AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
December 18, 2017 7:00 PM

- Joel Marquardt, Mayor
- Erin Thompson, Council Member
- Becky Fast, Council Member
- Michael Poppa, Council Member
- Ryan Kellerman, Council Member
- Tim Janssen, Council Member
- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Rhoades, 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	Finance	Safety	Public Works
Fast	Janssen	Rhoades	McNeil
Kelly	Thompson	Kellerman	Poppa

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 # 911
B. November 6, 2017 Special Called Council Minutes
C. Agreement with Johnson County Department of Technology and Innovation
D. 2018 Joint Johnson County and Cities Legislative Platform

III. **Business From the Floor**

A. **Applications / Presentations**

1. Government Financial Officers Association Award

IV. **Mayor's Report**

V. **Workshop and Committee Reports**

A. December 4th Workshop Summary

VI. **Reports of City Liaisons**

VII. **Unfinished Business**

VIII. **New Business**

A. Remote Meeting Participation Policy

B. Discuss Changing Committee Liaison Appointment Date from May to January

IX. **Ordinances and Resolutions:**

X. **Workshop Items:**

XI. **Reports of City Officials:**

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

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

A. **Audience Decorum.** Members of the audience shall not engage in disorderly or boisterous conduct, including but not limited to; the utterance of loud, obnoxious, threatening, or abusive language; clapping; cheering; whistling; stomping; or any other acts that disrupt, impede, or otherwise render the orderly conduct of the City Council meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the Mayor (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or removal from that meeting. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.

B. **Public Comment Request to Speak Form.** The request form's purpose is to have a record for the City Clerk. Members of the public may address the City Council during Public Comments and/or before consideration of any agenda item; however, no person shall address the Council without first being recognized by the Mayor (Chair). Any person wishing to speak, whether during Public Comments or on an agenda item, shall first complete a Public Comment or Request to Speak form and submit this form to the City Clerk before the Mayor (Chair) calls for Public Comments or calls the particular agenda item

1. **Public Comment on Non-Agenda Items.** The Agenda shall provide for public comment about matters that are within the jurisdiction of the City but are not specifically listed on the Agenda. A member of the public who wishes to speak under Public Comments must fill out a Public Comment Request to Speak form and submit it to the City Clerk before the Mayor (Chair) calls for Public Comments.

2. **Public Comment on Agenda Items.** Public comment will be accepted on Agenda items. A member of the public, who wishes to speak on an Agenda item, including items on the Consent Agenda, must fill out a Request to Speak form and submit it to the City Clerk before the Mayor (Chair) calls the Agenda item.

C. **Purpose.** The purpose of addressing the City Council is to communicate formally with the Council regarding matters that relate to Council business or citizen concerns within the subject matter jurisdiction of the City Council. Persons addressing the City Council on an agenda item shall confine their remarks to the matter under consideration by the Council.

D. **Speaker Decorum.** Each person addressing the City Council, shall do so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly conduct of the Council meeting. Any person, who so disrupts the meeting shall, at the discretion of the Mayor (Chair) or a majority of the Council Members present, be subject to removal from that meeting.

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

F. **Speak Only Once.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of his/her time to another, and no speaker will be credited with time requested but not used by another.

G. **Addressing the Council.** Comment and testimony are to be directed to the Mayor (Chair). Dialogue between and inquiries from citizens at the lectern and individual Council Members, members of staff, or the seated audience is not permitted. Council Members seeking to clarify testimony or gain additional information should direct their questions through the Mayor (Chair). Always speak from the microphone to ensure that all remarks are accurately and properly recorded. Only one speaker should be at the microphone at a time. Speakers are requested to state their full name, address and group affiliation, if any, before delivering any remarks.

H. Agendas and minutes can be accessed at www.roelandpark.org or by contacting the City Clerk

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

Item Number:	**Consent Agenda- II.-A.**
Committee Meeting Date:	**12/18/2017**

City of Roeland Park

Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: **Appropriation Ordinance # 911**

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
🗋	Appropriation Ordinance # 911	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, December 15, 2017

Appropriation Ordinance - 12/18/2017 - #911

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 18th day of December, 2017.

Attest:

City Clerk

Mayor

Total Appropriation Ordinance	**$**	**333,302.54**

There are sufficient funds in the General Fund to cover general fund expenditures.

Appropriation Ordinance - 12/18/2017 - #911

Vendor	Dept	Acct #	Description	Invoice Description	Check /EFT Date	Amount	Chk #	Check Amount
Accredited Recovery Services	103	4410.103	Fine	Invoice: 8/17 MONITORING /	12/6/2017	350.00	67434	350.00
Advance Auto Parts	102	5260.102	Vehicle Maintenace	Invoice: 5128734023124 /	12/13/2017	10.07	67444	10.07
Airgas USA, LLC	106	5318.106	Tools	Invoice: 9949780533 /	12/13/2017	84.70	67445	84.70
All Copy Products, Inc.	101	5214.101	Other Contracted Services	Invoice: 57051577 /	12/13/2017	265.17	67446	530.33
All Copy Products, Inc.	102	5214.102	Other Contractual Services	Invoice: 57051577 /	12/13/2017	265.16	67446	
All Star Awards & Ad Specialties, Inc	101	5267.101	Employee Related Expenses	Invoice: 436145 /	12/13/2017	35.00	67447	35.00
American Fidelity Assurance	101	2052.101	Supplemental Inusrance Payable	Invoice: B618311 /	11/30/2017	1,458.26	67408	4,314.88
American Fidelity Assurance	101	2052.101	Supplemental Inusrance Payable	Invoice: B682895 /	11/30/2017	1,398.36	67408	
American Fidelity Assurance	101	2052.101	Supplemental Inusrance Payable	Invoice: B658204 /	11/30/2017	1,458.26	67408	
American Fidelity Assurance Co.	101	2052.101	Supplemental Inusrance Payable	Invoice: 1593980C /	12/13/2017	1,549.98	67448	2,066.64
American Fidelity Assurance Co.	101	2052.101	Supplemental Inusrance Payable	Invoice: 1593984A /	12/13/2017	516.66	67448	
AT&T	101	5202.101	Telephone	Invoice: 3241 11/21/17 /	12/13/2017	48.27	67449	48.27
Kelley Bohon	101	5267.101	Employee Related Expenses	CK32288 Invoice: 12/1/17 WALMART /	12/1/2017	255.48	32288	255.48
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035332 /	11/30/2017	26.00	67409	26.00
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035721 /	12/13/2017	35.00	67450	261.00
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035806 /	12/13/2017	100.00	67450	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035865 /	12/13/2017	21.00	67450	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035719 /	12/13/2017	35.00	67450	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035720 /	12/13/2017	35.00	67450	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1035819 /	12/13/2017	35.00	67450	
Yoland Bustamante	103	5209.103	Professional Services	Invoice: MC0010 /	11/30/2017	2,100.00	67410	2,100.00
Joseph Carey	103	4410.103	Fine	Invoice: 11/17/17 REFUND /	12/6/2017	10.00	67435	10.00
C & G Rubber Stamp, Inc.	106	5306.106	Materials	Invoice: 120286 /	12/13/2017	163.00	67451	163.00
City of Shawnee	102	5206.102	Travel Expense & Training	Invoice: 1541017 /	12/13/2017	400.00	67452	400.00
Occupational Health Centers of the	106	5207.106	Medical Expense & Drug Testing	Invoice: 1010412313 /	12/13/2017	130.00	67453	130.00
CZ- USA	102	5309.102	Amunition	Invoice: IN0374443 /	11/30/2017	100.00	67411	100.00
Dog Waste Depot	106	5262.106	Grounds Maintenance	Invoice: 186857 /	12/13/2017	327.96	67454	327.96
E. Edwards, Inc.	106	5308.106	Clothing & Uniforms	Invoice: 12011712052 /	12/13/2017	258.40	67455	258.40
EJ Equipment, Inc.	106	5211.106	Maintenace & Repair Equipment	Invoice: 9828 /	12/13/2017	920.89	67456	920.89
Eligius Bronze	106	5263.106	Tree Maintenance	Invoice: 1014323 /	12/13/2017	185.00	67457	185.00
Family Support Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 11/30/17 HARPER /	11/30/2017	328.62	67412	328.62
Family Support Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 12/14/17 HARPER /	12/13/2017	328.62	67458	328.62
Moffett Ferguson	101	5256.101	Committee Funds	Invoice: 11/13/17 WALGREENS /	12/6/2017	80.95	67436	80.95
Galls, LLC	102	5308.102	Uniforms & Duty Gear	Invoice: 8760692 /	12/13/2017	50.98	67459	50.98
GBA Architects Engineers	270	5456.270	CARS Projects - Streets	Invoice: 51738 /	12/14/2017	20,881.28	67460	20,881.28
Gilmore & Bell, P.C.	400	5209.400	Professional Services	Invoice: 8032955 /	11/30/2017	700.00	67413	700.00
Golconda Group LLC	300	5470.300	Park Maint/Infrastructure	Invoice: 1858 /	12/13/2017	2,375.00	67461	2,375.00
David J. Grummon, P.A.	103	5209.103	Professional Services	Invoice: 11/7/17 /	12/13/2017	150.00	67462	194.00
David J. Grummon, P.A.	103	5209.103	Professional Services	Invoice: 267 /	12/13/2017	44.00	67462	

Hampel Oil, Inc.	106	5302.106	Motor Fuels & Lubricants	Invoice: 90983539 /	12/13/2017	984.00	67463	984.00
Holiday Concrete LLC	101	4215.101	Building Permit	Invoice: 11/17 OVERPMT /	12/6/2017	70.00	67437	70.00
IBT, Inc.	106	5211.106	Maintenace & Repair Equipment	Invoice: 7143745 /	12/13/2017	222.45	67464	274.89
IBT, Inc.	106	5211.106	Maintenace & Repair Equipment	Invoice: 7142763 /	12/13/2017	52.44	67464	
Independent Salt Company	250	5303.250	Sand and Salt	Invoice: 129707IN /	12/13/2017	2,407.27	67465	2,407.27
Johnson County Government	101	5252.101	Elections - City	Invoice: 126831 /	11/30/2017	8,806.08	67414	8,806.08
Johnson County Government	101	5218.101	IT & Communication	Invoice: 127497 /	12/6/2017	4,935.14	67438	9,870.28
Johnson County Government	101	5218.101	IT & Communication	Invoice: 125594 /	12/6/2017	4,935.14	67438	
Johnson County Treasurer	101	5257.101	Property Tax Payments	Invoice: 2017 RE TAX /	12/13/2017	7,282.93	67466	7,282.93
Johnson & Wyandotte Counties	108	5305.108	Dues, Subscriptions, & Books	Invoice: 17/18 DUES 2 /	12/6/2017	340.00	67439	340.00
Jennifer Jones-Lacy	101	5204.101	Legal Printing	Invoice: 12/11/17 JC RECORDS /	12/13/2017	88.00	67467	88.00
J. Richardson Construction	300	5469.300	Stormwater Maintenance	Invoice: 11/16/17 /	12/14/2017	90,895.04	67468	90,895.04
Ka-Comm., Inc.	360	5315.360	Machinery & Auto Equipment	Invoice: 157557 /	12/13/2017	3,307.66	67469	3,307.66
KAW Valley Engineering Inc.	300	5469.300	Stormwater Maintenance	Invoice: C29033 /	12/13/2017	408.38	67470	408.38
Kansas City Board of Public Utilities	101	5222.101	Traffic Signal Expense	Invoice: 2834 11/27/17 /	12/13/2017	31.67	67471	31.67
KCP & L	101	5201.101	Electric	Invoice: 11/27/17 MULTIPLE /	11/30/2017	1,373.75	67415	1,854.09
KCP & L	106	5201.106	Electric	Invoice: 11/27/17 MULTIPLE /	11/30/2017	480.34	67415	
KCP & L	106	5201.106	Electric	Invoice: 1275 12/5/17 /	12/13/2017	1,781.88	67472	1,781.88
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 251763 /	12/13/2017	12,775.00	67473	21,368.91
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 251764 /	12/13/2017	380.00	67473	
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 251762 /	12/13/2017	4,213.91	67473	
Key Equipment & Supply	115	5211.115	Maintenace & Repair Equipment	Invoice: 251762 /	12/13/2017	4,000.00	67473	
Kansas Gas Service	101	5289.101	Natural Gas	Invoice: 1745/7836 11/13/17 /	11/30/2017	196.88	67416	498.82
Kansas Gas Service	106	5289.106	Natural Gas	Invoice: 1745/7836 11/13/17 /	11/30/2017	301.94	67416	
Kansas One-Call System, Inc.	101	5220.101	Street Light Repair & Maintenance	Invoice: 7110437 /	12/13/2017	166.80	67474	166.80
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 11/30/17 F.REEVES JR /	11/30/2017	138.92	67417	138.46
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 11/30/17 F.REEVES JR /	11/30/2017	138.46	67475	138.46
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 12/14/17 F REEVES JR /	12/13/2017	138.46	67418	138.92
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 12/14/17 F REEVES JR /	12/13/2017	138.92	67476	138.92
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	Invoice: 11/17 COURT REV /	12/6/2017	2,366.50	67440	2,366.50
Lamp, Rynearson & Assoc., Inc.	270	5209.270	Professional Services	Invoice: 317001010000010 /	12/13/2017	2,404.96	67477	3,552.72
Lamp, Rynearson & Assoc., Inc.	300	5469.300	Stormwater Maintenance	Invoice: 317001050000003 /	12/13/2017	1,147.76	67477	
League of Kansas Municipalities	105	5206.105	Travel Expense & Training	Invoice: 173174 /	12/13/2017	300.00	67478	375.00
League of Kansas Municipalities	106	5206.106	Travel Expense & Training	Invoice: 173174 /	12/13/2017	75.00	67478	
The Legal Record	101	5204.101	Legal Printing	Invoice: L70653 /	12/13/2017	76.00	67479	420.95
The Legal Record	101	5204.101	Legal Printing	Invoice: L70663 /	12/13/2017	185.73	67479	
The Legal Record	101	5204.101	Legal Printing	Invoice: L70654 /	12/13/2017	72.59	67479	
The Legal Record	101	5204.101	Legal Printing	Invoice: L70655 /	12/13/2017	86.63	67479	
LE Upfitter	102	5308.102	Uniforms & Duty Gear	Invoice: 2009 /	12/13/2017	299.50	67480	299.50
Lexington Plumbing & Heating Co.	300	5470.300	Park Maint/Infrastructure	Invoice: 67372 /	11/30/2017	177.50	67419	767.00
Lexington Plumbing & Heating Co.	300	5470.300	Park Maint/Infrastructure	Invoice: 67415 /	11/30/2017	412.00	67419	
Lexington Plumbing & Heating Co.	300	5470.300	Park Maint/Infrastructure	Invoice: 67373 /	11/30/2017	177.50	67419	
Lowe's Business Acct./GEMB	106	5210.106	Maintenace And Repair Building	CK32289 Invoice: 1760 12/13/17 /	12/5/2017	49.86	32289	309.31

Lowe's Business Acct./GEMB	106	5262.106	Grounds Maintenance	CK32289 Invoice: 1760 12/13/17 /	12/5/2017	72.13	32289	
Lowe's Business Acct./GEMB	106	5262.106	Grounds Maintenance	CK32289 Invoice: 1760 12/13/17 /	12/5/2017	10.68	32289	
Lowe's Business Acct./GEMB	106	5306.106	Materials	CK32289 Invoice: 1760 12/13/17 /	12/5/2017	73.15	32289	
Lowe's Business Acct./GEMB	106	5318.106	Tools	CK32289 Invoice: 1760 12/13/17 /	12/5/2017	60.80	32289	
Lowe's Business Acct./GEMB	106	5318.106	Tools	CK32289 Invoice: 1760 12/13/17 /	12/5/2017	42.69	32289	
Lynn Peavey Company	102	5307.102	Other Commodities	Invoice: 337705 /	11/30/2017	57.50	67420	57.50
Venessa Maxwell-Lopez	103	5209.103	Professional Services	Invoice: 11/17/17 /	11/30/2017	150.00	67421	150.00
Midwest Public Risk	107	5126.107	Health Insurance	Invoice: B040KW /	11/30/2017	30,376.16	67422	30,376.16
Missouri Organic	115	5235.115	Leaf Program Disposal Fees	Invoice: 12/1/17 /	12/13/2017	236.83	67481	236.83
Moss Printing	103	5203.103	Printing & Advertising	Invoice: 10169 /	12/13/2017	180.00	67482	223.96
Moss Printing	106	5306.106	Materials	Invoice: 10038 /	12/13/2017	43.96	67482	
Municode	101	5214.101	Other Contracted Services	Invoice: 299654 /	11/30/2017	438.57	67423	438.57
NAPA Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 6720 11/30/17 /	12/13/2017	164.90	67483	164.90
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 11/30/17 PAYROLL /	11/30/2017	913.33	67424	913.33
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 12/14/17 PAYROLL /	12/13/2017	913.33	67484	913.33
Northeast Johnson Cty. Chamber of	105	5206.105	Travel Expense & Training	Invoice: 21960 /	12/13/2017	15.00	67485	615.00
Northeast Johnson Cty. Chamber of	108	5206.108	Travel Expense & Training	Invoice: 21977 /	12/13/2017	500.00	67485	
Northeast Johnson Cty. Chamber of	106	5262.106	Grounds Maintenance	Invoice: 21944 /	12/13/2017	100.00	67485	
Next To Nature Landscape, LLC	106	5214.106	Other Contractual Services	Invoice: 42358 /	12/13/2017	1,200.00	67486	1,200.00
Pitney Bowes	101	5205.101	Postage & Mailing Permits	Invoice: 3304944967 /	12/13/2017	136.41	67487	136.41
Praxair Distribution Inc	106	5318.106	Tools	Invoice: 80001331 /	12/13/2017	26.69	67488	26.69
Principal Life	107	5130.107	City Paid Life/ST Disability	Invoice: 11/17/17 /	11/30/2017	842.65	67425	842.65
Print Tekk	101	5208.101	Newsletter	Invoice: 11418 /	11/30/2017	529.00	67426	529.00
Print Tekk	101	5208.101	Newsletter	Invoice: 114108 /	12/13/2017	529.00	67489	529.00
Wex Bank	104	5302.104	Motor Fuels & Lubricants	CK32287 Invoice: 52069121 /	11/28/2017	23.02	32287	555.41
Wex Bank	106	5302.106	Motor Fuels & Lubricants	CK32287 Invoice: 52069121 /	11/28/2017	532.39	32287	
Rejis Commission	102	5214.102	Other Contractual Services	Invoice: INV0057727 /	11/30/2017	212.37	67427	212.37
Riteway Maintenance & Supply, LLC	101	5214.101	Other Contracted Services	Invoice: 17328 /	12/6/2017	910.00	67441	910.00
George Schlegel	101	5230.101	Art Commissioner	Invoice: CHECKDEC /	12/1/2017	100.00	67433	100.00
Shafer, Kline & Warren, Inc.	270	5209.270	Professional Services	Invoice: 13009901047 /	12/13/2017	585.20	67490	9,667.70
Shafer, Kline & Warren, Inc.	270	5209.270	Professional Services	Invoice: 13009925021 /	12/13/2017	1,417.50	67490	
Shafer, Kline & Warren, Inc.	510	5209.510	Professional Services	Invoice: 13009922026 /	12/13/2017	7,633.75	67490	
Shafer, Kline & Warren, Inc.	300	5470.300	Park Maint/Infrastructure	Invoice: 1300993708 /	12/13/2017	31.25	67490	
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8047436323 /	11/30/2017	66.87	67428	112.95
Staples Advantage	101	5304.101	Janitorial Supplies	Invoice: 8047436323 /	11/30/2017	46.08	67428	
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8047640333 /	12/13/2017	80.46	67491	80.46
Suburban Lawn & Garden	106	5262.106	Grounds Maintenance	Invoice: 100757 /	11/30/2017	78.00	67429	207.00
Suburban Lawn & Garden	106	5262.106	Grounds Maintenance	Invoice: 546273 /	11/30/2017	60.00	67429	
Suburban Lawn & Garden	106	5262.106	Grounds Maintenance	Invoice: 546274 /	11/30/2017	69.00	67429	
TransUnion Risk & Alternative	102	5214.102	Other Contractual Services	Invoice: 45771 12/1/17 /	12/13/2017	25.00	67492	25.00
US BANK	105	5205.105	Postage & Mailing Permits	Invoice: BOHON 11/27/17 /	12/13/2017	251.10	67493	4,465.31
US BANK	105	5205.105	Postage & Mailing Permits	Invoice: BOHON 11/27/17 /	12/13/2017	4.75	67493	
US BANK	105	5205.105	Postage & Mailing Permits	Invoice: BOHON 11/27/17 /	12/13/2017	28.84	67493	

US BANK	102	5206.102	Travel Expense & Training	Invoice: MORRIS 11/27/17 /	12/13/2017	(164.98)	67493	
US BANK	102	5206.102	Travel Expense & Training	Invoice: MORRIS 11/27/17 /	12/13/2017	845.46	67493	
US BANK	102	5206.102	Travel Expense & Training	Invoice: MORRIS 11/27/17 /	12/13/2017	473.80	67493	
US BANK	102	5206.102	Travel Expense & Training	Invoice: BOHON 11/27/17 /	12/13/2017	14.40	67493	
US BANK	105	5206.105	Travel Expense & Training	Invoice: BOHON 11/27/17 /	12/13/2017	4.75	67493	
US BANK	105	5206.105	Travel Expense & Training	Invoice: BOHON 11/27/17 /	12/13/2017	9.29	67493	
US BANK	105	5206.105	Travel Expense & Training	Invoice: JONES 11/27/17 /	12/13/2017	20.00	67493	
US BANK	106	5206.106	Travel Expense & Training	Invoice: MOODY 11/27/17 /	12/13/2017	20.00	67493	
US BANK	106	5206.106	Travel Expense & Training	Invoice: LEON 11/27/17 /	12/13/2017	19.47	67493	
US BANK	106	5206.106	Travel Expense & Training	Invoice: LEON 11/27/17 /	12/13/2017	5.91	67493	
US BANK	106	5206.106	Travel Expense & Training	Invoice: LEON 11/27/17 /	12/13/2017	20.00	67493	
US BANK	101	5210.101	Maintenace & Repair Building	Invoice: JONES 11/27/17 /	12/13/2017	339.02	67493	
US BANK	106	5210.106	Maintenace And Repair Building	Invoice: SCHARFF 11/27/17 /	12/13/2017	140.00	67493	
US BANK	101	5253.101	Public Relations	Invoice: MOODY 11/27/17 /	12/13/2017	180.00	67493	
US BANK	101	5267.101	Employee Related Expenses	Invoice: BOHON 11/27/17 /	12/13/2017	25.69	67493	
US BANK	101	5305.101	Dues, Subscriptions, & Books	Invoice: BOHON 11/27/17 /	12/13/2017	553.00	67493	
US BANK	106	5305.106	Dues, Subscriptions, & Books	Invoice: LEON 11/27/17 /	12/13/2017	22.94	67493	
US BANK	102	5307.102	Other Commodities	Invoice: MORRIS 11/27/17 /	12/13/2017	143.00	67493	
US BANK	290	5307.290	Other Commodities	Invoice: JONES 11/27/17 /	12/13/2017	189.99	67493	
US BANK	106	5308.106	Clothing & Uniforms	Invoice: LEON 11/27/17 /	12/13/2017	78.90	67493	
US BANK	105	5403.105	Office Equipment	Invoice: JONES 11/27/17 /	12/13/2017	1,239.98	67493	
USIC Locating Services, LLC	101	5220.101	Street Light Repair & Maintenance	Invoice: 260597 /	12/13/2017	1,840.82	67494	1,840.82
Verizon Wireless	102	5202.102	Telephone	Invoice: 9796854430 /	12/6/2017	295.82	67442	415.83
Verizon Wireless	104	5202.104	Telephone	Invoice: 9796854430 /	12/6/2017	80.00	67442	
Verizon Wireless	106	5202.106	Telephone	Invoice: 9796854431 /	12/6/2017	40.01	67442	
Village Gardens	102	5307.102	Other Commodities	Invoice: 1192112 /	11/30/2017	93.00	67430	93.00
Vireo	101	5253.101	Public Relations	Invoice: 11/29/17 /	12/13/2017	180.00	67495	2,180.00
Vireo	101	5253.101	Public Relations	Invoice: P171064 /	12/13/2017	2,000.00	67495	
Water District No 1 of Johnson Cour	101	5287.101	Water	Invoice: 11/22/17 MULTIPLE /	11/30/2017	68.05	67431	463.15
Water District No 1 of Johnson Cour	106	5287.106	Water	Invoice: 11/22/17 MULTIPLE /	11/30/2017	395.10	67431	
Water District No 1 of Johnson Cour	101	5287.101	Water	Invoice: 1681 11/27/17 /	12/13/2017	25.10	67496	25.10
WCA Waste Corporation	106	5262.106	Grounds Maintenance	Invoice: 990000318219 /	12/13/2017	394.24	67497	34,887.76
WCA Waste Corporation	115	5272.115	Solid Waste Contract	Invoice: 990000323083 /	12/13/2017	34,493.52	67497	
Kathleen Whitworth	101	5256.101	Committee Funds	Invoice: 11/15/17 MOSS PRINTI /	11/30/2017	43.00	67432	43.00
Zerger & Mauer LLP	101	5215.101	City Attorney	Invoice: 11/28/17 /	12/13/2017	14,364.49	67498	14,364.49
Forte	101	5214.101	Other Contracted Services	EFT#12/1/17 Invoice: 11/30/17 ALL ACC	12/1/2017	253.16		
Forte	101	5214.101	Other Contracted Services	EFT#12/1/17 Invoice: 12/1/17 ADMIN /	12/1/2017	11.70		
Forte	101	5214.101	Other Contracted Services	EFT#12/4/17 Invoice: 12/4/17 COURT /	12/4/2017	116.68		
Forte	101	5214.101	Other Contracted Services	EFT#12/4/17 Invoice: 12/4/17 ADMIN W	12/4/2017	11.70		
KPERS	101	2040.101	KPERS Accrued Employee	EFT#11/17/17 Invoice: 11/17/17 /	11/17/2017	1,740.06		
KPERS	107	5123.107	KPERS City Contribution	EFT#11/17/17 Invoice: 11/17/17 /	11/17/2017	2,743.47		
KPERS	101	2040.101	KPERS Accrued Employee	EFT#11/30/17 Invoice: 11/30/17 /	12/6/2017	1,900.95		

KPERS	107	5123.107	KPERS City Contribution	EFT#11/30/17 Invoice: 11/30/17 /	12/6/2017	2,997.15
KP&F	101	2045.101	KP&F Employee Withholding Payable	EFT#11/17/17 Invoice: 11/17/17 /	11/17/2017	2,231.35
					$	333,302.54

Item Number: Consent Agenda- II.-B.
Committee Meeting Date: 12/18/2017

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **November 6, 2017 Special Called Council Minutes**
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
	November 6, 2017 Special Called Council Minutes	Cover Memo

MINUTES
CITY OF ROELAND PARK, KANSAS
SPECIAL CALL CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall - 4600 W 51st Street
November 6, 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	Finance	Safety	Public Works
Poppa	Kelly	Thompson	Kellerman
Fast	Janssen	Rhoades	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 and all Councilmembers were present.

I. ITEMS
1. Approve Agreement with Boulevard Apartments

City Administrator Moody presented an agreement drafted by Gilmore & Bell, the City's bond counsel, that would have the owners of the Boulevard Apartments pay their property taxes in full for 2017 by the end of the year. Having these funds on hand would enable the City to complete additional improvements to the old pool site to make it appealing to potential buyers. The Governing Body has approved enough funds to do the cave stabilization and sanitary sewer improvements, but there is still a need for a retaining wall and a regional stormwater detention area for which there are not enough funds to complete. As most people pay their property taxes twice a year and they are paid in arrears, the City would not receive the Boulevard property taxes for the second half of 2017 until May of 2018. An idea was presented to contact the owners of the Boulevard Apartments to see if they would be willing to pay their taxes in full, which would provide enough funds for the City to complete one of the remaining projects. The Boulevard is the largest contributor to the TIF for that area and have made improvements to their site, and for which they have not reimbursement for from the TIF district. The agreement drafted by the City calls for the Boulevard to be reimbursed $40,000 from those TIF funds, which can only be used for site improvements at the Boulevard, not for building improvements.

Public Comment

Tom Madigan (5316 W. 49th Terr). Mr. Madigan stated he was not sure he understands what the rush is as there is no contract or a letter of intent for development at the old cave site. He has read the published Economic Development Committee meeting minutes and finds no reference to this rush. He also stated that there are 92 pages of new information in the Council packet. He said in his opinion the Economic Development Committee should cease to be as the Mayor is the only one who speaks at those meetings, and that the entire Council should be in charge of this project as there are decisions being made not under Council direction or approval.

Mayor Marquardt addressed the reason the issue came up quickly, and the decision to pursue the agreement with the Boulevard is clearly a Council decision. The TIF is expiring in February of 2018 and the Council, not the Economic Development Committee, needs to decide if the TIF funds are to be used to improve the site to make it easier for developers. He said the funds have to be used by February 2018, which is a short time to get things done.

CMBR Fast said they have known for 20 years this TIF was going to end. She added that a month ago Mr. Moody called the Boulevard Apartment owners to find out if they would be willing to enter such an agreement, and she asked who authorized him and the Mayor to call the Boulevard without bringing it to the Council's attention.

Mayor Marquardt said they have known for 20 years about the TIF, but obviously the current administration has not been in office that long. He stated this was an idea that was brought forward as a creative way to try to figure out how to make the most of the site. The call to the Boulevard was made to vet it preliminarily and was not a deal negotiation at all. He said there was no point in bringing something to the Council if the Boulevard was not open to it. It was not until last week that the Boulevard even responded.

CMBR Fast asked why the Council was never notified of this even happening. Mayor Marquardt responded the idea only happened within the past month.

CMBR Rhoades said there is a limited amount of money in the TIF 3. The Boulevard has never asked for reimbursement from the TIF fund to do improvements for their site for which they are eligible. If they had asked for reimbursement the Council would have been hard-pressed not to give them the funds. Even after reimbursing them $40,000, it still puts the City $70,000 ahead.

City Administrator Moody said they anticipated spending more in 2017 than they will likely spend. The reason they showed a transfer from the General Fund to the TIF was to cover for the shortfall. The money from the agreement would be repaid to the General Fund. They are getting more done on the site than what they initially anticipated are just trying to get a little bit more done. This will make the property more valuable and puts them in a better position where the potential buyer or developer is less likely to request more incentives to complete the site. Installing a regional detention facility benefits all of the lots.

CMBR Kellerman asked how they would enforce the Boulevard to pay their taxes by the end of the year. City Attorney Maurer stated they could be sued for breach of contract if they entered the agreement with the City and then did not follow through.

CMBR Thompson would note that a contract is more legally binding than a letter of intent and every contract hinges on someone suing the other party for breach of contract.

CMBR McNeil asked why it took so long for the Boulevard to get back with the City. Mayor Marquardt said it is a unique personality that they are working with and they are also very busy and have a lot of properties. They did not realize at first what everybody has to gain by entering this agreement. Mayor Marquardt said it is unsettling when someone does not work with you on something that would benefit all parties.

CMBR Poppa said the Council can approve the contract, but it would still need to be signed by the Boulevard. If they do not sign it, then the City will not do the work.

Mayor Marquardt said ideally it would be signed within the week and they have let the owner know for this to work for everyone, it has to be turned around very quickly. The owner said he understood that point.

CMBR Kellerman said it would have been nice to know about this earlier as opposed to when the agenda went out that they were going to have a special call Council meeting in regards to this. CMBR Kellerman said this is a backdoor deal with a $40,000 kickback to the Boulevard in exchange for the City taking a loan from them.

CMBR Fast asked if anything would be put out for bid such as the engineer's design, the construction, or would they be exempting all bidding procedures.

City Administrator Moody anticipated using SKW, the same engineers that have done the design work for the project all along. As far as the construction work they have a contract in place with Pyramid Construction who has provided a price for the sanitary sewer work. He did get another firm to give a price for comparison. He anticipate going through the same process for the stormwater detention because of the short time period and did not believe there was enough time to go through the formal bid process.

CMBR Fast stated this really concerns her. They have seen SKW be over $100,000 wrong in their pricing, like several times on the roof of the Community Center. She said if they put this out for bid, it could easily save over $100,000. She has a lot of problems with exempting the City bid procedures that could potentially bring down the price.

CMBR Rhoades asked once the project has started and the funds have been allocated from the TIF, how much is going to be allocated and does it need to be completed by a certain day?

City Attorney Maurer believes that Gilmore Bell takes the position that in order to satisfy the Kansas TIF statute the City needs to complete the work. Their caution is that they need to get it under contract and get it done so that the money is paid out.

CMBR Rhoades said this is not a kickback as the Boulevard has already done work on the apartments and the monies would be a reimbursement for that. The City should want the Boulevard to continue to do work on their property and to invest in their property and increase the property value there, which generates more tax revenue to the City.

CMBR McNeil asked if the work needs to be completed by February of 2018 in order to comply with the expiration of the TIF.

Ms. Jones-Lacy said she has spoken with bond counsel and other colleagues in other communities that have TIFs to find out their methodology of expenditure. Gilmore Bell indicated that the TIF law in Kansas is actually silent on whether every dollar has to be expended prior to the deadline of February 28, 2018. She asked them whether they can encumber a contract in its entirety with the intention of spending the entire amount and they believe that would be a good middle ground. They tend to take a conservative stance if the law is silent, but said it is in the City's best interest to get it all done ahead of time and that is the best case scenario. Under the circumstances and considering the tight time frame, it is her opinion that they should be able to encumber a contract prior to February 28th with the intention of spending all the money in that same year as long as long as they are done spending it by the end of the year.

If a contract is in place, they are committing all the money before February 28, 2018. This would be a better situation than paying in advance, which is the only other alternative, and the work will not be done by February 28th.

[Inaudible; recording static]

CMBR Rhoades asked if it cannot be done in time and the City wants to move forward, then he would like to see them go through the formal bid process.

City Administrator Moody said getting most of the work done is possible, but did not believe it would all be completed by February 28th.

MOTION: CMBR THOMPSON MOVED AND CMBR RHOADES SECONDED TO APPROVE THE AGREEMENT WITH THE BOULEVARD APARTMENTS FOR FULL PAYMENT OF 2017 TAXES BY THE DUE DATE OF DECEMBER 31, 2017, IN EXCHANGE FOR REIMBURSEMENT OF $40,000 OF SITE IMPROVEMENTS, WHICH ARE ELIGIBLE

UNDER TIF 3 REDEVELOPMENT PLAN. (MOTION CARRIED 5-3 WITH CMBRS MCNEILL, FAST AND KELLERMAN VOTING NO.

POLL THE COUNCIL

McNeil - N Fast - N Rhoades - Y Janssen - Y Kellerman - N Thompson - Y Kelly - Y Poppa – Y

2. Approve Budget for Site Improvements at the Rocks

CMBR McNeil inquired where the money would come from if the actual bid is higher or if the engineer's estimates are off. She wanted to know if they would have to borrow money.

City Administrator Moody said the Council would have to approve how to fund the difference. They could opt not do the project and leave the money in the TIF fund, or they could identify resources from other capital reserve funds that are available.

CMBR McNeil had a question on the underground stormwater detention facility and whether the engineer's estimate as the facility has not yet been designed. She asked if there would be an additional charge for them to design that on top of what they are asking for.

City Administrator Moody said the estimate budget includes the engineering, the design and the work.

CMBR Fast asked if they would be notified of the final process. City Administrator Moody said if they follow the formal bid process, then all formal bid procedures conclude with the Council taking action regardless of the amount and even if it's within the budget limit.

CMBR McNeil asked if this was truly a time sensitive issue and thought maybe they could wait until they get better numbers.

Mayor Marquardt said tonight they are approving the idea to move ahead and then they will get the numbers to approve the project as they will be going to a formal bid process.

MOTION: CMBR POPPA MOVED AND CMBR THOMPSON SECONDED TO IMPROVE INCREASING THE CONTRACT FOR SITE IMPROVEMENTS AT THE OLD POOL SITE FROM $1,150,000 TO $1,218,000, A $68,000 INCREASE USING ADDITIONAL RESOURCES ANTICIPATED TO BE RECEIVED IN JANUARY OF 2018 FROM THE TIF-3 FUND.

After further discussion CMBR Poppa amended his motion as follows:

MOTION: CMBR POPPA MOVED AND CMBR THOMPSON SECONDED TO APPROVE THE INCREASING THE CONTRACT FOR SITE IMPROVEMENTS AT THE OLD POOL SITE FROM $1,150,000 TO $1,218,000, A $68,000 INCREASE, USING THE CITY'S BID PROCESS, PENDING A FORMAL OPINION FROM BOND COUNSEL THAT THE ENCUMBRANCE OF THE FUNDS WILL SATISFY THE STATE STATUTE REGARDING TIF FUNDS. (THE MOTION CARRIED 8-0)

POLL THE COUNCIL

FAST - Y MCNEIL - Y JANSSEN - Y RHOADES - Y KELLERMAN - Y THOMPSON - Y KELLY - Y POPPA - Y

II. ADJOURN

MOTION: CMBR KELLY MOVED AND CMBR POPPA SECONDED TO ADJOURN. (MOTION CARRIED 8-0)

Joel Marquardt, Mayor

Kelley Bohon, City Clerk

Item Number:	**Consent Agenda- II.-C.**
Committee Meeting Date:	**12/18/2017**

City of Roeland Park

Action Item Summary

Date:	12/4/2017
Submitted By:	Jennifer Jones-Lacy
Committee/Department:	Admin
Title:	**Agreement with Johnson County Department of Technology and Innovation**
Item Type:	Agreement

Recommendation:

To review the 2018 IT services contract with Johnson County DTI and advance to Council for approval.

Details:

Attached is the 2018 agreement with Johnson County Department of Technology and Innovation for IT services. The service contract includes server support, application support, data management and backups, network monitoring and administration, data and internet security including anti-virus, help desk support, and virtual server hosting. The total agreement for 2018 is $22,231. Overall this is a 12.6% increase in contract price from 2016 to 2017. However, representatives from DTI stated they did not charge for anti-virus protection in prior years. As they are working to recover the full cost of providing the service, they have added this service to our invoice. Excluding anti-virus, their service price increased by 8.4%.

Since 2017, DTI has been working to slowly recover their full cost by increasing cost of service provision to external agencies. They indicated that their cost will go up by approximately 8%-9% annually until 2020, at which point the cost increases would go up by approximately 3% annually based on merit increases.

While this increase in price is significant from the prior year, staff supports moving forward with Johnson County providing us with IT support. The $22,231 DTI will charge in 2018 would equate to approximately 1/5 of a full time employee with benefits. In addition, DTI has a team of employees within each division of the department that can and will respond to any incident. Anytime we have a service call for some kind of network issue, they will mobilize at least two support staff to come to City Hall to address the issue ensuring a faster response.

In addition, the City is now on the County's fiber network and receives fiber internet service and phone service from the county at no cost. We previously paid $16,200 annually for phone and internet service through Consolidated Communications, this represents a significant cost savings, which would not be available to the City if we did not use the County's IT services.

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
2018 DTI Agreement	Exhibit

<u>RENEWAL OF INFORMATION TECHNOLOGY SERVICES AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF JOHNSON COUNTY, KANSAS AND THE CITY OF ROELAND PARK, KANSAS</u>

THIS RENEWAL OF INFORMATION TECHNOLOGY SERVICES AGREEMENT ("Renewal") is made and entered into as of the 31st day of December, 2017, by and between the City of Roeland Park, Kansas ("City") and the Board of County Commissioners of Johnson County, Kansas ("County").

WITNESSETH:

WHEREAS, the City and the County entered in that certain Information Technology Services Agreement dated April 12, 2012, regarding the provision of information technology services, as amended by that certain Amendment to Information Technology Services Agreement dated June 16, 2014, and which was subsequently renewed (the original agreement, the amendment, and all subsequent renewals thereto are collectively referred to as the "Agreement"); and

WHEREAS, the City and the County desire to renew and amend the Agreement.

NOW, THEREFORE, in consideration of the above and foregoing recitals, the mutual promises and covenants hereinafter given, and pursuant to, and in accordance with, the statutory authority vested in the City and the County, the parties hereto agree as follows:

1. <u>Renewal</u>. The City and the County hereby agree that the Agreement shall be, and hereby is, renewed for an additional term from January 1, 2018 through December 31, 2018 ("Renewal Term").

2. <u>Services</u>. During the Renewal Term, the County agrees to provide the services set forth in **Exhibit A**, attached hereto and incorporated herein by reference, and the City agrees to share in the costs of those services by paying the amounts set forth in **Exhibit A**, which are the annual costs of the services. These rates are valid for the Renewal Term and are valid only if the City obtains and maintains a high speed data connection of at least 10mb between the City's facility and any County facility on its high speed network. The County reserves the right to raise these rates if the City fails to obtain and maintain high speed connectivity. The City agrees to pay the costs set forth in **Exhibit A** on a quarterly basis commencing upon execution of this Renewal.

3. <u>Additional Services</u>. The parties agree that during the Renewal Term, if the City requests additional professional services that are not included in the services set forth in **Exhibit A**, then the County's hourly rates for such services shall be as follows:

Tier 1 Support per hour	$33.38	Support Center
Tier 2 Support per hour	$43.03	Systems, Phone
Tier 3 Support per hour	$49.54	Networking, Applications, Security
DBA cost per hour	$58.89	Data Administration
Consulting	$70.55	Project Management

4. <u>Agreement Effective</u>. Except as expressly modified by this Renewal, the terms and provisions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Renewal to be executed in two (2) counterparts by their duly authorized representatives and made effective the day and year first above written.

CITY OF ROELAND PARK, KANSAS	BOARD OF COUNTY COMMISSIONERS OF JOHNSON COUNTY, KANSAS
By ____________________________	By________________________________
Keith Moody, City Administrator	Michael Aldridge, Chief Information Officer
Date __________________	Date ______________________

APPROVED AS TO FORM:

____
Nicholas Saldan
Assistant County Counselor

EXHIBIT A – SERVICES

# Full Time Users # Part Time Users (<4 hrs)	City of Roeland Park Description of Services	City 8.5 0	Police 18 0
Systems	Server support - Remote monitoring, Server Operating System support, server backups, server patching and print management. Email support; Active Directory support and maintenance.	$2,270.00	$5,780.00
Application Support	DTI will interface with the Sire application vendor support to assist with problem resolution and/or application upgrades. Additional application assistance available at the hourly rates provided above.	n/c	n/c
Data Management	DTI will provide regular monitoring of the Sire database backups and identify problems as they occur. DTI will work with Sire support to assist with problem resolution. Additional Data Management assistance is available at the hourly rates listed above.	n/c	n/c
Network	Network monitoring - Including all network systems, core appliances and switches. Network administration and support - Review of event logs and implementation of manufacturer-recommended firmware updates for routers and switches. Network hardware replacement - Identify and recommend network hardware replacements, assisting with the installation as required and needed. Internet Connection including Guest WiFi	$1,220.00	$3,100.00
Security	Firewall and VPN Management - Monitor, maintain and support the clients firewall and current VPN system. Assist with firewall security reviews (limit 1 annually) to address best practices in controls.	$1,220.00	$3,100.00
	Network Security Monitoring and Intrusion-Prevention Services – Monitor internal and external network traffic to identify malicious activity and block and/or report on activity dynamically based upon County security best practices.		
	Anti-Virus and Threat Management - Monitor, maintain and support the client's anti-virus to ensure AV signatures are current and active across all devices. DTI will be transitioning to Check Point End Point Security Product in 2018. 32 total devices - 17 for city; 15 for PD	$442.00	$390.00
	Internet filtering per County best practices		
Support Center – Help Desk	Provides a single point of contact, by phone or email, to report and record incidents and to facilitate the restoration of normal IT operational services. The Support Center provides Tier 1 and Tier 2 remote desktop support as requested M-F, 7:30-5:00 (excludes official holidays) and provides on-call support, after normal business hours,for emergency outages (escalated to Tier 3 support).	$1,041.00	$2,662.00
Virtual Server Hosting	Virtual servers (2 @ $503 annually) Sire and RoelandPark.net	$1,006.00	
Other Billable Items	Security Awareness Training	tbd	tbd
Sub-total		$7,199.00	$15,032.00
Total		**$22,231.00**	

* Standard Support: Monday-Friday 7:30a-5pm; Emergency on-call support available as-needed for a per-hour charge

Item Number:	**Consent Agenda- II.-D.**
Committee Meeting Date:	**12/18/2017**

City of Roeland Park
Action Item Summary

Date:	11/30/2017
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	**2018 Joint Johnson County and Cities Legislative Platform**
Item Type:	Other

Recommendation:

Staff recommends adoption of the joint legislative platform.

Details:

Historically cities with in Johnson County along with the County have developed a joint legislative platform. The intent is to provide a common message to legislators on issues that are important to our local governance. The attached platform has been updated to reflect changes in the political environment since its adoption last year.

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?

The platform reflects the importance of local control in deciding how best to deliver services to our residents and businesses.

How does item benefit Community for all Ages?

ATTACHMENTS:

	Description	Type
🗋	2018 Joint City County State Legislative Platform	Cover Memo

JOHNSON COUNTY GOVERNMENT AND CITIES JOINT 2018 LEGISLATIVE PLATFORM

Adopted November 16, 2017

State and local government are partners providing numerous governmental services that are funded and made available to citizens. Local units of government are closest to the citizens and therefore, are extremely well-positioned to represent the interests of citizens in the communities in which they live. The partnership depends upon stable funding, efficient use of citizens' resources, and responsiveness at the city and county level. We support the preservation of local authority, maintenance of local control of local revenue and spending, and oppose the devolution of State duties to local units of government without planning, time and resources. The Johnson County Government and Cities advocate on the following issues in the interests of our elected representatives and on behalf of the citizens who live in our county and cities.

REPEAL OF THE PROPERTY TAX LID

We strongly oppose any state-imposed limits on the taxing and spending authority of cities and counties and urge the repeal of the property tax lid legislation passed during the 2015 Session and revised in the 2016 Session. We believe those elected to manage the affairs of cities and counties can be most responsive to the local taxpayers and make budget and tax decisions that are most reflective of the community's needs and financial interests. We note that these same taxing and spending limits on cities and counties were not placed on state government. State government should abide by the same taxing and spending decisions as they impose upon cities and counties. In Johnson County, the Public Building Commission debt was downgraded by Standard & Poor's (S&P) due to the property tax lid. This change impacts the pricing on the bonds, costing local tax payers more money.

Absent repeal, the state-imposed tax lid on local governments should be modified to require a public vote based on a protest petition provision. Additionally, the Legislature should review and consider including appropriate exemptions that existed largely under the prior tax lid but were not included in the current law such as: employee benefit costs, Kansas Public Employee Retirement System (KPERS), Public Building Commission debt, infrastructure and multi modal, as well as costs for intellectual and developmental disabilities, and mental health services among other items. (Added in 2016. Updated in 2017, 2018)

TAX POLICY

We support stable revenue sources and urge the Kansas Legislature to avoid applying any further exemptions to the ad valorem property tax base, including exceptions for specific business entities or the state/local sales tax base, as well as industry-specific special tax treatment through exemptions or property classification. The local tax burden has shifted too far to residential property taxes due to state policy changes. We do not support changes in State taxation policy that would narrow the tax base or significantly reduce available funding for key joint State/County programs such as corrections, mental health, and public health. These changes would place the County at a further competitive disadvantage with the state of Missouri. We do not support a sales tax on professional services. (Added in 2012. Updated in 2016)

COMPREHENSIVE TRANSPORTATION PLAN

To ensure the critical well-being of Kansas infrastructure, we urge the Kansas Legislature to follow through on the commitments in the Comprehensive Transportation Plan, also known as T-WORKS. The current funding level is far from adequate to address ongoing statewide infrastructure funding needs in areas of preservation, maintenance, and safety; therefore, it is critical for our state highway funds to be used for the purpose they are collected. Funds should be allocated strategically to ensure there is an identifiable long-term return on investment for the entire state. Additionally, because Investment in growth areas is vital to creating a sustainable revenue stream that will address statewide infrastructure needs, we encourage the state to invest in public transportation that specifically demonstrates regional coordination in both rural and urban areas, and to support innovative platforms like ridesharing to increase access to employment and educational opportunities, as well as ease congestion and delay the need for costly road expansion. (Added in 2010. Updated in 2016, 2017)

LOCAL CONTROL OF RIGHT OF WAY

2016 Legislation granting the automatic placement of cell towers in city and county owned right of way, should be repealed. Regulation of the placement of cell towers should be subject to reasonable local zoning processes which review important community values such as safety and neighborhood concerns. (Added in 2017)

STATUTORY PASS-THROUGH FUNDING

We call for the preservation of local government revenues which pass through the State of Kansas' treasury. These funds come from a longstanding partnership between local governments and the State and are generated via economic activity at the local level. Both alcoholic liquor tax funds and the local portion of motor fuel tax should not be withheld from local governments and siphoned into the State General Fund. The States' use of these local funding sources may benefit the State, but it will increase the local property tax burden to replace the lost revenue or reduce services. Local governments in recent years have had to cope with the Kansas Legislature not funding Local Ad Valorem Tax Reduction (LAVTRF), County City Revenue Sharing (CCRS) demand transfers, and the machinery and equipment property tax "slider" and should not be forced to further aid in balancing the State's budget. Since 1997, more than $2.2 billion in formula demand transfers from the State to local governments have not been made. LAVTR dates back to the 1930s with the existing statutory framework being established in 1965. LAVTR represents the local share of certain cigarette revenue, stamp taxes and cereal malt beverages taxes that the state removed in exchange for the commitment to fund the LAVTR. CCRS was established in 1978 as part of an agreement between the state and local governments regarding a number of different taxes related to cigarette and liquor enforcement. (Added in 2010. Updated in 2016, 2018)

STATEWIDE EXPANSION OF MEDICAID

Johnson County supports Medicaid expansion through KanCare in Kansas. Providing Medicaid is the responsibility of the state and federal government. Counties are required to have a public health department and provide mental health services and the decision to limit Medicaid expansion has an impact on the citizens of Johnson County. Absent the state's participation in Medicaid expansion, county taxpayers are required to pay for these services that would otherwise be covered by Medicaid. Through local tax revenue, Johnson County provides approximately $6.4 million in charitable care for mental health services and over $2.2 million in uncompensated care for emergency medical care through Medical Action (Med-Act) (approximately 1 mill) that could be significantly reduced by Medicaid expansion. (Added in 2014. Updated in 2017, 2018)

DEVELOPMENT OF A COMPREHENSIVE ECONOMIC DEVELOPMENT PLAN FOR THE STATE OF KANSAS

We strongly encourage the State of Kansas to develop a comprehensive plan to foster and enhance the State's fledgling economy. Toward this end and in the absence of a statewide effort by legislators and executive branch officials to do so, the County pledges support to bring proven statewide organizations and educational institutions together to create such a plan. (Added in 2017)

K-12 EDUCATION FINANCING

Johnson County Government is supportive of the Kansas Legislature adequately and equitably funding primary and secondary education to a level that places Kansas among the leading states in support of a "world class" education. We support Johnson County schools in their efforts to craft a new school finance formula that supports local components and treats local property tax contributions fairly for local property taxpayers and schools. (Added in 2017)

Item Number:	**Applications/Presentations- A.-1.**
Committee Meeting Date:	**12/18/2017**

City of Roeland Park

Action Item Summary

Date:	12/18/2017
Submitted By:	Jennifer Jones-Lacy
Committee/Department:	Finance
Title:	**Government Financial Officers Association Award**
Item Type:	

Recommendation:

For informational purposes.

Details:

The City was awarded the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the City's 2016 CAFR for the 23rd year in a row. Attached is the award.

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
	2016 GFOA Award	Exhibit

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Roeland Park

Kansas

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2016

Christopher P. Morrill

Executive Director/CEO

The Government Finance Officers Association of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Department of Administration

City of Roeland Park, Kansas

The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

GOVERNMENT FINANCE OFFICERS ASSOCIATION OF THE UNITED STATES AND CANADA CORPORATION SEAL CHICAGO

Executive Director Christopher P. Morrill

Date October 12, 2017

The Government Finance Officers Association
of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Jennifer Jones-Lacy

Assistant City Administrator/Finance Director
City of Roeland Park, Kansas

The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director — Christopher P. Morrill

Date October 12, 2017

Item Number: Workshop Reports- V.-A.
Committee Meeting Date: 12/18/2017

City of Roeland Park

Action Item Summary

Date:	12/18/2017
Submitted By:	Jennifer Jones-Lacy
Committee/Department:	
Title:	**December 4th Workshop Summary**
Item Type:	Report

Recommendation:

N/A

Details:

December 4th Workshop

1. Review Logo Design: The Governing Body decided to go with logo #8 and ask the consultant to reduce the size of the trees and show the image in black and white.

2. Discuss Amendment to TIF 1 Redevelopment Plan: Mr. Moody provided an overview of the changes the redevelopment plan would entail. The change would require a public hearing and notification to the taxing entities and property owners but does not allow veto power. The updates do not change the timeline of expiration or the project boundaries in a meaningful way.

3. October Financials: Ms. Jones-Lacy provided a report on the October 2017 financials.

4. Provide direction to Commerce and Embree Concerning public art display: The Governing Body decided to hold off on providing direction on the art until the Roe Boulevard redesign is more firm.

5. Update on NE Johnson Drive and Roe Boulevard: Mr. Moody explained that the proposal received from Colliers has changed from a three-story mixed-use to a single-story retail only development. He asked the Governing Body if they wanted to pursue that avenue and the GB decided they wanted mixed use and to pursue another method.

6. **Review and Provide Direction on Wayfinding Sign Program:** Mr. Leon said they would proceed with the program once the final city logo was nailed down. He also requested working with Midtown Signs.

7. **Clarify remote meeting participation policy:** The policy revised by the City attorney clarified that someone who calls in can vote but they cannot count as part of the quorum. They also decided members should not be allowed to call into executive session. The final policy is set for discussion and possible adoption at tonight's council meeting.

8. **Discuss committee appointment process:** The Governing Body discussed whether all of the appointments should be from the Mayor. They suggested having BZA members being a ward appointment and also changing the City Administrator appointment process.

9. **Discuss changing committee liaison appointement date:** The item is on the Council agenda to move committee appointment date from May to January and further discussion at tonight's council meeting.

10. **Agreement with Johnson County DTI for 2018:** The Council agreed to put the item on the consent agenda for tonight's meeting for approval.

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:	**New Business- VIII.-A.**
Committee Meeting Date:	**12/18/2017**

City of Roeland Park
Action Item Summary

Date:	12/1/2017
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	**Remote Meeting Participation Policy**
Item Type:	Ordinance

Recommendation:

To approve ORDINANCE NO. 962
AN ORDINANCE ADDING A NEW ARTICLE 16 TO CHAPTER 1 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS; ADDING SECTIONS 1-1601, 1-1602, 1-1603, 1-1604, AND 1-1605 TO THE CODE OF THE CITY OF ROELAND PARK, KANSAS, TO ALLOW GOVERNING BODY MEMBERS OF ROELAND PARK, KANSAS TO REMOTELY ATTEND AND VOTE IN CITY COUNCIL MEETINGS AND WORKSHOPS.

Staff recommends clarifying the remote meeting participation policy and incorporating it into the City Code.

Details:

Attached is the remote meeting attendance policy adopted by Council on 6/15/2015. During a recent Council meeting the governing body asked that staff look at clarifying the policy around a council member being able to vote when attending remotely. The City Attorney has developed the attached draft ordinance to clarify this issue. He has taken the current policy, which is not a part of the City Code and reflected that language as original and the proposed changes from that policy are shown as redline changes to make it simpler for Council to pick out the changes. Another change incorporated is allowing remote attendance during special called meetings. This is a senseable allowance due to the fact that special called meetings are generally called on short notice, giving rise to greater likelihood that members may not be in town, thus allowing for remote attendance builds flexibility into the policy for the governing body members. Also attached is a clean version of the draft ordinance.

As this is a procedure policy and we have many procedure policies in the City Code we feel incorporating the policy into the City Code is appropriate. This also makes the policy easier to reference by all.

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
Current Remote Meeting Attendance Policy	Cover Memo
Ordinance Clarifying Remote Meeting Policy and Incorporating it into City Code- Redline	Cover Memo
Ordinance Clarifying Remote Meeting Policy	Cover Memo

Remote Participation in Council/Committee of the Whole Meetings -Approved 6/15/2015
Effective 7/1/2015

I. SCOPE

This policy shall apply to all council and committee of the whole meetings that take place in Roeland Park City Hall. All non-council and non committee of the whole meetings are excluded from this policy. Special called council meetings are not included in this policy.

II. PURPOSE

To establish a policy whereby remote participation of governing body members is permitted and guidelines for the same are outlined. For the purposes of this policy; "remote participation" is defined as participation of a member in a council/committee of the whole meeting who is not physically present at the meeting.

III. POLICY

A. To be eligible for remote participation, a member of the governing body shall notify the City Administrator or the City Administrator's designee no later than noon Central Standard Time the day the meeting is to be held when meetings are held in City Hall. Meeting outside of City Hall may not have remote participation availability.

B. Remote participation is intended for use when members of the governing body are ill, injured, suffering from disability, performing military service, undergoing personal emergencies, or otherwise unable to attend due to geographic (outside Kansas City Metro area) distance.

C. Those utilizing remote participation shall not count towards the required quorum **for convening a meeting**.

D. It is incumbent upon the member utilizing remote participation that he or she can participate fully and does not unduly burden the physically present members of the governing body due to technological issues or telecommunication problems.

E. A member of the governing body cannot utilize remote participation for chairing a meeting.

Once a member of the governing body has used remote participation four (4) times in a calendar year, any further requests to participate will be considered by the governing body on a case-by-case basis."

G. City staff shall make reasonable efforts to provide any remote participating member of the governing body with any documents that are needed for full-participation in the meeting.

H. **Remote participation will not be allowed for Executive Sessions.**

IV. PROCEDURES

A. The City Administrator or his/her designee shall, upon notification by a member of the governing body for the use of remote participation that abides by the above prescribed rules, make all reasonable and needed technological and other accommodations necessitated by the request.

B. This policy prescribes no specific required technology such as a speaker phone or video that must be used. The technology must function properly so that all members may hear the remote participator and the remote participator may hear all the other members.

C. The clerk will record the presence of any member using remote participation with a note stating the same. The clerk shall also record the entrance, exit, or re-entrance of any member utilizing remote participation.

D. Initial technical difficulties shall be dealt with by a suspension of discussion in an attempt to remedy the problem. The Mayor or Council President in the Mayor's absence shall have the authority to discontinue the use of remote participation due to technical issues. In general, the Mayor or Council President shall not act on this authority until the delays have cumulatively reached a total of 10 minutes for the meeting.

E. The remote participant will verify his or her identity at the beginning of the meeting and state that he or she is fully participating without any undue influence by others.

ORDINANCE NO. X

AN ORDINANCE ADDING A NEW ARTICLE 16 TO CHAPTER 1 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS; ADDING SECTIONS 1-1601, 1-1602, 1-1603, 1-1604, AND 1-1605 TO THE CODE OF THE CITY OF ROELAND PARK, KASAS, TO ALLOW GOVERNING BODY MEMBERS OF ROELAND PARK, KANSAS TO REMOTELY ATTEND AND VOTE IN CITY COUNCIL MEETINGS.

~~DEFINING AND ADOPTING PROCEDURES FOR REMOTE PARTICIPATION FOR THE CITY OF ROELAND PARK, KANSAS; BY ADDING A NEW ARTICLE 16 TO CHAPTER 1 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS, CONSISTING OF SECTIONS 1-1601, 1-1602, 1-1603, 1-1604, AND 1-1605.~~

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

SECTION 1. A new Article 16 to Chapter 1 of the Code of the City of Roeland Park, Kansas, is hereby added to read as follows:

ARTICLE 16 REMOTE PARTICIPATION FOR CITY COUNCIL MEETINGS

1-1601. PURPOSE.

The purpose of this article is to establish a policy allowing for and regulating remote attendance for governing body members who are not physically present at City Council meetings so that they may participate and vote in City Council meetings when they are unable to be physically present at the meeting. ~~whereby~~

~~remote participation of governing body members is permitted and guidelines for the same are outlined.~~

1-1602. DEFINITION.

Remote participation is defined as participation of a member in a council/committee of the whole meeting who is not physically present at the meeting.

1-1603. SCOPE AND APPLICATION.

This policy shall apply to all council and committee of the whole meetings that take place in Roeland Park City Hall. All non-council and non-committee of the whole meetings are excluded from this policy. ~~Special called council meetings are not included in this policy.~~ Remote participation will not be allowed for executive sessions.

1-1604. POLICY.

a) To be eligible for remote participation, a member of the governing body shall notify the City Administrator or the City Administrator’s designee no later than noon Central Standard Time the day the meeting is to be held when meetings are held in City Hall. Meetings outside of City Hall may not have remote participation availability.

b) Remote participation is intended for use when members of the governing body are ill, injured, suffering from disability, performing military service, undergoing personal emergencies, or a unable to attend due to geographic (outside Kansas City Metro area) distance.

c) Those utilizing remote participation shall not count towards the required quorum for convening a meeting.

d) It is incumbent upon the member utilizing remote participation that he or she can participate fully and does not unduly burden the physically present members of the governing body due to technological issues or telecommunication problems.

e) A member of the governing body cannot utilize remote participation for chairing a meeting.

f) Once a member of the governing body has used remote participation ~~four~~ two (2~~4~~) times in a calendar year, any further requests to participate will be considered by the governing body on a case-by-case basis.

g) City staff shall make reasonable efforts to provide any remote participating member of the governing body with any documents that are needed for full-participation in the meeting.

1-1605. PROCEDURES.

a) The City Administrator or his/her designee shall, upon notification by a member of the governing body for the use of remote participation that abides by the above prescribed rules, make all reasonable and needed technological and other accommodations necessitated by the request.

b) This policy prescribes no specific required technology such as a speaker phone or video that must be used. The technology must function properly so that all members may hear the remote participator and the remote participator may hear all the other members.

c) The clerk will record the presence of any member using remote participation with a note stating the same. The clerk shall also record the entrance, exit, or re-entrance of any member utilizing remote participation.

d) Initial technical difficulties shall be dealt with by a suspension of discussion in an attempt to remedy the problem. The Mayor or Council President in the Mayor’s absence shall have the authority to discontinue the use of remote participation due to technical issues.

e) In general, delays collectively lasting longer than ten (10) minutes will result in discontinuation of remote participation and termination of any remote connection, at the discretion of the Mayor or the Council President in the Mayor's absence.~~e)~~

~~d) In general, the Mayor or Council President shall not act on this authority until the delays have cumulatively reached a total of 10 minutes for the meeting.~~

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~~e)~~f) The remote participant will verify his or her identity at the beginning of the meeting and state that he or she is fully participating without any undue influence by others.

PASSED by the City Council this ____ day of November, 2017. APPROVED by the Mayor.

____
Joel Marquardt, Mayor

ATTEST:

____
Kelley Bohon, City Clerk

APPROVED AS TO FORM

____
Steven E. Mauer, City Attorney

ORDINANCE NO. X

AN ORDINANCE ADDING A NEW ARTICLE 16 TO CHAPTER 1 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS; ADDING SECTIONS 1-1601, 1-1602, 1-1603, 1-1604, AND 1-1605 TO THE CODE OF THE CITY OF ROELAND PARK, KANSAS, TO ALLOW GOVERNING BODY MEMBERS OF ROELAND PARK, KANSAS TO REMOTELY ATTEND AND VOTE IN CITY COUNCIL MEETINGS AND WORKSHOPS.

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

SECTION 1. A new Article 16 to Chapter 1 of the Code of the City of Roeland Park, Kansas, is hereby added to read as follows:

ARTICLE 16. REMOTE PARTICIPATION FOR CITY COUNCIL MEETINGS AND WORKSHOPS.

1-1601. PURPOSE.

The purpose of this article is to establish reasonable guidelines for governing body members to remotely attend and participate in official legislative functions when they are unable to be physically present at a city council meeting or workshop.

1-1602. DEFINITION.

Remote participation is defined as participation of a governing body member who is not physically present.

1-1603. SCOPE AND APPLICATION.

This policy shall apply to all city council meetings and workshops that take place in Roeland Park City Hall. Remote participation will not be allowed for executive sessions.

1-1604. POLICY.

a) To be eligible for remote participation, a member of the governing body shall notify the City Administrator or the City Administrator’s designee no later than noon Central Standard Time the day the meeting is to be held when meetings are held in City Hall. Meetings outside of City Hall may not have remote participation availability.

b) Remote participation is intended for use when members of the governing body are ill, injured, suffering from disability, performing military service, undergoing personal emergencies, or are unable to attend due to geographic (outside Kansas City Metro area) distance.

c) A quorum, not including any remote participant(s), must be physically present for binding action to occur at a city council meeting where governing body members are participating remotely.

d) Those utilizing remote participation at a city council workshop shall count towards a quorum provided, however, that a majority of the governing body members being present in person or by remote attendance shall constitute a quorum only for the purpose of giving direction to City staff.

e) It is incumbent upon the member utilizing remote participation that he or she can participate fully and does not unduly burden the physically present members of the governing body due to technological issues or telecommunication problems.

f) A member of the governing body cannot utilize remote participation for chairing a meeting.

g) Once a member of the governing body has used remote participation two (2) times for a city council meeting and two (2) times for a city council workshop in a calendar year, any further requests to participate will be considered by the governing body on a case-by-case basis.

h) City staff shall make reasonable efforts to provide any remote participating member of the governing body with any documents that are needed for full-participation in the meeting.

1-1605. PROCEDURES.

a) The City Administrator or his/her designee shall, upon notification by a member of the governing body for the use of remote participation that abides by the above prescribed rules, make all reasonable and needed technological and other accommodations necessitated by the request.

b) This policy prescribes no specific required technology such as a speaker phone or video that must be used. The technology must function properly so that all members may hear the remote participator and the remote participator may hear all the other members.

c) The clerk will record the presence of any member using remote participation with a note stating the same. The clerk shall also record the entrance, exit, or re-entrance of any governing body member utilizing remote participation.

d) Initial technical difficulties shall be dealt with by a suspension of discussion in an attempt to remedy the problem. The Mayor or Council President in the Mayor's absence shall have the authority to discontinue the use of remote participation due to technical issues.

e) In general, delays collectively lasting longer than ten (10) minutes will result in the discontinuation of remote participation and the termination of any remote connection, at the discretion of the Mayor or the Council President in the Mayor's absence.

f) The remote participant will verify his or her identity at the beginning of the meeting and state that he or she is fully participating without any undue influence by others.

PASSED by the City Council this ____ day of December, 2017. APPROVED by the Mayor.

____

Joel Marquardt, Mayor

ATTEST:

____

Kelley Bohon, City Clerk

APPROVED AS TO FORM

____

Steven E. Mauer, City Attorney

Item Number: New Business- VIII.-B.
Committee Meeting Date: 12/18/2017

City of Roeland Park
Action Item Summary

Date:	12/1/2017
Submitted By:	Councilor Fast
Committee/Department:	
Title:	**Discuss Changing Committee Liaison Appointment Date from May to January**
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?