

## Minutes

The City Council of the City of Leawood, Kansas, met for a Special Call Meeting at City Hall, 4800 Town Center Drive, at 5:45 P.M., on Wednesday, June 19, 2002. Mayor Peggy J. Dunn presided.

**Councilmembers present:** Shelby Story, James E. Taylor, Sr., Patrick L. Dunn, Louis Rasmussen, Gary L. Bussing, and Scott E. Gulledge. **Councilmembers absent:** Mike Gill and Jim Rawlings.

**Staff present:**

Scott Lambers, City Administrator  
Patricia A. Bennett, City Attorney  
Diane Binckley, Planning & Development Director  
Jeff Cantrell, Neighborhood Services Administrator  
Chris Claxton, Director of Parks & Recreation  
Cindy Pitts, Human Resources Specialist

Kathy Rogers, Finance Director  
Mark Andrasik, Info. Services Dir.  
Joe Johnson, Public Works Director  
Ben Florance, Fire Chief  
Joey Green, Budget Coordinator  
Deb Harper, Deputy City Clerk

**Citizen members of the Budget & Finance Committee present:**

James Azeltine  
Mark Meierhoffer  
Don Roberson  
Scott Picker

The Mayor welcomed everyone to the 2<sup>nd</sup> round of 2003 budget meetings. The meeting began with the Parks and Recreation Department. Chris Claxton, Parks and Recreation Director, presented the information. The P&R department's proposed 2003 budget amount is \$7.3 Million, consisting of 19% of the City's entire budget. P&R represents the 3<sup>rd</sup> largest department, following the Police & Fire Departments. On an annual basis, for 2003, the department will maintain 423 acres of developed parkland; prune 12,000 trees & shrubs, which is a 50% increase from last year; offer over 300 recreational classes; run sports league for 540 teams; annual attendance over 67,000 at the Aquatic Center; draw 20,000 participates to special city-wide events; and oversee Ironhorse Golf Course. Parks Maintenance includes a \$410,000 debt which reflects \$130,000 in the budget for the Park & Rec Maintenance Building; \$182,000 in equipment; \$112,000 for equipment for the new park and \$77,000 in rolling stock which is the replacement program. The positions include the superintendent of parks, a landscape supervisor, a grounds supervisor and construction supervisor and various levels of maintenance workers as well as one part-time and one seasonal maintenance worker. The Outdoor Education Center is a new sub-program for 2003, administered to develop the Nature Center at Ironwoods Park. The Nature Center will serve as the park office and headquarters and will be open 7 days @ week and has a library, classroom for nature-type activities and a learning center. The Outdoor

Education and Nature Center will conduct classes and programs that will assist in the recovery of fees for those types of activities. The Arts Council is not a new program, but a new sub-program that functions under the direction of the P&R Department. The P&R Department currently oversees the Stage Company at the Community Theatre, which includes their events with the public art projects.

Chris further stated that the City has experienced a 25% increase in parkland from last year. The primary factor is that Ironwoods Parks is 4 acres bigger than City Park, which is the City's largest Park. Also the City will have the parkland at 133<sup>rd</sup> & Mission Road and I-Lan Park, which is approximately 10 acres.

One of the significant changes is for the golf course, which is decreasing from 43% to 34 %. Maintenance is increasing from 15% to 21%. The operating funds decreased from 41% to 40% and the debt decreased from 30% to 25%, primarily due to the bonding of the park projects in 2002, with the exception of I-Lan Park. The capital funds have substantially increased, due to the increased number of parks, both in equipment and supplies, increasing from 8% to 12%. Some of the most significant areas of changes between the 2002 & 2003 budgets: Administration \$214,000, includes \$78,00 for a software program which is an extensive registration program; \$24,000 general operating increases. The remaining \$112,000 is the amount that will be determined by Budget & Finance Committee. The decrease in the Aquatic Center is due to the reduction in capital. The Sports Division increase reflects \$11,000 in capital; \$14,00 in commodities.

Councilmember Taylor asked if Chris would explain the \$130,000 Park Maintenance Facilities that has been budgeted into the program and the recommendation from the PR Advisory Board. He felt the Advisory Board recommended Ironwoods would include the \$130,00 for the maintenance building. Chris advised it was the PR Board's recommendation that the \$130,00 remain in the capital improvement budget but there is a possibility that it could be put back in the Park CIP project. Scott Lambers clarified the \$130,000 improvement is currently programmed using general funds monies. The options available will be that the project would qualify to be used for special P& R monies, of which there is monies yet to be appropriated by the committee. That project is also available to be utilized by the remaining bond proceeds. The Council will have the flexibility of \$130,000 that is programmed into the general fund that can either be used for that purpose by that fund, or Special Park & Recreation, or the remaining bond proceeds. The decision of allocation will be made Thursday. If the decision is made to use the \$130,000 to be utilized other than general funds monies, that would free up \$130,000 for general fund expenditures, and therefore would be available for Public Works, Police & Fire, or any other department.

Councilmember Taylor asked if the City should have a golf course. Chris advised she was not employed by the City at the time that decision was made, however the feasibility study showed that the City could meet the demand. Speaking to the investment of the golf course coupled with the residential real estate surrounding the golf course and upon completion of the bond pay offs, the golf course will become a tremendous asset to the City. The Management Company, Orion, makes every attempt to address the issues and the Golf Course Committee submits recommendations to the Governing Body.

Councilmember Rasmussen advised 75% of the voting citizens voted in favor of the City having a golf course. The feasibility study shows the expected revenues and operating expenses. The operating expenses did not include depreciation, amortization, interest or capital payments. The Golf Course Advisory Board has kept the revenues in excess of the forecast. The golf course advisory committee built depreciation, amortization, and the interest payments on the debt into the fee structure. The golf players are paying for the operating expenses plus the depreciation and amortization. Contrary to other City operations, IRONHORSE has attempted to provide for capital recovery and has tried to operate on the basis of having a debt coverage ratio of 1.15, which was stated in the Feasibility Study.

Councilmember Taylor asked if the 32,000 rounds of golf was average compared to other area golf courses. Ms. Claxton stated IRONHORSE was designed for 40,000. In order to increase the rounds you would have to consider the time intervals between tee times. [i.e., 6 minutes apart; 7 minutes apart]. Other aspects would have to be considered in addition to an increase in play rounds.

Councilmember Taylor asked about the flooding problems on the golf course that has affected the renovation of the design of certain holes, and asked what the cost of this problem would be. Ms. Claxton stated that could not be determined until the PES has been completed. Improvements made adjacent to the golf course would be paid for by funds in the Creek Stabilization Project which is \$400,000 and the other is a SMAC portion, which would be from the general fund on a pay-as-you-go funding process. Councilmember Taylor stated he understood the discussion centered around the complete redesign of hole 13 because of the flooding problem. Joe Johnson stated the reason for the PES is to determine what can be done to eliminate the flooding of the residential homes around the golf course; and what impact the widening of the channel would have on impact hole 13; what can be done to restore hole 13 to maintain it as a par 4; and the impact on revenues during the construction periods. Once the PES is completed, it will be submitted to the Public Works Committee and then forwarded to the Governing Body for direction and approval.

Mr. Meierhoffer asked if the City was satisfied with the financial results of the Golf Course. Councilmember Gullege answered when the golf course is paid off in approximately 2015, and even if the City breaks even, it would still be considered an asset to the community. The golf course will generate a substantial amount of cash flow following amortization. In the recent past, the City has had to make up for some shortfalls, but it will become a great asset to the City.

Mr. Meierhoffer asked if the Committee is working with Staff to develop some type of financial plan for the future to correct or otherwise improve the golf course. Councilmember Rasmussen advised in the affirmative. A business plan has been presented to the City on an annual basis, and the business plan has been approved by the Governing Body. The business plan included the marketing, the operation and maintenance, and the fee schedule of the golf course.

Mr. Meierhoffer asked if the City was charging an adequate amount for non-resident rates regarding user fees for the pool, soccer field, etc. Chris advised most of the classes are set up on a 15 % difference. A Leawood family will pay \$95.00 for a family membership at the Aquatic Center. Non-residents are paying \$143.00. In order to support the facility, the City needs to make memberships available to non-residents, not only for the pool, but for other events as well. Currently, soccer fees are \$42.00 for a Leawood resident; \$52.00 for a non-resident.

Councilmember Dunn stated the fee schedule is closely reviewed and monitored annually by the Governing Body. He added he felt the City shouldn't give up on the Golf Course. The performance numbers on the golf course appear to be not far off target. Councilmember Dunn also complimented Chris and her Department that he feels the recently renovated City Park is the best looking park in the metro area. Chris advised that Leawood's City Park is now the area's standard and is what other municipalities are measuring themselves against.

Councilmember Rasmussen asked the need for the \$130,000 Park Maintenance Facility building at Ironwoods. Ms. Claxton advised there is a maintenance building at City Park, including the one on State Line, however, this deals with mobilization wherein the maintenance department works in crews, and crews are divided by location. A tractor that is used for the mowing at City Park is a completely different type of tractor used at another location, due to islands, athletic fields, etc, and these tractors cannot be 'trailerred,' they have to be driven out. There will also be the park at 133<sup>rd</sup> & Mission Road that will need to be maintained.

Mr. Picker referenced the Management Letter from the auditor, wherein it talks about serious internal controls and financial issues related to the golf course, and whether the City has responded to the letter. Mr. Lambers states the City is in the process of responding to the entire letter. To respond adequately takes some time and may require reorganization or additional personnel to cover the cash transactions issues. The City hopes to respond by September, 2002, and identify those issues that can be handled with existing resources and existing physical limitations and those that would require additional staff or modifications to the physical operations and how those would be handled in 2003, and the auditor will evaluate and report in 2004.

Councilmember Rasmussen stated some of the comments in the Letter were based upon insufficient and/or erroneous information. They did not have a copy of the Business Plan nor the contract between the City and Orion. There were numerous items that were mentioned, but unfortunately they did not attempt to obtain sufficient information.

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Police Chief Sid Mitchell gave a presentation on the Police Department's proposed 2003 budget. The proposed Police Department's 2003 budget is \$6.5 Million, which is 16% of the total City budget. The Police Department is broken down into 7 divisions: Administration \$1.0 Million with 8.6 positions; Patrol Division \$3.2M with 41 positions; Communications \$1.0M with 11 positions; Investigations \$.5M with 6 positions; Records Division \$.2 M with 3 positions; DARE \$.4M with 4 positions; and Animal Control with a budget of \$.2M with 3 positions. The Police Department expects to respond to approximately 39,000 incidents. An incident is anything that an officer is dispatched to or a self-initiated activity by a police officer, other than traffic stops. Other PD Highlights: make approximately 19,000 traffic stops; investigate over 2,800 crimes; make 1,600 arrests; receive more than 10,000 911 calls; answer 1,600 animal control calls; process 9,800 records; and reach 5,300 students through DARE and SRO programs. Comparing 2002 to the proposed 2003 budget, reflects a 12% increase in administration; and a 7% increase in Patrol; and a decrease of 27% in Communications.

Mr. Azeltine asked how 9-11 has impacted the Police Department. Chief Mitchell stated initially they were inundated with suspicious 'white powder' calls. It not only increased the types of calls that had not been received prior to 9-11, but it also pointed out that the PD needed to have a lot of planning in place to deal with this new type of threat. Leawood is not a strategic place to attack, however the City will experience a significant impact if a power source [water plant; electric plant; nuclear plant, etc.] of any kind in the area is attacked.

Councilmember Gulledge stated he has received numerous e-mails, compliments and comments regarding the enormous success of the DARE program.

Councilmember Bussing asked about the automated ticket-palm pilot program. Chief Mitchell advised that program was not implemented after discovering the program was not working sufficiently enough and the program was eliminated.

Councilmember Story stated the City formed a Police Department Task Force in 2001 that consisted of a retired FBI Agent, retired Secret Service Agent and political science professor to look at every aspect of the PD. Recommendations were submitted, however, unfortunately, none have been implemented. Mr. Story asked if the PD would be able to handle the City's traffic concerns with making approximately 19,000 traffic contacts in 2003. Chief Mitchell stated improvements could always be made regarding the traffic concerns and traffic complaint areas. Currently the PD has 5 positions in the Traffic Division. Mr. Story asked if that was a sufficient number to adequately handle the current traffic concerns. Chief Mitchell stated the division needs to be expanded to have a satisfactory impact.

Mr. Story asked the importance of issuing traffic tickets. Chief Mitchell stated the objective of issuing traffic citations is to reduce traffic speeds and accidents, not to generate revenue for the City. The goal is to make the traffic flow as safe as possible in the City.

Councilmember Story advised the number of police cases and incidents are increasing, and he feels the City needs more patrol officers, and asked Chief Mitchell if there was an active plan for the staffing level of officers to increase in proportion with the increase in population, residential & commercial property values increase. Chief Mitchell advised 2 patrol positions have been added since the review of the Task Force, however no specific long-range plan is in place. However, the PD along with Scott Lambers, is currently compiling data that will indicate how many officers are on-duty at any given time on the street, along with other variables that are considered, such as the number of officers on sick leave, maternity leave, court assignments, special duty assignments, training, etc.

Councilmember Rasmussen stated he is concerned with traffic control and asked Scott if a similar analysis was being conducted. Scott stated the focus currently is just on patrol, and to what level of staffing is necessary to achieve an acceptable standard on the street. Councilmember Story stated the Task Force addressed staffing concerns of patrol, traffic and communications. Specific recommendations were made for these areas. Councilmember Story stated he is equally concerned with traffic concerns as with patrol concerns. In order to keep neighborhoods safe, traffic needs to be controlled, and feels the concerns of the traffic division should not be sacrificed.

Councilmember Story added previous discussions regarding the staffing levels have thrown the number '6' out. However, this was the recommended goal of the Sergeants, not the Task Force.

Scott Lambers stated the traffic would be studied, and the goal to be achieved would be 6 patrol officers, including supervisors as part of that analysis. There is no reference to traffic for this one-year study, just patrol. The timetable of events that was submitted to the Governing Body identified only patrol as the division being evaluated.

Councilmember Bussing asked what the quantitative measures were for hiring new police officers besides the budget increase. Is the City going to realize a decrease in burglaries, auto thefts, etc. Scott Lambers stated we would have a phase in of officers and performance measures that would be used at the beginning and monitored for their effectiveness to evaluate the City's needs.

Scott Lambers stated the draft budget submitted before the Governing Body does have the flexibility for an increase in police staffing levels. The Governing Body will have the opportunity to decide if monies need to be targeted for new police positions, other positions, or initiatives.

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Joe Johnson then gave a presentation for the Public Works Department. The proposed Public Work's 2003 budget is \$16.0M with 50 positions; which accounts for \$ 0.5 M of the City's total budget. Some of the PW highlights: maintain 417 lane miles of road; perform 5,100 building codes inspections; service 200 vehicles & equipment; maintain 222,000 square feet of public facilities; inspect 300 storm inlets; and issue 600 ROW permits.

There will be a budget increase of approximately \$4.5 M between 2004 and 2008, which gives the City \$15.5 M for the street program, breaking out to \$2.5 M for the rehab and the remaining \$5 M for slurry seal and mill & overlay.

Currently, PW has 2 mechanics and is requesting a third mechanic, which would reduce the number of service requests by 30%. PW is also requesting a Facility Maintenance Worker. The City has 2 workers and is not sufficient to maintain all of the City's buildings, which is approximately 213,000 square feet, which is a 240% increase in 3 years. The current response time has gone from 14 days to 35 days; service requests have increased to over 1,000. Current staff levels are insufficient to maintain all of the City's facilities.

Councilmember Rasmussen questioned the mill & overlay program on the arterial roads. Mr. Johnson stated arterial streets need to be mill & overlaid about every 8-10 years, due to the amount of traffic. Slurry seals are placed on residential streets about 6-7 years; another slurry seal 6-7 years after that; and then a mill & overlay 6-7 years after that.

Scott Lambers stated there is money that has not been appropriated, which can be used for additional personnel, identified either by Staff or Councilmembers. Mr. Lambers will recommend that this money be included as part of the 2003 budget, however, it will be held for final appropriation until the 2003 legislature has adjourned and the City will be aware of any negative budgetary effects that will give the City approximately \$200,00 flexibility. There is \$100,000 in the General Fund and \$100,000 in Special Park & Recreation.

There being no further business, the meeting was adjourned at 9:00 P.M.

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Deb Harper, Deputy City Clerk