progress Report (5 min)
Item Type: Report

Recommendation:

Informational item, no action anticipated.

Details:

Attached please find the 3rd Quarter Progress Report for the Strategic Plan. As the City completes initiatives which advance the Strategic Plan staff memorializes those accomplishments into this report. The newest accomplishments are added at the end of the appropriate "Goal and Strategy". This helps to keep the report in chronological order.

The accomplishments completed or seeing progress in the 3rd quarter of 2023 are highlighted in green on the attached progress report.

Since adoption of the Strategic Plan in 2015 the City has taken steps in each of the 5 "Goal" areas as well as implementing initiatives that further each of the 17 "Strategy" areas. The City has undertaken a total of **167 initiatives** to date as part of the Plan's implementation which represents a **\$27.6 million investment** in the Community!!!!!!

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

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- What (if any) social determinants of health are impacted by this item?

- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Jones-Lacy, Jennifer	Approved	10/12/2023 - 1:15 PM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▫ 3rd Quarter Strategic Plan Progress Report	Exhibit

Strategic Plan
Roeland Park, Kansas

Page 1

Progress Report: 9/30/23

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
Goal 1: Create a long-term financial plan to diversify revenue supporting economic growth.						
1 A	Collaborate with peer cities with similar developmental issues and define potential options. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2017 Roeland Park collaborated with Fairway and Westwood on bidding out solid waste services. A new contract was executed locking in fees paid for solid waste for an initial 3 years. The new contract provides for performance standards as well as financial penalties in the event the contractor does not meet prescribed performance standards. Under the new contract weekly summary reports are also provided which list service complaints by address and chronicles the time addressed as well as the approach/reasoning behind each resolution. The 2019 Citizen Satisfaction Survey saw a 22% increase in satisfaction with solid waste services over the 2016 survey results.	\$ -	11/30/17	A new contract was executed locking in fees paid for solid waste for an initial 3 years. Citizen satisfaction improved with solid waste in 2019 from 2016, however satisfaction has not returned to 2008 levels. Mission changed to WCA for waste services as of 1/1/20; In 2020 WCA is charging Mission \$15.75/month and charging Roeland Park \$15.17/month for comparable service. A contract extension with WCA was approved in 2020 in cooperation with Fairway and Westwood for 2021 to 2025; the 2021 rate will increase to \$15.45/month with the monthly rate increasing not more than \$.35 each year.
			2. In 2017 Roeland Park began looking at animal control service alternatives to the NEAC system in place. This effort lead to Mission looking at delivering animal control services through a civilian staff within their police department. At the end of 2018 NEAC disbanded and each of the cities in NEAC contracted with the City of Mission to provide animal control services. It is anticipated that has a contract relationship with a single municipality will provide for improved animal control service at a lower cost (\$12,000 savings from NEAC fee).	\$ (12,000)	1/1/19	Contract executed in 2018 service began 1/1/19. Performance review in 2019 shows satisfaction with the service as well as lower than anticipated costs.
			3. In 2018, other NE JOCO cities were asked if they would have interest in sharing a Public Information Officer. The other communities felt their communications approach was working effectively and had concerns about how sharing a staff position would be implemented so that the shared time amounted to the percentage being charged per entity. In 2019, Roeland Park implemented a contracted PIO position on a trial basis to determine if this approach would be effective.			Contract PIO Began 1/1/2019. Monthly reports including benchmarking comparisons to other cities provided. Contract PIO program continues in 2020.
			4. In 2018, Roeland Park approached Mission, Fairway and Westwood if they were interested in joint participation in a City Magazine. The other communities felt their current newsletter, social media efforts and own city magazine in the case of Mission is working effectively. Roeland Park proceeded to meet with two local firms that have experience producing city magazines but ultimately the cost of production was beyond Roeland Parks budget.			Complete
			5. In 2017 Roeland Park invited Fairway to purchase salt through a joint method to reduce the price per ton. Fairway indicated they were pleased with their current method. Roeland Park reached out to some of the larger cities in JOCO and found that Roeland Park was able to piggy back on Lenexa's salt purchase contract resulting in a savings over prior year prices. Roeland Park informed Fairway of this opportunity.			Complete
			6. In 2015 Roeland Park and Fairway entered into an agreement for the joint construction of a salt storage facility on Fairways public works site. Construction of the facility was completed in 2016.	\$ 70,900	8/1/16	Complete

**Strategic Plan
Roeland Park, Kansas**

Page 2

Progress Report: 9/30/23

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			7. In 2018 Roeland Park made request of Mission to de-annex .7 acres of land (old KDOT right of way) owned by Roeland Park at the northeast corner of Roe and Johnson. The boundary line adjustment will simplify development and ongoing regulation of the site. Development at this intersection began in 2017 with construction of a new bank and hospital it is continuing with the Gateway project in Mission. Encouraging development of the NE corner at this same time is beneficial to both communities.	\$ 74,602	12/9/19	Deannexation from Mission and Annexation by Roeland Park completed on 10/22/19. Financial consideration agreement with Mission completed on 12/9/19. First of two payments to Mission made in June of 2020. 2nd payment made in June of 2021. Complete
			8. In 2019 Roeland Park is including Westwood Hills in our annual contracted street maintenance bid in hopes that the larger volume will generate lower per unit prices.			Complete in 2019, continuing in 2020.
			9. Starting in 2016 Roeland Park began offering contract code enforcement services to Westwood Hills which reimburses the City for the use of this staff time plus an administrative fee of 15%.			Complete
			10. Roeland Park has an interlocal agreement with the City of Westwood to provide Building Inspection services when either City is in need. Prior to hiring John Jacobson, the City was without a Building Inspector for several months. We were able to rely on the City of Westwood's building inspector on a contractual basis to fill that void. Likewise, Mr. Jacobson has helped Westwood with building inspections when their staff was unavailable.			Ongoing
			11. Roeland Park, Westwood and Kansas City, KS worked together to rebrand the 47th Street Corridor and host an inaugural community event to promote the businesses within the corridor and provide for a social event for residents.	\$ 3,000	9/8/19	Event was a success, hoping it will be an annual event.
			12. Roeland Park is a partner with MARC and other first tier cities on a Workforce Housing Study.	\$ 750	12/16/19	Results of housing study presented to Council by MARC on 12/16/19.
			13. Roeland Park is a partner with JOCO and other JOCO cities on an affordable housing study.	\$ 650		Study and report completed in 2020. Tool Kit presented to Council by UCS on 2/21/22.
			14. Roeland Park is working on an interlocal agreement to provide Code Enforcement services on an as needed basis to Mission Woods.		10/5/20	Approved 10/5/20.
			15. Worked with Fairway to develop a plan for extending a sidewalk along Buena Vista which passes through both cities and serves to enhance pedestrian safety for residents of both communities.	\$ 206,591	10/31/23	Design reviewed on 1/18/21. Easements acquired. Contract awarded. Construction to began in 7/2022. Completed in 10/2022. Net cost to Roeland Park is \$306k, Fairway paid \$70k and CARS paid \$195k.
			16. Possibility of Mission Hills providing Roeland Park arborist services being discussed.	\$ -	11/15/21	Staff met to discuss on 9/16/21, a service agreement was developed and adopted on 11/15/21.
			17. Offering opportunity to other cities to piggyback on the curbside glass recycling contract for services commencing on 1/1/23.	\$ -		Proposals for curbside glass recycling service reviewed with Council approving agreement with Ripple on 8/22/22. Comms plan implemented in 4th qtr. of 2022.

**Strategic Plan
Roeland Park, Kansas**

Page 3

Progress Report: 9/30/23

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			18. Working with Johnson County Community College on lease agreement for classroom and office space at the community center for adult education class offerings.	\$ (20,000)	5/22/23	JCCC is losing access to the JoCo Library the fall of 2023 due to the library's relocating to a new facility being built next to the Merriam Community Center. City, JCPRD and JCCC staff worked to develop a lease that would provide classroom and office space for adult education classes at the Community Center. The Lease was executed in May 2023 effective 7/1/23. Classes begin in August of 2023. The lease revenue helps to reduce the annual subsidy of sales taxes dedicated to operate the Community Center.
1 B	Prioritize grant funding opportunities to improve the community and diversify finances. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2016, STP Funding identified, applied for and secured \$4.6 million to support street/storm/signal/lighting/walkways/landscaping improvements along the entire length of Roe Boulevard. TIF 1 and TIF 3 resources also identified too support this project as well as CARS funding. Of the \$10 million total project cost only \$.226 million is coming from sales taxes.	\$ 10,000,000	12/31/16	Bids opened 3/21/20, construction began in May 2020. Phase 1 complete 11/30/20. Phase 2 (mill/overlay north of 48th and landscaping) completed 5/2021. Entry signs installed 8/2021 and bulbs planted 11/2021. Project complete 11/2021.
			2. In 2017, USTA Grant identified, applied for and secured for \$32,000 to support reconstruction of the R Park Tennis Courts.	\$ 160,690	12/31/17	Tennis courts completed to include pickle ball as well as youth tennis lines in 2018.
			3. In 2017, CDBG Grant identified, applied for and secured \$100,000 to support street/sidewalk improvements to Birch Street.	\$ 278,500	12/31/17	Birch street/sidewalk completed 12/20/18.
			4. In 2017, CARS Funding established a street improvement plan which optimizes the CARS resources available to the City each year and incorporated these resources into the Capital Improvements Plan.	\$ -	8/31/17	CARS funding secured for 2018, 2019 and 2020 projects. 2021 through 2025 CARS projects planned in the CIP.
			5. In 2017, SMAC Funding established a storm system improvement plan which optimizes the use of SMAC resources by coordinating street improvements and storm sewer improvements into the Capital Improvements Plan.	\$ -	8/31/17	Agreement with JOCO for drainage basin project coordination completed in 12/2019. Inspection of pipe/structures is continuing.
			6. In 2017, KDHE Arboretum Grant identified, applied for and secured \$25,000 for 20 trees to be planted to establish an arboretum in R Park.	\$ 25,000	12/31/17	Trees installed at R Park in the spring of 2018.
			7. In 2018, CDBG Grant applied for and secured \$135,000 to support street improvements to El Monte Street.	\$ 166,000	10/31/18	Project completed 8/31/19.
			8. In 2018, Planning Sustainable Places grant identified, applied for and secured for \$80,000 to support a planning/visioning effort for the intersection of 48th and Roe as well as the Johnson Drive corridor.	\$ 100,000	9/30/18	Final Corridor Plan presented to Council 8/5/19.
			9. In 2019 SMAC funding will also be used to aid in funding inventory and videotaping of the City's in ground storm water collection system.	\$ 58,389	12/1/19	Contractor completed inventory/videotaping of City storm sewer system in 2019.
			10. In 2019, \$79,500 in CARS funding used to complete improvements to 50th Terrace from Roe to Cedar.	\$ 182,256	8/31/19	Project completed in summer of 2019.
			11. In 2019, information being gathered concerning the Kansas Land and Water Conservation Grant program, as an opportunity to partially fund R Park and Aquatic Center improvements planned for 2020/21.			Notice of grant would not come before award of contract for these two projects. Staff will look at applying for eligible projects planned out past 2020.
			12. Two CDBG eligible projects for 2021 funding presented to Council.	\$ 200,000	9/30/20	Two 2021 projects presented in May 2020, council direction was to apply for \$200k in funding for ADA Improvements at Community Center and Aquatics Center. Roeland Parks project is not recommended for funding as of 9/30/20.

**Strategic Plan
Roeland Park, Kansas**

Page 4

Progress Report: 9/30/23

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			13. Looking at street, sidewalk and bike trail projects that would qualify for STP funding in 2022 or 2023.		12/30/20	Nail and Elledge improvement projects submitted for STP funding in May of 2020. Neither project was recommended for funding by the STP committee as of 12/30/20. The trail improvements planned in Phase 3 of R Park do not qualify for STP funds.
			14. Working with County on CARES Act funds to be allocated to JOCO cities.	\$ 213,000	12/31/20	City Administrator served on advisory committee to JOCO on how to distribute a portion of the \$116 million in CARES Act funds to cities. The City will receive \$213,000 in Cares Act funds. Projects supported by these funds have been completed.
			15. American Rescue Plan Act Fund Utilization	\$ 1,020,000	3/28/21	Witt O'Brien hired to assist the City in developing a plan for how best to employ the resources. US Treasury final guidelines issued 1/2022 allowing for all funds to be used for revenue replacement. Council adopted ARPA funding plan on 7/5/22. Service agreements with Habitat for Humanity and the Chamber approved on 10/3/22 to provide housing and local business assistance. Chamber is working on Project RISE. Other projects funded with ARPA resources include: Community Center Renovation, Pool Painting, Tornado Siren Replacement, Street Light Painting, License Plate Reader Cameras, AV upgrades to City Hall and Community Center, Zoning Code Updates and Tree Inventory.
			16. JCPRD Contribution to Community Center Parking/Storm Drainage Improvements	\$ 122,000	3/28/21	JCPRD has allocated funds for the parking lot and storm drainage improvement project. Contract awarded in September, to be complete prior to the start of the 2022 pool season.
			17. Kansas Creative Arts Grant identified and applied for in support of the 48th Street mural.	\$ 10,000	2/10/22	Received notification of a \$10,000 grant award for the mural project in July. Mural dedicated on 10/23/22. Grant funds received in February of 2022.
			18. Application for \$200k in CDBG funding for the 2022 Elledge reconstruction project submitted.	\$ 151,000	10/1/21	CDBG award increased from \$125k to \$151k due to extra funds being available. Easements secured. Contract awarded and construction began in June of 2022. Construction to be complete in 11/2022.
			19. SMAC Grant submittal for replacement of corrugated metal pipe prepared for 2023 funding cycle.	\$ 436,335		City Engineer and PWD completed a grant submittal for lining the 60" corrugated metal storm pipe under Roe Blvd 1/31/22. SMAC approved \$436,355 in funding for 2023 construction.

**Strategic Plan
Roeland Park, Kansas**

Page 5

Progress Report: 9/30/23

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
				20. Consider implementation of a Stormwater Utility Fee to diversify revenue sources and potentially reduce mill.	\$ 300,000		Presentation and discussion held at 1/3/22 and 3/21/22 workshops. Comparison of cities collecting fee on not for profits provided on 4/4/22. Council direction on 4/4/22 was to develop and implement an education plan leading to the fee being implemented for FY 2024. Education plan has been developed. Council adopted a storm water policy on 1/17/22 that goes into effect 8/1/23. The 2024 storm water fee is reflected in the draft 2024 budget. Communications have sent out through normal channels concerning implementation with letters sent to all commercial/school/church/government property detailing how the fee was calculated and when the fee will take effect.
				21. Pursue Spark Grant	\$ 5,000,000		A SPARK grant was submitted 2/28/22 to fund renovations to the Community Center. Project was not approved for funding.
				22. Pursue BASE Grants	\$ 2,391,250		A BASE grant was submitted 2/28/22 for funds to complete improvements to and extend Roe Parkway to Roe Boulevard (\$2.2 million). A BASE grant was submitted 2/28/22 for funds to support the Johnson Drive improvements planned for 2022 (\$191,250). Neither project was selected for funding.
				23. Pursue STP and CMAQ Grants	\$ 1,120,000		In April 2022 a pre-application was submitted for 2025-26 STP funds in support of Phase 1 Nall Ave improvements completed along with a CMAQ funding application for replacing the street sweeper with an all electric sweeper. \$660k of STP funds awarded to Phase 1 Nall project (or 72% of construction) in 2025; no funding awarded for electric sweeper
				24. Pursue T Mobile Home Town Grants	\$ 50,000		Submitted 2022 Elledge Drive Complete Street project for funding consideration on 6/29/22. Received notice on 8/15/22 that grant was not awarded.
							9/12/22 submitted second grant application for the Mighty Bike play sculpture for \$50k. No grant awarded.
				25. Pursue CDBG grant for 2024	\$ 200,000		A \$200k application for CDBG funding for 2024 is contemplated in support of a sidewalk extension and storm drainage improvement project between El Monte and Delmar.
1	C	Evaluate the historical, present and future financial commitments of Roeland Park and create a written analysis. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2016, Columbia Capital completed an analysis of the debt obligations of the City which is now incorporated into the monthly financial summary provided by the Finance Director.	\$ 1,912	1/1/16	Complete

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			2. In conjunction with development of the 2018 Capital Improvements Plan, the City acquired the Plan It asset management software. This system allows the City to plan for perpetual investment in each capital item under our responsibility. The system reflects the funding source, the timing of when resources are available and when resources will be spent. It employees a two part scoring system to prioritize projects. It has the capacity to attach all supporting documents associated with an asset including pictures, studies, plans and legislative records. This tool in concert with the three year budget forecast model employed by the City provides information necessary in determining the present and future financial needs of the City.	\$ 725	8/31/17	On going, updated annually with budget process.
			3. At Council's request, Columbia Capital provided borrowing scenarios and procedure information as part of the 2020 budget process. Staff also provided Council budget scenarios reflecting different borrowing amounts. The borrowing analysis focused on funding new parks/recreation amenities, beyond merely replacing existing infrastructure.	\$ 800	7/1/19	Council completed a planned \$1.25 million borrowing with a ten year maturity with a 1.51% interest rate to fund new parks and pool facilities as of 9/30/20; in addition two outstanding issues were refinanced saving residents over \$50,000.
			4. Council approved placing on the 11/3/20 ballot a question that would extend the term of the current special purpose sales tax as well as increase it from a quarter of a percent to one-half of one percent. This would generate an additional \$375,000 annually to be used on maintaining infrastructure and buildings.	\$ 375,000	11/3/20	Communications plan executed. Question was approved with 60% in support on 11/3/20.
1 D	Dedicate resources to create a financial plan with the purpose to diversify the revenue base. (Phase 1 and Phase 2)	City Administrator & Asst. City Administrator	1. In 2016, the Development Committee created development plans for The Rocks and Northeast RJ (the two undeveloped sites owned by the City. These uses will diversify the revenues which support city services.	\$ 23,290	12/31/16	Sale of Northeast RJ land closed on 12/26/19. Staff continues to discuss The Rocks with prospective developers.
			2. In 2017, the City approved plans for St. Luke's Hospital and Commerce Bank to develop new sites. Development of this property diversifies land use and contributes to diversity of revenues in support of city services.	\$ -	6/30/18	The two sites contribute to an attractive gateway and synergy of development at this intersection.
			3. In 2019, the City entered into a land sale agreement worth \$1.2 million with Sunflower Medical Group to construct a medical office building that will accommodate multiple medical service providers within the City limits.		5/6/21	Construction completed and facility occupied May 6, prior to the 6/25/21 construction completion deadline.
			4. In 2019, the City completed a corridor plan for Roe and 48th as well as Johnson Drive from Roe to Roeland Dr. This citizen lead initiative identified redevelopment scenarios for each corridor that residents support. All of the concepts would diversify and strengthen the City's revenue base.		8/19/19	Council has adopted the corridor plan.
			5. Entered into an MOU and land sale agreement with Sunflower Development on a mixed use development concept for the Rocks. The principal use being a 200 unit multi-family building.		1/2/22	MOU extended to 1/2/22. Land sale agreement approved 1/3/22. Due diligence period expired 5/4/22 without execution of the Land sale agreement.
			6. Enter into an MOU and land sale agreement with EPC for the Rocks to provide diversity in housing (200+ unit multi-family building as anchor) options as well as commercial space (mixed use).			MOU executed 6/21/22. Land sale agreement executed 9/6/22. Funding agreement approved 9/19/22. Development agreement, TIF Plan, CID, IRB, Rezoning and Preliminary Development Plan approvals completed 12/19/22. Final Development Plan approved 4/3/23. Sale of the property closed on 8/30/23. Construction to commence by 6/1/24
			7. Encourage redevelopment of Southwest Corner of Mission and 47th.			Planning Commission recommended rezoning and a preliminary development plan 12/20/22 for an urgent care use on the site.

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			8. Encourage redevelopment of the Presbyterian Church site.			Planning Commission has provided feedback to owner concerning a townhome concept on the site as well as recommending rezoning to allow use of the site as a theater. The theater concept has fallen through so the church remains on the market.
1 E	Establish an Economic Development Committee to work with the City Council, residents and business community for implementation of the finance plan. (Phase 1 and Phase 2)	City Administrator & Asst. City Administrator	1. In 2015 The Development Committee was established. They have created development plans for The Rocks and Northeast RJ reflecting diverse uses to further the financial plan.	\$ -	1/31/21	The work of this Committee lead to a land sale for Northeast RJ in 12/2019. The buyer built a medical office facility. Committee efforts also led to sale of the Rocks for a mixed use development. Both sites will broaden the employment opportunities in Roeland Park and diversify the land uses in Roeland Park. Committee retired as of 1/31/21.
Goal 2: Create a commercial development plan to revitalize underutilized property and leverage available land to create a sustainable community.						
2 A	Identify and prioritize potential commercial development sites in order to attract and retain developers and retail constituents supporting sustainable goals. (Phase 1)	City Administrator & Asst. City Administrator	1. The City also continues to support and attend the 47th and Mission Overlay Committee meetings along with representatives from the UG, Westwood, and area business leaders to discuss development in the district including the plans for development at the southwest corner of 47th and Mission.	\$ -		47 Committee developed revisions to the development standards, approved by Council on 5/2/22. City continues to encourage redevelopment on the SW corner of 47th and Mission.
			2. The Rocks and Northeast RJ development plans support this goal.	\$ -		Land sale for Northeast RJ (for \$1.2 million) in 12/2019. The buyer built a medical office facility. The Rocks property was sold on 8/30/23 to EPC. Both of these projects result in development of underutilized sites that broaden the employment opportunities in Roeland Park and diversify the land uses contributing to a more sustainable community.
			3. In 2017, City learned more about the Walmart site lease terms and identified the TIF1 resources that will accumulate through the end of the TIF (2023).	\$ -	12/31/18	TIF development amended in 2018 to expand options for use of excess TIF resources. \$2.368 million in TIF 1 resources used on the Roe 2020 project.
			4. In 2018, the City identified the TIF3 resources that will accumulate through the end of the TIF (2025) and has incorporated these incentives into marketing of The Rocks.	\$ -	12/31/18	Ongoing
			5. In 2018, the City took the lead to clear up land use uncertainty for properties along the north side of Johnson Drive.		8/31/18	Covenant amendments filed, first redevelopment within the corridor underway in 2018 and completed in 2019.
			6. In 2019, a citizen-led planning/visioning process occurred for the area at 48th and Roe as well as along Johnson Drive. This effort produced redevelopment concepts for land along these corridors.		8/19/19	The final report was adopted by Council on 8/19/19.
			7. Update the Comprehensive Plan plus review Universal Design guidelines and residential design standards	\$ 65,000	9/21/20	Comprehensive plan was adopted by Council on 9/21/20.
			8. Complete strategies included in Comprehensive Plan Update	\$ 20,000	11/1/21	Universal Design incentives developed and adopted on 9/7/21. Residential Design Standards developed and adopted 11/1/21.

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			9. Create TIF 4 district to support mixed use development of the Rocks site.			TIF 4 created and TIF 3 boundary amended on 2/21/22. TIF 4 development plan approved and will become active in 2025.
2 B	Leverage commercial development sites as anchors for transforming Roeland Park into a community that serves to attract all ages with target audiences of young adults and seniors. (Phase 2)	City Administrator & Asst. City Administrator	1. The Sustainability Committee and Asst. City Administrator have been working through the MARC Community for All Ages recognition program.	\$ -	4/19/19	The City received Silver designation in 2017 and Gold designation in April of 2019.
			2. The mix of uses reflected in The Rocks and Northeast RJ site plans further this goal.	\$ -		The addition of professional medical services at the Northeast RJ site (via Sunflower Medical and Advent Health) also provided new employment opportunities both of these contribute to Roeland Park being more attractive to a broader age range of residents. The proposed mixed use development of the Rocks will add diversity of housing options as well as new commercial space; this too enhances Roeland Park's appeal to a broader age range of residents.
			3. The Planning Sustainable Places planning/visioning project (see Goal 2A above) also furthers this goal.		8/19/19	Both the Johnson Drive and 48th/Roe corridors provided mixed use redevelopment concepts that would broaden commercial and residential offerings attractive to all ages. The final report was adopted by Council on 8/19/19.
			4. In 2018, the City adopted a Master Sidewalk/Bikeway Plan which serves as a guide for extending sidewalks and biking routes, this furthers this goal.	\$ 3,000	6/30/18	The plan aids in identifying sidewalk extensions as well as bike route additions in coordination with street projects.
			5. The City developed the R Park Phased Development Plan on 3/18/19 and approved the design task order for Phase 1 of development plan which will install a pavilion and fully accessible restroom facility. The Master Plan also incorporates elements of Universal Design which will increase accessibility to and throughout the park.		4/7/23	Phase 1 and 2 completed 11/30/20. Phase 3 completed 4/7/23.
			6. Assemble land to encourage redevelopment along north side of Johnson Drive.			Council authorized the purchase of 3 adjoining properties at the east end of this corridor on 3/21/22. Closing completed on 4/30/22. Tenant leases for both sites are in place for up to 18 months. St. Luke's has indicated that they are not interested in purchasing the north end of the vacant lot. Discussions with adjoining residential lots will occur along with development of a preliminary plat.
2 C	Establish an Economic Development Committee (as mentioned in Goal 1) to reignite dialogue between developers, planning committee, citizens, and others by increasing transparency at each level. (Phase 2)	City Administrator & Asst. City Administrator	1. The Development Committee was established in 2015 as addressed in Item 1E.	\$ -	12/31/21	With the sale of the Rocks site pending the goal of the Committee has been achieved, the Committee's annual term expired on 12/31/21.

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			2. In 2019, Planning Commission and Development Committee members serve with citizens and commercial property owners on the PSP Project Committee, leading an intense community engagement process, looking at the 48th and Roe intersection and Johnson Drive corridor.		8/19/19	Corridor plan adopted in August 2019.
			3. In 2019, a Business Satisfaction Survey was administered for the first time.	\$ -	4/8/19	Results of survey presented on 4/8/19.
Goal 3: Market Roeland Park to increase awareness and promote a positive image.						
3 A	Create a new branding endeavor of Roeland Park as premier city of choice. (Phase 1)	City Clerk	1. In 2017, the City completed a branding plan and logo. Implementation of the branding plan began in 2018.	\$ 14,740		Logo has been implemented on vehicles, buildings, wayfinding signs, clothing, social media, website and official documents, street signs and entryway signs.
			2. In 2019 a marketing firm will assist in enhancing public communications as well as implementing the branding initiative.			PIO was selected and began work on 1/1/19. The effectiveness of our communications efforts is reported monthly, comparing our performance to that of comparable communities.
			3. The City hired Civic Plus to create a new website that included the new logo and help rebrand the City. Website was completed in 2018.		8/2/18	Complete
			4. Council approved finish elements for street lights, traffic lights, benches, stamped concrete and entryway monuments as part of the Roe 2020 project that will further the City's brand and provide for a unique appearance for Roeland Park.	\$ -	7/1/19	These elements are reflected in the Roe 2020 project. Logo was incorporated on street names signs and street banners along Roe. Three entryway signs installed in August 2021 with color changing capacity employed during the 2021 holidays for the first time.
			5. 4 seasons of street banners employing the City logo developed and installed on Roe Boulevard. Lit winter decorations also provided.	\$ 46,000	9/30/21	Four seasons of street banners have now been installed along Roe. Lit winter decorations installed 12/1/21 for the first time.
3 B	Ensure continuous outreach to effectively engage citizens, businesses, public and nonprofit sector. (Phase 1)	City Clerk/Police Chief	1. In 2017, more outreach through social outlets began.			Ongoing
			2. In 2017, a six month public engagement process was completed for the Roe 2020 visioning.		11/2/17	Complete
			3. In 2018, a monthly Communications Report was created to track the effectiveness of efforts to engage the public.			As of 9/30/20 the PIO provides a quarterly communications report and presentation to council.
			4. In 2018, the number of newsletters was increased to 6 to 8. This will go back to 6 in 2019.		12/31/18	Complete
			5. In 2018, the city website was updated.	\$ 18,781	8/2/18	Complete
			6. In 2018, the City engaged residents of The Roe Manor Heights subdivision to eliminate discriminatory language from their covenants and uncloud land use issues for lots fronting on Johnson Drive.	\$ 10,000	5/22/18	This created a process that can be followed with other subdivisions to eliminate discriminatory language.
			7. In 2019, an intensive public engagement process is occurring in concert with the Planning Sustainable Places project.	\$ 100,000	8/19/19	Corridor Plan adopted by Council.
			8. In 2019, an intensive public engagement process will occur in concert with the Comprehensive Plan update.	\$ 65,000		Confluence began working with the Planning Commission in August of 2019; on 9/21/20 the Comprehensive Plan was adopted by the Council.
			9. In 2019, a marketing firm will be engaged to enhance public engagement as well as further the branding initiative.	\$ 12,000	12/31/19	Consultant began 1/1/19, contract continuing into 2020.

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			10. In 2019 a communications plan for the 2019-20 leaf pick up program was developed to guide communications efforts leading up to and during this project.			Implemented on 10/23/19
			11. In 2019 a communications plan for the Roe 2020 project was developed to guide communications efforts leading up to and during this project.			Implemented on 10/31/19
			12. In 2019 a communications plan for the R Park Phase 1 improvements was developed to guide communications efforts leading up to and during this project.			Implemented on 11/20/19
			13. In 2019 a communications plan for the Aquatic Center renovation project was developed to guide communications efforts leading up to and during this project.			Implemented on 12/5/19
			14. Video taping of council meetings began on 1/6/20 to provide residents the ability to watch council meetings and stay apprised of issues being discussed by their elected leaders.	\$ 3,230	1/6/20	Complete
			15. Virtual Council and Committee meetings implemented in order to continue the work of the City while affording public participation.			In March of 2020 City secured a monthly subscription to GoToMeeting, affording public access to virtual meetings.
			16. Hybrid meeting capability implemented allowing for residents to attend virtually or in person as well as adding closed captioning.			Changed to Zoom in June 7, 2021. No additional cost over GoToMeeting. Closed captioning capability is a free app. Meetings continue to be recorded and made available to the public on YouTube.
			17. Work with Chamber to enhance engagement with the Roeland Park business Community.	\$ 100,000		Contract for service executed in 4th Quarter of 2022. Project Rise created and implemented in first half of 2023. Council has created a Task Force to review work complete in 2023 and identify goals for 2024.
3 C	Establish Roeland Park as the premier community for location and service. (Phase 1)	City Clerk/Police Chief	1. In 2016. the City completed a third citizen satisfaction survey to benchmark performance against neighboring communities and identify what service areas have the greatest return on resources invested.	\$ 15,000	10/30/16	The benchmark document has aided in setting annual Objectives (priorities) as part of the budget development process.
			2. In 2016, the City completed a single family Cost of Living Comparison to benchmark with the other KC metro communities.	\$ -	10/30/16	The benchmark document has aided in setting annual Objectives (priorities) as part of the budget development process.
			3. In 2019 a Citizen Satisfaction Survey was completed, this will continue to identify areas where we can improve compared to neighboring communities, but also identify trends from efforts implemented since the 2016 survey.	\$ 20,000	4/1/19	Survey completed 4/1/19. Overall satisfaction increased 1.8 points from 20016 survey.
			4. In 2019 a tax rebate program was implemented to provide tax relief to impoverished members of the community.	\$ 2,865	12/1/19	Complete, the program will continue in 2020.
			5. In 2019 the City doubled its contribution to its Minor Home Repair Program.	\$ 4,500	1/1/19	Complete
			6. Complete single family Cost of Living Comparison to benchmark with the other KC metro communities in 2020.	\$ -	6/15/20	The benchmark document was updated to reflect costs as of 1/1/20. It is used in setting annual Objectives (priorities) as part of the budget development process as well as providing insight on solid waste, sales tax, property and storm water fees.

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			7. The City completed a process to select a solar services consultant/partner in order to complete analysis of the potential rate of return and payback period for solar energy installations at municipal facilities. The project would reduce dependency on fossil fuel derived energy and advance the city's role as a leader in sustainable efforts.			In partnership with Evergy the City is moving forward with solar installations at the Community Center and City Hall. The IRR of the project is 236% with a 2.5 yr. payback period. Roof was replaced at City Hall 12/15/20. Solar was operational at the Pool Pump House in May 2021 and at the Community Center and City Hall in June of 2021. A dashboard accessible through the City website to shows performance of the two solar installations
			8. Receipt of the Leading the Way Award from ETC, recognizing Roeland Park as being in the top 10% of all cities for levels of citizen satisfaction.		9/20/21	Award presented at the 9/20/21 council meeting.
			9. First KC area curbside glass recycling service implemented city wide.		1/1/23	As of 1/1/2023 a new curbside glass recycling service unique to the metro area began. Monthly reports provided on participation and diversion weights.
Goal 4: Connect citizens to the community through events, places, services and activities.						
4 A	Increase effective communication as an essential element in the quest to increase community involvement. (Phase 1)	All Directors/City Administrator	1. The Events Committee coordinates events throughout the year to bring residents out to meet and enjoy Roeland Park amenities. In 2018 they hosted the Fall Family Picnic at R Park and the Spring Fling at Nall Park. The Governing Body and Staff continue to recruit to build participation in the Events Committee. The committee has been re-configured as the Community Engagement Committee which will shift to engaging the public in smaller scale events and assisting staff with planning of larger events.			Ongoing
			2. In 2017, more outreach through social outlets began.			Ongoing
			3. In 2017, a six month public engagement process was completed for the Roe 2020 visioning.		11/2/17	Complete
			4. In 2018, a monthly Communications Report was created to track the effectiveness of efforts to engage the public.			Ongoing
			5. In 2018, the number of newsletters was increased to 6 to 8. Went back to 6 in 2019.			Ongoing
			6. In 2018, the city website was re-designed.	\$ 18,780	8/2/18	Complete
			7. In 2018, the City engaged residents of The Roe Manor Heights subdivision to eliminate discriminatory language from their covenants and uncloud land use issues for lots fronting on Johnson Drive.	\$ 10,000	5/22/18	Complete
			8. In 2019, an intensive public engagement process occurred in concert with the Planning Sustainable Places project focused on the Johnson Drive and 48th/Roe corridors.		8/19/19	Corridor Plan adopted by Council.
			9. In 2019, an intensive public engagement process began in concert with the Comprehensive Plan update.			Council adopted Comp Plan on 9/21/20.
			10. In 2019, a marketing firm will be engaged to enhance public engagement as well as further the branding initiative.			Started 1/1/19.
			11. In 2019 communications plans developed for major projects.		12/5/19	Complete
			12. In 2019 quarterly progress reports provided to track efforts which address the Strategic Plan Initiates.			Ongoing
			13. Citizens Academy Offered	\$ 7,000	11/3/21	Council approved providing a citizen's academy in the fall of 2021 with \$4,000 of the \$7,000 total cost being covered by donations. Classes began in September concluded in November 2021. We plan to conduct the academy every other year.

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			14. 2021 Citizen satisfaction survey.	\$ 20,850	9/30/21	Council finalized special questions in May, survey distributed in June, final report was in September. Significant improvement in satisfaction with community engagement noted.
			15. Utilize ETC's small survey tool to gather public input/feedback on current topics.	\$ -	3/31/22	The City utilized this new service for the first time to gather public input concerning a tree preservation policy being considered. A second survey was conducted to gather insight on declines in satisfaction with the bulky item pick up service.
			16. 2023 Resident satisfaction survey.	\$ 20,850	7/24/23	Council finalized special questions in April, survey distributed in May, final report was in July. Overall satisfaction index increased for the 4th consecutive survey.
4 B	Increase civic activities to connect residents to the community. (Phase 2)	All Directors/City Administrator	1. The Events Committee coordinates events throughout the year to bring residents out to meet and enjoy Roeland Park amenities. In 2018 they hosted the Fall Family Picnic at R Park and the Spring Fling at Nall Park. The Governing Body and Staff continue to recruit to build participation in the Events Committee. The committee has been re-configured as the Community Engagement Committee which will shift to engaging the public in smaller scale events and assisting staff with planning of larger events.			Ongoing
			2. For 2019 Roeland Park partnered with Westwood and Kansas City, Kansas on a new festival (The 47 Foodie Fest) with brought residents to the 47th and Mission corridor.	\$ 3,000	9/8/19	Successfully completed first event on 9/8/19. Successfully completed 2nd event with increased attendance on 6/5/22.
			3. KC Symphony performance at R Park.		4/15/21	An estimated 350 people attended this free concert at our recently completed park renovation.
			4. Pool renovation ribbon cutting event with DJ and T-shirt give away.		5/29/21	The event celebrated completion of the pool renovations and opening of the pool for the 2021 season.
			5. First ever dog swim at Aquatic Center.		9/7/21	Very strong attendance with 78 dogs attending. \$500 raised in support of K-9 officer.
			6. First ever Haunted Trail event held at Nall Park.		10/23/21	Over 500 people attended this new event.
4 C	Promote community service opportunities to encourage resident involvement and connection to Roeland Park. (Phase 2)	All Directors/City Administrator	1. In 2014, the Citizen's Fundraising for R Park secured a grant for granular trails in R Park.	\$ 25,500	10/31/14	Complete
			2. In 2017, the Parks Committee in collaboration with the Urban Trail group completed the design and construction of a multi-user trail in Nall Park.		11/30/17	Complete
			3. In 2018, Citizen's Fundraising for R Park, Parks Committee and Arts Committee led fundraising for a new signature art piece at R Park.	\$ 80,000	5/22/19	All funds have been raised and See Red Run sculpture installed in May 2019.
			4. In 2017, Citizen's Fundraising for R Park led fundraising for a new pavilion at R Park.			Design of the structure is progressing in concert with the Phase 1 improvements at R Park scheduled for 2020.
			5. In 2018, the Parks Committee began working on developing a phased development plan for R Park.	\$ 30,000	3/18/19	Phased development plan adopted 3/18/19. Design of the phase 1 elements is underway in 2019.
			6. In 2019, the Neighbors Helping Neighbors program was established to provide property maintenance assistance for owners who are not able to complete the work themselves.	\$ 5,600	12/31/19	The program was a success in 2019 and will continue in 2020.

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			7. In 2019, an Aquatics Advisory Committee was established as a standing committee to provide recommendations on pool related policy and operations.	\$ -	6/1/19	Complete
			8. In 2020, an Ad Hoc Historical Committee was established to work on updating the City's history book and Historic Markers.			Committee membership established in March 2020, no progress as of yet.
			9. In 2020 an Ad Hoc Police Policy Review Committee was established to work on updating Police policies.		6/20/21	A divers group was appointed to this committee which has been reviewing police policy and making recommendations on to the Council. All policies reviewed and implemented in June of 2021.
			10. In 2020 an Ad Hoc Racial Equity Committee was established to work on developing a way to measure progress being made by the City to ensure racial equity.			A divers group was appointed to this committee which has been considering a rubric to measure racial equity progress. The committee was converted to a standing committee in March of 2021. They are working on implementing the objectives they developed and also partnering with Joco on DEI initiatives.
			11. In 2022 a citizen group presented an idea for a Mighty Bike Play Sculpture to compliment the green traffic garden at R Park. The group has committed to raising \$70,000 in support of the concept.	\$ 160,000		Council has incorporated the concept into a 2023 budget objective. Refined cost estimates reflect a total project cost of \$287k. Alternative pricing continues to be pursued along with alternative design options. Universal Design agreed to include this proejct in their scope of work at no cost. Contracts are in place with a structural engineer and playground safety specialist. A funding agreement is in place to ensure the \$60k of matching donations will be available
Goal 5: Promote recreational opportunities through enhanced green space, facilities and communication.						
5 A	Develop existing facilities and green space to maximize usage and service to the public. (Phase 2)	Public Works Director	1. In 2014 granular trails added to R Park.	\$ 29,000	12/1/14	Complete
			2. In 2014, new Community Center roof installed.	\$ 107,710	12/1/14	Complete
			3. 2016, new water fountain, benches, receptacles and picnic tables added at R Park.		10/31/16	Complete
			4. In 2016 restrooms and shelter renovated at Nall Park, new water fountain installed and playground equipment repainted.	\$ 103,500	8/30/16	Complete
			5. In 2016, plans to relocate public works in order to see that property developed to a higher and better use.			Ongoing
			6. City Hall ADA compliance modifications began in 2017 and will continue through 2020.	\$ 12,000	2/14/22	Final designs approved by Council in the 4th quarter of 2020. Bid awarded in March 2021. Final completion on 2/14/22.
			7. In 2017, multi-purpose trail added to Nall Park.	\$ 12,000	10/1/17	Complete
			8. In 2018, tennis courts reconstructed at R Park.	\$ 160,690	7/1/18	Complete
			9. In 2018, arboretum installed at R Park.	\$ 25,000	10/5/18	Complete
			10. In 2018, new shade sail structure added at Granada Park and two shade structures added at R Park.	\$ 42,190	4/29/19	Complete
			11. In 2018, completed Pool Analysis establishing direction for summer only pool operations. Improvements to pool will be planned during 2019.	\$ 35,555	11/31/18	Complete

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Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
			12. In 2018, new roofs were installed on the pump house and pool house structures, replaced main drain valve, replaced corroded fittings in pump house, lighting replaced, diving boards restored, chemical treatment system replaced, vortex/kiddie pool and slide pool repainted, and concrete deck repairs completed.	\$ 84,150	12/31/18	Complete
			13. In 2019 the following improvements were completed at the pool: replacing broken concrete deck panels, new climbing wall, removal of dome tethering system, new signage, caulking of deck, refurbishing of bulkhead, valve and fitting replacements in pump house, new dispensers in restrooms.	\$ 105,000	9/9/19	Complete
			14. In 2019 an interior/exterior design assessment lead by an ad hoc citizen committee provided design plans to enhance the Community Center.	\$ 19,500	12/9/19	Complete. Phased improvements have been incorporated into the Capital Improvement Plan.
			15. In 2019 two A/C only air handling units replaced by combined A/C and Heat forced air units at the Community Center. This allowed for the elimination of the boiler system while improving the energy efficiency of the building.	\$ 35,000	12/15/19	Complete
			16. Phase 1 and 2 of R Park Development Plan to include a new pavilion, restroom facility, soccer field, paved trail, ADA access and more	\$ 1,400,000	11/30/20	Council selected a contractor for phase 1 and 2, work began in May 2020. Neighborhood meeting held 4/22/20. Substantial completion reached in November of 2020.
			17. Nall Park amenity replacement.	\$ 31,343	1/17/20	Receptacles, benches and picnic tables replaced at Nall Park.
			18. In 2020-21 a major renovation is planned for the Aquatic Center.	\$ 1,800,000	5/29/21	Contract was awarded in June of 2020, work completed in May of 2021.
			19. Prohibit use of tobacco products at parks and recreation facilities.	\$ -	4/1/21	Passed ordinance on 3/1/21; goes into affect on 4/1/21; signage will be installed by 4/1/21. Education on the new law will be provided by social media, newsletter and city web site.
			20. Sweaney Park Amenity Replacement	\$ 4,245	8/9/21	Equipment has been delivered to Public Works. Installation complete 8/9/21.
			21. Improvements to Cooper Creek Park Phase 1.	\$ 33,000	11/30/21	Invasive species removal, fence installation, art installation, landscaping around welcome sign, new concrete pads added.
			22. Phase 3 of R Park Development Plan to include new playground equipment, paved trails, green traffic garden.		4/7/23	Construction began 7/2022; playground fall protection completed 4/7/23.
5 B	Enhance promotion of community events, facilities and programs to increase awareness and recreation participation. (Phase 1)	City Clerk	1. Every issue of the Roeland Parker includes upcoming events and dedicates a page to the recreational activities at the Community Center. In addition, staff send media blasts through constant contact emails and social media of all City events.			Ongoing each year.
			2. In partnership with JCPRD, tennis lessons were offered at the new tennis courts in 2018.	\$ -		Ongoing each year.
			3. In partnership with JCPRD and the Events Committee the Egg Hunt and Mayor's Tree Lighting events are being promoted through JCPRD publications as well as being assisted with planning/ coordinating/ staffing of these events. Attendance at the tree lighting was better in 2018 than it has been in the past 5 years, feedback was very supportive of holding the event at the Community Center and having more groups participating in the performances.	\$ -		Ongoing each year.

Strategic Plan
Roeland Park, Kansas

Page 15

Progress Report: 9/30/23

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost or (Revenue)	Date Completed	Status/Progress/Update
5	C	Identify and leverage additional financial, human and creative resources to expand recreational opportunities. (Phase 2)	City Clerk/Public Works Director	1. The Citizen's Fundraising Initiative for R Park has been active since 2014. Through 12/31/18 the group has raised \$229,403 in support of a limestone trail, benches, picnic tables, receptacles, signage, drinking fountain, a pavilion, an arboretum, shade structures, and artwork via fundraising events, grants, product sales, donations, awards and in-kind donations for the betterment of R Park.	\$ (229,403)		Ongoing
				2. In concert with Urban Trail and the Boulevard Apartments the City developed a multipurpose trail in Nall Park.	\$ 12,000	12/1/17	Complete
				3. In 2017, the City secured \$32,000 in funding to leverage against local resources in the reconstruction of the tennis courts at R Park. The courts now contain lines for youth play as well as lines for Pickle Ball play. JCPRD in partnership with the City is offering recreational programming at the new facility.	\$ 160,690	7/1/18	Complete
				4. Items 5.B.2 & 3 above also support this strategic initiative by utilizing JCPRD's staff and experience to expand recreation opportunities.	\$ -		Ongoing each year.
				5. In 2019 the Council included adding a Parks and Recreation Superintendent position to the staff as part of the 2020 budget.	\$ 100,000	1/6/20	Complete
				6. JCPRD committed \$122,000 in support of parking/storm improvements at the Community Center Campus.	\$ 122,000	6/21/22	Contract awarded 9/2021, work completed 6/21/22.
				7. CDBG grant applications will be submitted for two phases of planned renovations at the Community Center in 2023 and 2025, the requests will be for the maximum amount of \$200k for each of the two phases. \$385k in ARPA Funds also allocated to the projects.	\$ 785,000		CDBG application for 2023 funding complete and submitted 5/22/22. CDBG funds not awarded. Phase 1 Construction began 11/2022, completion estimated in October of 2023.
				Total	\$ 27,623,909		

Item Number: Reports of City Officials:- XI.-D.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/12/2023
Submitted By: Donnie Scharff, Director of Public Works
Committee/Department: Public Works
Title: 3rd Quarter Public Works Report (5 min)
Item Type:

Recommendation:

Informational only. Attached is the 3rd quarter PW report..

Details:

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

What are the implications to intersectionality?

- Does this item benefit all racial groups?
- Does this item benefit Community for All Ages?
- Does this item exclude or disproportionately impact any social identities? If yes, what populations and why?
- What (if any) social determinants of health are impacted by this item?
- What (if any) are the unintended economic and environmental impacts of this item?
- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Nielsen, Kelley	Approved	10/12/2023 - 2:53 PM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
Public Works Report - 3rd Quarter	Cover Memo

Public Works Report 10-16-2023



Staff

City Administrator



Donnie Scharff,
Director of Public Works



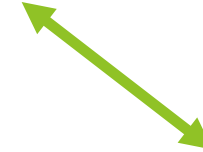
Anthony Marshall
Park & Rec Superintendent



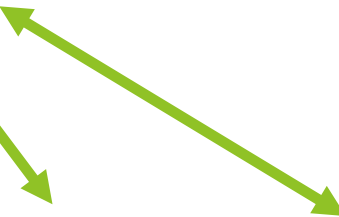
Daniel Vandebos,
Superintendent



Dean Long - Building Maintenance
Supervisor



Community Center Attendants



Andrew Price

Frankie Reeves

Doug Thorell

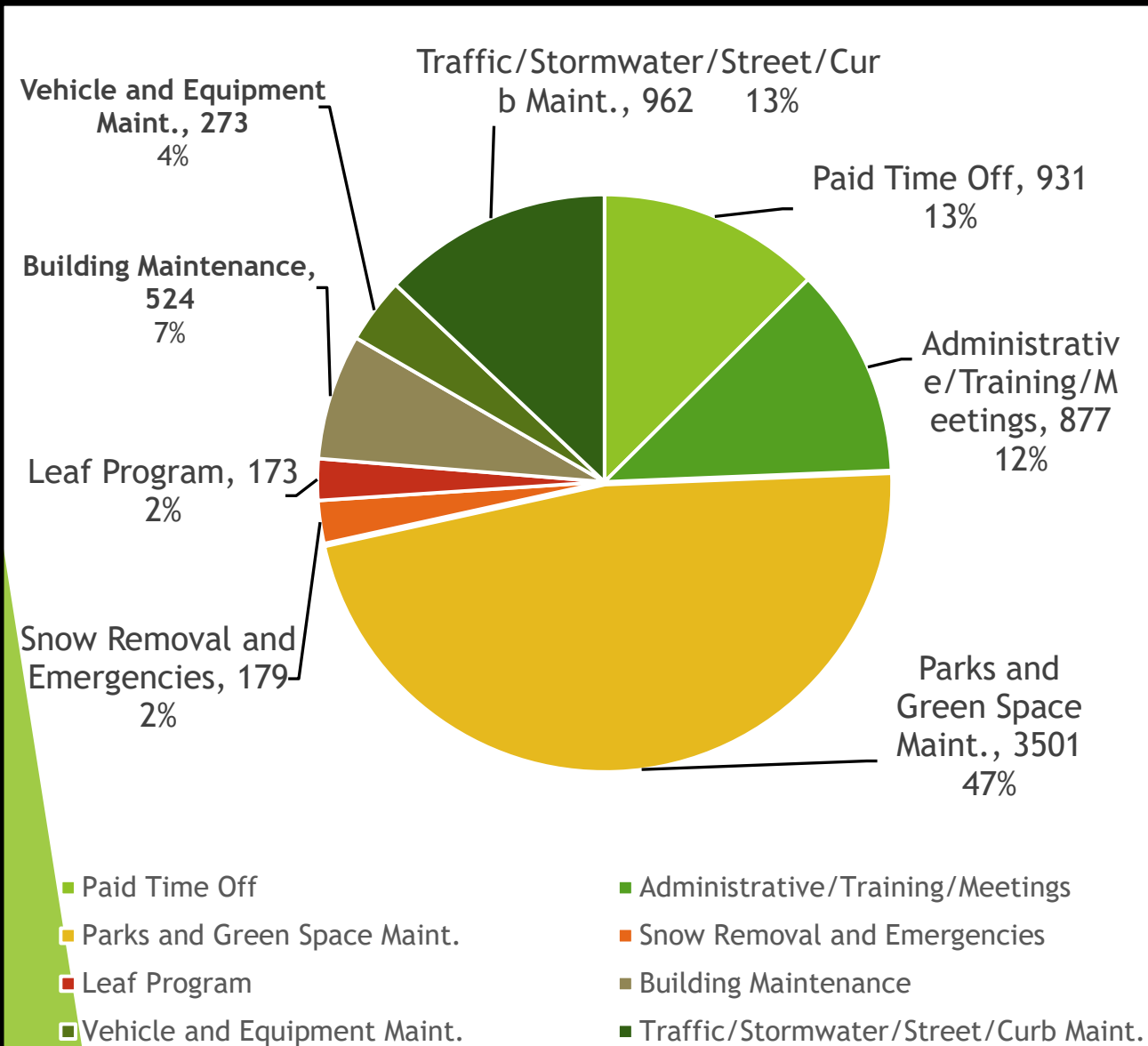
John Henley

Dmetriuz Solis

(Five Equipment Operators)

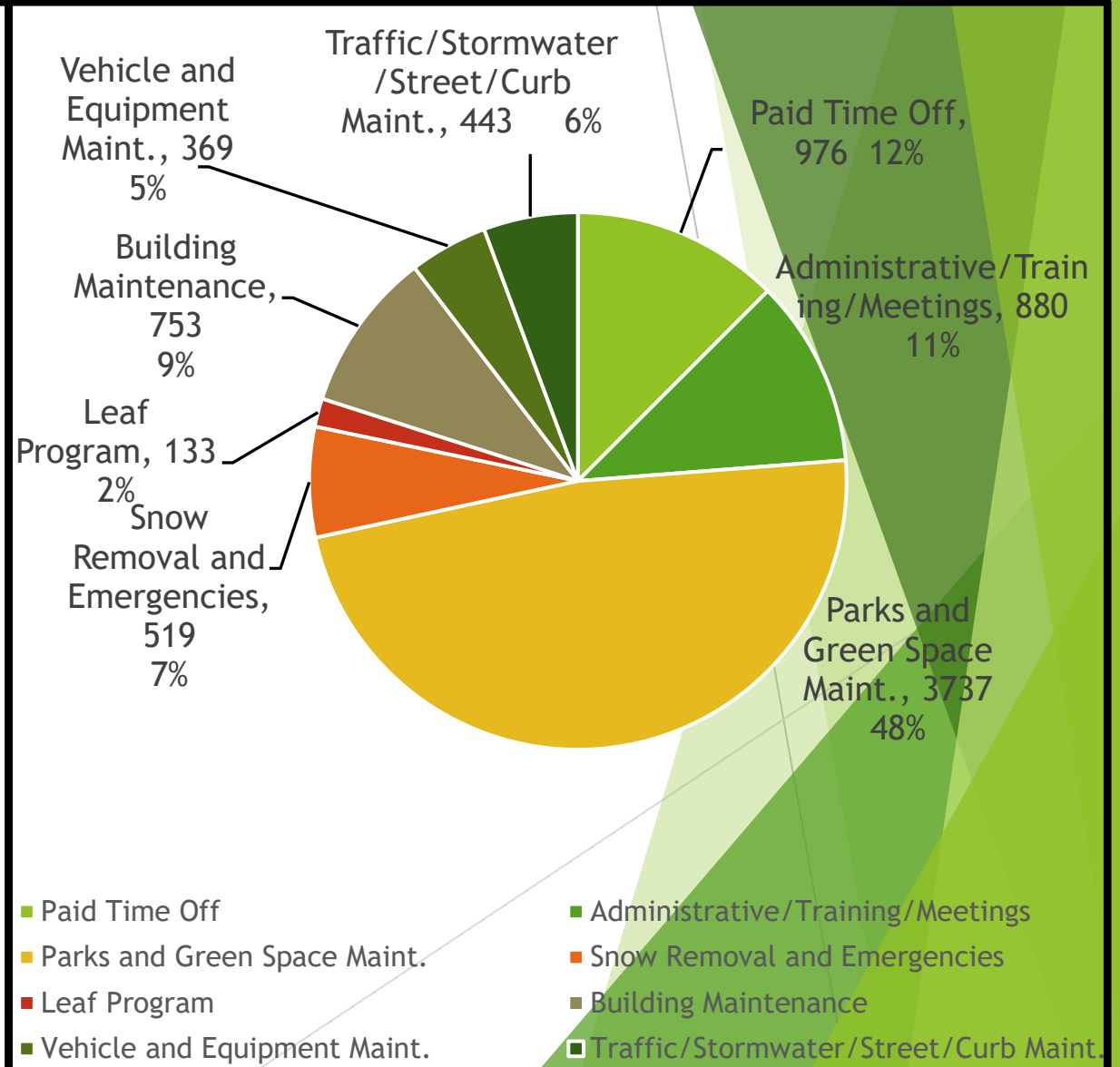
2023

Staff Hours from 1/1/23 to 10/1/23 Total= 7,420



2022

Staff Hours From 1/1/22 to 10/1/2022 Total= 7,810



Parks Maintenance and Improvements

- 9 High Frequency Park Safety Inspections
- 5 Low Frequency Park Safety Inspections
- Mulching Planting Areas
- De-weeding landscape areas



2023 Contracted Street Maintenance - UBAS



- McAnany Construction
- UBAS - Complete
- 56th St and 52nd Terr will receive full depth asphalt replacement
- Construction began Oct 9th - in progress

Street Sweeping- 2023



- Street Sweeping Schedule- planned for the first week of each month. Takes a person 3 to 5 days to sweep the entire city depending on who is sweeping and the quantity of debris in the streets.
- Cubic Yards Totals - 168 Cubic Yards - Jan thru Oct
- Sweeper capacity of hopper is 8 cubic yards
- Average cubic yards collected per sweeping - Varies
- Average man hours per city wide sweeping - 32 (depending on amount of material on streets)

2023 NSRP - Canterbury (99% Complete)

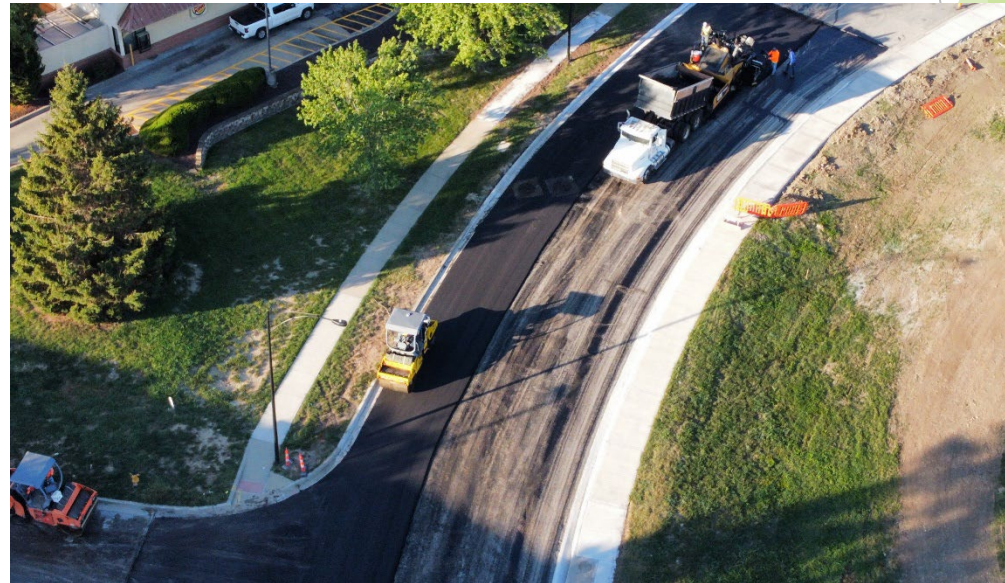


Staff to schedule walkthrough with contractor for punch list items.



2023 CARS 48th St

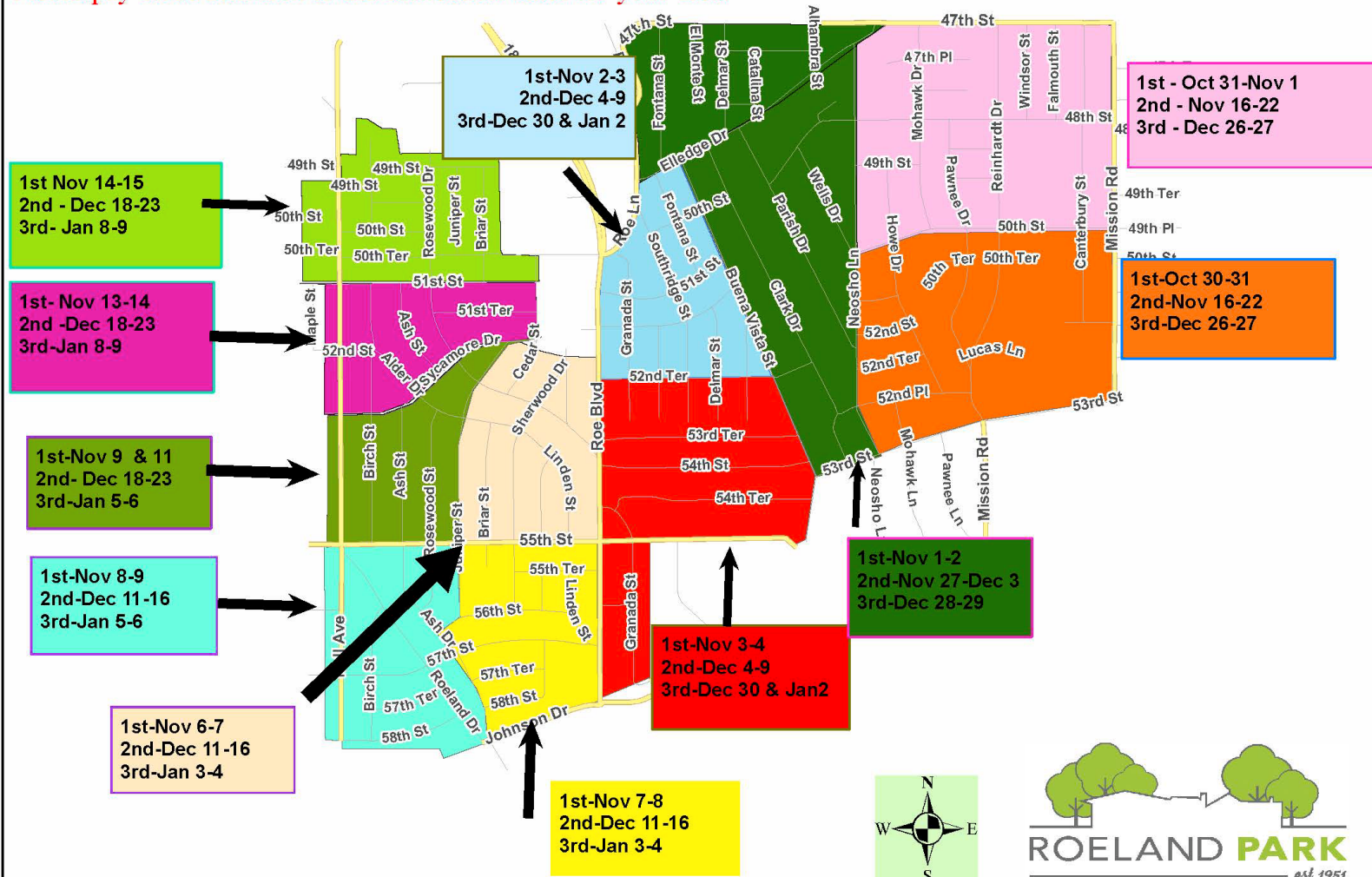
Remaining Items - Installation of ADA pavers at sidewalk ramps



2023 Leaf Collection

2023 Leaf Collection Changes - Public Works will be starting leaf pickup on the eastside of town.

Please pay close attention to the collection dates for your area.



PW to start pickup on eastside of
Roe Blvd



Upcoming Projects

- 2024 CARS Johnson Drive/Roe Blvd Signal Replacement - Spring 2024
- 2024 Roe Parkway Extension - Spring/Summer 2024
- 2024 EL Monte Sidewalk Extension - Spring 2024

Questions



Item Number: Reports of City Officials:- XI.-E.
Committee 10/16/2023
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 10/12/2023
Submitted By: Wade Holtkamp
Committee/Department: Neighborhood Services
Title: **Update on Community Assistance Programs Year to Date (5 min)**
Item Type: Presentation

Recommendation:

Overview of City grant programs for informational purposes only.

Details:

The City offers many grant opportunities, and partners with organizations to offer further assistance to residents. They are designed to create and maintain a more sustainable community and improve the quality of life for all residents.

The attached presentation is an overview of the grant programs funded by the City and the current amount of grant funds expended year-to-date.

Community Impact: Utilizing a lens of intersectionality, illustrate how this item would promote the city's commitment to equity, including improving social determinates of health:

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- How has the impacted community been involved?
- How will the program be communicated to all stakeholders?

Financial Impact

Amount of Request: n/a	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Jones-Lacy, Jennifer	Approved	10/12/2023 - 5:08 PM

Goals/Objectives & Terms

ATTACHMENTS:

Description	Type
▣ Grant Program Review	Cover Memo

ANNUAL GRANT PROGRAM REVIEW

2023 ROELAND PARK GRANTS



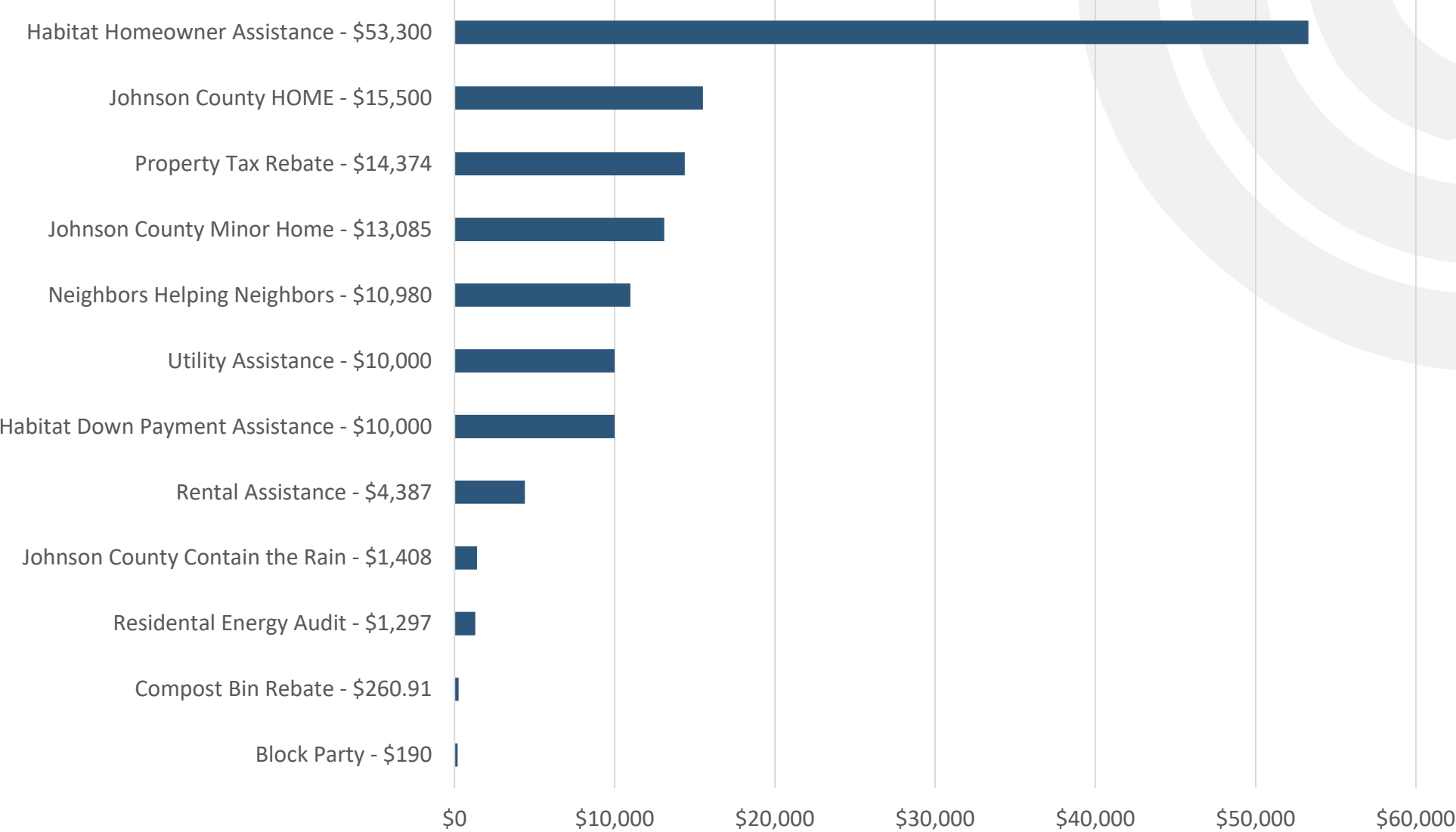
TYPES OF GRANTS

- Maintenance Assistance for Homeowners
 - Habitat Community Revitalization
 - Neighbors Helping Neighbors
 - JOCO Minor Home Repair
 - JOCO HOME Program
- Housing Stability & Support
 - Habitat Homeowner Assistance
 - Property Tax Rebate
 - Utility Assistance
 - Rental Assistance
- Climate & Sustainability
 - Compost Bin Rebate
 - JOCO “Contain the Rain”
 - Residential Energy Audit Incentive
- Other Grants
 - Block Party Grant

\$215,500 Budgeted for City/County Grants in 2023

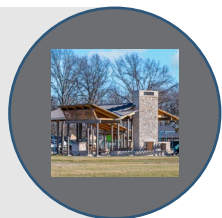


2023 Grant money awarded, \$134,781.91



MAINTENANCE ASSISTANCE FOR HOMEOWNERS

HABITAT COMMUNITY REVITALIZATION PROGRAM



- **Budget:** Up to \$100,000 (combined with Homebuyer Assistance program), ARPA Funds
- **Applications Received:** 76
- **Applications that Qualified:** 40
- **Projects Approved:** 7
- 3 Projects complete, 3 waiting on bids
- **Amount spent or pending YTD:** \$53,300.
- **Projects include:** roof replacements, electrical work, exterior paint, wood rot repair, plumbing repair, HVAC replacement, water heater replacement, patio/deck repair/replacement, garage door repair.

- **Budget:** \$20,000
- **Applications Received:** 13
- **Applications that Qualified:** 13
- **Projects Approved:** 7
- **Total Amount Spent YTD:** \$10,980.00
- **Projects Include:** Repair concrete steps with new handrail, roof repair, new gutters, tree trimming.



NEIGHBORS HELPING NEIGHBORS

CONCRETE STEP REPAIR AND NEW HANDRAIL



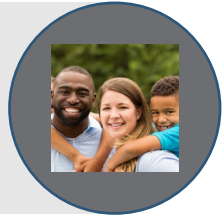
NEW HOME GUTTERS



MAINTENANCE ASSISTANCE FOR HOMEOWNERS –

ADMINISTERED BY JOHNSON COUNTY HUMAN SERVICES

HOME PROGRAM



- **Budget:** \$15,500
- **Applications Received:** 10
- **Applications that Qualified:** 7 on waitlist and 2 rejected.
- **Projects Approved:** 1
- **Total Amount Spent YTD:** \$40,099 (\$15,500 in city funds)
- **Projects Include:** Windows, siding, guttering, doors, water heater, grab bars, electrical, drainage

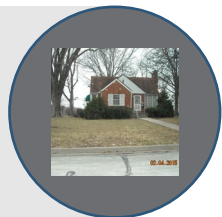
- **Budget:** \$15,000
- **Applications Received:** 6
- **Applications that Qualified:** 4
- **Projects Approved:** 3, one more in process
- **Total Amount Spent YTD:** \$13,085
- **Projects Include:** Windows, doors, plumbing, concrete, electrical.



MINOR HOME REPAIR PROGRAM

HOUSING STABILITY & SUPPORT ASSISTANCE FOR RESIDENTS

HABITAT DOWN PAYMENT ASSISTANCE PROGRAM



- Funding: \$100,000 in conjunction with the Community Revitalization Program.
- Currently one applicant who has been pre-qualified for \$10,000.

- **Budget:** \$30,000
- **Applications Received:** 25
- **Applications that Qualified:** 24
- **Projects Approved:** 20
- **Projects Pending:** 4 (\$3,095.99)
- **Total Amount Spent YTD:** \$14,374.78



PROPERTY TAX REBATE PROGRAM

HOUSING STABILITY & SUPPORT ASSISTANCE FOR RESIDENTS

UTILITY & RENTAL ASSISTANCE

- **Budget:** \$15,000
- **Applications Received:** 41
- **Applications that Qualified:** 41
- **Projects Approved:** 8 households served for rental assistance and 33 households served for utility assistance
- **Total Amount Spent YTD:** \$4,387 in rental assistance and \$10,000 in utility assistance



CLIMATE & SUSTAINABILITY ASSISTANCE



COMPOST BIN REBATE

- **Budget:** \$1,000
- **Applications Received:** 4
- **Applications that Qualified:** 4
- **Projects Approved:** 4
- **Total Amount Spent YTD:** \$260.91
- **Projects Include:** Backyard composters



RESIDENTIAL ENERGY AUDIT

- **Budget:** \$15,000
- **Applications Received:** 4
- **Applications that Qualified:** 4
- **Projects Approved:** 4
- **Total Amount Spent YTD:** \$1,297.00
- **Projects Include:** Home energy audits

SUSTAINABILITY & MISCELLANEOUS

JOHNSON COUNTY CONTAIN THE RAIN



- **Budget:** \$3,000
- **Applications Received/Qualified:** 7
- **Projects Approved:** 7
- **Total Amount Spent YTD:** \$1,408
- **Projects Include:** native plantings, native trees and rain barrels.
- Funding is reimbursed 100% by Johnson County

- **Budget:** \$1,000
- **Applications Received/Qualified:** 2
- **Projects Approved:** 2
- **Total Amount Spent YTD:** \$190
- **Projects Include:** Cedar St, Wells Dr



BLOCK PARTY GRANT



THANK YOU!



WHOLTKAMP@ROELANDPARK.ORG



WWW.ROELANDPARK.ORG/390/GRANTS-ASSISTANCE-PROGRAMS