

**GOVERNING BODY WORKSHOP AGENDA  
ROELAND PARK  
Roland Park City Hall  
Monday, 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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<b>Admin</b>	<b>Finance</b>	<b>Safety</b>	<b>Public Works</b>
Raglow	Rebne	Poppa	Brauer
Dickens	Hill	Madigan	Faidley

**I. APPROVAL OF MINUTES**

- A. Governing Body Workshop Meeting Minutes September 6, 2022
- B. Governing Body Workshop Meeting Minutes September 19, 2022

**II. DISCUSSION ITEMS:**

- 1. Discuss Wildflower Meadow Creation at R Park - 10 min
- 2. Executive Session - City Administrator Evaluation I move the Governing Body recess into executive session to discuss the City Administrator Evaluation pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The open meeting to resume in the council chamber at \_\_\_\_\_. Roeland Park City Council and Governing Body Workshop Meeting

**III. NON-ACTION ITEMS:**

**IV. ADJOURN**

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

**Below are the Procedural Rules of the Committee**

*The governing body encourages citizen participation in local governance processes. To that end, and in compliance with the Kansas Open meetings Act (KSA 45-215), you are invited to participate in this meeting. The following rules have been established to facilitate the transaction of*

*business during the meeting. Please take a moment to review these rules before the meeting begins.*

- A. **Audience Decorum.** Members of the audience shall not engage in disorderly or boisterous conduct, including but not limited to; the utterance of loud, obnoxious, threatening, or abusive language; clapping; cheering; whistling; stomping; or any other acts that disrupt, impede, or otherwise render the orderly conduct of the Committee of the Whole meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the City Council President (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or removal from that meeting. **Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.**
- B. **Public Comment Request to Speak Form.** The request form's purpose is to have a record for the City Clerk. Members of the public may address the Committee of the Whole during Public Comments and/or before consideration of any agenda item; however, no person shall address the Committee of the Whole without first being recognized by the Chair or Committee Chair. Any person wishing to speak at the beginning of an agenda topic, shall first complete a Request to Speak form and submit this form to the City Clerk before discussion begins on that topic.
- C. **Purpose.** The purpose of addressing the Committee of the Whole is to communicate formally with the governing body with a question or comment regarding matters that are on the Committee's agenda.
- D. **Speaker Decorum.** Each person addressing the Committee of the Whole, shall do so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly conduct of the committee meeting. Any person, who so disrupts the meeting shall, at the discretion of the City Council President (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or be subject to removal from that meeting.
- E. **Time Limit.** In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the Committee of the Whole, each speaker shall limit comments to two minutes per agenda item. If a large number of people wish to speak, this time may be shortened by the Chair so that the number of persons wishing to speak may be accommodated within the time available.
- F. **Speak Only Once Per Agenda Item.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of

his/her time to another, and no speaker will be credited with time requested but not used by another.

G. **Addressing the Committee of the Whole.** Comment and testimony are to be directed to the Chair. Dialogue between and inquiries from citizens and individual Committee Members, members of staff, or the seated audience is not permitted. Only one speaker shall have the floor at one time. Before addressing Committee speakers shall state their full name, address and/or resident/non-resident group affiliation, if any, before delivering any remarks.

H. **Agendas and minutes** can be accessed at [www.roelandpark.org](http://www.roelandpark.org) or by contacting the City Clerk

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

Item Number: **APPROVAL OF MINUTES- I.-A.**  
Committee **10/3/2022**  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: **Governing Body Workshop Meeting Minutes September 6, 2022**

Item Type:

**Recommendation:**

**Details:**

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description	Type
 Governing Body Workshop Meeting Minutes September 6, 2022	Cover Memo



**GOVERNING BODY WORKSHOP MINUTES**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Tuesday, September 6, 2022, 6:00 P.M.**

- Mike Kelly, Mayor
- Trisha Brauer, Council Member
- Benjamin Dickens, Council Member
- Jan Faidley, Council Member
- Jennifer Hill, Council Member

- Tom Madigan, Council Member
- Michael Poppa, Council Member
- Kate Raglow, Council Member
- Michael Rebne, Council Member

- Keith Moody, City Administrator
- Erin Winn, Asst. Admin.
- Kelley Nielsen, City Clerk
- John Morris, Police Chief
- Donnie Scharff, Public Works Director

**Admin**  
Raglow  
Dickens

**Finance**  
Rebne  
Hill

**Safety**  
Poppa  
Madigan

**Public Works**  
Brauer  
Faidley

(Governing Body Workshop Called to Order at 6:39 p.m.)

**ROLL CALL**

CMBR Dickens called the meeting to order. CMBR Brauer was absent, and all other Governing Body members were present.

**I. MINUTES**

**A. August 22, 2022**

*The minutes were approved as presented.*

**II. DISCUSSION ITEMS**

**1. Continued Discussion on Filling Vacant Governing Body Seats**

Ms. Winn reviewed updates to the draft ordinance made following July Workshop discussions. The special election for a mayoral vacancy is consistent with previous drafts. For a Council vacancy, applications would be accepted followed by an appointment process. Also included in the draft is a provision to allow a council vacancy to remain unfilled in the case of the Council President assuming the duties of mayor. In that way, the councilmember would not have to forfeit their seat when a new mayor is elected.

For reference, Ms. Winn also attached for comparison the process each Johnson County municipality takes to address a vacancy. Also included is a draft internal policy that could outline what the application process could look like.

CMBR Poppa said they do not have a mayor pro tem but a council president position. He said he would like to discuss changing the verbiage of actually swearing in a council president and change it to acting or interim mayor and not be sworn in and therefore holding their council seat.

CMBR Madigan said he was surprised to see the council president to be sworn in as mayor. His understanding was the council president would serve as mayor until the next election.

CMBR Faidley said her understanding was the council president would fill the duties of mayor but not be the actual mayor.

Mr. Mauer clarified that when the mayor is out of town or ill, they still have a mayor, and the council president fills the mayoral duties. Following the resignation or vacancy of a mayor, there is no mayor, and the City code requires they have a mayor. The proposed ordinance is written so that the council president does not have to sacrifice their council seat to fill the role of mayor until the next election.

CMBR Hill said she would like to see it be considered as an interim position. The way they currently elect a council president is a shared role and it is not fair or appropriate that they would then automatically become mayor. She would like to see this remedied by next year's election cycle.

Ms. Winn stated in past discussions the direction given that the effective date should be post the current cycle. Mr. Mauer said there is no difference in calling someone an interim mayor versus an acting mayor or mayor itself. The statute states the mayor has to sign ordinances and changing the name does not change the authority to sign an ordinance.

Mayor Kelly asked if CMBR Poppa was wanting to change council president to interim mayor or mayor pro tem in the event of a mayoral vacancy or a permanent change to the title.

CMBR Poppa responded that he has given that thought and that is a much larger discussion to have sometime later.

CMBR Faidley said they wanted to push the timeline out to distance themselves from the current circumstances and push it out to next year's cycle.

CMBR Poppa asked for a definition of a vacancy, and Mr. Mauer responded it is how they want to deem a vacancy.

City Administrator Moody wanted to follow-up with when a resignation would be effective, could it be withdrawn, and who has the authority to deny the withdrawal? Mr. Mauer responded if the council accepted the resignation, then it would be up to them to decide whether to accept its rescission.

CMBR Madigan questioned whether the timeline, depending on when the mayor resigned, would allow for the timely return of absentee ballots and whether that would require them to move the special election further out.

Ms. Winn said she would have to check with the election office on vacancy dates and an election.

CMBR Poppa proposed moving this item on to the next Council agenda with information from the questions asked this evening.

CMBR Madigan wanted to make certain they are following the Uniformed and Overseas Citizens Absentee Voting Act and federal law.

Ms. Winn asked for general direction on the internal procedure for the application process and there was consensus to accept what was presented.

This item will move forward to the next City Council agenda.

## **2. Racial Equity Framework - Revised 2021 Budget Objective**

Ms. Winn said part of this 2021 objective is to conduct a quarterly assessment of diversity and equity activities in the City. They have contemplated an ad hoc committee rating municipal actions according to a customized rubric. The City has benefitted from the technical assistance of the Racial Equity in Communities program. Over the past several months, staff, the Racial Equity Committee and Council have to review the rubric language to make it more meaningful for Roeland Park.

The Racial Equity Impact Analysis is a framework that the Governing Body could use when discussing certain agenda items, to review them for racial equity implications. A proposed threshold for analysis would be items over \$15,000.

Mayor Kelly asked, that on an annual basis, how many purchases are made over \$15,000. Ms. Winn said there are about 15 to 20 purchases over that amount.

CMBR Madigan asked if staff would be going over this. Ms. Winn said it would be incumbent on staff to recognize when an item meets the threshold and would subsequently begin the process. It would be a collaborative approach and brought to the Governing Body for discussion and feedback before going forward. Ms. Winn reiterated that staff would start the process.

CMBR Madigan said he would be in favor of a larger amount such as \$50,000 versus the \$15,000 starting point.

CMBR Rebne said his first thought is this initiates a better demographic of neighborhoods, and also agreed with moving forward with a higher financial threshold.

CMBR Faidley stated this is fantastic work and she is happy to see it. In meetings with the United Community Services group her takeaway is that the budget document is your value document. She is not sure about what dollar amount is needed and would like to consider that some more.

Ms. Winn said she will do a breakdown of purchases and look over the past several months to see what the impact would be in doing that analysis.

CMBR Hill questioned how finding equality in their neighborhood relates to a dollar amount. She asked if they could put a criteria set on this and look through the lens of who is impacted and how, and not the cost. She also apologized that they have not done better in the past such as with the historical signs and apologized to the community.

CMBR Poppa asked if there is a way to put some of those questions on the agenda item such as they have for the Strategic Plan and Community for All Ages. Ms. Winn said that could be done.

Mayor Kelly agreed with CMBR Faidley's assessment that what they value is where they spend their money.

Ms. Winn said she will review the questions and the process of the impact analysis and bring that back before moving on to the assessment process.

### **3. Discuss Prohibiting Parking on Elledge - Bike Lanes Being Installed**

Public Works Director Scharff said Elledge is designed to have 4-foot bike lanes. Currently on-street parking is permitted. His question to the Governing Body is whether to restrict on-street parking. Staff has observed that a handful of cars currently park on the street. There is a cause for concern of adding the bike lanes and continuing with on-street parking. He also noted that prohibiting the parking would affect the pick-up, drop-off, and stacking at Roesland Elementary.

CMBR Hill asked if stopping on the street for pick up would be considered a violation. She also suggested there could be timed hours for parking.

There was general discussion among the Governing Body of whether to allow parking on the bike lanes and alternatives for drop-off, pick-up, and queueing of cars.

CMBR Faidley said that education is key, and they need to be working with the schools as well as get the word out to parents. She said it is as critical as it is challenging.

CMBR Hill suggested they could tweak the language that idling is okay.

CMBR Faidley said as part of their Complete Streets initiative, Elledge was identified as a priority street for bike lanes and that Roesland Elementary was a key community destination for walking and biking. She said it all comes to a question of safety.

CMBR Poppa commented that he has not seen time restrictions on bike lanes.

CMBR Rebne said the question is why so many cars continue to come to school. He said that Roe, even with the improvements, still does not feel safe. He felt they should engage the school community and ask that question.

CMBR Hill said there were improvements listed of a raised island or a raised crosswalk and asked for clarification on which one is planned. Public Works Director Scharff said he will confirm which option they have.

CMBR Dickens said that parking over bike lanes at certain times sounds good in theory and he expressed concerns with that. He agreement that input from the school is important.

Mayor Kelly also agreed that Roesland should have the opportunity to offer their input.

CMBR Madigan said it was brought to his attention about speed devices being set up so that emergency vehicles can get through. Public Works Director Scharff said he will confirm with engineer on the design.

### **4. Discuss ARPA Partnership with the NEJC Chamber**

*This item will be discussed at the September 19<sup>th</sup> Workshop.*

### **5. Discuss Purchase of Changeable Message Sign**

City Administrator Moody stated that to install a changeable message sign would require extending power to the Roe Boulevard median. He also noted that they could not find a sign that would be appropriate for the south end that did not create a visibility issue. Their focus then moved to a location north of 47<sup>th</sup> Street. The cost of getting power to the median is in the summary packet and the sign is a significant investment of \$80,000 and has a 10 to 12 year lifespan.

CMBR Dickens said that \$80,000 for ten years is a lot of money and would be in favor of looking at a more inexpensive option. He also said he is not a fan of a manual sign.

CMBR Hill asked about the possibility of a digital sign across the roadway. City Administrator Moody said that he could look into that.

Mayor Kelly said he understands the engineer's opinion on visual obstruction, but he too has a concern on the cost. He believes an overhead digital sign is not in keeping with the dynamic on Roe Boulevard as the sign is meant to be informative and not for an emergency. He felt that a manual sign could be classic and timeless with a nice base. He also said that he was willing to withdraw the objective due to the cost and maybe this could be discussed again in a future budget.

CMBR Madigan said they have looked at several options and would also agree to pull the item.

CMBR Poppa said he appreciated Mayor Kelly and CMBR Madigan pulling this off table as it is not the right item at this time or for the north end.

There was consensus to pull the objective.

## **6. Review Front Yard Tree Inventory**

Public Works Director Scharff said that Wiregrass Ecological has inventoried and identified all of the trees in the public right-of-way as well as private property front yard trees with a diameter of 12 inches or larger. Over 3,700 trees were inventoried over ten days with a cost of \$27,000. It was noted that 68 percent of the trees are on private property front yards with 82 percent of them in excellent shape. Mr. Scharff noted that there are a lot of mature trees included in the inventory. Johnson County AIMS is maintaining the inventory and status of the trees. Mr. Scharff has also spoken with them about the ability to house a link on the City's website so that property owners can pull up the data on their own trees.

CMBR Faidley said it is important to note that over two-thirds of trees in the front yard are not in the right-of-way. She said they also need to realize they have a lot of trees in the City and if they want to protect them, they need to think about that.

CMBR Madigan said he appreciates this inventory, and it will help them maintain their right-of-way. He asked if owners will be notified of any action they need to take on their trees. Public Works Director Scharff said that would depend on the direction he is given.

CMBR Madigan asked whether they would notify a homeowner if a tree needed to be removed. City Administrator Moody responded that the codes enforcement officer does that notification. And with this inventory, if something needs to be removed, they have something to show in writing.

CMBR Madigan also stated that residents are not in favor of being told to remove a tree and is considered an overreach of government.

### **III. NON-ACTION ITEMS:**

Police Chief Morris reported that the siren pole has been replaced, repaired and is now operational.

City Administrator Moody said the sirens use batteries to sound and need power to keep the batteries charged. They are looking to see if they can economically run an existing circuit to the siren and avoid having to recharge it. John Jacobson, the City Building Official, is looking into this. There is also the same issue for R Park, so they are looking at relocating the siren closer to the restroom for power and also to provide better notification coverage away from the trees which tends to absorb the sound of the siren.

Public Works Director Scharff provided an update on the street projects. Johnson Drive, a CARS project, is now complete with the exception of striping.

The Elledge storm sewer is done. They still need to do concrete repairs and driveway approaches on the north end. The street still needs a mill and overlay, and they should be complete by the end of September.

Buena Vista and 53<sup>rd</sup> Street has seen the completion of concrete work and driveway approaches. They are working on the south end and the sidewalk on the Fairway side is being added. The mill and overlay is expected to start September 12<sup>th</sup>.

The UBAS and chipseal are complete.

R Park is also coming along. The playground equipment will be installed the third week of September with backfill and sodding to follow.

Public Works Director Scharff stated that they were able to sell the old playground equipment and it has been repurposed in another town.

CMBR Faidley asked about the damaged water main on 53<sup>rd</sup> and who is responsible for that cost. Public Works Director Scharff said the repairs are paid for by WaterOne and have been completed by their contractor.

### **IV. ADJOURN**

CMBR Dickens adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned at 8:18 p.m.)

Item Number: **APPROVAL OF MINUTES- I.-B.**  
Committee **10/3/2022**  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

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Date:  
Submitted By:  
Committee/Department:  
Title: **Governing Body Workshop Meeting Minutes September 19, 2022**  
Item Type:

**Recommendation:**

**Details:**

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description	Type
 Governing Body Workshop Meeting Minutes September 19, 2022	Cover Memo

**GOVERNING BODY WORKSHOP MINUTES**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Tuesday, September 19, 2022, 6:00 P.M.**

- Mike Kelly, Mayor
- Trisha Brauer, Council Member
- Benjamin Dickens, Council Member
- Jan Faidley, Council Member
- Jennifer Hill, Council Member

- Tom Madigan, Council Member
- Michael Poppa, Council Member
- Kate Raglow, Council Member
- Michael Rebne, Council Member

- Keith Moody, City Administrator
- Erin Winn, Asst. Admin.
- Kelley Nielsen, City Clerk
- John Morris, Police Chief
- Donnie Scharff, Public Works Director

**Admin**  
Raglow  
Dickens

**Finance**  
Rebne  
Hill

**Safety**  
Poppa  
Madigan

**Public Works**  
Brauer  
Faidley

(Governing Body Workshop Called to Order at 7:13 p.m.)

**ROLL CALL**

CMBR Dickens called the meeting to order. All Governing Body were present with Mayor Kelly appearing virtually.

**I. MINUTES**

*There were no minutes presented.*

**II. DISCUSSION ITEMS**

**1. Discuss Wildflower Meadow Creation at R Park**

CMBR Raglow reported that the Parks Committee would like to turn the northwest corner of R Park into a wildflower meadow. This would be a multi-year project starting this fall prepping the ground for seeds in the spring. They also plan to speak to the neighboring houses surrounding that particular area.

Parks and Rec Superintendent Marshall said he met with City Administrator Moody to make sure this project would not require a lot of maintenance. CMBR Raglow said the Parks Committee anticipates it will continue with the maintenance that is currently there.

CMBR Faidley asked if there is a total cost associated with this project or if the \$4,000 is only for plugs. She also wanted to know if they would need to water the garden. Mr. Marshall said the intent is that it would be a self-sustaining part of the park and take care of itself.

City Administrator Moody said they have watered the soccer field. They also have overseeded and used a preemergent and fertilizer to keep the soccer field in playable condition. They have not spent a lot of money to maintain the rest of the landscaping in the park. He said they would use a preemergent once a year.

CMBR Faidley said she cannot support any hardscaping in the area with the utilities and asked about easements. City Administrator Moody said there is a sanitary sewer running north and south and



underground electric through the meadow. The storm sewer is located in the center of meadow. The electric is overhead as well as the siren, and power pole.

CMBR Rebne said he likes the idea of a wildflower meadow, but noted that a year and a half ago Ward 4 residents came to the Council and made demands to remove racially restrict covenants from properties. It was determined that the cost of \$100,000 and would also require too much time on behalf of staff and residents. When he sees this, he wants to remind them of racial equity and treating residents of color that is also sustainable for their community. He wished the progressive residents would give a push to the other residents.

CMBR Hill asked about the legality of wildflowers. CMBR Raglow said there was no discussion or decision on native plants. These would be native and non-intrusive.

CMBR Madigan expressed concern about how this would affect the greenspace in the park. He said this garden would only affect two residents and is in favor of it, sees no problem, and it is a minimal cost with a lot of volunteer work.

CMBR Raglow said the Parks Committee is excited about it and is also in favor of it. They want to make sure they have appropriate signage to make people aware of what is going on and to keep people off of it as it is developed.

CMBR Poppa asked if the costs are coming out of the Parks budget and would this project move forward to other areas. CMBR Raglow said the funds are coming out of Parks and they will be doing the same thing in Nall Park.

CMBR Faidley said she wants to see a cost on this. She said the idea is low maintenance, but she is not sure how effective that is.

## **2. Review Needs Assessment for Public Works Facility**

Laura Burkhalter with SFS Architecture reviewed their study for a new Public Works facility location. She said they met with stakeholders to determine the facility's needs as it relates to equipment, personnel, future growth, and functionality of the space. They toured the current space and found a few deficiencies in layout and limited storage space. She provided some possible concepts in the packet. A new facility would have on-site storage, be ADA accessible, have a meeting and office space, non-gender facilities, showers, and a room to store equipment inside.

Concept 1 layout would have a total square footage just under 19,000 square feet. Concept 2 is tighter on space but has multiple overhead doors to be able to drive vehicle straight through.

CMBR Faidley said she appreciates the work done in this study and if the space is comparable to the existing space. Ms. Burkhalter said it is based on the feedback they received.

City Administrator Moody said that Option 2 appears safer with more doors to get in and out if something is wrong. He said the assumption is to keep everything inside which diminishes need of a larger outdoor space. Unfortunately, they do not have a site that they could build on. In six years, there has been only one vacant lot in the city.

*(Mr. Vandenbos made comments away from microphone that were not captured.)*

### **3. Charter Ordinance 38 - Filling Vacant Governing Body Seats**

Ms. Winn said that based on previous conversations, with an election in the year 2023, there is the potential to have six different elections. Two jurisdictions would be calling special elections, a general and a primary, which highlights the uncertainty with elections and that they do not overlap. Due to this, staff is recommending implementing a process that would appoint an interim mayor and an interim councilmember to serve at a time of vacancy to the special election. She included the appointment process timeline scenarios for review as well as two scenarios for interim appointments.

CMBR Madigan said the content assumed allowed for the mayor resigning on January 3<sup>rd</sup>, and asked what would happen if the mayor resigned earlier. Ms. Winn said they have no control over that, and they never know.

City Attorney Mauer said in the scenario proposed, it does not make any difference. They have proposed a best case scenario were Mayor Kelly elected to the Commission, and then notifies his intent to resign; they would immediately notify the election office to schedule a special election, but they cannot have a special election any sooner than February.

Mayor Kelly thanked the staff for their work on this because the ordinance and process are convoluted. It highlights what they have been concerned about and addresses their uncertainty. In evaluating the ordinance, he said it is incumbent on them to get it right and he agrees with staff's recommendation. He also understands the people's concerns in the democratic process versus an appointment.

CMBR Faidley also expressed her support of staff's recommendation. She asked if cities have gone to an appointment process because of the complexities of special elections.

CMBR Hill expressed concern for the appointment process to be abused. She expressed concern of someone stepping down just so they could appoint someone. City Administrator Moody contemplates following the process of a recommendation by the mayor but a confirmation by the council.

Ms. Winn said the acting mayor would make the appointment after reviewing all the materials for a council appointment and the council would confirm the nomination by the mayor.

CMBR Raglow asked who would make the appointment for mayor in the event of a vacancy. Ms. Winn said it would be a recommendation from the council by the council following the application process.

CMBR Poppa asked if the seated mayor would be voting on their own replacement. Mr. Mauer said the mayor would have to be resigned first before there could be a vacancy and so they would not be able to vote on their replacement.

CMBR Madigan said he is not willing to surrender his right to vote.

CMBR Rebne said he is struggling because he knows a special election puts a lot on staff and he had concerns about changing the rules after an election. Ms. Winn said their initial direction was to do this after an election. Now, they are recommending making changes first to avoid worst case scenarios of

up to 18 months to 2 years. The work on staff for a special election is not that much but is more the logistics and getting it scheduled with the Johnson County Election Board.

Mayor Kelly said he appreciates the conversation about an effective date. They make policies and put multiple ordinances in place as a Governing Body that affects everyone in Roeland Park and their neighbors. As they are putting rules and ordinances in place, they should not let their worst fears get in the way.

CMBR Dickens asked for support of the different options. Option 1 would be a status quo with no changes. Only one Councilmember supported that option.

Option 2 is a mayoral special election and appointment of a councilmember based on an application process.

There was majority support for Option 3; an appointment by recommendation from the council voted on by the council and an election at the next general election cycle.

Ms. Winn said this will come to the Council for a vote at their first meeting in October.

#### **4. Discuss Prohibiting Parking on Elledge - Bike Lanes being installed**

City Administrator Moody said feedback from Roesland school is they prefer to go back to what the traffic pattern was before construction with folks staging for drop-off and pick-up of students.

CMBR Faidley said the principal stated the current pattern is acceptable.

CMBR Hill would like to see them go back to pick-up on Elledge and that it doesn't need to be for an entire hour to pick up and go. She would like to see a no parking in the bike zone but that they could look the other way for 30 minutes while vehicles stop to queue for pick-up.

There was general Council discussion of staging of cars and queueing.

Staff said they will continue to gather more information for different scenarios.

#### **5. Discuss ARPA Partnership with the NEJC Chamber and Habitat for Humanity**

Ms. Winn said the City received \$1.3 million in ARPA fundings and have recommended two partnerships. One is to work with Habitat for Humanity doing a down payment assistance program, interior home improvements such as furnaces and air conditioning, with a forgivable loan if the person lives in the home for a certain length of time.

The second recommended partnership is with the Northeast Johnson County Chamber. They are looking at two lump sum disbursements of a project period of one year. The goal is for redevelopment of underutilized sites. The development would be City small businesses and City specific diversity business owners recruitment strategies to help and foster those relationships to make Roeland Park a destination for retail.

CMBR Faidley asked if the Chamber had the staff for this program. Ms. Winn said they have a consultant, and with the funds it will make sure they have the security to fund the work.

CMBR Madigan asked how they are handling the building permits for Habitat for Humanity. Ms. Winn said they will prioritize the modifications as part of universal design as the City has adopted a policy to waive those permits. The Governing Body can further discuss whether to waive permits as part of these projects as a whole.

CMBR Rebne asked what it looks like fostering business relationships with the business community. Ms. Winn said they are looking into area professional organizations to join for specific development areas. They are looking for diverse groups, diverse organizations such as the Black Chamber of Commerce, Latino Leadership Group of Johnson County. And as part of quarterly reports to the Governing Body, staff can provide a breakdown of where the funds are going in the different options.

There was consensus to move ahead with this. The Chamber is excited to work with Roeland Park and all kinds of good thing happen when they do them together.

### **III. NON-ACTION ITEMS:**

*No items were presented.*

### **IV. ADJOURN**

CMBR Faidley noted this was Ms. Winn's last meeting for the year as she is leaving on maternity leave.

CMBR Dickens adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned at 8:39 p.m.)

Item Number: DISCUSSION ITEMS- II.-1.  
Committee 10/3/2022  
Meeting Date:



## City of Roeland Park

### Action Item Summary

Date: 9/15/2022  
Submitted By: Anthony Marshall  
Committee/Department: Parks and Trees  
Title: **Discuss Wildflower Meadow Creation at R Park - 10 min**  
Item Type: Discussion

#### Recommendation:

**The Parks Committee supports establishing a wildflower meadow at R Park.**

- Overall estimated costs without permanent hardscaping (as these have not been discussed concretely and are optional)
  - Year 1 - \$1000 (Council investment)
  - Year 2 \$6500 (fundraising from parks and 'NFBRP' partnership + possible grants)
  - Year 3 -- \$1000 (parks, grants)

#### Details:

Attached is a presentation on the idea of a wildflower meadow (garden area) along the north boarder of R Park. The cost and those responsible for establishing the meadow are spelled out in the presentation. The area is not shown with a specific use on the attached R Park Master Plan. Staff asked the City Engineer to lay the wildflower meadow into the master plan (exhibit attached) so that we can see what if any conflicts may exist. Electric and sanitary sewer lines will pass under the meadow. The meadow may be disturbed in should maintenance on these utilities be necessary in the future.

Staff does not see a conflict with the proposed use. It is recommended that the Parks and Trees Committee meet with the adjoining property owners to brief them on what is proposed.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description	Type
▢ Presentation on Creation of Wildflower Meadow at R Park	Cover Memo
▢ Layout of Wildflower Meadow Exhibit	Cover Memo
▢ Wildflower Meadow Reflected on R Park Master Plan	Cover Memo
▢ R Park Master Plan	Cover Memo

# R Park Wildflower Meadow Project Proposal & Plan

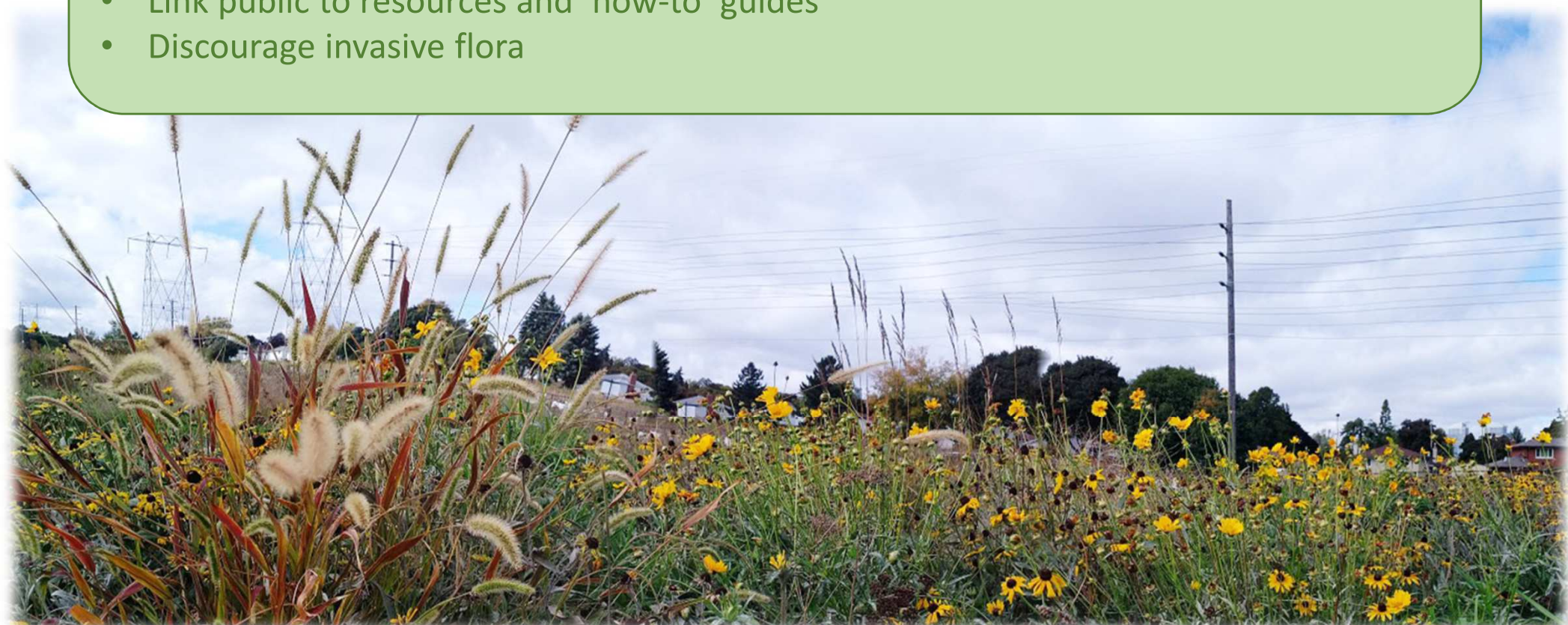
*Summer 2022*





# Goals of the R Mini-Meadow

- Beautify an unused portion of R Park in a sustainable way
- Partnership across committees: Parks & Trees, Sustainability, Public Works, Arts
- Water conservation and soil erosion reduction, soil improvement
- Demonstration and Education for public
- Limit resources from Public Works as much as possible and use volunteer workforce
- Low maintenance after initial phases
- Build natural habitat for native plants and wildlife
- Encourage interaction between public and natural environment
- Link public to resources and 'how-to' guides
- Discourage invasive flora





# 3-year phased plan

Year 1 (2022)

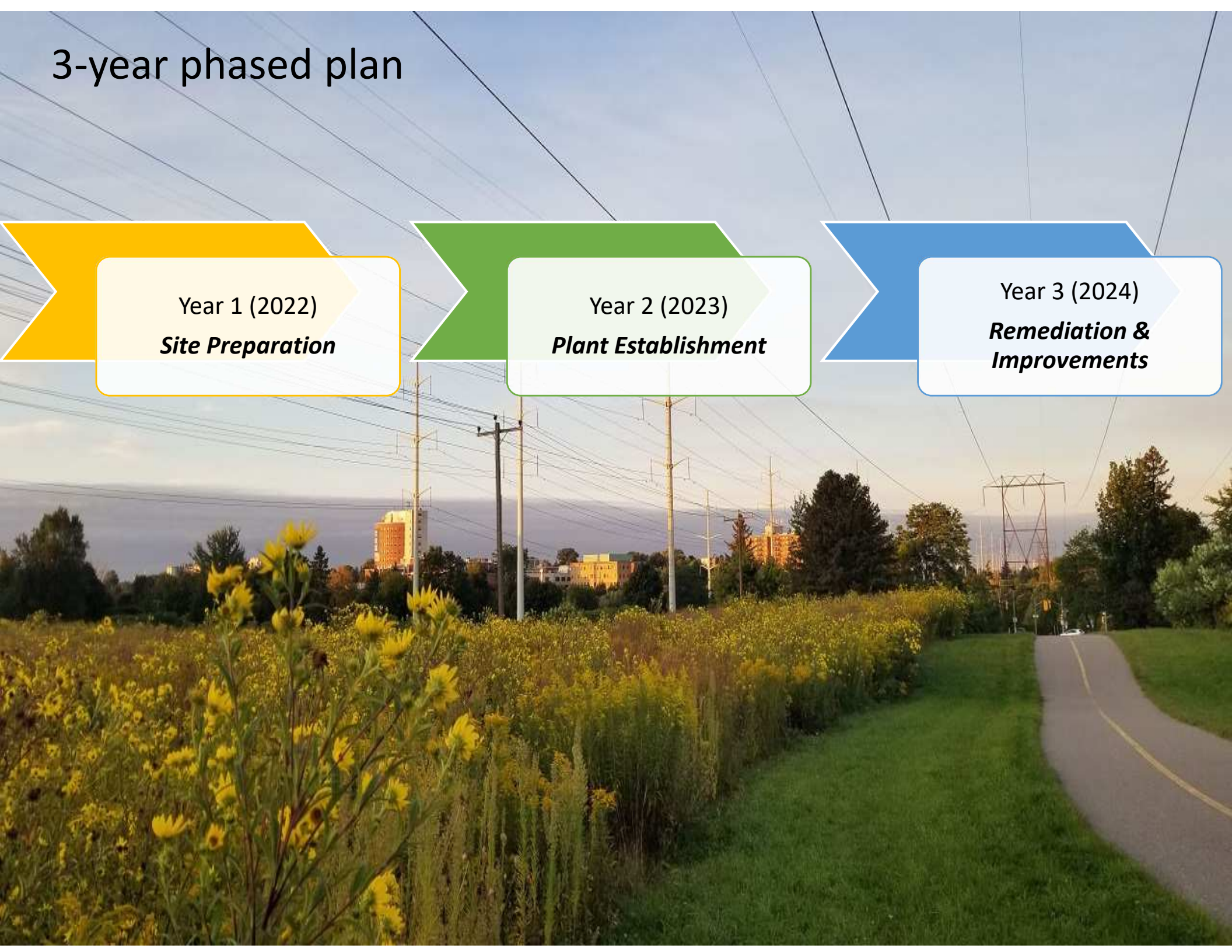
***Site Preparation***

Year 2 (2023)

***Plant Establishment***

Year 3 (2024)

***Remediation & Improvements***







Year 1 SUMMER - ASAP

### ***Site Preparation***

- *Eradicate weeds*
- *Education & Information*

### **Education**

- Signage / Website(?)
- “What are we doing here?”
- Benefits of a mini-meadow
- Do try this at home!
- No-dig method
- Inform proximal neighbors

### **Implementation**

- Identify drainage and easement requirements
- Remove rubbish and spot-weed
- NO MOW until cover
- Cover with horticultural grade black tarp
- Post signage, build website thru winter

### **Costs**

- Cover tarp & pins
- Volunteers (remove trash, apply tarp, create education)
- Durable signs

# Year 1: Site Preparation



<https://www.nhaudubon.org/event/pollinator-meadow-site-visit/>

[Durable landscape material \\$250-350](#)  
(Amazon)

[Landscape Pins \\$25](#) (Amazon)

Black durable landscape tarp should be used and removed in late fall prior to cover seeding

Necessary to smother existing weeds and allow for removal to bare earth

Alternative of biodegradable does not meet objectives, tarp reusable



# Educate!

Education!

QR code to  
website

Custom Sign  
\$100  
Squaresigns.com

Reminder &  
Intentionality







SPRING 2023

### ***Plant Establishment***

- *First Seed & Plant Plugs*
- *Education & Information*

### **Education**

- Continues
- Updated photos on progress to website

### **Implementation**

- Remove tarp, clean & storage for reuse
- Rake and grade
- **First Seed** with Midwest Meadow Mix
- Supplement with Plant Plugs
- Intentional Border Mowing with LOW Mow of full area 4-8" recommended)
- Water on a schedule with adjacent turf

### **Costs**

- Meadow seed mix
- Plant plugs
- Water
- Raking equipment

### **Options**

- Hardscaping features
- Mown path



# 2023 Spring Seeding



2# Midwest Wildflower Mix \$60  
(American Meadows)

50# Sand (Lowes) \$6

Plug Plants 38/\$149 (up to 6 species)

Mix & Match Trays from Prairie Moon Nursery

1000 plugs = approx. 27 trays =  
\$4023

1 plug per 3 sq ft



AUTUMN 2023

### ***Plant Establishment***

- *Second Seed & Plant Plugs*
- *Education & Information*

### **Education**

- Continues
- Updated photos on progress to website

### **Implementation**

- Water on a schedule with adjacent turf
- Spot seed prior to first frost
- Water if winter is dry
- Intentional Border Mowing and Low Mow

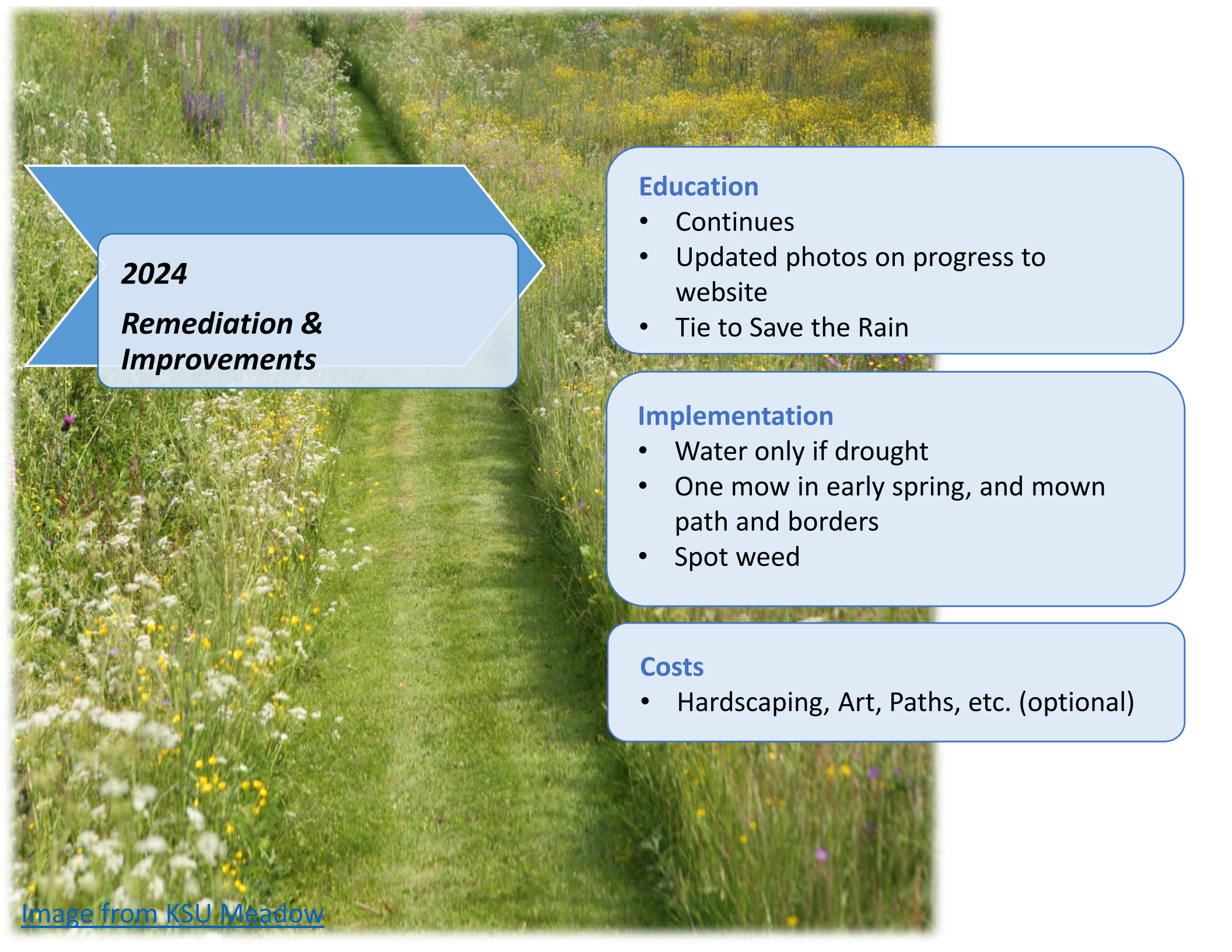
### **Costs**

- Spot seed mix
- Plant plugs
- Water

### **Options**

- Hardscaping features
- Mown path
- Annuals seeding (poppies)
- Permanent signs





**2024**

***Remediation & Improvements***

**Education**

- Continues
- Updated photos on progress to website
- Tie to Save the Rain

**Implementation**

- Water only if drought
- One mow in early spring, and mown path and borders
- Spot weed

**Costs**

- Hardscaping, Art, Paths, etc. (optional)



# Hardscaping



Crea8play.com



Mowed grass stays  
thru season



# Artwork



# Timeline

Public Works

Main Activity or Visual

July 22

Aug 22

Sept 22

Oct 22

Nov 22

Dec 22

Tarp

LOW Mow, No Water

Pull Tarp, Seeded Earth, Plugs

LOW Mow  
Water weekly until Freeze

Jan 23

Feb 23

Mar 23

Apr 23

May 23

Jun 23

July 23

Aug 23

Sept 23

Oct 23

Nov 23

Dec 23

Seeded earth

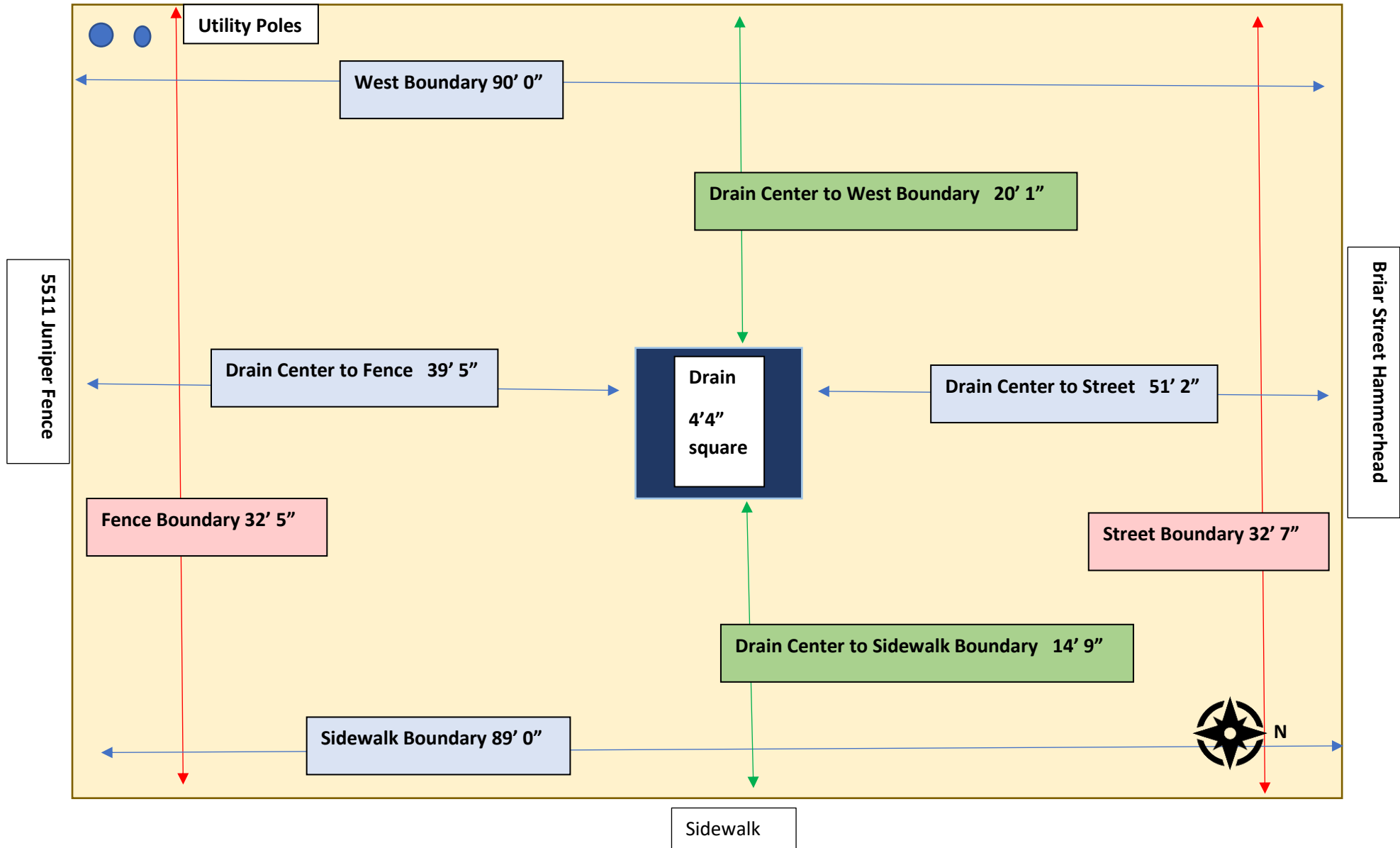
Seedlings

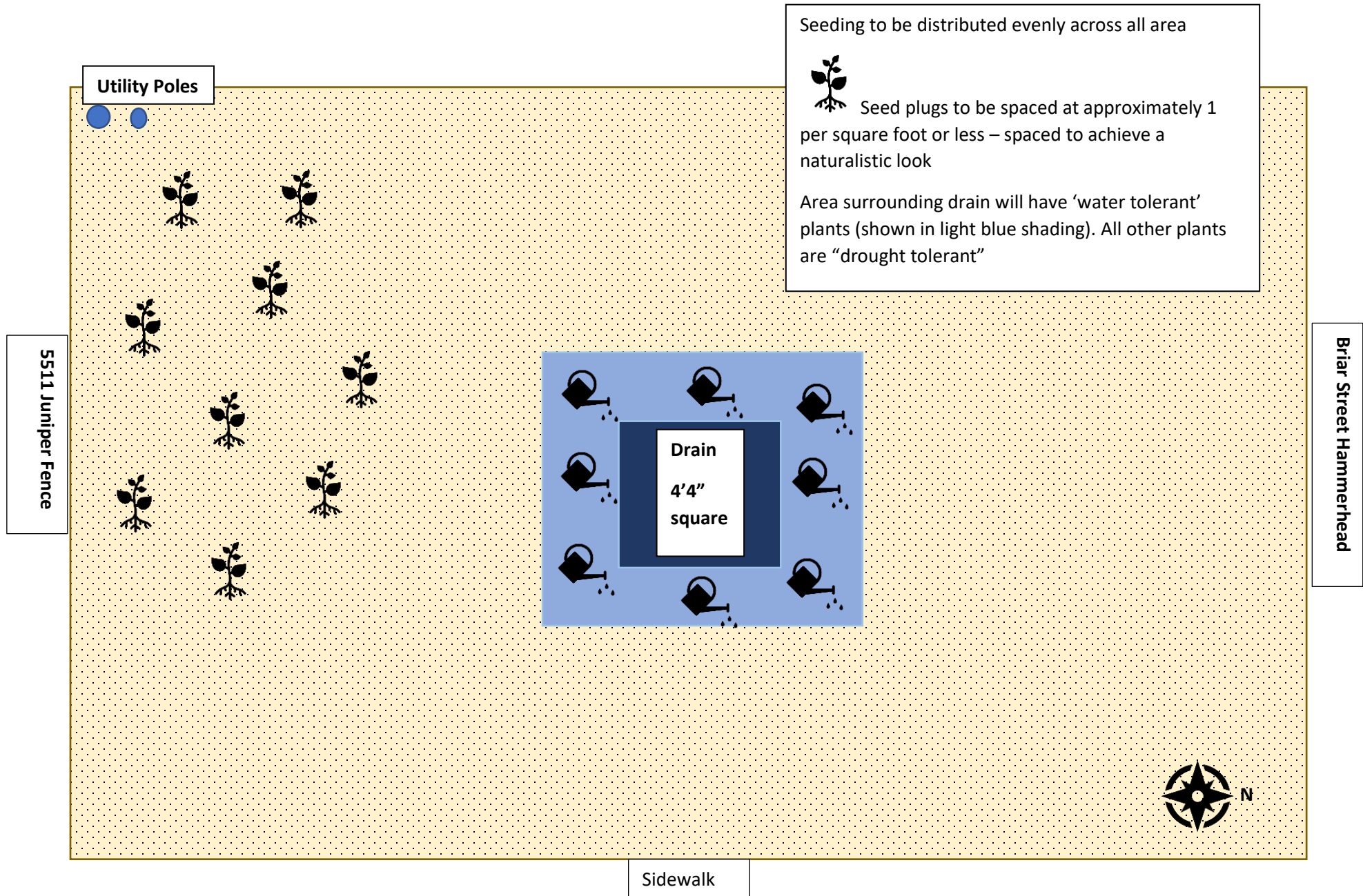
Plants

Spot Seed/Plant

No Mow

Water weekly until Freeze





R Park Wildflower Meadow  
Project Design Plan  
9/12/2022 – Jaime Davis [jaimeiam@msn.com](mailto:jaimeiam@msn.com)

### **Plant List**

#### **Seed Mix “Midwestern Blend”**

American Meadows 5lb Midwestern Perennial Blend <https://tinyurl.com/American-Meadows-Seed-Midwest>

American Meadows 4lb Quick Blooming Annual Seed Mix <https://tinyurl.com/Annual-Wildflower-Seed-Mix>

#### **Plant Plugs – Water Garden Area**

Mixed native plants from Prairie Moon Nursery <https://www.prairiemoon.com/plants/>

Final plant selection to be determined by December 31, may vary depending on availability

#### **Plant Plugs – Drought Tolerant Area**

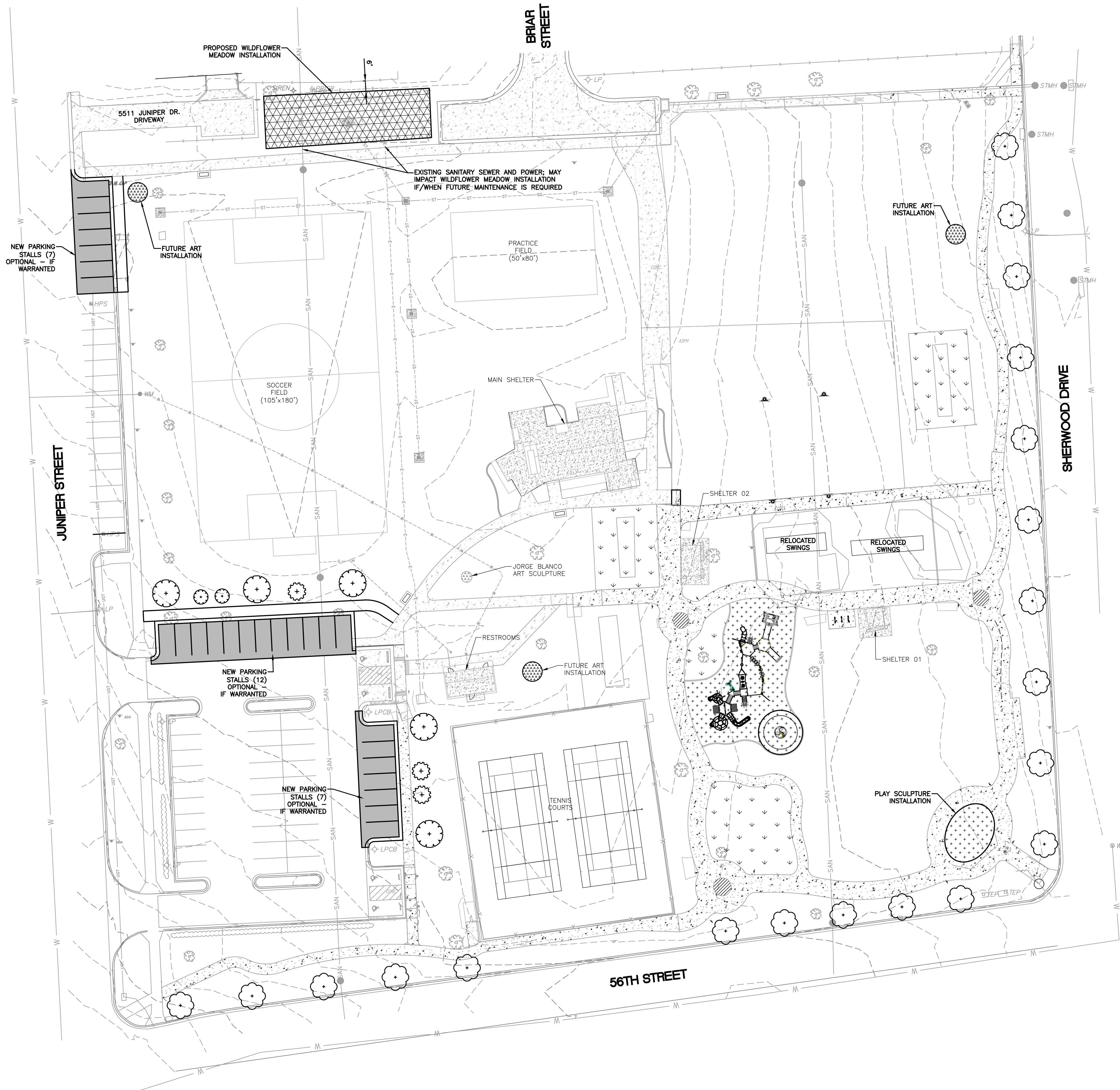
Mixed native plants from Prairie Moon Nursery <https://www.prairiemoon.com/plants/>

Final Plant selection to be determined by December 31, may vary depending on availability

**\*total plant plugs needed 2759 if spaced 1ft on all sides**



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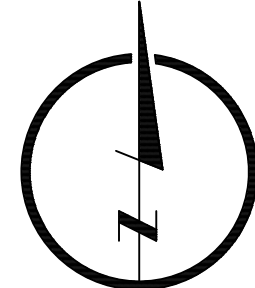


**PARKING SPACES**  
EXISTING — 47 SPACES  
PROPOSED — 76 SPACES

**GENERAL NOTE:**  
EXISTING TREES SHALL BE RELOCATED  
IF IMPACTED BY CONSTRUCTION.

**LAMP  
RYNEARSON**

LAMPRYNEARSON.COM  
OMAHA, NEBRASKA  
14710 W. DODGE RD., STE. 100 (402)496.2498  
FORT COLLINS, COLORADO  
4715 INNOVATION DR., STE. 100 (970)226.0342  
KANSAS CITY, MISSOURI  
9001 STATE LINE RD., STE. 200 (816)361.0440



0 30 60

**R PARK IMPROVEMENTS  
MASTER PLAN**

**R PARK IMPROVEMENTS  
CITY OF ROELAND PARK, KANSAS**



ALL UTILITIES ARE SHOWN  
BASED ON THE INFORMATION  
AVAILABLE TO THE ENGINEER.  
THERE IS NO GUARANTEE ALL  
UTILITIES ARE SHOWN OR THAT  
THE LOCATION, DEPTH, AND  
SIZE OF EACH FACILITY IS  
CORRECT. THE CONTRACTOR IS  
RESPONSIBLE FOR LOCATING  
ALL UTILITIES AND SERVICE  
LINES PRIOR TO CONSTRUCTION.

**REVISIONS**  
09/15/2022 — ADDED WILDFLOWER MEADOW

**DESIGNER / DRAFTER**

**DATE**  
SEPTEMBER 2022  
**PROJECT NUMBER**  
0322001.01  
**BOOK AND PAGE**

**SHEET**

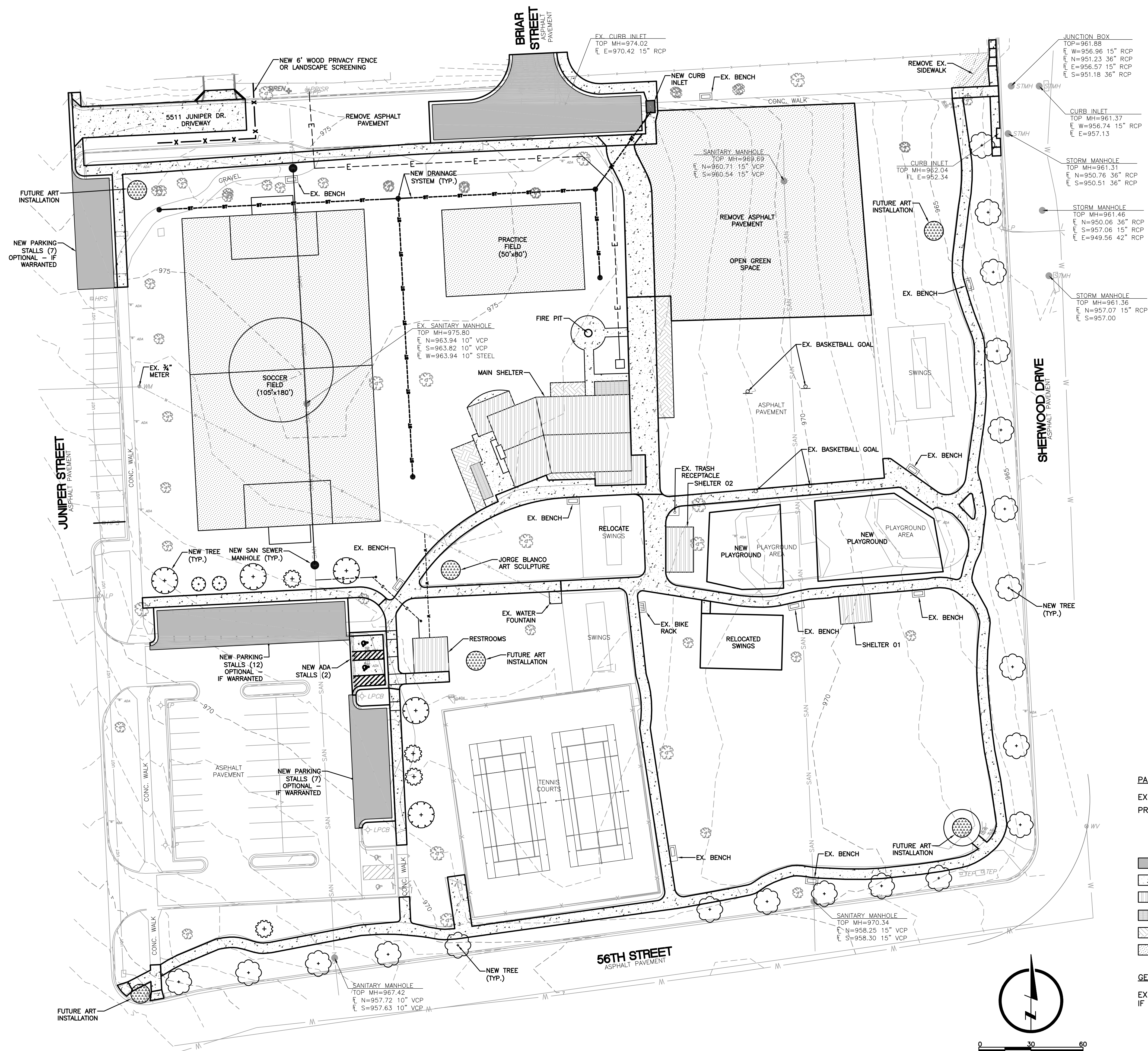


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**R PARK IMPROVEMENTS  
CITY OF ROELAND PARK, KANSAS**

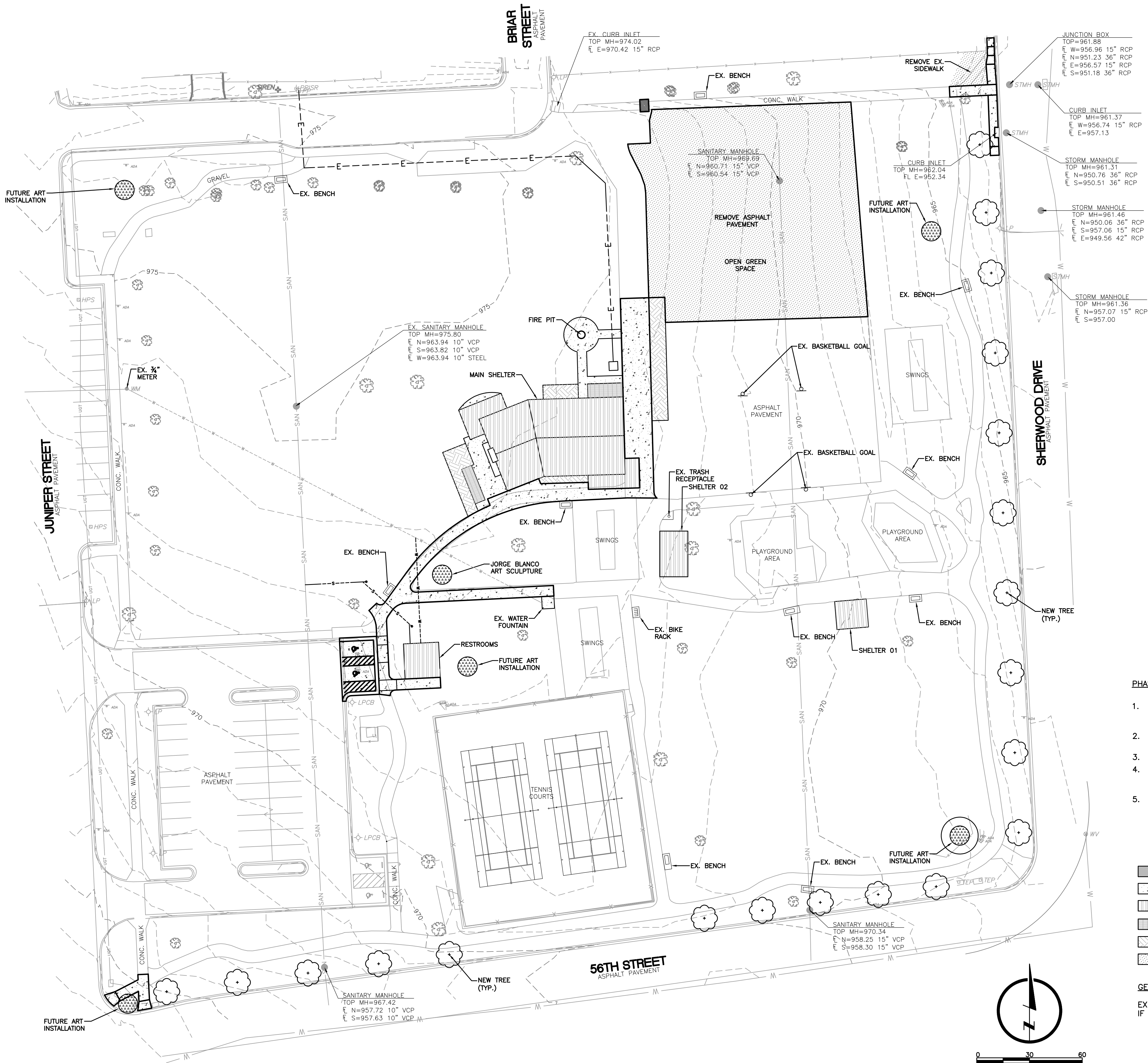
<b>REVISIONS</b>	
11-09-2018	ORIGINAL ISSUE DATE
03-08-2019	PARKS COMMITTEE RECOMMENDATIONS
03-19-2019	ADOPTED BY CITY COUNCIL (03-18-2019)
<b>DESIGNER / DRAFTER</b>	
A/JM	
DATE	
03-19-2019	
<b>PROJECT NUMBER</b>	
0318001.07	
<b>BOOK AND PAGE</b>	

1 OF 4





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LampRyNearson.com

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R PARK IMPROVEMENTS  
PHASE 1

R PARK IMPROVEMENTS  
CITY OF ROELAND PARK, KANSAS

## REVISIONS

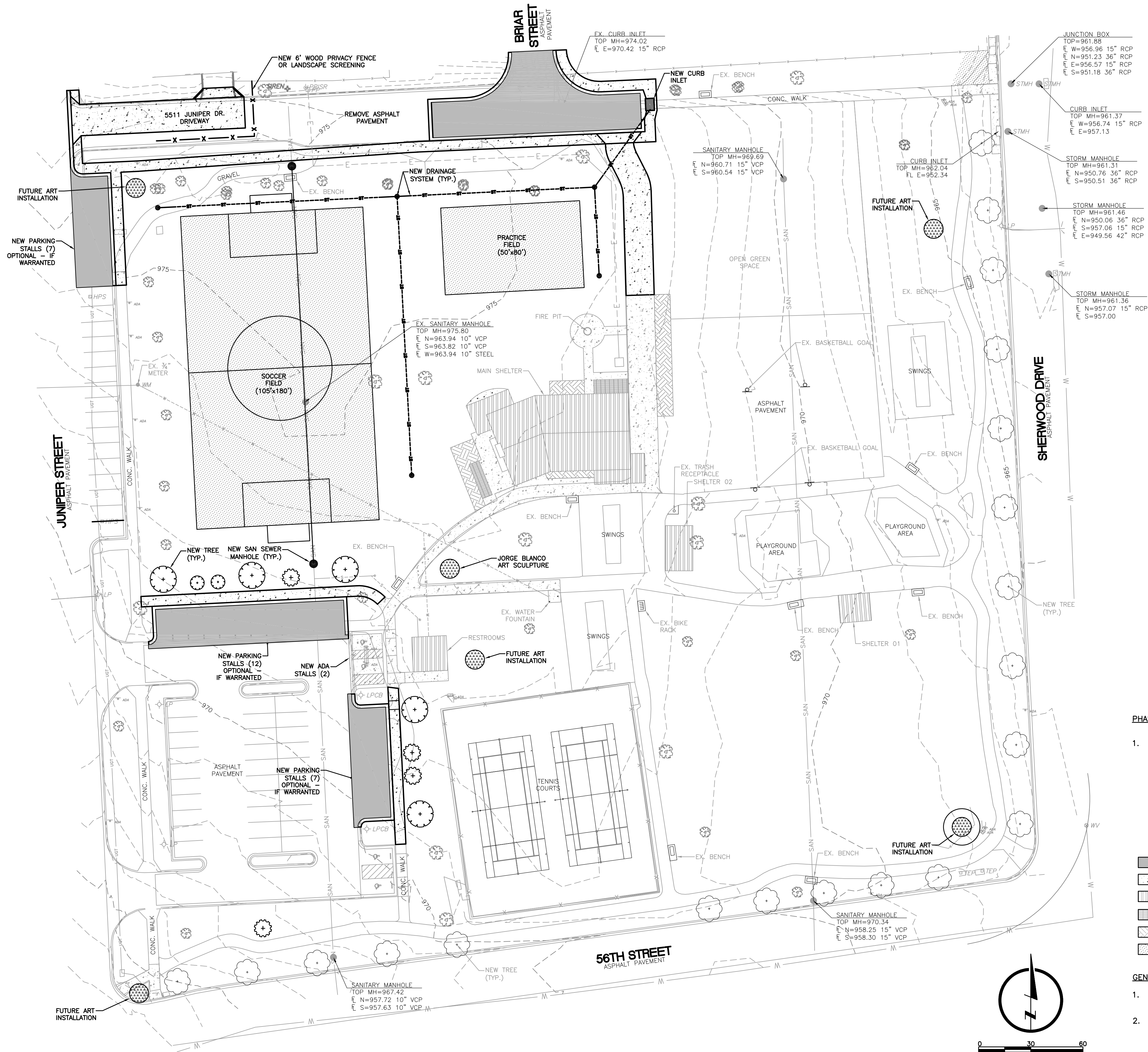
11-09-2018	ORIGINAL ISSUE DATE
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03-19-2019	ADOPTED BY CITY COUNCIL (03-18-2019)

## DESIGNER / DRAFTER

AJM
DATE
03-19-2019
PROJECT NUMBER
0318001.07
BOOK AND PAGE

## SHEET

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R PARK IMPROVEMENTS  
PHASE 2

R PARK IMPROVEMENTS  
CITY OF ROELAND PARK, KANSAS

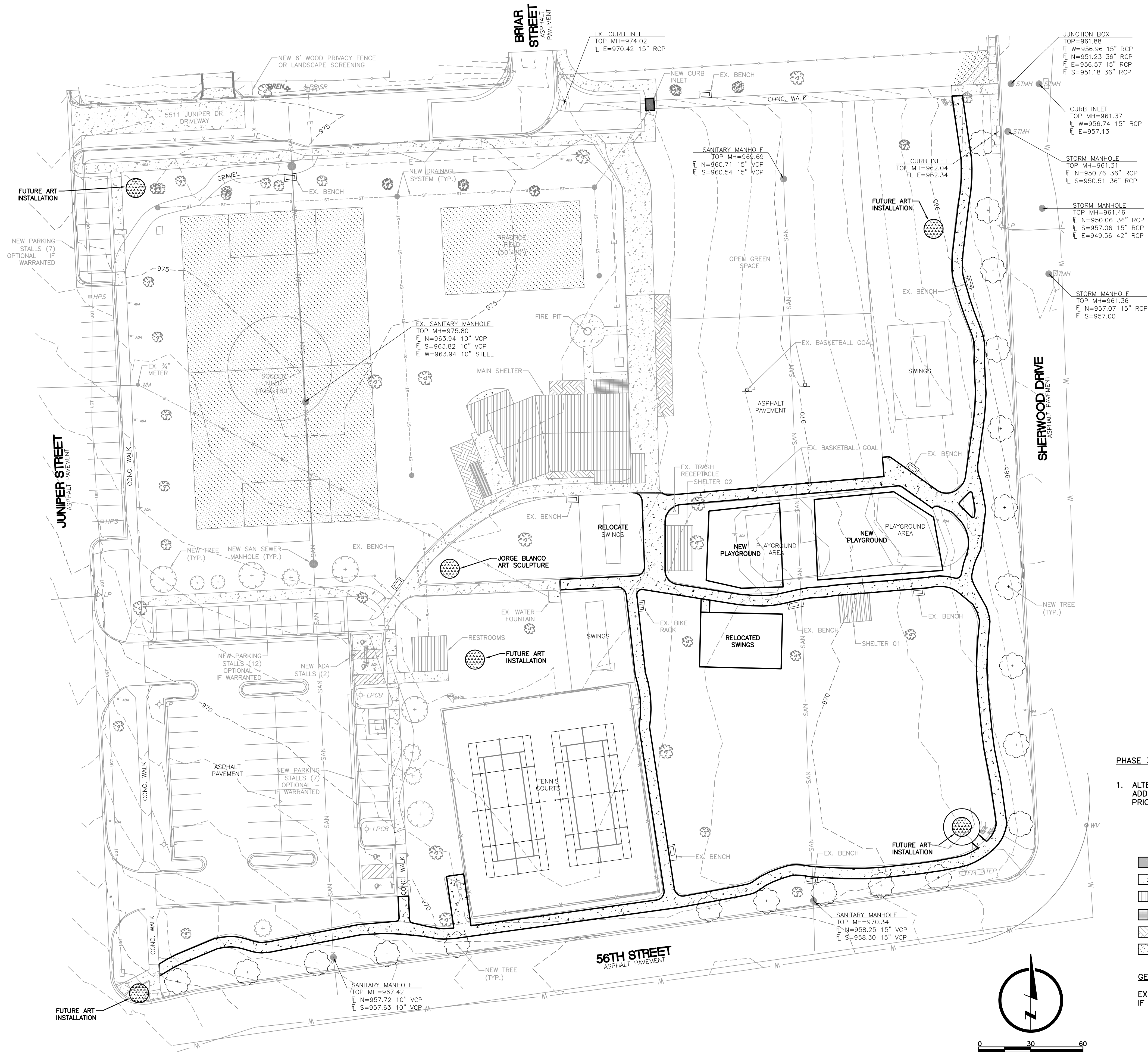
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11-09-2018	ORIGINAL ISSUE DATE
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AJM	DATE
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0318001.07	BOOK AND PAGE

SHEET



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PHASE 3 NOTE:

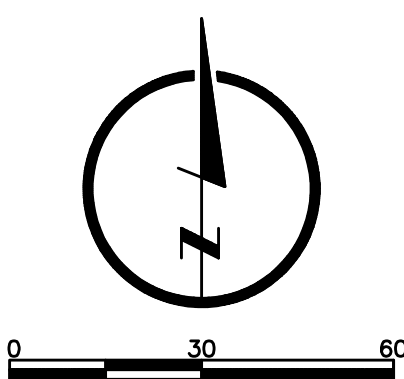
1. ALTERNATIVE MATERIALS SHALL BE CONSIDERED IN ADDITION TO CONCRETE FOR TRAIL IMPROVEMENTS, PRIORITIZING SUSTAINABILITY AND ACCESSIBILITY.

LEGEND

- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- NEW STRUCTURE
- NEW PERGOLA
- NEW PLANTING AREA
- GRASS AREA

GENERAL NOTE:

EXISTING TREES SHALL BE RELOCATED IF IMPACTED BY CONSTRUCTION.



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R PARK IMPROVEMENTS  
PHASE 3

R PARK IMPROVEMENTS  
CITY OF ROELAND PARK, KANSAS

REVISIONS

11-09-2018	ORIGINAL ISSUE DATE
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DATE
03-19-2019
PROJECT NUMBER
0318001.07
BOOK AND PAGE

SHEET

Item Number: **DISCUSSION ITEMS- II.-2.**  
Committee **10/3/2022**  
Meeting Date:



## **City of Roeland Park**

Action Item Summary

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Date:

Submitted By:

Committee/Department:

Title:

**Executive Session - City Administrator Evaluation I move the Governing Body recess into executive session to discuss the City Administrator Evaluation pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The open meeting to resume in the council chamber at \_\_\_\_\_. Roeland Park City Council and Governing Body Workshop Meeting**

Item Type:

**Recommendation:**

**Details:**

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?