

**GOVERNING BODY WORKSHOP AGENDA
ROELAND PARK
Roeland Park City Hall, 4600 W 51st Street
Monday, March 20, 2023 6:00 PM**

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| <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 |
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Admin	Finance	Safety	Public Works
Dickens	Hill	Madigan	Faidley
Rebne	Castagna-Herrera	Brauer	Raglow

I. APPROVAL OF MINUTES

A. Governing Body Workshop Meeting Minutes March 6, 2023

II. DISCUSSION ITEMS:

1. Review and Preliminary Approval of 2024 Objectives - 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 3/20/2023
Meeting Date:



City of Roeland Park
Action Item Summary

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

GOVERNING BODY WORKSHOP MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, March 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
- Miel Castagna-Herrera, Council Member
- Kate Raglow, Council Member
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- Keith Moody, City Administrator
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- Kelley Nielsen, City Clerk
- John Morris, Police Chief
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Admin
Raglow
Dickens

Finance
Rebne
Hill

Safety
Castagna-Herrera
Madigan

Public Works
Brauer
Faidley

(Governing Body Workshop Called to Order at 6:48 p.m.)

ROLL CALL

CMBR Hill called the meeting to order. CMBR Dickens appeared virtually, and all other Governing Body members were present.

I. MINUTES

1. Governing Body Workshop Meeting Minutes February 6, 2023
2. Governing Body Workshop Meeting Minutes February 20, 2023

The minutes were approved as presented.

II. DISCUSSION ITEMS

1. Discuss 2023 Resident Survey

City Administrator Moody said the survey the Governing Body will be discussing contains questions they ask every time to better gauge their progress and look for trends. There are also questions asked in other cities which provides for them a benchmark is an important component of the survey results.

Ryan Murray from ETC was attending the meeting virtually and was available for questions.

There was Governing Body discussion about the mini surveys conducted throughout the year where people can opt-in to participate after giving their information on the larger survey. CMBR Madigan said he has received comments that some people do not know where they can sign up.

City Administrator Moody said that portion is at the end of the large survey, but asked Mr. Murray if they could put that option towards the front. Mr. Murray said they would be able to do that. He said that the smaller surveys may not be seen due to email spam blockers, which could account for why those who signed up did not receive them.

City Administrator Moody stated they also follow up on social media to help promote the mini surveys. Mr. Murray said that while those surveys are insightful, they are less statistically valid.

CMBR Hill suggested they eliminate the questions about rating fire services as that is not something the City directly provides. After discussion, it was agreed to delete questions 1.9 and 1.10 relating to ambulance and fire, but to keep 5.9 as it relates to Johnson County services.

The Governing Body discussed the use of "NONE" as an option and decided to remove that and adding a 1.13 entitled "Other" to give an opportunity for survey respondents to make their own suggestions.

CMBR Rebne said that Question 4.4 regarding the City's management of development activity was not specific. Following Governing Body discussion, it was agreed to specify development activity as pertaining to residential, commercial, and economic.

Under Question 5 pertaining to Public Safety, they will add the Johnson County Mental Health co-responder to the survey questions.

It was further agreed to remove 5.7 and 5.a and keep street lighting under City Maintenance in 13.a.

CMBR Raglow suggested for 5.6, animal control, it should note that it is not a Roeland Park program, but services are provided through a contract with the City of Mission.

"NONE" would be deleted from Questions 6 and 11 and changed to "Other."

Regarding community events in Question 12, CMBR Hill suggested if they are listing those events, they should be prepared to have them reiterating if they are not ready to do specific things, then they should not be suggested. There was also a brief discussion as to the inactivity of the Engagement Committee.

There was agreement to omit Question 12 noting that past surveys have shown that residents do want to see more community events.

Question 17(03) would be changed to social media versus Facebook. There was brief discussion whether to include all their social media platforms. It was decided to leave it as social media as Katie Garcia, the City's PIO, provides detailed statistics in her quarterly reports to the Governing Body.

Glass recycling would be added to Question 22 as Number 2. Curbside recycling would become Number 3 and everything else would move down one.

CMBR Madigan expressed concerns with the Demographics portion of the survey, specifically with regard to primary household language and gender. Mr. Murray said those questions are optional. He said he does want to keep the race/ethnicity and household income questions to make sure that they have a true representation of the City.

CMBR Brauer said the U.S. census gives them good idea of the representation of their City. She also suggested adding a section to include pets as they are a large part of their community and is important information to know as they continue make improvements to their parks and green spaces, but also for codes. They need to understand the role they play in the family and in the community. Mr. Murray said they can add a section asking if someone owns a pet.

Mayor Poppa said regarding the gender question instead of “self-describe” it could be a non-binary option or gender identity.

CMBR Madigan asked CMBR Castagna-Herrera her option on the language question. She said that people have the option to just not answer if they choose not to. Mr. Murray said that some of the questions are to understand the City’s differences and preferences. It also provides a balance to give the City the most reliable data. He added that to some it may seem intrusive which is why those responses are optional. It was agreed to add language that answering the demographic section was optional.

Regarding Question 37, City Administrator Moody said the most standard current option they are seeing on government forms are M, F, and X as an actual category and not a self-description. The Governing Body agreed to use those choices for their survey.

City Administrator Moody also pointed out the uneven units in the household salary splits. Mr. Murray said he will rebuild those groupings to be more reflective of known statistics.

The discussion moved on to the special questions beginning with the tree survey questions. CMBR Hill said she felt those questions were a little biased and provided a rewording that did not seem so government heavy.

CMBR Raglow said she would like to see private property trees be listed in Question 1.

CMBR Faidley said she would like to advocate for an educational component adding in the tree statistics. She said the main thing against getting this passed is the people need to have more information. Those being surveyed need to understand if they do not protect their front trees, two-thirds of them could be lost. She spoke with the Prairie Village arborist who is also a Roeland Park resident, and she would like to get her to contribute to the City newsletter. Most issues surrounding the removal of trees seem to be from contractors and builders and Roeland Park has not regulations of what can and cannot be done. She said that education is key.

The Arts Committee submitted two questions in one, which allowed for two different responses and only one option to choose from. It was felt the question was to raise awareness of their gallery and programming and the survey is not an appropriate venue to get out that information.

There was additional discussion regarding the tree survey questions. CMBR Hill discouraged using language of regulations, but say they are creating a policy to protect their mature trees.

CMBR Hill added it is important that people don’t feel that something is being done to them.

Mayor Poppa suggested a special survey regarding the City’s arts program.

CMBR Faidley said the Community Center will be close to opening around the time of the survey.

There was a question about Roeland Park being described as a premier city in the cover letter. Mr. Murray said that Roeland Park is a top-notch, premier city in the metro, and he has no problem in saying that.

City Administrator Moody suggested for clarity changing the language to Tree Inventory versus Tree Survey, as he noted the trees themselves were not questioned.

III. NON-ACTION ITEMS:

No items were presented.

IV. ADJOURN

CMBR Hill adjourned the meeting.

(Roeland Park Governing Body Workshop Adjourned at 8:02 p.m.)

Item Number: DISCUSSION ITEMS- II.-1.
Committee 3/20/2023
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 3/9/2023
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Review and Preliminary Approval of 2024 Objectives - 15 min**
Item Type: Discussion

Recommendation:

Staff recommends Council provide preliminary approval of the 2024 Objectives they support. Preliminary approval provides direction to staff to reflect the cost estimate for each Objective in the appropriate budget line item.

Details:

Attached is a DRAFT Goals and Objectives document for 2024. The Objectives have been placed under the most appropriate goal. This review is your opportunity to ask for clarification on objectives as well as to gain understanding of how an Objective will further our goals. **If you do not find that the Objective is in line with our goals or do not believe it should be a priority for 2024 this is the time that you should express yourself.**

In providing preliminary approval of the Objectives we are saying we find that the objective is a priority and the financial impacts should be reflected in the identified account as we begin work on the line item budgets. We will determine if we can afford to complete the objectives as we work through the budget development process. Objectives may need to be removed or delayed if we end up in a position where we are constrained financially or by time. Council will be asked to prioritize, postpone, eliminate or reduce the budget of objectives when we present the line item budgets at the first workshop in June if the need to reduce expenditures exists.

Please make notes as you read through the Objectives. I will lead the review by reading the title of the objective and ask for comments/questions. If we have none I will assume the Objective has preliminary approval and will move on to the next objective. If we have concerns expressed about an objective, I will ask for the Governing Body to provide direction of if the Objective should move forward. I must stress the importance of reading the objectives and coming prepared with questions in order to move through this process in a timely manner. I will refer questions to the person who submitted the objective if I am not able to address the question.

How does item relate to Strategic Plan?

The supporting documentation for each objective specifically contains a question concerning how it impacts racial equity. This has been incorporated to ensure we are looking at each through a racial equity lens.

How does item benefit Community for all Ages?

A number of the objectives are specifically intended to address areas where we can improve our service delivery to residents of all ages.

Financial Impact

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

ATTACHMENTS:

Description	Type
 2024 Goals and Objectives- DRAFT	Cover Memo