



**MINUTES OF MISSION WOODS CITY COUNCIL
Tuesday, August 5, 2025**

The City Council of Mission Woods, Kansas met in regular session on Tuesday, August 5, 2025, in person at Westwood City Hall.

Budget Meeting

Mayor Hartley opened the budget hearing meeting to the public. John Martin, City Treasurer, shared this year’s budget changes/additions, City’s Revenue Neutral Rate (13.713) and Mill Levy rate (13.651), with the City NOT opting to exceed the RNR. Mr. Martin stated this was comparable to the prior year. Public meeting was closed.

Mayor Hartley asked if there were any questions for Mr. Martin. With no additional questions motion was made by Councilmember Sweeney and seconded by Councilmember Carto to approve the 2026 budget. A roll call vote was had; Councilmembers Mays, Carto and Sweeney voted in the affirmative and the motion was approved, 3-0. Councilmembers Mohsen and Thomas were absent.

Call to Order

Mayor Hartley called the regular meeting to order at 7:09 p.m.

Councilmember Roll Call

Present: Keith Mays
Leslie Carto
Dan Sweeney
Erica Hartley, Mayor

Absent: Carrol Thomas
Ramsey Mohsen

Quorum was established.

Others present: Jeff Deane (City Attorney), Chief Curt Mansel, John Martin (Treasurer) and resident Michael Knierim.

Review and Approval of Minutes

Mayor Hartley asked for a Motion to approve the Minutes of the July 1, 2025, meeting. Motion to approve minutes was made by Councilmember Mays and seconded by Councilmember Sweeney. A voice vote was had, and the motion was approved, 3-0, Councilmembers Thomas and Mohsen were absent.

Review and Approval of Warrants

Mayor Hartley shared that she did not get the tree removal cost in this month’s warrants. The tree removal at 5300 Mission Woods Terrace, which was approved last meeting, costs \$6,500. She stated she received a call a week later stating that a tree branch at 5334 Mission Road had fallen across the driveway, which cost \$2,000 to remove the branch. Then the tree and a pine tree next

to it, both of which were dead and the roots and stems were set up against the curb, had to be removed at the cost of \$8,500. Mayor Hartley stated this would be discussed further later in the meeting. Mayor Hartley asked for a Motion to approve the warrants.

Motion to approve was made by Councilmember Carto and seconded by Councilmember Sweeney. A voice vote was had, and the motion was approved, 3-0, Councilmembers Thomas and Mohsen were absent.

Review of Police Report

Council reviewed the police report.

Unfinished Business

- **St. Rose Church new parking lot lights & disruptions for nearby residences**
 - Discussion of adding exterior lighting ordinances to Single Family Residential District – refer to Planned Office District ordinance.

Mayor Hartley stated that Dr. Knierim was in attendance and wanted to discuss the lighting. She referred to the pictures that were included in the meeting packet which showed the new lights installed at the church, which were intended to divert light away, are very bright and affect Dr. Knierim's property. She also shared that the residents behind Dr. Knierim's property have floodlights that added to the lighting disturbances. She also stated the exterior lighting ordinance, which she included in the packet, is for the planned office districts and does not apply to single family residential zoning. The Church is zoned R-1. Mr. Deane shared some ideas he had that could possibly solve this issue but changing it retroactively for existing uses is a problem. He also stated that the residents have civil remedies against people who unreasonably infringe upon their rights to full enjoyment of their property, which is not something the City can do. There was additional discussion on ideas on how the City can help to resolve these lighting issues. It was decided to work on drafting a lighting ordinance that can be enforced and applicable to existing lighting with nothing being grandfathered in.

New Business

- **Proposed Amendment to NE Johnson County Co-Responder MOU (Chief Mansell)**

Mayor Hartley asked Chief Mansel to summarize the Amendments to the NE Johnson County Co-Responder MOU. Chief Mansel responded that the changes were minimal. He stated that the Chiefs got together and asked that they are provided with the projection numbers by March 31 of each year, to make it easier to budget. There were also changes to billing process and salary adjustments.

Motion to approve the amendments to the Co-Responder MOU was made by Councilmember Carto and seconded by Councilmember Mays. A voice vote was had, and the motion was approved, 3-0, Councilmembers Thomas and Mohsen were absent.

- **Proposed Amendment to 2025 Standard Traffic Ordinance and Uniform Public Offense Code (Jeff Deane)**

Mayor Hartley stated that Mr. Deane would share the changes to the 52nd Edition of the Standard Traffic Ordinance and the Uniform Public Offense Code to Council. Mr. Deane

responded that League of Kansas Municipals compiles this every year and the changes are based on what is passed in the most recent legislature. This is a standard update every year and most municipalities adopt this to make it easier for police departments and citizens to know what has been changed. This year the changes were minimal. Mr. Deane stated the same with the changes to the 41st Edition of the Uniform Public Offense Code. He stated this Code offenses that do not fit into traffic, i.e. assault. Mr. Deane recommended both of these be adopted.

Motion to adopt the 52nd Edition Standard Traffic Ordinance was made by Councilmember Mays and seconded by Councilmember Carto. A roll call vote was had; Councilmembers Mays, Carto and Sweeney voted in the affirmative and the motion was approved, 3-0. Councilmembers Mohsen and Thomas were absent.

Motion to adopt the 41st Edition Uniform Public Offense Code was made by Councilmember Carto and seconded by Councilmember Sweeney. A roll call vote was had; Councilmembers Mays, Carto and Sweeney voted in the affirmative and the motion was approved, 3-0. Councilmembers Mohsen and Thomas were absent.

- **Discussion of creating a Tree Board for the purpose of maintaining city tree inventory + health reports, creating a removal/replacement policy, establishing budgets/funding, and resident outreach (Example: Fairway Tree Board)**

Mayor Hartley shared her thoughts on the creation of a Tree Board. With the amount of trees, which may be in the City right of way, with no clear ordinance to determine if it is the City's responsibility. She stated she looked up the City of Fairway, who has a tree board, to see what they did. With the number of trees in the City she asked the Council if they would look at researching what can be done for the future of the existing trees and a plan to replace the trees, what is the City's responsibility to the trees. Mr. Deane stated that the basic Kansas law states that the homeowners are responsible for the trees in right of way and the City is able to pass ordinances to govern how trees work in the right-of-way. A tree board would help govern this. He also stated that having a clear tree policy would help. After discussion on City/Owner's responsibility of the trees and any damages created by a damaged tree, it was recommended to make a goal for 2026 to create a tree board and update/create tree ordinances.

Open to discussion from mayor, council members, and guests

None

Motion to Adjourn

Having no further business, motion to adjourn was made by Councilmember Carto and seconded by Councilmember Sweeney. A voice vote was had, and the motion was approved, 3-0, Councilmembers Thomas and Mohsen were absent. The meeting was adjourned at 8:13 p.m.