

**City of Westwood, Kansas
City Council Work Session
4700 Rainbow Boulevard
May 9, 2024 – 6:00 PM**

Council Present: David E. Waters, Mayor
Andrew Buckman, Councilmember
Jeff Harris, Council President
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

Call to Order

Mayor Waters called the meeting to order at 6:00 p.m. on May 9, 2024. The meeting was held in a hybrid manner with attendees being able to join in person and virtually via Zoom.

Community Survey Preparation

Discuss parameters and process for drafting, issuing, and reviewing requests for proposals for City-owned property at 4700 Rainbow Blvd.

Mayor Waters and Ms. Herring conducted a general discussion to begin the request for proposals (RFP) process for the City-owned property at 4700 Rainbow Blvd. The discussion followed the presentation for guided discussion included in the meeting packet. No action was taken but direction was given to the Mayor and City Administrator to bring a draft of the RFP document back to Council for review before it is issued.

Adjournment to Regular Meeting

The Work session adjourned at 6:52 p.m. to prepare for the regular City Council meeting.

**City of Westwood, Kansas
City Council Meeting
May 9, 2024 – 7:00 p.m.**

Council Present: David E. Waters, Mayor
Andrew Buckman, Councilmember
Jeff Harris, Council President
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
Melissa Rome, City Treasurer
John Martin, City Auditor

Call to Order

Mayor Waters called the meeting to order at 7:00 p.m. on May 9, 2024. Ms. Herring 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 9, 2024 City Council meeting agenda as submitted. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Public Comment

Ann Genovese, 2512 W 50th Pl, expressed her concern about short-term rentals. Ms. Genovese said she believes the City should be proactive to prevent short-term rental properties from becoming a problem in the future by tightening restrictions on such properties.

Presentations and Proclamations

Introduce Public Works Maintenance Worker Alex Gonzalez

Mr. Sullivan introduced Alex Gonzalez, the newest member of the Public Works Department. Mr. Gonzalez started on April 1st, and previously worked for the City of Mission.

Presentation by the Silver Haired Legislature of Kansas

Norman Kahn and David Wood with the Silver Haired Legislature of Kansas provided an overview of the organization's priorities and operations.

Mayoral Proclamation of May 2024 as Bike Month in Westwood

Mayor Waters said Woodside recently shared that the bike share hub at Woodside is ranked 19 out of 98 hubs in the Kansas City metro region. Mayor Waters proclaimed the month of May 2024 Bike Month in Westwood.

Proclamation of May 12 – 18, 2024 as National Police Week

Mayor Waters proclaimed May 12 – 18, 2024 as National Police Week in Westwood. Mayor Waters called upon all citizens of the city to observe May 15, 2024 as Peace Officer's Memorial Day to honor those officers who have lost their lives in the line of duty.

Chief Mansell shared that Peace Officer's Memorial Day hit close to home this year with the loss of Fairway Police Officer Jonah Oswald.

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 11, 2024, City Council Work Session & Meeting Minutes
- B. Consider Appropriations Ordinance 762

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

Mayor's Report

Mayor Waters provided an update of events he attended and plans to attend as Mayor.

Councilmember Reports

Councilmember Wimer encouraged all Westwood businesses, families and community members who are interested in participating in the 75th Anniversary parade to sign up online to help organizers plan for the parade lineup. The 75th Anniversary celebration will be held Saturday, June 8th and will include a parade at 3:00 PM and will be followed by a cookout, live music and family fun at 5000 & 5050 Rainbow Blvd.

Staff Reports

Administrative Report

Ms. Herring provided an overview of the May 2024 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 2024 Public Works Report included in the agenda packet and offered to answer questions.

Public Safety Report

Chief Mansell provided an overview of the April 2024 Public Safety Report included in the agenda packet and offered to answer questions.

Treasurer's Report

The April 2024 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

Discuss current status of design of 2025 Mission Rd. improvements

Mission Rd. improvements are scheduled to be completed in 2025 as part of the City's Capital Improvement Plan. As these improvements are scheduled for next spring, design and preparations are well underway and have been for the past few years. An overview of the project timeline was included in the agenda packet. The scope of the Mission Rd. improvements includes:

- Adding bike lanes to both sides of the street and moving the centerline to the center of the road bed (it is currently closer to the east/Westwood side of the roadbed to accommodate on-street parking on the west/Roland Park side);
- Moving the cobra head street light attachments from the utility poles on the Westwood side of the road and installing streetlighting that adequately lights both the roadway and the sidewalks and intersections of both cities; and
- Adding pedestrian safety features including crosswalks at both 50th St./49th Pl. and 48th St./48th Ter.

In recent months, Roland Park residents living on Mission Rd. have formally protested and petitioned against the planned improvements.

Councilmember Steele has requested this item be added to tonight's agenda to allow space and time for the Governing Body to discuss the following question: *Is it still the desire of the Governing Body to implement the City's Complete Streets Plan with the 2025 Mission Rd. improvements?*

A general discussion ensued regarding the project. The Governing Body agreed that the City should continue pursuing its policy of improved safety for Mission Rd. by adhering to the original plan design.

New Business

Consider agreement with Columbia Capital Management for investment advisory services

The City carries all monies across all funds in one depository, First National Bank of Omaha (FNBO). As the City carries a multi-million dollar balance at any given time and only needs access to a certain amount of funds to operate at any given time, there is opportunity for the City to invest funds to earn a higher amount of total interest on the balance the City carries. State statute strictly governs a city's investment of idle funds and such regulation is monitored by the City's Auditor, with additional oversight by the City Treasurer, City Attorney, and City Administrator.

Columbia Capital is a trusted and reputable partner of multiple Johnson County cities and has a number of other Kansas local government clients. They focus very closely on compliance with KSA 12-1675 et seq. and internally, they have a separation of duties where every trade made is reviewed by a different individual to ensure the securities purchased comport both with state law and with any unique requirements of the City's investment policy.

Columbia Capital proposes the City establish a Schwab account in the exercise of their duties for the City of Westwood. Their proposal also identifies a host of additional services they provide included in their fee. The City Attorney, City Treasurer, and City Auditor have all reviewed the proposal and agreement and have engaged Jeff White of Columbia Capital with questions to ensure a firm understanding of how state regulatory requirements are met.

Following approval of this professional services agreement, the next steps in this relationship would be:

- Opening a Schwab account for the City (performed administratively);
- Completing a liquidity template to help size the sub portfolios (performed administratively);
- Reviewing and revising the City's Financial and Purchasing Policy to embed a new investment policy for Council consideration for adoption by resolution;
- City Council consideration of an ordinance designating multi-year funds for compliance with State statute; and
- Each July and January, Columbia Capital will present an investment management report to the Governing Body to allow for transparency in how the investments are performing.

The City's current annual percentage yield using FNBO as its depository is 1.46%. In 2023, the City earned a total of \$44,015 in interest on the bank balance it carried. Columbia Capital is realizing north of 5% interest on even fairly short-term Treasury or Agency investments.

Columbia Capital has agreed to manage the City's investment strategy for a fee equal to the greater of \$12,000 per year, billed quarterly in arrears, or 0.20% per annum on the total portfolio of the City (pooled cash), billed quarterly in arrears based upon the average of the month-end portfolio balances in each month.

Jeff White with Columbia Capital provided a review of Columbia Capital's services offered and offered to address any questions.

Councilmember Harris asked if the City Treasurer had any concerns. Melissa Romme, Adams Brown, said she and City Treasurer Michelle Ryan want to ensure that as investments are being made Columbia Capital would follow Kansas statutes. Mr. White said Columbia Capital practices separation of duties to ensure compliance with Kansas statutes.

Motion by Councilmember Hannaman to authorize the City Administrator to execute a professional services agreement with Columbia Capital for investment management services subject to final review and approval by the City Attorney. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Receive Presentation of 2023 Independent Financial Audit

Higdon & Hale CPAs, PC has completed the 2023 financial audit. Copies of the final report are included in the agenda packet. City Auditor John Martin provided a review of the report and offered to answer any questions the Governing Body might have regarding the final 2023 financial audit report.

Fiscal Year 2025 Budget Presentation Review: 2023 audit actuals, 2024 expectations, and 2025 planning

Ms. Herring provided an overview of the 2025 budget presentation included in the agenda packet and offered to answer any questions.

Consider Amendment and restatement of agreement with Johnson County to provide support to the opioid antagonist protocol with the City of Westwood

State law governs administration of emergency opioid antagonists (e.g. Narcan) without a prescription. Statute requires that a first responder to whom the emergency opioid antagonist is dispensed have some training and an opioid antagonist protocol signed by a doctor. Johnson County offers to cities the

use of its staff EMS System Medical Director to meet the statutory requirements for Westwood Police Department staff to lawfully administer emergency opioid antagonists (e.g. Narcan), and the City of Westwood has had an established partnership with the County in this way since 2019.

This amendment and restatement of the agreement is before the City Council now to remove reference to a specific person as the medical director and to ensure the language is as clear, concise, and correct is possible.

The County Attorney's Office is currently working across the county to amend and restate these agreements. The City Attorney has reviewed this agreement and has provided no requested nor required modifications to the document.

Motion by Councilmember Hannaman to authorize the City Administrator to execute the Amended and Restatement of Agreement with Johnson County to Provide Support to the Opioid Antagonist Protocol within the City of Westwood. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Consider allowing the consumption of alcoholic beverages on City property at 5000 and 5050 Rainbow for Westwood's 75th Anniversary celebration

The City of Westwood is hosting an event to celebrate the City's 75th anniversary of incorporation in June. The event will be held at 5000 and 5050 Rainbow Blvd. on Saturday, June 8, 2024, from 4:00 to 8:00 PM. As this event includes a pre-party parade which may conclude earlier than 4:00 PM, City staff recommend allowing the consumption of alcoholic beverages beginning at 3:00 PM.

As in years past for certain events, the City Council may consider whether to permit the consumption of alcoholic beverages on City property during a special event.

Motion by Councilmember Harris to approve the provision, possession, and consumption of alcoholic beverages on City-owned property at 5000 and 5050 Rainbow Blvd. on Saturday, June 8, 2024, from 3:00 to 8:00 PM. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote.

Announcements/Governing Body Comments

No announcements or comments were made.

Executive Session

Consultation 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 under K.S.A. 75-1319(b)2

Motion by Councilmember Hannaman to recess into Executive Session for 20 minutes for consultation 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 under K.S.A. 75-4319(b)2 present will be the members of the Governing Body, the City Administrator, and the City Attorney. The regular meeting will resume at 9:00 p.m. Second by Councilmember Harris. Motion carried by a 5-0 voice vote.

At 9:00 p.m. the Governing Body returned to the dais. Mayor Waters said no action was taken during the Executive Session.

Adjournment

Motion by Councilmember Steele to adjourn the meeting. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote. The meeting was adjourned at 9:00 p.m.

APPROVED: _____
David E. Waters, Mayor

ATTEST: _____
Abby Schneweis, City Clerk