

City of Westwood, Kansas
City Council Work Session
4700 Rainbow Boulevard
March 10, 2022 – 6:00 PM

Council Present: David E. Waters, Mayor
Jeff Harris, Council President
Andrew Buckman, Councilmember
Jason Hannaman, Councilmember
Laura Steele, Councilmember – via Zoom
Holly Wimer, Councilmember

Council Absent: None

Staff Present: Leslie Herring, CAO/City Clerk
Curt Mansell, Chief of Police
John Sullivan, Director of Public Works
Ryan Denk, City Attorney

Call to Order

Mayor David E. Waters called the meeting to order at 6:00 p.m. on March 10, 2022. The meeting was held virtually via Zoom.

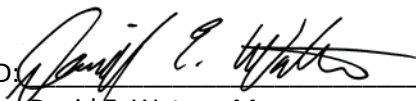
Roles of City Council Committees and City Staff

Mayor Waters and Mrs. Herring conducted a follow-up discussion from the December 9, 2021 work session regarding the BOARDynamics Governing Body retreat held on October 3, 2021. Proposed Municipal Code provisions were included in the packet, and a discussion followed regarding the proposed language. The Governing Body directed Mrs. Herring to draft a model ordinance to implement a City Administrator model of government for Westwood. The Governing Body will continue discussions of how the Governing Body Committees will operate in future discussions.

Adjournment to Regular Meeting

The work session adjourned at 6:55 p.m. in order to prepare for the monthly City Council meeting at 7:00 p.m.

APPROVED: _____


David E. Waters, Mayor

ATTEST: _____


Leslie Herring, City Clerk

**City of Westwood, Kansas
City Council Meeting
March 10, 2022 – 7:00 p.m.**

Council Present: David E. Waters, Mayor
Jeff Harris, Council President
Andrew Buckman, Councilmember
Jason Hannaman, Councilmember
Laura Steele, Councilmember – via Zoom
Holly Wimer, Councilmember

Council Absent: None

Staff Present: Leslie Herring, CAO/City Clerk
Curtis Mansell, Police Chief
John Sullivan, Public Works Director
Ryan Denk, City Attorney

Call to Order

Mayor David E. Waters called the meeting to order at 7:00 p.m. on March 10, 2022. The City Clerk called the roll. A quorum was present. The evening's meeting was held in a hybrid manner, with attendees joining both in person and via Zoom.

Approval of Agenda

Motion by Councilmember Harris to approve the March 10, 2022 City Council agenda as stated. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Public Comment

No comments were made by members of the public.

Public Hearings

No matters were subject to a public hearing for the evening's meeting.

Presentations and Proclamations

No presentations or proclamations were made.

Consent Agenda

All items listed below are considered to be routine by the Governing Body and will be enacted in one motion. There will be no separate discussion of these items unless a member of the Governing Body so requests, in which event the item will be removed from the consent agenda and considered separately following approval of the consent agenda.

- A. Consider February 10, 2022 City Council Meeting Minutes
- B. Consider Appropriations Ordinance 736

Motion by Councilmember Hannaman to approve the Consent Agenda as submitted. Second by Councilmember Buckman. Mrs. Herring performed a roll call vote. Motion carried by a 5-0 vote.

Mayor's Report

Mayor Waters acknowledged the recent shooting at Olathe East High School, and thanked community School Resource Officers, and noted Westwood part-time Police Officer Phillip Lofflin serves as a School Resource Officer. Mayor Waters stated the Westwood community's thoughts are with the Olathe East High School community.

Mayor Waters provided an update on the COVID-19 cases in Johnson County, case numbers in the area and nationally are trending downward.

Mayor Waters noted he attended a presentation by the Johnson County Appraiser on February 25th and provided a brief overview of the presentation.

Mayor Waters provided an update on the facilities assessment process for City-owned property.

Mayor Waters noted the Parade of Hearts, a local arts initiative, has placed multiple five foot tall fiberglass hearts designed by local artists in and near Westwood.

Mayor Waters shared that Mr. Sullivan was awarded the Public Works Excellence Award from the local chapter of the American Public Works Association and congratulated him on his accomplishment.

Committee Reports

Administration & Compensation Committee

Councilmember Hannaman shared that Friday, March 11th he will be meeting with Mrs. Herring to discuss employee health benefits for the upcoming fiscal year starting July 1, 2023.

Business & Community Affairs Committee

Councilmember Buckman had nothing to report.

Parks & Recreation Committee

Councilmember Wimer noted that the Community Easter Egg Scramble will be held on Saturday, April 16th.

Public Safety Committee

Councilmember Harris had nothing to report.

Public Works Committee

Councilmember Steele noted she, Councilmember Hannaman, Mr. Sullivan and Mrs. Herring met earlier that day with representatives from Roeland Park to review a final draft of a resident survey that will be distributed to residents and business owners along Mission Road between 47th and 53rd Street for Complete Streets planning.

Staff Reports

Administrative Report

Mrs. Herring provided an overview of the February 2022 Administrative Report included in the agenda packet and offered to answer questions.

Public Works Report

Mr. Sullivan provided an overview of the February 2022 Public Works Report included in the agenda packet and offered to answer any questions.

Public Safety Report

Chief Mansell provided an overview of the February 2022 Public Safety Report included in the agenda packet and offered to answer questions.

Treasurer's Report

The February 2022 Treasurer's Report was included in the agenda packet for review. No questions or comments were made about the report.

City Attorney's Report

Mr. Denk had nothing to report.

Old Business

No Old Business items were considered.

New Business

Consider Request of Westwood View Educational Enhancement Fund to Distribute and Consume Alcoholic Beverages at Joe D. Dennis Park.

On January 17, 2022, Mandy Waters, on behalf of the Westwood View Educational Enhancement Fund, applied to reserve 5050 Rainbow Blvd. for the annual Westwood View Elementary School Auction fundraising event. During a coordination meeting between City staff and Ms. Waters, request was made to allow the distribution and consumption of alcoholic beverages during the event and in parts of Joe D. Dennis Park, at 5000 Rainbow Blvd.

Pursuant to the City's Public Grounds Reservation program, the applicant has provided both a Certificate of Insurance for event coverage as well as a site map for the event. Both are included in the meeting packet.

Article 12-206(3) of the Westwood Municipal Code allows for alcoholic beverages inside the park with the approval of the Governing Body. The applicant requests the City Council grant a special exception to allow the distribution and consumption of alcoholic beverages on City grounds on Saturday, April 30, 2022, from 5 – 10 PM.

Geoff Gobble, Boulevard Insurance, who serves as Westwood's insurance agent offered to look over the insurance documents submitted by the Educational Enhancement Fund. Mrs. Herring thanked him and stated all insurance documents received by the Educational Enhancement Fund are included in the evening's agenda packet.

Motion by Councilmember Harris to approve/conditionally approve/deny the distribution and consumption of alcoholic beverages on City-owned property at 5000 and 5050 Rainbow Blvd. during the Westwood View Educational Enhancement Fund auction fundraising event on Saturday, April 30, 2022, from 5 – 10 PM. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Consider Renewal of EMC Insurance Commercial Policy for April 1, 2022 – March 31, 2023

The City's commercial insurance policy runs through March 31, 2022. Geoff Gobble with Boulevard Insurance LLC, has provided an overview of the insurance renewal for the City of Westwood for the next policy coverage year.

The package for consideration by the City Council is the EMC Insurance Policy, which Boulevard brokers for the City of Westwood. The coverage types and the change in premium is reflected in the table below for your convenient reference. Overall, insurance rate premium costs within this policy have increased mostly due to increases in property valuations, adjusted property limits, rising auto rates, and an additional Public Safety vehicle for a full year.

Motion by Councilmember Harris to approve the renewal of the City's insurance package with EMC Insurance via Boulevard Insurance for the period of April 1, 2022 to March 31, 2023 as presented. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Consider Agreement with Johnson County, KS for Stormwater Best Management Practices (BMP) Cost Share Program

The Stormwater Management Advisory Council determined that it is in the best interests of the residents of Johnson County for the County's Stormwater Management Program to participate in a cost-share program with the City that promotes the use of rain barrels, rain gardens, native trees, and native plantings on residential property to reduce stormwater runoff as well as increase public awareness of stormwater-related issues, all as required by federal NPDES stormwater rules and regulations.

Motion by Councilmember Wimer to authorize the Mayor to execute the 2022 Agreement for Stormwater BMP Cost Share Program with Johnson County. Second by Councilmember Harris. Motion carried by a 5-0 voice vote.

Consider Professional Services Agreement with Stantec for 2022 Automated Pavement Condition Assessment

The City of Westwood, City of Fairway and City of Roeland Park, have partnered to seek out a proposal for Pavement and Infrastructure Assessment Services. The City of Fairway and Roeland Park have used this firm in the past to perform this work and have been satisfied with their performance in performing this service. Each City has agreed to participate in these efforts under separate contract.

Staff Comments/Recommendation

The City Attorney prefers we use the Professional Services contract that has been developed by him for other projects. I have made the necessary changes to the Professional Services contract to reflect this proposal and have submitted it to Stantec. I have not received word back that their legal has accepted this or is recommending changes. I hope to have a corrected Exhibit A from Stantec by the Council meeting as well as the form agreement we provided, accepted without changes.

The City of Westwood's cost for these services is \$13,581.00, which amount was budgeted in the City's 2022 Capital Improvement Plan (CIP).

Motion by Councilmember Hannaman to authorize the Mayor to execute a Professional services Agreement, contingent to City Attorney review, with Stantec Consulting Services, Inc. to conduct the services specified therein on Exhibit A. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Announcements/Governing Body Comments

No announcements were made.

Executive Session

No matters required an Executive Session during this meeting.

Adjournment

Motion by Councilmember Harris to adjourn the meeting. Second by Councilmember Steele. Motion carried by a 5-0 voice vote. The meeting adjourned at 8:17 pm.

APPROVED: _____
David E. Waters, Mayor

ATTEST: _____
Leslie Herring, City Clerk