

**GOVERNING BODY WORKSHOP AGENDA
ROELAND PARK
Roeland Park City Hall, 4600 W 51st Street
Monday, March 6, 2023 6:00 PM**

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

Admin

Finance

Safety

Public Works

Dickens

Hill

Madigan

Faidley

Rebne

Castagna-Herrera

Brauer

Raglow

I. APPROVAL OF MINUTES

- A. Governing Body Workshop Meeting Minutes February 6, 2023
- B. Governing Body Workshop Meeting Minutes February 20, 2023

II. DISCUSSION ITEMS:

- 1. Discuss 2023 Resident Survey (15 min)

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 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 **3/6/2023**
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Governing Body Workshop Meeting Minutes February 6, 2023**
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 February 6, 2023		Cover Memo

GOVERNING BODY WORKSHOP MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Tuesday, February 6, 2023, 6:00 P.M.

- Michael Poppa, 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
Open
Madigan

Public Works
Brauer
Faidley

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

ROLL CALL

CMBR Hill called the meeting to order. All Governing Body members were present with CMBRS Brauer and Rebne appearing virtually.

I. MINUTES

1. Governing Body Workshop Meeting Minutes January 17, 2023

The minutes were approved as submitted.

II. DISCUSSION ITEMS

1. Racial Equity Committee Lens Follow Up

Ms. Winn said after discussion last December, the overarching objective is to create a framework to analyze municipal decision through a lens of racial equity. She added that working with Haile Simms and the Racial Equity Committee has been her favorite part of the job and has been very rewarding. She said the City is lucky to have them.

At that December Workshop discussion they were to create a set of questions to determine equity impacts on items over \$15,000. The Council asked what that would look like, the impact it would make, and approximately how many purchases it would affect in a year. In her review, most of the decisions over that \$15,000 amount are related to a budget objective or a part of the capital plan, which requires months of planning. Inserting a racial equity analysis at point of purchase does not meet the goal of infusing those considerations into City operations.

The Racial Equity Committee proposed adding the question, “What are the racial equity impacts to the development,” to the budget objective development form. Follow-up questions to this will allow for a deeper discussion. Additionally, the Racial Equity Committee could look at the proposed objectives and offer their opinion and perspective on those implications. They would like to ask the question without regard to dollar amounts.

Mayor Poppa agreed with the proposal to put the question on the agenda form so they can discuss the racial equity implications.

CMBR Faidley said she likes that proposal and that it is putting it in the right place of the process. She agreed that discussing it later in the game was too late to ask those questions. She also added that Ms. Winn will be missed.

CMBR Faidley said she would like to see this start to change things the way they look at things. She has looked at the questions on the form and noted that not all the question apply to a particular project. She would support moving this forward to add the racial equity lens questions and to be able to have a quarterly or biannual analysis.

Ms. Winn said she initially there were two components, the equity impact analysis and also to get an idea of how to bring folks in the community together to rate the municipal actions. The committee tabled the second one. They felt it was a good action to get the first one implemented and then they could later revisit the second part.

Mayor Poppa said this is fantastic. When the Racial Equity Committee was initially formed this was the intent to use this lens to help the Governing Body. He said he is pleased they are at that point and able to put things together to make it happen. He supports what is the recommended first step from the Racial Equity Committee.

Ms. Winn said will move forward with putting the question on the budget objective form and adding it to the agenda item. From there it will prompt the discussion from the Governing Body.

CMBR Rebne thanked Ms. Winn for helping them to move forward and her work with the Racial Equity Committee as well. He likes the idea of moving forward, but also the idea of having in the background the quarterly assessment because reflection time is important as well. He is curious on the racial equity impact questions as a majority of projects don't refer to race at all. He asked from the perspective of Ms. Winn and the Racial Equity Committee, what was the thought process around the questions.

Ms. Winn said that race is referred to in some of the questions. The Committee would be open to suggestions if there are more explicit questions they want to be asking. The initial question grounds the conversation and then allows for a dive further into analysis.

CMBR Madigan said he agreed with putting something on the agenda, but has yet to discuss the questions already on the form that include the Community for All Ages and the Strategic Plan.

CMBR Faidley concurred that they do not do a good job with that.

CMBR Madigan said they need to be more active in asking about that.

CMBR Hill said she was hearing unanimous support to add the question to their budget items. She said the Racial Equity Committee did not need to look at every item, but only those they approve.

Mayor Poppa said there might be a reason for the Racial Equity Committee to look at an item that they did not approve because they may have a reason for it to move forward.

City Administrator Moody said they do not take too many objectives off and the committee would more than likely see all of them.

Mayor Poppa said it is incumbent that they read those items at the bottom of the agenda and consider them.

City Administrator Moody said it is an easy process incorporating the question into the objectives form and into the staff report. He said this is a journey. They will learn from this and likely make changes and refine the process as they move forward.

CMBR Rebne wanted to clarify that it is both the responsibility of the Governing Body and the Racial Equity Committee to ask the questions. Eventually the assessment will be a form of accountability of whether they have been asking the questions. He felt that maybe it was the responsibility of the Mayor and/or the Council President to make sure they are asking those questions.

CMBR Hill said it is the responsibility of each of them to be accountable to their residents.

CMBR Faidley said they can hold each other accountable. She added that some of the old objectives might benefit from this process too. She said they could withhold support of an objective until it is part of process as they need to get serious about it and not pass a budget objective until information is available. She used as an example the historical signage where impacted people were not included.

Mayor Poppa said the Historical Committee will be working with the Racial Equity Committee on the signs and they hope to pull in all the parties that could be affected.

2. Discuss Temporary Referral and Retention Bonus Policy

City Administrator Moody said the Admin Committee was asked to deal with the 24-month turnover and a lingering vacancy. They felt it warrants further consideration from the Governing Body. If there is support, staff would propose the Governing Body provide direction and the item would be returned to them for adoption.

CMBR Madigan said they tried this at the Aquatics Center last year and it worked wonderfully. A lot of employees made use of this, and it also makes them feel invested in the process. He said he does not see a need for it to be temporary.

CMBR Faidley asked if there was only a clawback for the new hire if they do not stay and that it would not affect the referring staff member. City Administrator Moody said a referring staff member or a new recruit is not subject to any type of clawback or payback. In this policy, the bonuses are based upon six-month increments and are not paid up front.

CMBR Faidley said that in the document they received it addresses a clawback or repayment. City Administrator Moody said he must have missed that and would remove it.

CMBR Raglow said that was in the initial discussions of the Admin Committee but it was removed and not intended to have a clawback provision.

CMBR Faidley asked if they are losing employees because of other cities. City Administrator Moody said he was appreciative of the information MARC has gathered stating that most of the cities indicated they do not have retention and referral bonuses.

Following the discussion, there was Governing Body support for temporary referral and retention bonuses with possible future discussions for making it permanent.

3. Discuss Hiring a Firm to Complete a Wage and Benefits Survey

City Administrator Moody said he has attached information from MARC on area statistics. He said it very common to conduct every few years. Roeland Park completed a wage survey in 2018, which was implemented in 2019 and 2020. There was a lot of change in the compensation and benefits. He said it is incumbent upon them to take a holistic approach in reviewing their compensation structure to ensure they are remaining competitive.

Mayor Poppa stated he is a proponent of hiring skilled professionals to do the survey. They owe it to their staff to make sure that they are on track with their salaries and to the staff that is here to make sure they are hiring and retaining the right people. He would like to see in the benefits portion to include a remote work policy and find out what other cities are doing.

City Administrator Moody said they can make the scope be whatever they would like. He feels it would be good to have the Admin Committee involved along with the department heads as there is a lot of information to digest. He would make a formal presentation to the Council following the process.

CMBR Madigan said they had a police officer leave and is returning because the culture where she went wasn't acceptable. As a small city, they do have their unique problems and it is deeper than salary and benefits. Studies have shown it is lack of opportunities to advance, feeling disrespected, lack of flexibility, culture, and being able to work remotely.

There was Governing Body support to move forward with the wage and benefits survey.

4. 2022-23 Leaf Collection Program Report

Public Works Director Scharff reported that they have completed another successful season. He noted staff hours were down compared to last season. Also, City-wide participation remains consistent at about 34 percent. The total cost to operate the program this year was \$84,000 and reflects higher costs for fuel, maintenance, and disposal.

CMBR Faidley asked if there is only one company that takes the leaves. Public Works Director Scharff said there is only one close and it works best for them. CMBR Faidley said she would like to see if they can negotiate a better price.

CMBR Madigan said it was noted that they have less debris in their leaf pickup and could maybe use that to their advantage negotiating a better price. Public Works Director Scharff said that since the sweeper picks up back of curb there is less trash in the mix.

5. Discuss Regional Resource Sharing Resolution

Police Chief Morris said they are part of the County Emergency Operation Plan (CEOP) through Johnson County. Law enforcement, Fire Departments, and medical personnel fall under this agreement. The resolution is asking for clarification where they share resources in case of a disaster. This is a voluntary offering and is an opportunity to share resources the City has as well as receive those they do not have. An example would be if the Chiefs win the Super Bowl, they would send officers to Kansas City, Missouri.

CMBR Faidley asked if this agreement requires a federal, state or local disaster emergency declaration. Police Chief Morris said it is county-wide and does not believe it requires a federal declaration.

CMBR Rebne asked if they would be notified as a City or the Governing Body anytime the Roeland Park Police Department executes the agreement or collaborates with another agency. Police Chief Morris said they would be. He said it is not required to respond every time, but they would receive a request and make a determination of available equipment as long as it does not jeopardize Roeland Park first. Roeland Park takes priority of its resources and if available, they agree to be on the equipment list.

There was an agreement to review the resolution at the next Council meeting.

6. Discuss Limitations on 2024 Objectives

CMBR Madigan said that last fall former Mayor Kelly agreed to remove a goal that went to \$80,000 as it wasn't appropriate at the time. He said with the fiscal climate, they cannot continue with high ticket items. He would like to band together as Councilmembers and come up with a goal that benefits the City, and not at least nine different goals. He said that is a lot of goals to get done.

Mayor Poppa said he agreed to a certain degree. He said that budget objectives are getting out of hand and too costly. He noted last year's budget objectives, but that they have been able to get great things done for the City. He would not want to curtail or limit the forward progress they have made for their residents. He suggested that maybe less people submitting objectives might be an option. Currently they have staff, Councilmembers, and committees all making submissions.

CMBR Hill asked City Administrator Moody to provide them with an approximate overall budget so when approved, they have to stay under an amount as a whole. City Administrator Moody noted that is difficult to answer regarding objectives as they have many different sources of funding. He said if an objective is not an ongoing operational expense it usually ends up in the General Fund. He said the economy for the City is continually growing as well as the resources. He noted that the past objectives have not been wildly expensive. They have been good stewards and make good investments to their infrastructure that will last a long time. He said they have good policies and are innovative in their approach of objectives. He said the Council has been very focused and does not see a problem that needs to be fixed.

CMBR Hill said she does not want to see a limit, but would like to see more how much they are spending.

CMBR Rebne would like to see some limit or rough guidelines that could have some justification for an objective. He would like the rules to be clearer.

CMBR Raglow said she might like to see multiple Councilmembers sign onto an objective instead of only an individual.

CMBR Hill suggested that a big ticket item might have someone else sign onto it.

CMBR Faidley would still like to see one budget objective per Councilmember. City Administrator Moody said that could be up for discussion as it has never been formally established.

There was agreement that the expectation would be one objective person and that multiple people could join together on an objective.

7. Executive Session

MOTION: CMBR FAIDLEY MOVED AND CMBR DICKENS SECONDED TO RECESS INTO EXECUTIVE SESSION UNDER THE ATTORNEY-CLIENT PRIVILEGE EXCEPTION TO THE OPEN MEETINGS ACT IN ORDER TO DISCUSS PERSONNEL MATTERS WITH THE OPEN MEETING TO RESUME IN THE COUNCIL CHAMBERS IN FIFTEEN MINUTES. (MOTION CARRIED 7-0)

MOTION: CMBR HILL MOVED AND CMBR DICKENS SECONDED TO RECESS INTO EXECUTIVE SESSION UNDER THE ATTORNEY-CLIENT PRIVILEGE EXCEPTION TO THE OPEN MEETINGS ACT IN ORDER TO DISCUSS PERSONNEL MATTERS WITH THE OPEN MEETING TO RESUME IN THE COUNCIL CHAMBERS IN TEN MINUTES. (MOTION CARRIED 7-0)

III. NON-ACTION ITEMS:

No items were presented.

IV. ADJOURN

CMBR Hill adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned at 8:40 p.m.)

Item Number: **APPROVAL OF MINUTES- I.-B.**
Committee **3/6/2023**
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Governing Body Workshop Meeting Minutes February 20, 2023**
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 February 20, 2023	Cover Memo

GOVERNING BODY WORKSHOP MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, February 20, 2023, 6:00 P.M.

- | | | |
|------------------------------------|---------------------------------------|---|
| ○ Michael Poppa, Mayor | ○ Tom Madigan, Council Member | ○ Keith Moody, City Administrator |
| ○ Trisha Brauer, Council Member | ○ Miel Castagna-Herrera, Council Mbr. | ○ <i>Open</i> , Asst. Admin. |
| ○ Benjamin Dickens, Council Member | ○ Kate Raglow, Council Member | ○ Kelley Nielsen, City Clerk |
| ○ Jan Faidley, Council Member | ○ Michael Rebne, Council Member | ○ John Morris, Police Chief |
| ○ Jennifer Hill, Council Member | | ○ Donnie Scharff, Public Works Director |

Admin
Raglow
Dickens

Finance
Rebne
Hill

Safety
Castagna-Herrera
Madigan

Public Works
Brauer
Faidley

(Governing Body Workshop Called to Order at 7:46 p.m.)

ROLL CALL

CMBR Hill called the meeting to order. CMBR Raglow appeared virtually and CMBR Brauer was absent. All other Governing Body members were present.

I. MINUTES

The minutes were not submitted in time for packet publication.

II. DISCUSSION ITEMS

1. 2022 4th Quarter Financial Report

City Administrator Moody gave the fourth quarter financial report. He said that property taxes came in as budgeted. Sales taxes were well above the budgeted amount and were 8 percent higher than in 2021. They have seen a year over year increase for the past three years in sales tax. There was an anticipation they would go back down, but that has not been the case. In any event, they have continued to budget conservatively for 2023. There have been a 6 percent inflation, which does contribute to the additional sales tax collection. Mr. Moody noted that growth in Roeland Park has been greater than inflation.

Franchise fees are another revenue source for the City and they also came in at budget for 2022. Court fees are 7 percent of the General Fund and came in under what was budgeted for 2022 by about \$15,000. Detailed in the report are all the amounts of funds generated for the City. The Equipment and Building Reserve Fund reflects an amount less than expected because there was an anticipation for funds coming in from The Rocks. Those funds will now come in 2023.

Under Expenditures, a couple funds were over including the Aquatics Center Fund. They thought they had paid the retainage for the pool renovations for 2021, but they were charged to 2022 and put them over budget. Conversely, they were under budget for 2021.

The Special Infrastructure Fund reflects that there were some park projects that were not completed in 2022. Also, regarding TIF 3, they did not accomplish as much design work as anticipated on the Roe Extension. The 2023 budget will be adjusted to make use of those resources.

Overall, the City spent about 89 percent of the General Fund budget. Their investments with Columbia Capital reflect a balance of about \$12.8 million at year's end.

Included in the report was CERI retail figures that show a 7 percent increase for Roeland Park through September of 2022 and a 14 percent increase for the county as a whole through the same time period.

City Administrator Moody noted that building permit applications have dropped but the values of those permits remain the same. He said it does cause them some concern.

CMBR Faidley asked with the decrease in building permits if there is a way to translate that into what it actually reflects. She said it is important to invest in their existing housing stock, whether through room additions, remodels, adding accessory dwelling units, and making improvements to a property. Ms. Faidley wants them to encourage that as much as possible versus the tear-down/rebuild option. City Administrator Moody said he had no additional insights. He noted that the housing market remained strong through 2022, which favors Roeland Park as it tends to be more affordable. Folks are more likely to reinvest in their home versus buying another house.

CMBR Rebne noted the initiative to eliminate the sales tax on food. He asked if there was something the City could do on its own part to reduce some of that tax. City Administrator Moody said he did not know specifically, but he presumed they could. He said the challenge would be that it will reduce revenues for Roeland Park. He said those excesses in reserves becomes a funding mechanism for them to make capital improvements.

2. Review Gateway Art Options

Marek Gliniecki, co-chair with Mary Schulteis of the Arts Committee, provided a brief report on the work the committee has been doing. He noted that they have a new member and are always looking to add more members to the committee. He also stated that Lynda Leonard put together a stellar exhibition showcasing local artists.

Mr. Gliniecki said they put out a call for art for the Gateway project and were pleased with the number of proposals they received. They went through a selection process and have narrowed it down to three artists. Hasna Salam with "Ascension," Amy Jacobsen with "Convergence," and Nathan Pierce with "Origin." Mr. Gliniecki said he was familiar with Hasna Salam as a glass artist and sculptor and Amy Jacobsen who has works around the area and the City including her piece "Damsel in Blue" out in front of City Hall. He was not as familiar with Nathan Pierce, but did note he has artwork installed around the country.

Mr. Gliniecki said the committee would like to get budget confirmations and have a discussion on where they are planning to place the artwork.

CMBR Faidley said in looking at the attached map, it shows the Roe Parkway extension onto Roe Boulevard design, but she could not determine where the entry sculpture would go. It appeared as though the new intersection would be where they were planning to put the sculpture. Mr. Gliniecki said the committee does have questions about the art placement and it would affect what the artist see as a context for their piece.

CMBR Faidley wanted to make sure they protect the sculpture from any construction. Mr. Gliniecki sees that is an important discussion to have and might also affect the installation timing. CMBR Faidley said it would also depend on whether Menard's will actually happen too.

City Administrator Moody said the Roe Parkway project is anticipated for 2024-2025. It is tied to construction of EPC's construction of The Rocks. He said it makes sense to do the west end first and do their construction when EPC is done with their heavy construction, so they are not tearing up a new road with heavy machinery.

Mr. Gliniecki said he wants to provide a timeline to the potential artists, and it seems it will be a possible two-year timeframe. He also wants to have a discussion to pin down exactly what they will need to do and everything is set in place before they begin installation.

Mayor Poppa thanked Mr. Gliniecki for everything the committee has done including showcasing local artists. He clarified that what the committee is wanting is a consensus from the Governing Body that they have done their due diligence in artist selection and support moving further in the process with the three artists they have narrowed their selection to.

Mr. Gliniecki said the artists will also do a maquette at the next stage for them.

There was consensus among the Governing Body to notify the artists they have moved forward in the process.

CMBR Rebne asked if the "Ascension" art piece is in proportion. Mr. Gliniecki said it is as it is a very tall structure.

Mr. Gliniecki asked for budget clarification and how much they have from the 1 percent for art. Mayor Poppa said they have call into Miller Financial who manages those funds and will let them know when they get the total.

Mayor Poppa asked about the durability of the glass sculpture and possible damage from road debris. Mr. Gliniecki said that is part of their discussion to make sure the materials are durable.

One of the Art committee members asked if they still have their \$25,000 annual allocation. City Administrator Moody clarified that the \$25,000 is split into three suballocation categories with \$7,000 towards the future Gateway project, which has been moved to the Community Foundation. About \$3,000-\$6,000 is for art maintenance, and the remainder is unallocated and could be applied toward this signature art piece.

III. NON-ACTION ITEMS:

No items were presented.

IV. ADJOURN

CMBR Hill adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned at 8:20 p.m.)

Item Number: DISCUSSION ITEMS- II.-1.
Committee 3/6/2023
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 3/2/2023
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Discuss 2023 Resident Survey (15 min)**
Item Type: Other

Recommendation:

Staff and ETC is seeking direction on the 2023 resident survey.

Details:

Ryan Murray with ETC will be present to answer questions on the standard questions and on the list of special questions compiled from suggestions from Council and Committee's. Attached is a document containing the compiled special question ideas. Attached is the survey instrument containing the standard questions.

The link below takes you to the City's web page dedicated to our citizen surveys, the results of the 2021 survey are included on this page:

<https://www.roelandpark.org/318/Citizens-Surveys>

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Compiled Special Question Ideas	Cover Memo
<input type="checkbox"/> Survey Cover Letter Draft	Cover Memo
<input type="checkbox"/> 2023 Standard Survey Questions	Cover Memo

Roeland Park 2023 Sample Questions

TREE SURVEY QUESTIONS

1. How supportive would you be of the City of Roeland Park implementing regulations requiring a property owner to secure City authorization to remove a tree from their property or the right of way adjacent to their property?
 - a. Very Supportive **[Go to Q3]**
 - b. Somewhat Supportive **[Go to Q3]**
 - c. Neutral **[Go to Q3]**
 - d. Not Supportive **[Go to Q2]**
 - e. Not at all Supportive **[Go to Q2]**
2. If you gave a “not supportive” or “not at all supportive” response to Q1, please tell us why.
3. How supportive would you be of the City requiring residents who remove a tree on their property to either replace a tree by planting a new tree on the property or pay into a “tree preservation fund” for the removal of a mature tree. The “tree preservation fund” would be used by the City of Roeland Park to maintain the trees on public property and could be used to fund planning trees on private property when the owner meets certain low-income criteria.
 - a. Very Supportive **[Go to Q5]**
 - b. Somewhat Supportive **[Go to Q5]**
 - c. Neutral **[Go to Q5]**
 - d. Not Supportive **[Go to Q4]**
 - e. Not at all Supportive **[Go to Q4]**
4. If you gave a “not supportive” or “not at all supportive” response to Q3, please tell us why.
5. Are you registered to vote in the City of Roeland Park?
 - a. Yes
 - b. No
6. Your age: _____
7. Do you rent or own your home?
 - a. Rent
 - b. Own
8. Your gender
 - a. Male
 - b. Female
 - c. Prefer to self-describe:

ADDITIONAL TREE SURVEY QUESTIONS

1. Are you aware that the City recently completed a Tree Survey of mature trees in the public right-of-way and front yards. Findings include a total of 3,772 trees, 68% of which are located in residential front yards and 32% in public rights-of-way. Roeland Park's mature tree canopy is a valuable natural resource which also contributes to the unique character of our community. Do you believe the City should pass regulations that would help to preserve mature trees in:

the public right of way?

the front yard of private property?

Both?

Neither?

COMMUNITY CENTER QUESTION

1. The Roeland Park Community Center is undergoing a significant update. Facilities will be available for public events again by June 2023. Have you previously used the Community Center? If yes, for what activities or events?
 - a. Yes
 - b. No

ARTS QUESTIONS

1. Are you aware of Roeland Park's public art program? Have you visited the George Schlegel Gallery at City Hall?
 - a. Yes
 - b. No



City of Roeland Park

913-722-2600

4600 W. 51st Street
Roeland Park, KS 66205

June 2023

Dear Roeland Park Resident:

The Mayor and City Council invites your participation in a resident survey designed to gather resident input and feedback on City programs and services. The information you provide in this survey will be used to improve existing programs and services and help determine long-range planning and investment decisions.

For your convenience, the enclosed survey includes a postage-paid envelope to ETC Institute, the survey research firm conducting this survey. If you prefer to complete the survey online, please visit www.roelandparksurvey.org.

ETC Institute is one of the nation's leading local government research firms. It is important to note your individual survey responses will remain confidential. ETC Institute will present the survey results to the City Council after they have been compiled and analyzed. The survey results will also be available on the City website. ETC administers these types of surveys nationwide, providing us the opportunity to compare our results regionally and nationally. This will be the sixth citizen survey completed by the City since 2008, creating ability to analyze trends.

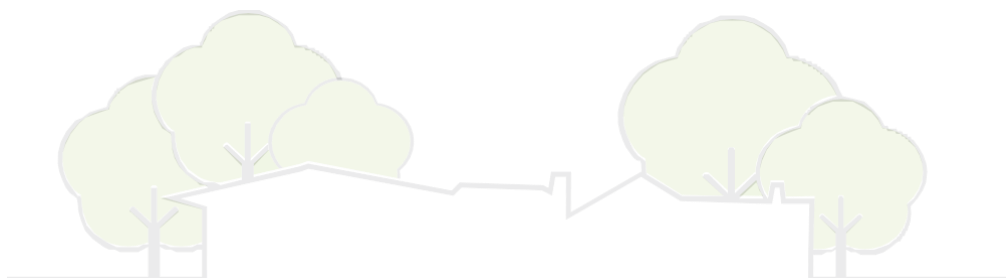
We greatly appreciate you taking time out of your schedule to complete this survey. The time you invest in this survey will help us understand the needs of our community and influence numerous decisions about the future of Roeland Park.

Please feel free to contact Ryan Murray, Assistant Director of Community Research, at 913-254-4598 or email him at ryan.murray@etcinstitute.com if you have any questions or require additional assistance.

Thank you again for taking time out of your schedule to help us make Roeland Park a Premier City.

Sincerely,

Keith Moody
City Administrator





2023 City of Roeland Park Resident Survey

Please take a few minutes to complete this survey. Your input is an important part of the City's on-going effort to involve citizens in long-range planning and investment decisions. Thank you!

1. Please rate your overall satisfaction with major categories of services provided by the City of Roeland Park on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied."

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01.	Overall quality of police services	5	4	3	2	1	9
02.	Overall quality of City parks and recreation programs and facilities	5	4	3	2	1	9
03.	Overall maintenance of City streets, buildings, and facilities	5	4	3	2	1	9
04.	Overall enforcement of City codes and ordinances	5	4	3	2	1	9
05.	Overall quality of customer service you receive from City employees	5	4	3	2	1	9
06.	Overall effectiveness of City communication with the public	5	4	3	2	1	9
07.	Overall quality of the City's stormwater runoff/stormwater management system	5	4	3	2	1	9
08.	Overall quality of traffic flow and congestion management in Roeland Park	5	4	3	2	1	9
09.	Overall quality of ambulance services	5	4	3	2	1	9
10.	Overall quality of fire services	5	4	3	2	1	9
11.	Overall quality of solid waste services	5	4	3	2	1	9
12.	Overall quality of the City's environmental and sustainability efforts	5	4	3	2	1	9

2. Which **THREE** of these items do you think should receive the **MOST EMPHASIS** from City leaders over the next **TWO** years? *[Write in your answers below using the numbers from the list in Question 1, or circle "NONE."]*

1st: ____ 2nd: ____ 3rd: ____ NONE

3. **Quality of Life.** Please rate Roeland Park on a scale of 1 to 5, where 5 means "Excellent" and 1 means "Poor" regarding each of the following.

		Excellent	Good	Neutral	Below Average	Poor	Don't Know
01.	As a place to live	5	4	3	2	1	9
02.	As a place to raise children	5	4	3	2	1	9
03.	As a place to work	5	4	3	2	1	9
04.	As a place where you would buy your next home	5	4	3	2	1	9
05.	As a place to retire	5	4	3	2	1	9
06.	Quality of grade school through high school	5	4	3	2	1	9
07.	Quality of commercial developments	5	4	3	2	1	9
08.	Proximity to employers	5	4	3	2	1	9
09.	As a community where I feel welcome and have a sense of belonging	5	4	3	2	1	9
10.	As a community that offers adequate bicycle infrastructure both on- and off-street	5	4	3	2	1	9

4. **Perception.** Please rate Roeland Park on a scale of 1 to 5, where 5 means "Excellent" and 1 means "Poor" regarding each of the following.

	Excellent	Good	Neutral	Below Average	Poor	Don't Know
1. Overall quality of services provided by the City	5	4	3	2	1	9
2. Overall value that you receive for your City tax dollars and fees	5	4	3	2	1	9
3. Overall quality of life in the City	5	4	3	2	1	9
4. How well the City is managing development activity	5	4	3	2	1	9
5. Overall feeling of safety in the City	5	4	3	2	1	9
6. Overall condition of housing in your neighborhood	5	4	3	2	1	9
7. Availability of affordable housing for low/moderate income families	5	4	3	2	1	9
8. Overall image of the City	5	4	3	2	1	9

5. **Public Safety.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. Overall quality of local police protection	5	4	3	2	1	9
2. The visibility of police in neighborhoods	5	4	3	2	1	9
3. The City's efforts to prevent crime	5	4	3	2	1	9
4. Enforcement of local traffic laws	5	4	3	2	1	9
5. How quickly police officers respond to emergencies	5	4	3	2	1	9
6. The quality of animal control services	5	4	3	2	1	9
7. Adequacy of City street lighting	5	4	3	2	1	9
8. The quality of emergency medical services (JOCO MED-ACT)	5	4	3	2	1	9
9. The quality of fire protection (JOCO Consolidated Fire District 2)	5	4	3	2	1	9

- 5a. **If you indicated you are "dissatisfied" or "very dissatisfied" with the adequacy of street lighting, please tell us more about why you gave that response.**

6. **Which THREE of these items do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?** [Write in your answers below using the numbers from the list in Question 5, or circle "NONE."]

1st: ____ 2nd: ____ 3rd: ____ NONE

7. **Please rate your level of agreement with the following statement: "I feel safe going to the Roeland Park Police for help if I need it."**

____(1) Strongly agree ____ (3) Neutral ____ (5) Strongly disagree
 ____ (2) Agree ____ (4) Disagree

8. **Enforcement of City Codes and Ordinances.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. Enforcing the cleanup of litter and debris on private property	5	4	3	2	1	9
2. Enforcing the mowing and cutting of weeds on private property	5	4	3	2	1	9
3. Enforcing the maintenance of residential property	5	4	3	2	1	9
4. Enforcing the maintenance of commercial property	5	4	3	2	1	9
5. Enforcing the snow removal from sidewalks	5	4	3	2	1	9

9. **Which TWO of the items listed in Question 8 do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?** [Write in your answers below using the numbers from the list in Question 8, or circle "NONE."]

1st: ____ 2nd: ____ NONE

10. **Parks and Recreation.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01.	Maintenance of City parks	5	4	3	2	1	9
02.	Overall appearance of City parks	5	4	3	2	1	9
03.	Number of City parks	5	4	3	2	1	9
04.	Quality of playground equipment	5	4	3	2	1	9
05.	How close neighborhood parks are to your home	5	4	3	2	1	9
06.	Number of walking and biking trails	5	4	3	2	1	9
07.	City-sponsored special events	5	4	3	2	1	9
08.	Quality of Art in public places	5	4	3	2	1	9
09.	Quality of the Aquatics Center	5	4	3	2	1	9
10.	Quality of the Community Center	5	4	3	2	1	9
11.	Fees charged for memberships, recreation programs and facility rental	5	4	3	2	1	9
12.	Ease of registering for programs	5	4	3	2	1	9

11. **Which THREE of these items do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?** *[Write in your answers below using the numbers from the list in Question 10, or circle "NONE."]*

1st: _____ 2nd: _____ 3rd: _____ NONE

12. **What type of community events would you like to have organized by the City of Roeland Park?** *[Check all that apply.]*

_____ (1) Outdoor festivals
 _____ (5) Food competitions (e.g., chili cookoff)
 _____ (2) Food trucks
 _____ (6) Block parties
 _____ (3) Friday evening concerts
 _____ (7) Other: _____
 _____ (4) Sports competitions

13. **City Maintenance.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Maintenance of City streets	5	4	3	2	1	9
2.	Maintenance of sidewalks	5	4	3	2	1	9
3.	Maintenance of street signs/traffic signals	5	4	3	2	1	9
4.	Snow removal on major City streets	5	4	3	2	1	9
5.	Snow removal on neighborhood streets	5	4	3	2	1	9
6.	Overall cleanliness of City streets and other public areas	5	4	3	2	1	9
7.	Maintenance of Public Buildings (City Hall, Public Works, Community Center, Aquatics Center)	5	4	3	2	1	9
8.	Adequacy of street lighting	5	4	3	2	1	9
9.	Maintenance of curbs/gutters on streets	5	4	3	2	1	9

- 13a. ***If you indicated you are "dissatisfied" or "very dissatisfied" with the adequacy of street lighting, please tell us more about why you gave that response.***

14. **Which THREE of these items do you think should receive the MOST EMPHASIS from City leaders over the next TWO years?** *[Write in your answers below using the numbers from the list in Question 13, or circle "NONE."]*

1st: _____ 2nd: _____ 3rd: _____ NONE

15. Have you contacted the City with a question, problem, or complaint during the past year?

____(1) Yes ____ (2) No [Skip to Q16.]

15a. Which City department did you contact most recently?

- | | |
|--|--------------------------------------|
| ____(01) Administration (licenses/permits/solid waste) | ____(07) Municipal Court |
| ____(02) Animal Control | ____(08) Aquatics Center |
| ____(03) City Clerk (agendas/minutes/records requests) | ____(09) Planning and Development |
| ____(04) Codes Enforcement | ____(10) Police |
| ____(05) Finance/Treasury/Budget | ____(11) Public Works Operations |
| ____(06) Community Center | (streets/stormwater/parks/sidewalks) |

15b. Several factors that may influence your perception of the quality of service you receive from City employees are listed below. Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following based on your most recent experience with the City.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	How easy the department was to contact	5	4	3	2	1	9
2.	How courteously you were treated	5	4	3	2	1	9
3.	Technical competence and knowledge of City employees who assisted you	5	4	3	2	1	9
4.	Overall responsiveness of City employees to your request or concern	5	4	3	2	1	9

16. City Communication. Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	The availability of information about City programs and services	5	4	3	2	1	9
2.	City efforts to keep you informed about local issues	5	4	3	2	1	9
3.	The level of public involvement in local decision making	5	4	3	2	1	9
4.	The quality of the City's web page	5	4	3	2	1	9
5.	The content of the City's newsletter	5	4	3	2	1	9

17. What sources do you currently USE MOST to get information about the City of Roeland Park?

- | | |
|---|---|
| ____(01) The Kansas City Star | ____(07) The Shawnee Mission Post |
| ____(02) City Newsletter | ____(08) Attending or listening to meetings |
| ____(03) Facebook | ____(09) Nextdoor |
| ____(04) Word of Mouth | ____(10) City emails (e-newsletter) |
| ____(05) City Website | ____(11) Notify JOCO |
| ____(06) Town Hall Meetings or Community Forums | ____(12) Other: _____ |

18. Which TWO of the sources from the list above do you MOST PREFER to use to get information about the City of Roeland Park? [Write in your answers below using the numbers from the list in Question 17, or circle "NONE."]

1st: ____ 2nd: ____ NONE

19. Transportation and Connectivity. Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Availability of public transportation	5	4	3	2	1	9
2.	Flow of traffic along commercial streets	5	4	3	2	1	9
3.	Flow of traffic on residential streets	5	4	3	2	1	9
4.	Availability of public sidewalks	5	4	3	2	1	9
5.	Ease of access to interstate system	5	4	3	2	1	9
6.	Availability of bicycle infrastructure	5	4	3	2	1	9

20. Which TWO of these items do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 19, or circle "NONE."]

1st: _____ 2nd: _____ NONE

21. **Transportation Safety.** For each of the following situations, please rate your perception of safety while in or near Roeland Park on a scale of 1 to 5, where 5 means "Very Safe" and 1 means "Very Unsafe," with the following.

		Very Safe	Safe	Neutral	Unsafe	Very Unsafe	Don't Know
1.	Travel by automobile on city streets	5	4	3	2	1	9
2.	Travel by foot-walking along streets (on sidewalks)	5	4	3	2	1	9
3.	Travel by foot-walking to run errands, go to school, etc.	5	4	3	2	1	9
4.	Travel by bicycle on trails	5	4	3	2	1	9
5.	Travel by bicycle on streets	5	4	3	2	1	9
6.	Travel by bus	5	4	3	2	1	9

22. **Trash Issues.** Please rate your satisfaction on a scale of 1 to 5, where 5 means "Very Satisfied" and 1 means "Very Dissatisfied," with the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Residential trash collection services	5	4	3	2	1	9
2.	Residential curbside recycling services	5	4	3	2	1	9
3.	Residential yard waste collection	5	4	3	2	1	9
4.	Residential bulky item pickup services	5	4	3	2	1	9
5.	Residential curbside leaf collection service	5	4	3	2	1	9
6.	The fee charged for solid waste services (\$16.67 per month for curbside trash, recycling, yard waste and leaf pickup)	5	4	3	2	1	9

23. Which TWO of these items do you think should receive the MOST EMPHASIS from City leaders over the next TWO years? [Write in your answers below using the numbers from the list in Question 22, or circle "NONE."]

1st: _____ 2nd: _____ NONE

Demographics

26. What is your age? _____ years

27. Counting yourself, how many people regularly live in your household? _____ people

28. Including yourself, how many persons in your household are...

Under age 5: _____ Ages 15-19: _____ Ages 35-44: _____ Ages 65-74: _____
 Ages 5-9: _____ Ages 20-24: _____ Ages 45-54: _____ Ages 75+: _____
 Ages 10-14: _____ Ages 25-34: _____ Ages 55-64: _____

29. Which of the following best describes your current employment status?

____(1) Employed outside the home _____(3) Student
 [What zip code do you work in? _____] _____(4) Retired
 ____ (2) Employed in the home/have a home-based business _____(5) Not currently employed outside the home

30. Do you own or rent your current residence? _____(1) Own _____(2) Rent

31. Are you a member of a neighboring City's community center? _____(1) Yes _____(2) No

32. Are you a member of a private gym? _____(1) Yes _____(2) No

33. What is the primary language spoken in your home?

____(1) English ____ (2) Spanish ____ (3) Other: _____

34. Approximately how many years have you lived in the City of Roeland Park? _____ years

35. Which of the following best describes your race or ethnic background? [Check all that apply.]

____(01) Asian/Pacific Islander ____ (03) Native American ____ (05) Hispanic
____ (02) Black/African American ____ (04) White/Caucasian ____ (99) Other: _____

36. Would you say your total annual household income is...

____ (1) Under \$30,000 ____ (2) \$30,000 to \$59,999 ____ (3) \$60,000 to \$99,999 ____ (4) \$100,000 or more

37. Your gender: ____ (1) Male ____ (2) Female ____ (3) Prefer to self-describe: _____

38. Do you have any other comments you would like to make?

Interest in a Focus Group or Online Panel. If you would be willing to participate in a focus group/online panel sponsored by the City of Roeland Park to discuss some of the issues addressed on this survey, please provide your contact information below.

Name: _____ Phone: _____

E-Mail: _____

This concludes the survey. Thank you for your time!

Please return your completed survey in the enclosed postage-paid envelope addressed to:
ETC Institute, 725 W. Frontier Circle, Olathe, KS 66061

Your responses will remain completely confidential. The information printed to the right will ONLY be used to help identify which areas of the City are having problems with City services. If your address is not correct, please provide the correct information. Thank you.