

AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
May 16, 2016 7:00 PM

Pledge of Allegiance
Roll Call
Modification of Agenda

I. Citizens 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. 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. Appropriation Ordinance # 892
- B. March 21, 2016 City Council Minutes
- C. Committee Reappointment
- D. Ordinance for Citywide Block Party

III. Business From the Floor

A. Applications / Presentations

- 1. Special Permit Chickens – 3607 W 47th Pl
- 2. SMA Run August 27, 2016
- 3. Sustainability Update – Michael Kelly
- 4. Parks Update – Jennifer Provyn
- 5. Bike Walk Ad-Hoc Committee Update – Kyle Rogler
- 6. Commerce Bank Update

IV. Mayor's Report

- A. Mieke Proclamations (Michael Rhoades and Tim Janssen)

V. Workshop Reports

- A. Workshop and Ad Hoc Summary

VI. Reports of City Liaisons

- A. Stormwater Management Advisory Council (Jose Leon and Ryan Kellerman)
- B. Shawnee Indian Mission (Bill Art)

VII. Unfinished Business

VIII. New Business

- A. Branding – Benedictine
- B. 2016 Citizen Survey
- C. Ordinance 932 Change of Special Permit for Chickens
- D. Council President Selection

IX. Ordinances and Resolutions:

X. Reports of City Officials:

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: Consent Agenda- II.-A.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Appropriation Ordinance # 892**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
☐ Appropriation Ordinance # 892	Cover Memo

The City of Roeland Park, Kansas

4600 West Fifty-First Street

Roeland Park, Kansas 66205

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

Thursday, May 12, 2016

Appropriation Ordinance - 5/16/2016 - #892

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 16th day of May, 2016.

Attest:

City Clerk

Mayor

Total Appropriation Ordinance	\$	233,575.75
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There are sufficient funds in the General Fund to cover general fund expenditures.

Appropriation Ordinance - 5/16/2016 - #892

Vendor	Dept	Acct #	Description	Invoice Description	Amount	Chk #	Check /EFT	
							Date	
Advance Auto Parts	102	5260.102	Vehicle Maintenace	Invoice: 5128612626129 /	5/11/2016 \$ 23.70	65609	1/23/1900	
Alamar Uniforms	102	5308.102	Clothing & Uniforms	Invoice: 498944 /	4/28/2016 \$ 536.58	65568	10/19/1901	
Alamar Uniforms	102	5308.102	Clothing & Uniforms	Invoice: 511474 /	4/28/2016 \$ 121.97	65568		
All Nations Flag Co., Inc.	106	5320.106	Grounds Maintenance	Invoice: 83651 /	5/5/2016 \$ 365.52	65585	12/30/1900	
American Fidelity Assurance	101	2052.101	Supplemental Insurance Payable	Invoice: B453140 /	4/28/2016 \$ 1,071.82	65569	12/6/1902	
Black & McDonald	101	5120.101	Street Light Repair & Maintenance	Invoice: 76683965 /	5/11/2016 \$ 1,737.40	65610	10/2/1904	
Blue Sky Cleaners	102	5224.102	Laundry Service	Invoice: 4/30/16 /	5/11/2016 \$ 236.95	65611	8/23/1900	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1022892 /	4/28/2016 \$ 133.98	65570	10/11/1901	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1022941 /	4/28/2016 \$ 516.95	65570		
Breeden Holdings, LLC	102	5211.102	Maintenace & Repair Equipment	Invoice: 102392 / unit 23	5/11/2016 \$ 35.00	65612	2/4/1900	
BWI- Springfield	106	5320.106	Grounds Maintenance	Invoice: 13563837 /	5/11/2016 \$ 476.75	65613	4/20/1901	
CBC Real Estate Group	510	5209.51	Professional Services	Invoice: 1/16-4/16 CONSULTING /	5/11/2016 \$ 15,790.25	65614	3/25/1943	
C & C Group	101	5210.101	Maintenace & Repair Building	Invoice: 88090 /	5/5/2016 \$ 136.92	65586	5/15/1900	
City of Fairway	101	5407.101	Public Relations	Invoice: 5/3/16 PAPER SHREDDI /	5/11/2016 \$ 139.29	65615	5/18/1900	
CMI, Inc.	102	5307.102	Other Commodities	Invoice: 821378 /	4/28/2016 \$ 71.80	65571	3/11/1900	
Columbia Capital Management, LLC	101	5209.101	Professional Services	Invoice: 16430004 /	4/28/2016 \$ 3,978.26	65572	11/21/1910	
Consolidated Communications	101	5202.101	Telephone	Invoice: 4/9/16 /	4/20/2016 \$ 1,352.02	65560	9/13/1903	
Crime Scene Cleaners, LLC	102	5211.102	Maintenace & Repair Equipment	Invoice: 50339 /	5/11/2016 \$ 75.00	65616	3/15/1900	
CS Carey Inc.	106	5320.106	Grounds Maintenance	Invoice: T44248 /	5/11/2016 \$ 140.00	65617	5/19/1900	
Digital Ally	360	5504.36	Machinery & Auto Equipment	Invoice: 1084601 /	5/11/2016 \$ 17,005.00	65618	7/22/1946	
Fastenal Company	106	5318.106	Tools	Invoice: MOKC448372 /	5/5/2016 \$ 62.78	65588	3/2/1900	
Government Finance Officers Associatio	105	5405.105	Dues, Subscriptions & Books	Invoice: 5/2/16 164246 /	5/11/2016 \$ 170.00	65619	6/18/1900	
David J. Grummon, P.A.	103	5209.103	Professional Services	Invoice: 5/3/16 /	5/5/2016 \$ 150.00	65589	5/29/1900	
Hanna Rubber Company	106	5211.106	Maintenace & Repair Equipment	Invoice: 437391 /	5/5/2016 \$ 75.00	65590	3/15/1900	
House of Rocks	290	5210.29	Maintenace And Repair Building	Invoice: 173122 /	5/11/2016 \$ 3,408.00	65620	1/14/1914	
House of Rocks	106	5320.106	Grounds Maintenance	Invoice: 173123 /	5/11/2016 \$ 1,720.00	65620		
Jennifer Jones-Lacy	105	5206.105	Travel Expense & Training	Invoice: 4/25-4/27/16 TRAVEL /	5/5/2016 \$ 110.00	65591	4/19/1900	
Ka-Comm., Inc.	360	5504.36	Machinery & Auto Equipment	Invoice: 139173 / cip camera install	5/11/2016 \$ 1,520.00	65621	2/28/1904	
KAT Nurseries	290	5210.29	Maintenace And Repair Building	Invoice: SI77427 /	5/11/2016 \$ 1,778.35	65622	9/30/1908	
KAT Nurseries	106	5320.106	Grounds Maintenance	Invoice: SI77427 /	5/11/2016 \$ 1,417.90	65622		
Kansas City Board of Public Utilities	101	5121.101	Franchise Exps/Traffic Signals	Invoice: 2834 4/25/16 /	5/5/2016 \$ 29.63	65592	1/29/1900	
KCP & L	106	5201.106	Electric	Invoice: 1275 4/6/16 /	4/28/2016 \$ 3,471.03	65573	7/2/1909	
KCP & L	106	5201.106	Electric	Invoice: 6060 4/27/16 /	5/5/2016 \$ 18.46	65593	1/18/1900	
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 246394 / sweeper brooms & shu	5/11/2016 \$ 165.67	65623	6/13/1900	
Kansas Gas Service	101	5199.101	Natural Gas	Invoice: 1745/7836 4/14/16 /	4/28/2016 \$ 156.94	65574	1/28/1901	
Kansas Gas Service	106	5199.106	Natural Gas	Invoice: 1745/7836 4/14/16 /	4/28/2016 \$ 238.02	65574		
Kansas One-Call System, Inc.	101	5120.101	Street Light Repair & Maintenance	Invoice: 6040441 /	5/11/2016 \$ 152.00	65624	5/31/1900	
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	Invoice: 4/16 COURT REV. /	5/11/2016 \$ 2,343.50	65625	5/31/1906	

League of Kansas Municipalities	101	5405.101 Dues, Subscriptions & Books	Invoice: 161186 /	4/20/2016	\$	87.45	65561	3/27/1900
The Legal Record	101	5204.101 Legal Printing	Invoice: L60311 /	4/28/2016	\$	13.83	65575	2/2/1900
The Legal Record	101	5204.101 Legal Printing	Invoice: L60276 /	4/28/2016	\$	19.56	65575	
The Legal Record	101	5204.101 Legal Printing	Invoice: L60355 /	5/5/2016	\$	109.33	65594	4/18/1900
The Legal Record	101	5204.101 Legal Printing	Invoice: L60522 /	5/11/2016	\$	12.69	65626	1/12/1900
Liftoff, LLC	101	5814.101 Computer Software	Invoice: 1383 /	5/11/2016	\$	6,778.56	65627	7/22/1918
Lowe's Business Acct./GEMB	106	5306.106 Materials	Invoice: 1760 5/13/16 /	4/28/2016	\$	93.73	65576	2/11/1904
Lowe's Business Acct./GEMB	106	5306.106 Materials	Invoice: 1760 5/13/16 /	4/28/2016	\$	56.90	65576	
Lowe's Business Acct./GEMB	106	5318.106 Tools	Invoice: 1760 5/13/16 /	4/28/2016	\$	58.98	65576	
Lowe's Business Acct./GEMB	106	5320.106 Grounds Maintenance	Invoice: 1760 5/13/16 /	4/28/2016	\$	936.07	65576	
Lowe's Business Acct./GEMB	103	5408.103 Miscellaneous Charges	Invoice: 1760 5/13/16 /	4/28/2016	\$	70.57	65576	
Lowe's Business Acct./GEMB	270	5438.27 In-house Street Maintenance	Invoice: 1760 5/13/16 /	4/28/2016	\$	59.30	65576	
Lowe's Business Acct./GEMB	290	5523.29 Grounds Improvements	Invoice: 1760 5/13/16 /	4/28/2016	\$	113.94	65576	
Lowe's Business Acct./GEMB	290	5523.29 Grounds Improvements	Invoice: 1760 5/13/16 /	4/28/2016	\$	113.94	65576	
Mid America Peripheral Support	102	5214.102 Other Contracted Services	Invoice: 427696 /	4/28/2016	\$	82.50	65577	6/13/1900
Mid America Peripheral Support	105	5214.105 Other Contracted Services	Invoice: 427696 /	4/28/2016	\$	82.50	65577	
Mid America Peripheral Support	102	5214.102 Other Contracted Services	Invoice: 428397 /	5/11/2016	\$	161.91	65628	10/6/1900
Mid America Peripheral Support	105	5214.105 Other Contracted Services	Invoice: 428397 /	5/11/2016	\$	118.55	65628	
Venessa Maxwell-Lopez	103	5209.103 Professional Services	Invoice: 3/25/16 /	4/28/2016	\$	150.00	65578	10/26/1900
Venessa Maxwell-Lopez	103	5209.103 Professional Services	Invoice: 4/22/16 /	4/28/2016	\$	150.00	65578	
Venessa Maxwell-Lopez	103	5209.103 Professional Services	Invoice: 4/27/16 /	5/5/2016	\$	80.00	65595	3/20/1900
McGuire Electric	290	5210.29 Maintenance And Repair Building	Invoice: 1600 /	5/5/2016	\$	2,440.00	65596	9/5/1906
Midwest Public Risk	107	5126.107 Health Insurance	Invoice: B01NGD /	4/28/2016	\$	26,832.50	65579	6/17/1973
Midwest Public Risk	101	5401.101 Insurance & Surety Bonds	Invoice: KSPL2016050112 /	5/11/2016	\$	37,061.71	65629	3/8/2012
Midwest Public Risk	290	5401.29 Insurance & Surety Bonds	Invoice: KSPL2016050112 /	5/11/2016	\$	3,914.46	65629	
Nationwide Retirement Solutions	101	2060.101 Section 457 Employee Payable	Invoice: 4/21/16 PAYROLL /	4/20/2016	\$	1,250.29	65562	6/3/1903
Nationwide Retirement Solutions	101	2060.101 Section 457 Employee Payable	Invoice: 5/5/16 PAYROLL /	5/5/2016	\$	1,255.36	65597	6/8/1903
Next To Nature Landscape, LLC	106	5214.106 Other Contracted Services	Invoice: 34261. /	5/5/2016	\$	4,123.00	65598	4/15/1911
Wex Bank	106	5302.106 Motor Fuels & Lubricants	CK32164 Invoice: 44610531 / fuel	4/25/2016	\$	199.13	32164	7/17/1900
Wex Bank	106	5302.106 Motor Fuels & Lubricants	Invoice: 44962600 /	5/5/2016	\$	274.13	65599	9/30/1900
Purchase Power	101	5205.101 Postage & Mailing Permits	Invoice: 4/20/16 /	5/5/2016	\$	639.85	65600	9/30/1901
Praxair Distribution Inc	106	5306.106 Materials	Invoice: 72970952 /	5/11/2016	\$	26.38	65630	1/26/1900
Balls Food Stores	101	5408.101 Miscellaneous Charges	Invoice: 634915 /	4/20/2016	\$	34.99	65563	2/3/1900
Principal Life	107	5130.107 City Paid Life Insurance	Invoice: 4/17/16 /	4/28/2016	\$	793.83	65580	3/3/1902
ProShred of Kansas City	102	5214.102 Other Contracted Services	Invoice: 100103349 /	4/20/2016	\$	22.50	65564	2/14/1900
ProShred of Kansas City	105	5214.105 Other Contracted Services	Invoice: 100103349 /	4/20/2016	\$	22.50	65564	
Q4 Industries, LLC	290	5211.29 Maintenance & Repair Equipment	Invoice: 65861 /	5/11/2016	\$	325.00	65631	11/20/1900
Wex Bank	102	5302.102 Motor Fuels & Lubricants	Invoice: 44915611 /	5/11/2016	\$	1,353.87	65632	9/14/1903
Rejjs Commission	102	5214.102 Other Contracted Services	Invoice: INV0047830 /	4/28/2016	\$	204.20	65581	7/22/1900
Riteway Maintenance & Supply, LLC	101	5214.101 Other Contracted Services	Invoice: 15145 /	5/11/2016	\$	910.00	65633	6/28/1902
Roeland Park Community Foundation	108	5103.108 Salaries - Elected Officials	Invoice: CKMAY /	5/1/2016	\$	60.00	65583	2/29/1900

Roeland Park Community Foundation	101	5510.101 Community Events	Invoice: 5032016 /	5/11/2016	\$	419.59	65634	2/22/1901
RSM US LLP	101	5213.101 Audit Fees	Invoice: M4799307301 /	4/28/2016	\$	25,000.00	65582	6/11/1968
Donnie Scharff	106	5206.106 Travel Expense & Training	Invoice: 5/22-5/25/16 TRAVEL /	5/11/2016	\$	196.96	65635	7/14/1900
George Schlegel	101	5230.101 Art Commissioner	Invoice: CHECKMAY /	5/1/2016	\$	100.00	65584	4/9/1900
Misty Sexton	103	4410.103 Fines	Invoice: 4/22/16 COURT OVERPM /	5/5/2016	\$	19.50	65601	1/19/1900
Sprint	102	5202.102 Telephone	Invoice: 503261523145 /	4/20/2016	\$	55.53	65565	2/24/1900
Staples Advantage	101	5301.101 Office Supplies	Invoice: 8038760641 /	4/20/2016	\$	408.57	65566	2/11/1901
Staples Advantage	101	5301.101 Office Supplies	Invoice: 8039038884 /	5/11/2016	\$	122.08	65636	10/5/1900
Staples Advantage	101	5304.101 Janitorial Supplies	Invoice: 8039038884 /	5/11/2016	\$	157.58	65636	
Suburban Lawn & Garden	106	5320.106 Grounds Maintenance	Invoice: 717317 / Sweaney park	5/5/2016	\$	163.74	65602	7/20/1901
Suburban Lawn & Garden	106	5320.106 Grounds Maintenance	Invoice: 717300 / City hall	5/5/2016	\$	185.28	65602	
Suburban Lawn & Garden	106	5320.106 Grounds Maintenance	Invoice: 717288 / Carpenter park	5/5/2016	\$	168.28	65602	
Suburban Lawn & Garden	106	5320.106 Grounds Maintenance	Invoice: 717349 /	5/5/2016	\$	50.00	65602	
US BANK	102	5206.102 Travel Expense & Training	Invoice: BOHON 4/25/16 /	5/11/2016	\$	7.01	65637	2/8/1907
US BANK	104	5206.104 Travel Expense & Training	Invoice: FLICKINGER 4/25/16 /	5/11/2016	\$	42.00	65637	
US BANK	104	5206.104 Travel Expense & Training	Invoice: FLICKINGER 4/25/16 /	5/11/2016	\$	231.76	65637	
US BANK	104	5206.104 Travel Expense & Training	Invoice: WELLS 4/25/16 /	5/11/2016	\$	289.60	65637	
US BANK	105	5206.105 Travel Expense & Training	Invoice: BOHON 4/25/16 /	5/11/2016	\$	7.01	65637	
US BANK	106	5206.106 Travel Expense & Training	Invoice: WISDOM 4/25/16 2 /	5/11/2016	\$	103.69	65637	
US BANK	106	5206.106 Travel Expense & Training	Invoice: JONES-LACEY 4/25/16 /	5/11/2016	\$	914.68	65637	
US BANK	106	5206.106 Travel Expense & Training	Invoice: BOHON 4/25/16 /	5/11/2016	\$	2.94	65637	
US BANK	106	5206.106 Travel Expense & Training	Invoice: LEON 4/25/16 /	5/11/2016	\$	587.00	65637	
US BANK	106	5301.106 Office Supplies	Invoice: LEON 4/25/16 /	5/11/2016	\$	29.51	65637	
US BANK	106	5301.106 Office Supplies	Invoice: WISDOM 4/25/16 2 /	5/11/2016	\$	5.99	65637	
US BANK	106	5306.106 Materials	Invoice: WISDOM 4/25/16 2 /	5/11/2016	\$	69.90	65637	
US BANK	106	5320.106 Grounds Maintenance	Invoice: SCHARFF 4/25/16 /	5/11/2016	\$	52.31	65637	
US BANK	106	5320.106 Grounds Maintenance	Invoice: WISDOM 4/25/16 2 /	5/11/2016	\$	(12.94)	65637	
US BANK	106	5320.106 Grounds Maintenance	Invoice: WISDOM 4/25/16 2 /	5/11/2016	\$	150.00	65637	
US BANK	106	5320.106 Grounds Maintenance	Invoice: WISDOM 4/25/16 2 /	5/11/2016	\$	81.00	65637	
US BANK	101	5408.101 Miscellaneous Charges	Invoice: BOHON 4/25/16 /	5/11/2016	\$	34.90	65637	
USIC Locating Services, LLC	101	5120.101 Street Light Repair & Maintenance	Invoice: 172887 /	5/5/2016	\$	1,085.62	65603	12/20/1902
Verizon Wireless	102	5202.102 Telephone	Invoice: 9764300493 /	5/5/2016	\$	240.06	65604	8/27/1900
Water District No 1 of Johnson County	106	5197.106 Water	Invoice: 1489 /	4/20/2016	\$	24.40	65567	1/24/1900
Water District No 1 of Johnson County	101	5197.101 Water	Invoice: 4/26/16 MULTIPLE /	5/5/2016	\$	74.91	65605	3/31/1901
Water District No 1 of Johnson County	106	5197.106 Water	Invoice: 4/26/16 MULTIPLE /	5/5/2016	\$	381.74	65605	
WCA Waste Corporation	115	5272.115 Solid Waste Contract	Invoice: 990000087000 /	5/5/2016	\$	34,493.52	65606	9/4/1995
WCA Waste Corporation	115	5312.115 Leaf Program Disposal Fees	Invoice: 990000080992 /	5/5/2016	\$	452.76	65606	
Kathleen Whitworth	101	5410.101 Committee Funds	Invoice: 3/14-3/25/16 PC/WALM /	5/5/2016	\$	79.79	65607	3/19/1900
Windtrax, Inc	106	5260.106 Vehicle Maintenece	Invoice: 716895 /	5/5/2016	\$	56.18	65608	2/25/1900
Johnny on the Spot	106	5320.106 Grounds Maintenance	Invoice: 438448573 /	5/11/2016	\$	150.00	65638	10/26/1900
Johnny on the Spot	106	5320.106 Grounds Maintenance	Invoice: 438348575 /	5/11/2016	\$	150.00	65638	

Forte	101	5214.101 Other Contracted Services	EFT#5/3/16 Invoice: 5/3/16 COURT /	5/3/2016 \$	97.48
Forte	101	5214.101 Other Contracted Services	EFT#5/3/16 Invoice: 5/3/16 ALL ACCOUNTS	5/3/2016 \$	296.51
Forte	101	5214.101 Other Contracted Services	EFT#5/3/16 Invoice: 5/3/16 ADMIN /	5/3/2016 \$	10.45
Forte	101	5214.101 Other Contracted Services	EFT#5/3/16 Invoice: 5/3/16 COURT WEB /	5/3/2016 \$	10.45
Forte	101	5214.101 Other Contracted Services	EFT#5/3/16 Invoice: 5/3/16 ADMIN WEB /	5/3/2016 \$	10.45
KPERS	101	2040.101 KPERS Accrued Employee	EFT#4/26/16 Invoice: 4/26/16 /	4/26/2016 \$	1,808.90
KPERS	107	5123.107 KPERS City Contribution	EFT#4/26/16 Invoice: 4/26/16 /	4/26/2016 \$	2,767.60
KPF	101	2045.101 KP&F Employee Withholding Payable	EFT#4/26/16 Invoice: 4/26/16 /	4/26/2016 \$	2,115.43
KPF	107	5131.107 KP&F City Contribution	EFT#4/26/16 Invoice: 4/26/16 /	4/26/2016 \$	6,041.58
Miller Management Systems, LLC	101	5214.101 Other Contracted Services	Invoice: EFTMAY /	5/1/2016 \$	1,558.00

				\$	233,575.75
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Item Number: Consent Agenda- II.-B.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **March 21, 2016 City Council Minutes**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
☐ March 21, 2016	Cover Memo

CITY COUNCIL MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, March 21, 2016 7:00 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member

- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member

- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

Admin

Janssen
Poppa

Finance

Rhoades
Kelly

Safety

McNeil
Thompson

Public Works

Fast
Kellerman

PLEDGE OF ALLEGIANCE

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

ROLL CALL

City Clerk Bohon called the roll and all members were present.

MODIFICATION OF THE AGENDA

MOTION: CMBR RHOADES MOVED, CMBR THOMPSON SECONDED, TO ADD THE FOLLOWING GOVERNING BODY WORKSHOP ITEMS TO THE CITY COUNCIL AGENDA. AGREEMENT WITH WESTWOOD HILLS FOR CODE SERVICES TO THE CONSENT AGENDA. COMMERCE BANK DEVELOPMENT AGREEMENT EXTENSION, NALL PARK BATHROOM REHABILITATION BIDS, 2015 COMMITTEE FINANCIALS, 2015 COMMUNITY FOUNDATION UPDATE, BRANDING CONSULTANT UPDATE, AND DISCUSSION OF THE APRIL COMMUNITY FORUM ALL TO NEW BUSINESS. (MOTION PASSES 8-0).

Public Comments:

Steve Petrehn – Mr. Petrehn wanted to correct a statement made during the Governing Body Workshop that there have been no improvements to Nall Park for the past 20 years. He noted that ten years ago the City received a grant to put in the paved walking trail. They also spent money with a plumber to try to reopen the restroom, but the plumbing froze. He said he was happy with the renewed interest and encouraged the Council to move forward. He said this will improve the branding of the City and improve the spirit as has happened in raising funds for R Park. He concluded that he is pleased with the new streets lights in the City.

J.P. Hildebrand (5419 Sycamore) - Mr. Hildebrand, former co-chair of the Strategic Planning Committee spoke to the branding process and felt it was a good thing for the City.

Susan Sanders - Ms. Sanders also spoke to the re-branding project and the choice of using an intern and expressed concerns with the way the proposal process was handled.

I. CONSENT AGENDA

- a. Appropriation Ordinance #890**
- b. City Council Minutes January 19, 2016**
- c. 2016 Mowing Contract**
- d. In-Car Video Cameras**
- e. Agreement with Westwood Hills for Codes Services**

MOTION: CMBR MCNEIL MOVED, CMBR KELLY SECONDED, TO APPROVE THE CONSENT AGENDA AS MODIFIED.
(MOTION PASSES 8-0)

II. BUSINESS FROM THE FLOOR

A. Applications/Presentations

1. Community Events Update – Scott Ferrel

Mr. Ferrel, Chairperson of the Community Events Committee provided information on the three large-scale annual events they have planned.

The first is the Easter Egg Hunt to be held Saturday, March 26 at 11 a.m. at Nall Park. The hunt will begin at 11:30 a.m. The second event will be the City-Wide Block party which is scheduled for June 4th at R Park. They will have the Barktoberfest in R Park in October on a date as yet to be determined.

Mr. Ferrel thanked the Governing Body for their continued support. With the funding they have received, along with donations from residents and event volunteers, they have had hundreds of attendees over the last years. He is hoping to double attendance and continue to expand the events.

The Events Committee is in final preparation mode for the City-Wide Block party and Jennifer Murphy's band is scheduled to perform. They are also looking for an additional music venue for the fest.

Barktoberfest is running into scheduling conflicts with other events in the Kansas City metro. Mr. Ferrel is hoping that the volunteer committees will have a larger budget next year and with the added funds they can properly promote their events to include larger attractions and generate more interest from residents and non-residents alike. The increased budget would be appreciated by members and attendees.

Mr. Ferrel asked for approval of signage and for the Governing Body to attend the events. He added that this is a great way to interact with their constituents. He also thanked the Chief of Police and the Public Works department for their continued support.

CMBR Rhoades inquired about the name change leaving off the word "Easter" when referring to the egg hunt. CMBR Poppa said he designed the flyers and left off the word "Easter" but there was nothing malicious in doing so. After concerns were expressed, "Easter" is included on the flyer.

There was Council discussion about whether Easter would make events more or less inclusive. CMBR Kellerman felt there should be a resolution to keep the name Easter Egg Hunt. Mr. Ferrel, speaking as a resident, said he would like to see Council spend more time on things that matter and not one word on a volunteer event.

CMBR Poppa thanked Mr. Ferrel for the work that he has done with the committee.

2. Arts Update – Marek Gliniecki

Mr. Gliniecki said that a student at the Kansas City Art Institute has their work on display for the month of March. Works from Pat Wright will be on display through the month of April. In May, art will be provided by Buena Vista Art Studios.

As mentioned in the Workshop, the Arts Advisory Committee intends to spend about a year within which to come up with a concept and plans for conservation and renewal of the public art in the city. He also said the Council will be receiving a request for approval of banners and signage for upcoming events.

CMBR Poppa said the action forms have been received and it will up to the Council President, Mayor and City Administrator to put them forward on the next Workshop agenda. CMBR Fast said they could be addressed at the first meeting in April.

Mayor Marquardt thanked Mr. Gliniecki for his continued efforts on the Arts Advisory Committee.

3. Temporary Signs for R Park Events

Gretchen Davis, 5206 W. 58th Street. Ms. Davis said she was representing the citizens who are working to raise funds for R Park. She said that 100 percent of any money received from donations and events goes directly to R Park and that all events are personally funded.

She said they would like to have placed near the playground in R Park before an event in the hopes of getting more attendees who might not see it elsewhere.

The first event she would like to advertise in the park is the Soccer Clinic to be held on June 25. CMBR Fast asked if they would still have the banners and signs on Roe and Ms. Davis said this sign would be in addition to those.

CMBR Rhoades said he would like to see the design of the sign before it is placed in the park. Ms. Davis said it would be designed with wording from the flyer.

CMBR Kellerman asked if the events have completed all the necessary paperwork and have requested permits. City Administrator Moody said there is no permit for the signs and that the events are supported by the City and have been previously approved by the Council.

Ms. Davis asked for clarification if the Council needed to review every final flyer before posting. The Council agreed staff will have authority to review before publication.

MOTION: CMBR MCNEIL MOVED, CMBR KELLY SECONDED, TO APPROVE THE REQUEST FROM THE CITIZENS FUNDRAISING COMMITTEE FOR R PARK TO PLACE A TEMPORARY SIGN IN THE PARK ONE MONTH PRIOR TO EACH EVENT. (MOTION PASSES 8-0).

III. MAYOR'S REPORT

A. Proclamation – National Crime Victims' Week

CMBR Poppa read the National Crime Victims' Week proclamation into the record.

Mayor Marquardt thanked the City's Police Department and law enforcement services.

MOTION: CMBR POPPA MOVED, CMBR MCNEIL SECONDED, TO APPROVE THE NATIONAL CRIME VICTIMS' WEEK PROCLAMATION. (MOTION PASSES 8-0).

IV. WORKSHOP REPORTS

A. March Workshop Reports

CMBR Fast said the new owners of WCA presented to the Governing Body and discussed how they were addressing the complaints that have been received. They also reviewed the upcoming waste contract.

At the same meeting Chief Morris presented information on a new program being implemented with neighboring cities on a mental health co-responder program. The program will help with mental health issues directly on the scene of a call. The anticipated cost to the City to participate in the program for 2017 is \$7,000.

It was also agreed to forward to the Consent Agenda the approval of two police car bids, a mowing contract, and the purchase of in-car video cameras for patrol vehicle which took place at the start of the meeting. Due to time

constraints, it was recommended to move the year reappointments of the City attorney, ethics attorney, bond counsel, finance advisor, judge prosecutor to New Business later in the evening's agenda.

At the March 14th Workshop, the Governing Body discussed the objectives for the 2017 budget process which has already begun.

V. REPORTS OF CITY LIAISONS

A. MARC – Bike & Pedestrian Committee (Teresa Kelly and Erin Thompson)

CMBR Kelly said that May is National Bike to School Month. The group was looking at having Roeland Park participate much like they do for Walk to School in the fall. MARC is updating the regional bike map with the help of the Bike/Pedestrian Advisory Committee.

The new Planning Sustainable Places grant opens in May and has new guideline descriptions which are available on the MARC website. To request funding there must be a sustainable places plan, implementation and project development, and a minimum of 20 percent match with the grant. They have also reviewed a local government survey to help with updating their plan while looking for feedback from the cities as far as what is happening with trail connectivity, bike/walk safety and overall planning. The next meeting is scheduled for May 11 at MARC.

B. MARC – First Tier Suburbs (Becky Fast, Erin Thompson, Michael Poppa)

CMBR Kelly said the group met February 25 to continue working on the update to the mission statement, values and priorities. The committee will reevaluate their position now and how some of their priorities have changed over time. After reviewing the housing data feedback with MARC staff, they believe it is necessary to rewrite the First Suburbs mission statement to be more reflective of the unique aspects of the area suburbs. The current value statements seem to be appropriate, but need to be compared to Community for All Ages initiatives to include housing concerns. The priorities from 2010 seem to be more like themes than specific tasks for a work plan which is a reason for the update. The group wishes to promote a common understanding of the unique qualities and challenges facing First Suburbs as the demographics are changing and infrastructure is aging. First Suburbs have been defined as housing developments, neighborhoods or cities that were developed from 1940-1969. Some of the issues currently being discussed are the lack of green space, landlocked communities, rental issues, poverty, food security and the need for affordable housing and adaptive redevelopment. The group needs to identify unique descriptive elements that would help First Suburbs communities with branding and communications. Their next meeting is April 15th with the whole Coalition at the Raytown, Missouri City Hall.

CMBR Kelly added that the Community for All Ages is part of the First Suburbs Coalition and they were invited to present, along with Emily Randall from the City of Mission, and Kathy Boyer-Shesol, the Community for All Ages coordinator at MARC, at the Kansas City Clerk Conference.

Mayor Marquardt said the First Suburbs and Community for All Ages certainly does apply to the City and acknowledged the City's aging infrastructure and revitalization would be a good way towards the identity the City would like to present.

VI. UNFINISHED BUSINESS

A. Johnson County Fiber Update

Ms. Jones-Lacy reminded the Council of her presentation at the January 19 Workshop to introduce a proposal that Johnson County would install a fiber optic network that would include Roeland Park City Hall and the Public Works facilities of Roeland Park and Fairway. The City of Fairway has reviewed the agreement and decided that it was not in their best interest to make the investment and opted out. This has resulted in a change of scope of the agreement. Johnson County will no longer extend fiber to Public Works as they do not see it as being viable. They are still planning to connect to City Hall and the agreement lays out the details for that. There is no cost increase to the City.

MOTION: CMBR MCNEIL MOVED, CMBR JANSSEN SECONDED, TO APPROVE THE AGREEMENT WITH JOHNSON COUNTY FOR CONNECTIVITY AND FIBER OPTIC USE. (MOTION PASSES 8-0).

VII. NEW BUSINESS

A. TIF 2 Plan Stormwater and City Hall ADA Projects

City Administrator Moody directed the Governing Body to a list of projects, previously reviewed in Workshop that reflects improvements that are ADA-related to City Hall, establishes a timeline for those improvements, and includes stormwater improvements, all of which are eligible for funding under the TIF 2 plan. The request is approval of the plan to address the ADA deficiencies in the building, not the actual expenditure of funds.

MOTION: CMBR KELLY MOVED, CMBR FAST SECONDED, THAT THE COUNCIL ADOPT THE SOURCES AND USES PLAN AND THE ADA PROJECT LIST SO THAT THE CITY HAS AN ADOPTED PLAN TO ADDRESS CITY HALL ADA COMPLIANCE ISSUES. (MOTION PASSES 8-0)

B. 2016 CARS Bid

City Administrator Moody said approval of this item is for the 2016 project scheduled for the Commerce Bank intersection at Johnson Drive. Half of the funds are being paid for from CARS and the other half of the construction costs are being paid for by Commerce Bank. The remaining expense to the City is engineering costs.

MOTION: CMBR THOMPSON MOVED, CMBR JANSSEN SECONDED, TO AWARD THE 2016 CARS CONSTRUCTION CONTRACT WITH KANSAS HEAVY CONSTRUCTION AT AN AMOUNT NOT TO EXCEED \$73,783. (MOTION PASSES 8-0)

C. 2015 CARS Bid

City Administrator Moody said this bids reflects curb improvements along 47th Street as well as a turnaround on Roe Boulevard. Detailed plans and bids are attached to the agenda and are under budget estimate for the project. This project will be partially funded for by CARS and covers most of the 47th Street's curbing and the turnaround for emergency vehicles on Roe Boulevard through the median north of 47th Street. The resources dedicated to paying the City's portion are already in place.

MOTION: CMBR POPPA MOVED, CMBR KELLERMAN SECONDED, TO AWARD THE 2016 CARS CONSTRUCTION CONTRACT WITH PHOENIX CONCRETE AND UNDERGROUND AT AN AMOUNT NOT TO EXCEED \$294,074.33 TO COUNCIL. (MOTION PASSES 8-0).

D. Reappoint City Attorney, Ethics Attorney, Bond Counsel, Finance Advisor, Judge, Prosecutor

City Administrator Moody said this is an annual process and they are not looking for any changes in these positions at this time.

CMBR Rhoades asked City Attorney Shortlidge for an update. City Attorney Shortlidge said he was retiring at the end of the year. CMBR Rhoades then requested that Mr. Shortlidge's reappointment be approved through the end of the year.

CMBR McNeil said she would like a further discussion on the ethics attorney. City Administrator Moody reminded the Council that the ethics attorney is paid on an as-needed basis. To date, the City has not had need of their services.

There was Council discussion of further discussion on some appointments. City Administrator Moody recommended approving ones that there is no question to and limiting Mr. Shortlidge's reappointment through December 31, 2016.

MOTION: CMBR MCNEIL MOVED, CMBR KELLERMAN SECONDED, TO AMEND THE REAPPOINTMENT MOTION TO REMOVE THE APPOINTMENT OF THE CITY ETHICS ATTORNEY FOR FURTHER DISCUSSION AT A LATER WORKSHOP. (MOTION PASSES 7-1, WITH CMBR KELLY VOTING IN DISSENT.)

MOTION: CMBR RHOADES MOVED, CMBR MCNEIL SECONDED, TO AMEND THE REAPPOINTMENT OF THE CITY ATTORNEY TO A TIME THROUGH THE END OF DECEMBER 31, 2016. (MOTION PASSES 8-0)

MOTION: CMBR THOMPSON MOVED, CMBR KELLY SECONDED, TO REAPPOINT THE CITY ATTORNEY THROUGH THE END OF DECEMBER 31, 2016, BOND COUNSEL, FINANCE ADVISOR, JUDGE AND PROSECUTOR. (MOTION PASSES 8-0)

E. 2017 WCA (Town and Country) Rate Change

City Administrator Moody advised the Council of a 2.9 percent increase for waste services in 2017. The average increase during term of contract is 1.9 percent annually, but there was no increase in 2016.

CMBR Poppa asked for clarification that agreement is for a rate change, not a service contract change. City Administrator Moody said approval would be accepting the rate and extending the term through December 31, 2017.

MOTION: CMBR POPPA MOVED, CMBR KELLY SECONDED, TO APPROVE THE 2017 WCA (TOWN AND COUNTRY) RATE CHANGE. (MOTION PASSES 8-0).

F. Commerce Bank Development Agreement Extension

Brent Hall, real estate representative from Commerce Bank, restating his request that was presented in the Workshop meeting. Commerce Bank is requesting another six-month extension on their time to build with a payment of \$5,000, a fee is estimated to equal the real estate taxes that would have been realized had the building been constructed. Mr. Hall said he recognized the frustration on the part of the Council and the citizens citing the downturn in the economy and a lack of convenient access to the site as factors that have delayed construction. He said the bank has paid \$30,000 in engineering fees. They have an interested party for the site and with the construction of a full access interchange it will be helpful in marketing the site. He concluded stating that the bank wants to move forward with the project.

CMBR Kelly inquired about the one percent of the project cost going towards art and received clarification that this will include the total property and the new tenant as well as the bank.

CMBR Rhoades said he would like to amend the extension to 71 days as Commerce Bank is already out of contract and past the extension time. He would also like to have Mr. Hall come back in May to address the status of the project.

CMBR Kelly said she would like to have regular reporting incorporated within the six-month extension.

CMBR Thompson reminded the Council that they have asked Commerce to donate nearly \$37,000 in road work. She said that no matter who goes in to the site, they are going need to have that turn-in/turn-out and that Commerce is helping the community and also with their payment of \$5,000 every six months.

CMBR Kellerman inquired whether Mr. Hall would be amenable in reporting to the Governing Body at the monthly City Council meetings to update everyone the project to which Mr. Hall agreed.

MOTION: CMBR FAST MOVED, CMBR THOMPSON SECONDED, TO ACCEPT THE DEVELOPMENT AGREEMENT WITH COMMERCE BANK FOR THE EXTENSION TO JUNE 1, 2016. (MOTION PASSES 8-0).

MOTION: CMBR RHOADES MOVED, CMBR KELLERMAN SECONDED, TO AMEND THE MOTION AND TO ACCEPT THE DEVELOPMENT AGREEMENT WITH COMMERCE BANK FOR THE EXTENSION TO JUNE 1, 2016. (MOTION PASSES 8-0).

MOTION: CMBR KELLERMAN MOVED TO HAVE A COMMERCE BANK REPRESENTATIVE REPORTING AT REGULARLY SCHEDULED MONTHLY COUNCIL MEETINGS. No second.

MOTION: CMBR KELLY MOVED, CMBR MCNEIL SECONDED, TO RECONSIDER THE MOTION. (MOTION PASSES 8-0)

MOTION: CMBR KELLY MOVED, CMBR FAST SECONDED, TO ACCEPT THE DEVELOPMENT WITH COMMERCE FOR THE EXTENSION FOR SIX MONTHS WITH THE UNDERSTANDING THAT COMMERCE BANK WILL REPORT AT EACH COUNCIL MEETING FOR THE DURATION OF THE SIX MONTHS IN ORDER TO GIVE UPDATES ON DEVELOPMENT PROGRESS. (MOTION PASSES 8-0)

G. Nall Park Bathroom Rehabilitation Bids

MOTION: CMBR FAST MOVED, CMBR KELLY SECONDED, TO AWARD THE 2016 NALL PARK BATHROOM REHABILITATION PROJECT TO THE WILSON GROUP IN AN AMOUNT NOT TO EXCEED \$81,634.59. (MOTION PASSES 7-1, WITH CMBR KELLERMAN VOTING IN DISSENT.)

H. 2015 Committee Financials

Ms. Jones-Lacy, at Council's request, provided details on the expenditures of the four volunteer committees: Events, Arts, Parks & Trees and Sustainability. She noted that every year Council allocates \$1,000 to each committee to help support the work that they do. She provided expenditures for 2015 and added that the Arts Committee is the only one to have tapped into their funds for 2016.

CMBR Fast asked about transfers to the Community Foundation. She said she had been contacted that some feel transferring tax money to a non-profit foundation feels it doesn't meet KAFRA or good accounting procedures. Ms. Jones-Lacy said she has spoken with auditors and there are no issues as long as it remains within the City Administrator's spending authority. She concluded by saying the total transfer was less than \$1,000.

Ms. Jones-Lacy had a summary of the foundation and the reconciliation of the foundation funds that showed funds of the different subcommittees that are given to the foundation. R Park, Arts, Parks & Trees, Community Gardens, Sustainability, and an undesignated fund supported by a former councilmember and planning commissioner's family requesting donations in lieu of flowers after the passing of Linus Orth. Revenues into the fund are from event ticket sales and product sales. R Park is the largest contributor.

CMBR Rhoades asked that the undesignated fund be named for Linus Orth to which the Council agreed.

CMBR Fast asked if staff attended the community foundation meetings. Ms. Jones-Lacy said she has begun attending the meetings. CMBR Fast said she would like to see an accounting of donations and where funds are spent.

CMBR McNeil inquired about the investment losses. Ms. Jones-Lacy said 20 percent of the funds are stocks and a small portion is money market accounts. They are invested by the Kansas City Community Foundation. Stocks were down in the beginning of 2016, but are anticipated to go up. CMBR McNeil asked why these funds were not in a savings account where they face no risk. Ms. Jones-Lacy said this is the way the account was established in 2014.

6. Branding Consultant Consideration

CMBR Kellerman said the committee to answer branding questions brought forth by residents and a councilmember. He said there are concerns of committee structure, noting that the Council approved the committee, then the committee selects the company, organization, institution or firm who is then approved by the Council. Mr. Kellerman read questions posed to the committee and the committee's response. CMBRS Rhoades and Poppa added further information.

CMBR Kelly felt the branding committee needs to meet again to compile a report that encompasses new information.

Mayor Marquardt suggested the committee create a consolidated report that incorporates all of the information to be presented by one member of the committee instead of all three at once.

CMBR Kellerman read into the record all the questions and gave his response on behalf of the committee.

In rebranding, RFP asked for verifiable, relevant experience, contact information. Where is that in the proposal and when will Council receive this information? The answer is no to that, but we are going to ask for it from the main contact from the firm selected.

Does anyone on the team at Benedictine College have experience in marketing a municipality? Not applicable and was not in the original criteria and not in the RFP. CMBR Poppa added they do not know.

I am concerned that the experience exhibited in the proposal does not support the scope of services the RFP requests for the branding endeavor. What selection criteria led the committee to choose a group without any prior experience in municipal branding? The first part was agreed to be an opinion. The RFP did not ask for municipal branding and rankings led to the selection.

I am a little confused since it was stated the proposal was pro bono, and then where did they ask for \$3,000 request or did we offer it to them? City Administrator Moody took the initiative to offer that amount following committee conversations.

CMBR Poppa clarified that he did not offer 3,000, it was an estimate.

CMBR Rhoades said Mr. Clay Johnston from Benedictine felt it was a good idea. The concern is that it is no longer *pro bono* as there is an intern.

Who are the people of the team the Benedictine students already spoke with and who supplied the list? We said, supplied what list.

CMBR Poppa said the committee believed that it was their intent to be proactive and to be prepared, but didn't give permission for it.

CMBR Rhoades addressed the comment that this was unprofessional. He felt this was a great idea in that they reached out through social media and asked a question to better prepare themselves for an interview they were having with the City.

I feel the in-depth interviews with residents prior to being chosen was premature and unprofessional. Who authorized it? Who got interviewed? How many? What questions? Was it random? What criteria was used in choosing who to talk with? And what were they going to do with the information in case they were not chosen? Did the Branding committee know about this? And if so, were all of the applicants to do the same using the same criteria? Their intent was to be more prepared for the interview. No authorization was needed. The college did this on their own. The Branding committee is not in charge of how an RFP is completed.

How is the Strategic Plan research and data going to be incorporated into the plan that was gathered and compiled from numerous surveys and community meetings? It will be provided. Every company does their own research.

CMBR Poppa said it will be provided along with all historical City data for the school or the firm chosen to then incorporate that into their plan.

Is Benedictine College proposing to duplicate the efforts of Wichita State Business School and the Strategic Planning Committee? No. They're specifically doing what the RFP asked them to do. If necessary, refer to the RFP Project Description A.

CMBR Poppa said no, not that we know of.

CMBR Rhoades said he didn't anticipate that the same questions asked by the Strategic Planning committee would be duplicated.

Other than cost, what was the main advantage of using Benedictine College? The committee discussed work being done *pro bono*.

CMBR Poppa said he remembered discussions came down to cost and that was the prevailing vote - for cost and cost alone.

Do we have one person from Benedictine who continues through each semester? It's Clay Johnston and his information is on the cover page of the proposal.

What is the possibility of Benedictine College working in conjunction with the second place professional marketing firm? No.

CMBR Poppa said he didn't know because they haven't asked them. He added that three of the four committee members are recommending Benedictine College. It may be an option, but they have not discussed it.

Is it possible to have a draft calendar on the timeline for the semester regarding the students working with us and availability to travel to our city? Would we ask this of a firm that wasn't located in Kansas City? It wasn't in the RFP.

CMBR Poppa responded yes.

Will Benedictine work within a pre-established timeline and establish milestones to chart the progress of the agreement? It's spelled out in the proposal. If it needs to be tightened up, it could be, but that would be up to the Council.

Will Benedictine be available for a presentation and to field any other questions from the Council? Yes.

Will the Council get to review the actual experience of the students working on the project prior to the start of the project? No. The Council does not interview employees of contracted firms.

CMBR Poppa said, yes, they will have the opportunity to review them, but they won't have an opportunity to say no, that person can't be in the class or that a student doesn't match the criteria.

Will the City review the raw data first or secondhand? Secondhand, but the raw data would be available if requested.

Who will own the compiled data? The City of Roeland Park.

What is the proposed site for interviews? This has been discussed with Benedictine and it could be at their local campus in Roeland Park, City Hall or possibly the Community Center, at a time yet to be determined.

Are merchants and community stakeholder interviews scheduled? No. The contract has not been awarded yet, so that is to be determined.

Will the Branding committee provide minutes and background information as requested by Council in the March 7th packet, to present with recommendation of Council? No, there wasn't any to provide because of the process.

I did not see mention of external research in the proposal. Does Benedictine's approach include target audiences outside of our City and analysis of competitor marketing strategies per the RFP? The top two candidates interviewed said this was not relevant.

CMBR Poppa said Benedictine did have that in their proposal and that people who live in Roeland Park and work outside the city and conversely, people that work in Roeland Park, but live outside the city will be targeted.

Once a proposal is approved by the Council, will a new committee of much broader scope be appointed to multiple stakeholders, including organizations? No, it has not been discussed.

CMBR Poppa added if it is the will of the Council.

CMBR Poppa said Mr. Kellerman's answers to about half of the questions were as he remembered them, but that over half of the questions, Mr. Kellerman does not speak for him because he did not believe that was what was discussed. He added that the Committee discussed a possibility of combining the resident satisfaction survey with the branding process and having ETC do the actual scientific data research, then handing the results to whomever is chosen to implement the plan.

CMBR Rhoades said he was able to reach Clay Johnston, the representative from Benedictine and that he will be able to answer all questions received via e-mail from residents and Councilmembers before Friday.

CMBR Kelly said she wants a report, something written to refer to.

CMBR Rhoades said he felt there was a fear in moving forward. He read an e-mail from a resident that talked about wanting clarification on committees in dealing with the Kansas Opens Meetings Act. Mr. Rhoades said if someone feels the committee is not handling things correctly to file their complaint. He said he has also requested a list of organizations or businesses that submitted proposals. For the record he stated that if people want to question his decision and his personal reasoning for being on the committee, and his credentials for being on the committee, he will provide those credentials, and how he feels he is appropriate to be on the committee. If people would like to find fault with a decision that he has made or that the committee has made, people are free to comment. He added that the e-mail writer wants full disclosure of any factual or perceived conflict of interest, faith-based or otherwise, and wants to touch on it. Regarding the committee's vendor selection recommendation, Benedictine College is a Catholic institution. There are two Catholic institutions in the City, one being St. Agnes, the other Bishop Miege High School. He said there is a fear among some residents that a slogan will have a hidden message alluding to Christianity. He said that basically the School of Business is there to solve a business problem in the community and that was a rebranding.

CMBR Fast stressed the need for minutes. She wanted committee minutes on the website and that it include documents. She also requested that every month they provide a schedule of what they're going to achieve and would like that completed by the December 2016 Council meeting.

CMBR McNeil would like to see someone from the committee take minutes and not rely on staff to do it.

CMBR Poppa would like to have the minutes discussion during the ad hoc meeting, adding guidelines and structures for the ad hoc committee and task forces and would like to have that discussion at that time.

CMBR Fast asked for clarification of the April 1st Workshop meeting regarding the Avant proposal along with Benedictine.

CMBR Poppa said that it should be Benedictine to speak as it is the committee's recommendation for their approval. Avant is not being considered.

There was agreement to continue this discussion at the next Workshop.

J. April Community Forum

CMBR Poppa and CMBR Kelly will be heading the next Community Forum to be held at Roesland Elementary, Monday, April 25 at 6 p.m. They are planning a Meet Your Citizens Advisory Committee presentation and have asked each committee to attend and present an example of three things they're working on. There will be a social of about 15-20 minutes to speak to the committee. Final details will be forthcoming. They will then go into a more formal presentation. CMBR Kelly said everyone is welcome to attend the meeting. Someone will be there to talk

about three key policy updates, potentially branding, budgeting and economic development. There will also be volunteer sign-up sheets and added that this is a good opportunity to collect data to add people to the e-mail list and also NotifyJoCo.

There will also be Bike/Pedestrian and Development ad hoc committee tables, and possibly a table for the branding efforts of the City.

Prior to the forum a written agenda will be provided.

VIII. ADJOURNMENT

Prior to adjournment, CMBR Kellerman requested someone address the Governing Body at a future Workshop on how the voting process works during a Council meeting.

MOTION: CMBR Fast moved, CMBR McNeil seconded to adjourn. (Motion passes 8-0)

Joel Marquardt, Mayor

Kelley Bohon, City Clerk

Item Number: Consent Agenda- II.-C.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 4/28/2016
Submitted By: Staff
Committee/Department: Admin.
Title: **Committee Reappointment**
Item Type: Other

Recommendation:

To reappoint Duane Daugherty to sustainability and Tim Churchman to Board of Zoning Appeals.

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
☐ Duane Daugherty	Cover Memo
☐ Tim Churchman	Cover Memo

wordpress@roelandpark.net on behalf of
City of Roeland Park-Volunteer Form <kbohon@roelandpark.org>

Inbox

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

 1 attachment (41 KB)

DuaneDaughertyResume.pdf;

Committee Volunteer Application Form

Email:	- - -
Date:	04/27/2016
Name:	Duane A Daugherty
Daytime Phone Number:	
Evening Phone Number:	
Address:	5229 Howe Drive Shawnee Mission, KS 66205 United States of America
Place of Employment:	Progressive Environmental & Safety Group.
How long have you been a resident of Roeland Park?:	23 years
How much time do you have to devote per month?:	4 to 6 hours
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	I have a keen interest personally and professionally in issues involving the environment and liveability of my community. I believe I have broad-based perspective to bring to discussions on these matters.
Select which Board or Committees you are interested in serving on: (only one per application):	Sustainability
Additional, comments: (If any):	

Committee Volunteer Application

wordpress@roelandpark.net on behalf of
City of Roeland Park-Volunteer Form <kbohon@roelandpark.org>

Fri 4/29/2016 1:03 PM

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

Committee Volunteer Application Form

Email:	
Date:	04/29/2016
Name:	Tim Churchman
Daytime Phone Number:	
Evening Phone Number:	
Address:	5057 Parish Drive ROELAND PARK United States of America
Place of Employment:	Self
How long have you been a resident of Roeland Park?:	35 years or so
How much time do you have to devote per month?:	a few
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	I want to help keep Roeland Park a desirable place to live in, own a house, and raise a family.
Select which Board or Committees you are interested in serving on: (only one per application):	Board of Zoning Appeals
Additional, comments: (If any):	
File Upload:	
HTML:	

Item Number: Consent Agenda- II.-D.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 4/29/2016
Submitted By: Staff
Committee/Department: Admin.
Title: **Ordinance for Citywide Block Party**
Item Type: Ordinance

Recommendation:

To approve ordinance allowing consumption of alcohol for the Citywide Block Party

Ordinance 929 AN ORDINANCE ALLOWING CONSUMPTION OF ALCOHOL ON CERTAIN PUBLIC PROPERTY FOR A LIMITED TIME AND PURPOSE, PURSUANT TO K.S.A. 2013 SUPP. 41-719(d).

Details:

City Code requires an ordinance be passed if there is an event involving alcohol on public property. The Community Events Committee has asked for permission to have this event that may include the consumption of alcohol.

Financial Impact

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

Additional Information

ATTACHMENTS:

	Description	Type
	Ordinance 929	Cover Memo

ORDINANCE NO 929

AN ORDINANCE ALLOWING CONSUMPTION OF ALCOHOL ON CERTAIN PUBLIC PROPERTY FOR A LIMITED TIME AND PURPOSE, PURSUANT TO K.S.A. 2013 SUPP. 41-719(d).

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:

SECTION 1. Purpose. The purpose of this ordinance is to allow for consumption of alcoholic liquor at the City of Roeland Park's "R Park" (located at 5535 Juniper) for a Community Block Party on June 4, 2016.

SECTION 2. Exemption of City Property. Pursuant to K.S.A. 2013 Supp. 41-719(d), the City hereby exempts for a limited time and purpose the following property ("Exempted Property"), title of which is vested in the City, from K.S.A. 2013 Supp. 41-719(c), which prohibits the drinking or consumption of alcoholic liquor by any person on public property:

A tract of land in the Northwest Quarter of Section 9, Township 12, Range 25, in the City of Roeland Park, Johnson County, Kansas, described as follows:

Beginning at a point which is 906.14 feet West and 215 feet South of the Northeast corner of said Northwest Quarter, thence West 510; thence South 512.7 feet to the North line of 56th Street; thence Northeasterly along the North line of 56th Street to a point which is 465.54 feet South of the point of beginning; thence North 465.54 feet to the point of beginning, except that part in any road.

The exemption of the foregoing property from the provisions of K.S.A. 2013 Supp. 41-719(c) shall be limited to June 4, 2016, and thereafter, the exemption and all other sections of this ordinance shall be of no force or effect.

SECTION 3. Limited Suspension of Certain City Ordinances Pertaining to Alcoholic Liquor. Notwithstanding any provisions in the Code of the City of Roeland Park, Kansas to the contrary, including but not limited to Sections 3-102 and 12-108 of the Code, the City may allow the possession, drinking and consumption of alcoholic liquor by persons twenty-one (21) years of age or older on June 4, 2016 on the Exempted Property in conjunction with the Community Block Party for residents; provided that nothing contained in this ordinance shall constitute a suspension of any ordinances prohibiting drunkenness, disturbing the peace, or disorderly conduct on the Exempted Property.

SECTION 4. Take Effect. This ordinance shall take effect and be in force from and after its publication in the official City newspaper.

PASSED by the City Council the 16th day of May 2016. APPROVED by the Mayor.

Joel Marquardt, Mayor

ATTEST:

Kelley Bohon, City Clerk

APPROVED AS TO FORM:

Neil R. Shortlidge, City Attorney

Item Number: Applications/Presentations- A.-1.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 5/11/2016
Submitted By: Staff
Committee/Department: Admin.
Title: **Special Permit Chickens – 3607 W 47th PI**
Item Type:

Recommendation:

To approve special permit for chickens.

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
☐ special permit 3607 W 47th PI	Cover Memo



City of Roeland Park

4600 West Fifty-First Street
Roeland Park, Kansas 66205
City Hall (913) 722-2600
Fax (913) 722-3713

SPECIAL PERMIT REGISTRATION AND RENEWAL REQUEST FOR KEEPING CHICKENS §2-401&§2-402

Request No. _____

Date Received 4/29/2016

☒ New registration and Special Permit Request – fee \$80.00*

☐ Registration renewal from the previous year – fee \$20.00*

*Fees are not refundable nor pro-ratable

Applicant Stephanie / Daniel Agne No. of Chickens 6
(Max 6)

Address 3607 W 47th Pl Zip 66205

Telephone: Home - _____ Work/Cell - _____

❖ Applications must include two property diagrams: One of the applicant's property showing the property dimensions, existing structures and the proposed location of chicken coop and enclosure; the other showing neighboring properties and their existing structures.

- Property diagrams are available and can be downloaded off the Internet at land.jocogov.org. After agreeing to the disclaimer, enter your address in the proper fields which will bring up your address information and picture of your house. From this location click on maps where you will be able to view, manipulate and print the required diagrams.

❖ Other Animals At This Address:

City Tag #	Date Issued	Breed	Animal Name	Color	Sex	Veterinarian
137	3/28/16	lab mix	June	brn	F	Fairway

Item Number: Applications/Presentations- A.-2.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: SMA Run August 27, 2016
Item Type:

Recommendation:

Details:

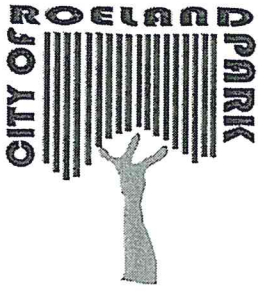
Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
☐ SMA Run application and route	Cover Memo



The City of Roeland Park, Kansas

4600 West Fifty-First Street
Roeland Park, Kansas 66205
Police Department (913) 677-3363 – Fax (913) 722 -3745

Street Run/Parade Permit

Permit Fee \$150

Date: 8/27/2016 Start Time: 5:30 AM End Time: 10:30 AM

Applicant

Name: KRISTAL WILSON Daytime/Cell Phone: _____

Address: 11229 E 60TH TERR City, State, Zip: RAYTOWN, MO 64133

Chairperson

Name: KRISTAL WILSON Daytime/Cell Phone: _____

Address: 11229 E 60TH TERR City, State, Zip: RAYTOWN, MO 64133

Organization Information

Organization: CURESMA Phone: 1-800-866-1762

Address: 925 BUSSE RD City, State, Zip: ELK GROVE, IL 60007

Assembly Area: BISHOP MIEGE HIGH SCHOOL Starting Point: _____ Ending Point: _____

Route of Travel: (Attach Map) Approximate Number of Persons: 500 Animals: 10 Vehicles: 350

Portion of street to be utilized: MAP ATTACHED Min/Max Speed of Parade: NA

Expected interval between parade units: NA Max length of Parade: 1K/5K

Rain Date: NA Number of volunteers to assist with route access: 35

Signature of Applicant: Kristal Wilson Signature of Chairperson: Kristal Wilson

To be completed by City:

Endorsed by Chief of Police or designee: _____ Yes: _____ No: _____ If No attach reason
If designee (printed name) _____

Dated: _____

Date presented to the City Council: _____

Approved: _____ Denied: _____ Alternate Permit Offered: _____

Copy to City Clerk on: _____ Copy to City Attorney on: _____

Copy to Public Works on: _____ Copy to Police Department on: _____

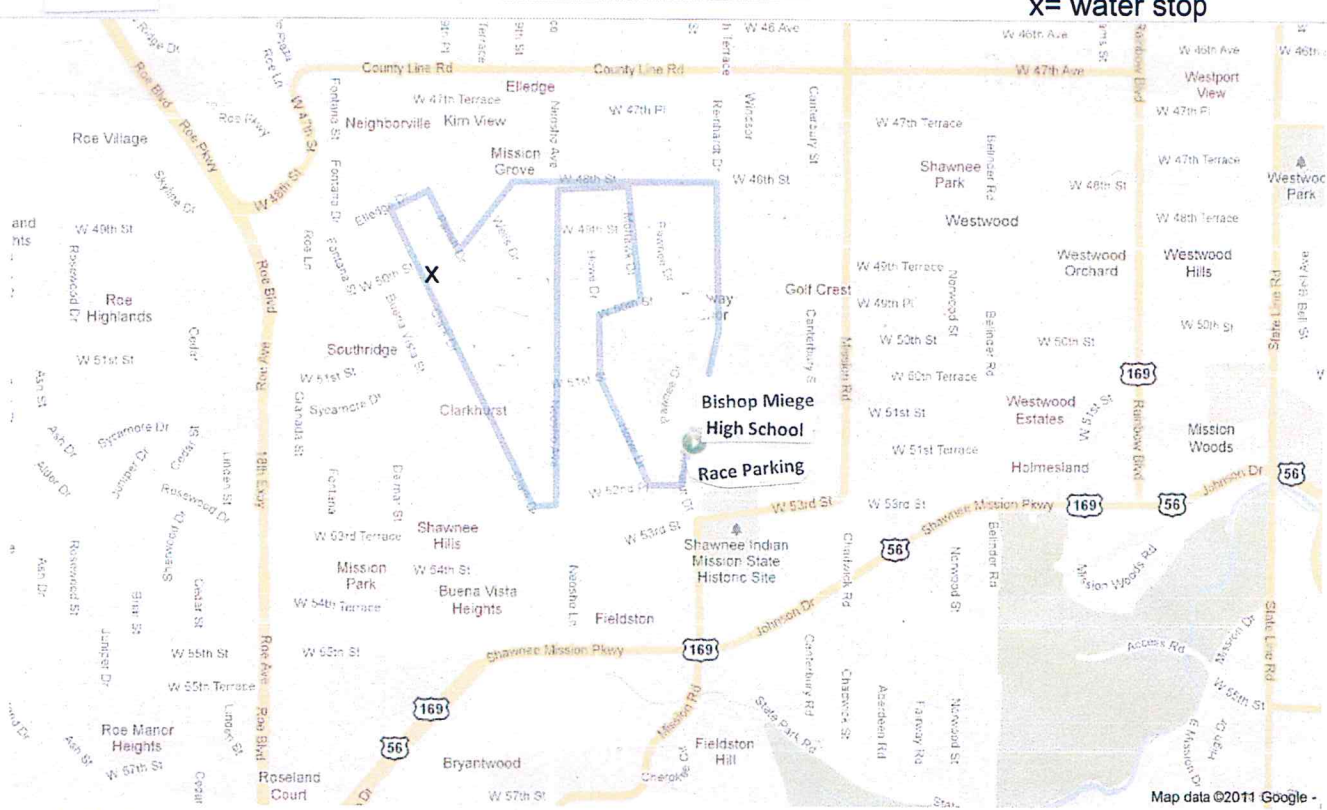
Copy to Fire Department on: _____ Copy to City Administrator on: _____

Cure SMA Race-n-Roll

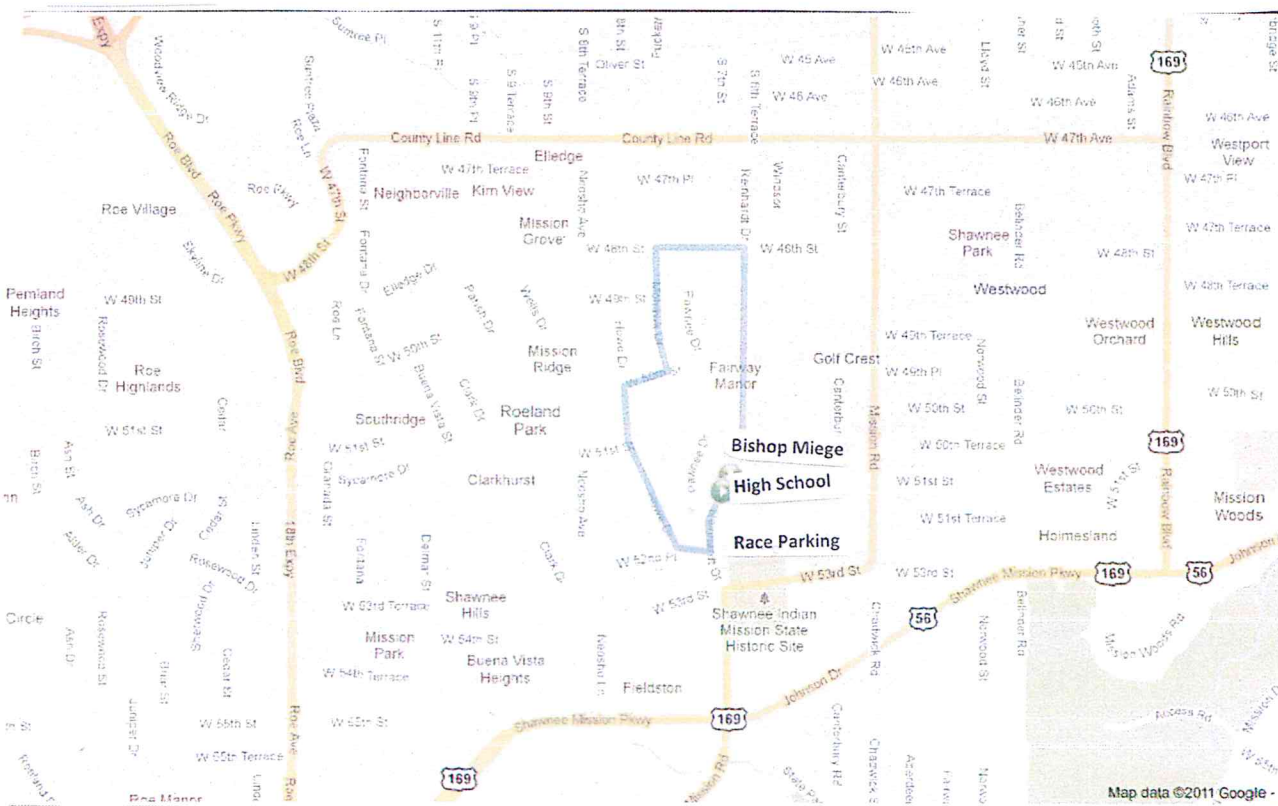
Bishop Miege High School
5041 Reinhardt Drive
Roeland Park, Kansas 66205

5K Route

x= water stop



1 Mile Route



Item Number: Applications/Presentations- A.-3.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: Sustainability Update – Michael Kelly
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

Item Number: Applications/Presentations- A-4.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: Parks Update – Jennifer Provyn
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

Item Number: Applications/Presentations- A.-5.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Bike Walk Ad-Hoc Committee Update – Kyle Rogler**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

Item Number: Applications/Presentations- A.-6.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Commerce Bank Update**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

Item Number: Mayor's Report- IV.-A.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Miege Proclamations (Michael Rhoades and Tim Janssen)**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
☐ Miege Girls Basketball	Cover Memo
☐ Miege Boys Basketball	Cover Memo



Proclamation

“Bishop Miega Girls Basketball Champions Week”

WHEREAS, the members of 2015-2016 Bishop Miega High School Girls Basketball Team attend a high school recognized for academic and athletic excellence located in Roeland Park, Kansas; and

WHEREAS, The Bishop Miega High School Girls Basketball Team in Roeland Park Kansas won the Kansas State 4A Division 1 State Championship on March 12th, 2016 defeating Paola at The Salina Bicentennial Center by a score of 67 to 56; and

WHEREAS, this is the 19th State Championship for the Bishop Miega Girls Basketball Team, tied for fourth most State Championships all-time nationally, and the third State Championship in a row; and

WHEREAS, The Bishop Miega Girls Basketball Team went undefeated with a 25 and 0 record over the 2015-2016 season and is ranked number 1 in all Kansas state classifications and in the top 100 nationally. The Bishop Miega Girls program has gone 2 full seasons without recording a loss and is currently on a remarkable 60 game winning streak. Over the last three championship seasons their record is 72 wins and 3 losses.

WHEREAS, recognition and appreciation is due to Roeland Park resident and head coach Terry English, who in his 39 years as Head Coach of the Bishop Miega High School Girls Basketball Program has recorded 798 wins, which is ranked 10th most nationally by active coaches, along with assistant coaches Kevin Mulvany, Jeff English, Chris Thayer, Linda Ernst and Megan Wolf as well as the young student athletes who are the State Champion Basketball Team along with faculty, staff, student body, parents, fans and supporters of Bishop Miega High School; and

WHEREAS, the young women of the Bishop Miega High School Girls Basketball Team should be commended for being exceptional students in the classroom, achieving a team accumulative GPA of 3.83, as well as being tremendous athletes on the court; and

WHEREAS, as a result of their success, the Bishop Miega High School Girls Basketball Players and Coaches now serve as role models to younger members of the community; now

THEREFORE, I, Joel Marquardt, Mayor of the City of Roeland Park, along with members of the City Council do hereby proclaim the week of June 6th through June 12th, 2016 as

“Bishop Miega Girls Basketball Champions Week”

IN THE City of Roeland Park Kansas; and

FURTHER, I urge all members of the community to join me in celebrating the team’s success and accomplishments over the last three seasons and for making Roeland Park proud to be the home of the Bishop Miega Stags.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Seal here

JOEL MARQUARDT
Mayor



Proclamation

“Bishop Miede Boys Basketball Champions Week”

WHEREAS, the Roeland Park Governing Body on behalf of its residents would like to congratulate the Bishop Miede Boys Basketball Team, their coaching staff, managers, faculty, student body and fans for attaining the title of State Champions; and

WHEREAS, The Bishop Miede High School Boys’ Basketball Team in Roeland Park Kansas enjoyed tremendous success in the 2015-2016 season and won the Kansas State 4A Division 1 State Championship on March 12th, 2016 against McPherson at The Salina Bicentennial Center by a score of 69 to 60; and

WHEREAS, after starting the season with three wins and three loses, this team went undefeated in their last nineteen games and finished the season with a number one ranking in the state of Kansas in all classifications and a top 150 national ranking; and

WHEREAS, this team has won the Eastern Kansas League title two years in a row and this is the third State Championship for the Bishop Miede High School Boys Basketball Team since the schools inception; and

WHEREAS, Head Coach Rick Zych, along with assistant coaches Chuck Minor, Eric Greble, Brien O'Neill, Kevin Wiesner, Steve Koesterer, Jeff O'Neill and David Spruell are commended for helping mentor these young student athletes and taught and continue to teach these young men and give them the tools that they need to be successful in life, on or off the court; and

WHEREAS, four players received all-state honors for their athletic achievements on the court: Juniors Semaj Ray and Francesco Badocchi, sophomore Bol Bol, and freshman Jeremiah Robinson-Earl.

WHEREAS, as a result of the high quality manner in which the Bishop Miede Boys’ Basketball team represented the Roeland Park community, the players, coaches and managers now serve as role models to younger members of the community; and

NOW THEREFORE, I, Joel Marquardt, Mayor of the City of Roeland Park, along with members of the City Council do hereby proclaim the week of May 30th through June 5th, 2016 as

“Bishop Miede Boys Basketball Champions Week”

IN THE City of Roeland Park Kansas; and

FURTHER, I urge all residents of Roeland Park and members of the Greater Kansas City area to join me in recognizing and celebrating the team’s achievement and wish the members of the Team, Coaching Staff, Faculty, and Student Body continued success.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Seal here

JOEL MARQUARDT
Mayor

Item Number: Workshop Reports- V.-A.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:
Submitted By: Jennifer Jones-Lacy, Asst. City Administrator/Finance Director
Committee/Department:
Title: **Workshop and Ad Hoc Summary**
Item Type: Other

Recommendation:

Please see below - For informational purposes only.

Details:

Workshop Summary

- *Branding Agreement with Benedictine College* – The agreement with Benedictine was tentatively approved and moved to the Council Agenda for final approval on May 16th.
- *Citizen Survey* – The discussion on conducting a citizen survey in 2016 is on the Council agenda for May 16th. Funds are available in the 2016 Budget through savings associated with using Benedictine for branding.
- *Ordinance 932 – Special Permit for Chickens* – The ordinance allows a permit for chickens that would eliminate the need for chicken owners to go before Council for approval of their permit. Application approval would be conducted by the City Clerk. The ordinance is set to be approved at the May 16th Council Meeting.
- *Formalizing Workshop Procedures* – The Governing Body has discussed formalizing the current workshop procedures moving forward via ordinance. The discussion is on the workshop agenda for May 16th for further discussion.
- *2017 Budget discussions* – The City Administrator led a discussion on the 2017 Budget.

The Council reviewed the capital budget, a proposed G.O. bond debt issuance schedule to fund the CIP, solid waste assessments and the mill levy. The Council also heard from several residents in support of repairing/replacing the tennis courts in R Park in 2017.

During the discussion, the Governing Body recommended keeping the mill levy level and increasing the solid waste assessment by \$3/resident. The Council is still uncommitted to issuing new debt for Capital improvements.

- *Ad Hoc Committee - NE Corner of Johnson and Roe*
 - a. CBC working on plan for development concepts
 - b. City still working with KDOT to convey all land (ROW) with title insurance
- II. Relocation of Public Works
 - a. Discussed that Roe Body Shop is for sale
- III. New Business
 - a. Discussed partnering with NEJC Chamber to bring back community business breakfasts

Financial Impact

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

Additional Information

Item Number: Reports of City Liaisons- VI.-A.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: Stormwater Management Advisory Council (Jose Leon and
Ryan Kellerman)

Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

Item Number: Reports of City Liaisons- VI.-B.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 5/12/2016
Submitted By: Bill Art
Committee/Department: Admin.
Title: Shawnee Indian Mission (Bill Art)
Item Type: Other

Recommendation:

Third Wednesday Brown Bag Luncheon at the Mission will be held next Wednesday, May 18 at 12:00 noon in the North Building, west entrance.

The subject will be Alexander Majors: the man in the 1840's and 1850's. presented by Gary Hicks.

You are welcome to bring your "brown bag lunch" or merely feast on the story of Alexander Majors and his freighting empire during the 1840's and '50's.

Future topics will be:

June 15 - A New Look at the Mission by Patrick Dobson
July 20 - The Legler Barn by Todd Crow
August 17 and future months to be announced

Details:

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:

Line Item Code/Description:

Additional Information

Item Number: New Business- VIII.-A.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 4/29/2016
Submitted By: City Administrator
Committee/Department: Branding Committee
Title: **Branding – Benedictine**
Item Type:

Recommendation:

Staff recommends Council approval. Approval of the scope of services for the citizen survey should occur in concert with the branding agreement as completing the survey is a commitment reflected in the branding agreement.

Details:

The attached branding agreement is in the basic agreement form used by the City Attorney. He has reviewed and approved the agreement as to form. Councilor Rhoades and Poppa have provided review as well. Much detail has been incorporated into the agreement to address questions that have been raised concerning process, deliverables, time line and responsible parties. Benedictine was involved in the development of the agreement as well.

The minor edits discussed at the prior workshop have been incorporated into the agreement as well.

Financial Impact

Amount of Request: \$3,000 for branding services	
Budgeted Item?	Budgeted Amount: \$18,500
Line Item Code/Description:	

Additional Information

ATTACHMENTS:

Description	Type
 Branding Agreement	Backup Material

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made as of the ____ day of May, 2016, by and between the City of Roeland Park, Kansas, its successors and assigns, hereinafter called the CITY, and Benedictine College, hereinafter called the CONSULTANT.

The CITY issued a request for proposals for qualified consultants interested in helping the CITY research, create and develop an identity/brand position and a new brand image that can be used by the CITY (the Project);

The CITY is authorized and empowered to contract with the CONSULTANT for the purpose of providing branding services in connection with the Project;

The CITY and the CONSULTANT in consideration of their mutual covenants herein agree in respect to the performance of professional services by the CONSULTANT and the payment for those services by the CITY, as set forth below.

PART A — SERVICES TO BE PROVIDED BY THE CONSULTANT

After the CITY issues a notice to proceed, the CONSULTANT shall proceed with the following services.

1.0 Research –The CITY will coordinate the execution of a scientific and statistically valid citizen satisfaction survey with the CONSULTANT’s research step. The CITY will pay an independent party to complete the survey, the CONSULTANT and CITY will work in concert with the survey company to develop questions designed to gather information from residents that will be used in developing community image and identity as well as marketing and branding strategies.

CONSULTANT will also conduct data gathering face to face to identify the advantages and disadvantages of the city based on the perceptions of key demographic segments: 1.) those who live and work in Roeland Park, 2.) those who live in Roeland Park and work outside the city, and 3.) live outside Roeland Park and work within the city. Identify how the above mentioned demographic segments weigh the value of those advantages and disadvantages. A 3-phase approach will be employed on the face to face data collection: **Phase 1** will consist of open house “town hall” events. These will be hosted at the Benedictine College executive MBA classroom, the Roeland Park Community Center, or other mutually agreed-upon space located within Roeland Park. Residents, property owners and business owners will be incentivized to participate with refreshments. The discussion guide will seek participants’ insights to questions approved by the Branding Committee, examples of such questions are below:

- What do you think about today’s Roeland Park?
- What about Roeland Park keeps you here?
- What would you say is Roeland Park's main attractions?
- What changes have you seen in Roeland Park since you moved here? Which of these changes do you view as positive? Which do you see as negative? Why?
- Do you see yourself still living in Roeland Park in 5 years? 10 years? If not, what changes would Roeland Park need to make to keep you here?
- Where do you see Roeland Park in 10 years?

Phase 2 will target employees that do not currently live within the city limits, but instead commute to Roeland Park for work. This survey will be sent by email to participants we identify so that we do not take away from their time at work and they are able to fill out this survey when time is available. This survey will collect insights including:

- From which city do you commute?
- How long is your home to work commute?
- What are your thoughts of Roeland Park?

- What about Roeland Park is attractive to you?
- Do you see yourself working here in Roeland Park in 5 years? 10 years? If not, what changes would Roeland Park need to make to keep you here?
- Where do you see Roeland Park in 10 years?

Phase 3 consists of one-on-one interviews. Each member of the elected body will provide the consultant a list of three people they would like interviewed to get their vision as well as their insight of the town. These interviews will have many of the questions like the ones listed above, but this one-on-one interview allows for the interviewer to dig deeper into the individual's insights. These in-depth interviews will play a key role in determining the Roeland Park brand.

2.0 The **CONSULTANT** will review the CITY's recently completed Strategic Plan as well as the CITY's Comprehensive Plan. The direction established within these documents shall be synthesized with the information gathered in the Citizen Satisfaction Survey as well as the in person data gathering. A report reflecting the results of the in person data gathering shall be delivered that provides comparative analysis between the information contained within the Strategic Plan, Comprehensive Plan, Citizen Satisfaction Survey and in person data collection.

3.0 Branding Committee – The **CONSULTANT** will work with a group of representatives (Branding Committee). The **CONSULTANT** will attend three (3) pre-scheduled meetings during the project with the Branding Committee. The Branding Committee will serve as an advisory body for the CITY and consultant to gain feedback on the research, creation/development, and implementation phases. The **CONSULTANT** will be expected to engage the Branding Committee in such a way that “buy-in” is achieved and the Branding Committee members become advocates for the project. The Branding Committee will consist of three council members and four non-elected individuals

appointed by the Council. The Branding Committee shall elect a chairman to preside over meetings and serve as the primary point of contact with city staff and the CONSULTANT. The CONSULTANT will work with the Branding Committee chairman and staff to set meeting dates and times for the Branding Committee.

4.0 Creation/Development of Brand Image – The CONSULTANT will produce and submit to the Branding Committee a detailed action plan with deliverables and timeline for their approval at the first scheduled meeting between the Branding Committee and the Consultant. Deliverables shall include but not be limited to options for a brand position statement (identified through research), key message and collateral items (logo, tag line color palette) necessary to convey the overall identity/brand position. The CONSULTANT shall employ a process that affords external parties to submit artwork and tag line concepts for consideration with the understanding that submittals are to be pro-bono contributions. The CONSULTANT will present a minimum of 3 collateral item concepts to the Branding Committee for consideration. The Branding Committee may request revisions and alternatives to these concepts.

5.0 Implementation Strategies – CONSULTANT will develop and recommend an implementation strategy that incorporates a central marketing/branding theme that permits flexibility for the targeted audience and that ensures the integrity of the campaign. Implementation is anticipated to be phased.

A new logo or tagline does not build a brand and alone will not change the perception and image of Roeland Park. To create a successful alteration to Roeland Park's current image the following 5 elements will be employed:

1. The name, sign, or symbol
2. The source of a promise

3. Distinctive or added value
4. Personality and character
5. The sum of the customer's thoughts and perceptions.

In addition, the implementation strategy should include cost estimates and a sequencing plan to employ the logo/tag line/color palette as part of community events, on literature, website, signs, monuments, buildings and vehicles throughout the community. The CONSULTANT will guide the Branding Committee through options and their respective costs. It is anticipated that the CONSULTANT will serve in an on-call capacity to the CITY during implementation, these services would be charged a negotiated fee per project. This could include developing promotional materials and advertising plans.

6.0 Final Approvals – The Branding Committee and CONSULTANT will make a recommendation for approval of the branding Research and Report, the Collateral Items (key message, logo, tagline, color palette) and the Implementation Strategy to the City Council for final approval. The Council may request revisions as they deem appropriate.

7.0 Time Line - The following is the projected timeline:

July 11, 2016-	Intern Begins Working on Branding Survey Questions Each elected official to provide Intern with three local representatives to be interviewed Date and location of “town hall” event(s) set, intern to work with staff to distribute this information to the public
July 12, 2016-	Branding Committee Meets (6 pm at City Hall) with Intern and Professor to review survey questions, timeline, process and deliverables.
July 18, 2016-	Branding Survey Questions Completed (citizen survey must be in final form and to the survey company 45 days prior to final report being available) Survey Printed Intern and Benedictine Professor do what begin researching city media assets to identify assets affected by rebrand.
July 25, 2016	Intern, under direction of Benedictine Professor continues to research and catalog city media assets affected by rebrand.

August 1, 2016-	Survey mailed to all residents and notifications sent through constant contact, Notify JoCo and newsletter that the survey can also be completed on line. Intern, under direction of Benedictine Professor completes media asset report.
August 9, 2016-	Intern, under direction of Benedictine Professor researches and catalogs key stakeholders in community to be included in qualitative research.
August 16, 2016-	Branding Committee meets at City Hall at 6 pm, Consultant to provide an update on status of projects and report on Interview process. Intern, under direction of Benedictine Professor completes report of key stakeholders in community to be included in qualitative research.
August 22, 2016-	Intern, under direction of Benedictine Professor researches advertising and publicity media for inclusion in launch phase of rebranding.
August 29, 2016- September 5, 2016-	Citizen Survey Report Complete Intern completes media report. Research class analyzes Citizen Survey Report and begins preparation of Focus Group Discussion Guide (DG) and Interview Questionnaire (IQ). MBA class prepares Sample Plan (SP)
September 12, 2016-	Research class completes IQ and DG and submit to Branding Committee. MBA class completes and submits SP. MBA and Research classes invite participants to Focus Groups/Interviews
September 19, 2016-	Benedictine Professor, assisted by MBA class, begins Focus Groups/Interviews. MBA class begins brand competition design.
September 26, 2016-	Focus Groups/Interviews complete, Transcriptions submitted to Branding Committee. MBA class continues brand competition design.
October 3, 2016-	Research report completed. MBA class, Integrated Marketing class begin Positioning Statement and Creative Brief.
October 10, 2016-	Positioning Statement and Creative Brief are submitted to Branding Committee.
October 17, 2016-	Brand Design Competition begins. MBA and Integrated Marketing class begin implementation plan.
October 24, 2016-	Brand Design Competition continues. MBA and Integrated Marketing class continue implementation plan.
November 7, 2016-	November 7, 2016- Brand Design Competition completed. Preliminary judging begins. Top designs identified, and all designs submitted to Branding Committee. MBA and Integrated Marketing class continue implementation plan.
November 14, 2016-	Winning design chosen. Implementation plan completed and submitted.

November 21, 2016- Branding Committee Chair and Consultant Present Synthesized Report and Implementation Plan to Council at Workshop along with a preferred logo/tagline

December 19, 2016- Council Adopt Implementation Plan and Logo/tagline

Intern may assist/direct execution of Implementation Plan.

8.0 CONSULTANT Team Members - W. Clay Johnston will serve as the project director and primary point of contact for the CONSULTANT. He shall be available for Branding Committee meetings, the one on one interviews of the council selected individuals and the open house events. He will be the primary point of contact for the Branding Committee Chair and city staff.

An intern selected by Mr. Johnston and approved by CITY staff shall be a key administrative member of the CONSULTANT team coordinating meetings, processing data and assisting with keeping tasks on schedule.

Master's in Business Administration students shall facilitate interviews and data collection activities. They shall review and synthesize the information contained in planning documents of the CITY with the data collected by Benedictine and through the citizen survey.

Undergraduate Marketing and Design students shall assist in the design of the logo and tagline as well as with development of the branding implementation plan.

9.0 Deliverables from CONSULTANT - The following are the deliverables from the CONSULTANT:

1. A report synthesizing the City Strategic Plan, Comprehensive Plan, Citizen Survey into the basis for a branding strategy.
2. Logo and tagline and color palette options in a digital file format that can be used to deploy on a variety platforms.
3. A comprehensive phased branding strategy and deployment plan with cost estimates and timeline.

PART B — INSPECTIONS, CONFERENCES, AND APPROVALS:

Representatives of the CITY shall have the right to inspect and review the work being done by the CONSULTANT and consult with the CONSULTANT at any time. Conferences are to be held at the request of the CITY or CONSULTANT.

PART C — COMPENSATION:

C-1 Hourly Charge Rates Plus Direct Non-Salary Costs:

The CITY agrees to pay the CONSULTANT as compensation for all the services stipulated in PARTS A and B herein as follows:

CONSULTANT shall submit all invoices for out-of-pocket expenses and Intern services on forms provided by the CITY.

CONSULTANT shall invoice CITY monthly for all services rendered and expenses incurred during the previous month.

All invoices for services shall be accompanied by a documented breakdown of expenses incurred. This documentation shall include Intern personnel by hourly rate and number of hours.

Payment will be made monthly on the basis of statements submitted by the CONSULTANT, subject to the CITY'S review thereof.

The term "direct non-salary costs" shall include the CONSULTANT'S payments to others in connection with the Project, transportation, and reproduction work.

Transportation, including use of automobiles in connection with the Project will be charged at the rate of ___ cents per mile for personal vehicles and ___ cents per mile for survey vehicles. Reproduction work and materials required will be charged at actual cost. All "direct non-salary costs" shall be included in the maximum compensation.

C-2 Maximum Compensation: The maximum compensation for all Intern services and out-of-pocket expenses described in Parts A and B shall be \$3,000.00.

These amounts shall not be exceeded unless authorized by Change Order. Said Change Order must be mutually agreed upon in writing by both parties. If the Project is delayed by CITY requesting a delay or hold on services of more than three months or by actual default of prime contractor(s), the maximum fees will be adjusted to compensate the CONSULTANT for changed costs.

C-3 Change Order: The maximum compensation stated in Sub Part C-2 may be adjusted by Change Order. A Change Order, if required, will be based on major changes in scope, character or complexity of the work. Said Change Order may provide for changes in compensation, either upward or downward. As provided in Sub Part C-2 any Change Order must be mutually agreed upon in writing by both the CITY and CONSULTANT.

PART D – OBLIGATIONS OF CITY:

CITY, at its own expense, will provide the following:

1. Make available to CONSULTANT on request with reasonable notice, at CITY'S offices, all existing records and other data possessed by the CITY when such are necessary, advisable or helpful to the CONSULTANT in the prosecution of its work under this AGREEMENT.
2. Designate in writing a person to act as the CITY'S representative with respect to the services to be performed or furnished by the CONSULTANT under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the CITY'S policies and decisions with respect to the CONSULTANT'S services for the Project. In the absence of any

such designation, or until such designation is made by CITY, its City Administrator shall serve as the designated representative.

PART E — TERMINATION OF THE AGREEMENT:

This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party; provided however, that in any such case, the CONSULTANT, to the extent not in default, shall be paid for all services actually rendered and all costs reasonably incurred up to the time of termination on the basis of the payment provisions of this Agreement. In all events, the CITY shall have the right to terminate the services of the CONSULTANT, irrespective of whether the CONSULTANT is in default, upon such date as shall be specified in a notice to be delivered in writing to the CONSULTANT. Copies of all completed or partially completed work product prepared under this Agreement shall be delivered to the CITY when, and if, this Agreement is terminated, but it is mutually agreed by the parties that the CITY will use them in accordance with the provisions in Part G, Section 4 of this Agreement.

No such termination shall be deemed to release the CONSULTANT or any insurer from obligations under part G, Sections 2 and 3 of this Agreement for liability arising from or out of anything occurring or arising on or prior to such termination.

PART F — COMMISSIONS AND FEES:

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon resulting from the award or

making of the Agreement. For breach or violation of this warranty, the CITY shall have the right to annul this Agreement without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

PART G — GENERAL CONSIDERATIONS:

1. Insurance

The CONSULTANT shall secure and maintain insurance for protection from claims under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or diseases or death of any and all employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom. The CONSULTANT shall list the CITY as an additional insured on the CONSULTANT'S general liability insurance policy.

The insurance provided shall contain provisions that it cannot be canceled or modified or fail to be renewed except upon 30 days prior written notice to the CITY from the insurer(s) at risk, and shall be in at least the following minimum amounts:

- (a) Commercial General Liability Insurance (including broad-form contractual liability and completed operations), covering personal injury, bodily injury, death and property damage in the following amounts:

Each Occurrence	\$1,000,000
Personal & Adv Injury	\$1,000,000
Products/Completed Operations Aggregate	\$2,000,000
General Aggregate	\$2,000,000

The completed operations coverage shall extend for three (3) years after completion of CONSULTANT'S services.

- (b) Comprehensive Automobile Liability Insurance, including owned, hired and non-owned vehicles, if any, in the amount of One Million Dollars (\$1,000,000.00), combined single limit, covering personal injury, bodily injury, death and property damage.
- (c) Workers Compensation Insurance (and to the extent such is not applicable, Employers Liability Insurance) which shall fully comply with applicable law, and employer's liability insurance with limits of not less than the greater of (i) statutory requirements or (ii) One Hundred Thousand Dollars (\$100,000.00) per occurrence. CONSULTANT shall provide a valid waiver executed by workers compensation and employer's liability insurance carrier(s) of any right of subrogation against CITY or its employees for any injury to a covered employee working on CITY'S premises.

All liability insurance, except professional liability insurance, shall be written on an occurrence basis with form(s) and carrier(s) acceptable to CITY.

CONSULTANT shall insure specifically the indemnification by it contained in this Agreement, and shall include the Indemnitees as additional insureds on the Commercial General Liability Insurance and the Comprehensive Automobile Liability Insurance policies described above. The insurance coverage afforded under these policies shall be (i) primary to any insurance carried independently by the Indemnitees and (ii) not deemed to limit CONSULTANT'S liability under this Agreement. Prior to CITY'S execution of this Agreement, CONSULTANT shall provide to CITY Certificates of Insurance reflecting the required coverages. The Certificate shall specify the date when such insurance expires. The insurance policies shall provide that CITY shall be given not less than thirty (30) days written notice from the insurer(s) at risk before cancellation, non-renewal or material modification of coverage of such insurance. A renewal certificate shall be furnished to CITY prior to the expiration date of any coverage, and CONSULTANT shall give CITY written notice of any proposed reduction or

other material modification in such insurance no later than thirty (30) days prior to such change. Cancellation, non-renewal or material modification of coverage of any such insurance shall constitute a failure to perform within the meaning of this Agreement.

2. **Indemnification**: CONSULTANT hereby agrees to indemnify, defend and hold CITY, its officers, employees and agents (collectively the “Indemnitees”) harmless from and against any and all losses, claims, demands, actions, suits, judgments, liabilities, injuries, damages and expenses (including but not limited to reasonable attorney’s fees, expenses of litigation, fines and penalties) that the Indemnitees, or any one or more of them, may incur by reason of any injury, sickness, disease or death to any person or any damage or injury to any property (including but not limited to property of any one or more of the Indemnitees) to the extent arising out of or occurring in connection with the services performed by CONSULTANT under this Agreement or any of CONSULTANT’S acts or omissions. CONSULTANT further agrees that its obligation to indemnify and defend the Indemnitees shall include, but not be limited to, liability for damages resulting from the personal injury, sickness, disease or death of any of CONSULTANT’S employees, regardless of whether CONSULTANT has paid the employee under the provisions of any workers compensation statute or law, or any similar federal or state legislation with protection of employees and that CONSULTANT’S obligation to indemnify and defend the Indemnitees shall apply regardless of any contributory or concurrent negligence of any Indemnitee or Indemnitees. Nothing in this section shall be deemed to impose liability on

CONSULTANT to indemnify the Indemnitees to the extent the cause of any loss is the negligence or other actionable fault of one or more of the Indemnitees. In the event the loss is caused by the joint or concurrent negligence of CONSULTANT and one or more of the Indemnitees, the loss shall be borne by each party in proportion to its negligence.

3. Successor and Assigns

The CITY and the CONSULTANT each binds itself and its principals, successors, executors, administrators and assigns to the other party of this Agreement and to the principals, successors, executors, administrators and assigns of such other party in respect to all covenants of the Agreement; provided that, neither the CITY nor the CONSULTANT will assign, sublet or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the CITY and the CONSULTANT.

4. Ownership of Documents

The work product prepared under this Agreement shall become the property of the CITY upon completion of the work or as provided in Part E, above. The CITY recognizes that new circumstances, not the least of which is the passage of time, may make reuse of such plans and specifications not advisable. If and to the extent necessary for the CITY'S ownership of such work product and all other contract documents, CONSULTANT hereby assigns all copyright rights therein to the CITY and, if and to the extent such rights are not so assignable, grants an

irrevocable exclusive right and license to use thereof by CITY without payment of any additional compensation.

The only parties interested in this Agreement are named herein and this Agreement is made without collusion with any person, firm or corporation. No member of the City Council, officer or agent of the CITY is directly or indirectly financially interested in the Agreement.

PART H – NON DISCRIMINATION

1. CONSULTANT shall observe the provisions of the Kansas Act Against Discrimination as well Chapter 5 Article 12 of the City of Roeland Park Code of Ordinances and shall not discriminate against any person in the performance of work under this Agreement because of race, religion, color, sex, disability, national origin, ancestry, sexual orientation, gender identity or military status. In all solicitations or advertisements for employees, CONSULTANT shall include the phrase “Equal Opportunity Employer” or a similar phrase approved by the Kansas Human Rights Commission.
2. If CONSULTANT fails to comply with the manner in which CONSULTANT reports to the Kansas Human Rights Commission in accordance with the Provisions of K.S.A. 44-1031 and amendments thereto, and Chapter 5 Article 12 of the City of Roeland Park Code of Ordinances, CONSULTANT shall be deemed to have breached this Agreement and the Agreement may be cancelled, terminated, or suspended, in whole or in part by CITY.
3. If CONSULTANT is found guilty of violation of the Kansas Act Against Discrimination under decision or order of the Kansas Human Rights Commission which has become final, or Chapter 5 Article 12 of the City of Roeland Park Code

of Ordinances, CONSULTANT shall be deemed to have breached the Agreement and this Agreement may be canceled, terminated or suspended in whole or in part by CITY.

4. CONSULTANT shall include provisions comparable to paragraph 1, 2, 3, and this paragraph in every subcontract and purchase order so that such provisions will be binding upon each such subcontractor or vender.
5. Notwithstanding anything expressed or implied elsewhere in this AGREEMENT, if CITY exercises any of its rights under the provisions of the preceding four paragraphs, CONSULTANT shall have no right to recompense or additional payments by reason of such action by CITY.

PART I – MISCELLANEOUS

1. Severability

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the CITY and the CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

2. Notices

Any notice required under this Agreement will be in writing, addressed to the appropriated party at the address which appears on the signature page to this Agreement (as modified in writing from item to time by such party) and given personally, by registered or certified mail, return receipt requested, by facsimile or

by a nationally recognized overnight courier service. All notices shall be effective upon the date of receipt.

3. Controlling Law

This Agreement is to be governed by the law of the State of Kansas.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

BENEDICTINE COLLEGE

CITY OF ROELAND PARK, KANSAS

By _____

By _____

Title _____

Joel Marquardt, Mayor

Address: _____

Address:

4600 W. 51st Street

Roeland Park, Kansas 66205

Facsimile: _____

Facsimile: (913) 722-3713

ATTEST:

Kelley Bohon
City Clerk

Approved as to form:

Neil R. Shortlidge
City Attorney

Item Number: New Business- VIII.-B.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 5/5/2016
Submitted By: Keith Moody
Committee/Department: Administration
Title: **2016 Citizen Survey**
Item Type: Agreement

Recommendation:

Staff recommends approving the agreement for the citizen survey in concert with approval of the branding agreement with Benedictine since the branding agreement commits to completing the citizen survey.

Details:

The survey will be an opportunity to collect data relevant to the branding process as well as establishing a trend in citizen satisfaction. The survey was last completed three years ago.

Funds to pay for the survey are available within the 2016 budget, due to the savings associated with having Benedictine complete the branding process.

Financial Impact

Amount of Request: \$15,000	
Budgeted Item?	Budgeted Amount: \$18,500
Line Item Code/Description:	

Additional Information

ATTACHMENTS:

Description



Agreement for Citizen Survey

Type

Backup Material



ETC INSTITUTE

MARKETING RESEARCH, DEMOGRAPHY, STATISTICAL APPLICATIONS

725 W. FRONTIER CIRCLE, OLATHE, KANSAS 66061
(913) 829-1215 FAX: (913) 829-1591

April 25, 2016

Keith Moody
Roeland Park City Administrator
4600 W 51st Street
Roeland Park, KS 66205
913-722-2600

Subject: Proposal to Conduct a Community Survey for Roeland Park, Kansas

Dear Mr. Moody:

ETC Institute is pleased to submit a quote to conduct a DirectionFinder® survey for the City of Roeland Park, Kansas. It is my understanding that the survey will be used to (1) assess citizen satisfaction with City services and (2) identify ways to re-brand the community. The scope of services described below are similar to the services provided by ETC Institute for the City's last DirectionFinder® Survey, which was conducted three years ago.

Task 1: Design the Survey and Conduct Pilot Test. Task 1 will include the following services:

- Working with City staff to develop the content of the survey. It is anticipated that many of the questions will be similar to the City's last survey DirectionFinder® Survey, but new questions will be added to help the City identify ways to re-brand the community.
- Participating in meetings by phone to develop the survey.
- Conducting a pilot test of the survey to ensure the questions are understood by residents. Based on the results of the pilot test, ETC Institute will recommend changes (if needed) to the survey.

Deliverable Task 1. ETC Institute will provide a copy of approved survey instrument.

Task 2: Administer the Survey. Task 2 will include the following services:

- ETC Institute will administer by the survey by a combination of mail, Internet and phone.

- ETC Institute will mail the survey and a cover letter (on City letterhead) to all residential households in the City. The list of residential households will be provided to ETC Institute by the City. For the last survey, the City provided a list with 3,278 households.
- Residents who receive the survey will have the option of returning the printed survey by phone or completing it on-line. Households that do not respond within 10 days will be contacted by phone and asked to complete the survey by phone. ETC Institute will also send emails to some households for which e-mail addresses are available. These emails will contain a link to the on-line version of the survey.
- ETC Institute will guarantee the completion of at least 400 surveys. The result for a sample of 400 completed surveys will provide results that have a precision of at least $\pm 5\%$ at the 95% level of confidence. If more than 400 surveys are returned by mail, ETC Institute will process the data from all completed surveys. Last time, ETC Institute processed data from more than 900 households.
- ETC Institute will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the City with regard to age, geographic dispersion, gender, ethnicity and other factors. If one or more population groups responds at a significantly higher rate than other groups, ETC Institute will weight the data as needed to ensure that all population groups are properly represented.

Deliverable Task 2. ETC Institute will provide a copy of the overall results for each question on the survey.

Task 3: Analysis and Final Report. ETC Institute will submit a final report to the City. At a minimum, this report will include the following items:

- Formal report that includes an executive summary of survey methodology, a description of major findings, and charts that show the overall results of each survey
- Benchmarking analysis that shows how the results for the City compare to national and regional norms
- Trends from the previous survey
- A copy of the survey instruments
- Importance-Satisfaction/Quadrant Analysis that will identify the areas where the greatest opportunities exist to enhance overall satisfaction with City services.
- GIS maps that show geocoded survey results for selected questions on the survey
- A presentation of the survey results on a date and time that is mutually agreed upon by ETC Institute and the City

Deliverable Task 3: ETC Institute will submit the final report in an electronic format and 5 hard copies.

Project Schedule

A preliminary schedule is provided below. We can adjust the schedule to meet your needs.

- **Month 1**
Design Survey Instrument
- **Month 2**
Administer Survey; provide the overall results to the City
- **Month 3**
Prepare and Deliver the Final Report

Fee

The total fee for the services described in this proposal will be \$15,000, which reflects the a discount of more than 25% from the fee ETC Institute charged the City of Roeland Park in 2013. Keith Moody gets a life-long discount from ETC Institute because he was one of the charter members of ETC Institute's DirectionFinder®.

Survey Pricing Options	
Task	Fee
Survey Design/Pilot Test	\$2,500.00
Administration of the Survey	\$11,000.00
Formal Report	\$1,500.00
Benchmarking Analysis with other cities	No charge
Importance/Satisfaction Analysis	No charge
GIS Mapping	No charge
TOTAL	\$15,000.00

CLOSING: We appreciate your consideration of our proposal and look forward to your decision. If you have any questions, please do not hesitate to call me at (913) 254-4512.

Sincerely,



Christopher Tatham
CEO

Item Number: New Business- VIII.-C.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 3/7/2016
Submitted By: Sheri McNeil, Teresa Kelly, Erin Thompson
Committee/Department: Admin.
Title: **Ordinance 932 Change of Special Permit for Chickens**
Item Type: Ordinance

Recommendation:

To remove the keeping of chickens from being a special permit to simply being allowed.

Details:

Removing chickens from a special permit to simply being allowed would eliminate the need for residents to come before council. Paying the fee for a license could be handled by the City Clerk, the same as paying for a license for a dog or cat.

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
 Ordinance 932	Cover Memo

ORDINANCE NO. 932

**AN ORDINANCE RELATING TO ANIMAL CONTROL AND REGULATIONS; AMENDING AND REPEALING
EXISTING SECTIONS 2-401, 2-402, 2-411 AND 2-412 OF THE CODE OF THE CITY OF ROELAND PARK,
KANSAS**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:

SECTION 1. Existing Section 2-401 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 2-401. - Registration and Fee.

- (a) Any person who keeps chickens in the City shall obtain a permit from the City prior to acquiring chickens.
- (b) The principal use of the person's property must be a single-family use dwelling or duplex-family dwelling as defined in Chapter 16.
- (c) The property must be occupied by the person requesting the permit.
- (d) Every owner of chickens over 16 weeks of age shall annually register with the City Clerk his or her name and address.

SECTION 2. Existing Section 2-402 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 2-402. - Renewal of Registration

- (a) Renewal applications shall be approved by the City Clerk, unless a complaint from a contiguous neighbor has been filed with the City or its representatives. If complaints are received, renewal applications may only be approved by the City Council.
- (b) The City Council may refuse to renew or revoke a permit if, following a public hearing, it finds any of the following:
 - (1) The premises are being maintained in violation of any applicable law of the State of Kansas, or of the City.
 - (2) The premises are being maintained so as to be a public nuisance.
 - (3) The premises are being maintained so as to be detrimental to the health, safety or peace of mind of persons residing in the immediate vicinity.

It shall be the duty of the City Clerk or designated agent, upon receipt of the registration fee hereinbefore required to keep a record suitable for the registration of chickens, the time of the registration, the name of the owner or keeper, the number of the registration and the amount paid therefore.

The City Clerk shall deliver to the owner or keeper of the chickens a certificate in writing, stating that the person has registered the chickens and the number by which the chickens are registered.

SECTION 3. Existing Section 2-411 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 2-411. - Unlawful Acts.

- (a) No person shall publicly slaughter any chicken.
- (b) It shall be unlawful for any person to keep chickens in violation of any provision of this article.
- (c) It shall be unlawful for any owner, renter or leaseholder of property to allow chickens to be kept on the property in violation of the provisions of this article.

SECTION 4. Existing Section 2-412 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 2-412. - Enforcement

- (a) Lack of care, illness issues and abuse complaints will be handled through code enforcement, police and protection ordinances.
- (b) Where chickens are found running at large, the City will seek assistance from a person with expertise in catching chickens.

SECTION 5. Existing Sections 2-401, 2-402, 2-411 and 2-412 of the Code of the City of Roeland Park, Kansas are hereby repealed.

SECTION 6. This ordinance shall take effect upon its publication in the official City newspaper.

PASSED by the City Council this 16th day of May, 2016. **APPROVED** by the Mayor.

Joel Marquardt, Mayor

ATTEST:

Kelley Bohon, City Clerk

APPROVED AS TO FORM:

Neil R. Shortlidge, City Attorney

Item Number: New Business- VIII.-D.
Committee 5/16/2016
Meeting Date:



City of Roeland Park Action Item Summary

Date: 4/25/2016
Submitted By: Staff
Committee/Department: Admin.
Title: **Council President Selection**
Item Type: Other

Recommendation:

At the first Council meeting in May of each year, nominations shall be made and an election shall be held not later than the second Council meeting in May.

Details:

Beginning on May 1, 2014, there shall be a President of the Council who shall serve a one-year term and who shall be selected in accordance with the following procedure. At the first Council meeting in May of each year, nominations shall be made and an election shall be held not later than the second Council meeting in May. Once the nominations are made, a brief five-minute speech will be allowed from each candidate. Upon election by the majority of a quorum present, the President shall be elected for the next term. This process will be repeated annually each May.

(b)

The President of the Council shall have the following duties:

(1)

Preside at meetings of the City Council in the absence of the Mayor while retaining all the privileges of a Councilmember;

(2)

Preside at meetings of the Committee of the Whole, except for discussion of a specific topic which falls under the purview of the Administration, Public Works, Public Safety or Finance Committees, during which discussion the Committee Chair shall preside;

(3)

Participate in meetings or events on behalf of the Mayor when the Mayor cannot attend due to a schedule conflict; and

(4)

Advise and consult with City staff when an urgent issue arises and the Mayor cannot be reached in a reasonable period of time after attempts to reach the Mayor have been made.

Financial Impact

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

Additional Information