

**CITY OF ROELAND PARK, KANSAS
GOVERNING BODY WORKSHOP MINUTES
ROELAND PARK CITY HALL
4600 WEST 51ST STREET, ROELAND PARK, KS 66205
January 6, 2025, 6:00 P.M.**

- Michael Poppa, Mayor
- Benjamin Dickens, Council Member
- Jan Faidley, Council Member
- Emily Hage, Council Member
- Jennifer Hill, Council Member

- Matthew Lero, Council Member
- Tom Madigan, Council Member
- Kate Raglow, Council Member
- Jeffrey Stocks, Council Member

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

(Roeland Park Governing Body Workshop Meeting Called to Order at 8:29 p.m.)

I. MINUTES

1. Governing Body Workshop Meeting Minutes November 18, 2024

The minutes were approved as submitted.

II. DISCUSSION ITEMS

1. Review Chapter 8 - Health and Welfare - 2nd Half

Ms. Jones-Lacy stated that the chapters to be presented were reviewed by staff, the City Attorney, and the DEI Committee, who all provided suggestions and recommended changes.

The primary changes in Chapter 8 are to the noise ordinance, rewritings for clarity, and some changes to Article 12, Protecting Public Safety and Community Resources Act.

8-702, Definitions, will include trailers, or an apparatus designed to be hauled by another vehicle in the definition of vehicles.

8-705, Failure to Comply; Penalty, will drop imprisonment as a punishment option.

Article 8, Noise, was made more concise eliminating excess language. Some of the language was modeled after Prairie Village making it more succinct. They also removed the decibel level as it is difficult to determine and enforce by the Police Department and will be determined from the property line.

Article 9, Noxious Weeds, Grass, and Overhanging Trees, and Shrubs, removed imprisonment as a penalty.

CMBR Faidley said she received an email from Melissa Castillo of the Sustainability Committee, and they are interested in looking at this article. They are often discussing noxious versus invasive plants.

Ms. Jones-Lacy sent this article to the K State Extension office for their feedback. Their master gardener did not have any recommended changes. She is supportive of sending this to the

Sustainability Committee for their input and the Governing Body can discuss those when they are received. CMBR Faidley said they would appreciate that.

CMBR Raglow asked why the fine is \$499 and not a flat 500. Ms. Jones-Lacy was not sure of the answer. She said a lot of this is form based language from the Kansas League of Municipalities.

CMBR Lero asked if there was anything in the section that would cover nuisance cars. There has been neighborhood discussions and complaints about a particular house with 15 or 20 cars in the back yard.

CMBR Hage added they also have cars in the street and might have cars up on blocks. Her reading of the code says some of them may be in violation of the code.

Ms. Jones-Lacy said it is an issue, and they have been working on it with the Department of Revenue. The City does not have any regulations regarding on-street parking unless the area is designated no parking, the vehicle is inoperable or not properly tagged.

Mr. Felzien said regulating the number of cars would be a problem and gave the example of what would happen if someone had a party. He recommended steering away from putting something into the code that would be difficult for their police department to enforce.

Article 11, Insurance Proceeds, remains the same.

Article 12, Protecting Public Safety and Community Resources Act, has a few recommended changes.

8-1202, Finances and City Services, removed subsections (a) and (b).

Carrie Paulette, DEI Chair, advocated for keeping Article 12 in place. She noted that some of the changes must be made to comply with state law but advocated for leaving the rest of the language in because it contains information that Roeland Park is trying to create services for its immigrant community, and where fear is at an all-time high, this is really valuable.

Mr. Felzien said they are not advocating for Article 12 to be removed. He agreed it is important and completely legal.

Ms. Jones-Lacy recommended that Section 8-1203(b) (2) regarding interpretation services be removed as it is in conflict with state law.

2. Review Chapter 9 - Municipal Court

Chapter 9 was modified to use gender neutral pronouns. No substantive changes were made.

3. Discuss Updates to the Employee Handbook - Per Diem, Cell Phone Allowance, and Pool and Fitness Room Membership

City Clerk Nielsen reviewed the recommended changes noting per diem rates would follow the GSA (General Service Administration) guidelines. Also recommended is to increase the cell phone allowance to \$50 per month for department heads and increase to \$30 per month for other Police Department, Public Works, and Neighborhood Service people who are on-call.

Employee benefits have included free memberships to the Aquatics Center and the fitness room at the Community Center for staff and their families and will now be added to the handbook. Also, the use of gender neutral pronouns has been incorporated.

CMBR Madigan stated the Aquatics Committee suggested free memberships to the pool and the fitness center for the Governing Body. They were told they needed to wait until the budget was done for 2025. After the budget was done, it was noted that the funds were available for this.

CMBR Raglow said that free memberships have been discussed and will be discussed again but this item is specific to updates to the staff employee handbook and Councilmember items are not included in the handbook.

CMBR Madigan respectfully disagreed and did not know why they would not say staff and Governing Body members received this benefit.

CMBR Raglow said there is a separate section applicable to Governing Body items.

City Manager Moody said there is not a handbook for the elected officials that speaks to benefits. The stipend they receive is in the City code, but the allowance for training and technology is not reflected in the personnel policy or the City code; it is only a detailed line item in the budget. He said that incorporating language into the employee handbook seems odd for detailing what is available for the elected officials but is as good a place as any to memorialize it if desired since they are suggesting adding language anyway that the pool and workout area is an employee benefit. They can add a statement to add the elected officials as well.

Mayor Poppe asked if City Clerk Nielsen mentioned the Aquatics Center passes for the Governing Body. City Clerk Nielsen said they are not in the draft but can be added if that is the direction of the Governing Body.

CMBR Raglow asked if things applicable to the Governing Body should be added to the employee handbook and noted that Ms. Jones-Lacy commented that they have talked about a separate Governing Body policy.

CMBR Lero agreed that might be a good idea.

Mayor Poppe asked if it is possible to say they do want to go forward with the fitness center and Aquatics Center passes but it does not need to be in the employee handbook. He asked for agreement to go before the Council to say that it is something they are doing in the budget and then include it in the Governing Body handbook when it is created.

There was agreement from the Governing Body to accept the edits for the employee handbook and Governing Body passes and move this item to the Consent Agenda at the next City Council meeting.

4. Discuss Update and Translate Procedural Rules Printed on the Back of the City Council and Governing Body Workshop Agendas

Mayor Poppa recommended the word citizen be replaced with “public.” Also, they would be removing references to Committee of the Whole. He attempted to streamline and remove redundant language. He would also like to have a Spanish translation be added with a QR code that could translate the form into any language. Mayor Poppa also recommended they have one set of procedural rules for both the Council and the Workshop. He also thanked CMBR Faidley for pointing out a grammatical error.

CMBR Madigan said when he read this, he was quite surprised by some of the changes. He said it states that speakers can only speak on an agenda item. He said the public can come to the meetings and discuss things and make the Governing Body aware of things that are not on the agenda. He also questioned the two minute time restriction. He would like to see comments expanded to five minutes. CMBR Madigan mentioned several items that were presented to the Governing Body through public comment that they would not have known about otherwise.

Mayor Poppa said that obviously he was not clear in his changes. Public comment provides a place for members of the public to address the Governing Body during that portion of the meeting. It also allows, at the privilege of the chair, to call for public comment on an agenda item. Regarding the time for allotment, which is also open for discussion.

CMBR Hage suggested changing it to no more than five minutes.

After a brief discussion, the Governing Body agreed that comments would be limited to no more than five minutes.

Mayor Poppa also addressed that there is to be no dialogue with the public speaker and the Governing Body or staff, but at the discretion of the chair, they may respond.

CMBR Hill said she would like to see further clarification made so that people know they are coming to comment and not to have a discussion with the Governing Body.

CMBR Hage agreed and said it feels dismissive when the Governing Body cannot respond.

CMBR Faidley said it is always appropriate to tell them that they or someone from staff will get back to them. The reason they limit interaction is mostly a usage of time, and that they do not necessarily have the information or resources at hand that the person may need. They usually need something more than a reply from the Governing Body.

Mayor Poppa said the chair needs to be able to respond to acknowledge what was said, but it is not an open conversation with everyone at the dais.

CMBR Raglow said the chair should have ability to respond to public comment, ask questions, seek clarification, and provide next steps.

There was agreement to wordsmith Item G. Mayor Poppa opened it up to input from CMBR Hill and CMBR Hage.

5. Discuss Small Business Incentives

Ms. Jones-Lacy said that as part of Project Rise, they wanted to provide an incentive for new businesses to come to Roeland Park and existing businesses to stay. She presented the proposed incentive program. It is specifically for small businesses, those with ten or fewer employees. The City budget will be \$40,000 the first year and funded through the Economic Development Fund. The Project Rise task group will score the applications they receive and make the decisions.

CMBR Faidley thanked Ms. Jones-Lacy for working on this. She was glad to see they were not putting additional work on staff. She said this is really good. She also said they need to think beyond the Chamber to solve their problem of development in the City and this goes beyond that, and it is a good start.

Mayor Poppa thanked Ms. Jones-Lacy, the task group, CMBR Hage, CMBR Madigan, and CMBR Lero for helping to define the parameters for the incentive program.

CMBR Raglow echoed those sentiments and said it is exciting to see this come forward to support small businesses in their community.

There was agreement to put this on the Consent Agenda for the next Council meeting.

III. COMMITTEE MINUTES

There were no minutes submitted.

IV. ADJOURN

CMBR Raglow adjourned the meeting.

(Roeland Park Workshop Adjourned at 9:28 p.m.)