



**MINUTES OF MISSION WOODS CITY COUNCIL
MARCH 5, 2013
7:00 p.m.**

The City Council of Mission Woods, Kansas met in regular session on Tuesday, March 5, 2013 at the Westwood City Hall, 4700 Rainbow, Westwood, Kansas.

Council members present: Mayor Robert Tietze
Councilman Cory Fisher
Councilwoman Mary Hunkeler
Councilman Bill Sanders
Councilman Bill Dunn

Council members absent: Councilman Charles Bachand

Visitors present: Melody Rayl on behalf of city attorney Heather S. Esau Zerger
Fred Sherman, City Clerk, City of Westwood

I. Call to Order

Mayor Robert Tietze called the meeting to order at 7:05 p.m. A quorum was present.

II. Approval of Meeting Minutes

First item on the agenda was approval of the minutes of the January Council meeting, which were provided to the Mayor and Council by Ms. Zerger in advance of the meeting. Upon motion by Councilwoman Hunkeler, which was seconded by Councilman Fisher, the minutes of the February 5, 2013 Council meeting were unanimously approved as submitted.

III. Approval of Warrants

The Council next considered approval of the warrants for March 2013 for payment of the monthly bills. Mayor Tietze observed the expanded detail now prepared by the City of

Westwood for services they provide is very helpful and thanked Fred Sherman for his efforts in that regard. Mayor Tietze also offered additional explanation for an invoice from Kansas City Tree Care in the amount of \$200 for removal of debris from the roadway. The debris was from tree damage that occurred during the recent winter storm and required immediate removal for safety reasons. Councilman Fisher clarified that payment made to BRR Architecture in the amount of \$500 related to the Karbank project would be reimbursed to the City by Karbank. Following this discussion, upon motion by Councilman Dunn, which was seconded by Councilwoman Hunkeler, the warrants were unanimously approved.

IV. Police Report

Mayor Tietze referred to the January 2013 Police Report and offered to answer questions. None were presented.

V. Update on State Line Road Pedestrian Crosswalk

Mayor Tietze provided an update on the review of the pedestrian cross-walk on State Line Road. KCMO has advised it would be preferable to wait until the Karbank building is occupied before making any assessment. At that time, someone from KCMO will appear before the Council to make any necessary recommendations regarding improvements in this area, which will likely require a traffic study.

VI. Multi-Year Capital Improvement Plan

The Mayor discussed the need to re-visit the multi-year capital improvement plan previously initiated by Terry Yule, an engineer engaged by the City of Mission Woods. That plan provided some information for use by the Council but did not provide a prioritization or any understanding for the Council regarding the urgency of action with respect to the items identified in his analysis. Fred Sherman offered insight into the importance of reevaluating a multi-year plan every couple of years in order ensure it remains relevant. Mayor Tietze added it is a good idea to have a plan in place regarding how the City's capital funds will be allocated. He observed that the impact study regarding the State Line Road pedestrian crosswalk may require some capital outlay, which further necessitates the need for a plan.

Mayor Tietze suggested a sub-committee of the Council be selected to work with Charles Haviland and Fred Sherman to review and finalize a multi-year capital improvement plan. Councilman Sanders informed Mr. Sherman he has a copy of the plan prepared by Terry Yule and can provide it if needed. Councilman Fisher and Councilwoman Hunkeler both agreed a sub-committee to address the issue is the best option. Mayor Tietze will get with Charles Haviland to determine how he would like to proceed.

VII. City of Westwood Agreement

Mayor Tietze presented a proposed agreement with the City of Westwood for the use of Westwood City Hall. He noted the cost will increase from \$150 to \$175 per month and the agreement will run from March 2013 to March 2014. Upon motion by Councilman Sanders, which was seconded by Councilwoman Hunkeler, the agreement was unanimously approved.

VIII. City Clerk Compensation

Mayor Tietze informed the Council Shelly Gregory has served as the City Clerk for Mission Woods since 2000. She was initially paid an hourly rate, but in 2005 the City began paying her a fixed rate of \$300 per month for her services. The Mayor proposed this monthly rate be increased to \$500 per month and shared a list of duties performed by Ms. Gregory. Councilman Sanders made a motion to increase compensation to the City Clerk from \$300 to \$450 per month, which was seconded by Councilman Dunn. Discussion led by Councilman Fisher followed regarding whether there was merit in contracting with the City of Westwood rather than with an individual. Following discussion, the motion was unanimously approved.

IX. Operation Green Light - MARC

Mayor Tietze informed the Council he received an invoice from Mid-America Regional Council in the amount of \$584 for Operation Green Light. The City entered into a 5-year agreement in 2009 to be a partner with other area cities in this endeavor. Fred Sherman explained the initiative monitors traffic flow on main thoroughfares throughout the area in order to ensure smooth flow of traffic between the smaller cities while on those main streets. The City is responsible for $\frac{3}{4}$ of the cost to monitor the traffic signal at Shawnee Mission Parkway and Rainbow with the City of Westwood paying the other $\frac{1}{4}$. Fred expressed it is a positive program. Mayor Tietze stated he anticipates MARC will come back at the end of the contract period to request renewal, and Councilmen Sanders and Dunn expressed the need for MARC to give a presentation to the Council regarding the program if that occurs.

X. County Appraiser Feedback

Mayor Tietze provided a recap of assessed valuations for property in Mission Woods as shared by Paul Welcome, County Appraiser. He shared that Mr. Welcome is generally positive about valuations county-wide, particularly in the Gardner-Edgerton area with the completion of the intermodal facility.

XI. General Comments

Mayor Tietze reported the informational meeting for Google was cancelled because of the winter weather and joint meetings with all three cities were rescheduled to March 13 and 20. The City Clerk will draft a letter to go out to all citizens who registered for the first meeting to inform

them of the change. Councilwoman Hunkeler expressed concern regarding confusion about the actual purpose for the meeting, and Mayor Tietze stated he would talk to Google about that issue.

In light of the recent explosion at J.J.'s restaurant on the Plaza, Councilman Dunn raised concern about whether city officials are aware of the location of gas shut-off valves at the city's public and commercial buildings. Mayor Tietze agreed to follow up on the question to see if some research needs to be done.

Mayor Tietze, Councilwoman Hunkeler and Councilman Fisher met with citizens who live adjacent to the Pembroke School property regarding the pending noise ordinance. The citizens proposed moving the start time for noise generating activities at the school from 7:00 a.m. to 9:00 a.m. Monday through Friday. The Council expressed concern Pembroke would not agree to a start time well after classes begin at the school. Another meeting is scheduled with the group for March 13, 2013. Heather Zerger is working on a draft noise ordinance, and the Council will propose a revised start time of 8:00 a.m. with a lawn and landscape start time at 9:00 a.m. Councilman Dunn suggested an exception in the ordinance for snow blowers, and Mayor Tietze and Councilwoman Hunkeler agreed such an exception should be considered.

Fred Sherman provided an update on the Pembroke project. The initial stage of the sewer line installation will likely occur over the next few weeks with the second stage scheduled for May. It is possible the second stage of the Pembroke project may occur at the same time as construction of the parking structure at the Karbank building. Councilman Fisher stressed the importance of ensuring citizen are kept informed of street closures and traffic flow disruptions.

Fred Sherman also provided a brief update on other renovation projects occurring within the City and limited discussion was had regarding those projects.

Meeting adjourned at 8:09 p.m.

Prepared by: _____
Melody L. Rayl, City Attorney

Approved by: _____
Robert Tietze, Mayor