

**City of Westwood Hills  
City Council Meeting Minutes  
November 9, 2015  
Meeting #792**

A regular session of the city council was called to order in due form by Mayor Paula Schwach at 7:03 p.m.

Present: Mayor Schwach, Randy Brown, Rosemary Podrebarac, Karen Shelor, Ludwig Villasi, John Weedman and Beth O'Bryan. City Attorney Jim Orr was also present.

Citizens Reneé Miller and Jolletta Woolwine were in attendance.

**Motion by Podrebarac to approve the agenda. Second by Shelor. All aye. Motion approved.**

**Motion by Shelor to adopt the Consent Agenda. Second by Villasi. All aye. Motion approved.**

**Issues from Citizens in Attendance:** No issues other than what was on the agenda.

**Old Business:**

**Road painting** – Shelor submitted a bid from K&G. Shelor advised that they are the only company in town who does the work we are looking to be done. K&G's product will last about three years, and K&G recommends waiting until spring to do the work. Shelor said Chief O'Halloran verified the proposed marked spots to paint are in the correct place. Weedman feels the painting is a maintenance issue that we need to put in the budget to do every three years. Schwach is concerned about doing the streets now when K&G recommends waiting until spring. **Shelor motions that the City encumber \$1553.00 for K&G to do the street painting before winter. Weedman seconds. All in favor. Motion carries. O'Bryan will follow up with contactor to get a contract and date for the work.**

**Diseased Tree at 2016 W. 50<sup>th</sup> St.** – Podrebarac reported that Arbor Masters recommended removal of the tree. The city has provided notice to the homeowner to remove the tree. Podrebarac reported that three other bids were received to remove the tree. None of the Arborists confirmed the tree is completely dead, but rather that it is partially dead and is dying. Two of the three indicated the tree to be a safety hazard. **Podrebarac motions the City encumber \$1,320.00 to remove the elm tree because it constitutes an**

**unsafe condition. The city will act only if the homeowner does not timely remove the tree. Weedman seconds. All aye. Motion carries.**

Schwach asks what happens if the city removes the tree, provides the homeowner the removal cost, and she does not respond? Podrebarac said the city could contact the county and ask for an assessment on the property tax rolls. Orr said there might be a form in the County Treasurer's office for initiating the property lien. Orr said the amount assessed could include clerk and attorney's time. Orr read our ordinance and advised the City to contact the county to see in what form it wants the paperwork certified.

Selection of engineering firm – Schwach reminded council that Weedman brought a list of engineering firms to the last meeting. O'Bryan reported that letters of interest were sent to six engineering firms, with December 15, 2015 at 5:00 pm as the deadline for firms to express interest in performing work for the city. Letter includes a request for hourly rates, key personnel, etc. Weedman, Shelor and Schwach will review the indication of interest letters that come back.

### **New Business:**

**The Green** – Mayor Schwach thanked Reneé Miller for all her work on the Green. Miller started the volunteer process started with a survey. 83% of the residents wanted to know about volunteer opportunities in the city. Miller provided the council a written review of the 2015 volunteer work and 2016 recommendations. During the November 7, 2015 work day, the globe from the Natural gas lamp broke. Shelor thinks the globe came from Shaw Electric, and gave O'Bryan the contact information for Sarah at Shaw Supply's telephone number. O'Bryan passed this on to Reneé. Villasi feels that because the gas globe is broken, it poses a hazard, and gas should be shut off, and covered, if globe cannot be replaced immediately. Reneé Miller will follow up on the globe replacement.

### 2016 Recommendations:

1. Treating the Ash tree near Green. Shelor reported that former owner, Carol Sanford, on 50<sup>th</sup> Terrace said the tree was on her property, not the city's property.
2. Cedar planks – clean and treat with preservative.
3. Natural Gas Lamp Maintenance
4. Plant labels for trees, shrubs located on the Green
5. Develop a design plan for enhancing the landscape concept.
6. Continue Friends Helping Friends Helping Neighbors volunteer program
7. City to provide Lawn and Leaf bags
8. Volunteer work dates

Schwach asked council to look at the list before the December meeting to determine what can be done, and have Brown look at the budget for funds.

**Status of flagpole painting** – Villasi spoke with Dan Beaven and Dan anticipates the pole will be completed by this week or next. Villasi will ask him to look at the light fixture while he is cleaning, painting and stabilizing the flagpole.

**Lt. Don Brooks retirement** – O'Bryan reported that Lt. Brooks is retiring after 41 years of service to Johnson County law enforcement. Westwood Police Department is having a retirement party Friday, November 13 at 3:00 pm. All council members are invited to attend and wish him well. Does Council as individuals or as a City want to make a gift in commemoration of his retirement? Shelor recommends getting a good-bye card for Lt. Brooks, and will purchase the card and sign on behalf of the City.

**Codes Enforcement Officer** – Podrebarac reports that the city is in the process of finding a codes enforcement officer. Podrebarac is in discussions with Fred Sherman regarding hiring Westwood Building Inspector Eddie McNeil. Schwach asks council authorize to her to enter into an agreement with Westwood, if Westwood is amenable to the terms. **Podrebarac motions to approve entering into an agreement with Westwood, using Eddie McNeil at a rate of \$35 per hour, if acceptable to Westwood. Brown seconds. All in favor. Motion carries.**

**Fountain and Sprinkler Contract** – O'Bryan reported the Lighting Concepts (LC) has moved away from sprinkler business, and will no longer be the city's contractor. Rick at LC gave clerk O'Bryan two names for possibilities. O'Bryan has reached out to both Green Lawn and Turf Shark, and is waiting on proposals from both. O'Bryan asked if any members had any recommendations. Villasi reports that a few of the sprinkler heads on the Green are set too high, and the lawn mowers are running them over. The new contractor will need to be aware, and lower the heads. Villasi knows the location of the damaged heads.

**Holiday Social** – O'Bryan asked to encumber \$456.00 for the city's attendees at the Council of Mayor's holiday social. Cost is estimated at \$57.00 per person. **Podrebarac motions to encumber the \$456.00 for council to attend. Brown seconds. All in favor. Motion passes.**

**Proposal with contract with Brian Ritter** – Villasi reports that the Foundation contracts with both Rose Hill and Brian Ritter, and the city works with Foundation and Brian for landscape work. The Foundation proposes to take over the landscaping entirely and it would use Ritter and Rosehill for the work. Joletta Woolwine said the Foundation thinks that it would be best to simplify the process. Woolwine asks what it would take to have an agreement like such. Brown and Villasi met with the Foundation and took away from the meeting that the Foundation wished to know if it should prepare a proposal or if the Council was unwilling to consider letting the Foundation take care of all landscaping, with the city's funds rather than the entryways and the islands. If so, the Foundation will come back with a detailed proposal. Schwach thinks of this as a relationship that

needs to mature. This year has been a period of trial and error, with miscommunications from time to time including confusion as to who is responsible for what, and as to what costs and how to bill the city. Schwach offered a meeting with city clerk and herself to be certain that all 2015 billing was completed in time for the December council meeting.

**Items from the Floor:**

O'Bryan asked the council to encumber \$20.00 for Mayor Schwach to attend the League of Kansas Municipalities (LKM) Regional Dinner on November 10, 2015. The point of the meeting is the State Legislative priorities. **Brown moves that the City encumber \$20.00 for Mayor Schwach to attend the LKM Regional dinner. Villasi seconds. All aye. Motion carries.**

Encumbrance review –  
Remove Building permit procedures \$700.00  
Remove additional insurance \$139.00  
Remove restore and remove plants \$710.00  
Remove Mayor's luncheon \$111.72  
Remove \$168.00 to clear the vines  
Remove street repairs \$400.00  
Remove Halloween candy \$200.00

**Motion to adjourn by Brown. Meeting adjourned at 9:00 pm.**