

**GOVERNING BODY WORKSHOP AGENDA  
ROELAND PARK  
Roeland Park City Hall, 4600 W 51st Street  
Monday, October 17, 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 October 3, 2022

**II. DISCUSSION ITEMS:**

1. Discuss Cooper Creek Park Natural Erosion Prevention Plan (10 min)
2. Discuss El Monte to Delmar Sidewalk Extension Idea (10 min)
3. Executive Session - "I move to recess the City Council into executive session in order to discuss the potential acquisition of real estate, pursuant to the real estate exception of the Kansas Open Meetings Act, K.S.A.75-4319(b)(6). The open meeting to resume at \_\_\_\_\_ in the council chamber."

**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 **10/17/2022**  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

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Date:  
Submitted By:  
Committee/Department:  
Title: **Governing Body Workshop Meeting Minutes October 3, 2022**  
Item Type:

**Recommendation:**

**Details:**

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description	Type
<input type="checkbox"/> Governing Body Workshop Meeting Minutes October 3, 2022	Cover Memo

**GOVERNING BODY WORKSHOP MINUTES**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Monday, October 3, 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 7:05 p.m.)

**ROLL CALL**

CMBR Dickens called the meeting to order. CMBRS Raglow and Rebne were absent.

**I. MINUTES**

- 1. Governing Body Workshop Meeting Minutes September 6, 2022**
- 2. Governing Body Workshop Meeting Minutes September 19, 2022**

The minutes were approved as submitted.

**II. DISCUSSION ITEMS**

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

Parks and Recreation Superintendent Anthony Marshall said the Parks and Trees Committee is requesting an initial first year investment for \$1,000 from the City. For the second year, the anticipated investment will be \$6,500 which the committee plans to fundraise some of those funds, develop an NFBRP partnership, as well as exploring grants. For the third year, they anticipate needing another \$1,000 from the committee and funding through grants.

Mr. Marshall said the committee talked about the watering and Public Works can do that in conjunction with what is currently being done at the park.

CMBR Faidley wanted to reiterate the fact there are utility easements in the proposed garden area and it is the opinion of City Administrator Moody that those would not likely be touched in the near future.

CMBR Dickens asked who would be talking to the residents about the proposed garden and Mr. Marshall said that would be done by the committee.

CMBR Faidley also wanted to know who would coordinate the volunteers, and that would also be handled through the Parks and Trees Committee.

Mr. Marshall clarified that for Year 2, the Parks and Trees Committee hoped to fundraise for half of the funds with a request to the City for the remaining half.

City Administrator Moody said they have the funds for the first year and with the Governing Body's consent, they will put this project on the master plan.

There was a consensus to move forward with the wildflower project.

## **2. Executive Session - City Administrator Evaluation**

**MOTION:** CMBR HILL MOVED AND MAYOR KELLY SECONDED TO 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) WITH THE OPEN MEETING TO RESUME IN THE COUNCIL CHAMBER AT 7:40 P.M. (THE MOTION CARRIED 6-0.)

**MOTION:** CMBR DICKENS MOVED TO EXTEND THE EXECUTIVE SESSION WITH THE OPEN MEETING TO RESUME IN THE COUNCIL CHAMBER AT 7:50 P.M. (THE MOTION CARRIED 6-0.)

**MOTION:** MAYOR KELLY MOVED TO EXTEND THE EXECUTIVE SESSION WITH THE OPEN MEETING TO RESUME IN THE COUNCIL CHAMBER AT 8:00 P.M. (THE MOTION CARRIED 6-0.)

**MOTION:** MAYOR KELLY MOVED TO EXTEND THE EXECUTIVE SESSION WITH THE OPEN MEETING TO RESUME IN THE COUNCIL CHAMBER AT 8:10 P.M. (THE MOTION CARRIED 6-0.)

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

*No items were presented.*

## **IV. ADJOURN**

**MOTION:** CMBR DICKENS MOVED AND CMBR BRAUER SECONDED TO ADJOURN THE GOVERNING BODY WORKSHOP. (THE MOTION CARRIED 6-0.)

(Roeland Park Governing Body Workshop Adjourned at 8:03 p.m.)

**Item Number:** DISCUSSION ITEMS- II.-1.  
**Committee** 10/17/2022  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

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**Date:** 10/13/2022  
**Submitted By:** Keith Moody  
**Committee/Department:** Public Works  
**Title:** **Discuss Cooper Creek Park Natural Erosion Prevention Plan (10 min)**  
**Item Type:** Presentation

**Recommendation:**

**Larkin is providing an update on the natural erosion prevention plan for Cooper Creek. Staff is looking for consensus from Council that this plan reflects the direction Council envisioned.**

**Details:**

Per the direction provided by Council the City Engineer has developed a plan for employing a natural erosion prevention approach along Cooper Creek. Dan Miller will review the attached presentation; we are looking for consensus that this is the approach contemplated by Council during our last discussion. If it is, we will begin efforts to implement the steps reflected in the approach.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description	Type
▣ Presentation_on_Natural_Erosion_Prevention_Approach_to_Cooper_Creek_10-17-22	Cover Memo
▣ Natural Erosion Prevention Plan for Cooper Creek	Cover Memo

# Cooper Creek Streambank Stabilization

Natural Erosion Prevention Approach  
October 17, 2022 | Dan Miller





# Progress



- Phase 1 (complete)
  - Included removal of invasive plant species.
- Phase 2 (underway)
  - Intent is to restore healthy woodland habitat utilizing a variety of native plants. Understory seeding has been completed. Native trees and shrubs to be planted in the next few weeks.

# Progress



- Phase 3 (in planning stage)
  - Install native tree/shrub live stakes to help stabilize streambanks. Treat as design-build project.
  - Homeowner engagement for small water quality projects. Need approximate cost per tract to provide technical assistance.
  - Maintenance plan/scope for Phase 2 and Phase 3 improvements. Three year maintenance agreement (these efforts are specialized and best managed by an experienced company as opposed to completing the effort with public works staff).

# Funding Opportunities



- Johnson County Stormwater Management Program
  - Contain the Rain program (<https://containtherainjoco.com/>)
    - Reimburses up to 50% of installation and material cost for sustainable landscape solutions, such as rain gardens, rain barrels, and native trees.
    - Homeowners can do their own projects or city can provide technical assistance.
    - City requested \$3,000 for 2023. Can request additional funding.
  - City has option to cover the remaining 50% of installation and materials.
  - Propose that the property owner provides maintenance of plants for minimum SMAC timeframe, or longer if desired.

**Item Number:** DISCUSSION ITEMS- II.-2.  
**Committee** 10/17/2022  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

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Date: 10/13/2022  
Submitted By: Keith Moody  
Committee/Department: Admin.  
Title: **Discuss El Monte to Delmar Sidewalk Extension Idea (10 min)**  
Item Type: Presentation

**Recommendation:**

**Staff is wanting to share information on a sidewalk extension idea and get feedback from Council.**

**Details:**

Dan Miller will review the attached presentation and costs and easement requirements associated with extending a sidewalk from El Monte to Delmar. The Pedestrian/Bicycle Infrastructure Strategy (link below) does not contemplate a sidewalk extension in this location, however the cul-de-sac design of El Monte creates a hurdle for pedestrians who would walk to Roeland Elementary. A sidewalk connection does make sense.

<https://www.roelandpark.org/DocumentCenter/View/2586/Pedestrian-and-Bicycle-Infrastructure-Strategy-Report?bidId=>

page 13

The sidewalk slope would exceed 5% (at the east end) which is the max slope per ADA standards. Staff would point out that if this sidewalk were a long a street with a slope greater than 5% the sidewalk would be considered ADA compliant.

Should the extension be incorporated into the Pedestrian/Bicycle Infrastructure Strategy?  
If so at what level?

\$100k is budgeted in 2023 for a high priority sidewalk extension (270-5454). That extension has not yet been identified.

Adjoining property owners to a sidewalk are responsible for clearing snow/ice from the sidewalk

per the City Code unless otherwise exempted. It is likely the sidewalk will be located on two properties within a sidewalk easement. Staff would ask for direction on if this sidewalk would be treated the same as other public sidewalks.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Financial Impact

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

**ATTACHMENTS:**

Description		Type
<input type="checkbox"/>	Presentation_on_El_Monte_to_Delmar_Sidewalk_Extension_10-17-22	Cover Memo
<input type="checkbox"/>	Sidewalk Extension Initial Idea Presentation	Cover Memo
<input type="checkbox"/>	El Monte to Delma Sidewalk Extension Concept Plan	Cover Memo

# El Monte Street to Delmar Street New Sidewalk Concept

Initial Presentation

October 12, 2022 | Dan Miller



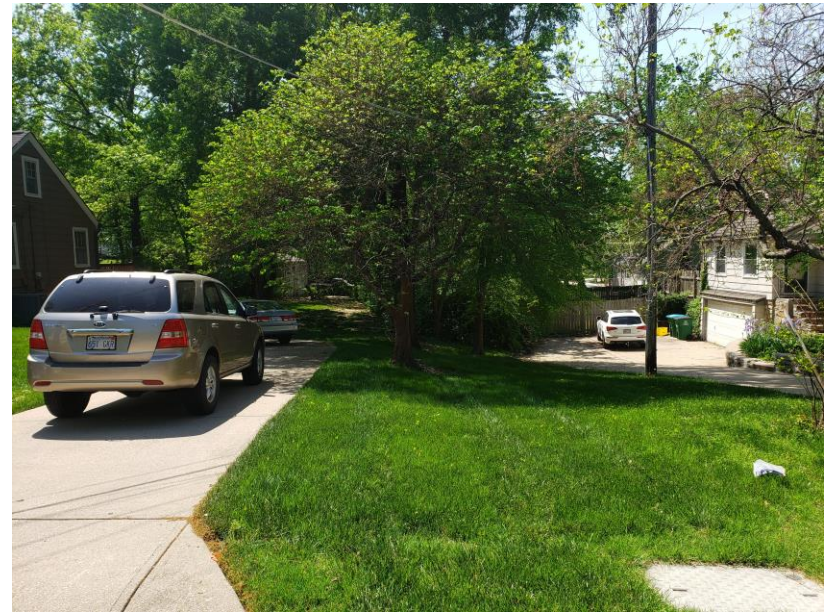
# Site Images



View from El Monte Street



View from Delmar Street



Images Courtesy of Lamp Rynearson

# History and Current Conditions



- Considered location currently in “unused” Right-of-way (an island the right of way is shown as privately owned, need additional title research to confirm)
- Storm sewer system with concrete piping located from Delmar to El Monte, along southern edge of 4808 Delmar Street property
- Trees, fencing and vegetation in corridor
- Currently no ADA ramps for sidewalk crossings at Delmar
- Shared driveway approach between 4801 and 4811 El Monte Street
- El Monte residents report of drainage issues (ponding water in drive/yard during heavy rains), exact cause not yet identified



# Site Aerial View



# Design Concept



- Install a new sidewalk that connects El Monte Street to Delmar Street
- Includes new sidewalk, storm pipe, storm inlets, ADA compliant ramps, driveway replacement, curb and sodding
- Includes reconstruction of driveways and storm inlets
- Includes removal of greenery blocking pathway, including some trees

# Concept Drawing



# Concept Design Considerations



- Sidewalk designed to curve around southern backyard fence of 4808 Delmar St Property with leeway
- 4811 El Monte St driveway meets with southern end of sidewalk. This provides driving space as well as matches existing driveway southern border to protect existing tree
- New driveway will not interfere with existing tree at 4801 El Monte Street (drive could shift south to be adjacent to north edge of sidewalk for more room)
- Smaller inlet advised near eastern end of sidewalk to make ample space
- Current slope of sidewalk near eastern end does not meet ADA compliance (if the sidewalk were along a street with a grade exceeding 5% it would comply).

# Cost and Funding



- Estimated project construction cost: \$200,000
- Estimated total project cost: \$231,000
- Add to sidewalk master plan?
- Designate as high, medium or lower priority on sidewalk master plan?
- Allocate \$100k high priority sidewalk budget for 2023 to this project?
- Apply for 2024 CDBG Funding (locating in a census block which is eligible for CDBG funding)?

# Thank You!



- Questions?

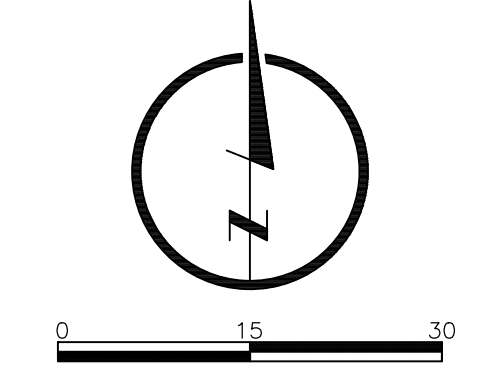


L:\Engineering\0322001 Roeland Park KS 2022 On-Call Services\NEARSON, DANA\Delmar to El Monte Streets 5-16-22\J. Monte to Delmar SW Concept\dwg 10/13/2022 3:56:22 PM BEN SHINETT, LAMP RYNEARSON



**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



PRELIMINARY

NOT RELEASED FOR CONSTRUCTION

DANIEL G. MILLER  
11119

PROPOSED SIDEWALK  
BETWEEN DELMAR STREET AND EL MONTE STREET

ROELAND PARK SIDEWALK ADDITION  
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 SUBMITTOR IS  
RESPONSIBLE FOR LOCATING  
ALL UTILITIES AND SERVICE  
LINES PRIOR TO CONSTRUCTION.

Know what's below.  
Call before you dig.

REVISIONS
####
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DESIGNER / DRAFTER
BIWS
DATE
10/12/2022
PROJECT NUMBER
0322001 ON CALL
BOOK AND PAGE

SHEET

**Item Number:** DISCUSSION ITEMS- II.-3.  
**Committee**  
**Meeting Date:** 10/17/2022



**City of Roeland Park**  
Action Item Summary

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Date:

Submitted By:

Committee/Department:

Title:

**Executive Session - "I move to recess the City Council into executive session in order to discuss the potential acquisition of real estate, pursuant to the real estate exception of the Kansas Open Meetings Act, K.S.A.75-4319(b)(6). The open meeting to resume at \_\_\_\_ in the council chamber."**

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