**City of Westwood Hills**

**City Council Meeting Minutes**

**May 10, 2021**

**Meeting #860**

The Westwood Hills City Council meeting on May 10, 2021, was held remotely using Zoom. The remote meeting procedure was in response to the COVID-19 pandemic and in furtherance of the Governor's Executive Order to adhere to social distancing, in order to slow the spread of the Coronavirus.

A regular session of the city council was called to order in due form by Mayor Paula Schwach at 7:01 p.m.

Present: Mayor Schwach, Michael Anfang, Ed Gogol, Rosemary Podrebarac, Karen Shelor Sexton, Ludwig Villasi, and Beth O’Bryan. City Attorney Jim Orr was present. John Martin joined the meeting at 7:12 p.m.

Citizen Dave Schmitz was in attendance.

**Shelor Sexton requested the Buildings and Ordinances report be removed from the consent agenda and moved to old business, 9a. Motion by Shelor Sexton to approve the agenda as modified. Second by Gogol. All aye. Motion approved.**

**Motion by Gogol to approve the revised Consent Agenda. Second by Podrebarac. All aye. Motion approved.**

**Old Business:**

Buildings and Ordinances Report

Shelor Sexton asked for an update on the property at 4937 Glendale Road. Podrebarac reported that Dr. Gomes received a violation letter requiring clean-up of the debris at the property, and O’Bryan reported that Dr. Gomes has until June 8, 2021, to comply. Shelor Sexton would like the City to fine Dr. Gomes for the violations.

Contract Award for 50th St. & St. Line Road Pedestrian Improvements

Schwach reported that Jeff Clayton executed the Temporary Construction Easement to allow for work to occur at the southwest portion of the intersection on his property. The City received four bids for the construction, with the lowest bid being from McConnell and Associates. Lamp Rynearson recommended the City accept McConnell's bid for $85,012.00. **Shelor Sexton moved to authorize Mayor Schwach to proceed with the notice of award, to accept the bid from McConnell and Associates, and to execute the contract. Seconded by Gogol. All in favor. Motion carried.**

Broken Water Pipe Repair on The Green

Gogol reported that the water pipeline repair cost on The Green was $349.82, which was more than what the City encumbered. In addition, there were additional minor repairs needed to the sprinkler systems at startup.

**Gogol moved to encumber an additional $148.60 for water system work on The Green, which consists of $99.82 for the additional amount needed to repair the broken water line and $48.78 for the sprinkler startup repairs. Shelor Sexton seconded. All aye. Motion carried.**

Sprinkler Replacement on The Green

Council discussed whether or not to lay a water line or attach a soaker hose to a coupler on the south side of The Green to water the area surrounding the Westwood Hills sign on 50th Terrace located in the City’s ROW on Jeff Clayton’s property. Ritter would need to unlock the box at the control in order to turn on the water to use a soaker hose. **Gogol made a motion to request an easement from Jeff Clayton to extend the sprinkler system line to the sign at 50th Terrace and State Line Road. Shelor Sexton seconded. Gogol, Shelor Sexton and Villasi, Aye. Anfang and Podrebarac, Nay. Motion carried.**

Encumbrance for Brian Ritter’s work on Glendale Traffic Island and The Green

**Gogol moved to encumber $250.00 for Brian Ritter to remove the boxwoods, hostas, and other perennials from the fountain area, to move and replant them in several locations around the city, and to trim the overgrowth on the Glendale Traffic Island. Podrebarac seconded the motion. All in favor. Motion carried.**

**New Business:**

GovBuilt

Podrebarac gave an overview of the online building permit application process being implemented by Westwood and Westwood Hills.

KS Mayors Leadership Summit Conference

Mayor Schwach asked the City Clerk to find out how many conferences the League hosts throughout the year and determine which are the most important workshops/conferences for the City.

July 4th Celebration

Shelor Sexton reported that the Community Association (COA) decided that, due to the coronavirus, it is not safe to host the city’s typical 4th of July celebration. The COA asked to place barriers on 49th St. at Rainbow, the starting point of the parade. From 49th Street, the parade will turn onto Glendale Rd. Once the parade members turn onto Glendale, the barricades will be removed at 49th St. and Rainbow, and Glendale Road would then be double barricaded on the south side of Glendale Road. The parade would continue and would end at the north side of Glendale and Flag Island. There would be an Ice cream truck or two for residents to enjoy. Westwood Public Works estimated cost for the barricades is about $151.00. While the parade will start at 11:00 a.m. and the celebration will finish about noon, the temporary street closures will occur from about 10:30 a.m. until 1 p.m. The Temporary Street Closure for Recreation Policy usually requires the event organizer to obtain at least 80% of the affected property owners’ signatures. Anfang and Gogol felt this celebration is not the same type of event as the recreation permit suggests, so that signatures will not be needed from homeowners. Podrebarac wanted to make sure there will be adequate notice to all the homeowners on Glendale Road. Shelor Sexton suggested the COA pay for the total cost of the barricades. O’Bryan will fill in the dollar amount on the application and have Mayor Schwach sign the application. Shelor Sexton will send the application to Mike Fox, President of the COA, and copy Alison Troutwine, who is in charge of the 4th of July event.

**Informational items – no action to be taken**

There were no items from Citizens in attendance.

Sharing Climate Action Strategies with Residents

Shelor Sexton gave an update to her training and work with the three sister cities for climate strategies.

Website

O’Bryan reported that she reached out to GovBuilt for a proposal to re-do and host the City’s website. GovBuilt proposed $1,500.00 to build the website, which included the first year of hosting and maintenance of the website. Year two hosting cost would be $400.00, with a 5% increase each subsequent year. Currently, the City pays $131.88 annually for web hosting. The difference in price annually for year two would be $262.12, assuming there would not be an increase with the current web hosting company. O’Bryan said she had concerns that GovBuilt uses proprietary software. O’Bryan will look into other options for providers and bring the options back to the council in June.

Traffic on Glendale Road

Citizen Becky Mickelberg raised concerns via e-mail to the Mayor regarding the traffic running from 49th St. to Glendale Road. Ms. Mickelberg suggested the City install speed bumps versus the currently installed speed tables to slow down the traffic. Council felt the increase in traffic is a construction related issue, which is temporary. Although it appears that cars are moving fast, traffic studies have been done in the past, and most drivers are adhering to the speed limit. O’Bryan will add an article to the newsletter to remind residents to slow down and to be aware of children playing.

2022 Budget Workshop

The 2022 Budget Workshop will be held on Saturday, June 5, 2021, from 9:30-11:30 am, at Higdon & Hale’s offices, 6310 Lamar, Suite 110. O’Bryan will follow up with Martin for Zoom information for the workshop.

Election Filing Deadline, noon, June 1, 2021

The deadline to file for election for City Council is noon, on June 1, 2021.

Street Signs

Villasi reported that he painted the street sign backs, and the no parking signs were installed by Westwood Public Works Department.

The City purchased two extra “No Parking This Side” and one extra “No Parking Here to Corner signs. The extras are in storage at the Westwood Public Works Facility.

Garden Tour

The Garden Tour will be held on June 19, 2021. Eight homeowners have volunteered their gardens for viewing. Shelor Sexton requested permission to set up three tables on the edge of The Green from 9:00 am-3:00 pm. Council granted permission to set up three tables on the edge of The Green.

**Motion to adjourn by Gogol. Meeting adjourned at 8:35 p.m.**