

**Roeland Park City Council**  
**Administration Committee Meeting**  
**Minutes October 26, 2009**

Present: Toni Hull, Chair; Bill Art Co-Chair; Betsy Mellor, Megan England, Scott Gregory, Bob Meyers, Marek Gliniecki, Adrienne Foster, Debbie Mootz, John Carter, Neil Shortlidge, and a Resident.

**Call to Order:** 6:00 PM

**1. Old Business**

- a. **Chapter 16, Article 5 – Sign Ordinance** - This is a continuing discussion of the ordinance to make corrections so that it can be enforceable by the city. The City Attorney assisted in the discussion and made the following suggestions: Eliminate content based language. Message substitution clause. Temporary signs. Yard signs instead of Real Estate signs. Window signs allowed. Finding need to be included at the beginning of Article 5 to justify 16-507. Also, to write in the use of one's name on a sign covered under Identifications signs. The Home Business Ordinance needs to reflect no sign advertisement of Home Based businesses. **The Administration Committee recommends that the City Council authorize the City Attorney to make the necessary corrections to the Sign Ordinance and Home Occupation Ordinance for presentation to the council at the next council meeting.**
- b. **Eminent Domain Discussion** – The City Attorney assisted in this discussion also. He indicates that in his opinion a sponsor for a bill in the legislature cannot happen without having a specific project being proposed and that a “project” could not happen without the eminent domain discussion. There was discussion regarding what percentage of fair market value needs to be offered for a given parcel of land. Also a developer needs to state their intent with a letter and their plans to buy as a way to make it public. Talk with this developer has taken place with the Mayor and the City Administrator. There was a question of how much it would cost to draft a bill. The city attorney has such experience and estimated about \$2,000.00. The cost of going through the legislative procedure and obtaining a piece of land for development can be added to the cost of purchase of the land at the time of sale. An acquisition agreement would be drawn up so that a developer would pay at the time of the successful condemnation. The discussion about the last date to present legislation would be around February or March. Then another discussion took place about the need to do a RFP for the sale of the land so that the city would follow its own president set when the first RFP had gone out to develop the Clover leaf parcels. It could be ready by the next Council meeting for a vote. It was said that the RFP would need to be reworded and could it be done in time. Others said that if we have a possible

developer with a solid offer why throw the RFP in the mix. It would send a mixed message. ----- There was additional discussion on what to sell the clover leaf. It is estimated that one of the clover leafs can sell for \$1.2 million. **The Administration Committee recommends that the City Council wait for a written proposal be presented to the City for development of the clover leaf site before moving forward.**

c. **City Administrator Review-**

i. **Evaluation Form- Final Draft-** Went over the changes to the evaluation form. The form this year will not have any goals for the City Administrator since the Council did not explicitly create any goals. The Council can complete the evaluation either electronically or on paper and return to the Administration Committee by 11-16-09 for tabulation of results.

ii. **Evaluation Timeline-** Reviewed the timeline. **The Administration Committee recommends a Special City Council Meeting for 11-30-09 at 6:00 PM so that the Council can go into Executive Session to present the evaluation to Mr. Carter.**

**2. New Business:**

a. **Spotlight on businesses (i.e. Website Content discussion) October, 2009** – It is decided to remain with having the local Chamber of Commerce continue to spotlight businesses. This encourages businesses to become members of the Chamber and it shows the City's support of the Chamber of Commerce. The City Clerk is asking for a citizens committee to assist her in improving the content of the City website. She is especially interested in those who use the internet, but find it difficult to find information on the city web site. The City Clerk found out that a web site needs to meet ADA requirements. **The City Administration Committee recommends that a resident from each Ward be identified that would be willing to assist in improving the city's web site.**

b. **Holiday Schedule (attached) -**

**The Administration Committee recommends the adoption of the attached schedule for 2010.**

**Adjourn - 7:50 PM**

**City of Roeland Park  
 Action Item Summary**

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Date: 10/28/09

Submitted By: Bill Art      Committee/Department: Admin Committee

<input type="checkbox"/> <i>Ordinance</i>	<input type="checkbox"/> <i>Resolution</i>	<input type="checkbox"/> <i>Presentation</i>
<input type="checkbox"/> <i>Agreement</i>	<input type="checkbox"/> <i>Discussion</i>	<input checked="" type="checkbox"/> <i>Other</i>

**Recommendation:**

TO APPROVE THE 2010 HOLIDAY SCHEDULE AND DECLARING VETERANS DAY, NOVEMBER 11, 2010 AS A CITY HOLIDAY. MOTION CARRIED 7-0.

**Details:**

**Holiday Schedule:**

New Year's Day	Friday, January 1
Martin Luther King, Jr. Day	Monday, January 18
Memorial Day	Monday, May 31
Independence Day	Sunday, July 4 (actual), July 5 (observed)
Labor Day	Monday, September 6
Veterans' Day	Thursday, November 11
Thanksgiving Day	Thursday, November 25
Day after Thanksgiving	Friday, November 26
Christmas Day	Friday, Dec. 24 (observed), Dec. 25 (actual)

**Financial Impact**

Amount of Request:	Total \$5,750.00	
Budgeted Item? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budgeted Amount:	Included as part of salaries
Line Item Code/Description:		

**City of Roeland Park  
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<input type="checkbox"/> <i>Agreement</i>	<input type="checkbox"/> <i>Discussion</i>	<input type="checkbox"/> <i>Other</i>

**Recommendation:**

The Administration Committee recommends that the City Council authorize the City Attorney to make the necessary corrections to the Sign Ordinance and Home Occupation Ordinance for presentation to the council at the next council meeting.

**Details:**

**See Attached Minutes**

**Financial Impact**

Amount of Request:	Total	
Budgeted Item? <input type="checkbox"/> Yes <input type="checkbox"/> No	Budgeted Amount:	
Line Item Code/Description:		