



AGENDA
City of Roeland Park, Kansas
Governing Body Meeting
City Hall, 4600 W 51st Street
March 3, 2025 6:00 PM

- | | | |
|---|--|---|
| <ul style="list-style-type: none">• Michael Poppa, Mayor• Jan Faidley, Council Member, Ward 1• Tom Madigan, Council Member, Ward 1• Benjamin Dickens, Council Member, Ward 2• Jennifer Hill, Council Member, Ward 2 | <ul style="list-style-type: none">• Emily Hage, Council Member, Ward 3• Kate Raglow, Council Member, Ward 3• Matthew Lero, Council Member, Ward 4• Jeffrey Stocks, Council Member, Ward 4 | <ul style="list-style-type: none">• Keith Moody, City Administrator• Jennifer Jones-Lacy, Asst. Admin.• Kelley Nielsen, City Clerk• Cory Honas, Police Chief• Donnie Scharff, Public Works Director |
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Council Standing Committees

Admin
Faidley
Stocks

Finance
Dickens
Hage

Safety
Hill
Raglow

Public Works
Madigan
Lero

I. Approval of Minutes

- A. Governing Body Workshop Meeting Minutes February 17, 2025

II. Discussion Items

- A. Review Chapter 10 of the Municipal Code - Police Policy
- B. Discuss Parks Truck Replacement Options

III. Non-Action Items

IV. Committee Minutes

V. Adjournment

Welcome to this meeting of the Committee of the Whole of Roeland Park.

Below are the Procedural Rules of the Committee

The governing body 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 Committee of the Whole meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the City Council President (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 Committee of the Whole during Public Comments and/or before consideration of any agenda item; however, no person shall address the Committee of the Whole without first being recognized by the Chair or Committee Chair. Any person wishing to speak at the beginning of an agenda topic, shall first complete a Request to Speak form and submit this form to the City Clerk before discussion begins on that topic.

C. Purpose. The purpose of addressing the Committee of the Whole is to communicate formally with the governing body with a question or comment regarding matters that are on the Committee's agenda.

D. Speaker Decorum. Each person addressing the Committee of the Whole, 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 committee meeting. Any person, who so disrupts the meeting shall, at the discretion of the City Council President (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or 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 Committee of the Whole, each speaker shall limit comments to two minutes per agenda item. If a large number of people wish to speak, this time may be shortened by the Chair so that the number of persons wishing to speak may be accommodated within the time available.

F. Speak Only Once Per Agenda Item. 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 Committee of the Whole. Comment and testimony are to be directed to the Chair. Dialogue between and inquiries from citizens and individual Committee Members, members of staff, or the seated audience is not permitted. Only one speaker shall have the floor at one time. Before addressing Committee speakers shall state their full name, address and/or resident/non-resident 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 governing body welcomes your participation and appreciates your cooperation. If you would like additional information about the Committee of the Whole or its proceedings, please contact the City Clerk at (913) 722.2600.

Item Number: I. Approval of Minutes



City of Roeland Park
Action Item Summary

Submitted By:

Committee/Department: Administration

Title: Governing Body Workshop Meeting Minutes February 17, 2025

Item Type: Action Item

Recommendation:

Details:

Fiscal Impact	
Amount of Request:	
Budgeted item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

Diversity Equity & Inclusion Lens

What are the implications to intersectionality?

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

ATTACHMENTS:

1. Governing Body Workshop Meeting Minutes February 17, 2025

CITY OF ROELAND PARK, KANSAS
GOVERNING BODY WORKSHOP MINUTES
ROELAND PARK CITY HALL
4600 WEST 51ST STREET, ROELAND PARK, KS 66205
February 17, 2025, 6:00 P.M.

- Michael Poppa, Mayor
- Benjamin Dickens, Council Member
- Jan Faidley, Council Member
- Emily Hage, Council Member
- Jennifer Hill, Council Member

- Matthew Lero, Council Member
- Tom Madigan, Council Member
- Kate Raglow, Council Member
- Jeffrey Stocks, Council Member

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

(Roeland Park Governing Body Workshop Meeting Called to Order at 6:30 p.m.)

I. MINUTES

1. Governing Body Workshop Meeting Minutes January 6, 2025

The minutes were approved as presented.

II. DISCUSSION ITEMS

1. Review and Discuss Adopting the Kansas Region L Hazard Mitigation Plan

Police Chief Honas said adoption of this plan gives Roeland Park eligibility to apply for money from FEMA for mitigation projects.

CMBR Faidley asked if they do this every year. Chief Honas said this is his first time working on this and the contract is due in March. He also added that there are a lot of projects they can apply for in the City.

It was agreed to forward this item for approval at the next City Council meeting.

2. Utilize Third Floor Office Space for City Purposes

Mayor Poppa said this space has been on the market for several years with little to no action on renting it out. City Staff and the Police Department have discussed putting in a fitness facility. The Arts Committee has discussed a studio space for an artist-in-residence. There is also the option of additional meeting and storage space. His proposal is to take the office space off the market and utilize it for City and community space.

City Clerk Nielsen said they do have wellness monies available that can be used for a fitness area for staff.

CMBR Madigan asked if they would continue with the current rental or would they take over the entire floor. Mayor Poppa said this applies only to the office space currently available and they will continue with the current renting tenant.

CMBR Faidley said that if the property is not making any money for the City, she does not see why they shouldn't use it in a different way. She did ask what materials would be stored in the space. Ms.

Jones-Lacy said they do not have a lot of storage at City Hall, and they have been sending things to the Public Works facility. Keeping it on site would be more convenient and they would like to be able to utilize the vault area.

There was agreement to put this item on the next Consent Agenda for approval.

3. Review Query Process of Agenda Items that were Initially in Novus and are now in CivicClerk

City Clerk Nielsen reviewed how to access Novus files in the new CivicClerk software program.

III. COMMITTEE MINUTES

- 1. Aquatics Center Advisory Committee Meeting Minutes December 10, 2024**
- 2. Arts Advisory Committee Meeting Minutes December 10, 2024**
- 3. Diversity, Equity, and Inclusion Committee Meeting December 10, 2024**

The minutes are available online in the agenda packet.

IV. ADJOURN

Prior to adjournment, Mayor Poppa asked with the impending storm if information had been put out on social media to the residents.

Ms. Jones-Lacy said PIO Garcia has sent out information asking people not to park on the streets, and how to shovel driveways.

Public Works Director Scharff asked everyone to stay home. He said it will be cold and everyone should dress warmly. Also, keep pets inside. Public Works will bring in staff to take care of the streets.

Ms. Jones-Lacy said that City Hall will be open until Public Works Director Scharff tells them to close. Those employees that can work remotely will. They will also notify City department heads when they should close, so they can then reach out to their employees.

CMBR Hill asked if they have plans for people that are unhoused as there are a few regulars in their community.

Chief Honas said they do not have a plan, but if they come across individuals, they will offer them a ride to the City Union Mission downtown if needed.

Ms. Jones-Lacy said they have advertised warming stations that are available in the county and listed them on their website. Currently there are none in Roeland Park. If City Hall is open, people can go there.

CMBR Faidley said if the library is open, it can also be used.

CMBR Raglow adjourned the meeting.

(Roeland Park Workshop Adjourned at 6:45 p.m.)

Item Number: II. Discussion
Items



City of Roeland Park
Action Item Summary

Submitted By:

Cory Honas, Deputy Police Chief

Committee/Department: Public Safety

Title: Review Chapter 10 of the Municipal Code - Police Policy

Item Type: Action Item

Recommendation:

Review Chapter 10 of the Municipal Code.

Details:

Review Chapter 10 of the Municipal Code.

Fiscal Impact	
Amount of Request:	
Budgeted item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

Diversity Equity & Inclusion Lens

What are the implications to intersectionality?

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- How will the program be communicated to all stakeholders?

ATTACHMENTS:

1. CHAPTER_X.____POLICE (3)

CHAPTER X. POLICE

ARTICLE 1. GENERAL PROVISIONS

Sec. 10-101. Police Department.

The Police Department of the City shall consist of the Chief of Police and such other law enforcement officers as may be employed by the City.

(Code 1977, § 9-101; Code 1986; Code 1998)

State law reference(s)—K.S.A. 12-4111.

Sec. 10-102. Duties of Chief of Police and Law Enforcement Officers.

It shall be the duty of the Chief of Police and other law enforcement officers to see that the laws of the State of Kansas and of the City and all resolutions of the Governing Body are properly enforced and obeyed within the police jurisdiction of the City. Whenever an arrest is made officers~~they~~ shall attend all trials in municipal court unless excused by the Judge of the Municipal Court. Officers~~They~~ shall promptly serve all process papers, notices or orders required by law.

(Code 2014)

Sec. 10-103. Powers of Chief of Police.

The Chief of Police shall at all times have power to make or order an arrest, with proper process, for any offense against the laws of the ~~s~~State of Kansas or of the City, and bring the offender for trial before a municipal judge~~the proper officer~~ of the City, and to arrest without process in all cases where any such offense shall be committed, or attempted to be committed, in their ~~his or her~~ presence. The Chief of Police shall have power to make such rules and regulations as may be necessary for the proper and efficient conduct of the Department.

(Code 1977, §§ 9-102, 9-103; Code 1986)

Sec. 10-104. Arrests by Law Enforcement Officers.

The law enforcement officers of the City shall have power to arrest all offenders against the laws of the ~~s~~State of Kansas, or of the City, at all times by day or night, in the same manner as the Chief of Police, and house them at ~~keep them in~~ the Johnson County Detention Center Jail, or other place to prevent their escape, until a trial can be had before the municipal judge~~proper officer of the City~~.

(Code 1977, § 9-104; Code 1986)

ARTICLE 3. PROPERTY IN POLICE CUSTODY

Sec. 10-301. Regulations.

The Police Department is required to establish regulations detailing the collection, storage, and inventory of property which may come under its control by any manner.

(Code 1986)

Sec. 10-302. Disposition.

Any property which has been acquired or ~~surrendered~~ ~~turned over~~ to the Police Department and has been classified in accordance with procedures existing in the Police Department as unclaimed or for which the proper owner cannot be ascertained shall be kept for a minimum of 90 days. After a period of 90 days, such property, except as provided in section 10-303, shall be sold at public auction to the highest bidder and the proceeds after expenses shall be paid to the City general fund.

(Code 1986)

Sec. 10-303. Same; Exempt Property.

The following classes of property shall be considered exceptions to section 10-302 and shall be dealt with in the following manner:

- (a) Cash money shall be turned over to the City general fund unless it shall be determined to have collector's value, in which case it shall be auctioned according to the provisions in section 10-302.
- (b) Firearms which are available for disposition may be dealt with in the following manner:
 - (1) If compatible with law enforcement usage, they may be turned over to the police department inventory.
 - (2) They may be sold to a firearms dealer who maintains the appropriate federal firearms license.
 - (3) They may be destroyed.
 - (4) In no case shall firearms be sold at public auction.
- (c) Other weapons such as knives, etc., which are deemed to have a legitimate value may be sold at auction, however, homemade weapons or weapons of a contraband nature shall be destroyed.
- (d) Any items determined to be contraband such as explosives, narcotics, etc., shall be destroyed.
- (e) Items of a pharmaceutical nature, which, while not contraband when properly dispensed, or which are of an over-the-counter-variety, shall be destroyed.
- (f) Foodstuffs, if sealed and undamaged may be turned over to any appropriate social service agency or destroyed, but shall not be auctioned.
- (g) Alcohol products such as beer, wine, whiskey, etc., shall be destroyed.
- (h) Items with a value in excess of \$500.00 may be sold after advertising said item in a general circulation newspaper on at least two occasions. Such sales shall be by closed bid.

(Code 1986)

Sec. 10-304. Claiming Property.

The Police Department shall be required to make reasonable attempts to locate the owner of any property in storage. However, the responsibility for claiming and identifying any such property shall rest solely with the owner.

(Code 1986)

Sec. 10-305. Proof of Ownership.

Claimants to any property in police storage shall be required to present reasonable proof of ownership and no property shall be released unless such reasonable proof is presented.

(Code 1986)

Sec. 10-306. Auction.

~~When At such time as~~ it has been determined that an auction is necessary to dispose of unclaimed property, an inventory listing all property to be disposed of shall be prepared and kept on file in the Police Department. Notice of an auction shall be published at least twice in a general circulation newspaper prior to the date of the auction. The notice shall specify the date, time and place of the auction and shall also notify prospective buyers or potential claimants that a list of items to be auctioned is available at the Police Department and any claims on property must be made prior to the start of the auction.

(Code 1986)

ARTICLE 4. LAW ENFORCEMENT TRUST FUND

Sec. 10-401. Establishment.

There is hereby established a fund of the City Treasury entitled the Special Law Enforcement Trust Fund established in accordance with the provisions of K.S.A. 60-4117, as amended.

(Ord. 506, § 1; Code 1998)

Sec. 10-402. Use of Fund.

The Special Law Enforcement Trust Fund shall not be considered a source of revenue to meet normal operating expenses. All monies contained in said fund shall be expended by the police department through the normal City appropriation system and shall be used for such special, additional law enforcement purposes as the Chief of Police deems appropriate. Neither future forfeitures nor the proceeds therefrom shall be used in planning or adopting the Police Department budget.

(Ord. No. 506, § 1; Code 1998)

Sec. 10-403. Annual Report.

The Police Department shall compile and submit annually a Special Law Enforcement Trust Fund report to the Governing Body which report shall specify, for such period, the type and approximate value of the forfeited

property received, the amount of any forfeiture proceeds received, and how any of those proceeds were expended.

(Ord. No. 506, § 1; Code 1998)

Item Number: II. Discussion
Items



City of Roeland Park
Action Item Summary

Submitted By:

Keith Moody

Committee/Department: Public Works

Title: Discuss Parks Truck Replacement Options

Item Type: Presentation

Recommendation:

Staff is seeking direction concerning replacement of the truck that was stolen.

Details:

The 2014 Dodge half ton, crew cab, 4 WD truck that was handed down to the Parks and Recreation department after it was retired as one of the police patrol vehicles was stolen and has not been recovered to date. We expect we will receive around \$10,000 from our insurance carrier to cover the loss. Staff has a developed couple of options for council consideration:

1. Replace the truck with a used half-ton gas engine truck, 10–12 years old with around 100k miles. Estimated cost \$15,000. We would expect to keep the truck 6 to 8 years.
2. Replace the truck with a used electric half-ton truck 3 years old (2022 was the first year that a half-ton truck was available) with 50k to 75k miles. Estimated cost \$30k to \$35k. This truck is used to collect trash at the parks, run errands by park and rec staff and used by seasonal park maintenance staff to complete park maintenance and landscaping maintenance. An EV is practical for this application because the vehicle travels less than 25 miles a day. A new EV charging station is planned at the community center in 2025. We would expect to keep the uni 10 to 12 years.
3. Instead of waiting until 2026 as planned, proceed in 2025 with purchasing a new F-250 extended cab truck and plow for Public Works (estimate \$62k with a 3-month turn around time after ordering). The 2014 F250 extended cab and plow planned for replacement in 2026 would be handed down to Parks vs being sold. The General Fund has excess reserves at year-end 2024 sufficient to cover the additional cost of a new truck. The 2014 F250 with plow is worth roughly \$30k. We know the maintenance history of the 2014, it has been garaged its entire life, has 76k miles and has our GPS tracking device already installed. The 2014 plow can be stored inside at Public Works. This option would enable Parks to plow the parking lots at the Community center and R Park. It also adds a back-up plowing vehicle for Public Works street use in the event a unit goes down. We would expect to use the 2014 F250 in the Parks for 6 to 8 more years.

Staff feels option 3 provides the greatest flexibility to city operations and the annual cost

of ownership (depreciation+fuel+maintenance) will be similar to that of the other two options.

Fiscal Impact	
Amount of Request:	
Budgeted item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

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ATTACHMENTS:

None