

AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
February 20, 2017 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 #901
- B. January 19, 2017
- C. Solid Waste Bid Process for 2018 Services
- D. Employee Recognition Program: Outstanding Service Award
- E. 2017 Super Pass Agreement and Swim Meet Letter of Understanding
- F. LKM Suggested Ordinance Elections as Nonpartisan
- G. Roe Blvd. Advisory Committee Appointments

III. Business From the Floor

A. Applications / Presentations

- 1. Community For All Ages Silver Award
- 2. AAA Traffic Gold Award
- 3. "Fun Fitness Saturdays in R Park"

IV. Mayor's Report

- A. Proclamation - Safe Haven for Newborns Day 2017 (Tim Janssen and Michael Rhoades)

V. Workshop and Committee Reports

- A. Workshop and Ad Hoc Summary
- VI. **Reports of City Liaisons**
- VII. **Unfinished Business**
 - A. Liberty Tax Special Event Permit
- VIII. **New Business**
 - A. Council President Nomination
 - B. Approve Alignment of Multipurpose Trail at Nall Park
 - C. R Park Master Plan Presentation
 - D. Extending the Term of the Agreement with JCPRD for Aquatic Center
- IX. **Ordinances and Resolutions:**
- X. **Workshop Items:**
- XI. **Reports of City Officials:**
 - A. 2017 Service Area Assignments

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.

Date:

Committee/Department:

Item Type:

Details:

Amount of Request:

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

How does item relate to Strategic Plan?

ATTACHMENTS:

Description

Appropriation Ordinance #901

Type

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

Friday, January 13, 2017

Appropriation Ordinance - 02/20/2017 - #901

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 20th day of February, 2017.

Attest:

City Clerk

Mayor

Total Appropriation Ordinance	\$	562,070.00
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There are sufficient funds in the General Fund to cover general fund expenditures.

Appropriation Ordinance - 02/20/2017 - #901

Vendor	Dept	Acct #	Description	Invoice Description	Check /EFT	Amount	Chk #	Check
					Date			Amount
A-1 Sewer & Septic Service	510	5209.510	Professional Services	Invoice: 191858 /	2/8/2017	555.00	66498	555.00
Accu-Screen Inc.	101	5214.101	Other Contracted Services	Invoice: 24 /	2/15/2017	175.00	66530	175.00
Advance Auto Parts	102	5260.102	Vehicle Maintenance	Invoice: 5128703136195 /	2/8/2017	33.10	66499	33.10
Airgas USA, LLC	106	5214.106	Other Contractual Services	Invoice: 9938967339 /	2/8/2017	176.16	66500	176.16
Airgas USA, LLC	106	5318.106	Tools	Invoice: 9942594751 /	2/15/2017	88.08	66531	88.08
American Equipment Co.	106	5211.106	Maintenance & Repair Equipment	Invoice: 27203 /	2/8/2017	390.62	66501	646.38
American Equipment Co.	106	5211.106	Maintenance & Repair Equipment	Invoice: 60075 / Curb Guard/Snow Defl	2/8/2017	255.76	66501	
American Fidelity Assurance Co.	101	2052.101	Supplemental Insurance Payable	Invoice: 1410123A /	2/1/2017	258.33	66469	258.33
American Fidelity Assurance	101	2052.101	Supplemental Insurance Payable	Invoice: B56631 /	1/25/2017	383.36	66452	383.36
Armstrong Cartridge Incorporated	102	5309.102	Ammunition	Invoice: 7118 /	2/8/2017	1,589.00	66502	1,589.00
Barnhart Security & Alarm, Inc.	106	2005.000	Accounts Payable		12/31/2016	75.00	66440	75.00
Black & McDonald	101	5120.101	Street Light Repair And Maintenance	Invoice: 76759282 /	2/15/2017	1,763.50	66532	1,763.50
Blue Sky Cleaners	102	2005.000	Accounts Payable		12/31/2016	236.10	66441	236.10
Boelte-Hall	101	4795.101	Miscellaneous	Invoice: 553671 /	2/1/2017	45.00	66470	45.00
Kelley Bohon	105	5206.105	Travel Expense & Training	Invoice: 1/11/17 MILEAGE /	1/18/2017	23.11	66442	23.11
Kelley Bohon	105	5206.105	Travel Expense & Training	Invoice: 1/18/17 MILEAGE /	1/25/2017	7.28	66453	7.28
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1028748 / 24	1/18/2017	210.00	66443	210.00
Breeden Holdings, LLC	1012	2005.000	Accounts Payable		12/31/2016	260.46	66471	260.46
Breeden Holdings, LLC	106	5260.106	Vehicle Maintenance	Invoice: 1029416 / brake light switch	2/15/2017	102.95	66533	102.95
The Bullet Hole	102	5206.102	Travel Expense & Training	Invoice: 363449 /	2/15/2017	40.00	66534	200.00
The Bullet Hole	102	5206.102	Travel Expense & Training	Invoice: 363600 /	2/15/2017	160.00	66534	
C & C Group	101	562070.000	Maintenance And Repair Building	Invoice: 5124 /	2/8/2017	305.00	66503	775.00
C & C Group	101	5210.101	Maintenance And Repair Building	Invoice: 5151 /	2/8/2017	165.00	66503	
C & C Group	101	5210.101	Maintenance And Repair Building	Invoice: 5133 /	2/8/2017	305.00	66503	
City Attorney's Association of Kansas	101	5405.101	Dues, Subscriptions, & Books	Invoice: 17432 / Steve Mauer	2/1/2017	35.00	66472	35.00
City of Fairway	360	5760.360	Building Expense	Invoice: 10/26/16 #2 /	2/15/2017	11,848.65	66535	11,848.65
City of Olathe	250	5271.250	Sand and Salt	Invoice: 1702 /	2/15/2017	9,393.97	66536	9,393.97
City of Shawnee	102	5452.102	Community Policing	Invoice: 1/30/17 EXP POST /	2/1/2017	65.14	66473	65.14
Columbia Capital Management, LLC	101	2005.000	Accounts Payable		12/31/2016	3,698.98	66474	3,698.98
Occupational Health Centers of the	102	5207.102	Medical Expense & Drug Testing	Invoice: 1009869896 /	2/1/2017	123.00	66475	123.00
Consolidated Communications	101	5202.101	Telephone	Invoice: 1/9/17 /	2/1/2017	550.86	66476	550.86
Consolidated Communications	101	5202.101	Telephone	Invoice: 2/9/17 /	2/15/2017	569.01	66537	569.01
CS Carey Inc.	106	5320.106	Grounds Maintenance	Invoice: T54930 /	2/15/2017	140.00	66538	280.00
CS Carey Inc.	106	5320.106	Grounds Maintenance	Invoice: T54923 /	2/15/2017	140.00	66538	
Custom Tree Care, Inc.	106	5321.106	Tree Maintenance	Invoice: 15689 /	2/8/2017	647.50	66504	647.50
Custom Tree Care, Inc.	106	5321.106	Tree Maintenance	Invoice: 15731 /	2/15/2017	1,775.00	66539	2,052.50
Custom Tree Care, Inc.	106	5321.106	Tree Maintenance	Invoice: 15721 / grind Christmas tree	2/15/2017	277.50	66539	
Dash Medical Gloves	102	5306.102	Materials	Invoice: INV1036779 /	2/15/2017	56.63	66540	56.63
DJ West Enterprises	103	4410.103	Fine	Invoice: 1/13/17 RESTITUTION /	1/25/2017	200.00	66454	200.00

Electronic Contracting Company	101	5210.101	Maintenace And Repair Building	Invoice: 022354 /	2/8/2017	300.00	66505	300.00
Family Support Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 1/26/17 HARPER /	1/25/2017	328.62	66455	328.62
Family Support Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 2/9/17 HARPER /	2/8/2017	328.62	66506	328.62
Becky Fast	108	5206.108	Travel Expense & Training	Invoice: 3/10-3/15/17 TRAVEL /	2/1/2017	855.00	66477	855.00
Fred Pryor Seminars	106	5206.106	Travel Expense & Training	Invoice: 167129 /	2/8/2017	99.00	66507	99.00
Fred Pryor Seminars	106	5206.106	Travel Expense & Training	Invoice: JYM795 /	2/15/2017	99.00	66541	99.00
Galls, LLC	102	5308.102	Uniforms & Duty Gear	Invoice: 6797697 /	2/1/2017	124.99	66478	124.99
Galls, LLC	102	5308.102	Uniforms & Duty Gear	Invoice: 6932443 /	2/15/2017	58.59	66542	58.59
Goodyear Auto Service Center	106	5211.106	Maintenace & Repair Equipment	Invoice: 1201087401 /	2/8/2017	28.92	66508	28.92
Government Finance Officers Associ	105	5405.105	Dues, Subscriptions, & Books	Invoice: 2/17 FORCASTING SET /	2/1/2017	133.00	66479	133.00
Greater Kansas City Community Fou	101	5817.101	RP Community Foundation Grant Expi	Invoice: 1102017 /	1/18/2017	250.00	66444	250.00
David J. Grummon, P.A.	103	5209.103	Professional Services	Invoice: 1/3/17 /	2/1/2017	150.00	66480	150.00
David J. Grummon, P.A.	103	5209.103	Professional Services	Invoice: 2/7/17 /	2/15/2017	242.00	66543	242.00
Johnson County Wastewater	106	5198.106	Sewer	Invoice: 2/9/17 MULTIPLE /	2/15/2017	138.75	66544	138.75
Johnson County Government	101	5218.101	IT & Communication	Invoice: 111806 /	2/15/2017	1,179.00	66545	1,179.00
Johnson County Park & Recreation [	101	2005.000	Accounts Payable		12/31/2016	175,973.82	66481	175,973.82
Johnson County Park & Recreation [	360	5760.360	Building Expense	CK32216 Invoice: 2/15/17 /	2/15/2017	55,000.00	32216	55,000.00
Johnson County Police Chief's Assn.	102	5405.102	Dues, Subscriptions, & Books	Invoice: 2017 DUES MORRIS /	1/18/2017	125.00	66445	125.00
Johnson County Sheriff's Office	103	2005.000	Accounts Payable		12/31/2016	630.00	66446	630.00
KACM	105	5405.105	Dues, Subscriptions, & Books	Invoice: 17243 /	2/15/2017	140.00	66546	280.00
KACM	105	5405.105	Dues, Subscriptions, & Books	Invoice: 17237 /	2/15/2017	140.00	66546	
KACM	103	5405.103	Dues, Subscriptions, & Books	Invoice: 2017 MMBERSHIP /	2/15/2017	50.00	66547	50.00
Ka-Comm., Inc.	106	5260.106	Vehicle Maintenace	Invoice: 143540 /	2/8/2017	356.85	66509	356.85
Kansas City Board of Public Utilities	101	5121.101	Traffic Signal Expense	Invoice: 2834 1/24/17 /	2/1/2017	30.31	66482	30.31
KCP & L	101	5201.101	Electric	Invoice: 1/27/17 MULTIPLE /	2/1/2017	1,360.36	66483	2,033.12
KCP & L	106	5201.106	Electric	Invoice: 1/27/17 MULTIPLE /	2/1/2017	672.76	66483	
KCP & L	106	5201.106	Electric	Invoice: 1275 2/6/17 /	2/15/2017	1,663.98	66548	1,663.98
Keller Fire & Safety	102	5211.102	Maintenace & Repair Equipment	Invoice: 176907 /	1/18/2017	24.50	66447	24.50
Keller Fire & Safety	101	5210.101	Maintenace And Repair Building	Invoice: 177423 /	2/8/2017	32.25	66510	615.50
Keller Fire & Safety	106	5210.106	Maintenace And Repair Building	Invoice: 177375 /	2/8/2017	583.25	66510	
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 248833 /	2/8/2017	848.12	66511	1,002.12
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 248865 /	2/8/2017	154.00	66511	
Kansas Gas Service	101	5199.101	Natural Gas	Invoice: 1745/7836 1/17/17 /	1/25/2017	581.17	66456	1,957.31
Kansas Gas Service	106	5199.106	Natural Gas	Invoice: 1745/7836 1/17/17 /	1/25/2017	1,376.14		
Kansas Assoc. of Chiefs of Police	102	5405.102	Dues, Subscriptions, & Books	Invoice: SA31190 /	2/8/2017	80.00	66512	80.00
Kansas One-Call System, Inc.	101	2005.000	Accounts Payable		12/31/2016	111.00	66457	111.00
Kansas One-Call System, Inc.	101	5120.101	Street Light Repair And Maintenance	Invoice: 7010437 /	2/8/2017	96.00	66513	96.00
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	Invoice: 1/17 COURT REV / State Fees	2/8/2017	2,070.50	66514	2,070.50
Lamp, Rynearson & Assoc., Inc.	270	2005.000	Accounts Payable		12/31/2016	390.00	66458	390.00
Lark Label	101	5410.101	Committee Funds	Invoice: 2103 / Parts	2/8/2017	738.95	66515	738.95
LBA A/C, Heating & Plumbing	101	5210.101	Maintenace And Repair Building	Invoice: 0000235868 /	2/8/2017	203.00	66516	203.00
League of Kansas Municipalities	101	5405.101	Dues, Subscriptions, & Books	Invoice: 17849 /	2/8/2017	10.88	66517	10.88
The Legal Record	101	5204.101	Legal Printing	Invoice: L65163 /	2/8/2017	23.97	66518	23.97

The Legal Record	101	5204.101	Legal Printing	Invoice: L65294 /	2/15/2017	16.88	66549	51.82
The Legal Record	101	5204.101	Legal Printing	Invoice: L65292 /	2/15/2017	16.88	66549	
The Legal Record	101	5204.101	Legal Printing	Invoice: L65293 /	2/15/2017	18.06	66549	
Jose Leon	106	5206.106	Travel Expense & Training	CK32208 Invoice: 1/13/17 TUITION /	1/13/2017	1,277.55	32208	1,277.55
Kansas City Series of Lockton Co., LL	101	5401.101	Insurance & Surety Bonds	Invoice: 8489204 /	1/25/2017	50.00	66459	100.00
Kansas City Series of Lockton Co., LL	101	5401.101	Insurance & Surety Bonds	Invoice: 8489141 /	1/25/2017	50.00	66459	
Mid-American Signal, Inc.	106	5305.106	Traffic Control Maintenance	Invoice: 17099 / traffic counter	1/25/2017	2,790.00	66460	2,790.00
Venessa Maxwell-Lopez	103	5209.103	Professional Services	Invoice: 1/13/17 /	2/1/2017	150.00	66484	150.00
Metropolitan Chiefs & Sheriffs Assn	102	5405.102	Dues, Subscriptions, & Books	Invoice: 2017 DUES - MORRIS /	2/8/2017	125.00	66519	125.00
Micro Center	101	5301.101	Office Supplies	Invoice: 6470799 /	2/1/2017	323.88	66485	323.88
Micro Center	102	5211.102	Maintenace & Repair Equipment	Invoice: 6496117/6496567 /	2/15/2017	1,510.94	66550	2,080.93
Micro Center	104	5503.104	Office Equipment	Invoice: 6496117/6496567 /	2/15/2017	569.99	66550	
Midwest Public Risk	107	5126.107	Health Insurance	Invoice: B02DXL /	2/1/2017	26,964.78	66486	26,964.78
Mid-States Organized Crime	102	5405.102	Dues, Subscriptions, & Books	Invoice: 330451548 /	2/1/2017	150.00	66487	150.00
Moss Printing	101	2005.000	Accounts Payable		12/31/2016	16.00	66488	16.00
Moss Printing	101	5205.101	Postage & Mailing Permits	Invoice: 7466 /	2/15/2017	763.27	66551	2,069.85
Moss Printing	101	5208.101	Newsletter	Invoice: 7466 /	2/15/2017	1,236.58	66551	
Moss Printing	106	5306.106	Materials	Invoice: 8758 /	2/15/2017	30.00	66551	
Moss Printing	106	5306.106	Materials	Invoice: 8779 /	2/15/2017	40.00	66551	
NAPA Auto Parts	106	5260.106	Vehicle Maintenance	Invoice: 448146 /	1/26/2017	38.98	66461	38.98
NAPA Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 454411 / DMP TRK/OIL SHOP	2/8/2017	37.38	66520	37.38
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 1/26/17 PAYROLL /	1/25/2017	1,287.19	66462	1,287.19
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 2/9/17 PAYROLL /	2/8/2017	1,271.31	66521	1,271.31
Neenan So. Kansas City	290	5210.290	Maintenace And Repair Building	Invoice: S2407198001 /	2/8/2017	985.00	66522	985.00
Northeast Johnson Cty. Chamber of	101	5405.101	Dues, Subscriptions, & Books	Invoice: 21096 /	1/18/2017	1,500.00	66448	1,500.00
Northeast Johnson Cty. Chamber of	105	5206.105	Travel Expense & Training	Invoice: 21129 /	2/1/2017	140.00	66489	210.00
Northeast Johnson Cty. Chamber of	106	5206.106	Travel Expense & Training	Invoice: 21129 /	2/1/2017	35.00	66489	
Northeast Johnson Cty. Chamber of	108	5206.108	Travel Expense & Training	Invoice: 21129 /	2/1/2017	35.00	66489	
Online Solutions, LLC	101	5814.101	Computer Software	Invoice: 2579 /	2/15/2017	7,200.00	66552	7,200.00
Custodian of Petty Cash	102	5306.102	Materials	Invoice: 9/8/16-2/6/17 /	2/15/2017	53.51	66553	53.51
Wex Bank	106	2005.000	Accounts Payable		12/31/2016	875.16	32206	875.16
Wex Bank	106	5302.106	Motor Fuels & Lubricants	CK32215 Invoice: 4825116 /	2/10/2017	441.27	32215	441.27
Praxair Distribution Inc	106	5306.106	Materials	Invoice: 75907687 /	2/8/2017	26.69	66523	26.69
Balls Food Stores	102	5301.102	Office Supplies	Invoice: 648828 /	2/15/2017	21.84	66554	21.84
Principal Life	107	5130.107	City Paid Life/ST Disability	Invoice: 1/17/17 /	1/25/2017	867.43	66463	867.43
ProShred of Kansas City	102	5214.102	Other Contractual Services	Invoice: 100116813 /	1/18/2017	62.50	66449	125.00
ProShred of Kansas City	105	5214.105	Other Contractual Services	Invoice: 100116813 /	1/18/2017	62.50	66449	
Pyramid Contractors, Inc.	510	5244.510	General Contractor	Invoice: 3 /	2/15/2017	98,400.00	66555	98,400.00
Wex Bank	106	5302.106	Motor Fuels & Lubricants	CK32209 Invoice: 48388299 /	1/24/2017	534.68	32209	534.68
Wex Bank	102	5302.102	Motor Fuels & Lubricants	Invoice: 48411389 /	2/8/2017	1,600.44	66524	1,600.44
Greg Rader	102	5308.102	Uniforms & Duty Gear	Invoice: 1/9/17 GALLS /	1/18/2017	44.89	66450	44.89
Red Jacket Properties, LLC	101	4215.101	Building Permit	CK32211 Invoice: 1/24/17 OVERPMT /	1/24/2017	512.00	32211	512.00
Rejis Commission	102	5214.102	Other Contractual Services	Invoice: 52440 /	2/1/2017	27.00	66490	239.37

Rejis Commission	102	5214.102	Other Contractual Services	Invoice: 52441 /	2/1/2017	212.37	66490	
Riteway Maintenance & Supply, LLC	101	5214.101	Other Contracted Services	Invoice: 16145 /	2/1/2017	910.00	66491	910.00
George Schlegel	101	5230.101	Art Commissioner	Invoice: CHECKFEB /	2/1/2017	100.00	66493	100.00
Staples Advantage	101	2005.000	Accounts Payable		12/31/2016	1,159.00	66464	1,667.90
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8042635610 2 /	1/25/2017	339.79		
Staples Advantage	101	5304.101	Janitorial Supplies	Invoice: 8042635610 2 /	1/25/2017	169.11		
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8012839465 /	2/8/2017	52.55	66525	52.55
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8042966932 /	2/15/2017	257.33	66556	257.33
Stinson Leonard Street	510	5209.510	Professional Services	Invoice: 4049989-96 /	2/8/2017	223.02	66526	3,606.90
Stinson Leonard Street	101	5212.101	Utility Asst	Invoice: 40050218 /	2/8/2017	1,341.46	66526	
Stinson Leonard Street	101	5215.101	City Attorney	Invoice: 4049989-96 /	2/8/2017	1,956.42	66526	
Stinson Leonard Street	420	5215.420	City Attorney	Invoice: 4049989-96 /	2/8/2017	86.00	66526	
Strasser True Value	106	5320.106	Grounds Maintenance	Invoice: 237002 /	2/15/2017	66.50	66557	66.50
Strategic Insights Inc.	101	2005.000	Accounts Payable		12/31/2016	1,350.00	32210	1,350.00
Deborah Sweeney	101	2005.000	Accounts Payable		12/31/2016	833.00	66465	833.00
United Way of Greater KC	101	2005.000	Accounts Payable		12/31/2016	83.00	66466	83.00
US BANK	101	2005.000	Accounts Payable		12/31/2016	2,268.25	32207	2,268.25
US BANK	107	5133.107	Wellness Incentive	Invoice: BOHON 1/25/17 /	2/7/2017	870.00	32214	3,251.41
US BANK	104	5206.104	Travel Expense & Training	Invoice: BOHON 1/25/17 /	2/7/2017	27.22	32214	
US BANK	105	5206.105	Travel Expense & Training	Invoice: MOODY 1/25/17 /	2/7/2017	252.00	32214	
US BANK	105	5206.105	Travel Expense & Training	Invoice: 8797 1/25/17 /	2/7/2017	100.00	32214	
US BANK	106	5206.106	Travel Expense & Training	Invoice: LEON 1/25/17 /	2/7/2017	20.00	32214	
US BANK	106	5206.106	Travel Expense & Training	Invoice: WISDOM 1/25/17 /	2/7/2017	180.00	32214	
US BANK	101	5210.101	Maintenace And Repair Building	Invoice: SCHARFF 1/25/17 /	2/7/2017	35.77	32214	
US BANK	101	5301.101	Office Supplies	Invoice: 8797 1/25/17 /	2/7/2017	69.04	32214	
US BANK	101	5301.101	Office Supplies	Invoice: BOHON 1/25/17 /	2/7/2017	53.19	32214	
US BANK	102	5307.102	Other Commodities	Invoice: MORRIS 1/25/17 /	2/7/2017	467.74	32214	
US BANK	102	5308.102	Uniforms & Duty Gear	Invoice: MORRIS 1/25/17 /	2/7/2017	69.56	32214	
US BANK	101	5405.101	Dues, Subscriptions, & Books	Invoice: 8797 1/25/17 /	2/7/2017	79.00	32214	
US BANK	106	5405.106	Dues, Subscriptions, & Books	Invoice: WISDOM 1/25/17 /	2/7/2017	35.00	32214	
US BANK	104	5503.104	Office Equipment	Invoice: 8797 1/25/17 /	2/7/2017	858.00	32214	
US BANK	106	5503.106	Office Equipment	Invoice: WISDOM 1/25/17 /	2/7/2017	17.94	32214	
US BANK	106	5503.106	Office Equipment	Invoice: WISDOM 1/25/17 /	2/7/2017	116.95	32214	
USIC Locating Services, LLC		2005.000	Accounts Payable		12/31/2016	1,230.76	66467	1,230.76
Verizon Wireless	102	5202.102	Telephone	Invoice: 9779222877 /	2/1/2017	295.46	66494	486.42
Verizon Wireless	104	5202.104	Telephone	Invoice: 9779222877 /	2/1/2017	110.94		
Verizon Wireless	106	5202.106	Telephone	Invoice: 9779222878 /	2/1/2017	80.02		
The Victor L. Phillips Co.	106	5302.106	Motor Fuels & Lubricants	Invoice: IK94863 / Asset #204 2016 oils	2/8/2017	142.63	66527	142.63
Water District No 1 of Johnson Cour	106	5197.106	Water	Invoice: 1/25/17 MULTIPLE /	2/1/2017	206.47	66495	206.47
WCA Waste Corporation	115	5272.115	Solid Waste Contract	Invoice: 990000203951 /	1/18/2017	34,493.52	66451	34,493.52
WCA Waste Corporation	115	2005.000	Accounts Payable		12/31/2016	6,194.58	66468	6,194.58
WCA Waste Corporation	115	5272.115	Solid Waste Contract	Invoice: 0990000212858 /	2/8/2017	34,493.52	66528	34,493.52
WCA Waste Corporation	106	5320.106	Grounds Maintenance	Invoice: 990000215803 /	2/15/2017	433.43	66558	433.43

Wichita State University	105	5206.105	Travel Expense & Training	Invoice: 75234 /	2/1/2017	300.00	66496	300.00
Zerger & Mauer LLP	101	5215.101	City Attorney	Invoice: 20174 /	2/8/2017	1,026.00	66529	1,026.00
Forte	101	5214.101	Other Contracted Services	EFT#1/31/17 Invoice: 1/31/17 ALL ACCT	1/31/2017	174.15		
Forte	101	5214.101	Other Contracted Services	EFT#2/2/17 Invoice: 2/2/17 COURT WEI	2/2/2017	10.45		
Forte	101	5214.101	Other Contracted Services	EFT#2/2/17 Invoice: 2/2/17 ADMIN /	2/2/2017	10.45		
Forte	101	5214.101	Other Contracted Services	EFT#2/2/17 Invoice: 2/2/17 ADMIN WEI	2/2/2017	10.45		
Forte	101	5214.101	Other Contracted Services	EFT#2/2/17 Invoice: 2/2/17 COURT /	2/2/2017	82.70		
KPERS	101	2040.101	KPERS Accrued Employee	EFT#1/19/2017 Invoice: 1/12/2107 /	1/12/2017	1,942.91		
KPERS	107	5123.107	KPERS City Contribution	EFT#1/19/2017 Invoice: 1/12/2107 /	1/12/2017	2,739.47		
KPERS	107	2050.101	KPERS OGLI	EFT#1/19/2017 Invoice: 1/12/2107 /	1/12/2017	126.06		
KPERS	101	2040.101	KPERS Accrued Employee	EFT#1/31/2017 Invoice: 1/26/2017 /	1/26/2017	1,927.27		
KPERS	107	5123.107	KPERS City Contribution	EFT#1/31/2017 Invoice: 1/26/2017 /	1/26/2017	2,717.45		
KP&F	101	2045.101	KP&F Employee Withholding Payable	EFT#1/19/2017 Invoice: 1/12/2107 /	1/12/2017	2,735.95		
KP&F	107	2050.101	KP&F City Contribution	EFT#1/19/2017 Invoice: 1/12/2107 /	1/12/2017	7,281.80		
KP&F	107	2050.101	KP&F OGLI	EFT#1/19/2017 Invoice: 1/12/2107 /	1/12/2017	37.19		
KP&F	101	2045.101	KP&F Employee Withholding Payable	EFT#1/31/2017 Invoice: 1/26/2017 /	1/26/2017	2,239.65		
KP&F	107	5131.107	KP&F City Contribution	EFT#1/31/2017 Invoice: 1/26/2017 /	1/26/2017	5,960.92		
Miller Management Systems, LLC	101	5214.101	Other Contracted Services	Invoice: EFTFEB /	2/1/2017	1,583.00		
Buhrle Plumbing	290	5210.290	Maintenance And Repair Building			1,757.66		
						\$ 562,070.00		

Item Number: Consent Agenda- II.-B.
Committee 2/20/2017
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **January 19, 2017**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description



January 19, 2017

Type

Cover Memo

**CITY COUNCIL MEETING MINUTES
CITY OF ROELAND PARK, KANSAS
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, January 17, 2017 6:00 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

Poppa
Fast

Finance

Kelly
Janssen

Safety

Thompson
Rhoades

Public Works

Kellerman
McNeil

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 noting that all Governing Body members were present

MODIFICATION OF AGENDA

CMBR Kellerman asked to remove Item A, Appropriation Ordinance No. 900 from the Consent Agenda to discuss further under Item IX, Ordinances and Resolutions. Also to remove Item E from the Consent Agenda, Ad-Hoc Development Committee Renewal and place under Item VII, New Business for further discussion.

CMBR Kelly requested to add a reports for First Tier Suburbs and the Back to School Coalition under Item VI, Reports of City Liaisons.

CMBR Thompson added the following items from the previous Workshop to Item VIII, New Business:

- 2 – Roe Boulevard Phase One Engineer Contract
- 3 – Discuss Leaf Pickup Program
- 4 – R Park Master Plan Presentation
- 6 – 4th Quarter Safety Stats
- 7 – Changes to Type 1 Special Event Terms
- 8 – Solid Waste Bid Process for 2018 Services

I. CITIZEN COMMENT

Alan Foley (3920 W. 53rd Street) said he had presented ideas with regards to the City's leaf program. He also said he engages about 65 people on NextDoor and has made suggestions about a program for the City to better inform its citizens. He provided the information to staff to be given to the Governing Body.

J.P. Hildebrand (5419 Sycamore Drive) said the Council is doing a good job, but wanted to address things from the Strategic Planning Committee regarding putting new business in the city. He spoke to City's decision not to have a Twin Peaks restaurant at the caves sight and questioned whether the zip line will generate enough revenue. He also expressed concerns about revenue generated from the bank and urgent care center and the expense of trash pickup.

Brent Hall, representative from Commerce Bank, provided an update on the Commerce Bank site. He said they are working with the hospital on the one percent for art and sent information that the bank wants to submit to the Arts

Committee and they are waiting on comments back from hospital. Mr. Hall will get that filed with the Arts Committee for their review as soon he receives it.

II. CONSENT AGENDA

- B. April 18, 2016 Minutes (not previously approved)
- C. November 21, 2016 City Council Meeting Minutes
- D. December 19, 2016 City Council Meeting Minutes
- E. November 14, 2016 City Council Meeting Minutes

Items A and F were removed from the Consent Agenda.

MOTION: CMBR POPPA MOVED AND CMBR KELLY SECONDED TO APPROVE THE CONSENT AGENDA AS AMENDED. (MOTION PASSED 8-0).

III. BUSINESS FROM THE FLOOR

A. Applications / Presentations

1. GFOA Certificate of Excellence in Financial Reporting

Ms. Jones-Lacy announced that for the 22nd year in a row Roeland Park has received the GFOA Certificate of Financial Achievement for their 2015 CAFR. This represents a significant accomplishment by a government and its management in financial reporting. Possibly in 2018 or 2019, staff will work towards the Budget Certificate of Achievement, a goal she would like to see Roeland Park achieve as well.

IV. MAYOR'S REPORT

A. Announcements

January 23 - 6:00 p.m., Roeland Park Community Center, **Community Forum**. Topics will include branding, a presentation on the tax lid, and trash bin shielding.

February 4 - Cancelled - **Lovey Dovey Art Mart**

March 25 - 7:00 p.m. to 10:00 p.m., Roeland Park Community Center. **Spring Wine Fling** with funds to be used to construct a shelter at R Park.

April 15 - 11:00 a.m., Nall Park **Easter Egg Hunt**.

April 29 - 11:00 a.m., R Park **Arbor Day Celebration**.

V. WORKSHOP AND COMMITTEE REPORTS

A. Workshop Summaries

CMBR Thompson said the workshop summaries were contained in the packet.

VI. REPORTS OF CITY LIAISONS

A. First Suburbs Coalition

CMBR Kelly extended an invitation to the First Suburbs Coalition meeting on Friday January 27th from 8-10 a.m. at Westwood City Hall. She said that Roeland Park did achieve the silver recognition level for the Community for All Ages and the City will be receiving their plaque that day. She added that they have received the final report from the R Park charrette. They are also awaiting for AARP to approve the logo and then they will be able to distribute the report for everyone to read. Up to this point the Parks Committee had used the raw data and the drawings to help them in the design process for R Park, so it is nice to have the report to back that up.

B. Bike-Pedestrian Ad Hoc Committee

CMBR Kelly reported that the Bike-Ped Ad Hoc Committee approached Roesland Elementary about a Bike to School Day. Since then multiple organizations have gotten on board, including the county and the school district. They

applied for a Safe Kids Johnson County grant and received the full funded amount of \$25,000 to help support Walk to School Day. The grant will pay for a two-day training for people assisting with the school, a walkability assessment for the city to find a safe route to school, and also help fund the development of a work plan. They even believe there will be enough left to help create some type of creatively inspired crosswalk at the school.

VII. UNFINISHED BUSINESS

A. Committee Appointments and Reappointments

City Clerk Bohon read off the reappointment and appointments into the record.

- Reappoint Marek Gliniecki to the Arts Committee.
- Appoint Maddie Kamphaus to the Planning Commission Ward I.
- Appoint Leslee Rivarola to the Aquatic Center Ad-Hoc Committee
- Appoint Tami Janssen to the Aquatic Center Ad Hoc Committee
- Appoint Jared Lube to the Parks Committee
- Appoint Andrea Sexton to the Events Committee
- Appoint Stephanie Newton to the Events Committee.

CMBR McNeil introduced newly-appointed Planning Commissioner Maddie Kamphaus to the Governing Body. Mayor Marquardt welcomed her and thanked her for agreeing to serve on the commission.

MOTION: CMBR POPPA MOVED AND CMBR KELLY SECONDED TO APPOINT AND REAPPOINT AS INDICATED IN THE ACTION ITEM. (MOTION PASSED 8-0)

B. Ad Hoc Development Committee Renewal (Consent Agenda Item E)

CMBR Kellerman said the only reason he removed it from the Consent Agenda is that in renewing this committee he wants to make certain they will present everything to the Council going forward, including any restaurant prospects just so the Council is aware of them and to avoid further rumors based on personal bias.

CMBR Poppa said the restaurant was dismissed in committee and it was reported to the Council. The reason it was dismissed was because they were looking for a local family establishment and that is what they have been pushing for. The committee believed that was the direction they had received from the Council. Dismissal of a Twin Peaks restaurant was not based at all on a moral decision as was indicated, but took in financial considerations and also the type of establishment that would best serve the residents.

CMBR Thompson added that they did look at all of those considerations that were mentioned and added that the meetings are always open and all Councilmembers and community members are always welcome if they are interested.

CMBR Rhoades said that restaurant was only an idea, but nothing came before the committee.

CMBR McNeil said she never heard about the potential restaurant except through NextDoor. She said if there are talks in the works the committee should let everyone know to avoid being blind-sided by residents and the Council not knowing anything about it.

CMBR Thompson said that the CBC representative made a suggestion this might be a prospect and asked what would be the direction of the ad hoc committee. She put it on the agenda for economic development in an effort to be transparent and open, so everybody knows what is going on. Someone saw it and put it on NextDoor.

CMBR McNeil said she appreciated the updates from the committee at Council meetings, but would like to see it brought forward at a Workshop so they can discuss such items.

MOTION: CMBR KELLERMAN MOVED AND SECONDED BY CMBR JANSSEN TO APPROVE THE RENEWAL THE AD HOC DEVELOPMENT COMMITTEE. (MOTION PASSED 8-0)

VIII. NEW BUSINESS

A. Renewal of Code Enforcement Services Agreement with Westwood Hills

Ms. Jones-Lacy said this is the second year renewing this contract. Last year the Westwood Hills requested support from the City's Code Enforcement staff. They like to do one round of proactive enforcement annually and then have Roeland Park's Code Enforcement officer respond to any type of complaints that they have. The terms remain basically the same. Last year there was very little demand on staff time and this gives us an opportunity to be good neighbors and help out another community and give them a service they need. This is a one-year agreement, but going forward the plan is an automated renewal and the terms may change based upon salaries. If a Code Enforcement officer's salary increases and their benefits increase, then the rate would change.

CMBR Rhoades asked how they arrived at \$36.66 an hour. Ms. Jones-Lacy said it is based on the rate of the City's Code Enforcement Officer for her salary and benefits and has a 15 percent overhead charge in addition to that.

MOTION: CMBR POPPA MOVED AND CMBR MCNEIL SECONDED TO RENEW THE CODE ENFORCEMENT SERVICE AGREEMENT WITH WESTWOOD HILLS. (MOTION PASSES 8-0)

B. Renewal of IT Services with Johnson County

Ms. Jones-Lacy said this renewal is for an agreement that has been in place with Johnson County since 2012. They provide the City with all of their IT support services as well as security on the network and do help desk type work. One change in the agreement is the county has restructured the IT involved, shifting staff around and have thus reviewed all of the agreements with the other communities to provide IT services. The county has determined that they have systematically undervalued the cost and they are trying to recoup that. They are not looking to make any profit, but historically they've lost on the agreement. The agreement for 2017 is \$19,740. In 2016, it was \$17,160, approximately a 15 percent increase. If they recoup the full cost, it would be around \$27,000 annually, which is their goal.

Ms. Jones-Lacy has spoken with other communities and all of their prices have essentially gone up too. Most are planning to stick with DTI, with the exception of Prairie Village who is trying to work out a different arrangement.

Staff is recommending renewal with Johnson County for 2017 and to continue service with them. She said they do get very good service for the security. They host the website and the archive system and everyone is very happy with the service. They are also fortunate in Roeland Park that they have a police sergeant that happens to moonlight doing IT work and has been incredibly helpful (Randy Costlow). During the 2017 term, and possibly for 2018, staff would like to look at other alternatives and options, and do their due diligence to make certain they are getting the best value for taxpayer dollars.

CMBR Kellerman asked if the contract could be renegotiated to every six months or so. Ms. Jones-Lacy said they could negotiate, but historically it has been an annual agreement. There have been opportunities to potentially work with the county to do a shorter term agreement if needed.

MOTION: CMBR THOMPSON MOVED AND CMBR POPPA SECONDED TO APPROVE THE RENEWAL WITH JOHNSON COUNTY DEPARTMENT OF TECHNOLOGY AND INNOVATION FOR IT SERVICES FOR 2017. (MOTION PASSED 8-0).

C. 1% Arts Direction to Arts Committee

City Administrator Moody stated the Governing Body wished to continue this discussion when City Attorney Mauer would be present.

Mayor Marquardt said the Arts Committee has a role in this development, but it is more about assessing value of the art. The question has become should the Council make a recommendation that Commerce Bank not go back to the Arts Committee with suggestions so as not to convolute the process. City Administrator Moody said there is nothing in the existing resolution that says the Arts Committee is the one to review the proposed art, but it made sense to engage them since the City has such a committee. They have provided direction to Commerce that their proposed seating wall was not considered art by the committee. Commerce has since revised their site plan which still needs final approval by the Council.

Mayor Marquardt said Commerce had the intent of using the hospital's portion of one percent art on the Commerce site. He said he believed the resolution stated the art should go on the site of the development. The City would also like to see something that is good for the gateway and that would optimize everyone's positions.

Mr. Hall said they felt they were supposed to go through the Arts Committee, but if they need to go through a different avenue they are fine with that. He said as written, the resolution requires the art to be on the developer's property not the City property.

Mayor Marquardt said there is some question as to whether it has to be all on the developer's property or some on the City property. He also said as written some should be on the hospital property, but believed the city had leeway to adjust that to all be in one place if the landowners all agree. If the City agrees that all monies can be grouped together maybe they can all agree the art can be partially on the right-of-way also. Mayor Marquardt would like to discuss the possibilities of having something that is somewhat city-oriented as a gateway element, but also enhances the property and brings people to the bank and hospital. He added that some ideas discussed were a fountain and a vertical element.

Mr. Hall said the developer's approach was that the hospital and bank's portions would go towards the art on the corner where it has been delineated.

Mayor Marquardt said that the city would have to agree to that because it is not written that way for the property. Mr. Hall said he thought that was stipulated to in the last development agreement.

Mr. Hall said his purpose for this evening is to find out what the process is and to let the Council know where they are in their process.

Mayor Marquardt said they would like to work on the process, not what the art would be, but the process itself and to work with the developer on grouping the money and having a design that is good for Commerce and ideally good for the City as well.

CMBR Rhoades asked if the thought was originally that Commerce would submit an art plan to the city or was the city to submit the art plan to Commerce. City Administrator Moody said the language in the resolution does not state that the city will direct the art. But the thought was that with this being at the entryway to the city and also the city going through a community visioning process, the hope was to coordinate the two so as to achieve a more cohesive and complementary art/gateway at the intersection. The resolution does give some guidance of what is not considered art and it also gives some direction on what can be considered as art.

CMBR Rhoades said members of the ad hoc committee would like to see it being placed on the corner entering into the city as a gateway element continuing along with the opposite side across the street.

Mr. Hall said they can deposit their one percent for art and still get their occupancy for the building and it can still be decided at a later date what the art will be.

Mayor Marquardt asked if Mr. Hall was open to listening to the process of the Roe Boulevard design visioning and going through that design to see how a piece of artwork might play into that process. Mr. Hall said he would be open to that.

CMBR McNeil said she believes the discussion should go to the visioning committee rather than the ad hoc committee and she would like to have Commerce involved in that.

Mayor Marquardt added that the visioning process is anticipated to be completed by the end of the summer with the hopes that a design would follow six months later.

City Administrator Moody said included in the scope of services for the visioning committee is that they will develop concepts for these entryway components.

CMBR Janssen asked about the construction cycle for completion of the bank and hospital development site. Mr. Hall said the amended development agreement has both the hospital and bank sites beginning by April 10. The hospital has submitted their plans to the city, and the bank is finalizing their drawings and will submit them to the city and start construction as soon as possible. The construction cycle is anticipated to be a 7-8 month time frame for the bank. He was unsure of the hospital's time frame.

City Administrator Moody thought it might be good for the Council to make a motion that the committee for Roe Boulevard is the group that Commerce is to work with on the topic as it is not clearly delineated in the resolution or by Council as far as who the developer is to work with.

MOTION: CMBR FAST MOVED AND CMBR THOMPSON SECONDED THAT COMMERCE BANK WILL WORK WITH THE ROE VISIONING COMMITTEE FOR THE ONE PERCENT FOR ART PROJECT. (MOTION PASSED 8-0.)

CMBR Rhoades said having one or two members from the Arts Committee be on the Visioning Committee would be a good idea. CMBR Fast said she asked that question earlier and felt the Mayor stated that would be the case. Mayor Marquardt clarified that he did not say that someone from the Arts Committee should not be on the Visioning Committee. He added further that he spoke with Mr. Gliniecki about the fact that the resolution does not bind Commerce to work with the Arts Committee.

MOTION: CMBR FAST MOVED TO AMEND THE MOTION THAT CONVERSATIONS REGARDING ONE PERCENT FOR ART INCLUDE REPRESENTATION FOR THE ART COMMITTEE. (MOTION WITHDRAWN)

CMBR Poppa stated that all that is on the agenda is approving Councilmembers to be on the committee, but they have not set up the rest which would be a separate conversation. CMBR Poppa added that he too would like to see a member of the Arts Committee on the group.

CMBR Fast withdrew her motion.

D. Roe Boulevard Phase One Engineer Contract (Workshop #2)

Public Works Director Leon hopes the Council is as enthusiastic about the project as he is. This is a huge project for the community and staff is approaching it that way. They have directed George Butler and Verio to also approach it that way. He said they are really looking forward to starting the process of Roe Boulevard.

MOTION: CMBR THOMPSON MOVED AND CMBR JANSSEN SECONDED TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH GEORGE BUTLER ASSOCIATES AND TO APPOINT CMBR MCNEIL, CMBR KELLERMAN AND MAYOR MARQUARDT TO THE ADVISORY COMMITTEE WHICH WORK THROUGHOUT THE VISIONING PHASE. (MOTION PASSES 8-0)

E. Discuss Leaf Pickup Program (Workshop #3)

Public Works Director Leon started the discussion by saying the complaints he received were directed more towards when the leaves were scheduled to be picked up versus the work performed, which are two completely separate issues. He has created a synopsis to explain why the program was shortened, a history of the leaf pickup program, what equipment is used for both leaf and snow operations, and a total cost to the city from both the staff and equipment sides.

CMBR McNeil inquired what was included in the 15 percent overhead. City Administrator Moody responded that the administrative costs incurred are for items such as insurances, property liability insurance, workers compensation, but those amounts are not prorated back to each individual department. CMBR McNeil asked why there was an hourly charge for equipment if it is already owned by the city. City Administrator Moody said they do not have historical operating and maintenance expense costs for pieces of equipment and the best way to show that cost is to use a published rate such as the rate published by FEMA should you have to rent those pieces of equipment in an emergency, this is what they would reimburse you. The synopsis provided by Mr. Leon provides accurate and defensible calculation of the cost the City incurs and the total value of the service that is provided.

CMBR Rhoades asked why the 2017 CIP allows for a dump truck and snow removal equipment. Public Works Director Leon said the CIP is to purchase a single truck new. The costs in the synopsis are for the costs they paid for the trucks they currently have. City Administrator Moody defended the costs used in the assumptions based on FEMA as they are not subject to assumptions. CMBR Rhoades continued to question the process for pricing the service and feels that the programs costs are much less than they are stating.

CMBR Poppa said he appreciated Public Works Director Leon and City Administrator Moody for putting this information together. He said he felt the numbers were legitimate, but confuses value and actual hard cost. He said he also agreed these are not true hard costs of the annual program. A lot of the costs are for salary. He said he would like to see a chart or a graph that breaks out the soft costs and the actual hard costs annually if possible.

Public Works Director Leon said he can come back with assumptions on how long they think the dump truck may last but this is difficult to accurately predict. They are trying to protect themselves because they do not know how long this piece of equipment will last.

CMBR Fast said the leaf program is paid for through property taxes. Prior to 2013, leaf pickup was \$28 and was funded out of the General Fund and they made four passes through the neighborhoods. Now, they are paying \$28 and they go through the neighborhoods two times. She said they are getting half the service and paying through property tax and a sales tax. The problem this year is that most of the leaves had not dropped by December. She added that they rarely get snow in December. She also reminded everyone she previously brought up at several City Council meetings where she asked staff to send a mailing for the spring pickup service and that was never done. They used to have mailings before the fall leaf pickup and that also was not done. She said two pickup times does not give the service for the cost. She believes this is an ongoing discussion and she and CMBR McNeil have talked about having this on the community forum in April.

Public Works Director Leon replied that it was actually three times they went around everyone's streets. He also said he received a vote of approval from the Council on the leaf pickup schedule that would be used for fall and spring. At that time he explained the impacts on the fall leaf program. They are unable to predict when the leaves will fall or when the first snow will be, but their first priority is snow removal over leaves. He added it is not realistic for people to think that the city will pick up every leaf that falls from a tree. He also brings the leaf pickup schedule as early as possible to the Council for approval.

CMBR Janssen asked if one of the neighboring cities have more accurate historical data with regards to equipment figures that they can pull from. City Administrator Moody said they will reach out to them to find out what experience they may have over the life of a piece of equipment. They would still have to estimate the residual value of the City's equipment, but the maintenance expenses he believed would be some of the larger neighbors as it is done in-house, so they have a better idea of the cost per mile or per hour.

CMBR McNeil said the report as prepared looks like the staff is paid regular salary, plus paying them an additional salary for the leaf pickup.

CMBR Kellerman said the numbers presented do not necessarily represent the views of residents as they are more concerned with the service itself. He said the City's leaf pickup is a highly coveted, unique service that represents Roeland Park.

CMBR Rhoades said that people were upset that leaves were still on the trees, but recognized they are at the mercy of nature. He agreed with CMBR Fast to put this item on the community forum.

CMBR McNeil said it seemed like the spring pickup was just not that big of a deal. If they add those two weeks back into the fall, how would they know when to put them out so they don't cross over into snow pickup? She wanted to know if there was some way they can tighten the schedule and notification for when people put out their leaves so that leaves are not sitting for a month in advance and people start sweeping them out after the truck has passed.

Public Works Director Leon does not know how it would impact snow removal by adding the two weeks into the fall schedule. He also said he has no problem of bringing the two weeks of spring pickup back into the fall and making it a 6-week fall program.

City Administrator Moody said if didn't have to use the dump truck for leaves it would make them less susceptible to snow. They are looking into the ability to be able to blow leaves into the back of a roll-off versus a dump truck and could it be done more cost effectively. Roll-off containers do not cost the city anything, but they do not own a roll-off truck. There are different truck options that they will explore. He added that they once used the vacuum truck, but that was a slow process.

Mayor Marquardt reminded everyone there is still a lot to discuss on the agenda and this topic could consist of an entire meeting and he will also need to leave the meeting early.

City Administrator Moody wants everyone to understand that staff is considering the critical elements associated with the program and the areas that people are dissatisfied with and trying to come up with ways to improve it for the same cost if not less.

Public Works Director Leon did read on NextDoor that the city staff does not like the program and does not support it. He said emphatically that is wrong. He said his job as director is to find out what the city does and how to do it better, which is all he has tried to do since he has come to the city and does the same with every other program he manages. He added that notices go up for the pickup schedule and it is broken up into neighborhoods so citizens know when and what day they will be picking up leaves.

F. R Park Master Plan Presentation (Workshop #4)

No presentation was given.

G. 4th Quarter Safety Stats (Workshop #5)

Police Chief Morris provided fourth quarter safety statistics for October 1, 2016 through December 31, 2016. His department had 221 reports, 82 of which were Uniform Crime Reports. The biggest impact to the city continues to be theft. They would like to educate the public and retailers to do a little better job of securing their items so their crime rate would go down. He is pleased to say the crime rate for 2016 is down and has been for the last three years. The Boulevard Apartments, Walmart and Lowe's still get a lot of attention. He said that all the reports are published by the Kansas Bureau of Investigation and more information can be found at the KBI website.

Chief Morris defined for the Governing Body the difference between violent crimes and property crimes. Homicide, robbery and assaults are considered as violent crimes. Non-violent crimes would be burglary, thefts, and auto thefts.

CMBR Janssen said last year there was a big push to discourage people leaving their cars running to warm them up in the winter. Chief Morris said vehicle thefts are lower, but not where they want them to be.

H. Sale vs. Lease of City Property (Workshop Item #6)

City Administrator Moody spoke with the Sunflower Hotel, the potential developer for the cave site, about a potential lease of the property. They said they would be open for that discussion. This will be reviewed by the ad-hoc committee on January 18.

CMBR McNeil said she has prepared her thoughts on where the city, in her estimation, went wrong in selling off city property. She forwarded that to City Clerk Bohon who said she would disseminate that to the Council.

City Administrator Moody said they will be changing the term sheet to reflect a lease as an option and what the terms would be, length of the lease, and payment. There is also an escalator clause that the lease would increase a percentage each year. This is consistent with the term sheet put together for KC Zip, which was anticipated to be a lease from the start.

Mayor Marquardt clarified that the document would have both options in it for discussion, sale as well as lease.

I. Changes to Type 1 Special Event Terms (Workshop #7)

Ms. Jones-Lacy said the recommended changes are that advertising signs and symbols marking a special event shall be limited to a maximum of 31 days and a maximum frequency of similar events to four non-consecutive times per calendar year. This has not changed from the first iteration. They had recommended changing the location of signs and symbols denoting that they shall be limited to a land area of 500 square feet. The maximum size of a single sign is eight feet in length and four feet above grade. Total sign area of signs and symbols will be that part of this display shall not exceed 100 square feet for single-sided signs. If the sign is double-sided, then it can be 200 square feet.

City Attorney Mauer addressed questions by the Council dealing with whether a cross is actually a sign, and does this qualify as a special event. He did say that the crosses used by St. Agnes Church are considered signs because of the purpose that they are put out there for. They are not there as a religious symbol to designate that St. Agnes is a church. They are there for a special event, their month-long awareness for abortion. They are not there permanently, but for the event. The second point was whether they could make the special event fit for the St. Agnes School or church activity and he felt they could and the changes made would accommodate that. Lastly, there was a question of how to handle the home-based not-for-profits or whoever wanted to have a special event. He provided some ideas for the Council to consider which might to put a limit of square feet by doing a ratio of number of square feet of the property as compared to the amount utilized in the special event or signage for the

special event. That way when someone has a larger piece of property such as the church there is more ability to have their display as compared to somebody's front yard. Council could also limit the number of days in a year and how long they could run consecutively.

Mayor Marquardt believes the ordinance should remain the same and have the church come before the Council for a special event. He said he believes they should modify the main sign ordinance that currently allows three signs and modify to possibly three signs every 300 lineal feet. Currently three signs for the whole property do not seem to make sense considering its size.

(Mayor Marquardt left the meeting.)

CMBR Kellerman asked what classifies as a special event. Mr. Mauer said St. Agnes annually does a pro-life awareness for a month in October where they want to have signage, call extra attention to this issue and do that in part with signs as crosses on their yard. The crosses are intended to call attention to that issue and that is what a sign is. CMBR Kellerman asked further whether it could be considered a display rather a special event.

Ms. Jones-Lacy confirmed for CMBR McNeil that if approved with staff recommendation the church would not need to come before the Council for a permit every year. Ms. Jones-Lacy said staff would like to move forward on this item and the sign ordinance as they have been open for quite a while and would like to get a decision on whether to act or not to act on the revision.

CMBR Thompson noted that after Council discussion they would like to have some sort of ratio for sign square footage in relation to property size included in the revisions, after which time the Council felt they could make their final decision.

City Attorney Mauer asked if they want something more than the 31 days duration, non-consecutive up to four annual events.

The Council discussed consecutive limits on special events.

CMBR Kelly said the issue is becoming more complicated than it needs to. She said she does not know why there is a need to change the ordinance unless there has been a perpetual problem from multiple parties. An annual event can come before Council and everyone is welcome to come and ask for an exception to ordinances.

CMBR Rhoades said this has become a political issue for some people.

The discussion will continue at a later meeting.

I. Solid Waste Bid Process for 2018 Services (Workshop #8)

City Administrator Moody said the current contract runs through 2017. As part of the joint purchasing process with Fairway and Westwood they are working on new RFP based on some things they have learned under their current contract. They would like to continue with Fairway and Westwood. The process did yield a rate reduction and by joining forces it makes them a bigger buyer and able to receive more competitive prices. They do anticipate the price will go up based upon the results of Prairie Village in their most recent bid. Staff is requesting approval from the Council to join the Mid-America Regional Council's joint purchasing alliance as the administrator of this process.

CMBR Rhoades said he would like to participate in a joint venture, but would like for the city administrators to handle the process. He questioned the payment of a \$20,000 fee to MARC for something that could be handled in-house.

City Administrator Moody said he did not think the other two communities would want to enter a joint bid process without using the MARC purchasing cooperative as the administrator.

CMBR McNeil also does not want to use MARC and thinks the cities can work together. She put forward that if Roeland Park says no they're not willing to spend this much money for MARC the other two smaller cities might consider staying together. She did recognize that alone they would not have the bargaining power that three cities would.

CMBR Kellerman agreed they do not need MARC as a middle man. He believes the City of Mission has stopped using MARC as far as the RFP for trash service. CMBR Kellerman said he would also be willing to entertain an open market for trash service. He has heard from residents that they are still receiving poor service as far as trash pickup. He questioned how many complaints the city has received.

City Clerk Bohon said they keep a log of the complaints received, but added that it has gotten better.

City Administrator Moody said he did not support the city going to an open market system. He said he has had the conversations with CMBR Kellerman, but believes there are significantly more drawbacks than advantages.

CMBR Fast provided a brief history of what it took to get the three cities to work together and how difficult it was to put together this agreement and that MARC was necessary as a non-interested party to help negotiate that deal.

City Administrator Moody has spoken with the other city administrators and that they want to continue to use MARC.

CMBR Rhoades said he would like for the City to go back to the other two cities and say they would like to do this by themselves. If they cannot get an agreement, then he would support the move forward with MARC. But he would at least like to see an attempt made and would like to amend his motion to reflect that.

City Attorney Mauer clarified the proposed amendment would be to first ask the partner cities to approach the bid process without the use of MARC services.

MOTION: CMBR RHOADES MOVED AND CMBR POPPA SECONDED TO PARTICIPATE IN A JOINT SOLID WASTE BID PROCESS ADMINSTRATED BY MARC KANSAS CITY, RPC.

CMBR Rhoades amended his motion.

MOTION: CMBR RHOADES MOVED AND CMBR KELLERMAN SECONDED TO AMEND THE MOTION TO ATTEMPT TO PARTICIPATE IN A JOINT SOLID WASTE BID PROCESS ADMINISTERED INDEPENDENTLY BY THE CITIES OF ROELAND PARK, WESTWOOD AND FAIRWAY. IF UNABLE TO COMPLETE THAT PROCESS AGREE TO CONTINUE WITH THE BID PROCESS ADMINISTERED BY MARC. (MOTION FAILS 4-5 WITH CMBR THOMPSON VOTING TWICE AS THE ACTING MAYOR.)

POLL THE COUNCIL

FAST - N McNEIL - Y JANSSEN - Y RHOADES - Y KELLERMAN - Y THOMPSON - N KELLY - N POPPA - N

CMBR Janssen asked for Mr. Moody's thoughts about negotiating with their current solid waste provider and if they find the rate increase is minimal enough they might not need to go out for bid.

City Administrator Moody said the agreement is MARC would still be subject to the administrative fee. He also said currently there is no monetary penalty in the current contract if they do not meet the terms of the agreement.

CMBR Kellerman asked if the Mayor is why Council President gets two votes. Mr. Mauer said this is the first time he has seen this. He added that because the acting chair has a vote and the Mayor breaks ties, the acting chair does

not lose their vote because the Mayor leaves. The acting chair gets her vote as an elected representative and to break tie.

IX. ORDINANCES AND RESOLUTIONS

A. Ordinance No. 941 – Amendment Related to City Code on Signs

MOTION: CMBR RHOADES MOVED AND CMBR JANSSEN SECONDED TO TABLE THE DISCUSSION ORDINANCE 941.
(MOTION PASSES 8-0)

CMBR Kellerman spoke regarding page 4 and asked for a better understanding of the Roeland Park Community Foundation balance. Ms. Jones-Lacy said this is an amount that at the end of the year they took the balance of the committee funds and moved them to the Roeland Park Community Foundation. She said they will be voiding that check. It was held and after doing reconciliation on the account balances in the committee funds, there will be some changes.

CMBR Kellerman also questioned the \$60 payment from Salaries of Elected Officials to the Roeland Park Community Foundation. Ms. Jones-Lacy said Mayor Marquardt makes a monthly contribution with each of his mayoral paychecks.

CMBR Kellerman has questions with regard to the Westwood leaf pickup service noting there was a check made out to Westwood for a leaf disposal fee and also a check from Westwood. Public Works Director Leon said the cost to Westwood is that leaves that Roeland Park picks up in Westwood Hills are taken to the Westwood facility. Roeland Park pays for that service to Westwood. The monies received from Westwood are for the leaf pickup service that Roeland Park provides to them.

B. Appropriation Ordinance No. 900 (Consent Agenda Item A)

MOTION: CMBR FAST MOVED AND CMBR POPPA SECONDED TO APPROVE THE APPROPRIATIONS ORDINANCE 900.
(MOTION PASSED 8-0)

X. REPORTS OF CITY OFFICIALS

No reports were given.

XI. ADJOURNMENT

MOTION: CMBR KELLERMAN MOVED AND CMBR RHOADES SECONDED TO ADJOURN. (MOTION PASSED 8-0)

(Roeland Park City Council Meeting Adjourned)

Joel Marquardt, Mayor

Kelley Bohon, City Clerk

Item Number: Consent Agenda- II.-C.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 1/13/2017
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Solid Waste Bid Process for 2018 Services**
Item Type: Other

Recommendation:

Staff recommends participating in the joint solid waste bid process administered by MARC (KCRPC).

Details:

The current contract for solid waste services is the result of a joint solid waste bid facilitated by MARC including the cities of Fairway, Westwood and Roeland Park. The cooperative bid process yielded lower solid waste service fees with enhanced solid waste services. The current contract runs through the end of 2017. Since solid waste assessments must be certified in July 2017 for the 2018 service year, the bid process must be completed early in 2017.

Attached is a summary from MARC (KCRPC) on the costs they anticipate for the bid process (\$20,000) and the annual administrative costs (\$2,500 each renewal year). They have lowered their fee percentage to .75% (it is usually 1.5%) of the solid waste fees each city will be charged which equates to \$6,000 annually to MARC.

Also attached is the Proposal from MARC (KCRPC) to administer the solid waste bid process.

The Request for Proposals (bid specifications) document to be used by MARC has been under review by each City to ensure it reflects measureable and enforceable performance standards that the solid waste provider will be held to. It also contains financial penalties if performance does not meet those standards. Service type, frequency, level and cart selection remain consistent with that of the current agreement. Some bid options have also been added such as Radio Frequency ID of

carts.

Joining forces with other communities in this type of bid make us a larger buyer and will enhance competition for the service. This should yield competitive prices. The experience we have with the current agreement having limited performance measures and enforcement options has been applied to the new bid document and will result in a better contract document. The bid and contract documents employed by Prairie Village have also been helpful.

Financial Impact

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

Additional Information

Administering a bid process such as this for multiple cities is best handled by a consultant. The cost of the consultant would be in the range of \$10,000 to \$15,000 in addition each city will incur legal expenses. Attempting to complete the process in house will require committing staff hours which will require other projects to be put on hold, currently we have the Branding Committee, Aquatics Committee and Roe Boulevard Committee underway in addition to the efforts of the Development Committee and the demands of the 2018 budget process.

Prairie Village received a bid of \$16.50 per month from Deffenbaugh (\$2.50/month more than what they currently charge Prairie Village) and Republic bid \$18.44/month (which is who Prairie Village selected). Roeland Park is currently charged \$12.48/month by WCA, staff anticipates the bids for this next contract will be similar to what Prairie Village saw.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
☐ MARC Proposal for Bid Administration Services	Exhibit
☐ MARC Service Fee Explanation	Backup Material



Solid Waste Services:

The Kansas City Regional Purchasing Cooperative would like to propose an alternative administrative fee arrangement to coordinate a joint bid for solid waste collection services for the cities of Fairway, Roeland Park and Westwood, Kansas. This joint bid would be for the calendar year of 2018 and include multiple year renewal contracts.

The proposed .75 of one percent administrative fee would cover the costs associated with the role of KCRPC staff responsible for overseeing the daily details of planning and scheduling the multi-jurisdictional solid waste collection procurement bid contracting process, acting as a central point of contact and representative of MARC/KCRPC. Steps involved include: (detailed description of steps are outlined in KCRPC user guide, which is attached.)

- Initial notification of pending joint bids
- Formal notification of joint bids
- Draft bid documents
- Final bid document, publication, mailing and circulation
- Actions during the open bidding period
- Bid opening
- Bid evaluation and recommendation of bid award
- Notice of award, submittals and contract
- Actions during the contract period
- Maintenance of contract database for purchasing information, easily accessible to users.

The average timeline for a joint bid is 90-120 days for entire process, depending on complexity of bid and number of participants involved. Actual time will may vary depending on timely responses during draft stage, bidding stage, and return of award recommendations.

The activities that are involved in multiple year renewals include:

- Initiate renewal a minimum of sixty (60) calendar days before the contract expiration date.
- Review contract for available renewal options.
- Contact Contractor to obtain price changes or updates (i.e. model, part number, or packaging)
- Recommendation form sent to participants for opportunity to approve/reject renewal
- Prepare contract modification and updated price lists, and submit to Contractor for review and signature.
- Submit recommendation memo to MARC for final approval and countersignature on contract modification.
- Distribute executed modification to the participants and post to KCRPC contract database.
- Review total purchases through previous contract period, and compare to original estimated value submitted by each participant.
- Investigate discrepancies, if needed.
- Issue new joint bid.

The total cost savings to city participants that were reported for the 2012-2017 solid waste collection bid involved actual cost savings, administrative savings and advertising savings. The same formulas are used for renewal options to report savings to participants by renewing and not issuing individual bids. KCRPC did not assess an administrative fee to the current solid waste collection joint bid.

Annual cost savings	As reported by participants	\$112,517
Administrative savings	\$1,250 each	\$3,750
Advertising savings	\$277 each	\$831
Total savings	All Participants	\$117,098

Recommended Fee: KCRPC would assess an administrative fee of .75 of one percent each year, for annual fees estimated to be \$6,022.

City	Annual contract value	Value of Proposed administrative fee
Fairway, Kansas	\$267,612	\$2,007
Roeland Park, Kansas	\$426,060	\$3,195
Westwood, Kansas	\$109,320	\$820
TOTAL	\$802,992	\$6,022

Notes:

Administrative fees are built into the quoted pricing and not separated. A percentage to be included in the pricing is the preferred method and have the contractor responsible for rebating to MARC as all other KCRPC contracts are set up with this method. The cities buying off the contracts, never see the administrative fee on their invoices from the contractors.



Cost Summary

The Roeland Park, Kansas city administrator has asked for a summary of costs that support the Kansas City Regional Purchasing Cooperative (KCRPC) administrative fee percentage proposed to conduct a joint bid process for solid waste collection for the cities of Fairway, Westwood and Roeland Park. This joint bid would be for the calendar year of 2018 and include multiple year renewal contracts. KCRPC has proposed a .75 of one percent administrative fee, which is a 50% discount from KCRPC's standard fee structure.

Background:

- MARC and KCRPC originally assisted the cities of Fairway, Roeland Park and Westwood, Kansas over a 12-month period in 2011 and 2012 to prepare and execute a solid waste collection bid, having common base services, with sub-agreements for each city. Dozens of exchanges and meetings were held during this time period to secure a contract and sub-agreements with the selected contractor. The bid included a one-year contract with three annual renewals. There was no administrative fee included in the original contract and annual renewals to support KCRPC's services.
- KCRPC has and will continue to support the current contract through the 2017 calendar year.
- KCRPC has notified the city staff that an administrative fee (1.5%) would need to be incorporated in the new contract, which is the standard fee for all KCRPC contracts. The administrative fees are built into the quoted pricing and not separated. The contractor is responsible for rebating to KCRPC on a quarterly basis. The cities buying off the contracts, never see the administrative fee.
- The current city administrators were not a part of the 2011-2012 bid issuance and contract negotiations and were unaware that the KCRPC was not receiving an administrative fee for work performed in 2011-2017.
- MARC was asked to propose a reduced administrative fee schedule for the 2018 bid process. The recommended fee submitted by MARC on January 3, 2017 (.75 of one percent administrative fee – 50% discount from KCRPC's standard fee) took into account the time involved with the last experience and estimated the time that the MARC and KCRPC staff will spend to support the project. From that analysis, MARC decided on a fee that is half of standard fee and would over the life of the contract fully compensate KCRPC the costs associated with their services.

Cost Summary:

- KCRPC responsibilities for overseeing the daily details of planning and scheduling the multi-jurisdictional solid waste collection procurement bid contracting process, acting as a central point of contact and representative of MARC/KCRPC. Steps include: (detailed description of steps are outlined in KCRPC user guide, which is attached.)

- o Initial notification of pending joint bids
- o Formal notification of joint bids
- o Draft bid documents
- o Final bid document, publication, mailing and circulation
- o Actions during the open bidding period
- o Bid opening
- o Bid evaluation and recommendation of bid award
- o Notice of award, submittals and contract
- o Actions during the contract period
- o Maintenance of contract database for purchasing information, easily accessible to users.

The estimated cost for these services is \$20,000 (200 hours of staff time @ \$75/hour, legal fees, advertisement, with overhead expense.)

- The activities that are involved in multiple year renewals include:
 - o Initiate renewal a minimum of sixty (60) calendar days before the contract expiration date.
 - o Review contract for available renewal options.
 - o Contact Contractor to obtain price changes or updates (i.e. model, part number, or packaging)
 - o Recommendation form sent to participants for opportunity to approve/reject renewal
 - o Prepare contract modification and updated price lists, and submit to Contractor for review and signature.
 - o Submit recommendation memo to MARC for final approval and countersignature on contract modification.
 - o Distribute executed modification to the participants and post to KCRPC contract database.
 - o Review total purchases through previous contract period, and compare to original estimated value submitted by each participant.
 - o Investigate discrepancies, if needed.
 - o Issue new joint bid.

The estimated cost for these services is \$2,500/year (30 hours of staff time @ \$75/hour with overhead expense.)

Recommended Fee: KCRPC would assess an administrative fee of .75 of one percent each year, for annual fees estimated to be \$6,022. Collected over the four year contract (with renewals.)

City	Current annual contract value	Value of Proposed administrative fee
Fairway, Kansas	\$267,612	\$2,007
Roeland Park, Kansas	\$426,060	\$3,195
Westwood, Kansas	\$109,320	\$820
TOTAL	\$802,992	\$6,022

Item Number: Consent Agenda- II.-D.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 2/2/2017
Submitted By: Ian Hutcheson
Committee/Department: Administration Committee/Administration
Title: **Employee Recognition Program: Outstanding Service Award**
Item Type: Other

Recommendation:

Staff recommends the approval of the Employee Recognition Program: Outstanding Service Award.

Details:

The Employee Recognition Program is designed to celebrate City staff who have demonstrated excellence in service to Roeland Park through an exemplary act, initiative or continued commitment to serving the community. Staff members recognized for their work will be awarded the Outstanding Service Award. The program corresponds to objective E1 of the Organizational Goals and Current Objectives outlined in the 2017 Adopted Budget designed to “cultivate a rewarding work environment where creativity, efficiency and productivity are continuous pursuits”. The following proposal is the result of collaboration between Councilmembers Fast and Poppa, City Administrator Keith Moody and myself on our ideas for awarding the Outstanding Achievement Award. The process of nominating, deciding and presenting the award is given in the following five-step process. Exhibit 1 displays the nomination form for nominating a recipient.

Five-Step Process of the Outstanding Achievement Award

1. Staff will be nominated by the community at-large and/or fellow city staff through the submission of nomination forms either in person or online. Form stations will be installed at City Hall and the Community Center. A portal on the City website will be developed through which users can submit forms also.
2. Forms will be collected from the physical stations and from the online submissions on a quarterly basis.

3. The recipient of the Award will be decided on by the Council members of the Administration Committee and the City Administrator using the nominations as guidance for the decision. The inclusion of the City Administrator into the decision process will ensure that staff members who are less visible to the public are recognized for their work. The Award will not necessarily go to the staff member with the most nominations.
4. The Award will be presented once or twice a year. An annual/bi-annual frequency should strike a balance between making the award meaningful while also continually recognizing staff achievements. The award will be presented at a Council meeting and an announcement will be made in that quarter's newsletter.
5. The Award will consist of both a customized plaque and a \$100 gift certificate. The plaque will be engraved with the recipient's name and a short description of their contribution.

Cost

The annual budget of the Outstanding Achievement Award will be approximately \$500. The physical award will cost approximately \$100. The gift certificate amount will be for \$100. Initially there will be the up-front cost of purchasing three ballot boxes for setting up the nomination form stations. The cost of the ballot boxes will be around \$100-\$175. This brings the first-year annual cost to approximately \$300-\$575. This is well below the \$1,000 budgeted for the project in the 2017 Budget.

Financial Impact

Amount of Request: \$1,000	
Budgeted Item?	Budgeted Amount: \$1,000
Line Item Code/Description:	

Additional Information

How does item relate to Strategic Plan?

The Employee Recognition Program helps to further Goal 3, Strategy C, Item 1 "promote excellence in public service and the unique opportunities for residents in Roeland Park"

How does item benefit Community for all Ages?

Provides multiple opportunities for citizens to nominate employees.

ATTACHMENTS:

Description	Type
☐ Nomination form	Exhibit

ROELAND PARK CITY EMPLOYEE
OUTSTANDING SERVICE AWARD
NOMINATION BALLOT

WHO ARE THEY?

WHAT DID THEY DO?

HOW HAS THIS IMPROVED OUR COMMUNITY?

ROELAND PARK CITY EMPLOYEE
OUTSTANDING SERVICE AWARD
NOMINATION BALLOT

WHO ARE THEY?

WHAT DID THEY DO?

HOW HAS THIS IMPROVED OUR COMMUNITY?

Item Number: Consent Agenda- II.-E.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 2/1/2017
Submitted By: Staff
Committee/Department: Admin.
Title: **2017 Super Pass Agreement and Swim Meet Letter of Understanding**
Item Type: Agreement

Recommendation:

Staff recommends approval.

Details:

This agreement is similar to one the City has entered into for a number of years with the same partner Cities. It allows a special pass to be used from approximately the end of May to the beginning of September, 2017 to gain access to any of the pools and aquatic centers located in any of the participating Cities. Each City retains half of the revenue from the sale of the super pass and the other half is distributed based on the number of times the super pool pass is used at a City's pool facility divided by the total number of super pool pass use count overall. For example if there are 500 occasions the super pass has been used during 2017 at all pool facilities and 100 of them are at the Roeland Park Aquatic Center then Roeland Park would receive 20 percent of the pooled revenue. The cost of the super pool pass is \$60 for up to 5 individuals on one pass, same as last year.

The second motion allows area aquatic centers to honor other center's memberships on days an agency is hosting a swim or dive meet.

Financial Impact

Amount of Request: N/A

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

Additional Information

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
☐ Super Pass Agreement	Cover Memo
☐ Swim Meet Letter of Understanding	Cover Memo

**AGREEMENT BY AND AMONG THE CITY OF FAIRWAY, KANSAS, THE CITY OF LEAWOOD, KANSAS, THE CITY OF MERRIAM, KANSAS, THE CITY OF MISSION, KANSAS, THE CITY OF PRAIRIE VILLAGE, KANSAS, THE CITY OF ROELAND PARK, KANSAS, AND JOHNSON COUNTY PARK AND RECREATION DISTRICT
FOR USE OF SWIMMING POOL FACILITIES**

This Agreement made and entered into as of the effective date specified herein by and among the City of Fairway, Kansas (“Fairway”), the City of Leawood, Kansas (“Leawood”), the City of Merriam, Kansas (“Merriam”), the City of Mission, Kansas (“Mission”), the City of Prairie Village, Kansas (“Prairie Village”), the City of Roeland Park, Kansas (“Roeland Park”), and Johnson County Park and Recreation District (“JCPRD”) as operator of the Roeland Park swimming pool facility.

RECITALS

A. The cities of Fairway, Leawood, Merriam, Mission, Prairie Village and Roeland Park (each a “City” and collectively the “Cities”) and JCPRD as operator of the swimming pool facility for Roeland Park, operate the public outdoor swimming pool facilities (“Pool Facilities”) described on the attached Exhibit A.

B. The Cities desire to enter into this Agreement to allow the residents of each City the option to use all of the Pool Facilities during the 2017 swim season with the purchase of a special pass.

C. K.S.A. § 12-2908 authorizes the cities to enter into this agreement.

D. K.S.A. § 19-2862 authorizes JCPRD to enter into this agreement.

NOW, THEREFORE, pursuant to, and in accordance with, the statutory authority invested in the parties to this Agreement, and in consideration of the mutual advantage received by each party, the parties hereto enter into this Agreement upon, and subject to, the following terms and conditions:

I. PURPOSE AND INTENT.

The purpose of this agreement is establish cooperation among the Cities, and JCPRD as operator of the Roeland Park pool facility, by making all of the Pool Facilities available for use by the qualified patrons of all the Cities with the purchase of a special pass during the 2017 swim season, which commences approximately May 27, 2017 and ends approximately September 4, 2017.

II. EFFECTIVE DATE AND TERM.

This Agreement shall become effective upon its adoption by each participating jurisdiction and shall remain in full force and effect for a term of one (1) year from the effective date hereof.

III. COOPERATION USE OF POOL FACILITIES.

As part of its program for use of its Pool Facilities during the 2017 swim season, each City shall establish and authorize a category of pool pass entitled "Super Pool Pass" with the following features:

a. The Super Pool Pass will be offered by each City as an additional option to Qualified Patrons, defined below, who are purchasing a family or individual season pass to that City's Pool Facilities. As to each City, the term "Qualified Patron" means (a) residents of the City, and (b) non-residents of the City who have purchased a pool membership in the City for the immediately preceding year.

b. For Qualified Patrons who are residents of a City, the cost of a Super Pool Pass will be \$60 per up to five (5) person family category of seasonal pool pass, with an additional charge of \$5 for each additional family member, and \$25 per individual category of seasonal pool pass. For Qualified Patrons who are non-residents of a City, the cost of a Super Pool Pass will be \$65 per up to five (5) person family category of seasonal pool pass, with an additional charge of \$5 for each additional family member, and \$30 per individual category of seasonal pool pass.

c. The Super Pool Pass fee will be collected by each City in the same manner as standard seasonal pool passes.

d. The Super Pool Pass will be designated with a high quality, not easily reproducible sticker added to the seasonal pass card of qualified patrons. The Cities will agree in advance on the form and cost of the sticker. Cities without seasonal pass cards will need to produce a form of season pass card on which to affix the sticker. The cost of the stickers will be funded by the pooled dollars described below.

e. The Super Pool Pass will authorize the holders access to any of the Pool Facilities described on the attached Exhibit A during the 2017 swim season.

f. Each City will keep track of (i) the sales of Super Pool Passes by category, and (ii) the number of times each day a Super Pool Pass is used to enter any of its Pool Facilities and how

many individuals are admitted for each use of a family Super Pool Pass; and report these counts by email at the end of the season to the Assistant to the City Administrator at Prairie Village. Prairie Village will email the tally to all of the Cities promptly upon receipt of the tallies from all Cities.

g. Each City will retain one-half of the Super Pool Pass revenue, and hold the other half (the “Shared Revenue”) in suspense until the end of the season.

h. The Shared Revenue will be summed to reach a total of pooled revenue, and used initially to pay for the cost of the stickers. The remaining pooled revenue will then be distributed proportionally to each City based on the Super Pool Pass use count at the City’s Pool Facilities divided by the total number of Super Pool Pass use count. The calculation will be used to determine the transfer of funds among Cities based on money collected and due each entity. For example, if at the end of the 2017 swim season Super Pool Passes were used on 500 occasions at all Pool Facilities, and on 100 occasions at the Mission Pool Facilities, then Mission would be credited 1/5th of the pooled revenue. This number will be compared to dollars collected in Mission to determine transfer in or out of funds.

i. Qualified Patrons who are residents may only purchase Super Pool Passes from the City in which they reside.

IV. POOL SAFETY STANDARDS

Each City agrees to operate and maintain its Pool Facility in compliance with safety standards generally applicable to municipal pool facilities in Kansas, including, but not limited to, the following practices:

a. All Pool Facilities must comply with federal regulations contained in the Virginia Graeme-Baker Act.

b. All Pool Facilities must be municipally owned and either (a) operated by municipal staff, (b) operated by a professional pool management company engaged by the city, or (c) operated by JCPRD.

c. All Pool Facilities must meet facility standards in regards to proper placement of guards, number of guards on duty and facility readiness standards as published by the American Red Cross, Ellis and Associates, or Starguard.

d. All lifeguards must receive lifeguard certification from an accredited association.

V. LIABILITY

The purpose of this Agreement is only to set forth the rights and duties of the parties with regard to the cooperative use of Pool Facilities described above. This Agreement does not create any right, benefit, or cause of action for any third party. By executing this Agreement, none of the parties waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. Each party shall be solely responsible for any loss, damage, injury, or death to a third party (parties) arising out of or related to the acts or omissions of its employees or agents and not those of any other party.

IN WITNESS WHEREOF, the above and foregoing Agreement has been executed by each of the parties hereto on the day and year indicated by each signature.

[signature pages follow]

CITY OF FAIRWAY, KANSAS

By _____
Jerry Wiley, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF LEAWOOD, KANSAS

By _____
Peggy Dunn, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF MERRIAM, KANSAS

By _____
Ken Sissom, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF MISSION, KANSAS

By _____
Steve Schowengerdt, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF PRAIRE VILLAGE, KANSAS

By _____
Laura Wassmer, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF ROELAND PARK, KANSAS

By _____
Joel Marquardt, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

JOHNSON COUNTY PARKS AND
RECREATION DISTRICT

By _____
Paul Snider, Board Chair

Attest:

Nancy Wallerstein, Secretary

Approved as to Form:

Ernie Ballweg, District Legal Counsel

Exhibit A

CITY	OUTDOOR POOL FACILITIES
Fairway	6136 Mission Road Fairway, KS 66205
Leawood	10601 Lee Boulevard Leawood, KS 66206
Merriam	6040 Slater Merriam, KS 66202
Mission	6090 Woodson Road Mission, KS 66202
Prairie Village	7711 Delmar Street Prairie Village, KS 66208
Roeland Park/Parks and Recreation District	4843 Rosewood Drive Roeland Park, KS 66205

Letter of Understanding

This UNDERSTANDING (“Understanding”) is made and entered into this ____ day of _____, by and between the **Johnson County Park & Recreation District** and the **Cities of Fairway, Leawood, Prairie Village, Roeland Park, Mission and Merriam** (individually referred to as “Hosting Agency and collectively as “Hosting Agencies”), for the following arrangement (the "Arrangement"): On days when an agency hosts a swim or dive meet, all other non-hosting agencies will honor host agency memberships.

RECITALS

1. The Hosting Agencies recognize the importance of cooperation for the purposes of providing high quality services to their constituents; and
2. Each of the Hosting Agencies is involved in the Johnson County Swim and Dive League or the MOKAN Swim and Dive League.

CONDITIONS

1. This Arrangement shall only apply to the 2017 swim and dive team season from the beginning of June to the end of July.
2. This Arrangement is only applicable on days when a Hosting Agency must be closed during regular business hours to host a meet.
3. Members of the Hosting Agencies may gain admission, at no cost, to any non-Hosting Agency’s outdoor swimming pool facilities by providing agency issued membership identification.
4. Non-Hosting Agencies will honor host agency memberships during ALL regular business hours on meet days.
5. Any Hosting Agency may “opt out” of this Arrangement by providing written notice to each other Hosting Agency. Hosting Agencies shall meet at the end of the season to evaluate the success of the Arrangement and determine participation for the 2017 season.
6. The purpose of this Agreement is only to set forth the rights and duties of the parties with regard to the cooperative use of Pool Facilities described above. This Agreement does not create any right, benefit, or cause of action for any third party. By executing this Agreement, none of the parties waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. Each party shall be solely responsible for any loss, damage, injury, or

death to a third party (parties) arising out of or related to the acts or omissions of its employees or agents and not those of any other party.

[signatures]

CITY OF FAIRWAY, KANSAS

By: _____
Jerry Wiley, Mayor

Attest: _____

CITY OF LEAWOOD, KANSAS

By: _____
Peggy Dunn, Mayor

Attest: _____

CITY OF MERRIAM, KANSAS

By: _____
Ken Sissom, Mayor

Attest: _____

CITY OF MISSION, KANSAS

By: _____
Steve Schowengerdt , Mayor

Attest: _____

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Laura Wassmer, Mayor

Attest: _____

CITY OF ROELAND PARK, KANSAS

By: _____
Joel Marquardt, Mayor

Attest: _____

JOHNSON COUNTY PARK AND RECREATION DISTRICT

By: _____
Paul Snider, Board Chair

Attest: _____

Item Number: Consent Agenda- II.-F.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 1/16/2017
Submitted By: Erin Thompson, Michael Poppa, Teresa Kelly
Committee/Department: Admin.
Title: **LKM Suggested Ordinance Elections as Nonpartisan**
Item Type: Ordinance

Recommendation:

Mission and Westwood have both adopted the League of Kansas Municipalities suggestion that cities pass charter ordinances which formally designate elections as nonpartisan. The LKM recommendation is below in the "Details" section.

Details:

We have had the question raised if a city must choose to have a nonpartisan election. In reviewing the language in K.S.A. 2015 Supp. 25-2113, it is our opinion that the League sample ordinances concerning the change to November elections should have included a statement for the governing body to select nonpartisan or partisan elections. Prior law had a presumption that all city elections were nonpartisan, however, the new language does appear to require that the governing body make a selection.

It is our recommendation that all cities pass an ordinance that contains the following language:

“All elections for the City of _____, Kansas shall be nonpartisan.”

Obviously partisan would be used in place of nonpartisan if that is the desire of the governing body.

If your city has already passed an ordinance making the change to November elections then we suggest that an ordinary ordinance be passed using the above language. If your

city has not passed an ordinance making the change to November elections then we recommend that a section be included in the ordinance you pass choosing partisan or nonpartisan elections. League sample ordinances have now been modified and are available here. Please consult with your city attorney before making any decisions.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
 Ordinance Nonpartisan Elections	Cover Memo

ORDINANCE NO. ____

OF

THE CITY OF ROELAND PARK, KANSAS

PASSED

FEBRUARY __, 2017

(PUBLISHED IN *THE LEGAL RECORD* ON _____, 2017)

ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER VI ARTICLE 1 OF THE ROELAND PARK CITY CODE BY ADDING SECTION 6-104 REGARDING NONPARTISAN ELECTIONS.

WHEREAS, in 2015, the Kansas Legislature passed House Bill 2104, which made changes to numerous aspects of the State's election laws;

WHEREAS, House Bill 2104 allows the City of Roeland Park, Kansas (the "City") to establish by regular ordinance whether elections will be partisan or nonpartisan; and

WHEREAS, the City desires to keep City elections nonpartisan.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS, AS FOLLOWS:

Section 1. Section 6-104 of the City Code is hereby amended to read as follows:

Section 6-104 Nonpartisan Elections.

City elections shall be nonpartisan.

Section 2. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the governing body of the City, approval by the Mayor and publication in the official City newspaper.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

PASSED by the governing body of the City on February __, 2017 and **APPROVED AND SIGNED** by the Mayor.

(SEAL)

/S/
Mayor

ATTEST:

/S/
Clerk

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

Date: 2/3/2017
Submitted By: Jose Leon, Director of Public Works
Committee/Department: Public Works
Title: **Roe Blvd. Advisory Committee Appointments**
Item Type: Other

Staff recommends to approve the Advisory Committee for the Roe Blvd. Project Visioning Phase.

The next step in the Visioning Phase Process for the Roe Blvd. project is to establish an advisory committee. Staff has spent time contacting businesses and residents to make up the committee. So far, the commitments we have received are as follows:

- ## Financial Impact

Amount of Request: 0	
Budgeted Item?	Budgeted Amount: 0
Line Item Code/Description: 0	

Additional Information

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

Item Number: Applications/Presentations- A.-1.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Community For All Ages Silver Award**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: Applications/Presentations- A.-2.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **AAA Traffic Gold Award**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: Applications/Presentations- A.-3.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 2/20/2017
Submitted By: Gretchen Davis
Committee/Department: Admin.
Title: **"Fun Fitness Saturdays in R Park"**
Item Type: Other

Recommendation:

"Fun Fitness Saturdays in R Park" to be Held on the Last Saturdays of the Month During June, July, August and September

"Fun Fitness Saturdays in R Park" will be held on the LAST Saturdays of the month during June, July, August and September this year, from 9-10 a.m. People of all ages and all fitness levels are welcome to join in these entertaining community wellness activities together in R Park, located at 5535 Juniper.

Details:

Activities scheduled for the LAST Saturdays of the month are:

June - Yoga - Separate instructors and practices for children and adults

July- "Soccer Croquet" – Kick your way through a game of croquet

August - "Diamond Challenge" – Nerfball with a unique fitness challenge at each base

September – To be announced but will be something like Tai Chi, Pilates or a game

"Fun Fitness Saturdays in R Park" is organized by Citizens Fundraising Initiative for R Park. The July and August activities will be co-led by i9Sports of Johnson County. A \$5 donation is suggested from each participant which will go toward building a community picnic shelter in R Park. Shade is a critical need in R Park since 40 mature trees had to be removed due to Emerald Ash Borer disease.

Bring your friends, yourselves, your family and your neighbors to have some healthy fun together in R Park the LAST Saturdays of the months of June, July, August and September, starting at 9:00 a.m. No rain dates are planned. We're hoping for wonderful weather for a wonderful time together.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: Mayor's Report- IV.-A.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Proclamation - Safe Haven for Newborns Day 2017 (Tim Janssen and Michael Rhoades)**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
 Safe Haven for Newborns Proclamation	Cover Memo



Proclamation

SAFE HAVEN FOR NEWBORNS DAY 2017

Whereas, tragic cases of abandoned newborns have been frequent in our nation; and

Whereas, Safe Haven for Newborn laws in Kansas provide a safe and legal solution when it comes to the serious issue of infant abandonment, saving the lives of innocent babies who would otherwise be at-risk of possible death, neglect or abuse; and

Whereas, Safe Haven for Newborn laws provide adoption opportunities to many Kansas and Missouri families who are eager and prepared to fulfill their dreams to adopt and raise children; and

Whereas, the state of Kansas recognized and addressed the need for protection of newborns whose parents are unable or unwilling to provide a safe home for their babies by approving Safe Haven for Newborns legislation; and

Whereas, children are the foundation for a prosperous and innovative society, and the foundation for a child's growth and development is established when every community and every citizen takes responsibility for creating healthy environments where our children can thrive; and

Whereas, the month of April is recognized as National Child Abuse Prevention Month and Safe Haven for Newborn laws represent primary child abuse prevention strategies; and

Whereas, effective child abuse prevention programs are essential and succeed because of community partnerships created among citizens, social service agencies, civic organizations, schools, businesses, law enforcement, fire departments, city and county health departments, pregnancy resource centers, maternity homes and hospitals.

Now, Therefore, I, Joel Marquardt, Mayor of the City of Roeland Park, therefore do hereby proclaim April 6, 2017 as Safe Haven for Newborns Day in the City of Roeland Park, Kansas

In testimony whereof, I have hereunto set my hand and caused to be affixed the Seal of the City of Roeland Park, this 6th day of April, 2017.

Seal here

JOEL MARQUARDT
Mayor

Item Number: Workshop Reports- V.-A.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 2/20/2017
Submitted By: Jennifer Jones-Lacy
Committee/Department:
Title: **Workshop and Ad Hoc Summary**
Item Type:

Recommendation:

For informational purposes

Details:

Council Workshop February 6, 2017

I. DISCUSSION ITEMS:

1. **Solid Waste Bid Process for 2018 Services** – Item moved to consent agenda.

2. **Presentation on Installation of Multipurpose Trail at Nall Park** – Brett Shoffner with Urban Trails made a presentation on installing a new walking/biking trail in Nall Park. They also had a work day on Sunday, February 12th to help clear the trail path. The project is expected to cost \$15,000. The item was moved to tonight's Council meeting for approval.

3. **Liberty Tax Special Event Permit (est. time 5 min.)** – Liberty Tax representatives explained their need for the special even to allow large inflatables during a special event. Council agreed to have a special meeting on Monday, February 13th to provide for this allowance as the Council was not able to take action at the workshop.

4. **Changes to Type 1 Special Event Amendment** – After testimony from the public and the attorney from St. Agnes, the Council directed the City attorney to work with the attorney from the church to discuss alternatives to the

proposed language change to special events and bring it back before the Council at the next full workshop.

5. Employee Recognition Program – Ian Hutcheson provided a proposed employee recognition program for the City to recognize employees once or twice annually. The item was moved to consent agenda.

6. Extending the Term of the Agreement with JCPRD for Aquatic Center– Moved to new business on tonight's council meeting.

7. R Park Master Plan Presentation (est. time 20 min.) – Park Committee Chair Jennifer Provyn gave a presentation on the R Park master plan the Park Committee worked on along with resident and volunteer Kyle Rogler. The item was moved to new business at tonight's council meeting.

8. 2017 Super Pass Agreement and Swim Meet Letter of Understanding – Item was moved to consent agenda for tonight's meeting.

9. LKM Suggested Ordinance Elections as Nonpartisan - Item was moved to consent agenda for tonight's meeting.

10. Review and Discuss Draft Land Lease with Zip KC – Jason Glasrud with CBC gave a presentation on the draft lease between the City and Zip KC for lease of the land at the caves site. The lease was a draft and given for informational purposes only.

11. Roe Blvd. Advisory Committee Appointments – Item was moved to consent agenda for tonight's meeting. The committee includes a mix of elected officials, business representatives and residents.

Ad Hoc Development Committee

Please see attached for minutes.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: Unfinished Business- VII.-A.
Committee 2/20/2017
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 2/2/2017
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin.
Title: **Liberty Tax Special Event Permit**
Item Type:

Recommendation:

To approve special event request for Liberty Tax between April 12 and April 18, 2017.

Details:

Liberty Tax has submitted this application to accommodate 4 "Feather" signs, , 4 Directional signs, a single "A" frame sign as well as, a single 18' inflatable on their lot from April 13th - 18th.

Council approved the inflatable through February 20th at a special meeting on Monday, February 13th. However, the application was unclear as to the term of the special event. This item would allow the special event (inflatable) to continue between April 13 - 18, 2017.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description

Type

📎 Special Event Request - Liberty

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

Date filed: 01-24-17
Case no.: _____

Special Events Permit Type 2 – 5 Application

Chapter 16 - Article 7

FEE: Each application for a special event permit shall be accompanied by an application fee, except that such fee may be waived for any applicant registered with the State of Kansas as a non-profit organization. The fee for Type 2 - 5 applications shall be \$50. New Cost - \$50.00 for 3 day event

Applicant LIBERTY TAX SERVICE Phone _____

Applicants Address 1994 ROE BLVD
ROELAND PARK KS 66205

Property owner AFC PROPERTY MGT Phone 303-291-0111

Property Owner's Address 1512 LARIMER ST STE 10 R
DENVER CO 80202

Type of Event: Seasonal Tax SERVICE
(i.e. sale of seasonal goods)

Hours of Operation: 7am - 9p.m.

Length of time for right to do business - Start Date: 4/12/17 End Date: 4/18/17

Any signs/structures being used: Y (X) N ()

If yes, describe: inflatable Statue of Liberty (18'); 4 wind feathers;
A-Frame sign; 4 DIRECTIONAL YARD SIGNS.

☒ Attach a sketch plan showing the location of the proposed activities, structures and/or signs in relation to existing buildings, parking areas, streets and property lines; and

☒ A letter from the property owner or manager, if different from the applicant, agreeing to the special event.

Applicant signature Susan Waterman Date 01-24-17

***The special event permit shall be posted on the site for the duration of the event.

Approved By: _____ Date: _____

If declined, reason why: _____

* Note: All Signs, Feathers
and the Inflatable will be
behind the sidewalk

Feathers 14-15' High
A-Frame 4' High x ~30" Wide
Inflatable 18' Tall x 6' sq-

50th TERR

Receipt #: 5295 1/20/2016 2:02 PM

Printed On: 1/20/2016 2:03 PM

City of Roeland Park
4600 W. 51st Street
Roeland Park, KS 66205
913.722.2600

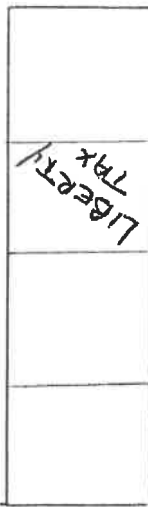
Paid By: Acct #:
Liberty Tax
4994 Roe Blvd
Serv Addr:
Phone #:

Item	Qty	Price	Total Cost
Special Event/P -	1	\$100.00	\$100.00
se201601			
Item Ref. #			
se201601			

Payment Type:	Reference #	Amt Paid
Check	1500	\$100.00

Total ROA:	\$0.00
Total Items:	\$100.00
Sub Total:	\$100.00
Total Tax:	\$0.00
Total Due:	\$100.00
Total Paid:	\$100.00
Change Due:	\$0.00

www.roelandpark.net



ROE BLVD

△ = A-Frame Sign
Ⓟ = WIND FEATHERS
□ = INFLATABLE LIBERTY

Item Number: New Business- VIII.-A.
Committee 2/20/2017
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 2/17/2017
Submitted By: Staff
Committee/Department: Admin.
Title: **Council President Nomination**
Item Type: Other

Recommendation:

Details:

Council President - Charter Ordinance 33 attached providing timeline, nominations and duties.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description



Charter Ordinance 33

Type

Cover Memo

CHARTER ORDINANCE NO. 33

A CHARTER ORDINANCE AMENDING AND REPEALING CHARTER ORDINANCE NO. 26; ALSO AMENDING AND REPEALING EXISTING SECTIONS 1-203 AND 1-203.1 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 1-203 of the Code of the City of Roeland Park, Kansas, originally enacted as part of Charter Ordinance No. 26, is hereby amended to read as follows:

1-203. - President of the Council.

- (a) Beginning on February 1, 2017, 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 a Council meeting in February of each year, nominations shall be made and an election shall be held no later than the last Council meeting in February. Once the nominations are made, a brief five-minute speech will be allowed from each candidate. Upon election by a majority of the Councilmembers present, the President of the Council shall be elected for the next term. The Mayor does not have a tie breaking vote in the selection of the President of the Council. If a majority vote of Councilmembers present cannot be met, the following procedure shall be followed. If there are more than two nominations, the number of nominations shall be narrowed down to two and the process repeated. The top two vote getters shall move on. If there is a tie between the second or more vote getters, a coin flip shall decide who is in the top two. If there is a tie in the vote of the final two, a coin shall be flipped to determine the President of the Council. This process will be repeated annually each February.
- (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 all Governing Body Workshops, given that that Co-Chairs may present items specific to their assigned service area (i.e. Administration, Public Works Public Safety or Finance);
 - (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.

SECTION 2. Existing Section 1-203.1 of the Code of the City of Roeland Park, Kansas, originally enacted as part of Charter Ordinance No. 26, is hereby amended to read as follows:

1-203.1 - Acting President of the Council.

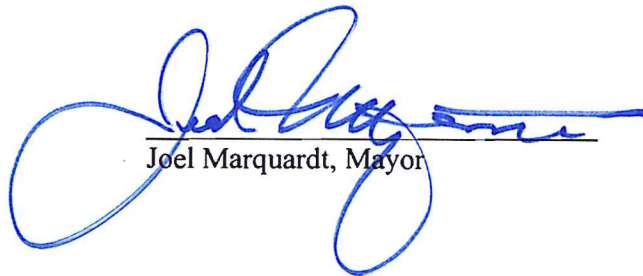
In the absence of both the Mayor and the President of the Council at a meeting of the Governing Body, the Council shall elect one of its members to serve as Acting President of the Council who shall preside at the meeting. While presiding at a meeting of the Governing Body, the Acting President of the Council shall retain all the privileges of a Councilmember. If the election for the Acting President of the Council results in a tie, a coin shall be flipped.

SECTION 3. Charter Ordinance No. 26 and existing Sections 1-203 and 1-203.1 of the Code of the City of Roeland Park, Kansas, are hereby repealed.

SECTION 4. This Charter Ordinance shall be published once each week for two consecutive weeks in the official City newspaper.

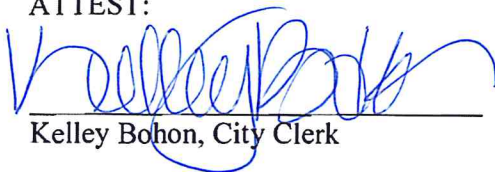
SECTION 5. This Charter Ordinance shall take effect 61 days after the final publication unless a sufficient petition for a referendum is filed, requiring a referendum to be held on the ordinance as provided by Article 12, Section 5, Subsection (c)(3) of the Kansas Constitution, in which case this Charter Ordinance shall become effective upon approval by the majority of the electors voting thereon.

PASSED by the Governing Body, not less than two-thirds of the members elect voting in favor thereof, this 19th day of September, 2016.



Joel Marquardt, Mayor

ATTEST:



Kelley Bohon, City Clerk

APPROVED AS TO FORM



Neil R. Shortlidge, City Attorney

Item Number: New Business- VIII.-B.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 12/26/2016
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Approve Alignment of Multipurpose Trail at Nall Park**
Item Type: Other

Recommendation:

Staff will move forward with developing a trail easement on the Boulevard Apartment property if the trail alignment meets with favor from the Council and if the owners of the Boulevard Apartment property indicate support of the trail alignment.

Details:

Attached is the proposed alignment for the multi-purpose trail at Nall Park. Below is the 2017 Objective for this project:

1. Install a Biking/Walking Trail in Nall Park

Justification: The Urban Trails Company through volunteer help has estimated \$12,000 to construct a natural surface single track trail. This trail would connect to the Boulevard Apartments to green space and to Nall Park. The Boulevard Apartments tenants help generate around \$125,000 to the TIF each year. The TIF was created to benefit the residents of the Boulevard Apartments. Research has proven that recreational amenities connected to apartment complex decreases crime and improve the overall vitality and well-being of the community as a whole.

Tenants contribute to the TIF fund through higher rents and thus should benefit from green space and recreational amenities such as access to Nall Park as well as a natural surface walk and bike path. Currently - it is very difficult to access Nall Park from the Boulevard Apartments. The trail would connect the Apartments to Nall Park and provide additional recreational opportunities for the Boulevard Apartments and residents of Roeland Park to mountain bike and walk in a natural wooden green space.

Cost Estimate: \$15,000 **Account Fund 510 (TIF 3A)**
Completion Date: December 31, 2017
Responsible Party: Parks Committee and Public Works Director
Submitted By: Councilor Fast

Brett Shoffner with Urban Trail Co will be in attendance to answer questions. Work to occur after council approval would be actual trail construction. This would be completed by Urban Trail Co. using machinery and hand tools as has been done with the other systems they have completed around the KC Metro. The goal would be to create a stacked loop, multi-use natural surface trail system within Nall Park and adjoining Boulevard Apts. property. There would be a connector trail and small loop behind the community center for additional access (this would be a sustainable replacement for the old Boy Scout constructed "trail"). All trails constructed would adhere to US Forest Service and International Mountain Bike Association sustainable trail standards.

An easement must be developed and meet with approval from the owners of Boulevard Apartments. They have indicated a willingness to an easement, but first want to see the alignment of the trail. If they are supportive of the alignment a legal description of the easement will be developed along with conditions and terms related to public access and maintenance of trail by the City. Legal and Survey expense will be incurred on developing the easement, hence we have held off on this step until the alignment has been prepared for Council and Boulevard Apartment review.

Financial Impact

Amount of Request: \$15,000	
Budgeted Item?	Budgeted Amount: \$15,000
Line Item Code/Description: Fund 510 TIF 3A	

Additional Information

A community clean up event at Nall park is planned for 2/12/17. The Urban Trail Co will be coordinating this event with the Parks Committee and hope to recruit volunteers to assist with constructing the trail at this event.

How does item relate to Strategic Plan?

The project is expanding park and recreation opportunities in the City and reinvesting in our existing park spaces.

How does item benefit Community for all Ages?

The multi-purpose trails is intended to create connectivity between community spaces (Nall Park and the Community Center) and major housing areas. These facilities serve the entire range of residents within the community.

ATTACHMENTS:

Description

Type

- Multi-purpose Trail Plan
- Trail Cost Estimate
- before-after
- kessler1
- kessler 2
- rozark 1

- Backup Material
- Backup Material
- Cover Memo
- Cover Memo
- Cover Memo
- Cover Memo



Urban Trail Co. has collaborated with land managers throughout Kansas City, designing and constructing 110+ miles of sustainable singletrack since 2001. Based on the amount of volunteer hours it takes to construct sustainable singletrack on our regional terrain, Urban Trail Co. – Central Region has recently standardized cost at \$7.60 per linear foot of trail, or \$40,000 per trail mile, with the approximate breakdown of planning, design, construction labor, equipment, materials, and associated costs:

Task - Percentage of Overall Project

Site Assessment & Environmental Planning 3%
Trail Routing & Ecological/Landscape Design 3%
Invasive Species Eradication – Labor 15%
Corridor/Invasive Species - Materials/Equipment 1%
Corridor/Brush Clearing - Labor 5%
Trash Remediation - Labor/Materials/Equipment 2%
Trail Construction - Labor (General) 10%
Trail Construction - Labor (Skilled) 20%
Trail Construction - Materials/Equipment 3%
Areas of Difficulty - Planning, Engineering, & Design 3%
Areas of Difficulty – Labor 8%
Areas of Difficulty – Materials 2%
Finishing & Detail Work 15%
Reforestation & Restoration – Labor 2%
Reforestation & Restoration – Materials 4%
Beautification & Signage – Labor 1%
Beautification & Signage – Materials 1%
Environmental Education & Public Awareness 1%
Overhead 1%
TOTAL 100%



URBAN TRAIL CO

*Ecological
Placemakers*

Roeland Park – Nall Park trails are estimated to be fully valued at \$60,192 for approximately 1.5 miles of natural surface singletrack trail, including all materials, equipment, labor, etc. The construction cost estimate can be greatly reduced with the usage of mechanized trail building equipment and hiring a professional trail crew. Mechanized trail building not only performs the same amount of work that approximately 8-10 volunteers can in the same time (depending on terrain), but also provides a wider surface that can easily be fine-tuned by finishing crews of trail builders and local volunteers. Initial assessments and planning work have already been performed by Urban Trail Co. builders. The park is largely devoid of illegal dumpsites found in other urban core parks, which will save lots of time and money. Invasive species eradication and reforestation work can be completed by volunteers after the trails have been constructed. Estimated construction budget details are below:

Corridor/Brush Clearing	\$3009
Mechanized trail construction	\$6019
Materials/Equipment	\$2407
Signage/Env. Ed/Pub. Aware.	\$1805
TOTAL	\$13240

Project timeline: Estimated 90-120 days from start/finish.

Brett Shoffner, MPA
Urban Trail Co. – Central Regional Director
ecologicalplacemakers@gmail.com
816.739.2432









Item Number: New Business- VIII.-C.
Committee 2/20/2017
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 2/1/2017
Submitted By: Jennifer Provyn
Committee/Department: Parks Committee
Title: **R Park Master Plan Presentation**
Item Type: Other

Recommendation:

To approve the R Park Master Plan.

Details:

Financial Impact

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

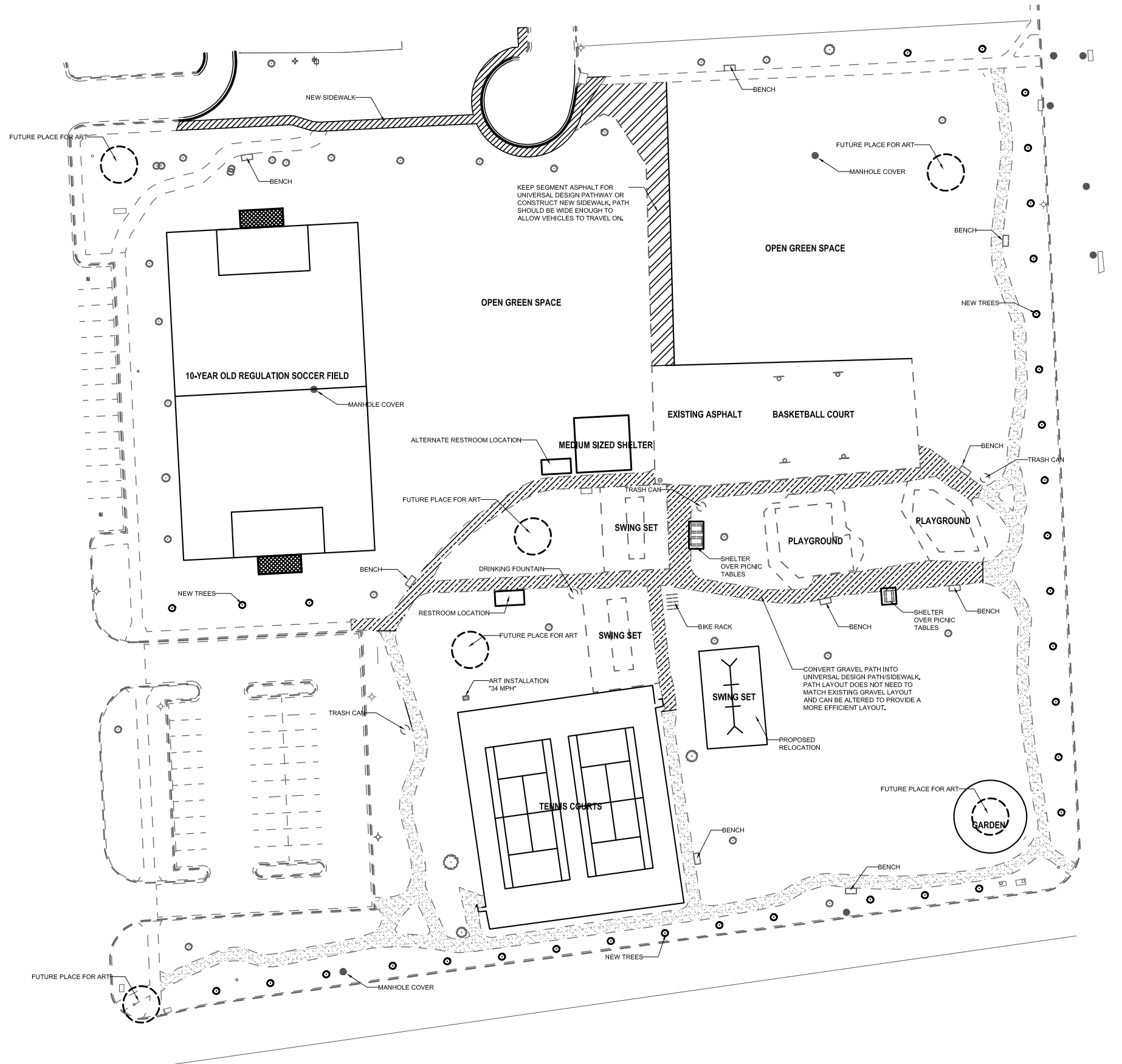
Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
R Park Master Plan	Cover Memo
R Park Presentation	Cover Memo
2014-2016	Cover Memo
R Park time estimate	Cover Memo



R Park Master Plan
Scale: 1/64" = 1'-0"
January 17, 2017

Master Plan for R Park

Parks & Trees Committee Recommendation to Council

02/06/2017

Current State

- Benches
- Bike rack
- Drinking fountain
- Handicapped swing
- Infant bucket swings
- Picnic tables
- Recycling receptacle
- Trail
- Trail markers
- Trash receptacles
- Trees

Pro Bono Estimates: 2015 rate @ \$23.56

(<http://independentsector.org/resource/the-value-of-volunteer-time/>)

– 7 members, 12 2 hr meetings @ \$23.56:	\$ 3,958
– Bench selection: >200 hrs @ \$23.56:	\$ 4,712
– Drinking fountain: >50 hrs @ \$23.56:	\$ 1,178
– R Park Design Services (see attached R Park Time Estimate.xlsx):	\$ 30,301
– Tree markers 50hrs @ \$23.56:	\$ 1,178
– Handicapped swing 30 hrs @ \$23.56:	\$ 706
– Infant bucket swings 10 hrs @ \$23.56:	\$ 235
– Citizens' Fundraising Initiative:	\$140,810

(see attached CFI_Feb2014-Dec2016.xlsx)

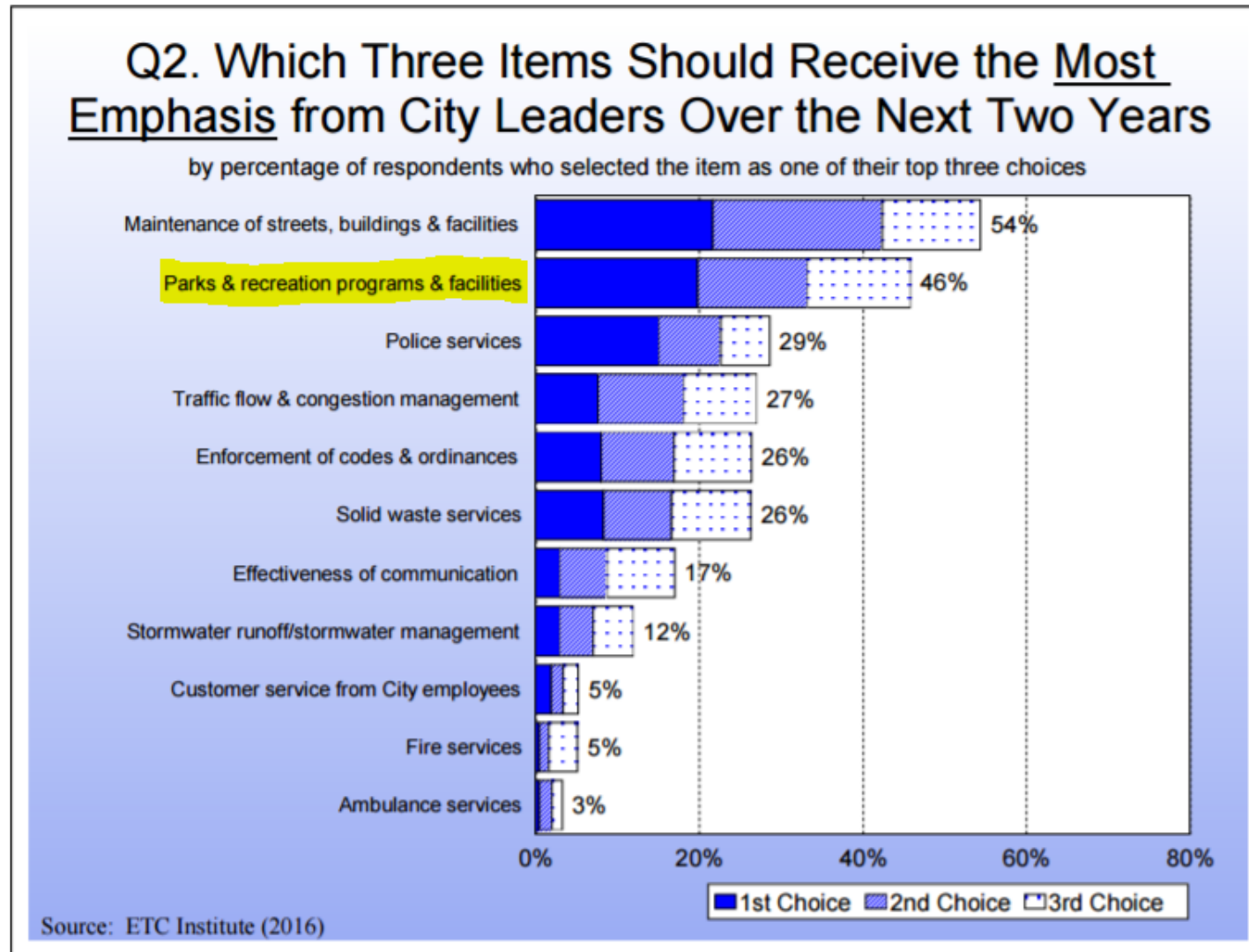
Future State

- Why do we need a Master Plan for R Park?
 - cohesion
 - planning & budgeting
- Why now?
- But we've had others before

Parks ranks #2 in Importance-Satisfaction Rating

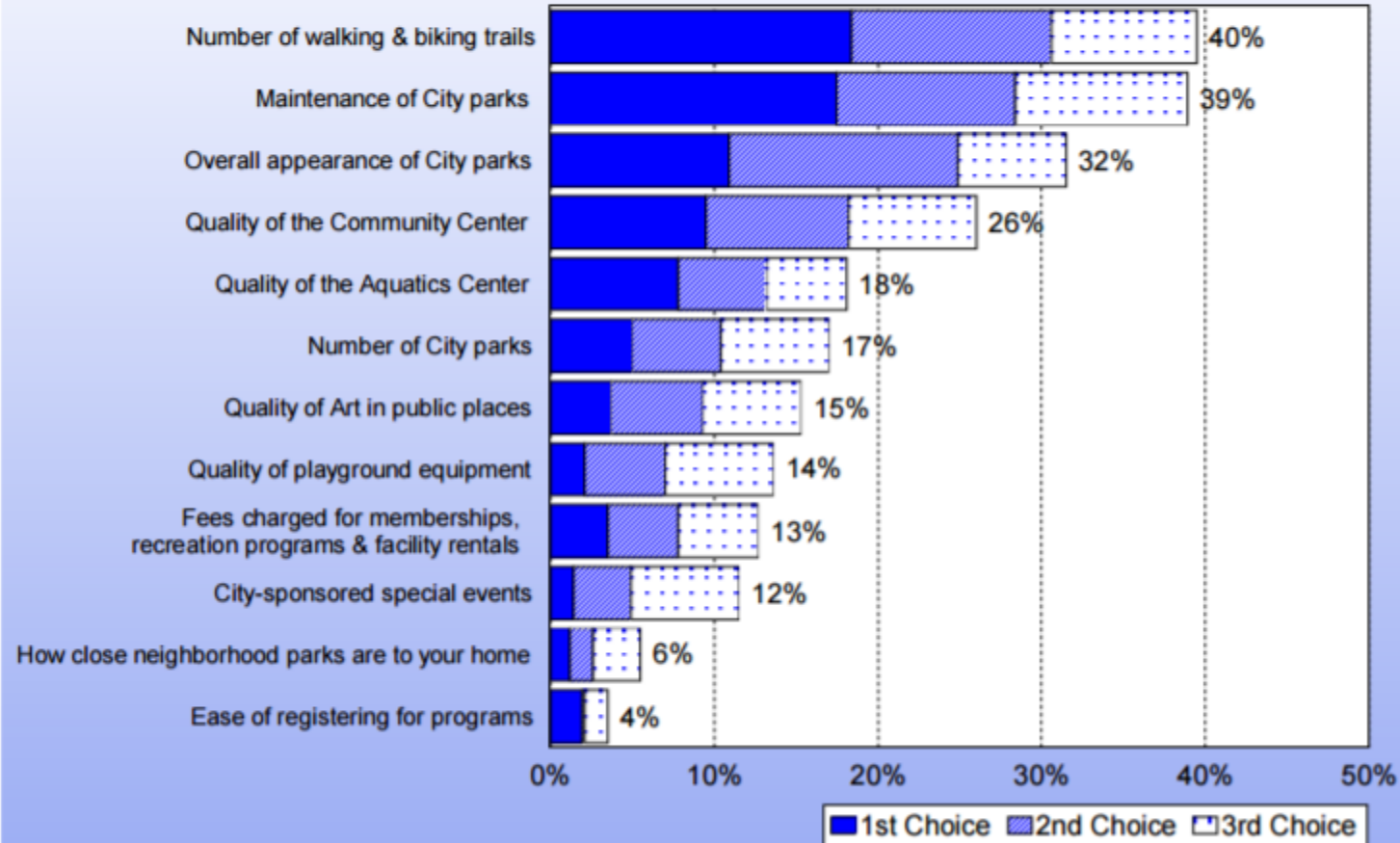
2016 Importance-Satisfaction Rating City of Roeland Park Major Categories of City Services						
Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<u>High Priority (IS .10-.20)</u>						
Maintenance of streets, buildings & facilities	54%	1	75%	6	0.1355	1
Parks & recreation programs & facilities	46%	2	71%	9	0.1328	2
Enforcement of codes & ordinances	26%	5	57%	11	0.1135	3
Solid waste services	26%	6	60%	10	0.1044	4
<u>Medium Priority (IS <.10)</u>						
Traffic flow & congestion management	27%	4	72%	8	0.0761	5
Effectiveness of communication	17%	7	76%	5	0.0406	6
Police services	29%	3	89%	1	0.0317	7
Stormwater runoff/stormwater management	12%	8	81%	2	0.0228	8
Customer service from City employees	5%	9	80%	4	0.0105	9
Fire services	5%	10	80%	3	0.0100	10
Ambulance services	3%	11	75%	7	0.0081	11

Parks ranks #2 in areas that should receive the most emphasis from City leaders over the next 2 years



Q10. Which Three Parks and Recreation Issues Should Receive the Most Emphasis Over the Next Two Years

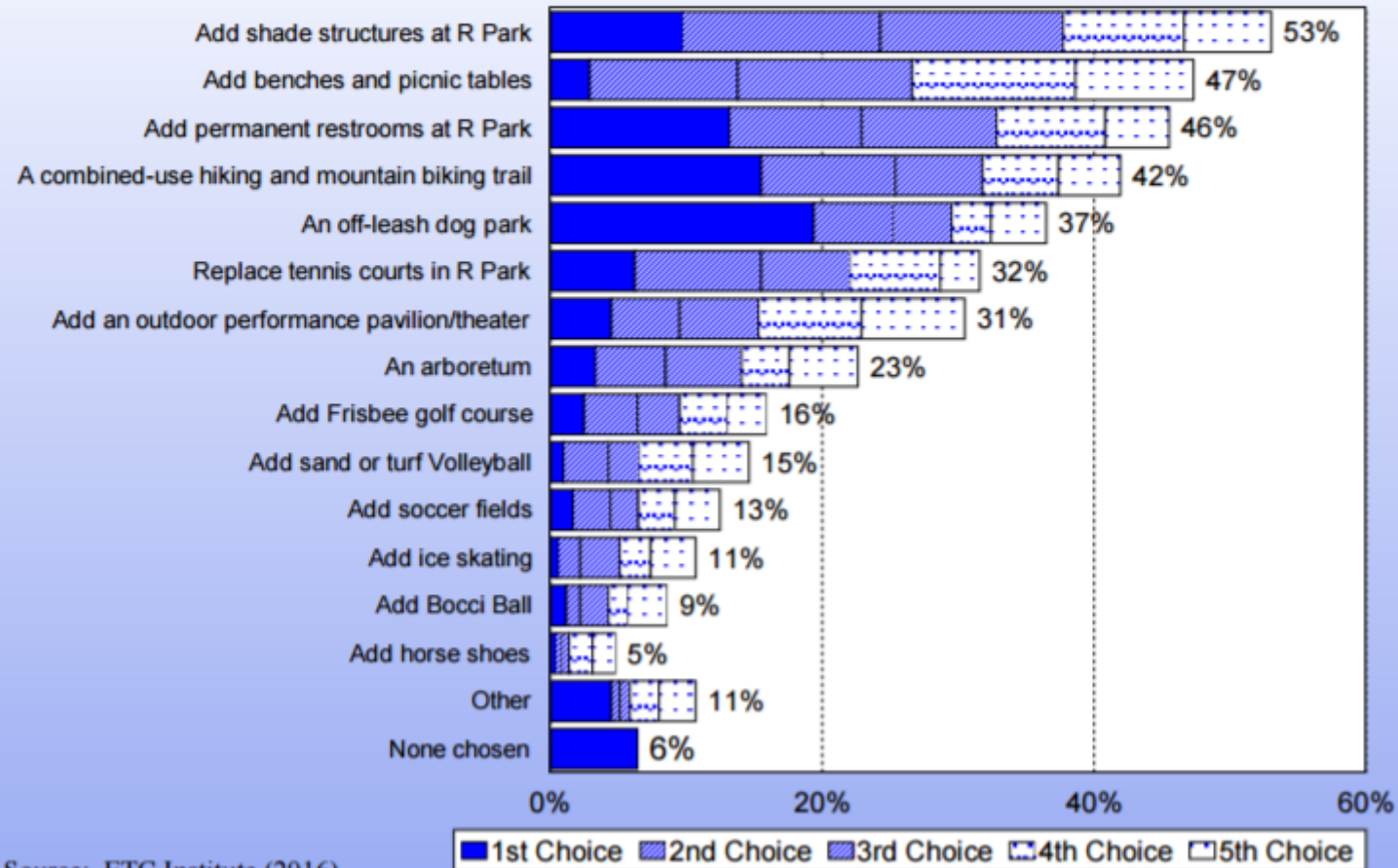
by percentage of respondents who selected the item as one of their top three choices



Source: ETC Institute (2016)

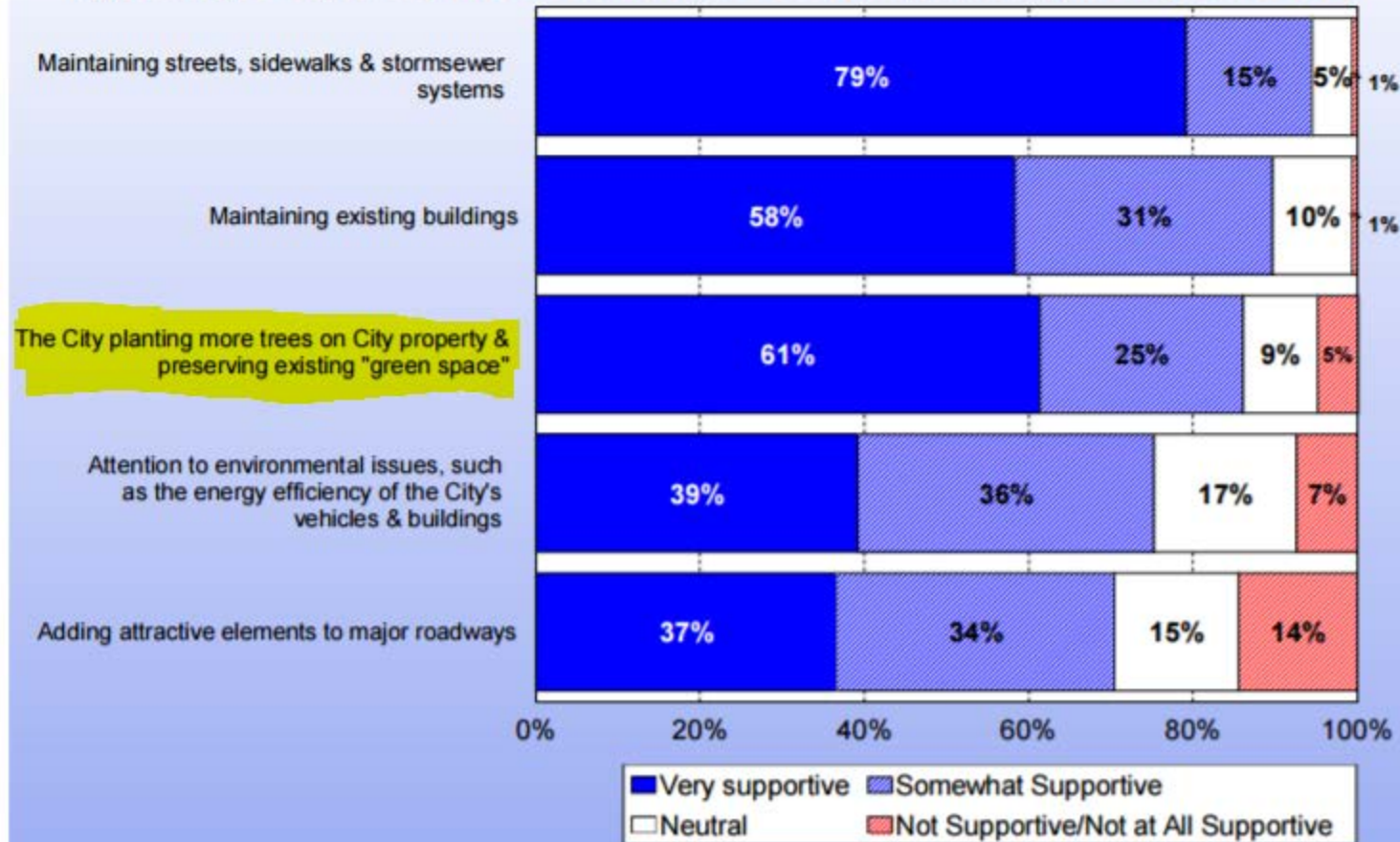
Q11. Top Five Most Important Improvements You Would Like to See Made to City Parks

by percentage of respondents who selected the item as one of their top five choices



Q25. Level of Support for the Following Community Investment Areas

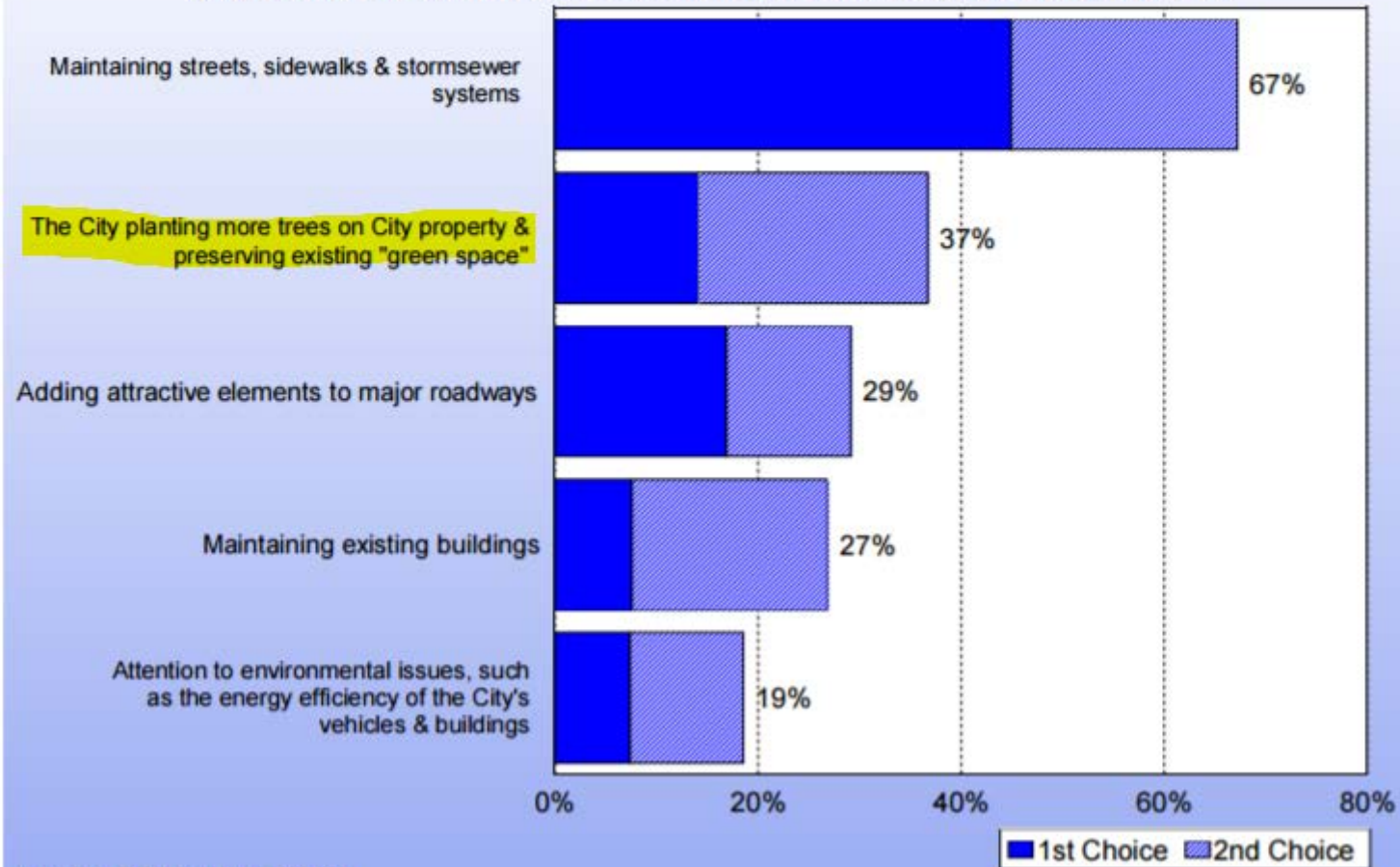
by percentage of respondents who rated the item as a 1 to 5 on a 5-point scale (Excluding "Don't Know")



Source: ETC Institute (2016)

Q26. Which Two of the Community Investment Areas are Most Important for the City to Pursue

by percentage of respondents who selected the item as one of their top two choices



Source: ETC Institute (2016)

See Master Plan

Soccer/Multi-use field

- groups that use the current field for practice
 - boys team from St. Agnes (6th grade?)
 - girls team from Westwood View Elem (5th+6th grade)
 - girls team from KCK (not sure the name of the team or exact grade)
- groups that have shown interest in using the field
 - i9 Sports: they are interested in bringing a soccer program to kids in R Park; use for practice, maybe games

Shade Structures

- Citizens' Fundraising Initiative (Shelter)
- AAD grant: \$8K
- First National Bank Grant
- Task force

Tennis courts

- Parks obtained information from McConnell & Associates (Kansas City; Leawood; Lee's Summit; North Kansas City; Olathe; Overland Park; Prairie Village; Raytown)
- lifespan: 50+ years
- \$160K is a good budget figure (McConnell & Associates communication, May 2016)
- \$17K allotted for tearing out existing courts, picking up the backfilling and reseeding
- post tension concrete over the asphalt is an option
- dual use: option to paint pickleball lines for \$350 per court – currently no free outdoor pickleball courts in Johnson County

7 Principles of Universal Design

To include as an addendum to the R Park Master Plan

1. **Equitable Use:** The design does not disadvantage or stigmatize any group of users.
2. **Flexibility in Use:** The design accommodates a wide range of individual preferences and abilities.
3. **Simple, Intuitive Use:** Use of the design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.
4. **Perceptible Information:** The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.
5. **Tolerance for Error:** The design minimizes hazards and the adverse consequences of accidental or unintended actions.
6. **Low Physical Effort:** The design can be used efficiently and comfortably, and with a minimum of fatigue.
7. **Size and Space for Approach & Use:** Appropriate size and space is provided for approach, reach, manipulation, and use, regardless of the user's body size, posture, or mobility.

Table 1: Volunteer Hours & Unreimbursed Expenses

Event	Volunteer Hours	Out-of- Pocket Expenses
Happy 63rd Birthday, Roeland Park!	80	\$80
Bacon, Blues and Brews	200	\$1,500
BBQ and Bluegrass	200	\$2,000
Chili and Country Music Jamboree	200	\$2,500
Treasure in Arrr Park		
Treasure in Arrr Park	150	\$200
Kids Soccer Clinic	80	\$200
Donation Campaigns	100	\$1,100
Sunflower Foundation of Kansas grant application and reporting	150	\$100
KCP&L Grant	6	\$0
Door-to-Door Person-to- Person Leafleting	80	\$0
Bake Sale/Fundraising Booths at City Events for 2.5 yrs	160	\$100
R Park Amenities Research Sub-Committee	75	\$0
	1481	
@ \$23.56/hr	\$34,892	\$7,780

Table 2**Table 3**

: Money Raised

Funder	Proceeds
Donations and Event Proceeds	\$60,181
Grant: Sunflower Foundation of Kansas	\$18,391
In-Kind: Synergy Construction	\$17,500
Award: Community First	\$2,500
Grant: KCP&L	\$3,000
	\$101,572

: Total Fundraising Worth

Category	Amount
Volunteer Hours	\$34,892
Out-of-Pocket Expenses	\$7,780
Proceeds	\$101,572
	\$144,244

R Park Pro-Bono Design Services Estimate

Architect Developer Meeting - 7/23/2015

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	3	\$450.00
George Knipp	\$150	3	\$450.00
Kyle Rogler	\$100	3	\$300.00
Total		9	\$1,200.00

R Parks Survey/Questionnaire

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	6	\$900.00
Kyle Rogler	\$100	6	\$600.00
Total		12	\$1,500.00

Design Work Preparation

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	4	\$600.00
George Knipp	\$150	4	\$600.00
Kyle Rogler	\$100	4	\$400.00
Total		12	\$1,600.00

Background Research

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	16	\$2,400.00
Total		16	\$2,400.00

Architect Developer Meeting - 8/27/2015

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	3	\$450.00
George Knipp	\$150	3	\$450.00
Kyle Rogler	\$100	3	\$300.00
Total		9	\$1,200.00

On-Site Meeting

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	3	\$450.00
George Knipp	\$150	3	\$450.00
Total		6	\$900.00

Design Work Preparation

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	4	\$600.00
Kyle Rogler	\$100	4	\$400.00
Total		8	\$1,000.00

Architect Developer Meeting - 9/3/2015

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	3	\$450.00
George Knipp	\$150	3	\$450.00
Kyle Rogler	\$100	3	\$300.00
Total		9	\$1,200.00

City Staff Discussions

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	4	\$600.00
Kyle Rogler	\$100	4	\$400.00
Jose Leon	\$23.56	4	\$94.24
Total		12	\$1,094.24

Parks Committee Meeting - 9/16/2015

Participants	Billable Rate	Billable Hours	Total Bill
Kyle Rogler	\$100	1	\$100.00
Jennifer Probyn	\$23.56	1	\$23.56
Corey Coe	\$23.56	1	\$23.56
Tyler Steele	\$23.56	1	\$23.56
Becky Fast	\$23.56	1	\$23.56
Jan Grebe	\$23.56	1	\$23.56
Ike Malula	\$23.56	1	\$23.56
Erin Thompson	\$23.56	1	\$23.56
Jose Leon	\$23.56	1	\$23.56
Teresa Kelly	\$23.56	1	\$23.56
Total		10	\$312.04

Presentation to City Council Preparation

Participants	Billable Rate	Billable Hours	Total Bill
Kyle Rogler	\$100	8	\$800.00
Total		8	\$800.00

R Park Rendering

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	8	\$1,200.00
Total		8	\$1,200.00

Parks Committee Meeting - 10/14/2015

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	1	\$150.00
Jennifer Probyn	\$23.56	1	\$23.56
Carl Wisdom	\$23.56	1	\$23.56
Tyler Steele	\$23.56	1	\$23.56
Kathleen Whitworth	\$23.56	1	\$23.56
Corey Coe	\$23.56	1	\$23.56
Beck Fast	\$23.56	1	\$23.56

Pat Franken	\$23.56	1	\$23.56
Jan Grebe	\$23.56	1	\$23.56
Ike Malula	\$23.56	1	\$23.56
Jose Leon	\$23.56	1	\$23.56
Total		11	\$385.60

Presentation to City Council - 10/26/2015

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	1	\$150.00
Kyle Rogler	\$100	1	\$100.00
Total		2	\$250.00

Quarterly Community Forum - 1/5/2016

Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$150	1	\$150.00
Kyle Rogler	\$100	1	\$100.00
Total		2	\$250.00

Charette Steering Committee Meeting - 8/8/2016

Participants	Billable Rate	Billable Hours	Total Bill
Teresa Kelly	\$23.56	2	\$47.12
Kyle Rogler	\$100	2	\$200.00
Scott Farrell	\$23.56	2	\$47.12
Jan Grebe	\$23.56	2	\$47.12
Jennifer Provyn	\$23.56	2	\$47.12
Erin Thompson	\$23.56	2	\$47.12
Jose Leon	\$23.56	2	\$47.12
Mary Virla	\$23.56	2	\$47.12
Michael Kelly	\$23.56	2	\$47.12
Julie MacLachlin	\$23.56	2	\$47.12
Cathy Boyer-Shesol	\$23.56	2	\$47.12
Total		22	\$671.20

Charette Steering Committee Meeting - 9/12/2016

Participants	Billable Rate	Billable Hours	Total Bill
Teresa Kelly	\$23.56	1	\$23.56
Scott Farrell	\$23.56	1	\$23.56
Jan Grebe	\$23.56	1	\$23.56
Jennifer Provyn	\$23.56	1	\$23.56
Erin Thompson	\$23.56	1	\$23.56
Jose Leon	\$23.56	1	\$23.56
Mary Virla	\$23.56	1	\$23.56
Michael Kelly	\$23.56	1	\$23.56
Cathy Boyer-Shesol	\$23.56	1	\$23.56
Total		9	\$212.04

Charette Coordination

Participants	Billable Rate	Billable Hours	Total Bill
Teresa Kelly	\$23.56	30	\$706.80
Kyle Rogler	\$100	10	\$1,000.00
Scott Farrell	\$23.56	10	\$235.60
Jan Grebe	\$23.56	10	\$235.60
Jennifer Provyn	\$23.56	10	\$235.60
Erin Thompson	\$23.56	10	\$235.60
Jose Leon	\$23.56	10	\$235.60
Mary Virla	\$23.56	10	\$235.60
Michael Kelly	\$23.56	10	\$235.60
Cathy Boyer-Shesol	\$23.56	10	\$235.60
Total		120	\$3,591.60

Community for All Ages Design Charette - 9/24/2016			
Participants	Billable Rate	Billable Hours	Total Bill
Joel Marquardt	\$100	4	\$400.00
Kyle Rogler	\$100	4	\$400.00
Matt Turley	\$100	4	\$400.00
Tim McDonnell	\$100	4	\$400.00
Mary Vrla-Mohr	\$23.56	4	\$94.24
Mike Hickey	\$23.56	4	\$94.24
Joseph Matovu	\$23.56	4	\$94.24
Laura Vaughan	\$23.56	4	\$94.24
Andrew Gieseke	\$23.56	4	\$94.24
Tyler Steele	\$23.56	4	\$94.24
Scott Ferrel	\$23.56	4	\$94.24
Mark Ediger	\$23.56	4	\$94.24
Sara Coe	\$23.56	4	\$94.24
Jennifer Provyn	\$23.56	4	\$94.24
Kathleen Whitworth	\$23.56	4	\$94.24
Judy Hyde	\$23.56	4	\$94.24
Patrick Franken	\$23.56	4	\$94.24
Donnie Scharff	\$23.56	4	\$94.24
Carl Wisdom	\$23.56	4	\$94.24
Daniel Vandenbox	\$23.56	4	\$94.24
Marek Glinecki	\$23.56	4	\$94.24
Cathy Creed	\$23.56	4	\$94.24
Kelli Disidore	\$23.56	4	\$94.24
Brian Nowotny	\$23.56	4	\$94.24
L. Don Roederer	\$23.56	4	\$94.24
Jeff Meador	\$23.56	4	\$94.24
Keith Moody	\$23.56	4	\$94.24
Jose Leon	\$23.56	4	\$94.24
Becky Fast	\$23.56	4	\$94.24
Teresa Kelly	\$23.56	4	\$94.24
Erin Thompson	\$23.56	4	\$94.24
Sheir McNiel	\$23.56	4	\$94.24

Total		128	\$4,238.72
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MARC Resources for Charette			
Participants			Total Cost
MARC Adminstration			\$1,410.00
Consultant writing Paper			\$1,200.00
Anne Marie Kinerk			\$3,250.00
Total			\$5,860.00

November Parks Committee - 11/29/2016			
Participants	Billable Rate	Billable Hours	Total Cost
Kyle Rogler	\$100	2	\$200.00
Jennifer Provyn	\$23.56	2	\$47.12
Carl Wisdom	\$23.56	2	\$47.12
Becky Fast	\$23.56	2	\$47.12
Corey Coe	\$23.56	2	\$47.12
Kathleen Whitworth	\$23.56	2	\$47.12
Jim Kanally	\$23.56	2	\$47.12
Total		12	\$435.60

Design Services		
Phase/Activty	Total Hours	Total Cost
Architect Developer Meeting - 7/23/2015	9	\$1,200.00
R Parks Survey/Questionaire	12	\$1,500.00
Design Work Preparation	12	\$1,600.00
Background Research	16	\$2,400.00
Architect Developer Meeting - 8/27/2015	9	\$1,200.00
On-Site Meeting	6	\$900.00
Design Work Preparation	8	\$1,000.00
Architect Developer Meeting - 9/3/2015	9	\$1,200.00
City Staff Discussions	12	\$1,094.24
Parks Committee Meeting - 9/16/2015	10	\$312.04
Presentation to City Council Preparation	8	\$800.00
R Park Rendering	8	\$1,200.00
Parks Committee Meeting - 10/14/2015	11	\$385.60
Presentation to City Council - 10/26/2015	2	\$250.00
Quarterly Community Forum - 1/5/2016	2	\$250.00
Charette Steering Committee Meeting - 8/8/2016	22	\$671.20
Charette Steering Committee Meeting - 9/12/2016	9	\$212.04
Charette Coordination	120	\$3,591.60
Community for All Ages Design Charette - 9/24/2016	128	\$4,238.72
MARC Resources for Charette		\$5,860.00
November Parks Committee - 11/29/2016	12	\$435.60
Grand Totals		
	Total Time	Grand Total
	425	\$30,301.04

Item Number: New Business- VIII.-D.
Committee 2/20/2017
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 2/3/2017
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Extending the Term of the Agreement with JCPRD for Aquatic Center**
Item Type: Agreement

Recommendation:

To approve extending the agreement term through May 31, 2019.

Details:

During discussions with JCPRD about the dome heater/blower, Council asked if JCPRD would be willing to extend the term of the current agreement through the end of the 2019 winter season (5/31/19). JCPRD staff has posed this question to their Board and they are agreeable to the extension. Attached is an ordinance amending the original agreement to reflect an end date of 5/31/19.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
 Ordinance Extending Agreement	Cover Memo
 Extended Agreement Final	Cover Memo

ORDINANCE NO. __

AN ORDINANCE EXTENDING THE TERM OF THE INTERLOCAL COOPERATION AGREEMENT (LEASE PURCHASE AND OPERATING AGREEMENT FOR ROELAND PARK AQUATIC CENTER) DATED OCTOBER 1, 1996

WHEREAS the City of Roeland Park, Kansas (“City”) entered into an Interlocal Cooperation Agreement (Lease Purchase and Operating Agreement for Roeland Park Aquatic Center) dated October 1, 1996 (“Original Agreement”), with the Johnson County Park and Recreation District, Johnson County, Kansas, a political subdivision organized and existing under the laws of the State of Kansas (the “District”);

WHEREAS, the City and the District entered into the Original Agreement for the purpose of providing for the construction, operation and maintenance of the Aquatic Center;

WHEREAS, the City and the District entered into a supplement to the Original Agreement on April 1, 2001 (“First Supplement”);

WHEREAS, the Original Agreement terminates on January 1, 2019; and

WHEREAS, the Parties desire to enter into an extension of the Original Agreement until May 31, 2019.

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

Section 1. Term. The term of the Original Agreement is extended to May 31, 2019 as reflected in the Second Supplement to the Original Agreement (“Second Supplement”) attached hereto as **Exhibit A**.

Section 2. Further Amendments. Nothing in this Ordinance shall prevent the Parties from further amending the Original Agreement with mutually acceptable terms and conditions.

Section 3. Remaining Terms and Conditions. All other terms and conditions of the Original Agreement, except as provided for herein or in the First Supplement, shall remain in full force and effect during the extension period.

Section 4. Further Authority. The Mayor, City Administrator and other City officials are hereby further authorized and directed to execute any and all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of the Ordinance, including by signing **Exhibit A** attached to this Ordinance.

Section 5. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the governing body of the City, approval by the Mayor and publication in the official City newspaper.

PASSED by the Governing Body, not less than two-thirds of the members elect voting in favor thereof, this __ day of February, 2017.

/S/
Joel Marquardt, Mayor

ATTEST:

/S/
Kelley Bohon, City Clerk

APPROVED AS TO FORM

/S/
Steven E. Mauer, City Attorney

**SECOND SUPPLEMENT TO INTERLOCAL COOPERATION AGREEMENT
(LEASE PURCHASE AND OPERATING AGREEMENT FOR ROELAND PARK
AQUATIC CENTER)**

RECITALS

This Second Supplement to the Interlocal Cooperation Agreement ("Second Supplement") is made and entered into this ___ day of February, 2017 ("Effective Date") by and between the City of Roeland Park, Kansas ("City") and the Johnson County Park and Recreation District, Johnson County, Kansas, a political subdivision organized and existing under the laws of the State of Kansas (the "District")

WHEREAS the City entered into an Interlocal Cooperation Agreement (Lease Purchase and Operating Agreement for Roeland Park Aquatic Center) dated October 1, 1996 ("Original Agreement"), with the District

WHEREAS, the City and the District entered into the Original Agreement for the purpose of providing for the construction, operation and maintenance of the Aquatic Center;

WHEREAS, the City and the District entered into a supplement to the Original Agreement on April 1, 2001 ("First Supplement");

WHEREAS, the Original Agreement terminates on January 1, 2019; and

WHEREAS, the Parties desire to enter into this Second Supplement extending the term of the Original Agreement until May 31, 2019.

AGREEMENT

1. The Recitals are incorporated herein by reference as though fully set forth herein.
2. Section 4.01 of the Original Agreement, dated October 1, 1996, is hereby amended to extend the contract termination date from January 1, 2019 to May 31, 2019.
3. Except as otherwise provided herein, or in the First Supplement, all terms and conditions of the Original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

JOHNSON COUNTY PARKS AND RECREATION DISTRICT

Paul Snider, Chairman

(Seal)

ATTEST:

Michael Pirner, Secretary

**JOHNSON COUNTY PARK AND RECREATION DISTRICT, JOHNSON COUNTY,
KANSAS**

By: _____
[Name]

Date: _____

Subscribed and sworn to before me, a Notary Public, this ____ of February, 2017.

My commission expires:

CITY OF ROELAND PARK, KANSAS

Joel Marquardt

(Seal)

ATTEST:

Kelley Bohon, City Clerk

SO AGREED:

CITY OF ROELAND PARK, KANSAS

By: _____
[Name]

Date: _____

Subscribed and sworn to before me, a Notary Public, this ____ of February, 2017.

My commission expires:

Item Number: Reports of City Officials:- XI.-A.
Committee 2/20/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 2/16/2017
Submitted By: Kelley Bohon
Committee/Department: Admin.
Title: **2017 Service Area Assignments**
Item Type: Other

Recommendation:

Details:

2017 Service Area Assignments

Administrative - Becky Fast and Teresa Kelly
Finance - Tim Janssen and Erin Thompson
Safety - Michael Rhoades and Ryan Kellerman
Public Works - Sheri McNeil and Michael Poppa

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description

Ordinance 931

Type

Cover Memo

ORDINANCE NO. 931

**AN ORDINANCE RELATING TO THE ADMINISTRATION OF THE CITY OF ROELAND PARK, KANSAS;
AMENDING AND REPEALING EXISTING SECTIONS 1-204, 1-207, 1-208, 1-212, 1-217 AND 1-315 OF THE
CODE OF THE CITY OF ROELAND PARK, KANSAS; ADDING NEW SECTION 1-204.1 TO 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 1-204 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

1-204. – Administrative Powers.

The Governing Body may designate whether the administration of a policy or the carrying out of any order shall be performed by a committee, an appointive officer, or the Mayor. If no administrative authority is designated it shall be vested in the City Administrator or his/her designee.

SECTION 2. Existing Section 1-207 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

1-207. - Workshops.

The regular meetings of the Governing Body Workshop shall be held on the first and third Mondays of each month at 6:00 p.m. in or adjacent to the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting may be held on the next secular day thereafter that is not a legal holiday or the fourth Monday of the same month. The procedure for a Councilmember to add a topic as an agenda item for a Workshop meeting shall be as follows:

1. A Councilmember generates an idea for an agenda topic;
2. The Councilmember gains the support of two (2) other Councilmembers;
3. The Councilmember submits a completed Action Form to the City Administrator;
4. The City Administrator takes the completed Action Form to the agenda-setting meeting with the Mayor and Council President;
5. Space is identified for discussion of the topic on an upcoming Workshop agenda (not necessarily the next Workshop meeting); and
6. The topic is placed on an upcoming agenda and "workshopped."

SECTION 3. Existing Section 1-208 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

1-208. - Quorum.

At all meetings of the Governing Body, a majority of the Councilmembers elect shall constitute a quorum to do business, but a minority may adjourn from day to day and may compel the attendance of absentees by a fine not exceeding \$10.00 for each offense unless a reasonable excuse be offered.

SECTION 4. Existing Section 1-212 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

1-212. – Same; Amendment to Section 7.

Section 7 of the Code of Procedure for Kansas Cities is hereby amended to read as follows:

Public Comment. The Governing Body may by resolution adopt guidelines for the consideration of public comment at meetings of the Governing Body.

SECTION 5. Existing Section 1-217 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

1-217. - Same; Addition to Code of Procedure for Kansas Cities (Chairs and Co-Chairs of Service Areas).

The following shall be an addition to the Code of Procedure for Kansas Cities:

Chairs and Co-Chairs of Service Areas. All members of the City Council shall serve as Service Area representatives. Two members shall be appointed annually to serve one-year terms as Co-Chairs of each standing Service Area for the following year. Beginning on January 1, 2017, service area membership shall rotate annually each March in accordance with the schedule set forth below. The following shall be the standing Service Areas:

Administrative (1)

Finance (2)

Safety (3)

Public Works (4)

Each Council position has been assigned a position number for purposes of Service Area assignments:

Ward	Term Expiring	Position
1	2020 (2024)	1
1	2018 (2022)	2
2	2018 (2022)	3

2	2020 (2024)	4
3	2018 (2022)	5
3	2020 (2024)	6
4	2018 (2022)	7
4	2020 (2024)	8

Appointments will change on an eight-year rotation schedule according to the following schedule:

Service Area	2016	2017	2018	2019	2020	2021	2022	2023
(1)	8-1	1-7	7-2	2-6	6-3	3-5	5-4	4-8
(2)	7-4	4-6	6-1	1-5	5-2	2-8	8-3	3-7
(3)	6-3	3-5	5-4	4-8	8-1	1-7	7-2	2-6
(4)	5-2	2-8	8-3	3-7	7-4	4-6	6-1	1-5

Whoever is elected to fill that member's seat will take the position that the outgoing member had in the rotation. At the end of the rotation after year 8, the rotation schedule will start over (with the assignments being the same as for year 1).

SECTION 6. Existing Section 1-315 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

1-315. – City Administrator.

- (a) *Office of City Administrator established.* There is hereby created and established the office of City Administrator for the City.
- (b) *Appointment and tenure.* A qualified person shall be appointed City Administrator by the Mayor. Such appointment shall be approved by a majority of the City Council. The person so appointed shall serve at the pleasure of the Council, for an indefinite term.
- (c) *Qualifications.* The person appointed to the office of City Administrator shall be at least 25 years of age and shall be a resident of Johnson County, Kansas, unless otherwise waived, at the time of the

effective date of such appointment; and shall be a graduate of an accredited university or college, majoring in public or municipal administration or shall have the equivalent qualifications and experience in financial, administration and/or public relations fields.

- (d) *Bond.* The City Administrator, before entering upon the duties of his or her office, shall file with the City a bond in the amount of \$50,000.00, such bond shall be approved by the City Council and such bond shall insure the City for the faithful and honest performance of the duties of the City and for rendering a full and proper account to the City for funds and property which shall come into the possession or control of the City Administrator. The cost of such bond shall be paid by the City; however, should the City Administrator be covered by a blanket bond to the same extent, such individual bond shall not be required.
- (e) *Compensation.* The City Administrator shall receive such compensation as may be determined from time to time by the City Council and such compensation shall be payable bi-weekly.
- (f) *Removal of City Administrator.* The City Administrator shall serve at the pleasure of the City Council. The Mayor, with the consent of a majority of the City Council, may remove the City Administrator from office at will, and such City Administrator may also be removed by a 2/3 vote of the City Council independently of the Mayor's approval or disapproval.
- (g) *Duties.*
 - (1) *Administrative office:* The City Administrator shall be the Chief Administrative Assistant to the Governing Body. Except as otherwise specified by ordinance or by the law of the State of Kansas, the City Administrator shall coordinate and supervise the operation of all departments of the City.
 - (2) *Budget:* The City Administrator shall be the budget officer of the City in accordance with Kansas Statutes and shall assemble estimates of the financial needs and resources of the City for each ensuing year and shall prepare a program of activities within the financial power of the City, embodying in it a budget document with proper supporting schedules and an analysis to be proposed to the Mayor and The City Council for their final approval.
 - (3) *Financial reports:* The City Administrator shall make monthly reports to the Mayor and City Council relative to the financial condition of the City. Such reports shall show the financial conditions of the City in relation to the budget.
 - (4) *Annual report:* The City Administrator shall prepare and present to the Mayor and the City Council an annual report of the City's affairs, including in such report a summary of reports of department heads and such other reports as the Mayor and City Council may require.
 - (5) *Personnel system:* The City Administrator shall act as the personnel officer of the City and shall recommend an appropriate position classification system and pay plan to the Mayor and City Council and administer an appropriate position classification system and pay plan, as approved by the Mayor and City Council. The City Administrator, after consultation with department heads, shall approve advancements and appropriate pay increases within the approved pay

plans and position classification system. The City Administrator shall have the power to appoint and remove (in accordance with personnel system regulations approved by the City Council) all subordinate employees of the City. The City Administrator shall make recommendations to the Mayor regarding the appointment and removal of all appointive officials of the City.

- (6) *Policy formulation.* The City Administrator shall recommend to the Mayor and City Council adoption of such measures as he or she may deem necessary or expedient for the health, safety, or welfare of the City or for the improvement of administrative services for the City.
- (7) *City Council agenda:* The City Administrator shall assist the Mayor in preparing an agenda for each City Council meeting at least 48 hours before the time of the regular Council meeting.
- (8) *Boards and committees:* The City Administrator shall work with all City boards and committees to help coordinate the work of each.
- (9) *Attend Council meetings:* The City Administrator shall attend all meetings of the City Council.
- (10) *Bid specifications:* The City Administrator shall supervise the preparation of all bid specifications for services and equipment, and receive sealed bids for presentation to the City Council.
- (11) *State and federal aid program:* The City Administrator shall coordinate federal and state programs which may have application to the City.
- (12) *Conference attendance:* The City Administrator shall attend state and regional conferences and programs applicable to his or her office, and the business of the City, whenever such attendance is directed and approved by the City Council and the Mayor.
- (13) *Press release:* The City Administrator, in conjunction with the Mayor, shall be responsible for keeping the public informed in the purposes and methods of City government through all available news media.
- (14) *Record keeping:* The City Administrator shall keep full and accurate records of all actions taken by him or her in the course of his or her duties, and he or she shall safely and properly keep all records and papers belonging to the City and entrusted to his or her care; except as otherwise provided by law, all such records shall be and remain the property of the City and be open to inspection by the Mayor and the City Council at all times.
- (15) *Sign contracts:* The City Administrator shall sign contracts on behalf of the City after the contract has been approved or authorized by the City Council.
- (16) *Enforce ordinances.* The City Administrator shall execute and enforce all ordinances of the City.
- (17) The City Administrator shall perform such other duties as may be described or amended in any City Administrator job description or employment contract.

(h) *Powers*

- (1) *City property*: The City Administrator shall have responsibility for all real and personal property of the City subject to his or her authority. He or she shall have responsibility for all inventories of such property and for the upkeep of all such property. Personal property may be sold by the City Administrator only with approval of the City Council. Real property may be sold only with the approval of the City Council by resolution or ordinance.
- (2) *Implement administrative policies*: The City Administrator shall have the power to prescribe such rules and regulations as he or she shall deem necessary or expedient for the implementation of administrative policies as set forth by the Governing Body.
- (3) *Coordinate officials*: The City Administrator shall have the power to overrule any action taken by a department head subject to his or her authority, and may supersede him or her in the functions of such office.
- (4) *Investigate and report*: The City Administrator shall have the power to investigate and to examine or inquire into the affairs or operation of any department of the City under his or her jurisdiction, and shall report on any condition or fact concerning the City government requested by the Mayor or City Council.
- (5) *Appear before the City Council*: The City Administrator shall have the power to appear before and address the City Council at any meeting.
- (6) At no time shall the duties or powers of the City Administrator supersede the lawful action of the Mayor and/or City Council.

SECTION 7. Section 1-204.1 is hereby added to the Code of the City of Roeland Park, Kansas, and shall read as follows.

1-204.1. – Council Purpose, Powers and Duties.

- (a) Purpose. Public officials are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and to carry out impartially the laws of the City and thus to foster respect for all government. They are bound to observe in their official acts the highest standards of ethics and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the long-term public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach. The Council is responsible for setting policy and community direction.
- (b) Powers and Duties. The Council has the duty to meet and consider policy and community direction issues and the authority to adopt said policy. All powers exercised by cities of the second class or which shall hereafter be conferred upon them shall be exercised by the Governing Body, subject to such limitations as prescribed by law. All legislative authority granted or limited by law shall be vested in the Mayor and City Council as the Governing Body of the City. No member of the Council shall directly interfere with the conduct of any department, except at the express direction of the Council.

SECTION 8. Existing Sections 1-204, 1-207, 1-208, 1-212, 1-217 and 1-315 of the Code of the City of Roeland Park, Kansas are hereby repealed.

SECTION 9. This ordinance shall take effect upon its publication in the official City newspaper.

PASSED by the City Council this 19th day of September, 2016. APPROVED by the Mayor.


Joel Marquardt, Mayor

ATTEST:


Kelley Bohon, City Clerk

APPROVED AS TO FORM:


Neil R. Shortlidge, City Attorney