

**City of Westwood, Kansas
City Council Work Session
4700 Rainbow Boulevard
May 11, 2023 – 6:00 PM**

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

Council Absent: None

Staff Present: Leslie Herring, City Administrator
Curt Mansell, Chief of Police
John Sullivan, Director of Public Works
Abby Schneweis, City Clerk

Call to Order

Mayor Waters called the meeting to order at 6:00 p.m. on May 11, 2023. The City Clerk called roll, a quorum was present. The meeting was held in a hybrid manner with attendees being able to join in person and virtually via Zoom.

Preliminary FY 2024 Budget Discussion

Mrs. Herring provided a presentation on preliminary items for consideration during the FY 2024 budget planning process. Mayor Waters and Mrs. Herring led a general discussion about the FY 2024 budget.

Adjournment to Regular Meeting

The Work Session adjourned at 6:53 p.m. to prepare for the regular City Council meeting.

APPROVED: _____

David E. Waters, Mayor

ATTEST: _____

Abby Schneweis, City Clerk

**City of Westwood, Kansas
City Council Meeting
May 11, 2023 – 7:00 p.m.**

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

Council Absent: None

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

Call to Order

Mayor Waters called the meeting to order at 7:00 p.m. on May 11, 2023. 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 May 11, 2023, City Council meeting agenda as submitted. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Public Comment

No comments were made by members of the public.

Presentations and Proclamations

Mayoral Proclamation of May 15 – 21, 2023 as National Police Week

Mayor Waters proclaimed May 15 – 21, 2023 National Police Week in Westwood.

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 April 13, 2023, City Council Meeting Minutes
- B. Consider Appropriations Ordinance 750

Motion by Councilmember Harris to approve the Consent Agenda as submitted. Second by Councilmember Wimer. The City Clerk conducted a roll call vote. Motion carried by a 5-0 vote.

Mayor's Report

Mayor Waters shared a report on the events he attended and planned to attend as Mayor in the recent and upcoming weeks.

Councilmember Reports

No reports were made by the members of the Council.

Staff Reports

Administrative Report

Mrs. Herring provided an overview of the April 2023 Administrative Report included in the agenda packet and offered to answer questions.

Public Works Report

Mr. Sullivan provided an overview of the April and May 2023 Public Works Report included in the agenda packet and offered to answer any questions.

Public Safety Report

Chief Mansell provided an overview of the April 2023 Public Safety Report included in the agenda packet and offered to answer questions.

Treasurer's Report

The April 2023 Treasurer's Report was included in the agenda packet, no questions or comments were made about the report.

City Attorney's Report

Mr. Denk did not have any items to report.

Old Business

No Old Business items were considered.

New Business

Consider Resolution No. 117-2023 Adopting the 2024 to 2028 City of Westwood CARS Program

The City of Westwood on an annual basis adopts by resolution a proposed five-year County Assistance Road System (CARS) Program Project Plan. The CARS Program is administered by Johnson County to allocate the distribution of motor fuel taxes within the County to be used on specific designated roads. The recommended roadways for the City of Westwood for calendar years 2024 to 2028 is as follows:

- 2025: Mission Road, W. 53rd Street to W. 47th Street

Motion by Councilmember Steele to adopt Resolution No. 117-2023 approving the 2024 to 2028 County Assistance Road System Program for road improvements in the City of Westwood. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Consider Easement in Favor of Evergy Associated with Improvements at Woodside Club

The City owns and leases to Woodside the real estate upon which the Club is situated on both the North and South sides of 47th Place. The Club's South facilities have been under renovation for several months now. Associated with these improvements Woodside has determined the need for new electrical connections to the Evergy lines which run immediately South of the Club parcel. Associated

with this new electrical connection, Woodside and Evergy have requested that the City grant an easement from the Evergy lines to the new connection point with the Club facilities.

Motion by Councilmember Harris to approve the easement in favor of Evergy associated with improvements at Woodside Club. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Consider 2023 Addendum to the Contract for Building Official Services with the City of Mission Woods

The Contract for Building Official Services with the City of Mission Woods provides for an annual review of rates. The last time the Building Official's contractual hourly rate was adjusted was in December 2020, with an effective date of January 1, 2021. The rate adjustment at that time was from \$35/hour to \$40/hour. The cost to the City of Westwood for providing for a Building Official has increased since December 2020 and, as such, a rate increase for the City's contracting services is warranted.

The City of Westwood's cost for providing for a Building Official based on 2023 wages, benefits, and necessary insurance coverage is \$46/hour. As such, staff recommends the City Council authorize the Mayor to execute the 2023 Addendum to the Contract for Building Official Services with the City of Mission Woods to increase the hourly contract rate from \$40/hour to \$46/hour.

The City of Westwood will begin assessing the adjusted hourly rate on its invoice to Mission Woods for May 2023 services.

The budget impact of this increase will be nominally felt by both Westwood and Mission Woods. In 2022, the City of Westwood collected less than \$500 in revenue from Mission Woods for Building Official services, which services are assessed in quarter-hour increments.

Motion by Councilmember Buckman to authorize the Mayor to execute the 2023 Addendum to the Contract for Building Official Services with the City of Mission Woods. Second by Councilmember Hannaman. Motion carried by a 5-0 voice vote.

Consider 2023 Addendum to the Contract for Building Official Services with the City of Westwood Hills

The Contract for Building Official Services with the City of Westwood Hills provides for an annual review of rates. The last time the Building Official's contractual hourly rate was adjusted was in December 2020, with an effective date of January 1, 2021. The rate adjustment at that time was from \$35/hour to \$40/hour. The cost to the City of Westwood for providing for a Building Official has increased since December 2020 and, as such, a rate increase for the City's contracting services is warranted.

The City of Westwood's cost for providing for a Building Official based on 2023 wages, benefits, and necessary insurance coverage is \$46/hour. As such, staff recommends the City Council authorize the Mayor to execute the 2023 Addendum to the Contract for Building Official Services with the City of Westwood Hills to increase the hourly contract rate from \$40/hour to \$46/hour. The Addendum was approved by the Westwood Hills Governing Body at its March 13, 2023 meeting.

The City of Westwood will begin assessing the adjusted hourly rate on its invoice to Westwood Hills for May 2023 services.

The budget impact of this increase will be nominally felt by both Westwood and Westwood Hills. In 2022, the City of Westwood collected less than \$500 in revenue from Westwood Hills for Building Official services, which services are assessed in quarter-hour increments.

Motion by Councilmember Wimer to authorize the Mayor to execute the 2023 Addendum to the Contract for Building Official Services with the City of Westwood Hills. Second by Councilmember Steele. Motion carried by a 5-0 voice vote.

Consider Allowing the Consumption of Alcoholic Beverages in the City Park for 2023 City Events

Motion by Councilmember Hannaman to approve the possession and consumption of alcoholic beverages on City owned property at 5000 and 5050 Rainbow Blvd. on Friday, June 23, 2023 from 8:00 to 11:00 PM for Movie in the Park; Thursday, July 20, 2023 from 6:00- 8:00 PM for Music in the Park; Saturday, October 7, 2023 from 4:00 to 8:00 PM for Oktoberfest; and October 14, 2023 from 4:00 to 8:00 PM, in the event Oktoberfest is rescheduled. Second by Councilmember Wimer. Motion Carried by a 5-0 voice vote.

Announcements/Governing Body Comments

No announcements were made by the Governing Body.

Executive Session


Motion by Councilmember Hanaman to move into an executive session to consult with the City Attorney on Matters Relating to Real Property located at and around 5000 Rainbow Blvd. which would be deemed privileged in the attorney-client relationship and to return to the dais at 8:05 p.m. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote. At 7:35 p.m. the Governing Body moved into Executive Session.

At 8:05 p.m. the Governing Body returned to the dais. Motion by Councilmember Hannaman to return to an executive session to continue to consult with the City Attorney on Matters Relating to Real Property located at and around 5000 and 5050 Rainbow Blvd. which would be deemed privileged in the attorney-client relationship and to return to the dais at 8:25 p.m. Second by Councilmember Steele. Motion carried by a 5-0 voice vote. At 8:05 p.m. the Governing Body moved into Executive Session.

At 8:25 p.m. the Governing Body returned to the dais.

Adjournment

Motion by Councilmember Hannaman to adjourn the meeting. Second by Councilmember Steele. Motion carried by a 5-0 voice vote. The meeting adjourned at 8:25 p.m.

APPROVED: 
David E. Waters, Mayor

ATTEST: 
Abby Schneeweis, City Clerk