

**AGENDA**  
**CITY OF ROELAND PARK, KANSAS**  
**CITY COUNCIL MEETING**  
**ROELAND PARK**  
**Roland Park City Hall**  
**October 3, 2022 6:00 PM**

- |  |  |  |
|--|--|--|
| <ul style="list-style-type: none"> <li>• Mike Kelly, Mayor</li> <li>• Trisha Brauer, Council Member</li> <li>• Benjamin Dickens, Council Member</li> <li>• Jan Faidley, Council Member</li> <li>• Jennifer Hill, Council Member</li> </ul> | <ul style="list-style-type: none"> <li>• Michael Poppa, Council Member</li> <li>• Tom Madigan, Council Member</li> <li>• Kate Raglow, Council Member</li> <li>• Michael Rebne, Council Member</li> </ul> | <ul style="list-style-type: none"> <li>• Keith Moody, City Administrator</li> <li>• Erin Winn, Asst. Admin.</li> <li>• Kelley Nielsen, City Clerk</li> <li>• John Morris, Police Chief</li> <li>• Donnie Scharff, Public Works Director</li> </ul> |
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Admin	Finance	Safety	Public Works
Raglow	Rebne	Poppa	Brauer
Dickens	Hill	Madigan	Faidley

**Pledge of Allegiance**

A. Instructions on Logging into Meeting Remotely

**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. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.*

**II. Consent Agenda**

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

A. Appropriations Ordinance #1006

- B. Council Minutes September 19, 2022
- III. **Business From the Floor**
  - A. **Applications / Presentations**
- IV. **Mayor's Report**
  - A. Indigenous People's Day Proclamation
- V. **Workshop and Committee Reports**
- VI. **Reports of City Liaisons**
  - A. MARC – Bike & Pedestrian
  - B. Arts Committee
  - C. Parks Committee
- VII. **Unfinished Business**
- VIII. **New Business**
  - A. Approve Agreement with the NEJC Chamber for ARPA partnership
  - B. Approve Agreement with Habitat for Humanity Kansas City for ARPA Partnership
  - C. Committee Reappointments
- IX. **Ordinances and Resolutions:**
  - A. Charter Ordinance 38 - Filling Vacant Governing Body Seats
  - B. Ordinance 1035 - Prohibiting Parking on Elledge
- X. **Workshop Items:**
- XI. **Reports of City Officials:**
  - A. 3rd Quarter Objectives Progress Report - 5 min
  - B. 3rd Quarter Strategic Plan Progress Report - 5 min
  - C. 3rd Quarter Public Safety Report - 5 min
  - D. 3rd Quarter Public Works Report - 5 min

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

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

- A. **Audience Decorum.** Members of the audience shall not engage in disorderly or boisterous conduct, including but not limited to; the utterance

of loud, obnoxious, threatening, or abusive language; clapping; cheering; whistling; stomping; or any other acts that disrupt, impede, or otherwise render the orderly conduct of the City Council meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the Mayor (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or removal from that meeting. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.

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

- E. **Time Limit.** In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the City Council, each speaker shall limit comments to five minutes. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available.
- F. **Speak Only Once.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of his/her time to another, and no speaker will be credited with time requested but not used by another.
- G. **Addressing the Council.** Comment and testimony are to be directed to the Mayor (Chair). Dialogue between and inquiries from citizens at the lectern and individual Council Members, members of staff, or the seated audience is not permitted. Council Members seeking to clarify testimony or gain additional information should direct their questions through the Mayor (Chair). Always speak from the microphone to ensure that all remarks are accurately and properly recorded. Only one speaker should be at the microphone at a time. Speakers are requested to state their full name, address and group affiliation, if any, before delivering any remarks.
- H. Agendas and minutes can be accessed at [www.roelandpark.org](http://www.roelandpark.org) or by contacting the City Clerk

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



**Item Number:** Pledge of Allegiance- -A.  
**Committee** 10/3/2022  
**Meeting Date:**



## **City of Roeland Park**

Action Item Summary

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Date:

Submitted By:

Committee/Department:

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

Item Type:

### **Recommendation:**

**See instructions to log in below.**

### **Details:**

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

**Kelley Nielsen is inviting you to a scheduled Zoom meeting.**

**Topic: City Council and Governing Body Workshop Meeting**

**Time: This is a recurring meeting Meet anytime**

**Join Zoom Meeting**

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

**Meeting ID: 977 6759 2270**

**Passcode: council**

**One tap mobile**

**+16699006833,,97767592270# US (San Jose)**

**+12532158782,,97767592270# US (Tacoma)**

**Dial by your location**

**+1 669 900 6833 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Washington DC)**

**+1 312 626 6799 US (Chicago)**

**Meeting ID: 977 6759 2270**

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

### 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: Consent Agenda- II.-A.  
Committee 10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:  
Submitted By:  
Committee/Department:  
Title: **Appropriations Ordinance #1006**  
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  
□ Appropriations Ordinance #1006

Type  
Cover Memo

# Appropriation Ordinance - 10/3/2022 - #1006

*4600 West Fifty-First Street*

*Roeland Park, Kansas 66205*

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

Thursday, September 29, 2022

## Appropriation Ordinance - 10/3/2022 - #1006

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

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

Section 2: This Ordinance shall take effect and be in force from and after its passage. Passed and approved this October 3, 2022.

Attest:

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City Clerk

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Mayor

**Total Appropriation Ordinance**

**\$**

**207,093.81**

# Appropriation Ordinance - 10/3/2022 - #1006

						Check /E F I		
Vendor	Dept	Acct #	Description	Invoice Description	Date	Amount	Chk #	Check Amount
						Distribution	Check	
Vendor	Dept	Account	Account Description	Reference	Date	Amount	Check #	Amount
ADP, Inc.	101	5214.101	Other Contracted Services	615496893	09/28/22	319.72	74054	319.72
Airgas USA, LLC	106	5318.106	Tools	9991208996	09/28/22	22.98	74055	22.98
All City Management Services, Inc.	102	5214.102	Other Contracted Services	79693	09/28/22	390.56	74056	390.56
All Copy Products Inc.	102	5214.102	Other Contracted Services	AR3674043	09/21/22	83.46	74035	155.23
All Copy Products Inc.	105	5214.105	Other Contracted Services	AR3674043	09/21/22	71.77		
American Fidelity Assurance	101	2052.101	Supplemental Insurance Payable	D502281	09/28/22	666.98	74057	666.98
Shawnee Mission Tree Service, Inc	106	5263.106	Tree Maintenance	85649	09/28/22	1,800.00	74058	3,050.00
Shawnee Mission Tree Service, Inc	106	5263.106	Tree Maintenance	86710	09/28/22	1,250.00		
Arrowhead Forensics	102	5301.102	Office Supplies	151704	09/28/22	226.50	74059	226.50
Terri Baugh	101	5283.101	RP Community Foundation Grant Ex	8/11/22 Amazon	09/28/22	40.59	74060	249.72
Terri Baugh	101	5283.101		8/28-9/21/22 Exp	09/28/22	209.13		
Black & McDonald	290	5425.290	Other Capital Outlay	761347912	09/28/22	1,078.64	74061	1,078.64
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	1074195	09/28/22	1,011.70	74062	1,046.70
Breeden Holdings, LLC	106	5260.106	Vehicle Maintenance	1074225	09/28/22	35.00		
Carter Waters LLC	106	5421.106	Street Maintenance	1564598300	09/28/22	542.80	74063	542.80
City of Merriam	101	5283.101	RP Community Foundation Grant Ex	9/6-16/22	09/28/22	26.05	74064	26.05
Helen Conkling	101	5245.101		9/15/22 HomeEner	09/21/22	299.00	74036	299.00
ETC Institute	101	5214.101	Other Contracted Services	30058	09/21/22	868.75	74037	868.75
Foley Industries	106	5240.106	Equipment Rental	L2291001	09/28/22	1,464.91	74065	1,464.91
Green For Life Environmental	115	5235.115	Disposal Fees	AS000156131	09/28/22	740.00	74066	740.00
Green For Life Environmental	115	5272.115	Solid Waste Contract	AS0001060043	09/21/22	45,387.50	74038	45,387.50
The Goodyear Tire & Rubber Co.	106	5260.106	Vehicle Maintenance	431288057	09/28/22	832.18	74067	832.18
Jake's Lawn & Landscape, LLC.	106	5214.106	Other Contracted Services	5279	09/28/22	1,263.00	74068	1,263.00
Johnson County Government	101	5218.101	IT & Communication	200448	09/21/22	7,671.00	74039	15,342.00
Johnson County Government	101	5218.101	IT & Communication	200454	09/21/22	7,671.00		
Kansas Gas Service	101	5289.101	Natural Gas	9/9-12/22 Multi	09/21/22	302.66	74040	440.39
Kansas Gas Service	106	5289.106	Natural Gas	9/9-12/22 Multi	09/21/22	64.70		
Kansas Gas Service	220	5289.220	Natural Gas	9/9-12/22 Multi	09/21/22	73.03		
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	71334	09/28/22	1,505.41	74069	1,505.41
Lamp, Rynearson & Assoc., Inc.	270	5209.270	Professional Services	322001010000008	09/28/22	7,773.50	74070	45,696.18
Lamp, Rynearson & Assoc., Inc.	300	5421.300	Street Maintenance	321001100000007	09/28/22	1,319.50		
Lamp, Rynearson & Assoc., Inc.	510	5428.510	Roe Parkway Extension & Maintena	321001040000011	09/28/22	993.00		
Lamp, Rynearson & Assoc., Inc.	270	5430.270	Residential Street Reconstruction	322001040000003	09/28/22	10,789.43		
Lamp, Rynearson & Assoc., Inc.	270	5430.270	Residential Street Reconstruction	320001040000022	09/28/22	867.25		
Lamp, Rynearson & Assoc., Inc.	270	5463.270	2023 CARS - Elledge b/t Roe Ln & 4'	321001070000014	09/28/22	19,450.00		
Lamp, Rynearson & Assoc., Inc.	300	5472.300	R Park Development Plan	321001050000011	09/28/22	4,407.50		
Lamp, Rynearson & Assoc., Inc.	300	5475.300	Stairway	320001060000013	09/28/22	96.00		
Pedro J. Latalladi Jr.	102	5206.102	Travel Expense & Training	8/20/22 Class	09/28/22	50.00	74071	50.00

The Legal Record	101	5204.101	Legal Printing	L98749	09/21/22	29.63	74041	97.39
The Legal Record	101	5204.101	Legal Printing	L98750	09/21/22	28.48		
The Legal Record	101	5204.101	Legal Printing	L98808	09/21/22	39.28		
Mid-American Signal, Inc.	101	5222.101	Traffic Signal Expense	22422	09/28/22	635.00	74072	635.00
Venessa Maxwell-Lopez	103	5209.103	Professional Services	9/16/22	09/21/22	150.00	74042	150.00
Midwest Public Risk	107	5126.107	Health/Dental/Vision Insurance	9/24/22	09/28/22	40,314.00	74073	40,314.00
Nifty Promotions	101	5283.101	RP Community Foundation Grant Ex	8451	09/28/22	242.84	74074	242.84
Mckenna Owens	101	5283.101		9/14/22 Exp	09/28/22	292.31	74075	292.31
Pitney Bowes Global Financial Ser	101	5205.101	Postage & Mailing Permits	7903 9/20/22	09/28/22	201.00	74076	201.00
Post Publishing, Inc.	101	5305.101	Dues, Subscriptions, & Books	4076	09/21/22	627.00	74043	627.00
Principal Life Insurance Co.	107	5130.107	City Paid Life/ST Disability	10001 9/16/22	09/28/22	847.02	74077	847.02
Professional Service Industries, In	270	5463.270	2023 CARS - Elledge b/t Roe Ln & 4'	839181	09/28/22	1,212.00	74078	1,212.00
T2 Holdings, LLC	102	5214.102	Other Contracted Services	1044924	09/21/22	26.77	74044	53.54
T2 Holdings, LLC	105	5214.105	Other Contracted Services	1044924	09/21/22	26.77		
Wex Bank	104	5302.104	Motor Fuels & Lubricants	83679381	09/20/22	48.40	32776	1,268.37
Wex Bank	106	5302.106	Motor Fuels & Lubricants	83679381	09/20/22	1,219.97		
Roeland Park Community Foundat	101	4787.101	RP Community Foundation Donatio	9/26/22 Ck Req	09/28/22	5,000.00	74079	5,000.00
Roeland Park Police Dept	102	5214.102	Other Contracted Services	1522022201	09/28/22	1,464.53	74080	1,464.53
Cathy Boyer-Shesol	101	5283.101	RP Community Foundation Grant Ex	8/11-21/22 Exp	09/28/22	181.87	74081	181.87
Stantec Consulting Services, Inc. (	300	5421.300		1977673	09/28/22	9,588.00	74082	9,588.00
Staples	101	5301.101	Office Supplies	8067515888	09/21/22	203.26	74045	203.26
Staples	101	5301.101	Office Supplies	8067589654	09/28/22	128.72	74083	244.92
Staples	101	5304.101	Janitorial Supplies	8067589654	09/28/22	116.20		
Sysco Kansas City, Inc.	220	5325.220	Concessions food and supplies	457788418	09/28/22	172.33	74084	172.33
Tall Oak Productions LLC	101	5283.101	RP Community Foundation Grant Ex	28	09/21/22	200.00	74046	200.00
Terminix Processing Center	106	5214.106		424554367	09/21/22	76.00	74047	76.00
Juli Torres	103	5206.103	Travel Expense & Training	9/28-30/22 Exp	09/28/22	40.00	74085	40.00
US Postal Service	101	5208.101	Newsletter	9/21/22	09/21/22	725.88	32777	725.88
Ben Watson	101	5216.101	Special Prosecutor Fees	682	09/28/22	500.00	74086	500.00
Evergy	101	5201.101	Electric	9/27/22	09/27/22	768.20	EFT	768.20
Evergy	106	5201.106	Electric	9/26/22	09/26/22	18.14	EFT	18.14
Evergy	220	5201.220	Electric	9/26/22	09/26/22	983.63	EFT	983.63
KPERS	101	2040.101	KPERS Accrued Employee	9/15/22 PR	09/22/22	6,520.23	EFT	6,520.23
KP&F	101	2045.101	KP&F Employee Withholding Payab	9/15/22 PR	09/22/22	10,849.15	EFT	10,849.15
Miller Management Systems, LLC	101	5214.101	Other Contracted Services	Recurring EFT	09/20/22	1,952.00	EFT	1,952.00
						<u>\$</u>	<u>207,093.81</u>	

Item Number:      Consent Agenda- II.-B.  
Committee         10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:  
Submitted By:  
Committee/Department:  
Title:                      **Council Minutes September 19, 2022**  
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
<input type="checkbox"/> City Council Meeting Minutes September 19, 2022	Cover Memo

**CITY OF ROELAND PARK, KANSAS**  
**CITY COUNCIL MEETING MINUTES**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Monday, September 19, 2022, 6:00 P.M.**

- |  |   |  |
|--|---|--|
| <ul style="list-style-type: none"><li>○ Mike Kelly, Mayor</li><li>○ Trisha Brauer, Council Member</li><li>○ Benjamin Dickens, Council Member</li><li>○ Jan Faidley, Council Member</li><li>○ Jennifer Hill, Council Member</li></ul> | <ul style="list-style-type: none"><li>○ Tom Madigan, Council Member</li><li>○ Michael Poppa, Council Member</li><li>○ Kate Raglow, Council Member</li><li>○ Michael Rebne, Council Member</li></ul> | <ul style="list-style-type: none"><li>○ Keith Moody, City Administrator</li><li>○ Erin Winn, Asst. City Administrator</li><li>○ Kelley Nielsen, City Clerk</li><li>○ John Morris, Police Chief</li><li>○ Donnie Scharff, Public Works Director</li></ul> |
|--|---|--|

**Admin**  
Raglow  
Dickens

**Finance**  
Rebne  
Hill

**Safety**  
Poppa  
Madigan

**Public Works**  
Brauer  
Faidley

(Roeland Park Council Meeting Called to Order at 6:00 p.m.)

### **Pledge of Allegiance**

Mayor Kelly called the City Council meeting to order and led everyone in the Pledge of Allegiance.

### **Roll Call**

City Clerk Nielsen called the roll. All Governing Body members were present with Mayor Kelly appearing virtually. Staff members present were City Administrator Moody, City Attorney Mauer, Assistant City Administrator Winn, Public Works Superintendent Vandenbos, Police Chief Morris, Parks and Recreation Superintendent Marshall, and City Clerk Nielsen.

### **Modification of Agenda**

*There were no modifications to the agenda.*

#### **I. Citizen Comments**

*There were no citizen comments.*

#### **II. Consent Agenda**

- A. Appropriations Ordinance #1005**
- B. Council Minutes September 6, 2022**

**MOTION:** CMBR FAIDLEY MOVED AND CMBR POPPA SECONDED TO APPROVE THE CONSENT AGENDA AS PRESENTED. (MOTION CARRIED 8-0.)

#### **III. Business from the Floor - Proclamations/Applications/Presentation**

*There was no Business from the Floor.*

#### **IV. Mayor's Report**



*There was no Mayor's Report.*

## **V. Reports of City Liaisons and Committees**

### **A. Aquatic Center Advisory Committee**

Parks and Recreation Superintendent Anthony Marshall gave a wrap-up on the 2022 Aquatic Center season.

Mayor Kelly asked if Mr. Marshall was pleased with the pool season. He said the season was a success in that they had over 15 saves and there were no issues. That is the most important thing they do is to make sure everyone is safe. He added that they also had over 2,200 summer camp attendees and the lifeguards and pool managers did a wonderful job.

CMBR Rebne added that he and his family always felt safe when they were at the pool. He did note that the resident daily visits were down by half and asked he attributed that to and also what they can do to support him. Mr. Marshall recommended doing more advertising and putting out information. He said that people are still feeling the effects of COVID.

CMBR Faidley asked if Mr. Marshall sees any trends towards resident versus non-resident and if there are any concerns. He said that with the location of the pool being close to the highway and that a lot of surrounding pools did not open, they were a draw from those areas.

CMBR Madigan suggested advertising outside of Roeland Park for daily visit sales with Wyandotte being a suggestion.

CMBR Hill asked about the pool's expenditures and how much they lost this year in revenue. Mr. Marshall said he did not have those figures at this time. City Administrator Moody said they did some estimating and an adjustment to revenues and expenses, they are anticipating a \$100,000 operating loss for 2022, which is better than they experienced in 2021. As for the season passes, they did not track those purchases between resident and non-resident, but they will attempt to do that going forward.

Mr. Marshall said he would like to improve the snack bar so he will be focusing on that. He also said this is the City's third year without a swim team. Most likely they will be renting the pool out for use by another swim team. He added that the most complaints he had were about the speakers, but those have been fixed. He has also been working with the Aquatics Committee and more programs will be coming along as they move forward.

City Administrator Moody congratulated Marshall for a safe and fun summer.

### **B. Sustainability Committee**

Judy Hyde from the Sustainability Committee provided an update on their recent activities. At their August meeting they had as their guest Gayle Terry Holmes, Executive Director from Sleepyhead Beds, a non-profit organization. Sleepyhead beds sanitizes used beds and linens for reuse or recycle, which keeps them out of the landfill and helps those in need.

The Go Green 2022 Environmental Fair was held Saturday, September 17<sup>th</sup> and was a success. It was hosted by nine Northeast Johnson County cities including Roeland Park. There were 49 exhibitors and the welcome desk estimated they had about 500 attendees. There were electric vehicles, rain barrels, children's games, door prizes, and was a family-friendly event.

Ms. Hyde also reviewed the booth display for Roeland Park. She said there was a good deal of interest regarding eradication of invasive species.

The City's energy audit generated interest including from those out of Roeland Park. Johnson County Health and Environment sought them out and expressed a desire for a broader county-wide collaboration on that project.

Ms. Hyde noted that CMBR Faidley and Commissioner Fast, Mary Schulteis from the Arts Committee also stopped by their booth.

Mayor Kelly thanked Ms. Hyde for her leadership and is proud of the work the committee continues to do. He they continue to represent Roeland Park well.

CMBR Faidley thanked Ms. Hyde and the committee for all they do and said Roeland Park is getting a reputation and receiving compliments for the work they are doing. She was also proud to see all the work they put into the display.

## **VI. Unfinished Business**

*There was no Unfinished Business discussed.*

## **VII. New Business**

### **A. Fireworks Request from Bishop Miego**

Mayor Kelly said there is a fireworks request from Bishop Miego during home games at kickoff.

Police Chief Morris said Miego is not quite in compliance yet and is waiting on a proof of insurance and a letter of recommendation from the Fire Department. He added that it is not really a fireworks display, but shooting off two or three display shells that sounds like a sonic boom and is done over a short period of time. He said they have done this for years and there is always an off-duty officer present and monitoring. But with the creation of the ordinance, they want to make sure Miego is complying, so the request has not been approved.

**MOTION:** CMBR MADIGAN MOVED AND CMBR FAIDLEY SECONDED TO AMEND THE MOTION TO BE CONTINGENT ON MEETING THE REQUIREMENTS FOR PROOF OF INSURANCE AND RECEIVING A LETTER OF RECOMMENDATION FROM THE FIRE DEPARTMENT. (THE MOTION CARRIED 8-0.)

CMBR Hill stated they put a lot of time and effort into writing the ordinance. She said the noise is traumatic and the ordinance states no one is to shoot off a loud bomb. She did not agree with making a loud noise just for fun and this request defies the face of the ordinance and is not what the residents want.

CMBR Faidley asked if there have been any complaints made in the past. Police Chief Morris said he has never received any complaints but only a few calls asking what is going on. He reiterated that the school has been doing this for the past 20-plus years. CMBR Faidley asked if the school has the intent to comply. Police Chief Morris said they are finishing the last two pieces.

CMBR Raglow asked what is required for insurance. Police Chief Morris responded there needs to be coverage of \$2 million bodily injury and property damage on and off the property. They also inquired about Mr. Babcock's injury and City Attorney Mauer said that was covered under the required insurance.

CMBR Poppa asked whether they would normally have someone apply for every display or could they do it once. City Administrator Moody said they normally don't have people requesting to do it more than once. They encouraged Bishop Miede to provide them the anticipated dates to avoid repeated requests.

Mayor Kelly said they wanted to be able to customize this to the community when they put the application process together because residents expressed concern about unpredictability at random times. He said he feels comfortable with the published football schedule and predictable times.

CMBR Madigan said the original complaints were about loud noises throughout the afternoon and evening being continuous and beyond the set limit. He added that he sees no problem with this. They're advertising the times, letting the people know, and it's a set schedule.

CMBR Rebne agreed that it feels hypocritical to issue the permit. He wanted to confirm that it is allowed within the ordinance. City Administrator Moody said the information attached is from their code, adding that this is not a full scale firework, but they are held to the same standards.

CMBR Poppa asked if the permit would allow them to do this again next year. City Administrator Moody said the permit is just for the 2022 dates.

CMBR Faidley asked if there was mention of the timeframe when they need to apply and when the permit fee needs to be paid. Police Chief Morris said they want to make sure everyone is following the rules.

CMBR Rebne also asked about the time period for an application. Police Chief Morris said it is 30 days in advance with a \$100 fee, but this issue didn't come to light within those 30 days.

Mayor Kelly said he would be willing to waive the 30-day requirement if they come into compliance, and the Chief could approve the application. City Administrator Moody said the ordinance contemplates a larger display and this request is not a display contemplated in the City code, but it has occurred in the past, and is something the City is familiar with, but they still need to provide the required submittals. The location is at a safe distance from buildings and spectators. It is not an aerial display, so it is simpler to determine the zone.

CMBR Dickens noted that Bishop Miede wants to continue their past practices and they are not bypassing the ordinance. They believed they had verbal approval the same as their past experiences, but they want to be in ordinance compliance.

**MOTION:** CMBR MADIGAN MOVED AND CMBR REBNE SECONDED TO APPROVE THE MOTION AS AMENDED TO APPROVE THE PERMIT TO BISHOP MIEGE HIGH SCHOOL CONTINGENT ON MEETING REQUIREMENTS OF CITY CODE, PROVIDING PROOF OF INSURANCE, PERMIT PAYMENT, AND A LETTER OF RECOMMENDATION FROM CFD #2. (THE MOTION CARRIED 5-4 WITH CMBRS FAIDLEY, DICKENS, HILL, AND REBNE VOTING NO, AND MAYOR KELLY BREAKING THE TIE WITH A YES VOTE.)

**B. Approve Street Preparation Service Agreement**

Mayor Kelly said they received three quotes and staff is recommending McConnell & Associates for the service agreement.

CMBR Faidley noted the attached map indicates UBAS. She asked if all the work is UBAS or just a prep for UBAS. Mr. VandenBos stated it is just the prep. City Administrator Moody commended that all 2023 streets will be UBAS and there will be no chipseal in 2023.

**MOTION:** CMBR MADIGAN MOVED AND CMBR FAIDLEY SECONDED TO APPROVE THE CONTRACT WITH MCCONNELL AND ASSOCIATES TO PERFORM STREET PREPARATION WORK INCLUDING BASE REPAIRS AND CURB REPLACEMENT FOR THOSE STREETS IDENTIFIED FOR THE 2023 SURFACE TREATMENT PROGRAM AT A COST NOT TO EXCEED \$110,508. (THE MOTION CARRIED 8-0.)

**C. Approve Change Order to Complete Storm Sewer Repair at 52<sup>nd</sup> Terrace and Clark**

Mayor Kelly said that staff has recommended Phillips Construction for the replacement of the pipe. He asked staff if they had any concerns, to which they responded that they do not.

CMBR Faidley said she has heard comments about the work done on Elledge by Phillips. City Administrator Moody said they are on schedule. It has been challenging to break through the rock and it did slow their progress. This was an intense project and required more storm pipe than any other they have had. He agreed they could have been tidier and is aware of the interactions the public have expressed concerns about. He said that Phillips has progressed in a timely manner and have worked with the residents trying to address those concerns.

CMBR Poppa said he too has heard the concerns from the residents. He noted that they are a lower bid than Kansas Heavy and is trying to weigh between the two the work they have done with the City. He also wants to be able to save money for the residents. He asked if there is a performance clause put into the contract. City Administrator Moody said the section of road proposed is a closed section of Clark, and there is much less inconvenience to residents in this project.

CMBR Hill said there were numerous times where people needed ADA access and were blocked in their driveways and houses. She also noted that there were inappropriate and sexist comments made. She added she cannot believe how they would be considered again. She said they had parameters set up how they were to notify residents and to give them 48 hours' notice and leave notes that they would be blocking the driveways, and they didn't notify the residents. She said they have proven they are unwilling to work around residents and with the City's requests.

Mayor Kelly asked what the parameters and/or timeline exist on the change order. City Administrator Moody said this is timely because they want to fix the hole in the street. They sought out two companies currently doing work in the City and hoped to extend the contract to do the work.

CMBR Faidley asked when they would be able to start with the work. City Administrator Moody said that Phillips is done with work on Elledge and can start to move their equipment over, and the same with Kansas Heavy.

Mayor Kelly said he understands the concerns as well and wants to make sure they hear the residents' concerns, but he would defer to staff recommendations. He also noted the higher price with Kansas Heavy versus Phillips.

CMBR Poppa asked why Phillips was so much lower than Kansas Heavy and City Administrator Moody said he did not have an answer for that.

CMBR Rebne said they need to be transparent with their thinking and that \$17,000 is a significant amount of money; however what they stand for is making sure their residents are treated right, receive quality work, and that he doesn't want residents to experience what CMBR Hill has experienced twice, and would, therefore, support the Kansas heavy bid.

CMBR Raglow noted Kansas Heavy has done a lot of work in Roeland Park on Reinhardt, R Park Phase 3, 53<sup>rd</sup> and Buena Vista, the Community Center, and the Aldi staircase. She asked if it would be the same Phillips team. City Administrator Moody expects it to be.

**MOTION:** CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE A CHANGE ORDER WITH KANSAS HEAVY TO COMPLETE REPLACEMENT OF A FAILED SEGMENT OF CORRUGATED METAL STORM PIPE CROSSING UNDER 52<sup>nd</sup> TERRACE AT A COST NOT TO EXCEED \$48,650 KANSAS HEAVY. (THE MOTION CARRIED 7-1 WITH CMBR MADIGAN VOTING NO.)

#### **D. Approve Pool Painting Service Agreement**

Parks and Rec Superintendent Marshall said Blast It Clean is the best company with the best references and came in with the lowest bid.

CMBR Faidley asked if there will be any changes to the markings. Mr. Marshall said they will have fewer black lines.

CMBR Raglow asked about the lanes not being painted in. Mr. Marshall said currently it is a crisscross, but will keep the regular lane lines for lap swimmers.

CMBR Madigan asked which direction the lanes would go. He said they will go north and south as opposed to the current east and west.

**MOTION:** CMBR FAIDLEY MOVED AND CMBR MADIGAN SECONDED TO APPROVE ENTERING INTO A SERVICE AGREEMENT WITH BLAST IT CLEAN TO COMPLETE REPAINTING OF THE POOL AT A COST NOT TO EXCEED \$110,000. (THE MOTION CARRIED 8-0.)

**E. Approve Funding Agreement with EPC for Reimbursement of Legal and Financial Advisory Services Associated with Development Incentives**

**MOTION:** CMBR POPPA MOVED AND CMBR DICKENS SECONDED TO APPROVE ENTERING INTO AN AGREEMENT WITH EPC FOR FUNDING THE LEGAL AND FINANCIAL ADVISORY SERVICES EMPLOYED BY THE CITY RELATED TO INCENTIVES REQUESTED IN SUPPORT OF EPC'S DEVELOPMENT PROJECT. (THE MOTION CARRIED 8-0.)

**F. Approve Legal Services Agreement with Gilmore and Bell**

**MOTION:** CMBR DICKENS MOVED AND CMBR FAIDLEY SECONDED TO APPROVE AN AGREEMENT FOR SPECIAL LEGAL SERVICES WITH GILMORE AND BELL RELATED TO THE EPC PROJECT. (THE MOTION CARRIED 8-0.)

**G. Approve Financial Service Agreement with Columbia Capital**

**MOTION:** CMBR DICKENS MOVED AND CMBR POPPA SECONDED TO ENTER INTO AN AGREEMENT FOR FINANCIAL ADVISORY SERVICES WITH COLUMBIA CAPITAL RELATED TO THE EPC DEVELOPMENT AGREEMENT. (THE MOTION CARRIED 8-0.)

**VIII. Ordinances and Resolutions**

*No ordinances or resolutions were presented.*

**IX. Reports of City Officials**

**A. Capital Project Update from Public Works**

CMBR Faidley asked about the storm sewer damage at 52<sup>nd</sup> Terrace. She asked if it was due to the recent construction and if the new house was contributing to those problems. Mr. Vandenbos said it is not related to that.

Mayor Kelly noted they have been busy at Public Works, and he appreciates all the work being done.

**B. City Attorney Report**

Mr. Mauer said that Debbie Moeller has requested that evaluations be turned in by Thursday.

**C. Police Chief Report**

Police Chief Morris reminded everyone of the football game at Miege. There will also be a Safety Day on October 8<sup>th</sup> at the Community Center.

**Adjourn:**

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

(Roeland Park City Council Meeting Adjourned at 7:06 p.m.)

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Kelley Nielsen, City Clerk

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Mike Kelly, Mayor

Item Number: Mayor's Report- IV.-A.  
Committee 10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: **Indigenous People's Day Proclamation**

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  
□ Indigenous People's Day Proclamation

Type  
Cover Memo





# Proclamation

## Indigenous People's Day

**Whereas**, Indigenous Peoples have built vibrant and diverse cultures across generations in the United States long before colonization of the Americas began.

**Whereas** Indigenous peoples have made invaluable contributions throughout history in public service, entrepreneurship, the arts and countless other fields. and exhibited extraordinary resilience.

**Whereas** Indigenous peoples have been systemically displaced and eradicated through governmental actions and policies.

Whereas all government entities, including the City of Roeland Park, have a solemn obligation to invest in the future of Indigenous Peoples and Tribal Nations in recognition and repentance of the centuries-long campaign of violence, displacement, assimilation and terror wrought upon Native communities and Tribal Nations throughout our country.

**Now, therefore**, I, Mike Kelly, Mayor of the City of Roeland Park, Kansas, do hereby proclaim October 10, 2022 to be

## Indigenous People's Day

in Roeland Park, and urge all citizens to honor this day and commit to learning more about the contributions of Indigenous Peoples' throughout the nation.

Done this 3rd day of October, 2022.

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MIKE KELLY  
Mayor

**Item Number:** Reports of City Liaisons- VI.-A.  
**Committee** 10/3/2022  
**Meeting Date:**



## **City of Roeland Park**

### Action Item Summary

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**Date:** 9/28/2022  
**Submitted By:** Council Member Faidley  
**Committee/Department:** MARC – Bike & Pedestrian  
**Title:** **MARC – Bike & Pedestrian**  
**Item Type:** Report

#### **Recommendation:**

**Informational only. Council Member Faidley to provide update.**

#### **Details:**

The MARC Bicycle Pedestrian Committee (BPAC) met on September 14, 2022 at 1:30 PM. Co-Chair Leslie Herring (Westwood) gave a welcome and took corrections for the previous meeting summary as submitted.

Ron Achelpohl gave an update on the RAISE grant which MARC received for the Bi-State Sustainable Reinvestment Corridor which will connect KCK and KCMO. He thanked Representatives Cleaver and Davids for helping to make this happen. The grant includes funding for housing, green infrastructure, workforce development and public safety. A total of \$5.6M in federal funding with \$1.4M in local resources were allocated. The grant was extremely competitive with only 166 given nationwide and only 1 of 4 granted regionally.

Martin Rivarola gave an update of the transportation improvements around the DeSoto Panasonic plant. 4.5 miles of 4-lane divided roadway will replace the 2-lane Lexington Ave. A shared use pathway and sidewalks are envisioned as well. \$41M is to be allocated from KDOT, CARS and local TIF district funds. No federal dollars are anticipated.

An update was also provided on the K-68 Miami County expansion to include MARC's regional bikeway plan recommendations. The highway from Louisburg to Paola will include a 10ft ROW for bikes on each side of the roadway. Eventually connections to the Flint Hills and Katy Trails are planned.

Michael Kelley with BikeWalkKC presented a report on KDOT implementation of guidance for local projects - including an expanded Safe Routes to School program which now includes High

Schools and Safe Streets 4 All funding - to develop transportation safety plans - something that RP City Admin Moody is exploring with the idea of a possible county-wide approach.

Patrick Trouba gave an update on the Complete Streets Network Assessment which is now updated on a bi-monthly basis. Rating criteria include a total of 32 possible points. It was recognized that urban (KCK/KCMO) - suburban (JoCo) - and rural roads all need to be evaluated differently. Here is the link to the Assessment:

<https://marc-gis.maps.arcgis.com/apps/instant/sidebar/index.html?appid=181a6f69a5df4fbb9912ee2210776bb6>

Next meeting will be November 9, 2022 at 1:30PM.

#### 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:        Reports of City Liaisons- VI.-B.  
Committee            10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:                                9/28/2022  
Submitted By:                  Arts Committee  
Committee/Department:      Arts Committee  
Title:                                **Arts Committee**  
Item Type:                        Report

**Recommendation:**

**Informational only. Michael Poppa to provide update.**

**Details:**

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: Reports of City Liaisons- VI.-C.  
Committee 10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date: 9/28/2022  
Submitted By: Parks Committee  
Committee/Department: Parks Committee  
Title: **Parks Committee**  
Item Type: Report

**Recommendation:**

Informational only. Sarah Martin to provide update.

**Details:**

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: New Business- VIII.-A.  
Committee 10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date: 9/26/2022  
Submitted By: Erin Winn  
Committee/Department: Administration  
Title: **Approve Agreement with the NEJC Chamber for ARPA partnership**  
Item Type: Agreement

**Recommendation:**

**To approve the attached service agreement with the NEJC Chamber of Commerce.**

**Details:**

Attached is a service agreement that operationalizes the framework of the partnership Council discussed at the 9.19 workshop.

As part of the City's ARPA allocation, Council approved partnerships with the Northeast Johnson County Chamber of Commerce and Habitat for Humanity Kansas City. These partnerships commits a one-time contribution of up to \$100,000 to each organization to support efforts specifically targeted to assist disproportionately impacted industries and populations in Roeland Park.

**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
📎 NEJC Chamber Service Agreement	Cover Memo
📎 ARPA Funding Plan - Approved June 15	Cover Memo
📎 ARPA Community Partnerships	Cover Memo

## **Roeland Park / North East Johnson County Chamber of Commerce Service Agreement**

Now on this \_\_\_\_\_ day of \_\_\_\_\_, 2022 (the “Effective Date”), the City of Roeland Park, Kansas (the “City”) and the North East Johnson County Chamber of Commerce (the “Chamber”) (collectively referred to as the “Parties”) hereby enter into this service agreement (the “Agreement”).

WHEREAS, the City and Chamber desire to promote redevelopment and tenancing of identified underutilized or vacant commercial and residential sites; and

WHEREAS, the City and Chamber desire to recruit diverse business owners, support small business retention, and encourage business development within the City; and

WHEREAS, this Agreement is intended to help make the City a destination for commercial and retail businesses.

Now, therefore, in accordance with the following provisions, and for valuable consideration given, the Parties agree as follows:

### **Section 1. Term.**

The term of this Agreement shall begin on the Effective Date and end on December 31, 2023. The term of this Agreement may be extended by a mutually agreeable amount of time evidence by a written document signed by the Parties.

### **Section 2. Cost.**

The cost of this Agreement shall not exceed One Hundred Thousand Dollars (\$100,000.00). The City will pay to the Chamber an initial fee of \$50,000. Upon receipt of a first quarter compliance report, the City will pay to the Chamber the remaining \$50,000.

### **Section 3. Chamber Responsibilities.**

The Chamber shall:

1. Develop a specific strategy to promote redevelopment and tenancing of identified underutilized and vacant commercial and residential sites.
  - a. This may include inventory of existing underutilized and vacant sites, knowledge of the City’s comprehensive plan, and making connections to business development professionals.
  - b. This may include exploring a partnership with the Urban Land Institute.
2. Develop and implement a City-specific small business retention toolkit.
  - a. This may include knowledge of specific barriers to business retention in the City, a comprehensive directory of all existing small businesses, and knowledge of best practices regarding business retention.
  - b. This may include conducting a small business focus group.



3. Develop and implement a City-specific diverse business owner's recruitment toolkit.
  - a. This will include knowledge of specific barriers to business owners operating in the City, comprehensive directory of all existing Black, Indigenous and people of color ("BIPOC") business in the City (and perhaps consider surrounding areas), and knowledge of best practices around recruitment.
  - b. This may include conducting a BIPOC business focus group.
  - c. This may include networking with smaller diverse Chambers in the area.
4. Develop and foster relationships with commercial and retail development communities.
  - a. This may membership in a range of area organizations.
  - b. This may include hosting developers for meals and other networking events.

#### **Section 4. Reporting**

The Chamber shall submit quarterly reports to the City including:

- a. a report of expenses; including date incurred, amount of expense and what responsibility outlined in Section 3 the expense is associated with
- b. a narrative progress report on each of the four focus areas as outlined in Section

Six (6) months into the agreement, the Chamber shall present an update of the project to the Governing Body at an agreed upon public meeting.

#### **Section 5. City Responsibilities.**

The City shall schedule and budget staff time to work with the Chamber on completion of the Chamber's responsibilities listed in Section 3, above.

#### **Section 6. Termination.**

This Agreement may be terminated by either party for convenience by providing thirty days' (30) written notice to the other party.

#### **Section 7. Severability.**

If any provision of this Agreement or any term, paragraph, sentence, clause, phrase or word appearing herein by judicially or administratively held invalid or unenforceable for any reason, such holding shall not be deemed to affect, alter, modify, or impair in any manner any other provision, term, paragraph, sentence, clause, phrase, or word appearing herein.

#### **Section 8. Governing Law.**

This Agreement shall be deemed made within the State of Kansas and the laws of such state shall govern the interpretation and construction hereof. Venue for any dispute regarding this Agreement shall be the Johnson County, Kansas District Court.

**Section 9.** Further Acts.

The Parties shall do and perform such other and further acts, and sign any further documents, as are reasonably necessary so as to effectuate their intentions as herein expressed.

**Section 10.** Relationship of the Parties.

Nothing in this Agreement creates any agency, joint venture, partnership, or other form of joint enterprise, employment, or fiduciary relationship between the parties. The employees of each party shall not be deemed employees of the other party under any circumstance. Any contractor hired pursuant to this Agreement shall be deemed a contractor for the Chamber.

**Section 11.** Notices.

Notice shall be deemed legally given when delivered by the United States Postal Service at the following addresses:

To the City:  
Attn: City Administrator  
4600 W. 51<sup>st</sup> Street, Suite 200  
Roeland Park, KS 66205

To the Chamber:  
Attn: Deb Settle  
5115 Roe Blvd. Suite 100  
Roeland Park, KS 66205

**Section 12.** Indemnification.

To the extent allowed by Kansas law, the Parties shall defend, indemnify, and hold each other and its respective elected, appointed, and employed individuals and agents harmless from: all costs (including reasonable attorney's fees and costs), claims, demands, liabilities or judgment incurred, imposed, or asserted against each other pursuant to this Agreement. This indemnity shall survive the expiration or earlier termination of this Agreement.

**Section 12.** Clawback.

In the case where the Chamber does not submit proper reporting documents, as defined in Section 4 "Reporting", or if the reporting documents show City funds used for other non-City projects, then the City shall be entitled to a refund in the amount for any non-reported tasks and any for any funds spent on non-City projects. Any refund under this Section shall be issued within fourteen (14) days of the request by the City.

**This Agreement** has been executed as of the date first hereinabove written.

City of Roeland Park Kansas:

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By: \_\_\_\_\_

Date: \_\_\_\_\_

North East Johnson County Chamber of Commerce:

\_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Item	Cost	Funding Source	Fiscal Year
COVID-19 test kits	\$ 17,359	ARPA	2022
Personal Protective Equipment	\$ 1,189	ARPA	2022
Outreach and Education	\$ 1,140	ARPA	2022
Legal and Professional Services	\$ 10,112	ARPA	2022
Audiovisual upgrade	\$ 40,000	ARPA	2022
<b>TOTAL</b>	<b>\$ 69,800</b>		

Proposed Project	Cost	Original Funding Source	Fiscal Year
Tree inventory	\$ 27,000	Special Infrastructure Fund	2022
Zoning Code Update	\$ 25,000	General Fund	2022 and 2023
Community Center ADA Improvements	\$ 385,000	Special Infrastructure Fund	2022
Tornado Siren Replacement	\$ 45,000	Equip & Bldg Reserve	2022
License Plate Reader	\$ 34,000	Equip & Bldg Reserve	2023
Streetlight Pole Painting	\$ 90,000	Special Street & Hghwy Fund	2022
Pool repainting	\$ 150,000	Aquatic Center Fund	2023
<b>TOTAL</b>	<b>\$ 756,000</b>		

Potential Partnerships	
Down payment assistance fund with Habitat for Humanity	\$ 100,000
NEJC Chamber- Business retention and development	\$ 100,000
<b>TOTAL</b>	<b>\$ 1,025,800</b>

# ARPA FUNDING

- The City of Roeland Park received approximately \$1.3M in funding through the American Rescue Plan Act.
- The money must be obligated by December 31, 2024 and expended by December 31, 2026.
- Council approved the City's ARPA expenditure plan at the June 15th City Council meeting.
- In addition to significant capital project investment, the City has allocated a maximum of \$200,000 for community partner organizations who are working with populations disproportionately impacted by COVID-19: the NEJC Chamber of Commerce and Habitat for Humanity.
- Staff is looking for approval of the following partnership frameworks so that a service agreement can be drafted and approved by Council.

# COMMUNITY PARTNERSHIPS

- Staff has worked with the NEJC Chamber and Habitat for Humanity to develop a framework for the community partnerships.
- The Habitat for Humanity partnership proposes that the City fund existing programs; the City-funded programs will only be available to qualified Roeland Park residents. Habitat for Humanity has the operational expertise and necessary relationships to administer these programs efficiently and effectively.
- The NEJC Chamber partnership is a pilot initiative that asks the Chamber to develop specific strategies to support existing business owners, recruit new business owners, and prioritize the redevelopment and tenanting of underutilized sites.
- Staff has worked with our ARPA consultant to ensure that both proposed partnerships have sufficient reporting requirements to ensure compliance with the federal funds. Quarterly expenditure and progress reports will allow the City to submit all necessary information to the Department of Treasury.

	Habitat for Humanity	NEJC Chamber
Project Period	Oct 4 2022 - Dec 31 2024	Oct 4 2022 - Dec 31, 2023
Project Focus Areas	<ul style="list-style-type: none"><li>Down Payment Assistance Program</li><li>Minor Home Repair (interior and exterior)</li></ul>	<ul style="list-style-type: none"><li>Promote redevelopment and tenanting of underutilized and vacant commercial and residential sites</li><li>Develop City-specific small business retention toolkit</li><li>Develop City-specific diverse business owner's recruitment toolkit</li><li>Develop and foster relationships with commercial and retail development communities</li></ul>
Eligibility	<p><b>Down Payment Assistance Program</b></p> <ul style="list-style-type: none"><li>first time homebuyers</li><li>80% or below AMI</li><li>3 year forgiveable loan</li><li>must occupy home entirety of time (can't flip and sell)</li></ul> <p><b>Minor Home Repair</b></p> <ul style="list-style-type: none"><li>80% or below AMI</li><li>\$7,500 max per project (exceptions can be granted in emergencies)</li></ul>	<ul style="list-style-type: none"><li>Activities or initiatives aligned with one of the four project focus areas</li><li>Specific to Roeland Park</li></ul>

	Habitat for Humanity	NEJC Chamber
Funding	<ul style="list-style-type: none"><li>• NTE \$100,000 total</li><li>• up to 10% administrative fee (\$10,000 of the \$100,000)</li><li>• City will be invoiced for qualified applicants, expenditures approved via appropriation ordinance</li></ul>	<ul style="list-style-type: none"><li>• NTE \$100,000 total</li><li>• Two disbursements of \$50k, first at onset and second upon submission of first quarter compliance report</li><li>• Quarterly line-item expenditure reports to include staff time, contracted services and commodities</li><li>• 30 day termination clause</li><li>• claw back provision for funds in case of non-compliance</li></ul>
Reporting	<ul style="list-style-type: none"><li>• quarterly<ul style="list-style-type: none"><li>◦ number of applicants</li><li>◦ total projects in progress</li><li>◦ total projects completed</li><li>◦ total funds obligated and expended</li><li>◦ any defaults</li></ul></li></ul>	<ul style="list-style-type: none"><li>• quarterly<ul style="list-style-type: none"><li>◦ line-item expenditure reports</li><li>◦ progress update on each focus area</li></ul></li></ul>
Considerations	<ul style="list-style-type: none"><li>• established programs</li><li>• operational and administrative expertise</li><li>• cash flow/size considerations of the organization</li></ul>	<ul style="list-style-type: none"><li>• pilot nature of program</li><li>• more abstract performance measures</li><li>• cash flow/size considerations of the organization</li><li>• one year project period allows the City time to obligate ARPA funding elsewhere if necessary</li></ul>



**Item Number:** New Business- VIII.-B.  
**Committee** 10/3/2022  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

**Date:** 9/26/2022  
**Submitted By:** Erin Winn  
**Committee/Department:** Administration  
**Title:** **Approve Agreement with Habitat for Humanity Kansas City for ARPA Partnership**  
**Item Type:** Agreement

**Recommendation:**

**To approve the attached service agreement.**

**Details:**

The attached service agreement operationalizes the framework of the partnership with Habitat for Humanity Council discussed at the 9.19 workshop.

As part of the City's ARPA allocation, Council approved partnerships with the Northeast Johnson County Chamber of Commerce and Habitat for Humanity Kansas City. These partnerships commits a one-time contribution of up to \$100,000 to each organization to support efforts specifically targeted to assist disproportionately impacted industries and populations in Roeland Park.

**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
 Service Agreement with Habitat KC	Cover Memo

**FUNDING AND SERVICES CONTRACT  
CONTRACT NO. 001 – HFHKC/2022**

THIS CONTRACT is made and entered into this 27 day of Sept. 2022 between the **Roeland Park, Kansas (RPK)**, and **Habitat for Humanity of Kansas City (Contractor)**, whereby Contractor shall provide homeownership financial assistance services and homeowner repair services to the RPK in accordance with the terms and conditions contained in this contract.

**PART I  
SPECIAL CONTRACT TERMS AND CONDITIONS**

**Sec. 1. Term of Contract.** This Contract shall begin on Sept. 27, 2022 and shall end no later than Dec. 31, 2024. Roeland Park, Kansas is authorized to enter into an amendment to extend the term of this Contract and time of performance for this Contract.

**Sec. 2. Compensation.**

**A. Maximum Compensation.** The maximum amount that RPK can pay Contractor under this Contract is one hundred thousand and 00/100 Dollars (\$100,000.00), pursuant to the budget attached herein. This not-to-exceed amount of \$100,000.00 shall include services rendered for both the financial assistance program and the homeowner repair program discussed herein and in the Memorandum of Understanding attached hereto as Attachment A. Contractor will use the \$100,000.00 in proportional response to the demand of the residents of RPK. Contractor shall invoice one time for future services performed under this Contract pursuant to the budget. Upon approving the invoice, RPK (via the City) shall remit payment. Funds will be used for down-payment assistance (DPA) for each single-family home purchased per family or minor home repair projects. A one-time administrative fee of \$10,000 will be paid to the Contractor upon signing of the agreement.

**B. Contractor's Line Item Budget.** Contractor's budget is illustrated below, showing how funds from RPK will be allocated in the performance of services under this Contract. Funds will be expended on a per house basis for each closing.

**The Line budget item for each home purchase project shall not exceed \$10,000 and is expected to be reflected as follows:**

- **\$10,000 per each family to receive DPA grants**

**Sec. 3. Responsibilities of Contractor.**

A. See Attachment A for Contractor's Scope of Services:

1. A Quarterly financial report which shall include Funds Budgeted and Funds Expended year-to-date, and Balance Remaining.
2. A Quarterly performance report that evaluates and compares Contractor's actual activities to its goals under this Contract. The report shall contain a description of significant problems, if any, experienced by Contractor or its patrons and proposed changes to remedy those problems.
3. An annual performance report identifying accomplishments, problems, and/or conditions contributing to a failure to achieve goals or perform services under this Contract and proposing changes to correct such failures.

**Sec. 4. Notices.** All notices required by this Agreement shall be in writing sent to the following:

RPK: **Roeland Park, Kansas**; City Administrator: **Keith Moody** Address: 4600 W 51<sup>st</sup> Street Roeland Park, KS 66205

Phone: **913-722-2600** Facsimile: \_\_\_\_\_

With a copy to:

Mauer Law Firm PC

1100 Main Street, Suite 2100

Kansas City, MO 64105

Facsimile: 816-759-3399

Contractor: **Habitat for Humanity of Kansas City**

Contractor's Legal Name: **Same as above**

Contact: **Lindsay Hicks, President/CEO**

Address: **1423 E. Linwood Blvd**

Phone: **(816) 924-1096**

E-mail address: **lhicks@habitatkc.org**

All notices are effective when a) delivered in person, b) upon confirmation of receipt when transmitted by facsimile transmission or by electronic mail, c) upon receipt after dispatch by registered or certified mail, postage prepaid, d) on the next business day if transmitted by overnight courier (with confirmation of delivery), or e) three business days after the date of mailing, whichever is earlier.

**Sec. 5. Merger.** This Contract consists of Part I, Special Contract Terms and Conditions and any Attachments and any documents incorporated by reference; and Part II, Standard Terms and Conditions. This Contract, including any Attachments and incorporated documents, constitutes the entire agreement between RPK and Contractor with respect to this subject matter.

## **Sec. 7. Insurance.**

A. Contractor shall procure and maintain in effect throughout the duration of this Contract insurance coverage not less than the types and amounts specified in this section. In the event that additional insurance, not specified herein, is required during the term of this Contract, Contractor shall supply such insurance at RPK's cost. Policies containing a Self-Insured Retention are unacceptable to RPK unless RPK approves in writing the Contractor's Self-Insured Retention.

1. Commercial General Liability Insurance: with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, written on an "occurrence" basis. The policy shall be written or endorsed to include the following provisions:

- a. Severability of Interests Coverage applying to Additional Insureds
- b. Contractual Liability
- c. Per Project Aggregate Liability Limit or, where not available, the aggregate limit shall be \$2,000,000.
- d. No Contractual Liability Limitation Endorsement
- e. Additional Insured Endorsement, ISO form CG20 10, current edition, or its equivalent.

2. Workers' Compensation Insurance: as required by statute, including Employers Liability with limits of:

Workers' Compensation Statutory

Employers Liability \$100,000 accident with limits of: \$500,000 disease-policy limit  
\$100,000 disease-each employee

3. Commercial Automobile Liability Insurance: with a limit of \$1,000,000 per occurrence, covering owned, hired, and non-owned automobiles. Coverage provided shall be on an "any auto" basis and written on an "occurrence" basis. This insurance will be written on a Commercial Business Auto form, or acceptable equivalent, and will protect against claims arising out of the operation of motor vehicles, as to acts done in connection with the Contract, by Contractor.

4. If applicable, Professional Liability Insurance with limits per claim and annual aggregate of \$2,000,000.

B. The Commercial General Liability Insurance specified above shall provide that RPK and its agencies, officials, officers, and employees, while acting within the scope of their authority, will be named as additional insureds for the services performed under this Contract. Contractor shall provide to RPK at execution of this Contract a certificate of insurance showing all required endorsements and additional insureds. The certificates of insurance will contain a provision stating that should any of the policies described in the certificate be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

C. All insurance coverage must be written by companies that have an A.M. Best's rating of "A-V" or better and are licensed or approved by the State of Kansas to do business in Kansas.

D. Contractor's failure to maintain the required insurance coverage will not relieve Contractor of its contractual obligation to indemnify the RPK pursuant to Sections 1 and 2 of Part II. If the coverage afforded is cancelled or changed or its renewal is refused, Contractor shall give at least thirty (30) days prior written notice to RPK. In the event of Contractor's failure to maintain the required insurance in effect, RPK may order Contractor to immediately stop work, and upon ten (10) days' notice and an opportunity to cure, may pursue its remedies for breach of this Contract as provided for herein and by law.

E. In no event shall the language in this Section constitute or be construed as a waiver or limitation of the RPK's rights or defenses with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions of law.

**Sec. 8. Attachments to Part I.** The following documents are Attachments to Part I of this Contract and are attached hereto and incorporated herein by this reference:

**See below Attachment A. Scope of Services**

**THIS CONTRACT CONTAINS INDEMNIFICATION PROVISIONS**

Business Entity Type:

- ☐ Kansas Corporation  
☐ Foreign Corporation  
☐ Fictitious Name Registration  
☐ Sole Proprietor  
☐ Limited Liability Company  
☐ Partnership  
☐ Joint Adventure (Joint Venture)  
☒ Other (Specify): Missouri Corporation Non-profit

**CONTRACTOR**

I hereby certify that I have authority to execute this document on behalf of Contractor

Contractor: Habitat for Humanity of Kanas City

By: [Signature]

Title: President & CEO

Date: 9/27/22

Roeland Park, Kansas

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
City Attorney (Date)

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

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City Administrator

## **Attachment A**

### **Scope of Services**

Habitat for Humanity of Kansas City (HFHKC) is uniquely positioned to be the most affective partner for this program. Specifically:

- 1.HFHKC became a HUD Certified counseling agency in October 2019.
- 2.HFHKC has five full-time staff members dedicated to our Homeowner Services and Mortgage Lending department – all members are Qualified Loan Originators and are yearly re-certified.
- 3.HFHKC offers The Mortgage Service software solution – capable of categorizing the Second Mortgage Loans to identify and easily provide automated reporting and yearly certifications.
- 4.HFHKC is currently underwriting 80-100 loans in two months of the year (March and September) with the robust capacity to underwrite more.
- 5.Our experience and relationship with community partners, neighborhoods and residents allowed HFHKC to expend the initial investment of \$300,000 and assist 20 prospective homebuyers over the past two years.

#### Servicing of Applications for Down Payment Assistance Program

HFHKC shall perform the following services or tasks related to the servicing of an application for a second mortgage down payment loan:

- 1) Receive application, initial loan submission package and request for reservation of RPK loan funds.
- 2) Process and account for the request for reservation of RPK loan funds as required by RPK.
- 3) Confirm the reservation of funds.
- 4) Perform initial review of application and documents in initial loan submission package to confirm or establish that applicant meets all eligibility requirements, and perform underwriting on eligible client applications; including, but not necessarily limited to:
  - i) Property to be purchased is located within the corporate limits of Roeland Park, Kansas.



- ii) Applicant(s) is a first-time homebuyer as described in the Down Payment Assistance Initiative.
- iii) Applicant(s) is a citizen of the United States or is an individual with lawful permanent alien status established by current documentation from the U.S. Immigration Service.
- iv) The household income of the applicant(s), as determined by HUD regulations in effect at the time of the application, does not exceed 80% of the adjusted median income for the number of persons in the household at the time of application for either the first or second mortgage loan as determined for, and periodically revised for, the Kansas City, Missouri / Kansas metropolitan area by HUD.
- v) Each applicant is willing to accept a second mortgage loan in which the applicant(s) will reside as their primary residence for the next three years.
- vi) Each applicant is willing to accept a second mortgage loan in amount of not more than \$10,000.00, to be applied toward down payment for purchase of home, which loan is to be secured by the real property to be purchased. The loan will be forgiven after three years if the applicant completes the program requirements.
- vii) Each applicant is willing to execute a loan agreement and/or promissory note with the RPK as the lender and a deed of trust with the RPK as the beneficiary and the real property to be purchased as the security.
- viii) That the structure to be purchased is either a single-family residential structure, one-half of a duplex, a townhouse, or a condominium unit.
- ix) The residential structure is not located within the boundaries of a 100-year Special Flood Hazard Area.
- x) The purchase price of the parcel of real property is not greater than its fair market value as determined by a certified appraiser within three (3) months of the date of the application for the loan.
- xi) The first loan, or the loan to which the loan originated under this Contract is to be subordinated, is a purchase money home loan and no other type of loan, such as a loan made to refinance or replace an existing home purchase loan or a loan to consolidate bill payments.
- xii) The first loan, or the loan to which the loan originated under this Contract is to be subordinated, is an FHA, VA, or conventional loan with a fixed rate up to a 30-year term.

5) Prepare all documents needed for closing, using documents approved by the RPK, and provide those documents to the closing agent prior to closing.

6) Ensure the proper recording of the deed of trust as security for the loan.

7) Keep a rejection file and notify each applicant who is not eligible in writing the reason for rejection; and prepare a waiting list for applicants who were rejected due to a loan goal being met in target area where applicants attempted to purchase a home.

#### Post-Closing Servicing of Second Mortgage HOME Loans

HFHKC shall perform the following services or tasks related to the annual servicing of an existing second mortgage loan after the closing:

Annual servicing:

- 1) Determine and certify that each applicant continues to both reside at the residence as his/her primary residence and to own the real property and has continually resided and owned there throughout the prior twelve (12) months.
- 2) If HFHKC determines that an applicant(s) no longer meets the eligibility requirements, HFHKC will immediately notify the RPK of the change in status.
- 3) Review and processing of subordination requests.

#### Servicing of Single-Family Loans

##### 1) Loan Servicing

- a) HFHKC shall act as the noteholder of the loans generated by this Contract.
- b) HFHKC shall establish procedures to process, service and administer the portfolio in accordance with the City and HUD regulations, and such best practices as are acceptable to the City.
- c) HFHKC shall administer and service the loans this includes, but is not limited to, loan collections, the exercise of necessary and appropriate forbearance arrangements, and foreclosures.

2) Loan Defaults. If loans become in default after exercising reasonable efforts by HFHKC to cause the curing of such default, HFHKC shall determine the final disposition of such defaulted loan. HFHKC may foreclose on the property securing the loan and, if approved by the RPK, may buy the property securing same at any foreclosure sale or accept a deed in lieu of foreclosure, and may manage and rent any such real estate acquired. Foreclosed properties shall be maintained by HFHKC and, if approved by the RPK, HFHKC may improve the same and sell or dispose of such property under such terms as it may deem appropriate. Alternatively, upon approval by the RPK, HFHKC may also enter into workout arrangements with respect to defaulted loans, including but not limited to entering into forbearance agreements with borrower or short sales of the property securing such loans.

3) Deposits of Loan Payments. All payments of principal and interest from loans and income from program activities shall be deposited into the required program income account. These funds will be directed by the RPK (and processed by City) and dedicated to the continued purpose of providing funding for program eligible projects.

### Marketing

HFHKC will perform the following marketing services:

1. Create and execute an e-newsletter by an agreed upon start date to our created Outreach List of more than 183 community partners and over 2,000 clients interested in homeownership. The RPK will have rights to review and amend the list prior to the first distribution. The list includes: Real Estate Brokers and agents partners, lending institutions, community development corporations (CDC's), community housing and development organizations (CHDO's), neighborhood organizations, the Housing Authority, housing counseling services, This newsletter will be distributed a minimum of six times per year (every two months).

The newsletter will contain:

1. A short description of the second mortgage loan program,
2. Contact information that includes the street address (and mailing address if different), email address and telephone number of HFHKC and the member(s) of HFHKC's staff that are responsible for receiving applications for the second mortgage loan program,
3. Name, address, telephone number and email address of participating lenders, and
4. A description of the basic eligibility requirements.

Placement of the same information set out above will be placed on HFHKC's website that earns more than 30,000 views monthly.

Printed copies of the e-Newsletter will be provided to individuals attending homebuyer education classes and foreclosure counseling sessions provided by HFHKC.

## **Attachment B: Home Repair MOU**

### **Purpose**

This MOU sets the following goals for each partner to coordinate their respective resources in a way to better serve low-income families in Roeland Park with programs for financial counseling and home preservation. Through this partnership, low-income families in Roeland Park will be made more aware of available housing services available from each partner and will have more opportunities to address housing and financial needs.

**Goal 1:** Habitat KC will provide guidance in identifying minor repair needs for low to moderate income families identified by Habitat KC and Roeland Park, residing in the Roeland Park city limits. Habitat KC will then create cost estimates for Roeland Park's review for identified projects. After the estimates have been reviewed, Roeland Park will decide which projects and/or line items on said projects to move forward with and an agreed upon scope of work will be created for final review and approval. Habitat KC will then be responsible for oversight and execution of completing the projects as defined in the agreed upon scope of work. Homeowner occupied homes are priority – rental homes will be approved on a case-by-case business.

**Goal 2:** Roeland Park will support the Habitat KC Home Preservation Program by providing funding for the agreed upon scope of work (up to \$100,000) and staff time/overhead (up to \$10,000). This will allow more families to have critical and necessary home repairs completed. Roeland Park staff will work with Habitat KC towards this through the MOU period. Habitat KC staff will keep track of progress made toward meeting the goal for MOU reporting purposes.

### **Qualifications**

- households making under 80% AMI
- up to \$7500 per household (unless deemed emergency by Roeland Park)

### **Reporting**

Habitat KC staff and Roeland Park staff will meet quarterly to assess progress on the following metrics:

- Total dollars spent during the quarter
- Number of projects completed during the quarter
- Number of projects on-going during the quarter
- The need for approval of exceeding the per household maximum repair amount (in emergency situations)

### **Funding**

Roeland Park will provide Habitat a maximum of \$100,000 in restricted funds to cover all construction, overhead and administrative costs associated with the home repair projects in the attached scope of work. These dollars are to be received as projects are approved and agree upon by Habitat KC and Roeland Park.

**Invoicing**

The cost of this Agreement shall not exceed One Hundred Thousand Dollars (\$100,000.00). Any contractor(s) hired pursuant to this Agreement shall be paid by Habitat, and Habitat shall seek reimbursement from the City. Habitat shall submit invoices to the City for work completed by Habitat. The City shall have thirty (30) days to pay any due invoices.

**Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from of partner organizations. This MOU shall become effective upon signature by the authorized officials from Habitat for Humanity of Kansas City and the City of Roeland Park and will remain in effect until modified or terminated by mutual consent. In the absence of mutual agreement by the partner authorized officials this MOU shall end on June 30, 2024.



Item Number: New Business- VIII.-C.  
Committee 10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date: 9/27/2022  
Submitted By: Mayor Kelly  
Committee/Department: Admin.  
Title: **Committee Reappointments**  
Item Type: Other

**Recommendation:**

To reappoint Lynda Leonard, Marek Gliiecki, Mary Schulteis, and Jonna Crosby to the arts committee, and Laura Savidge, Jamie Davis, Linda Thornburgh, Sarah Martin, Kailee Noland and Linda Heinen to the parks committee, David Smith and Melissa Castillo to the sustainability committee, and Chris Burt to the aquatics committee.

**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
📄	Chris Burt
📄	Melissa Castillo
📄	David Smith
📄	Linda Heinen
📄	Kailee Noland
📄	Sarah Martin
📄	Linda Thornburgh
📄	Jaime Davis
📄	Jonna Crosby
📄	Lynda Leonard
📄	Laura Savidge
📄	Mary Schulteis
	Cover Memo
	Cover Memo
	Cover Memo
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	Cover Memo
	Cover Memo
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	Cover Memo
	Cover Memo
	Cover Memo
	Cover Memo



## Online Form Submittal: Committee Volunteer Form

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

Wed 12/8/2021 7:30 PM

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

### Committee Volunteer Form

Date	12/8/2021
First Name	Chris
Last Name	Burt
Address	5104 West 49th Street
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Special Olympics Kansas
How long have you been a resident of Roeland Park?	7-8 Years
How much time do you have to devote per month?	3-5 hours
Board & Committee Interest	We intend to be long-term residents of Roeland Park and raise our family here. Because of that, I have an interest in the city/community. We're proud of our city and want to do our part to see it have a successful future. Specifically, the aquatic center which we use and live near. I believe my work experience and past community involvement can be useful in this role.
Select a Board or Committee	Aquatic Advisory Committee
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	Field not completed.
Resume	<u><a href="#">Chris Burt Resume (1).doc</a></u>

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

## Online Form Submittal: Committee Volunteer Form

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

Tue 3/1/2022 12:17 PM

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

### Committee Volunteer Form

Date	3/1/2022
First Name	Melissa
Last Name	Castillo
Address	4801 Fontana St.
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Federal government
How long have you been a resident of Roeland Park?	35 years
How much time do you have to devote per month?	5-10 hours
Board & Committee Interest	I'm only interested in the sustainability committee. I'm passionate about the environment—conserving water, reducing carbon footprint, eliminating needless plastic, promoting native plant species, and switching to renewable energy.
Select a Board or Committee	Sustainability
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	Field not completed.
Resume	Field not completed.

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

# Committee Volunteer Application

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

Thu 7/5/2018 4:09 PM

Deleted Items

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

## Committee Volunteer Application Form

Email:	
Date:	07/05/2018
Name:	David Smith
Daytime Phone Number:	
Evening Phone Number:	
Address:	5730 Roeland Drive Roeland Park, KS 66205
Place of Employment:	UnitedLex
How long have you been a resident of Roeland Park?:	One year
How much time do you have to devote per month?:	5730 Roeland Drive
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	<p>I am a (currently) non-practicing attorney who has always had an interest in environmental issues. Climate change is a huge issue for me as I plan on living on this planet for at least another fifty years. I bike to work sixteen miles round-trip four or five times a week in order to reduce my carbon footprint.</p> <p>At present, my schedule is flexible and I'm willing to help out in whatever capacity I can.</p>
Select which Board or Committees you are interested in serving on: (only one per application):	Sustainability
Additional, comments: (If any):	In 2003 Senior Football Captain Mike Kelly helped motivate me to run a 15:45 5K.
File Upload:	
HTML:	

## Online Form Submittal: Committee Volunteer Form

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

Tue 2/18/2020 7:11 PM

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

### Committee Volunteer Form

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

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

## Online Form Submittal: Committee Volunteer Form

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

Sun 2/27/2022 9:15 PM

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

### Committee Volunteer Form

Date	2/27/2022
First Name	Kailee
Last Name	Noland
Address	5648 Roeland Dr
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Self-employed
How long have you been a resident of Roeland Park?	4 years
How much time do you have to devote per month?	A few hours
Board & Committee Interest	Parks committee Community Engagement
Select a Board or Committee	Parks
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	Field not completed.
Resume	Field not completed.

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## Online Form Submittal: Committee Volunteer Form

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

Sun 10/18/2020 3:18 PM

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

### Committee Volunteer Form

Date	10/18/2020
First Name	Sarah
Last Name	Martin
Address	5535 Cedar Street
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Bank Midwest
How long have you been a resident of Roeland Park?	6 years
How much time do you have to devote per month?	5 hours?
Board & Committee Interest	I'd love to serve on the Parks committee because I'm passionate about parks and green spaces and would like to serve the city in this area.
Select a Board or Committee	Parks
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	Resume not updated with my current role, Manager of PMO Office, Bank Midwest. I did include relevant city and parks experience. Thanks!
Resume	<u><a href="#">SarahMartinResm.docx.pdf</a></u>

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

## Online Form Submittal: Committee Volunteer Form

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

Tue 11/3/2020 3:56 PM

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

### Committee Volunteer Form

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

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

## Online Form Submittal: Committee Volunteer Form

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

Tue 11/3/2020 5:15 PM

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

### Committee Volunteer Form

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

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



**Online Form Submittal: Committee Volunteer Form**

noreply@civicplus.com &lt;noreply@civicplus.com&gt;

Tue 8/24/2021 1:49 PM

To: Nielsen, Kelley &lt;knielsen@roelandpark.org&gt;; RP Intern &lt;intern@roelandpark.org&gt;; Erin Winn &lt;EWinn@roelandpark.org&gt;

**Committee Volunteer Form**

Date	8/24/2021
First Name	Jonna
Last Name	Crosby
Address	5000 Howe Drive
City	Roeland Park
State	Kansas
Zip	66205
Email	
Phone	
Place of Employment	Children's Mercy Hospital
How long have you been a resident of Roeland Park?	Almost 1 year
How much time do you have to devote per month?	1-2 days per week
Board & Committee Interest	<p>Arts - We moved to Roeland Park, in December of 2020, my husband and I are life long residents in the Kansas City area and both attended Bishop Miege High School along with our three children so we are familiar with Roeland Park. Even though we are familiar with the area in the last 7 months we have discovered so many things in Roeland Park, by just driving around, word of mouth and the Roeland Park newsletter.</p> <p>Until receiving the newsletter I was not aware of the Arts Committee and the Art Gallery located in City Hall. I also read about George Schlegel and the amazing Legacy he has left to the City of Roeland Park and I am sure we have seen many of the sculptures around Roeland Park and would love to know the history.</p> <p>I do not have an Arts background or degree but I love and appreciate art of all types, we display many different pieces in our home.</p> <p>I would like to volunteer for the Arts Committee if you have any openings.</p> <p>Thank you for your time.</p> <p>Jonna Crosby</p>

Select a Board or  
Committee

Arts

Are you a high school  
student between the ages of  
14 and 18?

No

Additional Comments

*Field not completed.*

Resume

*Field not completed.*

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

# Committee Volunteer Application

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

Fri 11/4/2016 9:51 PM

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

1 attachments (78 KB)

ljl-Resume1-11216.pdf;

## Committee Volunteer Application Form

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

## Online Form Submittal: Committee Volunteer Form

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

Fri 5/14/2021 12:25 PM

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

### Committee Volunteer Form

Date	5/14/2021
First Name	Laura
Last Name	Savidge
Address	5540 Juniper Dr.
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Retired
How long have you been a resident of Roeland Park?	7 yrs
How much time do you have to devote per month?	3-4 hrs.
Board & Committee Interest	The books of history of our city, our state, and our nation fill my shelves. Also, as a Parks Committee member and chair I can assist in crossover issues that concern signage in our parks.
Select a Board or Committee	Ad-Hoc Historical Committee
Are you a high school student between the ages of 14 and 18?	No
Additional Comments	Field not completed.
Resume	Field not completed.

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

# Committee Volunteer Application

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

Mon 10/10/2016 4:11 PM

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

## Committee Volunteer Application Form

Email:	
Date:	10/10/2016
Name:	Mary Schulteis
Daytime Phone Number:	
Evening Phone Number:	
Address:	<u>5347 Nall Avenue</u> <u>Roeland Park, Kansas 66202</u> <u>United States of America</u>
Place of Employment:	Retired
How long have you been a resident of Roeland Park?:	I think 12 years
How much time do you have to devote per month?:	Many hours
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	I love the arts committee. I am interested in promoting the arts for Roeland Park and bringing more art to Roeland Park. Our city is know for the wonderful culture we have here and I want to continue to promote it. I am very motivated and love to promote our City to make it the best it can be.
Select which Board or Committees you are interested in serving on: (only one per application):	Arts
Additional, comments: (If any):	I love working with all the people on the art committee. They are the best.
File Upload:	
HTML:	

**Item Number:**        **Ordinances and Resolutions:- IX.-**  
                                 **A.**  
**Committee**            **10/3/2022**  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

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Date:                                5/26/2022  
Submitted By:                Keith Moody  
Committee/Department:    Admin.  
Title:                            **Charter Ordinance 38 - Filling Vacant Governing Body Seats**  
Item Type:                    Ordinance

**Recommendation:**

**Staff recommends allowing appointment of an interim mayor from the council to serve until the next regular election and appointment of a qualified resident to serve in the vacant council seat until the next regular election.**

**Details:**

**Update after 9.19.22 Workshop**

The only change to the attached ordinance following the 9.19.22 workshop is to provide a coin flip provision to break a tie vote in the mayoral appointment process.

**Update after 9.6.22 Workshop**

Staff has consulted with the Johnson County Election Office to determine their requirements for holding a special election. Due to the need for 90 days between the call and the holding of an election, Johnson County's stance that there is no overlap between elections (special, primary and general) and the likelihood of two other jurisdictions calling special elections in 2023, staff recommends that the revisions to the charter ordinance take effect immediately, rather than in May 2023 as initially directed.

More detail about the information received from the Johnson County Election Office and the potential scenario in 2023 can be found in the Additional Information section at the bottom of the staff report.

Council's direction has been to draft an ordinance that retains the special election provision for a mayoral vacancy but adopts an interim appointment process for a council vacancy. That draft ordinance is attached to the agenda item.

Since that direction, staff has had more detailed conversations with the Johnson County Election Office and discovered that there many competing factors that could delay a special election from occurring, regardless of what position or what election year a Roeland Park vacancy occurs. The only way to guarantee a full Governing Body and an election as soon as possible after a vacancy is to provide for the interim appointment of both a mayoral and a council vacancy. To this end, staff has also developed a draft ordinance that allows appointment of an interim mayor from the council to serve until the next regular election and appointment of a qualified resident to serve in the vacant council seat until the next regular election and removes the non-candidacy statement requirement. Allowing the interim mayor to be appointed from existing councilmembers rather than the Council President automatically becoming the interim mayor is a more representative approach: elected officials from all four wards will have the opportunity to select the interim Mayor versus a default to the Council President who only represents one ward.

It should be noted that this proposal would require the Councilmember appointed to fill the interim Mayor position give up their Council seat. That Councilmember, before accepting the interim Mayor position, would need to decide whether or not they wanted to vacate that seat for the time being. They would have the option to run again (for either Mayor or Council) at the next regularly scheduled City election.

### **Update after 7.18.22 Workshop**

Staff has updated the draft ordinance to reflect the following:

- a special election for a mayoral vacancy
- an appointment process via an application for a council vacancy (the appointed replacement would serve until the next regularly scheduled election regardless of the remaining term of the vacancy).
- the provision that a vacancy may remain unfilled in the case of the Council President (so that the person serving in that position doesn't have to effectively resign from Council).

Additionally, the following reference documents have been prepared:

- a comparison of the appointment process in each of the Johnson County municipalities
- a draft internal policy that would guide the application process in case of a Council vacancy.

### **Update after 7.6.22 Workshop**

Staff has updated the draft ordinance outlining a special election process to fill a mayoral vacancy and an appointment process to fill a Council vacancy to have an effective date of May 1st, 2023.

Staff reviewed existing code outlining duties of the Mayor and Council President and the draft ordinance with the City attorney and concluded that there is no conflict or need for further revision.

### **Update after 6.21.22 Workshop**

Staff has prepared two sample ordinances for review:

-an ordinance outlining an appointment and confirmation process for both mayoral and council vacancies.

-an ordinance outlining an appointment and confirmation process for a council vacancy and a special election process for a mayoral vacancy.

**Things to note:**

1. A replacement for a vacant Council seat would serve on Council until the next general election. The candidate who is elected at the next general election would serve out the remainder of the unexpired term (the election wouldn't trigger a new term).
2. In the case of mayoral vacancy, the replacement would be appointment from the existing Governing Body members via a nomination and majority confirmation process.

Also attached is the current City Code requiring a special election for all vacancies.

**Update after 6.6.22 Workshop**

Staff has prepared a hypothetical timeline to illustrate how long it would take to fill a council vacancy through the current special election process and a potential appointment process.

Staff is working with ETC to develop a few survey questions that could be sent to the residents who opted in to the quarterly mini email surveys.

Currently, City Code specifies that any vacancy on Council (including the Mayor) be filled by a special election. The specific code language is attached. Various steps are required to hold a special election; the specifics are outlined in the attached letter from the County Election office and the timeline prepared by the City Attorney.

For context, the most recent special election held by the City to fill a vacancy was in 2019 to fill the Ward 1 vacancy. The results and turnout of that election are attached. The election cost the City \$6,500 and there were 96 votes cast, 7.47% of all registered voters.

For reference, 17 out of the 19 Johnson County communities fill both council and mayoral vacancies through an appointment process. A summary of all municipalities is attached. There are also a few ordinances outlining various appointment processes in other cities included for reference. Please note that this is not an endorsement of a specific process, but simply an illustration of different routes an appointment process could follow.

If Council wishes to change the current process, it would require a charter ordinance amending the City Code. This requires a super majority of all the elected officials to pass (6 of 9).

**Financial Impact**

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

**Additional Information**

The JOCO Election Commissioner has indicated the Blue Valley Schools and Olathe Schools are contemplating special elections for sales tax renewals this fall. The Commissioner prefers not to have any overlap of elections (special or normal). Therefore the timing of our potential Mayor vacancy special election could be impacted (pushed off) due to the Blue Valley and Olathe special elections. The Commissioner also stated that he plans for 90 days for each election process



(again no overlap of that 90 days). The Commissioner indicates that currently a February 28, 2023 special election date to fill a vacant mayor's seat is possible.

If the Mayor wins the Commission Chair seat and that is confirmed by 11/21/22 (by the County), and then he provides his resignation that day to be effective some time in January of 2023, council could accept that resignation at their meeting on 11/21/22 and take action to declare a special election to fill the mayor's seat at that meeting with a December 5, 2022 deadline (2 weeks) for candidates to file. The Commissioner says that the election could occur on February 28, 2023. This is the absolute soonest we could conduct a special election and would leave us without a full council until March 6, 2023 when the new mayor would be sworn in at the March 6, 2023 council meeting. If the new mayor is an existing council person, that council person could resign March 6 (which is more than 180 days from the next general election) and Council could act to call a special election which at the soonest could occur on June 6, 2023. Again the Commissioner doesn't want any overlap of elections (special, primary or general) and wants 90 days allowed for each election process. Between our two special elections and the two school special elections and the primary election in August and the general election in November it does not seem possible that we are going to be able to hold a 2<sup>nd</sup> special election to fill a council seat.

The Commissioner does not have a policy on who's special election gets done first. If both Blue Valley and Olathe schools decide to move forward with their special elections prior to RP being ready to decide on a special election for the Mayor, we could in theory be waiting in line behind them which could cause the Acting Mayor to serve from January 2023 through the November 2023 general election and then we may need to hold a special election to fill a vacancy on the council which likely would not get filled until the beginning of 2024! (leaving us short a full governing body this entire time).

All this supports the conclusion that Council should act to adopt the ordinance amending the appointment with it taking affect 60 days after publication if no protest filed; estimated to be December 4, 2022. This ensures an election can occur in 2023 for the person appointed to the vacant council seat (assuming we are able to hold a special election to fill the mayors seat and that the new mayor is an existing council person).

As drafted the ordinance which calls for a special election for the Mayor will NOT address the potential situation where the city is without a full board for over a year. The only way to avoid that would be to provide for the mayor's seat and a council seat to be appointed until the next general election. This is one of the contributing factors as to why all but two cities in JOCO provide for the ability to appoint both the Mayor and Council seats. The longest that an appointed person could serve prior to standing for election is 18 months if Council were to adopt an ordinance providing for appointment until the next regular election.

17 out of the 19 Johnson County communities fill Mayor vacancies through an appointment process.

18 out of the 19 Johnson County communities fill Council vacancies through an appointment process.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description	Type
❏ Charter Ordinance 38	Cover Memo
❏ Draft ordinance - Appoint Mayor and Appoint Council Person Option	Cover Memo
❏ Appointment Process Timeline Scenarios	Cover Memo
❏ Draft Ordinance - Special Elect Mayor and Appoint Council Person Option	Cover Memo
❏ Draft City Council Vacancy Appointment Process	Cover Memo
❏ Johnson County Municipalities Appointment Process Comparison	Cover Memo
❏ Johnson County Municipalities Vacancy Process Comparison	Cover Memo
❏ Special Election Hypothetical Timeline	Cover Memo
❏ City Code regarding vacancies	Cover Memo
❏ 2019 Special Election Results	Cover Memo

## **CHARTER ORDINANCE NO. 38**

### **A CHARTER ORDINANCE AMENDING THE PROCEDURE TO FILL A VACANT GOVERNING BODY SEAT.**

**WHEREAS**, Article 12, Section 5 of the Constitution of the State of Kansas (the "Act"), provides that cities may exercise certain home rule powers, including passing charter ordinances which exempt such cities from non-uniform enactments of the Kansas Legislature; and

**WHEREAS**, the City of Roeland Park, Kansas (the "City") is a city, as defined in the Act, duly created and organized, under the laws of the State of Kansas; and

**WHEREAS**, K.S.A. 12-104a(c) states that a vacancy in the City's governing body is to be filled by a special election; and

**WHEREAS**, K.S.A. 12-104a(d) allows for the City to enact a different procedure for filling governing body vacancies other than by special election; and

**WHEREAS**, the governing body of the City (the "Governing Body") desires, by Charter Ordinance, to amend Charter Ordinance 32, Sections 6, and 7.

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

**SECTION 1.** Existing Section 6 of Charter Ordinance No. 32 is hereby amended to read as follows:

6. "In the event that a vacancy in the office of Councilmember should occur by reason of resignation, with or without acceptance by the Mayor, death, removal from office for cause, promotion to Mayor pursuant to Section 6-101(f) or change of residency to outside the ward from which said Councilmember was elected, the vacancy shall be filled in the following manner: At the next regular City Council meeting, the vacancy shall be filled by appointment of the Mayor, after an application process, with the advice and consent of a majority of the remaining members of the City Council. The Councilmember appointment shall be effective until the next general election, as defined in K.S.A. § 25-2102. Any appointment made after 12:00 P.M. on June 1 of any given year will serve until the general election occurring in the following year."

**SECTION 2.** Existing Section 7 of Charter Ordinance No. 32 is hereby amended to read as follows:

7. "In the event that a vacancy in the office of the Mayor should occur because of death, resignation, removal from office for cause, or change of residency to outside the limits of the City, then, the Council shall appoint, by a majority of those Councilmembers present, a new mayor from those Councilmembers serving at the time of the vacancy. In the case where there is a tie among two (2) Councilmembers, a coin flip shall determine the winner. A Mayoral vacancy shall be filled within thirty (30) days of the date the vacancy becomes effective. The vacancy in the Council created by the Council appointing a new Mayor will

be filled in accordance with Section 6 of Charter Ordinance No. 38. The Mayoral appointment shall be effective until the next general election, as defined in K.S.A. § 25-2102. Any appointment made after 12:00 P.M. on June 1 of any given year will serve until the general election occurring in the following year.”

**SECTION 3.** Chapter 6, Article 1, Section 6-101(e) and Section 6-101(f) of the Roeland Park Municipal Code are hereby amended to read as follows in Section 1 and Section 2 of this Charter Ordinance, respectively.

**SECTION 4.** This Charter Ordinance shall take effect after its publication in the official City newspaper, and shall have an effective date of December \_\_\_\_, 2022.

PASSED by the Governing Body, not less than two-thirds of the elected members voting in favor thereof, this \_\_\_\_ day of \_\_\_\_\_, 2022.

---

Mike Kelly, Mayor

ATTEST:

---

Kelley Nielsen, City Clerk

APPROVED AS TO FORM

---

Steven E. Mauer, City Attorney

## **CHARTER ORDINANCE NO. 38**

### **A CHARTER ORDINANCE AMENDING THE PROCEDURE TO FILL A VACANT GOVERNING BODY SEAT.**

**WHEREAS**, Article 12, Section 5 of the Constitution of the State of Kansas (the "Act"), provides that cities may exercise certain home rule powers, including passing charter ordinances which exempt such cities from non-uniform enactments of the Kansas Legislature; and

**WHEREAS**, the City of Roeland Park, Kansas (the "City") is a city, as defined in the Act, duly created and organized, under the laws of the State of Kansas; and

**WHEREAS**, K.S.A. 12-104a(c) states that a vacancy in the City's governing body is to be filled by a special election; and

**WHEREAS**, K.S.A. 12-104a(d) allows for the City to enact a different procedure for filling governing body vacancies other than by special election; and

**WHEREAS**, the governing body of the City (the "Governing Body") desires, by Charter Ordinance, to amend Charter Ordinance 32, Sections 3, 6, and 7.

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

**SECTION 1.** Existing Section 3 of Charter Ordinance No. 32 is hereby amended to read as follows:

3. "Pursuant to K.S.A. § 25-21a01(c), any person elected to the Governing Body after a general election, as defined in K.S.A. § 25-2102, shall be sworn in and take office on the day of the first regularly scheduled City Council meeting in December following the certified results from said general election. The term of office for any member of the Governing Body not reelected shall expire on the day of the first regularly scheduled City Council meeting in December following the certified results from said general election."

**SECTION 2.** Existing Section 6 of Charter Ordinance No. 32 is hereby amended to read as follows:

6. "In the event that a vacancy in the office of Councilmember should occur by reason of resignation, with or without acceptance by the Mayor, death, removal from office for cause, promotion to Mayor pursuant to Section 6-101(f) or change of residency to outside the ward from which said Councilmember was elected, the vacancy shall be filled in the following manner: At the next regular City Council meeting, the vacancy shall be filled by appointment of the Mayor, after an application process, with the advice and consent of a majority of the remaining members of the City Council. The Councilmember appointment shall be effective until the next general election, as defined in K.S.A. § 25-2102. Any appointment made after 12:00 P.M. on June 1 of any given year will serve until the general election occurring in the following year."

**SECTION 3.** Existing Section 7 of Charter Ordinance No. 32 is hereby amended to read as follows:

7. “In the event that a vacancy in the office of the Mayor should occur because of death, resignation, removal from office for cause, or change of residency to outside the limits of the City, then, the Council shall appoint, by a majority of those Councilmembers present, a new mayor from those Councilmembers serving at the time of the vacancy. A Mayoral vacancy shall be filled within thirty (30) days of the date the vacancy becomes effective. The vacancy in the Council created by the Council appointing a new Mayor will be filled in accordance with Section 6 of Charter Ordinance No. 38. The Mayoral appointment shall be effective until the next general election, as defined in K.S.A. § 25-2102. Any appointment made after 12:00 P.M. on June 1 of any given year will serve until the general election occurring in the following year.”

**SECTION 4.** Charter Ordinance No. 36 is hereby repealed in its entirety.

**SECTION 5.** Chapter 6, Article 1, Section 6-101(i) is hereby established to read as follows in Section 1 of this Charter Ordinance. Chapter 6, Article 1, Section 6-101(e) and Section 6-101(f) of the Roeland Park Municipal Code are hereby amended to read as follows in Section 2 and Section 3 of this Charter Ordinance, respectively.

**SECTION 6.** This Charter Ordinance shall take effect after its publication in the official City newspaper, and shall have an effective date of December \_\_\_\_, 2022.

PASSED by the Governing Body, not less than two-thirds of the elected members voting in favor thereof, this \_\_\_\_ day of \_\_\_\_\_, 2022.

---

Mike Kelly, Mayor

ATTEST:

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Kelley Nielsen, City Clerk

APPROVED AS TO FORM

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Steven E. Mauer, City Attorney



**CITY OF ROELAND PARK, KANSAS**  
**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE GOVERNING BODY OF THE CITY OF  
ROELAND PARK, KANSAS AMENDING MUNICIPAL CODE CHAPTER  
SIX, ARTICLE 1 “CITY ELECTIONS”**

**WHEREAS**, the City of Roeland Park desires to amend its Code to establish the process for filling vacancies within the office of Mayor or City Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE  
CITY OF ROELAND PARK, KANSAS:**

**SECTION 1.** Chapter 6, Article 1 of the Roeland Park Municipal Code is hereby amended to read as follows:

**“Sec. 6-101. – Election of Governing Body.**

- (a) The Governing Body shall consist of a Mayor and 8 Councilmembers to be elected to terms as set forth herein. Candidates for the office of Mayor shall be at least 21 years of age on the date of the election and shall be a resident and qualified elector of and within the City. Candidates for Councilmember shall be at least 21 years of age on the date of the election and shall be a resident and qualified elector of the ward from which they stand for election. Should any person be elected to the office of Mayor and thereafter move his/her place of domicile to outside the limits of the City, then such person shall cease to be Mayor and a vacancy shall be deemed to exist and said vacancy shall be filled as herein provided. In the event that any person elected to the Council should change his/her place of domicile to outside the ward from which he/she was elected, then a vacancy shall be deemed to exist for such position of Councilmember and said vacancy shall be filled as herein provided. The Council shall by ordinary ordinance specify the compensation of the Mayor and Councilmembers.
- (b) The Governing Body of the City may, by ordinance, divide the City into wards and precincts, establish the boundaries thereof, and number the same. No ordinance redefining wards and precincts shall become effective less than 30 days prior to the next regular City election.
- (c) Those Governing Body positions with terms expiring in April 2017, shall expire in January of 2018, when the City officials elected in the November 2017 general election take office. Those Governing Body positions with terms expiring in April 2019, shall expire in January of 2020, when the City officials elected in the November 2019 general election take office.
- (d) A general election of City officers shall take place on the Tuesday succeeding the first Monday in November 2017. Succeeding elections will be held every two years for all such Governing Body positions whose terms have expired. One Councilmember from each ward shall be elected at one election, and the other Councilmember from that ward shall be



elected at the succeeding election. The Councilmembers shall have four year terms. The Mayor shall have a four year term. All elections in the City shall be nonpartisan.

- (e) In the event that a vacancy in the office of Councilmember should occur by reason of resignation, with or without acceptance by the Mayor, death, removal from office for cause, or change of residency to outside the ward from which said Councilmember was elected, the vacancy shall be filled in the following manner: At the next regular City Council meeting, the vacancy shall be filled by appointment of the Mayor, after an application process, with the advice and consent of a majority of the remaining members of the City Council, and the person so appointed shall serve until the position is filled by election at the next regular City Council election. If the Council President is promoted to Mayor pursuant to Section 6-101(f), the vacancy may remain until the Council President reassumes his or her seat on the Council as a Councilmember. If the election is not the regularly scheduled election for the particular council seat, the elected person shall serve the remainder of the unexpired term.
- (f) In the event that a vacancy in the office of the Mayor should occur because of death, resignation, removal from office for cause, change of residency to outside the limits of the City, then, if the President of the Council has executed a non-candidacy statement as herein set forth, he or she shall become the Mayor until his or her successor is elected as herein provided. If the President of the Council has not executed a non-candidacy statement, then the most senior Councilmember (determined by most recent continuous time in office) who has executed a non-candidacy statement shall serve as Mayor until his or her successor is elected. In the event there is not one Councilmember who is the most senior, then the Council shall choose the Mayor from among the most senior Councilmembers who have executed non-candidacy statements. A successor to the Mayor shall be selected in the following manner:
  - 1. In the event that the vacancy occurs 180 or more days prior to the next regular City election, the City Clerk shall publish a notice of the vacancy once in the official City newspaper not later than 10 days after the vacancy occurs. Notice of the vacancy shall also be published on the City's web page. The City Clerk shall, within five days of the occurrence of the vacancy, notify the County Election Officer that a special election will need to be held within the City and shall obtain from the County Election Officer a date for such election as provided in subsection (3) hereof.
  - 2. Any person desiring to be a candidate must file the statement of candidacy and pay the filing fee or submit the proper petition by 5:00 p.m. on the 20<sup>th</sup> day following the publication of the notice.
  - 3. The City shall hold a special election for the purpose of electing a Mayor from among those persons who have properly filed a statement of candidacy as hereinbefore set forth. Such special election shall be held as soon as possible as determined by the County Election Officer. Only qualified electors of the City shall

be entitled to vote. The candidate receiving the greatest number of votes upon certification of the results by the County Election Officer shall assume the position of Mayor at the first regular meeting of the Governing Body following certification of the election results.

- 4. Failure to follow the precise procedure provided herein shall not invalidate the results of any election held hereunder.
- 5. In the event that the vacancy occurs less than 180 days prior to the filing deadline for the next regular City election at which a Mayor would be elected, the procedure provided herein shall not apply. Rather, the vacancy shall be filled by the Council President or senior Councilmember pursuant to Section 6-101(f) and their service shall continue until the next regular City election.

The non-candidacy statement shall be in substantially the following form:

‘The undersigned Councilmember of the City of Roeland Park hereby states that I will not be a candidate for the position of Mayor to fill the unexpired term caused by the vacancy in office of the Mayor occurring 180 or more days prior to the filing deadline for the next regular City election at which the Mayor would be elected or if such vacancy has occurred less than 180 days of such filing deadline, I will not be a candidate for the position of Mayor in the next regular City election at which a Mayor would be chosen. I agree not to file a statement of candidacy for such position and further agree that any such statement filed by me or on my behalf shall be void and of no force or effect and that the County Election Officer shall not include my name on any list of candidates for the position of Mayor at any election conducted under the provisions of this subsection.’

- (g) No person shall hold or occupy more than one office of the City, whether elective or appointive, at the same time.
- (h) For purposes of this charter ordinance, the phrase “removal from office for cause” shall refer to recall pursuant to K.S.A. 25-4318 et seq., and amendments thereto, or ouster from office pursuant to K.S.A. 60-1205 et seq., and amendments thereto.

**SECTION 2.** This Ordinance shall become effective on May 1<sup>st</sup>, 2023.

PASSED by the City Council this \_\_\_\_ day of \_\_\_\_\_. APPROVED by the Mayor.

\_\_\_\_\_  
Mike Kelly, Mayor

ATTEST:

\_\_\_\_\_  
Kelley Nielsen, City Clerk

APPROVED AS TO FORM

\_\_\_\_\_

Steven E. Mauer, City Attorney



## City Council Vacancy Appointment Process

Approved m/d/2022

Effective m/d/2022

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### **I. SCOPE**

There are times that City Council members cannot fulfill their entire term of office. When this happens, a vacancy on the Council occurs. Section XXXXX of City code dictates that the City Council may appoint a qualified elector via an application process to fill this vacancy.

### **II. PURPOSE**

The purpose of this policy is to establish an application process that guides the selection of the vacancy appointee.

### **III. PROCEDURES**

1. When a vacancy on the City Council occurs the process set out below should be completed in a timeframe that allows the recommendation to be placed on a City Council Agenda for consideration as provided for by Charter Ordinance.
2. The City Clerk or his/her designee shall advertise the vacancy on the website, on social media and in the local newspaper. The information advertised by the City Clerk or his/her designee shall include: the ward of the vacancy, the unexpired term of the vacancy, Council meeting schedule, general expectations of a Council member and the deadline for submitting an application.
3. Forms required for submittal include but are not limited to:
  - i. Cover letter and Resume
  - ii. Declaration of residency
  - iii. Statement of Substantial Interest
4. The application forms shall be reviewed by the Mayor after the deadline. The application forms shall also be available to other members of the Council for review, upon request from the City Clerk.
5. A new business agenda item shall be designated on the next scheduled regular City Council meeting for the Mayor to make a nomination to appoint a qualified elector to fill the vacancy.
6. The Mayor will then ask the Council for a motion to approve the appointment.
7. If a motion is validly made and seconded, the Council may then discuss the appointment.
8. The Council shall then vote on whether or not to approve the Mayor's nomination.



9. If the Mayor's nomination fails, they will have the opportunity to make another nomination at the same or a subsequent City Council meeting.

#### **IMPLEMENTATION**

This policy shall remain in force until officially changed by the majority of the Council Members present and voting; where the number of the favorable votes is one (1) less than required the Mayor shall have the power to cast the deciding vote in favor of the action.

## Johnson County Municipalities Comparison – filling vacancies on Council

	Roeland Park	Shawnee	Merriam	Prairie Village	Westwood	Overland Park	Olathe
<b>Mayor</b>	Special Election	Special Election	Council president takes over until next election	Council elects new mayor	Council president takes over until next election	Council elects new mayor	Council president takes over until next election
<b>Council</b>	Special Election	Appointment	Appointment	Appointment	Appointment	Appointment	Appointment

	Gardner	Edgerton	Fairway	De Soto	Leawood	Lenexa	Mission
<b>Mayor</b>	Council president takes over until next election	Appointed by Governing Body	Council president takes over until next election	Council president takes over until next election	Council elects new mayor	Council elects new mayor	Council president takes over until next election
<b>Council</b>	Appointment	Appointment	Appointment	Appointment	Appointment	Appointment	Appointment

	Lake Quivira	Mission Hills	Mission Woods	Westwood Hills	Johnson County
<b>Mayor</b>	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body
<b>Council</b>	Appointment	Appointment	Appointment	Appointment	Appointment

Appointment procedures for council vacancies:

- Appointment originates with Mayor, confirmed by Council: Prairie Village, Westwood, DeSoto, Lenexa, Mission, Lake Quivira, Westwood Hills, Mission Hills, Mission Woods, Johnson County\*, Edgerton
- Appointment originates with a committee, confirmed by Council: Overland Park, Olathe, Leawood
- Appointment originates with an application process, confirmed by Council: Shawnee, Fairway, Merriam, Gardner

\*Chair can choose method of appointment (see below for details)

SPECIFIC CODE LANGUAGE AND/OR PROCEDURES FROM EACH MUNICIPALITY

MERRIAM

Whenever a vacancy occurs in the position of councilmember, including when a councilmember moves from the ward from which elected, or whenever the council president becomes mayor leaving a vacancy in the office of councilmember, the city council shall appoint an elector of the ward where the vacancy occurs to be councilmember for the balance of the unexpired term and a notice of vacancy shall be announced at the first regular council meeting following the occurrence of such vacancy. The vacancy shall be filled by the city council pursuant to the following procedures:

1. The deadline for individuals to submit a letter of interest and statement of qualifications for the vacant council position shall be 30 days from the date the notice of vacancy is announced. If such 30th day is a weekend or holiday, the deadline shall be the next regular business day following the expiration of such 30-day period.
2. Letters of intent and statements of qualifications for the vacant council position shall only be considered by the city council if submitted to the city clerk's office by 4:30 p.m. on the deadline specified by the city council as set forth in subsection (1) of this section.
3. The city council may use whatever publicity forum it chooses to disseminate information regarding the vacancy and the associated selection process.
4. All letters of intent and statements of qualifications and associated documents received for the vacant council position shall be treated as open records pursuant to the provisions of the Kansas Open Records Act, K.S.A. 45-215 et seq.
5. The city council shall interview all qualified candidates (electors of the ward where the vacancy occurred who have timely submitted letters of intent and statements of qualifications) within 30 days following the deadline specified by the city council as set forth in subsection (1) of this section. Interviews shall be conducted as open meetings of the city council according to the provisions of the Kansas Open Meetings Act, K.S.A. 45-215 et seq. Nothing herein shall be construed as to limit the number of interview sessions the city council may conduct, so long as each remaining candidate has the opportunity to be interviewed in each subsequent set of interview sessions.
6. In the event that eight or more candidates have submitted a letter of intent and statement of qualifications for the vacant council position, following the completion of candidate interviews, the city council, in an open meeting and by written ballot, shall narrow the list of candidates to five. Each city council member shall vote for not more than five candidates and may cast no more than one vote per candidate. Each ballot shall include the name of the city council member casting such ballot and shall be considered an open record. The votes will be tabulated by the city clerk and announced at the open meeting at which the ballots are cast. Those five candidates receiving the greatest number of votes shall be considered as set forth in subsection (7) of this section at the same or a subsequent meeting.
7. Whenever more than two, but less than eight, candidates have submitted a letter of intent and statement of qualifications for the vacant council position, or whenever the number of candidates has been reduced as set forth in subsection (6) of this section, the city

council, in an open meeting and by written ballot, shall narrow the list of candidates to two. Each city council member shall vote for not more than two candidates and may cast no more than one vote per candidate. Each ballot shall include the name of the city council member casting such ballot and shall be considered an open record. The votes will be tabulated by the city clerk and announced at the open meeting at which the ballots are cast. Those two candidates receiving the greatest number of votes shall be considered as set forth in subsection (h) of this section at the same or a subsequent meeting.

8. Whenever two or fewer candidates have submitted a letter of intent and statement of qualifications for the vacant council position, or whenever the number of candidates has been reduced to two as set forth in subsection (7) of this section, each city council member shall, in an open meeting and by written ballot, cast not more than one vote for the purpose of selecting a candidate to fill the vacant council position. Each ballot shall include the name of the city council member casting such ballot and shall be considered an open record. The votes will be tabulated by the city clerk and announced at the open meeting at which the ballots are cast. The candidate receiving a majority vote of the city council shall be appointed as councilmember for the balance of the unexpired term. In the event the city council vote results in a tie, the mayor, at the same meeting as the tie vote, shall cast a vote in favor of one of the two candidates to serve the balance of the unexpired term.

(Code 1967, § 2-26; Ord. No. 1635, § 1, 2-8-2010; Ord. No. 1730, § 1, 1-26-2015 )

#### PRAIRIE VILLAGE

In case of a vacancy occurring by reason of resignation, death, removal from office or when a councilmember no longer resides in the ward in which the councilmember has been elected, the mayor, by and with the consent of the remaining councilmembers may appoint some suitable elector residing in such ward to fill the vacancy until the next election for that council position.

#### WESTWOOD

VACANCIES IN GOVERNING BODY; HOW FILLED. In case of a vacancy in the council occurring by reason of resignation, death or removal from office or from the city, the mayor, by and with the advice and consent of a majority of the remaining council members, shall appoint some suitable elector to fill the vacancy until the next election of that office. In case any person elected as a council member neglects or refuses to qualify within 30 days, after the filing of this or her certificate of election, he or she shall be deemed to have refused to accept such office and a vacancy shall exist, and thereupon the mayor may, with the consent of a majority of the remaining council members, appoint some suitable elector to fill said vacancy. In case of a vacancy in the office of mayor, the president of the council shall become mayor until the next regular election of that office and a vacancy shall occur in the office of the council member becoming mayor. (C.O. No. 6, Sec. 2; Code 1993, 1-208)

#### OVERLAND PARK

- A. The mayor and council members shall remain in office until their successors have been duly elected and qualified. When there is a vacancy in the position of mayor, the president of the council shall serve as acting mayor until the Council elects a member to



serve as mayor. The Council shall elect a member to serve as mayor within thirty days of the vacancy in the office of mayor. If such vacancy occurs before May 1 of an odd-numbered year leaving an unexpired term of more than two (2) years from said May 1, such successor shall serve in such position until a special election is held at the same time as the next regular city primary and general election and the succeeding mayor takes office. Such special election shall be held for the purpose of electing a replacement mayor to serve in such position for the remainder of the unexpired term. Such special election shall be held in the same manner as if the term were expiring and the term of the successor shall end upon election and taking of office of a mayor for the unexpired term. In all other cases, the successor shall serve the remainder of the unexpired term. Any vacancy on the Council created by the Council's election of a member to the position of mayor would be filled in accordance with the provisions of this Section.

- B. Should the president of the council be elected mayor in accordance with the provisions of this Section, there shall be a vacancy in the position of council president, which shall be filled by the remaining members of the council pursuant to Section 2.4, above, no later than the first regular council meeting following the date of occurrence of the vacancy. When the president of the council becomes mayor, there also shall be a vacancy in such council member's position on the council. Whenever a vacancy occurs for any reason in the position of council member, a screening committee composed of the mayor, president of the council and chair of the Finance, Administration and Economic Development Committee of the council shall recommend to the remaining members of the committee of the whole of the council and the mayor not to exceed two (2) persons as potential replacements within thirty (30) days from the date the vacancy is declared to have occurred by the members of the council remaining after the vacancy. The remaining members of the council and the mayor shall so declare a vacancy to have occurred at the first regular council meeting following the date of occurrence of the vacancy. Upon receipt of such recommendation from the screening committee, the committee of the whole of the council, by majority vote of the remaining members thereof and the mayor, may recommend to the remaining members of the council and the mayor either recommended replacement or may reject both such recommended replacements. Should the remaining members of the committee of the whole of the council and the mayor reject both such recommended replacements, the screening committee shall make a second recommendation of not to exceed two (2) persons other than the two persons originally recommended, as potential replacements for consideration by the remaining members of the committee of the whole of the council and the mayor within fifteen (15) days of such rejection. Upon receipt of the second recommendation from the screening committee, the committee of the whole of the council, by majority vote of the remaining members thereof and the mayor, may recommend to the remaining members of the council and the mayor either such recommended replacement or may reject both such recommended replacements. Should the remaining members of the committee of the whole of the council and the mayor reject both such recommended replacements, the council, by majority vote of the remaining members thereof and the mayor, shall appoint an elector qualified to fill the vacant position.

- C. If such **vacancy** occurs in the position of council member before May 1 of an odd-numbered year leaving an unexpired term of more than two (2) years from said May 1, such appointed replacement shall serve in such position until a special election is held at the same time as the next regular city primary and general election and the succeeding council member takes office. Such special election shall be held for the purpose of electing a replacement to serve in such position for the remainder of the unexpired term. Such special election shall be held in the same manner as if the term were expiring and the term of the appointed member, if any, shall end upon election and taking of office of a member for the unexpired term. In all other cases, the appointed replacement shall serve the remainder of the unexpired term.

#### OLATHE

When the Governing Body is required to fill a Council vacancy, the vacancy will be filled as follows:

- (1) At the first meeting immediately following the occurrence of a Council vacancy, the Mayor must announce to the public that the Governing Body will fill the position of Councilmember.
- (2) Within thirty (30) days of such announcement the Mayor will appoint a Committee consisting of the Mayor, Mayor pro tem, and the vacating Councilmember. If Mayor pro tem is the vacant position or if the vacating Councilmember is unable to serve on the Committee, the Mayor will appoint an alternate Councilmember to the committee. This Committee must present a qualified applicant for the vacant Council position to the Council within thirty (30) days of appointment.
- (3) Within thirty (30) days of the Council Committee's announcement of the applicant, the Governing Body may either:
  - (a) Elect the candidate by a majority vote; or
  - (b) Reject the candidate.
- (4) If the candidate is rejected, the Council Committee must present another candidate to the Council within thirty (30) days of such rejection.
- (5) The process in this subsection must repeat until either:
  - (a) The vacancy is filled pursuant to this subsection; or

(b) The time comes that the vacant Council position is to be filled by regular City election in accordance with the provisions of subsection [\(C\)](#) of this Section. (Ord. 17-31 § 1, 2017.)

#### GARDNER

In case of a vacancy in the Council occurring by reason of resignation, death, or removal from office or from the City, the Governing Body shall appoint a qualified elector to fill the vacancy until the next election for that office. In case any person elected as a Councilmember neglects or refuses to qualify within 30 days after election, the Councilmember shall be deemed to have refused to accept the office and a vacancy shall exist. The Governing Body shall appoint a qualified elector to fill the vacancy. In case of a vacancy in the office of Mayor, the President of the Council shall become Mayor until the next regular election for that office and a vacancy shall occur in the office of the Councilmember becoming Mayor. (Ord. 2455 § 3; C.O. No. 19 § 3. Code 1990 § 1-202)

#### Procedure:

##### Appointment Process

The City Clerk will coordinate the appointment process beginning with the notification to the general public of openings on the City Council. Openings will be advertised for two weeks via the City's official newspaper, the City's website ([www.gardnerkansas.gov](http://www.gardnerkansas.gov)), and other social media outlets.

Appointments to the City Council shall be based upon applications filed in the City Clerk's Office. Members of the public are encouraged to visit the City's website where they can choose one of two options to apply for an appointed position as a City Council Member. The first option offers a printable Public Service Application which can be accessed directly through the City's website, completed, and returned to the City Clerk's Office via the United States Post Office or by facsimile transmission. The second option allows the submittal of the Public Service Application electronically via an online application process which can be accessed through the City's website. Paper applications will be available at City Hall via the City Clerk's Office. Public Service Applications are always welcomed by the City Clerk and shall be kept for a period of one calendar year. The City Clerk will call upon the City Council to submit the names of potential candidates should there be no applications for appointment on file.

After the City Council opening has been advertised for two weeks, the City Clerk shall provide to the Governing Body a list of the applicants who are qualified pursuant to the laws of the State of Kansas. The Council will then be given one week to advise the City Clerk of any potential issues with any of the candidates.

The applicants will then be invited to the next regularly scheduled City Council Meeting for an interview with the Governing Body. The Governing Body will interview the applicants at the City Council Meeting and vote to appoint one of the applicants to fill the vacant City Council position until the next election. The Governing Body may conduct second interviews or start the appointment process over if they believe none of the applicants are qualified. A copy of the nominee's Public Service Application will be included in the Council packet for the meeting at which the interviews will be conducted.

#### EDGERTON

6-102. SAME; VACANCY. (a) In case of a vacancy in the office of the mayor, the president of the council shall become mayor until the next regular election for that office a vacancy shall occur in the office of the councilmember becoming mayor. (b) In case of a vacancy in the council occurring by reason of resignation, death, or removal from office or from the city, the mayor, by and with the advice and consent of the remaining councilmembers, shall appoint some suitable elector to fill the vacancy until the next election for that office. In case any person elected as a councilmember neglects or refuses to qualify within thirty (30) days after his or her election, he or she shall be deemed to have refused to accept such office and a vacancy shall exist, and thereupon the mayor may, with the consent of the remaining councilmembers appoint some suitable elector to fill said vacancy. (C.O. No. 4, Sec. 3)

#### DESOTO

In case of a vacancy in the council occurring by reason of resignation, death, or removal from office or from the city, the mayor, by and with the advice and consent of the remaining councilmembers, shall appoint some suitable elector to fill the vacancy until the next election for that office. In case any person elected as a councilman neglects or refuses to qualify within 30 days after his election, he shall be deemed to have refused to accept such office and a vacancy shall exist, and thereupon the mayor may, with the consent of the remaining councilmembers appoint some suitable elector to fill said vacancy.

#### LEAWOOD

VACANCY IN OFFICE OF COUNCILMEMBER. If a vacancy should occur in the office of councilmember by reason of death, resignation, removal from the city, removal from office, disqualification, or otherwise, the existence of the same shall be published to the council and press within one week after receiving notification of the vacancy. If a councilmember moves out of the ward for which he or she was elected, or is deemed not to be a resident of the city, the office shall be deemed vacant. A nominating committee, to be composed of the mayor, the presiding officer and the councilmember remaining in the ward affected shall be established to seek out candidate(s) from the ward affected to fill such vacancy. Should the presiding officer be the remaining councilmember in the ward affected, then the councilmember appointed to serve as presiding officer for the following quarter shall serve on the nominating committee. The nominating committee will recommend the candidate(s) to the governing body. The candidate(s) shall be voted on by the governing body to serve in the vacated office until the next city election. If at such

time, the term of the vacated office is not yet expired, the newly elected councilmember shall be elected only to serve out the balance of the original unexpired term

#### LENEXA

**City Council.** In the event of a vacancy on the City Council, the Mayor shall submit to the City Council a recommendation to fill the vacancy within sixty (60) days from the date the office became vacant.

**Term of Appointment.** Appointments to the City Council or any other board, commission or appointed position shall serve for the duration of the unexpired term to which they are being appointed.

#### MISSION

In case of vacancy occurring by reason of resignation, death or removal from office or from the ward in which a Council member has been elected, of any Council member, the Mayor, by and with the consent of the remaining Council members, may appoint some suitable elector residing in such ward to fill the vacancy for the balance of the unexpired term.

#### LAKE QUIVIRA

Vacancies are filled via appointment by the Mayor and confirmation by Council – Erin Leckey, City Administrator

#### MISSION HILLS

A vacancy shall be deemed to exist in the office of Council member in the event of insufficient candidates for the office of Council member in any general election, Council member becoming Mayor as provided in subsection E below, or a Council member's resignation, death, removal from office, removal from the City, or failure to take the oath specified in Section 1-304 on or before the second Monday in January following certification of the election by the Johnson County Election Office. In such event, the Mayor, with the advice and consent of a majority of those remaining Council members then in office, shall appoint a qualified elector to fill the vacancy until the next election for that office

#### MISSION WOODS

Whenever a vacancy shall occur in the office of councilman, the governing body shall appoint an elector of the city to be councilman for the balance of the unexpired term. Vacancies are filled via appointment by the Mayor and confirmation by Council.

#### JOHNSON COUNTY GOVERNMENT

Should a vacancy occur on the Commission, the Board of County Commissioners shall, within 90 days of the occurrence of such vacancy, appoint a replacement to serve until the end of the term to which he or she is appointed or until the next regular county election, whichever

is sooner. If a regular county election is held prior to the end of the unexpired term, then an election shall be held for an individual to fill the remaining portion of said unexpired term.

From Joe Connor, Assistant County Manager – The Chair determines how the appointment will take place (ie through a committee, through commissioner recommendations then a voting process, by Chair appointment and board confirmation, etc). There is no set policy and the chair can determine a method based on the specific context of the vacancy.

#### SHAWNEE

Any vacancy in the office of Council Member shall be filled by a majority of the remaining Council Members present and voting, until the next regular City election when a Council Member shall be duly elected for the unexpired term or full term. If the City Council fails to fill a vacancy within sixty (60) days, a special election shall be called as provided by law.

City internal policy dictating terms of appointment:

#### PROCEDURE

1. When a vacancy on the City Council occurs the process set out below should be completed in a timeframe that allows the recommendation to be placed on a City Council Agenda for consideration as provided for by Charter Ordinance.
2. A Special Meeting of the Governing Body shall be held in order to interview candidates.
3. The City Clerk or his/her designee shall advertise the vacancy. The information advertised by the City Clerk or his/her designee shall include:
  - a. Forms required for submittal including, but not limited to:
    - i. Cover letter and Resume
    - ii. Declaration of intent
    - iii. Statement of Substantial Interest
  - b. The deadline for which the forms are needed.
  - c. The date and time that the interviews will be conducted.
4. The day of the Special Meeting applicants will be assigned their interview order through random draw.
5. After the interviews are completed, the Council Members will write down the applicant they wish to nominate on a sheet of paper that has the Council Members name on it.

6. The clerk will collect the papers and display them on the overhead for the Mayor to tally.
7. The applicant with the most nominations will receive the first motion.
  - a. If there is a tie, a coin flip will determine order of motion
  - b. if there is more than two with the same amount of nominations, order will be determined by random draw from a hat.
8. If the first motion fails, the council will proceed down the order of highest to lowest nomination getters until an appointment is determined.

#### WESTWOOD HILLS

Vacancies are filled via appointment by the Mayor and confirmation by Council – Beth O’Brien, City Clerk

#### FAIRWAY

The last vacancy the Mayor, Council President and other Ward Representative met with potential candidates and narrowed the field down to two. Those two were interviewed at a Council meeting and the Council as a whole voted – Kim Young, City Clerk

	<b>Roeland Park</b>	<b>Shawnee</b>	<b>Merriam</b>	<b>Prairie Village</b>	<b>Westwood</b>	<b>Overland Park</b>	<b>Olathe</b>
<b>Mayor</b>	Special Election	Special Election	Council president takes over until next election	Council elects new mayor	Council president takes over until next election	Council elects new mayor	Council president takes over until next election
<b>Council</b>	Special Election	Appointed by Governing Body	Appointed by Governing Body	Mayor appoints new Council member	Mayor appoints new Council member	Appointed by Governing Body	Appointed by Governing Body

	<b>Gardner</b>	<b>Edgerton</b>	<b>Fairway</b>	<b>De Soto</b>	<b>Leawood</b>	<b>Lenexa</b>	<b>Mission</b>
<b>Mayor</b>	Council president takes over until next election	Appointed by Governing Body	Council president takes over until next election	Council president takes over until next election	Council elects new mayor	Council elects new mayor	Council president takes over until next election
<b>Council</b>	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Mayor appoints new Council member	Appointed by Governing Body	Mayor appoints new Council member	Mayor appoints new Council member

	<b>Lake Quivira</b>	<b>Mission Hills</b>	<b>Mission Woods</b>	<b>Westwood Hills</b>	<b>Johnson County</b>
<b>Mayor</b>	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body
<b>Council</b>	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body	Appointed by Governing Body



# ROELAND PARK SPECIAL ELECTIONS

June 2022



# Objectives

- To give staff direction on if changes to the current process for filling Governing Body vacancies are desired.
- To give staff direction on if we should proceed with seeking resident input through the ETC mini survey.

# **Code Section 6-101(e)(1)**

## **Election of Governing Body**

- This code section applies when the vacancy occurs 180 days or more prior to the next regular City Council election (November 7, 2023)

# Keep in Mind

- The following deadline dates are based on a hypothetical effective date of January 2, 2023 for a Councilmember to resign.
- The Johnson County Election Office has indicated it will take 90 days from the time it is notified of the City's intent to hold the special election to the actual date of the special election. This differs from the code language (60-70 days from vacancy). In the 2019 special election, the County Election Office was able to accommodate and the election was held on the 71<sup>st</sup> day from the finalized vacancy.
- The next regular election is scheduled for November 7, 2023.

# Johnson County Election Office Input

- The resignation is effective January 2<sup>nd</sup> 2023.
- The city will publish the vacancy in the Legal Record on January 3<sup>rd</sup> 2023.
- According to the municipal code, the election is to be held no less than 60 and no more than 70 days from the resignation, **or upon such other date as determined by the County Election Officer.**
  - 60 days from the effective date of resignation would be March 3, 2023.
  - 70 days from the effective date of resignation would be March 13, 2023.
- The Election Office prefers a special election be held on a Tuesday, the day on which voters are accustomed to voting. The Tuesday within the 60 - 70 day window is March 7<sup>th</sup>. However, the deadline for sending Uniformed and Overseas Citizens Absentee Voting Act voter ballots (a federal mandate) for a March 7<sup>th</sup> election would be **5:00 p.m., January 28, 2023, one day before the candidate filing deadline.**
- The Election Office would likely propose that Election Day be held on **Tuesday March 21**, the 71st day following the effective date of the resignation.
  - The deadline for Uniformed and Overseas Citizens Absentee Voting Act voter ballots would be February 4<sup>th</sup>, 2023, 5 days following the candidate filing deadline.

**January 2, 2023**  
Councilmember  
Vacancy Notice  
Date

**January 9, 2023**  
Within 5 days of vacancy  
(January 19 is a Saturday),  
City Clerk must notify  
County Election Officer that  
special election will be held  
and obtain special election  
date

**January 22,  
2023**  
City Clerk must  
publish Notice of  
Vacancy within  
10 days after  
Vacancy

**January 29, 2023**  
Deadline at 5:00  
p.m. to file  
statement of  
candidacy and filing  
fee 20<sup>th</sup> day after  
publication of notice

**March 21<sup>st</sup>, 2023**  
Date upon which Special Election will be held  
according to Johnson County Election Office (78  
days after vacancy is effective)

**April 3, 2023**  
First regular City Council Meeting following  
the certification of the election results

# Potential Appointment Process

- A vacant mayoral seat is filled via nomination and approval by the Governing Body from the **existing Governing Body members**. The replacement serves until the next general election, regardless of when the term expires.
- A vacant council seat is filled via nomination and approval by the Governing Body from **eligible residents in the specific ward**. Council could consider a formal application process. The replacement serves until the next general election, regardless of when the term expires.

# Appointment Process Hypothetical Timeline

**January 2, 2022**

Councilmember  
Vacancy Notice  
Date

**January 16, 2022**

Replacement appointed and  
approved at next Council  
Meeting

**February 6,  
2023**

Replacement  
sworn in

**November 7, 2023**

Position is up for  
election at the next  
scheduled general  
election





# Considerations

- The special election process as written means there is a 3-month period without a full Governing Body.
- If one vacancy were to be filled by a current Governing Body member, it would create another vacancy and necessitate two special elections. This would mean a 6-month period without a full Governing Body.

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## **Sec. 6-101. Election of Governing Body.**

- (e) In the event that a vacancy in the office of Councilmember should occur by reason of resignation, with or without acceptance by the Mayor, death, removal from office for cause, or change of residency to outside the ward from which said Councilmember was elected, the vacancy shall be filled in the following manner:
- (1) In the event that the vacancy occurs 180 days or more prior to the next regular City Council election, the City Clerk shall publish a notice of the vacancy once in the official City newspaper not later than 10 days after the vacancy occurs. Notice of the vacancy shall also be published on the City's web page. The City Clerk shall, within five days of the occurrence of the vacancy, notify the County Election Officer that a special election will need to be held within the City and shall obtain from the County Election Officer a date for such election as provided in subsection (3) hereof.
  - (2) Any person desiring to be a candidate must file the statement of candidacy and pay the filing fee or submit the proper petition by 5:00 p.m. on the 20th day following the publication of the notice.
  - (3) The City shall hold a special election for the purpose of electing a Councilmember from among those persons who has properly filed a statement of candidacy as hereinbefore set forth. Such special election shall be held not less than 60 days nor more than 70 days following the date upon which such vacancy occurred, or upon such other date determined by the County Election Officer. Only qualified electors within the ward in which the vacancy occurred shall be entitled to vote. The candidate receiving the greatest number of votes upon certification of the results by the County Election Officer shall assume the position of Councilmember at the first regular meeting of the Governing Body following certification of the election results.
  - (4) Failure to follow the precise procedure provided herein shall not invalidate the results of any election held hereunder.
  - (5) In the event that the vacancy occurs less than 180 days prior to the next regular City Council election, and the vacant position is one that would otherwise be subject to election at that election, the vacancy shall be filled by appointment of the Mayor with the advice and consent of a majority of the remaining members of the City Council, and the person so appointed shall serve until the position is filled by election at the next regular City Council election.
  - (6) In the event that the vacancy occurs less than 180 days prior to the next regular City Council election but prior to the first day of August preceding the election, and the vacant position is one that would otherwise not be subject to election at that election, the vacancy shall be filled by appointment of the Mayor with the advice and consent of a majority of the remaining members of the City Council, and the person so appointed shall serve until the position is filled by a special election for that position at the next regular City Council election. The candidate receiving the greatest number of votes for the vacant position at the special election shall fill the vacancy for the remaining term. In the event that the vacancy occurs less than 180 days prior to the next regular City Council election but after the first day of August preceding the election, and the vacant position is one that would otherwise not be subject to election at that election, the vacancy shall be filled by a special election on a date to be determined in consultation with the County Election Officer. The candidate receiving the greatest number of votes for the vacant position at the next regular City Council election shall fill the vacancy for the remaining term. The provisions of subsections (1) and (2) above pertaining to publication and mailed notices of the vacancy and the filing of statements of candidacy shall apply to the filling of any vacancy under this subsection.

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- (7) In the event that no person files as a candidate to fill a vacancy by the applicable filing deadline, the City Clerk shall coordinate with the County Election Officer to establish a date for a special election and a new filing deadline.
- (f) In the event that a vacancy in the office of the Mayor should occur because of death, resignation, removal from office for cause, change of residency to outside the limits of the City, then, if the President of the Council has executed a non-candidacy statement as hereinafter set forth, he or she shall become the Mayor until his or her successor is elected as hereinafter provided. If the President of the Council has not executed a non-candidacy statement, then the most senior Councilmember (determined by most recent continuous time in office) who has executed a non-candidacy statement shall serve as Mayor until his or her successor is elected. In the event there is not one Councilmember who is the most senior, then the Council shall choose the Mayor from among the most senior Councilmembers who have executed non-candidacy statements. A successor to the Mayor shall be selected in the following manner:
- (1) In the event that the vacancy occurs 180 or more days prior to the next regular City election at which a Mayor would be elected, the City Clerk shall publish a notice of the vacancy once in the official City newspaper not later than 10 days after the vacancy occurs. Notice of the vacancy shall also be published on the City's web page. The City Clerk shall, within five days of the occurrence of the vacancy, notify the County Election Officer that a special election will need to be held within the City and shall obtain from the County Election Officer a date for such election as provided in subsection (3) hereof.
  - (2) Any person desiring to be a candidate must file the statement of candidacy and pay the filing fee or submit the proper petition by 5:00 p.m. on the 20th day following the mailing of the notice.
  - (3) The City shall hold a special election for the purpose of electing a Mayor from among those persons who have properly filed a statement of candidacy as hereinbefore set forth. Such special election shall be held not less than 60 days nor more than 70 days following the date upon which such vacancy occurred, or upon such other date determined by the County Election Officer. Only qualified electors of the City shall be entitled to vote. The candidate receiving the greatest number of votes upon certification of the results by the County Election Officer shall assume the position of Mayor at the first regular meeting of the Governing Body following certification of the election results.
  - (4) Failure to follow the precise procedure provided herein shall not invalidate the results of any election held hereunder.
  - (5) In the event that the vacancy occurs less than 180 days prior to the filing deadline for the next regular City election at which a Mayor would be elected, the procedure provided herein shall not apply and the candidate receiving the greatest number of votes for the position of Mayor at such regular City election shall succeed to the office of Mayor.
  - (6) In the event that no person files as a candidate to fill a vacancy by the applicable filing deadline, the City Clerk shall coordinate with the County Election Officer to establish a date for a special election and a new filing deadline.

The non-candidacy statement shall be in substantially the following form:

"The undersigned Councilmember of the City of Roeland Park hereby states that I will not be a candidate for the position of Mayor to fill the unexpired term caused by the vacancy in office of the Mayor occurring 180 or more days prior to the filing deadline for the next regular City election at which the Mayor would be elected or if such vacancy has occurred less than 180 days of such filing deadline, I will not be a candidate for the position of Mayor in the next regular City election at which a Mayor would be chosen. I agree not to file a statement of candidacy for such position and further agree that any such statement filed by me or on my behalf shall be void and of no force or effect and that the County Election Officer shall not include my name

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on any list of candidates for the position of Mayor at any election conducted under the provisions of this subsection."

- (g) No person shall hold or occupy more than one office of the City, whether elective or appointive, at the same time.
- (h) For purposes of this charter ordinance, the phrase "removal from office for cause" shall refer to recall pursuant to K.S.A. 25-4318 et seq., and amendments thereto, or ouster from office pursuant to K.S.A. 60-1205 et seq., and amendments thereto.

(Chart. Ord. No. 24, §§ 1, 2; Chart. Ord. No. 32, §§ 2—4, 6—9, 7-18-2016)

**Summary Results Report**  
**2019 Roeland Park Special Election**  
**February 26, 2019**

**Official Final Results**

**Johnson County**

**STATISTICS**

	TOTAL
Election Day Precincts Reporting	2 of 2
Precincts Complete	2 of 2
Precincts Partially Reported	0 of 2
Absentee/ Early Precincts Reporting	2 of 2
Registered Voters - Total	1,285
Ballots Cast - Total	96
Ballots Cast - Blank	0
Voter Turnout - Total	7.47%

Roeland Park Council Ward 1  
Vote For 1

	TOTAL	VOTE %
Jan Faidley	77	80.21%
Courtney Craig	19	19.79%
Write-In Totals	0	0.00%
Total Votes Cast	96	100.00%
Overvotes	0	
Undervotes	0	
Contest Totals	96	
Precincts Reporting	2 of 2	

**Item Number:**       **Ordinances and Resolutions:- IX.-**  
                              **B.**  
**Committee**           **10/3/2022**  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

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**Date:**                       8/30/2022  
**Submitted By:**       Donnie Scharff, Director of Public Works  
**Committee/Department:**   Public Works  
**Title:**                   **Ordinance 1035 - Prohibiting Parking on Elledge**  
**Item Type:**           Ordinance

**Recommendation:**

**Per Council Direction attached is an ordinance allowing queuing of cars along the south side of Elledge during pick up and drop off periods at the school. Staff would like direction on a preferred sign option.**

**Details:**

**Information Developed Following 9/19/22 Workshop:** The City Engineer and Traffic Engineer have developed the attached plan sheet reflecting sign location and language to communicate where and why parking is allowed along with a curb painting plan to reinforce the areas that parking is not allowed. 3 Sign options are attached; the City Attorney believes sign Option 3 is clearest. Where and when parking will be permitted will be communicated to the parents with the assistance of the School as well as with Police presence when implemented. The attached ordinance describes the no parking exception.

**Information Provided Subsequent to 9/6/22 Workshop:** Staff met with the Roeland Principal and SMSD Police Chief to review potential pick up/drop off patterns post bike lane construction on Elledge. The Principal expressed a preference for the traffic pattern to return to the pre Elledge construction pattern where parents stage along south bound Parish for pick up/drop off and then exit south on Parish. But she said the current pattern where parents arrive on northbound Parish is acceptable.

For the southbound approach on Parish option the Principal prefers the City allow standing/parking of cars on the south side of Elledge (over the east bound bike lane) for roughly a 1 hour period for morning drop offs and afternoon pick ups. This could be accomplished with signs stating "Parking Allowed between Signs from 7:30 am to 8:30 am and 3 pm to 4 pm". Signs could be located far enough west of the pedestrian crossing on Elledge to deter parents from staging too close to the raised pedestrian crossing. This should provide room for 8 to 10 cars along Elledge. Attached is an exhibit depicting this concept. The PD would spend some time on site to help to ensure parents

understand where they would be allowed to stage on Elledge. We would develop an informational sheet for the school to share with parents as well.

For the northbound Parish approach, cones would be placed (by the PD or PW) to deter vehicles coming south on Parish during pickup and drop off. Cars would exit southbound on Parish after pickup/dropoff. We would observe traffic at the 48th and Parish intersection to determine if 48th would need to be coned off.

**Information Provided At 9/6/22 Workshop:** The construction project on Elledge Drive was designed to include 4' bike lanes on both sides of the street between 47th St & Roe Lane to promote alternative modes of travel. Adding bike lanes to Elledge provides connecting points to streets that currently have dedicated bike lanes (Roe Lane) as well as streets with sharrows (47th St, 50th Terr). Pavement markings will be installed to separate the bike lane and the driving lanes.

Currently, on street parking is allowed on Elledge Dr, however the addition of marked bike lanes would cause safety concerns to cyclists if forced into the driving lanes to go around a parked vehicle. The city does not have language in the current ordinance that prohibits vehicles from parking on a marked bike lane. Staff prefers restricting parking on city streets as it reduces obstacles when completing other maintenance operation such as snow removal, leaf collection, and street sweeping. Restricting parking along Elledge will make it illegal for cars to stage as they prepare to pick up or drop off children from Roesland Elementary.

The topic of restricting on street parking was part of the neighborhood meeting held in the spring of 2022 prior to the project reaching final design. A couple of neighbors expressed concern for prohibiting on street parking along Elledge as they park on Elledge.

Attached is a draft ordinance prohibiting parking on Elledge.

#### 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
<input type="checkbox"/> Ordinance 1035 Prohibiting Parking on Elledge	Cover Memo
<input type="checkbox"/> Plan Sheet Reflecting Signs and Curb Painting Locations	Cover Memo



- ▣ Plan Sheet Reflecting Signs and Curb Painting Locations- with Sign Preferred by City Attorney Cover Memo
- ▣ 3 No Parking Sign Options Cover Memo

## **ORDINANCE NO. 1035**

### **AN ORDINANCE RELATING TO LOCAL TRAFFIC REGULATIONS; AMENDING EXISTING SECTION 14-219 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS, CONCERNING PARKING ON CERTAIN CITY STREETS.**

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

**SECTION 1.** Section 14-219 of the Code of the City of Roeland Park, Kansas, is hereby amended to read as follows:

**14-219. PARKING PROHIBITED ON CERTAIN CITY STREETS.** No person shall stop, stand or park a motor vehicle except when necessary to avoid conflict with other traffic or in compliance with direction of a police officer or traffic control device in any of the following places:

- (a) On the east side of Nall Avenue from the south City limits to 51st Street;
- (b) On the south side of 51st Street from Briar to Nall Avenue;
- (c) On the south side of 56th Street, between the intersections of Granada and Roe Boulevard;
- (d) On any portion of the north side of 51st Street from Cedar to Nall Avenue;
- (e) On the west side of Buena Vista on any portion of the street;
- (f) On any portion of Roe Lane;
- (g) On the east side of Reinhardt Street between the intersections of 48th Street and 50th Terrace; and between the intersection of Lucas Lane and 53rd Street;
- (h) On either side of 50th Street between the intersections of Reinhardt and Canterbury;
- (i) On any portion of 47th Street;
- (j) On the west side of Ash from the intersection of 51st to a point 100 feet south of that intersection;
- (k) On the west side of Neosho Lane at the intersection of Neosho Lane and 50th Street and Wells Drive, to a point 170 feet north of the crosswalk crossing Neosho at that intersection;
- (l) On any portion of Roe Boulevard;
- (m) On the west side of Parish Drive from the intersection of Elledge Drive and Parish Drive to a point 150 feet south the entrance of the Roesland Elementary School parking lot;
- (n) On the north side of 50th Street between Clark Drive and Buena Vista Drive;
- (o) On the west side of Rosewood Drive north of the intersection with 51st Street;
- (p) On the west side of Reinhardt between 50th Terrace and 52nd Place;
- (q) On the east side of Parish from 48th Street to a point 250 feet north of that intersection;
- (r) On either side of 55th Street between Linden and Roe Boulevard;
- (s) On either side of Ash from Johnson Drive to 58th Street;
- (t) On either side of 50th Terrace between Briar and Roe Boulevard;
- (u) On either side of Delmar between the intersection of 47th Street and 47th Terrace;

- (v) On either side of Elledge Drive between Roe Lane and 47<sup>th</sup> Street, except the south side of Elledge Drive between Buena Vista and Parrish cars may stage in designated areas only during pick up and drop off periods for students at Roesland Elementary;

**SECTION 2.** This ordinance shall take effect upon its publication, or the publication of a summary thereof, in the official City newspaper.

**PASSED** by the City Council the \_\_\_\_\_ day of October, 2022. **APPROVED** by the Mayor.

\_\_\_\_\_  
Mike Kelly, Mayor

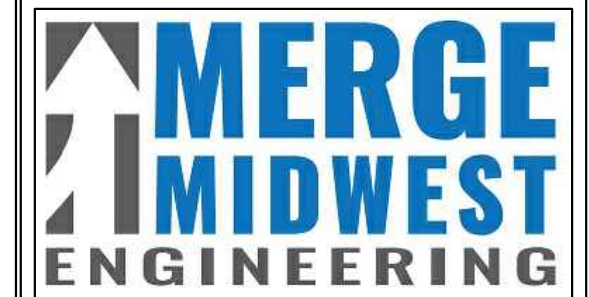
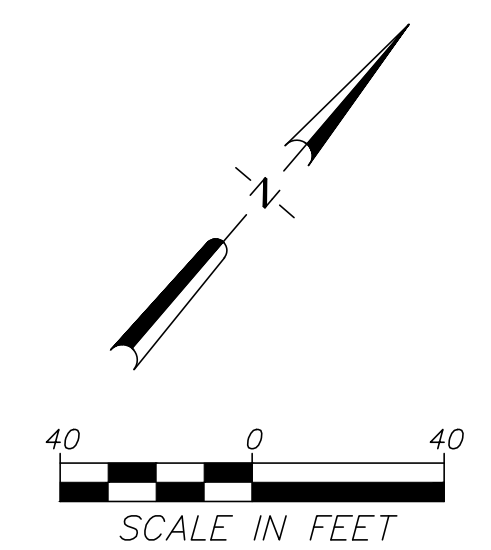
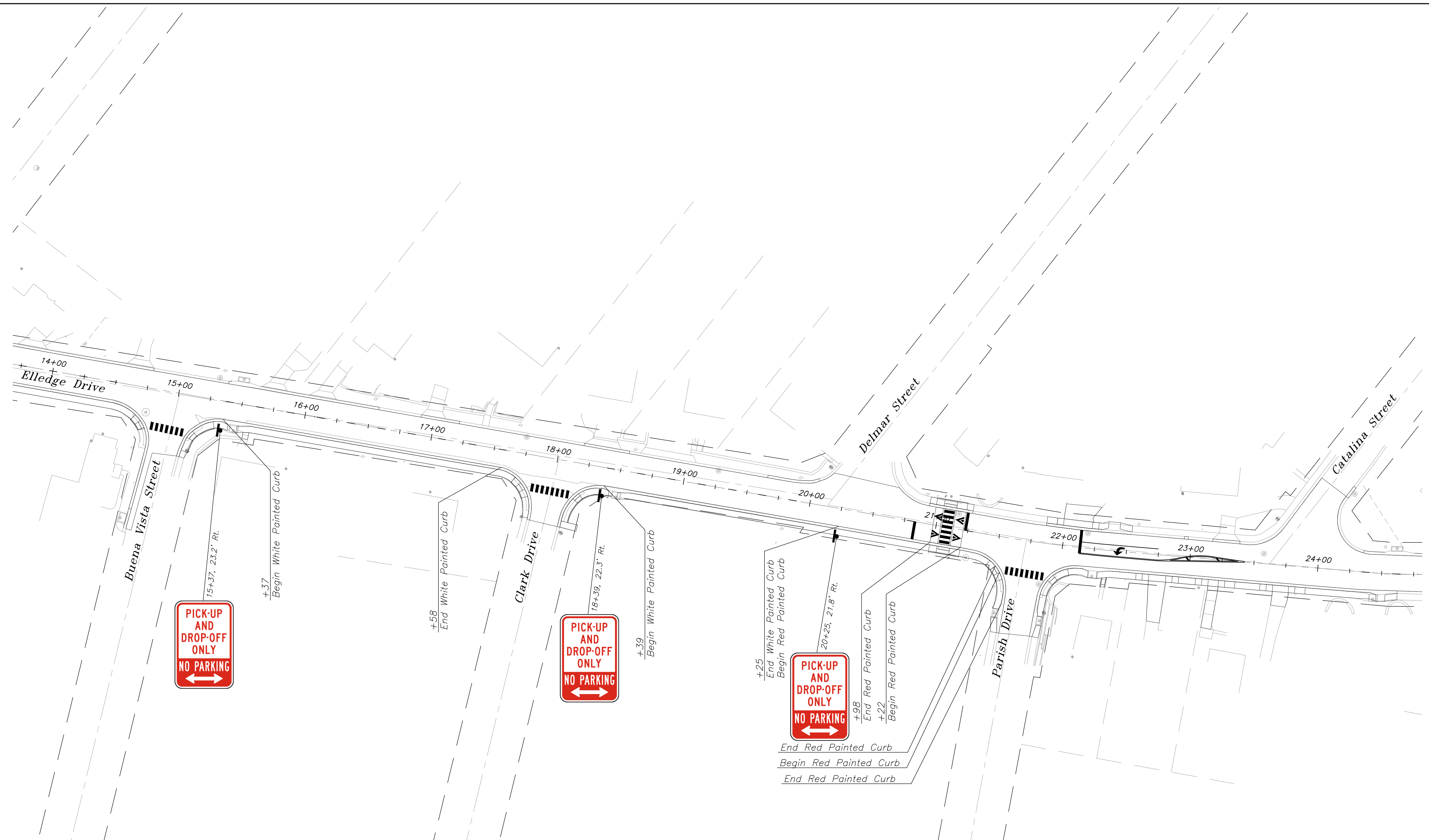
**ATTEST:**

\_\_\_\_\_  
Kelley Nielsen, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Steve Mauer, City Attorney

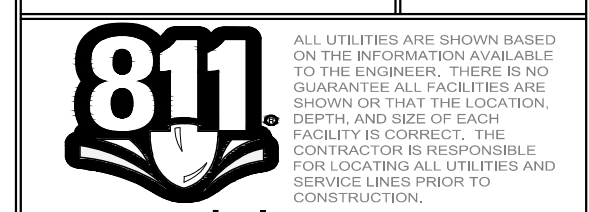
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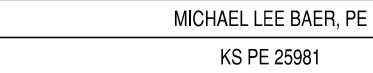
MICHAEL LEE BAER, PE  
KS PE 25981

SCHOOL QUEUEING EXHIBIT

CITY OF ROELAND PARK, KANSAS



REVISIONS
DESIGNER / DRAFTER
JLF
DATE
2022
PROJECT NUMBER
BOOK AND PAGE
SHEET

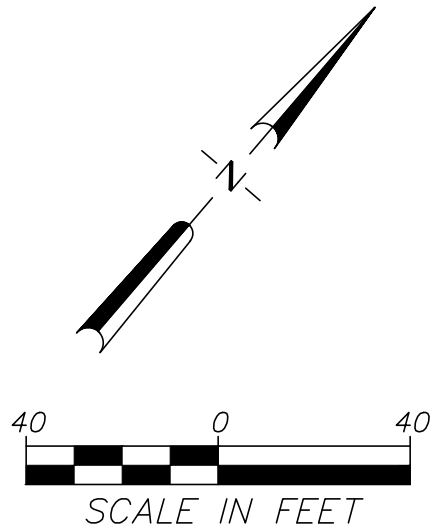


CITY OF ROELAND PARK, KANSAS



**SHEET**

1 OF 1





Option 1:



Option 2:



Option 3:



**Item Number:** Reports of City Officials:- XI.-A.  
**Committee** 10/3/2022  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

**Date:** 9/29/2022  
**Submitted By:** Keith Moody  
**Committee/Department:** Admin.  
**Title:** 3rd Quarter Objectives Progress Report - 5 min  
**Item Type:** Report

**Recommendation:**

**Informational, no action anticipated.**

**Details:**

Attached is the 3rd Quarter 2022 Objectives Progress Report. We have completed 5 of our 11 Objectives, all of those have been completed within budget. Purchase of the Community Resource Trailer and Complete Public Works Needs Assessment items were completed after their respective deadlines.

H2-Implementing change over of patrol units to hybrid will likely remain incomplete due to the 2022 vehicles we ordered not being built until 2023.

G2-Zoning Code Updates is now being planned for a single year (2023) project instead of spanning 2022 and 2023.

2019 F2 and 2020 A1 Historical Objectives are on hold until a historian can be hired to lead the projects forward.

2020 G1-Traffic Garden Objective will be completed along with Phase 3 improvements to R Park.

2021 D2-Marquee Sign Objective was withdrawn by Council 9/6/22.

2021 G1- Neighborhood Services Electric Vehicles was completed on 8/18/22.

**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
 3rd Quarter Objectives Progress Report	Cover Memo



## Goals and Objectives for Fiscal Year 2022

## Roeland Park, Kansas

## Progress Report: 3rd Quarter

## Completion Index

## Cost

## Deadline

0=Incomplete

0=Incomplete

1=UNDER

1= Early

2= On

2= On Time

3=OVER

3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
A	1 Purchase a Neighborhood Resource Trailer for the Police Department	Police Chief	\$ 10,000	\$ 7,995	\$ (2,005)	3/1/22	Council approved purchase 6/21/22. Trailer purchased on 6/28/22. Trailer in service mid July for special events.	1	3
B	1 Conduct a Space needs, Cost and Site Assessment for a possible new Public Works Facility at the Rocks	Public Works Director and Public Works Committee	\$ 15,000	\$ 10,800	\$ (4,200)	5/31/22	Task order with SFS approved, tour of Prairie Village Public Works facility completed; kick off meeting held on 3/30/22. Staff input has been assembled along with square footage allocations by SFS. Presentation of analysis presented to Council at workshop on 9/19/22.	1	3
B	2 Phase 2 of Cooper Creek Park Restoration Project	Parks and Recreation Superintendent and Cooper Creek Volunteers	\$ 24,000			10/30/22	Meeting with neighbors held on 8/17/22. Staff working with engineer to develop a scope and fee for additional erosion control measures, but Phase 2 shall proceed in fall of 2022.		
D	1 Implement a Web-based Map to be Viewable by the Public for Annual Leaf Collection Progress	Public Works Director	\$ 1,000			8/31/22	Data sharing with GPS and AIMS complete. Online maps created. System testing with leaf truck scheduled for the week of 10/3/22.		
E	1 Staff and Elected Officials Complete DEI Certification Program through MARC	City Clerk	\$ 13,500			12/31/22	Program began in July 2022. Available to all staff, elected officials, and committee members. Fee is \$170/enrollee. Program concludes October 31.		
F	1 Incentivize Home Energy Audits to Promote Roeland Park /Achieving Our Carbon Emissions Reduction Goal	Assistant City Administrator	\$ 15,000			12/31/22	Staff worked with Building Energy Exchange KC to develop guidelines for the program. Program was initiated 9/12/22; marketing of the program began with implementation.		
G	1 Investigate Storm Water Utility Options	City Administrator, Public Works Director and City Council	\$ 5,000	\$ 2,500	\$ (2,500)	3/31/22	Presentation and discussion held at 1/3/22 and 3/21/22 workshops. Comparison of cities collecting fee on not for profits provided on 4/4/22. Council direction on 4/4/22 was to develop and implement an education plan leading to the fee being implemented for FY 2024.	1	2
G	2 Update Zoning Code to Improve Clarity and Address Barriers to Missing Middle Housing	Assistant City Administrator and Building Official	\$ 25,000			12/31/22	Scope of services anticipated to be combined into one instead of two steps; service agreement to be presented to Council for consideration in January of 2023.	0	0
H	1 Employ a Unitary Surface as Part of Playground Replacement in Phase 3 of R Park Improvements	Parks and Rec Superintendent	\$ 100,000	\$ 98,790	\$ (1,210)	11/30/22	Phase 3 plans reviewed and approved at 1/18/22 workshop. Project awarded 6/6/22 including this fall protection. AB Creative will install fall protection along with playground equipment.	1	2

# Goals and Objectives for Fiscal Year 2022

## Roeland Park, Kansas

Page 2

Progress Report: 3rd Quarter

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

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed	1=UNDER 2= On 3=OVER	1= Early 2= On Time 3= Late
H	2 Implement Change Over of Police Vehicles to Hybrids	Police Chief and City Administrator	\$ 41,000			12/31/22	Two hybrid patrol units approved and ordered on 2/7/22 (for \$74,758) vs 1 as originally budgeted. Vehicles will likely not be produced in 2022 and this objective will carry over to 2023.	0	0
H	3 Research Property Covenants and Restrictions to Identify Those with Discriminatory Language	City Attorney and Racial Equity Committee	\$ 7,500	\$ 7,500	\$ -	1/31/22	Research completed and presented to Council on 12/20/22. Council direction was to work on a state statute amendment which would allow a City to amend out discriminatory language from plats and covenants. Draft amendment has been presented to our state senator.	2	1
Total			<u>\$ 257,000</u>	<u>\$ 127,585</u>	<u>\$ (9,915)</u>				
Incomplete Objectives from:									
2017									
B	3 Find new location for Public Works	City Administrator	\$ 1,200,000			7/31/17	We are looking at options currently available. Over 35 sites considered. Needs assessment complete and being used to target sites within 1 mile of Roeland Park.		
2019									
F	2 Develop 4 to 5 Historical Markers/Interpretive Signage	Public Works Director & Public Works Committee	\$ 30,000			9/30/19	Council has appointed an Ad Hoc Committee to work on this objective along with the update to Roeland Park's history book. Police Chief is staffing the committee. Committee presented plan to council on 5/21/22. Direction from Council is to engage a historian who can lead this project to completion. Staff is looking for a historian.		
2020									
A	1 Update Roeland Park History Book from 1996 to Present	Tom Madigan and Volunteer Historians	\$ 1,000			10/31/20	Council has appointed an Ad Hoc Committee to work on this objective along with the update to Roeland Park's history book. Police Chief is staffing the committee. Committee will complete work on signs then move to updating history book. Looking for a historian who can lead this project to completion. Staff is looking for a historian.		
G	1 Consider Green Traffic Garden in Concert with Phase 1 or Phase 2 of R Park Development Plan	Public Works Director & Parks/Trees Committee	\$ 75,000	\$ 81,202	\$ 6,202	11/1/20	Council discussed options on 2/3/20, direction was established to consider the Objective during design of Phase 3 planned for in 2021. Phase 3 plan approved by Council reflects a traffic garden, project awarded 6/6/22.	3	3

**Goals and Objectives for Fiscal Year 2022**  
**Roeland Park, Kansas**

Progress Report: 3rd Quarter

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

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
<b>2021</b>									
A	1 Quarterly Diversity and Racial Equity Assessment	Equity Committee	\$ 2,000			12/31/21	First meeting of Equity Committee held 9/2020. The Committee developed goals and presented to Council. Committee converted to standing committee 3/15/21. City partnering with JOCO on Racial Equity in Communities program for \$6k. Scope of Objective is being changed to a Framework Guide for Policy Decisions concerning DEI.		
D	2 Install Two Marquee Signs on Roe Boulevard	Public Works Director	\$ 50,000			9/30/21	Pricing on changeable message signs has been secured for reference along with information on how such signs are generally designed. North location identified, a safe south location could not be identified due to narrow medians and site line impacts. Council to reviewed north sign cost information at 9/6/22 workshop and elected to withdraw the objective.		
G	1 Replace Administrative Vehicles at City Hall with Electric Vehicles	City Administrator	\$ 40,000	\$ 40,000	\$ -	4/30/21	Hybrid version of the Soul test driven and inspected by staff to ensure compatibility with neighborhood services use. Council has authorized purchase of used electric Soul vehicles meeting minimum criteria. Used car prices have increased significantly, Council authorized increasing budget to \$40k on 3/21/22. One vehicle purchased as of 5/20/22 for \$19k. 2nd vehicle purchased 6/27/22 for \$19k. Project completed on 8/18/22.	2	3
			<u>\$ -</u>						

Item Number: Reports of City Officials:- XI.-B.  
Committee 10/3/2022  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date: 9/29/2022  
Submitted By: Keith Moody  
Committee/Department: Admin.  
Title: **3rd Quarter Strategic Plan Progress Report - 5 min**  
Item Type:

**Recommendation:**

**Informational item, no action anticipated.**

**Details:**

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

The accomplishments completed or seeing progress in the 3rd quarter of 2022 are highlighted in green on the attached progress report.

Since adoption of the Strategic Plan in 2015 the City has taken steps in each of the 5 "Goal" areas as well as implementing initiatives that further each of the 17 "Strategy" areas. The City has undertaken a total of **162 initiatives** to date as part of the Plan's implementation which represents a **\$27 million investment** in the Community!!!!!!

**Financial Impact**

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

**Additional Information**

### How does item relate to Strategic Plan?

The quarterly progress report ensures the City is tracking efforts undertaken to implement the strategic plan and also provides timely, transparent communication to our residents on these efforts.

### How does item benefit Community for all Ages?

The quarterly progress reports communicate to residents of all ages the efforts being undertaken designed to benefit each of them.

#### **ATTACHMENTS:**

Description	Type
□ 3rd Quarter Strategic Plan Progress Report	Cover Memo

**Strategic Plan**  
**Roeland Park, Kansas**

Page 1

Progress Report: 9/30/22

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

**Strategic Plan  
Roeland Park, Kansas**

Page 2

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				6. In 2015 Roeland Park and Fairway entered into an agreement for the joint construction of a salt storage facility on Fairways public works site. Construction of the facility was completed in 2016.	\$ 70,900	8/1/16	Complete
				7. In 2018 Roeland Park made request of Mission to de-annex .7 acres of land (old KDOT right of way) owned by Roeland Park at the northeast corner of Roe and Johnson. The boundary line adjustment will simplify development and ongoing regulation of the site. Development at this intersection began in 2017 with construction of a new bank and hospital it is continuing with the Gateway project in Mission. Encouraging development of the NE corner at this same time is beneficial to both communities.	\$ 74,602	12/9/19	Deannexation from Mission and Annexation by Roeland Park completed on 10/22/19. Financial consideration agreement with Mission completed on 12/9/19. First of two payments to Mission made in June of 2020. 2nd payment made in June of 2021. Complete
				8. In 2019 Roeland Park is including Westwood Hills in our annual contracted street maintenance bid in hopes that the larger volume will generate lower per unit prices.			Complete in 2019, continuing in 2020.
				9. Starting in 2016 Roeland Park began offering contract code enforcement services to Westwood Hills which reimburses the City for the use of this staff time plus an administrative fee of 15%.			Complete
				10. Roeland Park has an interlocal agreement with the City of Westwood to provide Building Inspection services when either City is in need. Prior to hiring John Jacobson, the City was without a Building Inspector for several months. We were able to rely on the City of Westwood's building inspector on a contractual basis to fill that void. Likewise, Mr. Jacobson has helped Westwood with building inspections when their staff was unavailable.			Ongoing
				11. Roeland Park, Westwood and Kansas City, KS worked together to rebrand the 47th Street Corridor and host an inaugural community event to promote the businesses within the corridor and provide for a social event for residents.	\$ 3,000	9/8/19	Event was a success, hoping it will be an annual event.
				12. Roeland Park is a partner with MARC and other first tier cities on a Workforce Housing Study.	\$ 750	12/16/19	Results of housing study presented to Council by MARC on 12/16/19.
				13. Roeland Park is a partner with JOCO and other JOCO cities on an affordable housing study.	\$ 650		Study and report completed in 2020. Tool Kit presented to Council by UCS on 2/21/22.
				14. Roeland Park is working on an interlocal agreement to provide Code Enforcement services on an as needed basis to Mission Woods.		10/5/20	Approved 10/5/20.
				15. Worked with Fairway to develop a plan for extending a sidewalk along Buena Vista which passes through both cities and serves to enhance pedestrian safety for residents of both communities.			Design reviewed on 1/18/21. Easements acquired. Contract awarded. Construction to began in 7/2022 will be complete 10/2022.
				16. Possibility of Mission Hills providing Roeland Park arborist services being discussed.	\$ -	11/15/21	Staff met to discuss on 9/16/21, a service agreement was developed and adopted on 11/15/21.
				17. Offering opportunity to other cities to piggyback on the curbside glass recycling contract for services commencing on 1/1/23.	\$ -		Proposals for curbside glass recycling service reviewed with Council approving agreement with Ripple on 8/22/22.

**Strategic Plan**  
**Roeland Park, Kansas**

Page 3

**Progress Report: 9/30/22**

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



**Strategic Plan  
Roeland Park, Kansas**

Page 4

**Progress Report: 9/30/22**

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

**Strategic Plan  
Roeland Park, Kansas**

Page-5

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				20. Consider implementation of a Stormwater Utility Fee to diversify revenue sources and potentially reduce mill.	\$ 300,000		Presentation and discussion held at 1/3/22 and 3/21/22 workshops. Comparison of cities collecting fee on not for profits provided on 4/4/22. Council direction on 4/4/22 was to develop and implement an education plan leading to the fee being implemented for FY 2024. Education plan has been developed and will roll out in 10/2022.
				21. Pursue Spark Grant	\$ 5,000,000		A SPARK grant was submitted 2/28/22 to fund renovations to the Community Center. Project was not approved for funding.
				22. Pursue BASE Grants	\$ 2,391,250		A BASE grant was submitted 2/28/22 for funds to complete improvements to and extend Roe Parkway to Roe Boulevard (\$2.2 million). A BASE grant was submitted 2/28/22 for funds to support the Johnson Drive improvements planned for 2022 (\$191,250). Neither project was selected for funding.
				23. Pursue STP and CMAQ Grants	\$ 1,120,000		In April 2022 a pre-application was submitted for 2025-26 STP funds in support of Phase 1 Nall Ave improvements completed along with a CMAQ funding application for replacing the street sweeper with an all electric sweeper. Final application made 7/29/22. Review of scoring and submittal for consideration of addition points made on 9/19/22. STP meeting to review final scores is on 9/29/22.
				24. Pursue T Mobile Home Town Grants	\$ 50,000		Submitted 2022 Elledge Drive Complete Street project for funding consideration on 6/29/22. Received notice on 8/15/22 that grant was not awarded.
							9/12/22 submitted second grant application for the Mighty Bike play sculpture for \$50k.

**Strategic Plan  
Roeland Park, Kansas**

Page 6

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
1 C		Evaluate the historical, present and future financial commitments of Roeland Park and create a written analysis. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2016, Columbia Capital completed an analysis of the debt obligations of the City which is now incorporated into the monthly financial summary provided by the Finance Director.	\$ 1,912	1/1/16	Complete
				2. In conjunction with development of the 2018 Capital Improvements Plan, the City acquired the Plan It asset management software. This system allows the City to plan for perpetual investment in each capital item under our responsibility. The system reflects the funding source, the timing of when resources are available and when resources will be spent. It employs a two part scoring system to prioritize projects. It has the capacity to attach all supporting documents associated with an asset including pictures, studies, plans and legislative records. This tool in concert with the three year budget forecast model employed by the City provides information necessary in determining the present and future financial needs of the City.	\$ 725	8/31/17	On going, updated annually with budget process.
				3. At Council's request, Columbia Capital provided borrowing scenarios and procedure information as part of the 2020 budget process. Staff also provided Council budget scenarios reflecting different borrowing amounts. The borrowing analysis focused on funding new parks/recreation amenities, beyond merely replacing existing infrastructure.	\$ 800	7/1/19	Council completed a planned \$1.25 million borrowing with a ten year maturity with a 1.51% interest rate to fund new parks and pool facilities as of 9/30/20; in addition two outstanding issues were refinanced saving residents over \$50,000.
				4. Council approved placing on the 11/3/20 ballot a question that would extend the term of the current special purpose sales tax as well as increase it from a quarter of a percent to one-half of one percent. This would generate an additional \$375,000 annually to be used on maintaining infrastructure and buildings.	\$ 375,000	11/3/20	Communications plan executed. Question was approved with 60% in support on 11/3/20.
1 D		Dedicate resources to create a financial plan with the purpose to diversify the revenue base. (Phase 1 and Phase 2)	City Administrator & Asst. City Administrator	1. In 2016, the Development Committee created development plans for The Rocks and Northeast RJ (the two undeveloped sites owned by the City. These uses will diversify the revenues which support city services.	\$ 23,290	12/31/16	Sale of Northeast RJ land closed on 12/26/19. Staff continues to discuss The Rocks with prospective developers.
				2. In 2017, the City approved plans for St. Luke's Hospital and Commerce Bank to develop new sites. Development of this property diversifies land use and contributes to diversity of revenues in support of city services.	\$ -	6/30/18	The two sites contribute to an attractive gateway and synergy of development at this intersection.
				3. In 2019, the City entered into a land sale agreement worth \$1.2 million with Sunflower Medical Group to construct a medical office building that will accommodate multiple medical service providers within the City limits.		5/6/21	Construction completed and facility occupied May 6, prior to the 6/25/21 construction completion deadline.
				4. In 2019, the City completed a corridor plan for Roe and 48th as well as Johnson Drive from Roe to Roeland Dr. This citizen lead initiative identified redevelopment scenarios for each corridor that residents support. All of the concepts would diversify and strengthen the City's revenue base.		8/19/19	Council has adopted the corridor plan.
				5. Entered into an MOU and land sale agreement with Sunflower Development on a mixed use development concept for the Rocks. The principal use being a 200 unit multi-family building.		1/2/22	MOU extended to 1/2/22. Land sale agreement approved 1/3/22. Due diligence period expired 5/4/22 without execution of the Land sale agreement.

Strategic Plan							
Roeland Park, Kansas							
Page 7		Progress Report: 9/30/22					
Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				6. Enter into an MOU and land sale agreement with EPC for the Rocks to provide diversity in housing (200+ unit multi-family building as anchor) options as well as commercial space (mixed use).			MOU executed 6/21/22. Land sale agreement executed 9/6/22. Funding agreement approved 9/19/22. Development agreement is being developed along with TIF project plan, Site Development Plan, Final Plat and Rezoning tasks.
1	E	Establish an Economic Development Committee to work with the City Council, residents and business community for implementation of the finance plan. (Phase 1 and Phase 2)	City Administrator & Asst. City Administrator	1. In 2015 The Development Committee was established. They have created development plans for The Rocks and Northeast RJ reflecting diverse uses to further the financial plan.	\$ -	1/31/21	The work of this Committee lead to a land sale for Northeast RJ in 12/2019. The buyer built a medical office facility. Committee efforts also led to sale of the Rocks for a mixed use development. Both sites will broaden the employment opportunities in Roeland Park and diversify the land uses in Roeland Park. Committee retired as of 1/31/21.
Goal 2: Create a commercial development plan to revitalize underutilized property and leverage available land to create a sustainable community.							
2	A	Identify and prioritize potential commercial development sites in order to attract and retain developers and retail constituents supporting sustainable goals. (Phase 1)	City Administrator & Asst. City Administrator	1. The City also continues to support and attend the 47th and Mission Overlay Committee meetings along with representatives from the UG, Westwood, and area business leaders to discuss development in the district including the plans for development at the southwest corner of 47th and Mission.	\$ -		47 Committee developed revisions to the development standards, approved by Council on 5/2/22. City continues to encourage redevelopment on the SW corner of 47th and Mission.
				2. The Rocks and Northeast RJ development plans support this goal.	\$ -		Land sale for Northeast RJ (for \$1.2 million) in 12/2019. The buyer built a medical office facility. Land sale of the Rocks continues to be pursued with EPC for a mixed use project. Both of these projects result in development of underutilized sites that broaden the employment opportunities in Roeland Park and diversify the land uses contributing to a more sustainable community.
				3. In 2017, City learned more about the Walmart site lease terms and identified the TIF1 resources that will accumulate through the end of the TIF (2023).	\$ -	12/31/18	TIF development amended in 2018 to expand options for use of excess TIF resources. \$2.368 million in TIF 1 resources will be used on the Roe 2020 project.
				4. In 2018, the City identified the TIF3 resources that will accumulate through the end of the TIF (2025) and has incorporated these incentives into marketing of The Rocks.	\$ -	12/31/18	Ongoing
				5. In 2018, the City took the lead to clear up land use uncertainty for properties along the north side of Johnson Drive.		8/31/18	Covenant amendments filed, first redevelopment within the corridor underway in 2018 and completed in 2019.

**Strategic Plan  
Roeland Park, Kansas**

Page 8

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				6. In 2019, a citizen-led planning/visioning process occurred for the area at 48th and Roe as well as along Johnson Drive. This effort produced redevelopment concepts for land along these corridors.		8/19/19	The final report was adopted by Council on 8/19/19.
				7. Update the Comprehensive Plan plus review Universal Design guidelines and residential design standards	\$ 65,000	9/21/20	Comprehensive plan was adopted by Council on 9/21/20.
				8. Complete strategies included in Comprehensive Plan Update	\$ 20,000	11/1/21	Universal Design incentives developed and adopted on 9/7/21. Residential Design Standards developed and adopted 11/1/21.
				9. Create TIF 4 district to support mixed use development of the Rocks site.			TIF 4 created and TIF 3 boundary amended on 2/21/22. TIF 4 development plan pending.
2 B		Leverage commercial development sites as anchors for transforming Roeland Park into a community that serves to attract all ages with target audiences of young adults and seniors. (Phase 2)	City Administrator & Asst. City Administrator	1. The Sustainability Committee and Asst. City Administrator have been working through the MARC Community for All Ages recognition program.	\$ -	4/19/19	The City received Silver designation in 2017 and Gold designation in April of 2019.
				2. The mix of uses reflected in The Rocks and Northeast RJ site plans further this goal.	\$ -		The addition of professional medical services at the Northeast RJ site (via Sunflower Medical and Advent Health) also provided new employment opportunities both of these contribute to Roeland Park being more attractive to a broader age range of residents. The proposed mixed use development of the Rocks will add diversity of housing options as well as new commercial space; this too enhances Roeland Park's appeal to a broader age range of residents.
				3. The Planning Sustainable Places planning/visioning project (see Goal 2A above) also furthers this goal.		8/19/19	Both the Johnson Drive and 48th/Roe corridors provided mixed use redevelopment concepts that would broaden commercial and residential offerings attractive to all ages. The final report was adopted by Council on 8/19/19.
				4. In 2018, the City adopted a Master Sidewalk/Bikeway Plan which serves as a guide for extending sidewalks and biking routes, this furthers this goal.	\$ 3,000	6/30/18	The plan aids in identifying sidewalk extensions as well as bike route additions in coordination with street projects.
				5. The City developed the R Park Phased Development Plan on 3/18/19 and approved the design task order for Phase 1 of development plan which will install a pavilion and fully accessible restroom facility. The Master Plan also incorporates elements of Universal Design which will increase accessibility to and throughout the park.		3/18/19	Phase 1 and 2 completed 11/30/20. Phase 3 design complete and project awarded; construction commenced 7/2022 and will be complete 11/2022.

Strategic Plan						
Roeland Park, Kansas						
Page 9		Progress Report: 9/30/22				
Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
			6. Assemble land to encourage redevelopment along north side of Johnson Drive.			Council authorized the purchase of 3 adjoining properties at the east end of this corridor on 3/21/22. Closing completed on 4/30/22. Tenant leases for both sites are in place for up to 18 months. Conversations with St. Luke's concerning purchase of north end of vacant lot have commenced.
2 C	Establish an Economic Development Committee (as mentioned in Goal 1) to reignite dialogue between developers, planning committee, citizens, and others by increasing transparency at each level. (Phase 2)	City Administrator & Asst. City Administrator	1. The Development Committee was established in 2015 as addressed in Item 1E.	\$ -	12/31/21	With the sale of the Rocks site pending the goal of the Committee has been achieved, the Committee's annual term expired on 12/31/21.
			2. In 2019, Planning Commission and Development Committee members serve with citizens and commercial property owners on the PSP Project Committee, leading an intense community engagement process, looking at the 48th and Roe intersection and Johnson Drive corridor.		8/19/19	Corridor plan adopted in August 2019.
			3. In 2019, a Business Satisfaction Survey was administered for the first time.	\$ -	4/8/19	Results of survey presented on 4/8/19.
<b>Goal 3: Market Roeland Park to increase awareness and promote a positive image.</b>						
3 A	Create a new branding endeavor of Roeland Park as premier city of choice. (Phase 1)	City Clerk	1. In 2017, the City completed a branding plan and logo. Implementation of the branding plan began in 2018.	\$ 14,740		Logo has been implemented on vehicles, buildings, wayfinding signs, clothing, social media, website and official documents, street signs and entryway signs.
			2. In 2019 a marketing firm will assist in enhancing public communications as well as implementing the branding initiative.			PIO was selected and began work on 1/1/19. The effectiveness of our communications efforts is reported monthly, comparing our performance to that of comparable communities.
			3. The City hired Civic Plus to create a new website that included the new logo and help rebrand the City. Website was completed in 2018.		8/2/18	Complete
			4. Council approved finish elements for street lights, traffic lights, benches, stamped concrete and entryway monuments as part of the Roe 2020 project that will further the City's brand and provide for a unique appearance for Roeland Park.	\$ -	7/1/19	These elements are reflected in the Roe 2020 project. Logo was incorporated on street names signs and street banners along Roe. Three entryway signs installed in August 2021 with color changing capacity employed during the 2021 holidays for the first time.
			5. 4 seasons of street banners employing the City logo developed and installed on Roe Boulevard. Lit winter decorations also provided.	\$ 46,000	9/30/21	Four seasons of street banners have now been installed along Roe. Lit winter decorations installed 12/1/21 for the first time.

**Strategic Plan  
Roeland Park, Kansas**

Page 10

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
3 B		Ensure continuous outreach to effectively engage citizens, businesses, public and nonprofit sector. (Phase 1)	City Clerk/Police Chief	1. In 2017, more outreach through social outlets began.			Ongoing
				2. In 2017, a six month public engagement process was completed for the Roe 2020 visioning.		11/2/17	Complete
				3. In 2018, a monthly Communications Report was created to track the effectiveness of efforts to engage the public.			As of 9/30/20 the PIO provides a quarterly communications report and presentation to council.
				4. In 2018, the number of newsletters was increased to 6 to 8. This will go back to 6 in 2019.		12/31/18	Complete
				5. In 2018, the city website was updated.	\$ 18,781	8/2/18	Complete
				6. In 2018, the City engaged residents of The Roe Manor Heights subdivision to eliminate discriminatory language from their covenants and uncloud land use issues for lots fronting on Johnson Drive.	\$ 10,000	5/22/18	This created a process that can be followed with other subdivisions to eliminate discriminatory language.
				7. In 2019, an intensive public engagement process is occurring in concert with the Planning Sustainable Places project.	\$ 100,000	8/19/19	Corridor Plan adopted by Council.
				8. In 2019, an intensive public engagement process will occur in concert with the Comprehensive Plan update.	\$ 65,000		Confluence began working with the Planning Commission in August of 2019; on 9/21/20 the Comprehensive Plan was adopted by the Council.
				9. In 2019, a marketing firm will be engaged to enhance public engagement as well as further the branding initiative.	\$ 12,000	12/31/19	Consultant began 1/1/19, contract continuing into 2020.
				10. In 2019 a communications plan for the 2019-20 leaf pick up program was developed to guide communications efforts leading up to and during this project.			Implemented on 10/23/19
				11. In 2019 a communications plan for the Roe 2020 project was developed to guide communications efforts leading up to and during this project.			Implemented on 10/31/19
				12. In 2019 a communications plan for the R Park Phase 1 improvements was developed to guide communications efforts leading up to and during this project.			Implemented on 11/20/19
				13. In 2019 a communications plan for the Aquatic Center renovation project was developed to guide communications efforts leading up to and during this project.			Implemented on 12/5/19
				14. Video taping of council meetings began on 1/6/20 to provide residents the ability to watch council meetings and stay apprised of issues being discussed by their elected leaders.	\$ 3,230	1/6/20	Complete
				15. Virtual Council and Committee meetings implemented in order to continue the work of the City while affording public participation.			In March of 2020 City secured a monthly subscription to GoToMeeting, affording public access to virtual meetings.
				16. Hybrid meeting capability implemented allowing for residents to attend virtually or in person as well as adding closed captioning.			Changed to Zoom in June 7, 2021. No additional cost over GoToMeeting. Closed captioning capability is a free app. Meetings continue to be recorded and made available to the public on YouTube.

Strategic Plan							
Roeland Park, Kansas							
Page 11		Progress Report: 9/30/22					
Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
3	C	Establish Roeland Park as the premier community for location and service. (Phase 1)	City Clerk/Police Chief	1. In 2016, the City completed a third citizen satisfaction survey to benchmark performance against neighboring communities and identify what service areas have the greatest return on resources invested.	\$ 15,000	10/30/16	The benchmark document has aided in setting annual Objectives (priorities) as part of the budget development process.
				2. In 2016, the City completed a single family Cost of Living Comparison to benchmark with the other KC metro communities.	\$ -	10/30/16	The benchmark document has aided in setting annual Objectives (priorities) as part of the budget development process.
				3. In 2019 a Citizen Satisfaction Survey was completed, this will continue to identify areas where we can improve compared to neighboring communities, but also identify trends from efforts implemented since the 2016 survey.	\$ 20,000	4/1/19	Survey completed 4/1/19. Overall satisfaction increased 1.8 points from 20016 survey.
				4. In 2019 a tax rebate program was implemented to provide tax relief to impoverished members of the community.	\$ 2,865	12/1/19	Complete, the program will continue in 2020.
				5. In 2019 the City doubled its contribution to its Minor Home Repair Program.	\$ 4,500	1/1/19	Complete
				6. Complete single family Cost of Living Comparison to benchmark with the other KC metro communities in 2020.	\$ -	6/15/20	The benchmark document was updated to reflect costs as of 1/1/20. It is used in setting annual Objectives (priorities) as part of the budget development process as well as providing insight on solid waste, sales tax, property and storm water fees.
				7. The City completed a process to select a solar services consultant/partner in order to complete analysis of the potential rate of return and payback period for solar energy installations at municipal facilities. The project would reduce dependency on fossil fuel derived energy and advance the city's role as a leader in sustainable efforts.			In partnership with Evergy the City is moving forward with solar installations at the Community Center and City Hall. The IRR of the project is 236% with a 2.5 yr. payback period. Roof was replaced at City Hall 12/15/20. Solar was operational at the Pool Pump House in May 2021 and at the Community Center and City Hall in June of 2021. Working with Evergy to create a dashboard accessible through the City website to show performance of the two solar installations.
				8. Receipt of the Leading the Way Award from ETC, recognizing Roeland Park as being in the top 10% of all cities for levels of citizen satisfaction.		9/20/21	Award presented at the 9/20/21 council meeting.
Goal 4: Connect citizens to the community through events, places, services and activities.							
4	A	Increase effective communication as an essential element in the quest to increase community involvement. (Phase 1)	All Directors/City Administrator	1. The Events Committee coordinates events throughout the year to bring residents out to meet and enjoy Roeland Park amenities. In 2018 they hosted the Fall Family Picnic at R Park and the Spring Fling at Nall Park. The Governing Body and Staff continue to recruit to build participation in the Events Committee. The committee has been re-configured as the Community Engagement Committee which will shift to engaging the public in smaller scale events and assisting staff with planning of larger events.			Ongoing



**Strategic Plan  
Roeland Park, Kansas**

Page 12

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				2. In 2017, more outreach through social outlets began.			Ongoing
				3. In 2017, a six month public engagement process was completed for the Roe 2020 visioning.		11/2/17	Complete
				4. In 2018, a monthly Communications Report was created to track the effectiveness of efforts to engage the public.			Ongoing
				5. In 2018, the number of newsletters was increased to 6 to 8. Went back to 6 in 2019.			Ongoing
				6. In 2018, the city website was re-designed.	\$ 18,780	8/2/18	Complete
				7. In 2018, the City engaged residents of The Roe Manor Heights subdivision to eliminate discriminatory language from their covenants and uncloud land use issues for lots fronting on Johnson Drive.	\$ 10,000	5/22/18	Complete
				8. In 2019, an intensive public engagement process occurred in concert with the Planning Sustainable Places project focused on the Johnson Drive and 48th/Roe corridors.		8/19/19	Corridor Plan adopted by Council.
				9. In 2019, an intensive public engagement process began in concert with the Comprehensive Plan update.			Council adopted Comp Plan on 9/21/20.
				10. In 2019, a marketing firm will be engaged to enhance public engagement as well as further the branding initiative.			Started 1/1/19.
				11. In 2019 communications plans developed for major projects.		12/5/19	Complete
				12. In 2019 quarterly progress reports provided to track efforts which address the Strategic Plan Initiates.			Ongoing
				13. Citizens Academy Offered	\$ 7,000	11/3/21	Council approved providing a citizen's academy in the fall of 2021 with \$4,000 of the \$7,000 total cost being covered by donations. Classes began in September concluded in November 2021. We plan to conduct the academy every other year.
				14. 2021 Citizen satisfaction survey.	\$ 15,000	9/30/21	Council finalized special questions in May, survey distributed in June, final report was in September. Significant improvement in satisfaction with community engagement noted.
				15. Utilize ETC's small survey tool to gather public input/feedback on current topics.	\$ -	3/31/22	The City utilized this new service for the first time to gather public input concerning a tree preservation policy being considered. A second survey was conducted to gather insight on declines in satisfaction with the bulky item pick up service.
4 B		Increase civic activities to connect residents to the community. (Phase 2)	All Directors/City Administrator	1. The Events Committee coordinates events throughout the year to bring residents out to meet and enjoy Roeland Park amenities. In 2018 they hosted the Fall Family Picnic at R Park and the Spring Fling at Nall Park. The Governing Body and Staff continue to recruit to build participation in the Events Committee. The committee has been re-configured as the Community Engagement Committee which will shift to engaging the public in smaller scale events and assisting staff with planning of larger events.			Ongoing

**Strategic Plan  
Roeland Park, Kansas**

Page 13

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				2. For 2019 Roeland Park partnered with Westwood and Kansas City, Kansas on a new festival (The 47 Foodie Fest) with brought residents to the 47th and Mission corridor.	\$ 3,000	9/8/19	Successfully completed first event on 9/8/19. Successfully completed 2nd event with increased attendance on 6/5/22.
				3. KC Symphony performance at R Park.		4/15/21	An estimated 350 people attended this free concert at our recently completed park renovation.
				4. Pool renovation ribbon cutting event with DJ and T-shirt give away.		5/29/21	The event celebrated completion of the pool renovations and opening of the pool for the 2021 season.
				5. First ever dog swim at Aquatic Center.		9/7/21	Very strong attendance with 78 dogs attending. \$500 raised in support of K-9 officer.
				6. First ever Haunted Trail event held at Nall Park.		10/23/21	Over 500 people attended this new event.
				7. Working on Multi-Cultural Event in Concert with Indigenous Persons Day			Racial Equity Committee is working with the Police Department on 10/8/22 Community Safety Night.
4	C	Promote community service opportunities to encourage resident involvement and connection to Roeland Park. (Phase 2)	All Directors/City Administrator	1. In 2014, the Citizen's Fundraising for R Park secured a grant for granular trails in R Park.	\$ 25,500	10/31/14	Complete
				2. In 2017, the Parks Committee in collaboration with the Urban Trail group completed the design and construction of a multi-user trail in Nall Park.		11/30/17	Complete
				3. In 2018, Citizen's Fundraising for R Park, Parks Committee and Arts Committee led fundraising for a new signature art piece at R Park.	\$ 80,000	5/22/19	All funds have been raised and See Red Run sculpture installed in May 2019.
				4. In 2017, Citizen's Fundraising for R Park led fundraising for a new pavilion at R Park.			Design of the structure is progressing in concert with the Phase 1 improvements at R Park scheduled for 2020.
				5. In 2018, the Parks Committee began working on developing a phased development plan for R Park.	\$ 30,000	3/18/19	Phased development plan adopted 3/18/19. Design of the phase 1 elements is underway in 2019.
				6. In 2019, the Neighbors Helping Neighbors program was established to provide property maintenance assistance for owners who are not able to complete the work themselves.	\$ 5,600	12/31/19	The program was a success in 2019 and will continue in 2020.
				7. In 2019, an Aquatics Advisory Committee was established as a standing committee to provide recommendations on pool related policy and operations.	\$ -	6/1/19	Complete
				8. In 2020, an Ad Hoc Historical Committee was established to work on updating the City's history book and Historic Markers.			Committee membership established in March 2020, no meetings yet.
				9. In 2020 an Ad Hoc Police Policy Review Committee was established to work on updating Police policies.			A divers group was appointed to this committee which has been reviewing police policy and making recommendations on to the Council. All policies reviewed and implemented in June of 2021.

**Strategic Plan  
Roeland Park, Kansas**

Page 14

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				10. In 2020 an Ad Hoc Racial Equity Committee was established to work on developing a way to measure progress being made by the City to ensure racial equity.			A divers group was appointed to this committee which has been considering a rubric to measure racial equity progress. The committee was converted to a standing committee in March of 2021. They are working on implementing the objectives they developed and also partnering with Joco on DEI initiatives.
<b>Goal 5: Promote recreational opportunities through enhanced green space, facilities and communication.</b>							
5	A	Develop existing facilities and green space to maximize usage and service to the public. (Phase 2)	Public Works Director	1. In 2014 granular trails added to R Park.	\$ 29,000	12/1/14	Complete
				2. In 2014, new Community Center roof installed.	\$ 107,710	12/1/14	Complete
				3. 2016, new water fountain, benches, receptacles and picnic tables added at R Park.		10/31/16	Complete
				4. In 2016 restrooms and shelter renovated at Nall Park, new water fountain installed and playground equipment repainted.	\$ 103,500	8/30/16	Complete
				5. In 2016, plans to relocate public works in order to see that property developed to a higher and better use.			Ongoing
				6. City Hall ADA compliance modifications began in 2017 and will continue through 2020.	\$ 12,000	2/14/22	Final designs approved by Council in the 4th quarter of 2020. Bid awarded in March 2021. Final completion on 2/14/22.
				7. In 2017, multi-purpose trail added to Nall Park.	\$ 12,000	10/1/17	Complete
				8. In 2018, tennis courts reconstructed at R Park.	\$ 160,690	7/1/18	Complete
				9. In 2018, arboretum installed at R Park.	\$ 25,000	10/5/18	Complete
				10. In 2018, new shade sail structure added at Granada Park and two shade structures added at R Park.	\$ 42,190	4/29/19	Complete
				11. In 2018, completed Pool Analysis establishing direction for summer only pool operations. Improvements to pool will be planned during 2019.	\$ 35,555	11/31/18	Complete
				12. In 2018, new roofs were installed on the pump house and pool house structures, replaced main drain valve, replaced corroded fittings in pump house, lighting replaced, diving boards restored, chemical treatment system replaced, vortex/kiddie pool and slide pool repainted, and concrete deck repairs completed.	\$ 84,150	12/31/18	Complete
				13. In 2019 the following improvements were completed at the pool: replacing broken concrete deck panels, new climbing wall, removal of dome tethering system, new signage, caulking of deck, refurbishing of bulkhead, valve and fitting replacements in pump house, new dispensers in restrooms.	\$ 105,000	9/9/19	Complete
				14. In 2019 an interior/exterior design assessment lead by an ad hoc citizen committee provided design plans to enhance the Community Center.	\$ 19,500	12/9/19	Complete. Phased improvements have been incorporated into the Capital Improvement Plan.
				15. In 2019 two A/C only air handling units replaced by combined A/C and Heat forced air units at the Community Center. This allowed for the elimination of the boiler system while improving the energy efficiency of the building.	\$ 35,000	12/15/19	Complete

**Strategic Plan  
Roeland Park, Kansas**

Page 15

**Progress Report: 9/30/22**

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
			16. Phase 1 and 2 of R Park Development Plan to include a new pavilion, restroom facility, soccer field, paved trail, ADA access and more	\$ 1,400,000	11/30/20	Council selected a contractor for phase 1 and 2, work began in May 2020. Neighborhood meeting held 4/22/20. Substantial completion reached in November of 2020.
			17. Nall Park amenity replacement.	\$ 31,343	1/17/20	Receptacles, benches and picnic tables replaced at Nall Park.
			18. In 2020-21 a major renovation is planned for the Aquatic Center.	\$ 1,800,000	5/29/21	Contract was awarded in June of 2020, work completed in May of 2021.
			19. Prohibit use of tobacco products at parks and recreation facilities.	\$ -		Passed ordinance on 3/1/21; goes into effect on 4/1/21; signage will be installed by 4/1/21. Education on the new law will be provided by social media, newsletter and city web site.
			20. Sweaney Park Amenity Replacement	\$ 4,245	8/9/21	Equipment has been delivered to Public Works. Installation complete 8/9/21.
			21. Improvements to Cooper Creek Park Phase 1.	\$ 33,000	11/30/21	Invasive species removal, fence installation, art installation, landscaping around welcome sign, new concrete pads added.
			22. Phase 3 of R Park Development Plan to include new playground equipment, paved trails, green traffic garden.			Construction began 7/2022 and will be complete in 11/2022.
5 B	Enhance promotion of community events, facilities and programs to increase awareness and recreation participation. (Phase 1)	City Clerk	1. Every issue of the Roeland Parker includes upcoming events and dedicates a page to the recreational activities at the Community Center. In addition, staff send media blasts through constant contact emails and social media of all City events.			Ongoing each year.
			2. In partnership with JCPRD, tennis lessons were offered at the new tennis courts in 2018.	\$ -		Ongoing each year.
			3. In partnership with JCPRD and the Events Committee the Egg Hunt and Mayor's Tree Lighting events are being promoted through JCPRD publications as well as being assisted with planning/coordinating/staffing of these events. Attendance at the tree lighting was better in 2018 than it has been in the past 5 years, feedback was very supportive of holding the event at the Community Center and having more groups participating in the performances.	\$ -		Ongoing each year.
5 C	Identify and leverage additional financial, human and creative resources to expand recreational opportunities. (Phase 2)	City Clerk/Public Works Director	1. The Citizen's Fundraising Initiative for R Park has been active since 2014. Through 12/31/18 the group has raised \$229,403 in support of a limestone trail, benches, picnic tables, receptacles, signage, drinking fountain, a pavilion, an arboretum, shade structures, and artwork via fundraising events, grants, product sales, donations, awards and in-kind donations for the betterment of R Park.	\$ (229,403)		Ongoing
			2. In concert with Urban Trail and the Boulevard Apartments the City developed a multipurpose trail in Nall Park.	\$ 12,000	12/1/17	Complete

**Strategic Plan  
Roeland Park, Kansas**

Page 16

**Progress Report: 9/30/22**

Goal and Strategy		Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
				3. In 2017, the City secured \$32,000 in funding to leverage against local resources in the reconstruction of the tennis courts at R Park. The courts now contain lines for youth play as well as lines for Pickle Ball play. JCPRD in partnership with the City is offering recreational programming at the new facility.	\$ 160,690	7/1/18	Complete
				4. Items 5.B.2 & 3 above also support this strategic initiative by utilizing JCPRD's staff and experience to expand recreation opportunities.	\$ -		Ongoing each year.
				5. In 2019 the Council included adding a Parks and Recreation Superintendent position to the staff as part of the 2020 budget.	\$ 100,000	1/6/20	Complete
				6. JCPRD committed \$122,000 in support of parking/storm improvements at the Community Center Campus.	\$ 122,000		Contract awarded 9/2021, work completed 6/21/22.
				7. CDBG grant applications will be submitted for two phases of planned renovations at the Community Center in 2023 and 2025, the requests will be for the maximum amount of \$200k for each of the two phases. \$385k in ARPA Funds also allocated to the projects.	\$ 785,000		Project kick off meeting held with architect on 3/25/22. CDBG application for 2023 funding complete and submitted 5/22/22. Plans approved by Council with contract award planned for 10/17/22.
				Total	\$ 26,950,618		

**Item Number:** Reports of City Officials:- XI.-C.  
**Committee** 10/3/2022  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

**Date:** 9/30/2022  
**Submitted By:** Chief Morris  
**Committee/Department:** Police Department  
**Title:** 3rd Quarter Public Safety Report - 5 min  
**Item Type:**

**Recommendation:**

**Present the 2022 police activity report to council for the third quarter.  
(July - September)**

**Details:**

Uniform Crime Report / KBI Statistics / Crime Classification / Crime Statistics / Daily & Hourly Occurrences.

**Financial Impact**

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

**Additional Information**

The Animal Control and Co-Responder reporting is NOT available at this time for specific items.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

## ATTACHMENTS:

Description		Type
	UCR REPORTS	Cover Memo
	Crime Stats	Cover Memo
	Crime Classifications	Cover Memo
	RPPD 3RD QUARTER	Cover Memo

# U.C.R. Information / KBI annual report

## Crime Statistics by Year

[2021 Crime Statistics](#)

[2020 Crime Statistics](#)

[2019 Crime Statistics](#)

[2018 Crime Statistics](#)

[2017 Crime Statistics](#)

[2016 Crime Statistics](#)

[2015 Crime Statistics](#)

[2014 Crime Statistics](#)

[2013 Crime Statistics](#)

[2012 Crime Statistics](#)

[2011 Crime Statistics](#)

[2010 Crime Statistics](#)

[2009 Crime Statistics](#)

[2008 Crime Statistics](#)

[2007 Crime Statistics](#)

[2006 Crime Statistics](#)

[2005 Crime Statistics](#)

[2004 Crime Statistics](#)

[2003 Crime Statistics](#)





## Roeland Park Police Department

## Crime Statistics

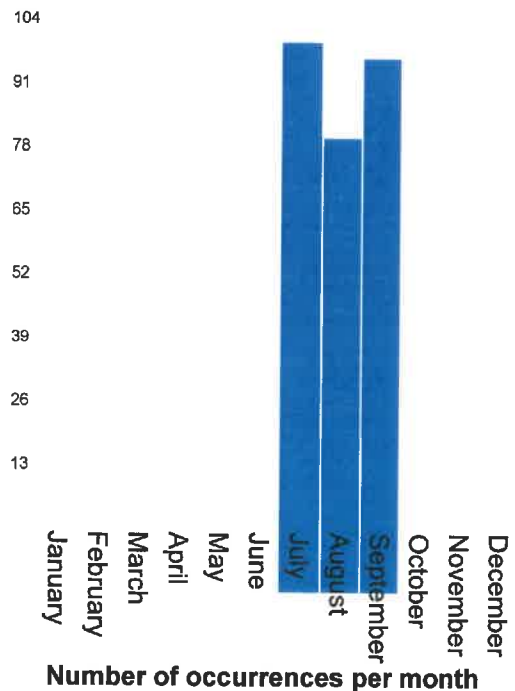
07/01/2022 00:01 to 09/30/2022 07:42

## Daily and hourly occurrences

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	UNKNOWN	TOTAL
NUMBER OF EVENTS -	31	45	43	56	41	27	30	0	273
>									
0:00 TO 3:59	6	6	5	5	3	5	7		37
4:00 TO 7:59	1	3	4	4	1	5	2		20
8:00 TO 11:59	3	10	9	7	7	2	3		41
12:00 TO 15:59	7	6	11	16	16	6	7		69
16:00 TO 19:59	10	12	8	10	9	4	2		55
20:00 TO 23:59	4	8	6	14	5	5	9		51
UNKNOWN HOUR									0

## Breakdown by month:

Month	Number of occurrences	Percentage of total
January	0	0.0%
February	0	0.0%
March	0	0.0%
April	0	0.0%
May	0	0.0%
June	0	0.0%
July	99	36.3%
August	79	28.9%
September	95	34.8%
October	0	0.0%
November	0	0.0%
December	0	0.0%
Unknown	0	0.0%
<b>Total</b>	<b>273</b>	<b>100%</b>



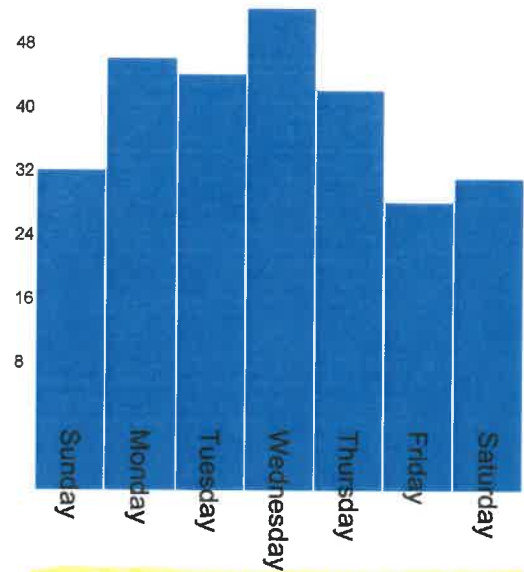
## Breakdown by day of the week:

Weekday	Number of occurrences	Percentage of total
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64  
56

# Restricted

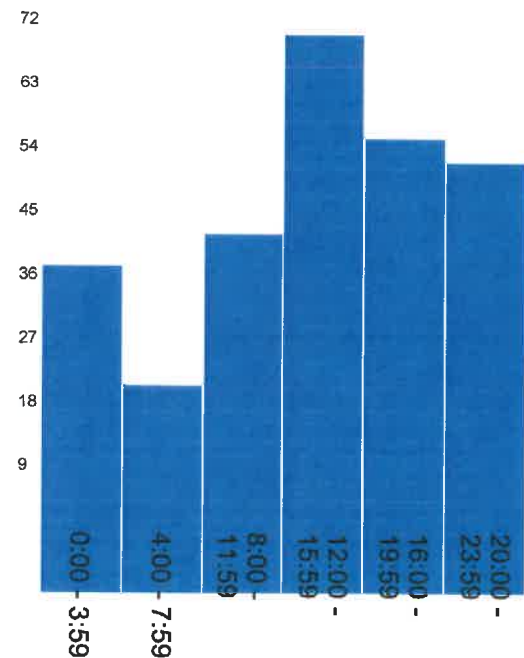
Sunday	31	11.4%
Monday	45	16.5%
Tuesday	43	15.8%
Wednesday	56	20.5%
Thursday	41	15.0%
Friday	27	9.9%
Saturday	30	11.0%
Unknown	0	0.0%
<b>Total</b>	<b>273</b>	<b>100%</b>



Number of occurrences per weekday

## Breakdown by time of day:

Time	Number of occurrences	Percentage of total
0:00 - 3:59	37	13.6%
4:00 - 7:59	20	7.3%
8:00 - 11:59	41	15.0%
12:00 - 15:59	69	25.3%
16:00 - 19:59	55	20.1%
20:00 - 23:59	51	18.7%
Unknown	0	0.0%
<b>Total</b>	<b>273</b>	<b>100%</b>



Number of occurrences per time of day

# Restricted



## Roeland Park Police Department

## Crime Statistics

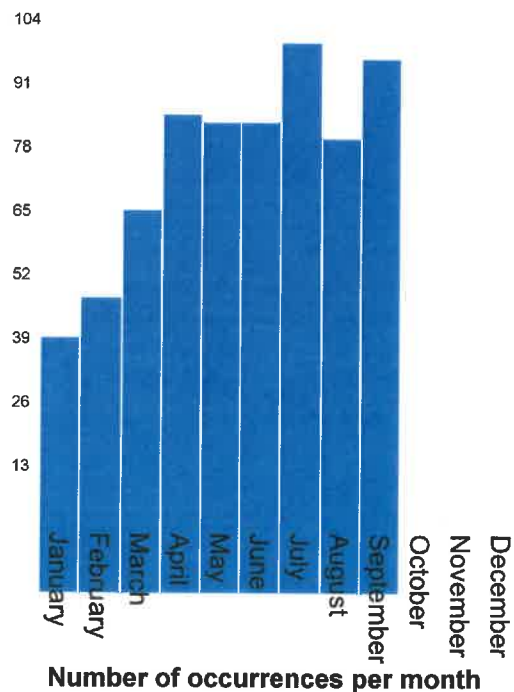
01/01/2022 00:01 to 09/30/2022 09:07

**Daily and hourly occurrences**

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	UNKNOWN	TOTAL
NUMBER OF EVENTS - >	87	99	107	110	97	78	90	0	668
0:00 TO 3:59	11	8	10	8	13	9	12		71
4:00 TO 7:59	4	8	12	8	8	9	6		55
8:00 TO 11:59	11	20	17	17	12	15	11		103
12:00 TO 15:59	20	26	26	33	31	16	21		173
16:00 TO 19:59	30	24	23	22	19	17	15		150
20:00 TO 23:59	11	13	19	22	14	12	25		116
UNKNOWN HOUR									0

**Breakdown by month:**

Month	Number of occurrences	Percentage of total
January	38	5.7%
February	46	6.9%
March	64	9.6%
April	83	12.4%
May	82	12.3%
June	82	12.3%
July	99	14.8%
August	79	11.8%
September	95	14.2%
October	0	0.0%
November	0	0.0%
December	0	0.0%
Unknown	0	0.0%
<b>Total</b>	<b>668</b>	<b>100%</b>

**Breakdown by day of the week:**

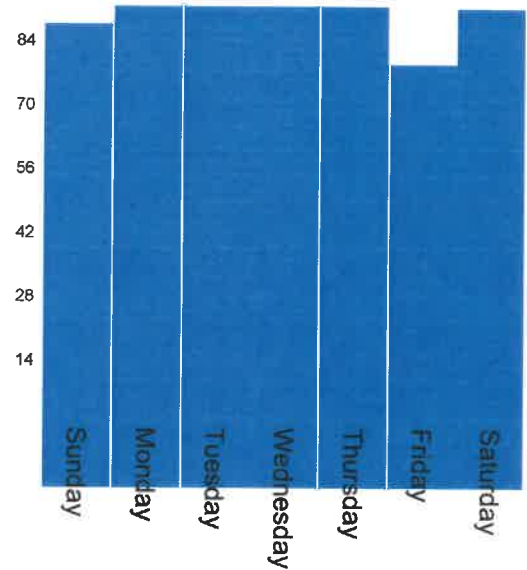
Weekday	Number of occurrences	Percentage of total
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Restricted

# Restricted

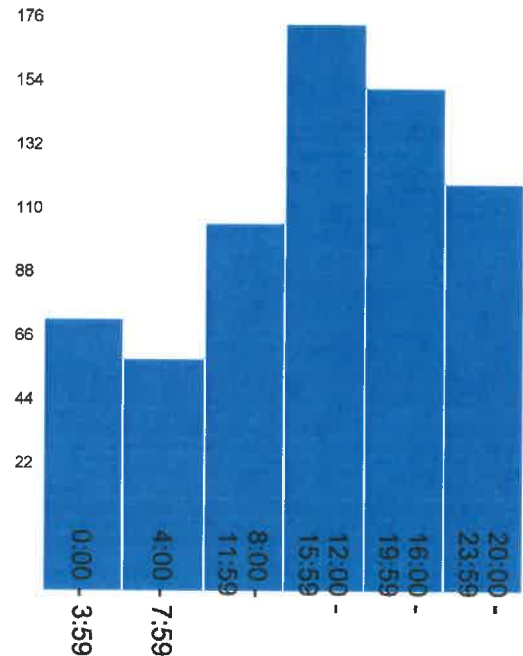
Sunday	87	13.0%
Monday	99	14.8%
Tuesday	107	16.0%
Wednesday	110	16.5%
Thursday	97	14.5%
Friday	78	11.7%
Saturday	90	13.5%
Unknown	0	0.0%
<b>Total</b>	<b>668</b>	<b>100%</b>



Number of occurrences per weekday

## Breakdown by time of day:

Time	Number of occurrences	Percentage of total
0:00 - 3:59	71	10.6%
4:00 - 7:59	55	8.2%
8:00 - 11:59	103	15.4%
12:00 - 15:59	173	25.9%
16:00 - 19:59	150	22.5%
20:00 - 23:59	116	17.4%
Unknown	0	0.0%
<b>Total</b>	<b>668</b>	<b>100%</b>



Number of occurrences per time of day

# Restricted



# ROELAND PARK POLICE DEPARTMENT

## CRIME CLASSIFICATION REPORT

07/01/2022 00:01 - 09/30/2022 07:39

CRIME TYPES	Total
Mental disorder - Yes	24
Mental disorder - Not applicable	229
Elder abuse	0
Gang related	0
Organized crime	0
Traffic fatality	0
Pursuit involved	1
Use of force	2
Alcohol involved	13
Co-responder involved	1
Grant involvement	0
K9 involved	4
Sound of shots fired	2
Narcotics	9
Child Abuse/Juvenile Division	0
Death investigation	1
High risk DV lethality	2
Prescription drugs involved	0
Suicide by firearm	1
Suicide by hanging	0
Suicide by other means	0
Suicide by other weapon	0
Weapons involved	4
Transport to mental health facility	1
Weapons display	1
Sunflower house criteria met	0
Sunflower house interview conducted	0
Grand Total	295



# ROELAND PARK POLICE DEPARTMENT

## CRIME CLASSIFICATION REPORT

01/01/2022 00:01 - 09/30/2022 11:50

CRIME TYPES	Total
Mental disorder - Yes	58
Mental disorder - Not applicable	556
Elder abuse	0
Gang related	0
Organized crime	0
Traffic fatality	0
Pursuit involved	1
Use of force	3
Alcohol involved	32
Co-responder involved	6
Grant involvement	0
K9 involved	17
Sound of shots fired	2
Narcotics	20
Child Abuse/Juvenile Division	0
Death investigation	2
High risk DV lethality	5
Prescription drugs involved	0
Suicide by firearm	1
Suicide by hanging	0
Suicide by other means	0
Suicide by other weapon	0
Weapons involved	7
Transport to mental health facility	4
Weapons display	3
Sunflower house criteria met	0
Sunflower house interview conducted	0
Grand Total	717

Incident Desc

Incident Type

Incident Status

Domain

### Q3

#### UCR

Homicide	0	Blvd. Apts.	16	Adult	79
Rape	0	Price Chopper	8	Juvenile	3
Robbery	1	Lowe's	28	Drugs Involved	13
Assault	15	Walmart	44		
Burglary	3	RPPD	8	White	49
Theft	74	Business District	44	Black	32
Vehicle Theft	6	Other	16		
Arson	0	Roe / East	62	Male	60
		Roe / West	45	Female	21

#### Accidents

Non-Injury	28			City Charge	28
				County Charge	16
				Warrant	38

#### Citations Warnings

Budde	167	61
Dietrich	14	5
Egidy	21	3
Enriquez	0	5
Foley	49	55
Kinney	33	22
Larson	29	52
Latalladi	87	25
Magee	3	0
Schultz	22	23
Stamper	14	2
Wilcher	21	6

#### Citations

#### Warnings

White	235	151
Black	82	63
Hispanic	140	37
Indian	0	0
Asian	1	5
Unk	2	3

#### Citations

	Equip	License	Moving	Misc
White	5	59	155	15
Black	2	30	36	15
Hispanic	2	59	78	1
Indian	0	0	0	0
Asian	0	0	1	0
Unk	0	0	0	2

#### Warnings

	Equip	License	Moving	Misc
White	30	25	95	1
Black	10	18	35	0
Hispanic	16	8	13	0
Indian	0	0	0	0
Asian	2	0	3	0
Unk	0	1	0	2

**Item Number:** Reports of City Officials:- XI.-D.  
**Committee** 10/3/2022  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

**Date:** 9/28/2022  
**Submitted By:** Donnie Scharff, Director of Public Works  
**Committee/Department:** Public Works  
**Title:** 3rd Quarter Public Works Report - 5 min  
**Item Type:** Report

**Recommendation:**

**Review 3rd Quarter Public Works Report with council**

**Details:**

Attached is the Public Works Report for 3rd quarter showing staff hours worked and updates to current projects.

**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





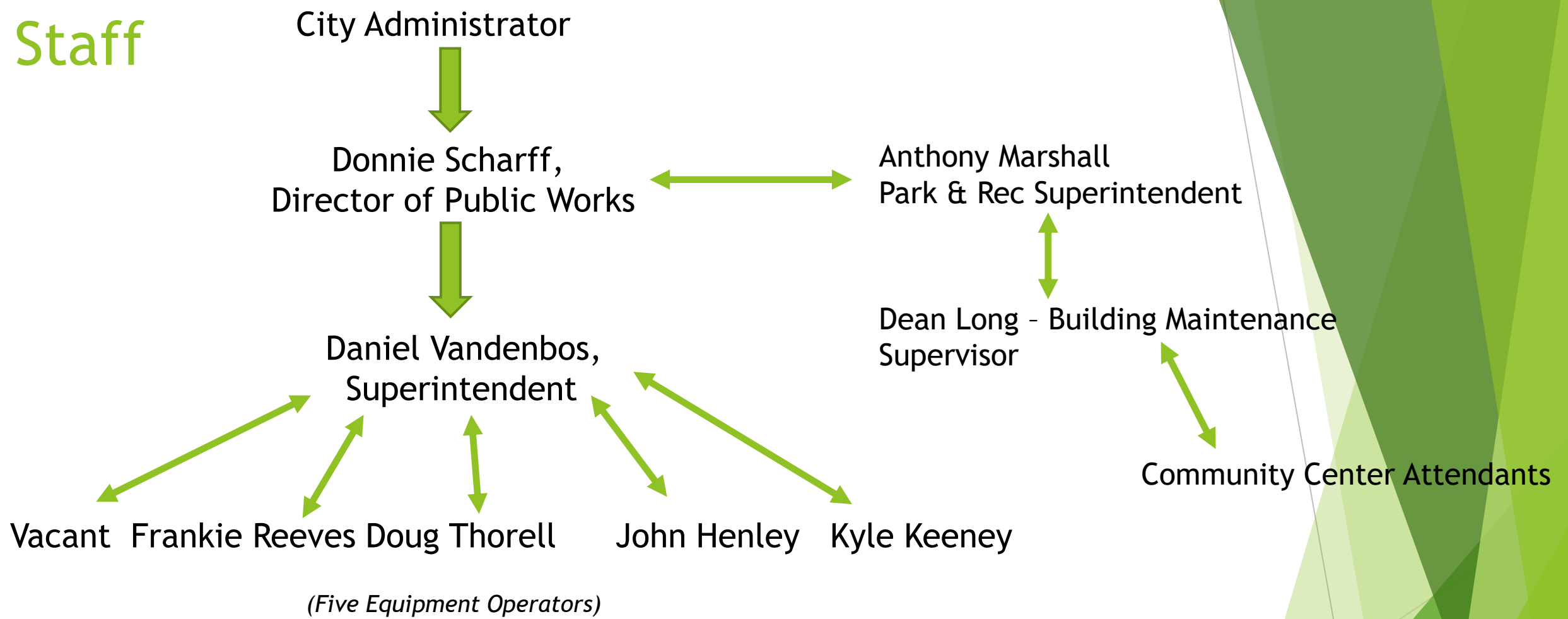
# Public Works Report 10-3-2022



Roeland Park Public Works

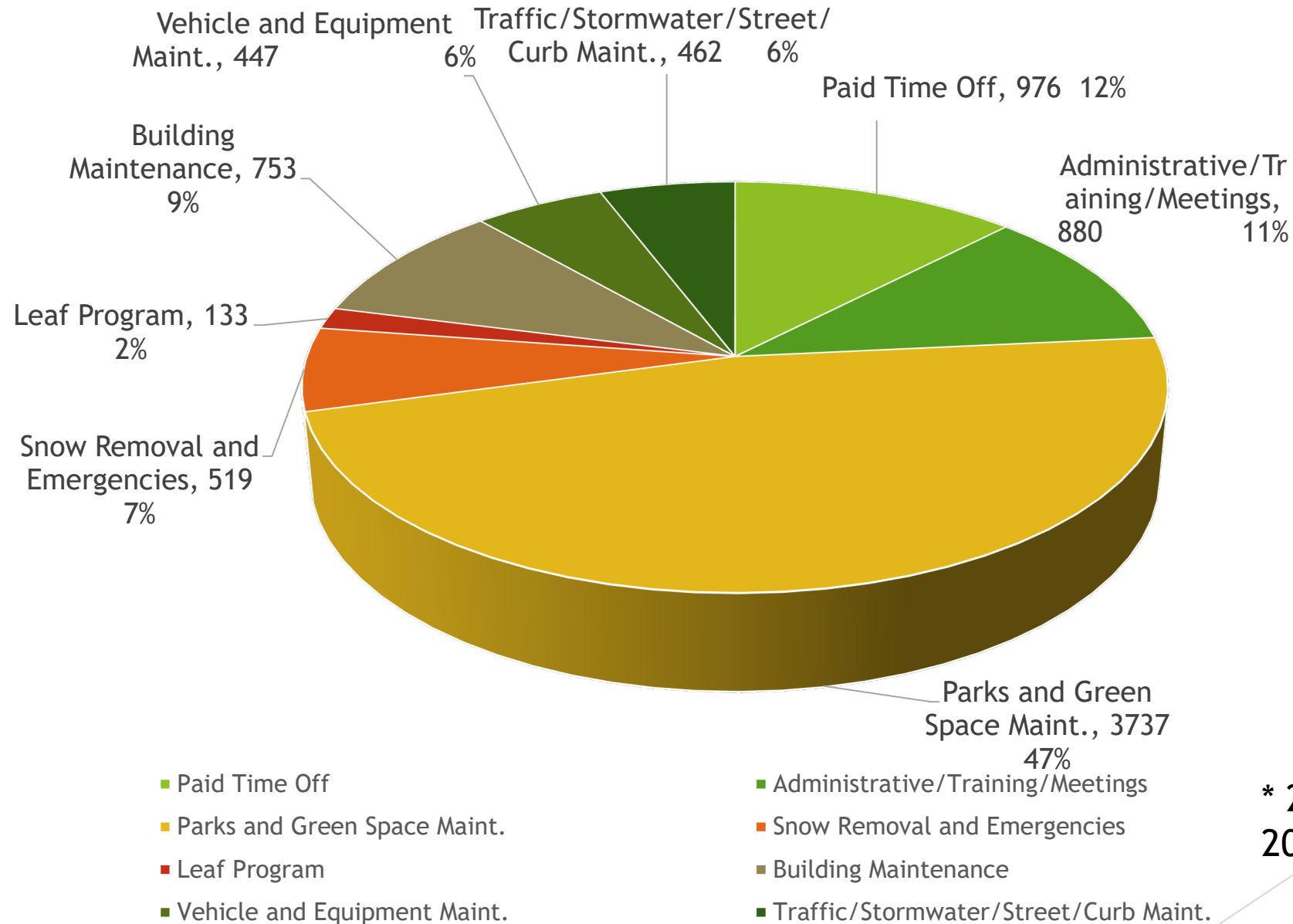


# Staff





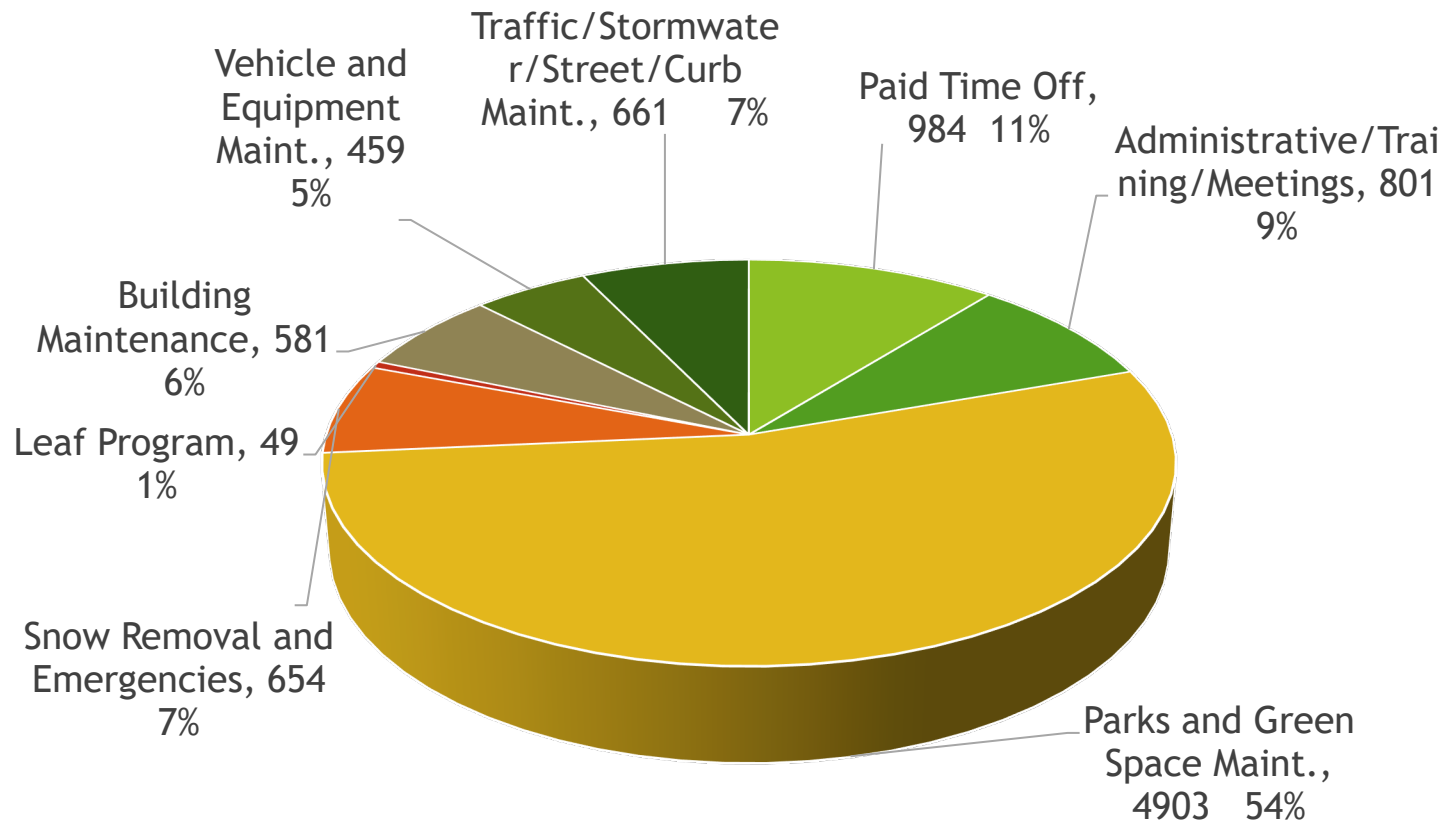
# 2022 Staff Hours Dedicated to Each Service Area



- Staff Hours from 1/1/22 to 9/15/22 Total= 7,907
- Greenspace Maintenance - 47%
- Street Maintenance Hours - 6%

\* 2022 reflects lower staff hours then 2021 due to full time vacancy \*

# 2021 Staff Hours Dedicated to Each Service Area



- 2021 PW Staff Hours From 1/1/21 to 9/15/2021 Total= 9,092
- Street Maintenance - 7%
- Greenspace Maint - 54%





# Parks Maintenance and Improvements

- 22 High Frequency Park Safety Inspections
- 7 Low Frequency Park Safety Inspections
- Mulching Planting Areas
- De-weeding landscape areas





# 2022 CARS - Elledge Dr Improvements



- Remaining Items
- Mill & Overlay - Clark to 47<sup>th</sup> St (OCT 3<sup>rd</sup> - OCT 7<sup>th</sup>)
- ADA pavers
- Elevated crosswalk near Parish Dr (OCT 6<sup>th</sup> & 7<sup>th</sup>)
- Sodding (Starting OCT 14<sup>th</sup>)
- Pavement Markings/Signage (OCT 10<sup>th</sup> - OCT 14<sup>th</sup>)
- Project Wrap-up - OCT 21<sup>st</sup> (weather permitting)



# 2022 CARS - Buena Vista/53<sup>rd</sup> St



- 95% sidewalk installed
- Mill & Overlay complete
- New pavement markings
- Add Stone for retaining wall
- Completion around Oct 15th



# 2022 CARS - Johnson Dr (Complete)

Before



After



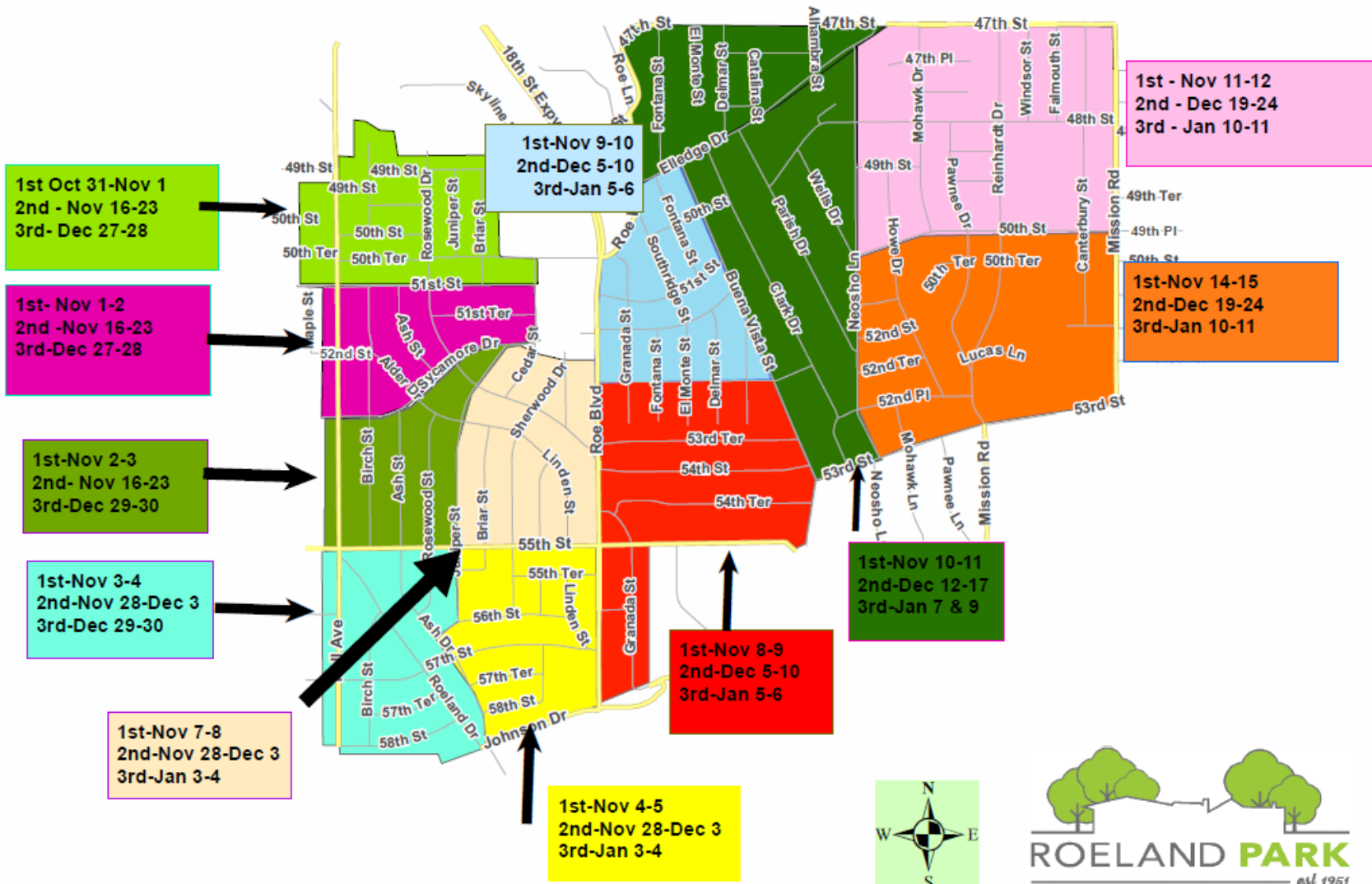


# Leaf Collection Program

## 2022-2023 Leaf Collection Map

Note - Staff will not provide leaf collection on Sunday's unless needed. Thank you

➤ Program starts Oct 31<sup>st</sup>



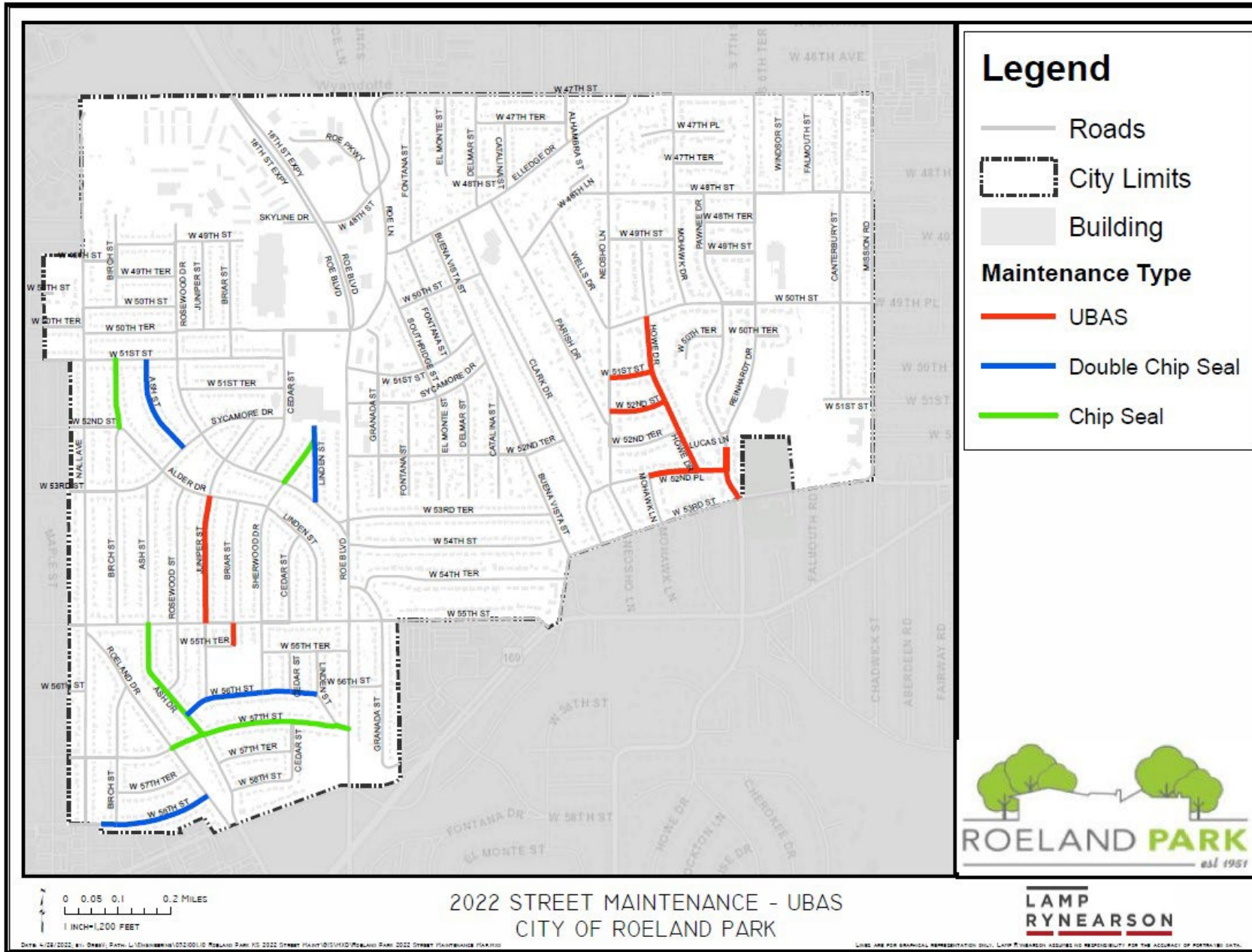
# Street Sweeping- 2022



- Street Sweeping Schedule- planned for the first week of each month. Takes a person 3 to 5 days to sweep the entire city depending on who is sweeping and the quantity of debris in the streets.
- Cubic Yards Totals - 117 Cubic Yards - Jan thru Sept
- Sweeper capacity of hopper is 8 cubic yards
- Average cubic yards collected per sweeping - Varies
- Average man hours per city wide sweeping - 32 (depending on amount of material on streets)



# 2022 Contract Street Maintenance



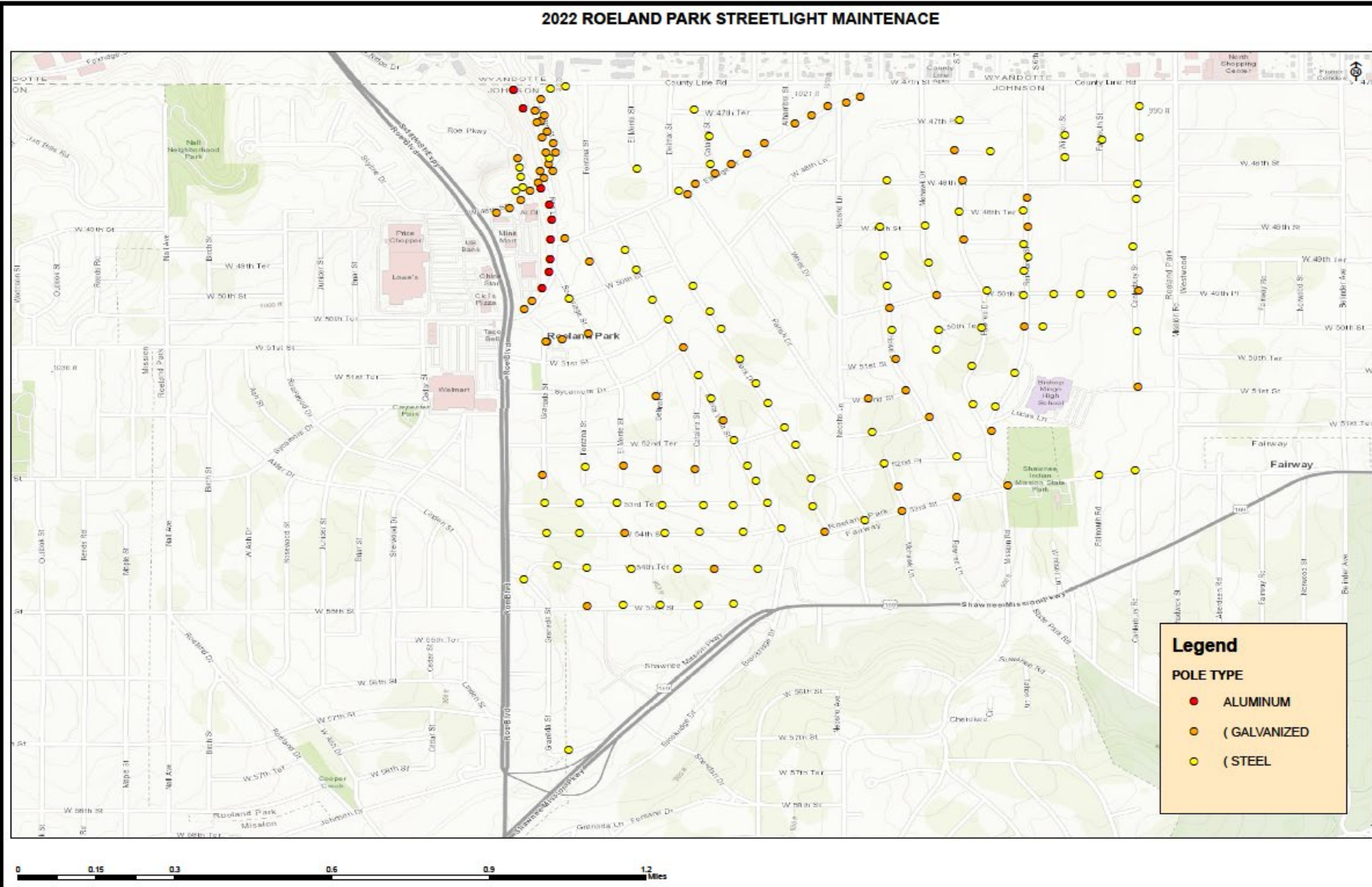
- 2022 Surface Treatments
- UBAS - Complete
- Chipseal - Complete

# 2022 Streetlight Maintenance - Phase II

- Eastside of City
- 172 poles to be painted
- 63 poles completed
- 50 poles prepped, 28 of these primed
- Completion - Mid to late Oct



2022 ROELAND PARK STREETLIGHT MAINTENANCE





## R Park - Phase 3



- 95% concrete complete
- Restoration/Sodding
- New Playground to be installed beginning Oct 3rd
- Striping/Signage

Final completion - End of Oct



# Council Objectives & Other Items

- Find new location for Public Works(Council Objective) - In Progress. Conceptual designs reviewed by council. Staff have began searching for location prospects
- 2022-2023 Leaf Program - Staff working with JOCO AIMS for leaf map website link
- Recruiting for Public Works Seasonal Maintenance Workers - will aid in the parks, landscaping areas. Provide maintenance such as watering trees, de-weeding, and mulching during summer months. **\*Update\*** Staff has not received any applications thus far.
- 2023 NSRP (Canterbury St) - currently in design, survey complete. City will host public meeting in December. Plans propose installing missing sidewalk segments (47th St to 48<sup>th</sup> St and 50<sup>th</sup> St to 51<sup>st</sup> St)
- Community Center Phase I Improvements - Plans currently out for bid. Bid opening scheduled for Oct 6th

# Questions

