



MINUTES OF MISSION WOODS CITY COUNCIL
Tuesday, September 2, 2025

The City Council of Mission Woods, Kansas met in regular session on Tuesday, September 2, 2025, in person at Westwood City Hall.

Mayor Hartley called the regular meeting to order at 7:01 p.m.

Councilmember Roll Call

Present:	Keith Mays	Absent:	Dan Sweeney
	Leslie Carto		Ramsey Mohsen
	Carrol Thomas		
	Erica Hartley, Mayor		

Quorum was established.

Others present: Jeff Deane (City Attorney), residents Michael Knierim and Mike and Kathy Henley. John Martin (Treasurer) arrived at approximately 7:30 p.m.

Review and Approval of Minutes

Mayor Hartley asked for a Motion to approve the Minutes of the August 5, 2025, meeting. Motion to approve minutes was made by Councilmember Carto and seconded by Councilmember Mays. A voice vote was had, and the motion was approved, 3-0, Councilmembers Sweeney and Mohsen were absent.

Review and Approval of Warrants

Council discussed the August warrants. Councilmember Mays had questions regarding the consultants for the code review and legal fees. After discussion a Motion to approve the August warrants was made by Councilmember Mays and seconded by Councilmember Carto. A voice vote was had, and the motion was approved, 3-0, Councilmembers Sweeney and Mohsen were absent.

Review of Police Report

Council reviewed and discussed the police report.

Unfinished Business

- **Review of proposed exterior lighting ordinance (Jeff Deane)**

Mr. Deane distributed a draft of the changes to lighting ordinance to Council. Mayor Hartley explained that there was an ordinance pertaining to seasonal and parking and security lighting, but not for permanent lighting relating to single family residence. She stated that the Council asked Mr. Deane to propose language for a permanent ordinance that would determine and guide what would be prohibited and allowed use for single family residents. Mr. Knierim, Mission Woods resident stated he believed there were already rules

about what could and could not be done and wondered why it was not in the ordinance. Mr. Deane explained that in the zoning regulations for the business and business office there are robust lighting regulations, but not in residential. Mr. Deane also shared with council what changes he is proposing would be best so existing lighting would not be grandfathered in. He went on to explain his additions to the ordinance which includes a new “b” - parking lot and under security lighting and under Regulations for Unnecessary Lighting and the addition of “d” or which would state what makes lighting a nuisance. He stated he believes it should set out that residents need to abide by a reasonable standard that is not tied to the zoning code. There was additional discussion on the best way to amend the ordinance. There was also discussion on whether the ARB approved the church outside lighting. They decided to research if it was approved. It was decided to go ahead with the amendments Mr. Deane has proposed and if additional amendments or changes are needed in the future, it can be discussed. Mr. Deane will have these changes ready for Council and the changes and amendments will be voted on at the next meeting.

- **Approval of the 2025 Public Safety Service Agreement with council consent**

Mayor Hartley stated this was normally approved in October for the following year. These changed were supposed to be voted on in October of 2024, but Chief Mansell noted that the City of Westwood’s City Attorney wanted some changes made to the indemnification portion. He noted because they wanted the agreement with both cities to be the same it was pulled from the Mission Woods agenda for a later date. The cities worked under a gentlemen’s agreement the entire year until wording was ironed out. It has been passed by the Westwood City Council and now needs to be approved by Mission Woods and Westwood Hills. Mr. Deane approved the agreement.

Motion to approve the 2025 Public Safety Service Agreement was made by Councilmember Thomas and seconded by Councilmember Carto. A voice vote was had, and the motion was approved, 3-0, Councilmembers Sweeney and Mohsen were absent.

New Business

- **Approval of 2101 W 50th Terr property replat with council consent (Jeff Deane)**

Mr. Deane shared the plat with the Council. He gave a brief background that included a building permit pulled for changes. Originally when this property was platted they were smaller lots. Owners bought an additional lot, and it seems they received approval for them to be combined, but that approval could not be found. What they found was a plat that says okay with an illegible and date. It was never recorded so the county still shows two adjacent pieces of property, not one lot. This caused problems because there is a six-foot buffer on each side that cannot be built on. In order to fix this the property has to be replatted. Owners had a survey done and found existing bars showing it had indeed already been surveyed. In order to fix this the replat has to be approved by the Council and filed with the county. Mayor Hartley stated this was found because the owners applied for a permit for an addition. The permit could not be approved because of the setback. The owners have gone through the appropriate measures to resolve this.

Motion to approve the replat for 2101 W. 50th Terrace was made by Councilmember Carto and seconded by Councilmember Thomas. A voice vote was had, and the motion was approved, 3-0, Councilmembers Sweeney and Mohsen were absent.

- **Late Fall Curbside Leaf pick-up dates (5) + cost estimate**

Mayor Hartley stated she spoke with Mr. Smith of Envision and he stated he wanted to get the leaf pick-up dates scheduled. He stated last year four were scheduled but a fifth had to be added. Mayor Hartley told Mr. Smith to schedule five pick-ups and send her a quote. She told the Council the cost is \$1800 per pick up. The dates are November 15, November 22, November 26, December 6 and December 13. The Council thought it would be a good idea to get another quote. Mayor Hartley stated that she would get another quote.

Open to discussion from mayor, council members, and guests

Councilmember Thomas shared she talked to an arborist and he was coming to look at one of her trees. Mayor Hartley shared that at the last meeting a tree board was discussed and the need for ordinances to be put in place. As of right now the City's responsibility on trees is on a case-by-case basis.

Mike Kniermin asked about putting a no parking sign on the side of the street across from his house. Mr. Deane stated she could check with John in public works to see if this could be done.

Motion to Adjourn

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