



CITY OF WESTWOOD, KANSAS

CITY COUNCIL MEETING

4700 RAINBOW BLVD. WESTWOOD, KS 66205

Thursday, December 18, 2025 at 7:00 PM

AGENDA

Welcome to your Westwood City Council meeting. This meeting may be attended remotely via Zoom:

Access Online: <https://us02web.zoom.us/j/89908289796>

Access by Phone: (312) 626-6799 / **Webinar ID:** 899 0828 9796

[Note: This agenda is subject to changes, additions, or deletions at the discretion of the Governing Body]

REGULAR MEETING AGENDA

I. CALL TO ORDER

- A. Adminster Oath of Office to Stephanie Becker and Spencer Day and Affirmation of Office to Jeff Harris

II. APPROVAL OF THE AGENDA

III. PUBLIC COMMENT

Members of the public are welcome to use this time to make comments about City matters that do not appear on the agenda, or about items that will be considered as part of the consent agenda, or about items on the regular agenda for which the Governing Body, at its discretion, accepts public comment. Public comment should be limited to 2-3 minutes and, unless the topic of public comment is before the Governing Body as part of its agenda, no action will be taken by the Governing Body on public comment items. Please state your name and address for the record. Persons attending virtually online will be able to make public comment by using the "raise hand" function on Zoom.

IV. PRESENTATIONS AND PROCLAMATIONS

- A. Proclamation honoring Andrew Buckman's service to the City of Westwood
- B. Proclamation honoring Jason Hannaman's service to the City of Westwood
- C. 2026 United Community Services (UCS) Human Services Fund presentation (Erika García Reyes, Director of Resource Allocation at United Community Services of Johnson County)
- D. 2026 Johnson County Utility Assistance Program presentation (Brandy Hodge, Johnson County Aging & Human Services)

- E. Notify JoCo Informational Presentation (Dan Robeson, Deputy Director of Johnson County Emergency Management)

V. CONSENT AGENDA

All items listed below are considered to be routine by the Governing Body and will be enacted in one motion (roll call vote). 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 approval of November 13, 2025 City Council meeting minutes
- B. Consider approval of Appropriations Ordinance 781

VI. MAYOR'S REPORT

VII. CITY COUNCILMEMBER REPORTS

VIII. STAFF REPORTS

- A. Administrative Report (City Administrator Leslie Herring)
- B. Public Works Report (Public Works Director John Sullivan)
- C. Police Department Report (Police Chief Curt Mansell)
- D. Treasurer's Report (City Treasurer Michelle Ryan)
- E. City Attorney Report (Ryan Denk)

IX. OLD BUSINESS

X. NEW BUSINESS

- A. Consider Charter Ordinance No. 20 naming an official City newspaper
- B. Consider agreement with Johnson County for CARS funding for public improvements on W. 47th Place

XI. ANNOUNCEMENTS/GOVERNING BODY COMMENTS

XII. EXECUTIVE SESSION

XIII. ADJOURNMENT

UPCOMING MEETINGS

Regular meetings of the Westwood City Council are held at 7:00 PM on the second Thursday of each month. The next regular meeting of the Westwood City Council will be held Thursday, January 8, 2026, at 7:00 PM at Westwood City Hall. The City Calendar may be accessed at www.westwoodks.org. To receive further updates and communications, please see or sign up for the following:

Westwood Buzz Email: <https://bit.ly/3wA4DWx>

Facebook: City of Westwood Kansas-Government
Westwood, KS Police Department



2026 Human Service Fund (HSF)

**Westwood City Council Meeting
December 18, 2025**

What is the Human Service Fund?

- A City-County partnership that supports priority health and human services and has been managed by UCS since 1990.
- General tax dollars are awarded to nonprofits which operate vital health and human service programs that meet needs of Johnson County residents who live with income at, below or near federal poverty level.
- Human Service Fund provides a direct benefit to local governments and taxpayers by reducing the need for more costly interventions at public expense – such as law enforcement, courts, and code enforcement.

Human Service Fund Focus

- Programs that address well-being, personal safety and stability of Johnson County residents.
- Programs that fit within safety net investment components of basic needs, work and incomes supports, or health, wellness and personal safety.
- Primary beneficiaries are residents at or below 200% FPL (\$53,330 for a family of 3)
 - ~14% of the population in Johnson County

Human Service Fund Impact

- Since 1990, over \$8M in funds awarded through HSF and households, jurisdictions, and communities continue to benefit.
- In 2024, jurisdictions committed \$463,190 to HSF.
- In 2024, over 65,000 Johnson County residents were able to access over 200,000 units of service — including nights of safe shelter, healthcare and mental health and behavioral healthcare, food, rental and utility assistance, job training, financial counseling and more; these programs are designed to offer support and create opportunities to build self-sufficiency and well-being.

HSF Impact – Westwood

- In 2024, 173 Westwood residents benefited through 176 units of service provided by HSF grantees
- Top 3 service providers: Sunflower, Health Partnership Clinic and El Centro

Human Service Fund Support

JURISDICTION	2025	2026	JURISDICTION	2025	2026
Johnson County	\$162,500	\$170,600	Mission	\$10,500	\$11,000
De Soto	\$3,030	\$3,200	Olathe	\$77,000	\$77,000
Edgerton	\$5,000	\$5,000	Overland Park	\$99,000	\$105,000
Gardner	\$8,000	\$8,480	Prairie Village	\$10,500	\$11,500
Leawood	\$19,000	\$20,000	Roeland Park	\$6,360	\$13,218
Lenexa	\$23,500	\$25,000	Shawnee	\$33,000	\$35,000
Merriam	\$11,000	\$11,400	Spring Hill	\$2,750	\$2,900
			Westwood	\$2,000	\$2,100

	2025	2026
Total Contributions	\$473,140	\$501,398
Interest	N/A	\$3,482
UCS Administration	<u>-\$28,500</u>	<u>-\$31,000</u>
Total Allocable Funds	\$444,640	\$473,880

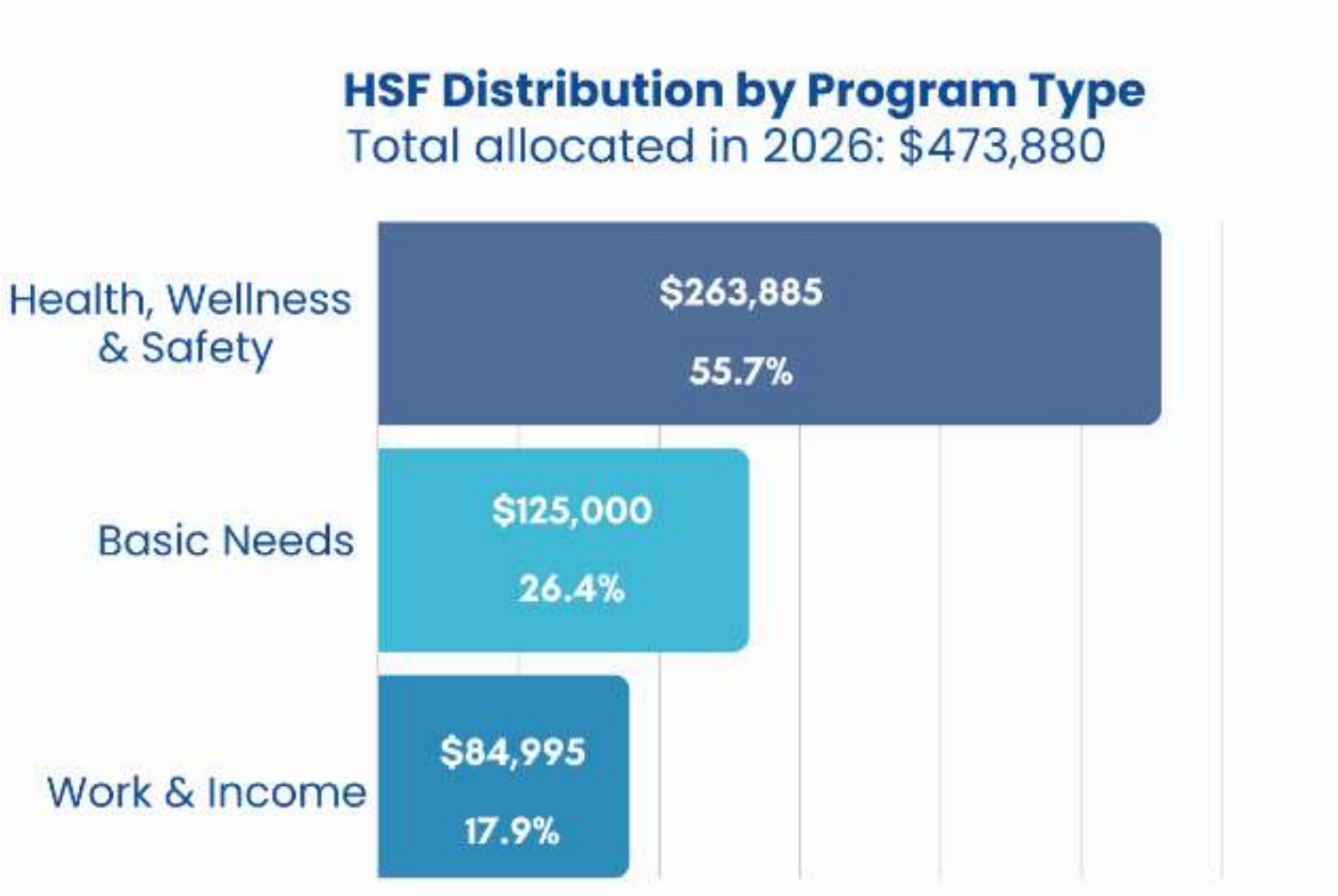
2026 Human Service Fund Recommendations

- **19 total applications**
- Purpose of small grants of <\$5,000
 - Support small Johnson County nonprofits in growing footprint and grant writing capacity
- Small grants: \$9,994 recommended for 2 returning programs
 - Fountain of life provides supports for health equity for Asian American Pacific Islanders families with seniors
 - Community Center of Shawnee which provides transportation supports to reduce barriers for low-income residents

2026 Human Service Fund Recommendations

- Regular grants: \$463,886 recommended for 17 programs
 - New applicant: MOCSA, focus on preventing incidents of sexual abuse and assault.
 - Returning, established grantees/programs:
 - CASA, Catholic Charities, Center of Grace, El Centro, Foster Adopt Connect, Growing Futures, Health Partnership Clinic, Hillcrest Ministries, HopeBUILDERS, Inclusion Connections, Kansas Children’s Service League, KidsTLC, NCircle, SafeHome, Salvation Army Family Lodge, and Sunflower House
 - Not recommended: Pathway to Hope

2026 Human Service Fund Distribution



Thank you!

Please direct additional questions to:

Erika García Reyes

Director of Resource Allocation

erikag@ucsjoco.org

(913) 689-2325 (Direct)

(913) 438-4764 (office)

Contact:

Brandy Hodge, Communications, Administration & Human Services Manager
Johnson County Aging and Human Services
913-715-8866 | Brandy.Hodge@jocogov.org

Johnson County Utility Assistance Program

Established in 1979, the Johnson County Utility Assistance Program (UAP) serves as a critical safety net for residents experiencing financial hardship due to income changes, family disruptions, or unexpected crises. The program also provides essential support to individuals and households living on fixed incomes.

The primary goal of UAP is to prevent utility service disconnections, helping residents maintain safe, stable, and healthy living conditions while reducing the risk of eviction. Assistance is paid directly to utility providers and may be used for past-due balances, established payment plans, or budget billing. Households do not need to be disconnected to receive assistance. Support is available for electric, gas, water, and wastewater utility bills.

In 2024, UAP served 1,758 households, providing more than \$950,000 in utility assistance. Households may include one to ten or more family members, and approximately 30% of those served are fixed-income households. Fixed income refers to individuals whose household income remains stable or changes minimally, such as those receiving Social Security, Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI).

UAP is funded through a partnership between Johnson County Government, 15 cities, and five utility companies. Residents access services by calling the Human Services Utility Assistance line (913-715-6653), Monday – Friday from 8:30 a.m. to 4:30 p.m. All services are provided by appointment only to ensure confidentiality.

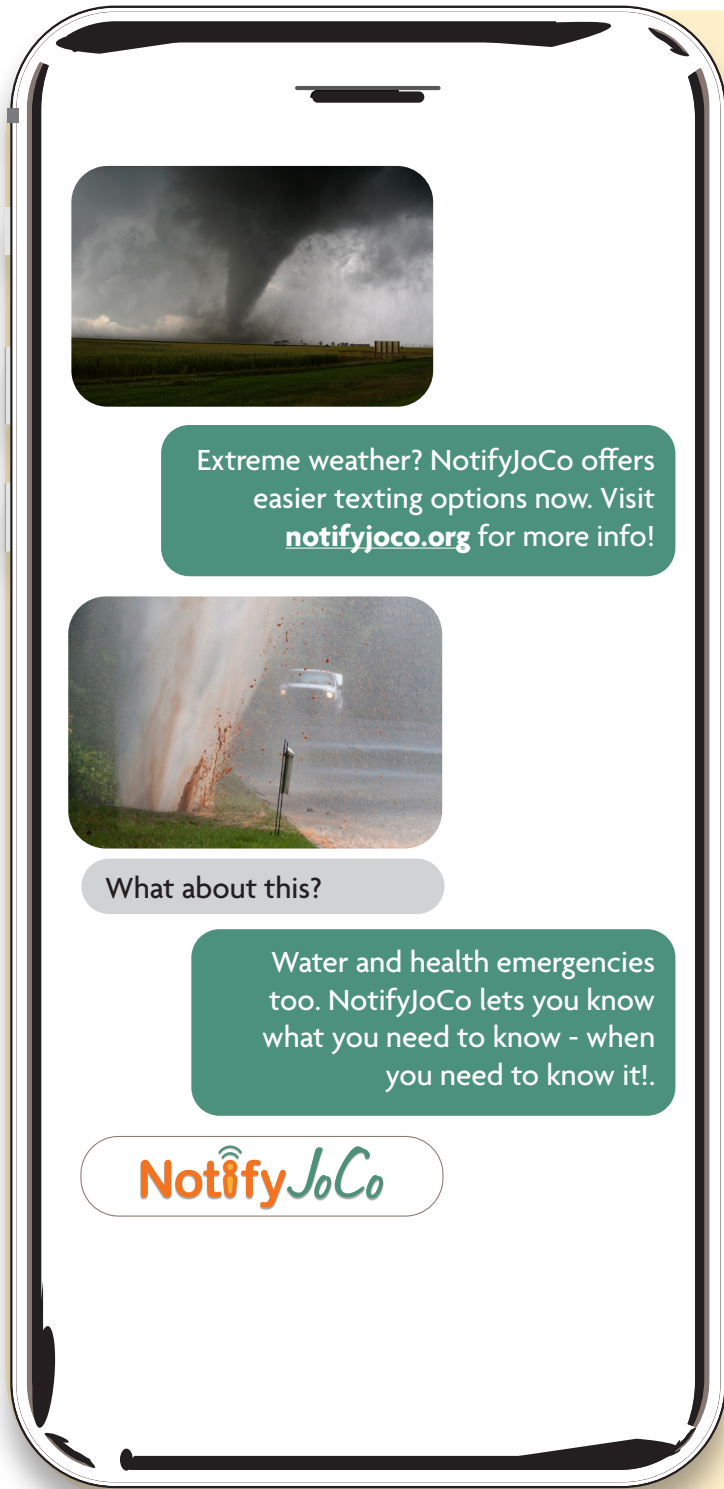
Eligibility Requirements

To qualify for utility assistance, applicants must:

- Be a Johnson County resident. To utilize City of Westwood funding, applicants must reside in Westwood, Kansas.
- Have a household income at or below [200% of the Federal Poverty Guidelines](#) and provide income verification from the previous 30 days.
- Provide a valid photo ID for all household members age 18 and older.
- Have a utility bill that does not exceed the maximum funding amount. Current assistance is available up to \$500 per qualifying household (\$300 county-funded and \$200 city-funded).

To learn more about the Johnson County Utility Assistance Program, visit www.jocogov.org/utilityassistance.

NotifyJoCo



NotifyJoCo keeps you informed by text, email or a phone call for:

Emergency notifications

Thunderstorm or severe weather warnings

Water outages

Public safety alerts

— and more!

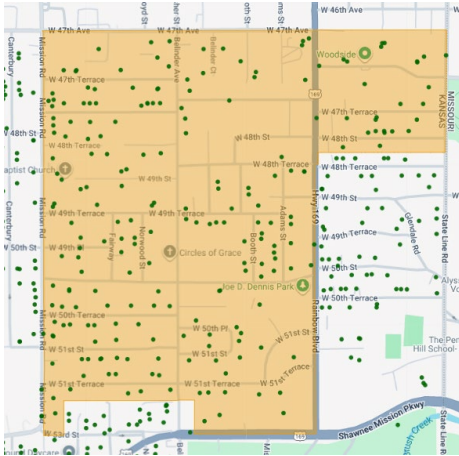
Sign up or change your settings at notifyjoco.org

NotifyJoCo

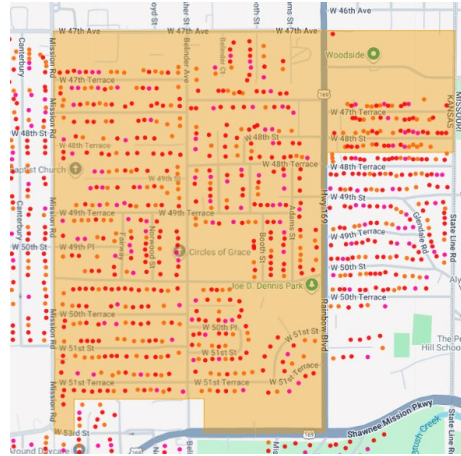
Westwood

Jurisdictional Snapshot
12/16/25

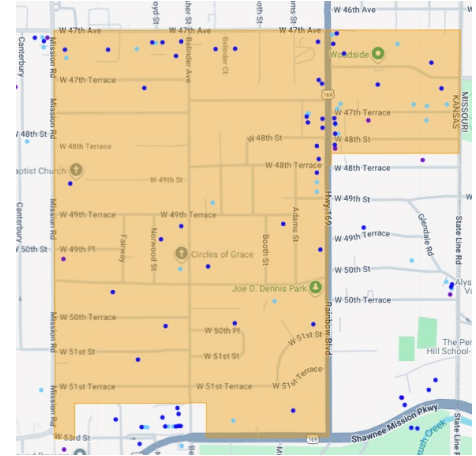
Opt-ins



Resident



Businesses



Businesses: **222**
 Residential: **1,812**
 Opt-in: **250**
 Total Contacts: **2,307**

NotifyJoCo Partners

Johnson County, WaterOne and the participating jurisdictions listed below will use NotifyJoCo to communicate information during an emergency. NotifyJoCo also offers you the opportunity to subscribe to a variety of non-emergency event alerts and publications. Some participating partners may have additional publication subscriptions available directly through their websites. Check with your local jurisdiction to see if additional options are available.

- Aubry Township
- Consolidated Fire District #2
- De Soto
- Edgerton
- Johnson County
- Leawood
- Lenexa
- Merriam
- Mission
- Mission Hills
- Northwest Consolidated Fire District
- Olathe
- Overland Park
- Prairie Village
- Roeland Park
- Shawnee
- WaterOne

Emergency Only Jurisdictions

All Johnson County residents will automatically receive county-wide alert notifications, as will all WaterOne customers be notified about emergencies affecting their water service. If you are interested in emergency alerts from the following cities, please contact them to see if they have a notification service available or encourage them to consider participating in NotifyJoCo.

- Fairway
- Gardner
- Lake Quivira
- Mission Woods
- Spring Hill
- Westwood
- Westwood Hills

**City of Westwood, Kansas
City Council Meeting
4700 Rainbow Boulevard
November 13, 2025 – 7:00 p.m.**

Council Present: David E. Waters, Mayor
Jeff Harris, Council President
Andrew Buckman, Councilmember
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
Abby Schneweis, City Clerk

Call to Order

Mayor Waters called the meeting to order at 7:00 p.m. on November 13, 2025. Ms. Schneweis 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 the Agenda

Motion by Councilmember Harris to approve the November 13, 2025 agenda as submitted. Second by Councilmember Steele. Motion carried by a 5-0 voice vote.

Public Comment

Jim Donovan, 3009 W 51st Street, expressed concern regarding the proposed adoption of the 2024 Building Codes, suggesting delaying the action due to potential increased costs and the City being the first in the area to adopt them.

David Gomoletz, 2421 W 48th Street, offered thanks and appreciation to outgoing Councilmembers Andrew Buckman and Jason Hannaman for their service.

Spencer Day, 3003 W 49th Terr, also thanked the outgoing members of the Governing Body.

Presentations and Proclamations

No presentations or proclamations were made.

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 October 9, 2025 City Council Meeting Minutes

B. Consider Appropriations Ordinance 780

Motion by Councilmember Harris to approve the Consent Agenda as submitted. Second by Councilmember Wimer. Ms. Schneweis conducted a roll call vote. Motion carried by a 5-0 vote.

Mayor's Report

Mayor Waters announced the winners of the recent Westwood City Council elections: Jeff Harris (re-elected), Stephanie Becker, and Spencer Day. He noted they will be sworn in at the December Council meeting. Mayor Waters also thanked outgoing Councilmembers Andrew Buckman and Jason Hannaman for their years of service to the City.

Councilmember Reports

Councilmember Buckman announced that this would be his last night serving as a Councilmember in an official capacity due to a change in his employer's company policies. He expressed his thanks to the Governing Body and staff for the positive and rewarding experience over the last four and a half years.

Staff Reports

Administrative Report

Ms. Herring provided an overview of the November 2025 Administrative Report included in the agenda packet and offered to answer questions. She acknowledged the service of Councilmembers Buckman and Hannaman and thanked the staff for their work in preparing for the transition.

Public Works Report

Mr. Sullivan provided an overview of the October and November 2025 Public Works Reports included in the agenda packet and offered to answer questions.

Public Safety Report

Chief Mansell provided an overview of the October 2025 Public Safety Report included in the agenda packet and offered to answer questions.

Treasurer's Report

The October 2025 Treasurer's Report was included in the packet, no questions or comments were made about the report.

City Attorney's Report

Mr. Denk did not have anything to report.

Old Business

Consider Ordinance Nos. 1053-1062 adopting updated building codes for the City of Westwood

The Council considered adoption of a series of ordinances to update the City's building codes to the 2024 ICC standards. The City Attorney clarified that staff recommend adopting these codes now to avoid further delay, and the Council retains the ability to amend specific sections as needed in the future. Mayor Waters noted that the intended effective date of the new building codes is January 1, 2026 and confirmed with City Administrator Herring that the ordinances would be published at a later date, so as not to take effect before that date. Herring affirmed the publication would be delayed until the first week of January.

Motion by Councilmember Harris to adopt Ordinance No. 1053 incorporating the 2024 edition of the international building code. Second by Councilmember Hannaman. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Hannaman to adopt Ordinance No. 1054 incorporating the 2024 edition of the international residential code with the following changes suggested by City consultant Joe Kmetz of GBA: (1) delete "Winter Design Temperature: Six Degrees Fahrenheit" from 4-302 (i) and (2) change "R305.1" to "R313.1" in 4-302 (j) in two locations and change "Exceptions 3." to "Exceptions 1.". Second by Councilmember Buckman. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Wimer to adopt Ordinance No. 1055 incorporating the 2024 edition of the international existing building code. Second by Councilmember Steele. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Hannaman to adopt Ordinance No. 1056 incorporating the 2024 edition of the international fire code. Second by Councilmember Buckman. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Harris to adopt Ordinance No. 1057 incorporating the 2024 edition of the international plumbing code. Second by Councilmember Wimer. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Buckman to adopt Ordinance No. 1058 incorporating the 2024 edition of the international fuel gas code. Second by Councilmember Steele. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Wimer to adopt Ordinance No. 1059 incorporating the 2024 edition of the international mechanical code. Second by Councilmember Harris. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Steele to adopt Ordinance No. 1060 incorporating the 2023 edition of the national electrical code. Second by Councilmember Hannaman. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Wimer to adopt Ordinance No. 1061 incorporating the 2024 edition of the international energy conservation code. Second by Councilmember Buckman. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

Motion by Councilmember Steele to adopt Ordinance No. 1062 incorporating the 2024 edition of the international swimming pool and spa code. Second by Councilmember Harris. Ms. Schneweis performed a roll call vote. Motion carried by a 5-0 vote.

New Business

Consider Ordinance No. 1063 adopting text amendments to zoning regulations

Throughout the year, the Planning Commission has identified several areas in the zoning regulations that either conflict with one another, are commonly requested be waived by applicants for building permits, or which constitute possible conflicts between the letter and the spirit of the zoning regulations. Although most of the cases coming before the Planning Commission are for waivers from

the zoning regulations pertaining to new home builds, there are also other sections of the Zoning Ordinance identified by staff, Planning Commissioners, and City Councilmembers outside of new infill housing that should be considered for updating, especially following current regional and local conversations about housing product availability and environmental sustainability. Conversations about proposed amendments to the zoning regulations have been a topic at several meetings during public hearings.

Conducting an annual review of the zoning regulations is an established goal of the Planning Commission and is included in the Planning Commission's annual work plan adopted at the beginning of each year. The last time the zoning regulations were updated was in February 2022. In 2023, the City Code recodification process kicked off and just concluded with adoption of the recodification in August 2025. The zoning regulations were updated during that period only for clarity and consistency, with more substantive revisions to be made now that the recodification has concluded.

The slate of sections recommended for amendment have been discussed by the Planning Commission at all of their meetings from August through November, a builder & developer focus group was invited to review and provide feedback in late September, and a small working group including staff, City Councilmember Jason Hannaman, and Planning Commissioners has convened to discuss the text amendments in between meetings.

At its November 3, 2025, regular meeting, the Planning Commission held a public hearing to accept public input on the recommended text amendments. No public comment was received during the hearing. The Planning Commission thereafter unanimously advanced the text amendments as identified in the meeting packet to be recommended to the Westwood Governing Body for consideration.

Councilmember Hannaman noted a technical correction to the R-1 zoning language (changing hyphens to dashes in section 4.3.2B). Hannaman also suggested the Council consider modifying the regulations relating to lot coverage within the commercial zoning districts. After discussion amongst the Council about Hannaman's suggestion, the Council achieved consensus that no additional changes would be made to the recommendations advanced by the Planning Commission at this time. The Council agreed that the suggestion should be shared with the Planning Commission to consider during its next round of text amendments and advance as a recommendation should they so choose.

Motion by Councilmember Hannaman to approve Ordinance 1063 amending the Westwood Zoning Ordinance incorporating the changes as noted to section 4.3.2B. Second by Councilmember Buckman. Ms. Schneeweis performed a roll call vote. Motion carried by a 5-0 vote.

Consider agreement with Capital Electric Co. for installation of streetlights on Booth St. and Belinder Ct. (cul de sacs off of 47th St.)

The City purchased streetlights for the two cul-de-sac streets south of W. 47th Street for new street lighting for intended inclusion with the W. 47th Street Project. The means and methods provided by the contractor on that project did not work for the installation and therefore were not contracted for. An earlier bidding only received one response and that bid was more than budgeted. Staff conducted a solicitation for bids again in 2025 and received two bids, with the low bid being \$127,702.50 provided by Capital Electric.

Motion by Councilmember Hannaman to authorize the Mayor to execute the Agreement between Capital Electric Co., and the City of Westwood, Kansas, in the amount of \$127,702.50. for the installation

of a streetlighting system on Belinder Court and Booth Street cul-de-sacs south of W. 47th Street. Second by Councilmember Buckman. Motion carried with a 5-0 voice vote.

Consider renewal of Agreement between Johnson County and the City of Westwood for Information Technology Services for 2026

Since January 2016, the City of Westwood has contracted with Johnson County’s Department of Technology and Innovation (DTI) for technology support services for the Police Department, alone. The Administration and Public Works Departments were added to the support services agreement in 2023, with implementation completed in 2024.

The 2026 contract amount is \$31,800.95. This is 5% above the 2025 contract amount of \$30,198.92, which was 9.5% above the 2024 contract amount of \$27,371.71. This amount has been budgeted in the FY 2026 General Fund.

Pursuant to the City’s Financial and Purchasing Policy, since this agreement commits more than \$25,000, staff is bringing it before the City Council for review and approval.

Motion by Councilmember Buckman to authorize the City Administrator to execute the Renewal of Information Technology Services Agreement between the Board of County Commissioners of Johnson County, Kansas and the City of Westwood for the 2026 calendar year. Second by Councilmember Hannaman. Motion carried by a 5-0 voice vote.

Executive Session

The Governing Body did not hold an executive session.

Announcements/Governing Body Comments

No announcements were made by the Governing Body.

Adjournment

Motion by Councilmember Harris to adjourn the meeting. Second by Councilmember Buckman. Motion carried by a 5-0 voice vote. The meeting was adjourned at 8:18 p.m.

APPROVED: _____

David E. Waters, Mayor

ATTEST: _____

Abby Schneweis, City Clerk

**City of Westwood, Kansas
Appropriation Ordinance No. 781**

AN ORDINANCE APPROPRIATING CITY EXPENDITURES FOR THE PERIOD OF NOVEMBER 1, 2025 - NOVEMBER 30, 2025 AND SUMMARIZING SAID EXPENDITURE HEREIN.

	General Month Ending 11/30/2025	Capital Improvements Month Ending 11/30/2025	Equipment Reserve Month Ending 11/30/2025	Stormwater Month Ending 11/30/2025	Special Highway Month Ending 11/30/2025	Woodside TIF/CID Month Ending 11/30/2025	Debt Service Month Ending 11/30/2025	Total All Funds Month Ending 11/30/2025
Expenditures								
Salary & Benefits	155,454.58	0.00	0.00	0.00	0.00	0.00	0.00	155,454.58
Employee Expenses	1,398.14	0.00	0.00	0.00	0.00	0.00	0.00	1,398.14
Professional Fees	8,866.95	8,590.00	0.00	0.00	0.00	25,071.00	0.00	42,527.95
General Operating Expenses	5,731.99	0.00	0.00	0.00	0.00	0.00	0.00	5,731.99
Utilities	21,534.10	0.00	0.00	0.00	0.00	0.00	0.00	21,534.10
Equipment and Maintenance	10,937.99	0.00	0.00	2,373.07	0.00	0.00	0.00	13,311.06
Street and Stormwater	0.00	0.00	0.00	2,229.40	0.00	0.00	0.00	2,229.40
Park and Events	1,016.64	0.00	0.00	0.00	0.00	0.00	0.00	1,016.64
Miscellaneous	0.00	0.00	0.00	0.00	0.00	44,243.08	0.00	44,243.08
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	204,940.39	8,590.00	0.00	4,602.47	0.00	69,314.08	0.00	287,446.94

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION 1. The Claims included herin are hereby approved and allowed.

SECTION 2. That the payment of all claims and charges against the respective accounts and funds provided in the budget for the year 2025 are consistent with that budget and are hereby authorized, ratified and approved.

SECTION 3. This Ordinance shall take effect from and after its passage.

ADOPTED this 18th day of December, 2025.

MAYOR

ATTEST: CITY CLERK



City Administrator's Report

December 2025

To: Mayor and City Council
From: Leslie Herring, City Administrator
Date: December 18, 2025
RE: Update on some of the key areas of focus of the Administration Department

Current Priorities

3rd Quarter (October) 2025 through 1st Quarter (March) 2026

1. Transition City Council
 - ✓ Council priorities developed and advanced by the current City Council and which are ready for final action are scheduled for City Council meetings by or before November. Other community priorities which have been developed to a point where strategic direction is needed from the Governing Body are set for future meetings once the new City Councilmember are seated.
 - At the Governing Body retreat – to be held in January – staff will report out on progress made on strategic priorities to-date and will outline areas where direction will be needed to advance stated community goals. At this time, the new Governing Body should discuss goals and direction to provide to staff for the next two to three years; revisiting the 2024 community survey and City Council Strategic Plan, adopted in December 2024.
 - Also in 2026 Q1, staff will review various City policy documents adopted by the City Council by resolutions and propose any recommended changes.
2. Introduce Records Retention Policy and Process Proposal
 - Within 2026 Q1, staff anticipates proposing a policy and retention schedule for City records, to be considered by the Council for adoption by resolution.
 - Once adopted, staff will begin the process of reviewing records and managing them in accordance with the policy adopted by Council.
3. Create Approach to Traffic Calming on Residential Streets
 - ✓ In September 2025, the State of Kansas's Local Field Liaison for the Kansas Local Technical Assistance Program (LTAP) conducted a free Practical Road Safety Assessment (PRSA).
 - The findings are being integrated into a report, which was not ready (as anticipated) by the November 3rd Planning Commission meeting. Given that the December Planning Commission meeting is cancelled, the report will be prepared and presented in January or February of 2026.
 - Once the new City Council is seated, the findings and recommendations will be presented and direction sought on how the Council would like to proceed with implementing the proposed measures.

4. Implement 47th Place Complete Streets Plan
 - In November 2025, staff intends to be positioned to reach out to reconvene (likely during the second week of December) the stakeholder group steering the design elements for this project to share the results of design engineering and to receive guidance on any modifications to the developed design.
 - In December 2025, the City Council should receive a presentation of the design and will be given an opportunity to comment on and shape what the City Engineer will ultimately bid out to construction contractors for 2026 construction.

5. Explore Programs and Policies to Preserve and Enhance Tree Canopy
 - ✓ In September 2025, Kansas Forest Service staff prepared a report to present the results of the community tree inventory conducted in the spring.
 - Once the new City Council is seated, the findings will be presented and direction sought on how the Council would like to proceed with implementing the proposed initial recommendations.

6. Monitor effectiveness of the 2024 Strategic Communications Plan
 - ✓ The content calendar and updates to the City website are being refined and finalized.
 - Beginning in Fall 2025, staff is fully deploying the recommendations within the adopted Communications Plan and will begin monitoring progress. Results will be reported to City Council later in 2026.
 - ✓ This approach – tied to the City’s status as a Gold-level Community for All Ages – includes a proposal to the City Council to enter into an agreement with Johnson County for the Westwood’s participation in the Notify JoCo program. This potential partnership is being presented to the Council in December 2025.

Lingering Priorities

- A. Implement Rainbow Blvd. Complete Streets Plan
 - KDOT and KUHS are working together and with the UG of Wyandotte County-Kansas City, KS to reconcile engineering reports and recommendations and to determine the optimal geometric redesign on the Wyandotte County side of the project area, which will then inform connecting to the Johnson County (Westwood) side of the project area.
 - The stakeholder group – working together since January 2022 – is considering KUHS’s stated preference to demonstrate the lane reconfiguration – from four to three lanes – on the Johnson County side of the County Line, as a preferred early phase in implementing the recommendations from the 2024 study. Monthly status meetings between Westwood, KDOT, KUHS, and The UG took place between November 2024 and August 2025.
 - KUHS, The UG, and Westwood are now working together to create a project proposal for KDOT approval to demonstrate the study recommendations between Seneca (WyCo) and Shawnee Mission Pkwy.

B. Select Prime Development Partner for 4700 Rainbow Blvd.

- Staff conducted a work session with the Governing Body at the May 2024 regular City Council meeting to discuss parameters and guidance for building this process and RFP.
- The Mayor and City Administrator worked together to draft an RFQ/P document, which was provided in draft form to the City Council and issued in July 2024.
- The RFQ Review Committee interviewed four teams in September 2024 and invited all to move forward to the RFP phase of the selection process. RFP responses were received in October 2024 and team interviews were conducted the first week of November.
- In Winter 2025, City staff, Councilmember Hannaman, and City Attorney Denk negotiated with the two highest ranking of the four development teams. KU Health Systems continues to work through its process to consider the terms of agreeing to disposition of their real property. Once the City, Westwood Foundation, and KU Health Systems are aligned on a final recommendation, a public presentation and formal recommendation to the City Council will be scheduled.

Building Permits

The following is a snapshot of select building permits of note issued last month:

Residential

New Construction: None

Additions: None

Alterations: None

Demolition:

- 2100 W. 48th St. – Demolish single family detached house w/ intent to construct new house
- 2107 W. 48th St. – Demolish single family detached house w/ intent to construct new house

Commercial

WESTWOOD
COURT SUMMARY
NOVEMBER, 2025

COURT DATE	ARRAIGNMENTS	TRIALS	FINES	LETTERS	WARRANTS
November 07, 2025	56	07	\$7,875.00	12	30
November 21, 2025	37	08	\$3,100.00	10	20
TOTALS					
November, 2025	93	15	\$10,975.00	22	50
November, 2024	85	07	\$ 9,100.00	34	23
			TOTAL (10,975.00) less		
			* Kansas DL fees:	\$0.00	
			* Judges Training Fund:	\$ 24.00	
			* LET Training Fund:	\$ 540.00	
			* Comm Corrections:	\$ 0.00	
			* Seat Belt Safety Fund:	\$20.00	
			November, 2025 TOTAL:	\$ 10,391.00	

Y.T.D. TOTALS 2025		Y.T.D. TOTALS 2024	
ARRAIGNMENTS:	981	ARRAIGNMENTS:	874
TRIALS	168	TRIALS:	120
LETTERS:	392	LETTERS:	304
WARRANTS:	349	WARRANTS:	269
FINES:	\$111,274.00	FINES:	\$99,671.00
KS DL FEES:	\$487.00	KS DL FEES:	\$447.00
JUDGES FUND:	\$273.00	JUDGES FUND:	\$300.50
L.E.T.FUND:	\$6,170.00	L.E.T FUND:	\$6,630.00
COMM CORRECT FUND:	\$250.00	COMM CORRECT FUND:	\$0.00
SEATBELT SAFETY FUND:	\$920.00	SEATBELT SAFETY FUND:	\$1180.00

Westwood Public Works Monthly Report

TO: GOVERNING BODY
FROM: JOHN SULLIVAN, DIRECTOR OF PUBLIC WORKS
RE: MONTHLY REPORT, NOVEMBER 2025
DATE: DECEMBER 15, 2025

Some of the activities for Public Works in November include:

1. Daily collection of trash from City Hall and City Parks.
2. Perform a weekly inspection of the playground equipment and park facilities.
3. We emptied and serviced the pet waste dispensers throughout the city, 9 in all.
4. Perform a weekly inspection of the traffic control signs throughout the city; replace poles and signs as required.
5. I prepared the Purchase Orders and documentation for those purchases.
6. Performed routine maintenance at the City Hall to include the service of the air handling equipment, re-lamping fixtures and repairing or installing appurtenances including plumbing fixtures.
7. I represented the city at various meetings to include: None
8. Received, via email, Kansas One-Call Locate Requests, advised callers of their status with the City of Westwood regarding utilities and advised, when appropriate, the need to either get an excavation permit, building permit or fence permit. I provided the building official with a copy of the locate requests for follow-up for any building permits that may be required and answered any questions when asked.
9. We performed routine maintenance on the Public Works vehicles and equipment to include fluid services, cleaning, and general repairs.
10. Routine maintenance of the Public Works Facility to include the air handling equipment, plumbing, electrical, and cleaning.
11. Performed various clerical duties for the Public Works Department's daily functions.
12. I attended Public Works, City Council and Staff and Committee meetings as required.
13. Observed activities associated with ROW Permits.
14. We marked streetlight and traffic signal utilities when requested by the One-Call System.
15. We performed monthly safety checks at all City properties as well as monthly fire extinguisher inspections.
16. Alex attends monthly Safety Committee Meetings.
17. We cleaned the City Hall roof drains.
18. We swept Westwood Streets.
19. We shut down the fountain at W. 47th Street and winterized it.
20. We shut down the irrigation systems.
21. Performed some extensive repairs on the street sweeper.
22. We checked and cleaned roof drains at City Hall.
23. We performed the leaf pickup program.

This concludes my activities report for some of the activities for Public Works in November.

**Westwood Public
Works**

To: Governing Body
From: John Sullivan, Director of Public Works
Date: December 16, 2025
Re: Monthly Status Report

- CCLIP funding: The project is progressing. Plans approved by KDOT. We are set for an April 2026 KDOT bidding letting.
- Storm Debris Removal: I am working to receive an additional 15% from KDEM. We had the final closeout with FEMA. I continue to receive requests for various forms and documents. Still proceeding.
- Mission Road Project, 2025: The project is nearly complete with some minor punch list items to resolve.
- W. 47th Place Complete Street Project: The plans are at 60% completion. We are holding a meeting this week with the stakeholders. Once plans are at 100% we will be submitting them to the utilities to get information on any plans they may have for replacements and a time schedule.
- W. 50th Street, Belinder Ave. to Mission Rd. & W. 51st Street Belinder Ave. to Mission Rd.: The plans are at 50% on both projects. We will be submitting to the utilities for review when we are 100% to determine if any infrastructure will be replaced.
- Belinder Court and Booth Street, W. 47th Street south to the cul-de-sacs, new streetlights: Capital Electric has been chosen as the contractor. We have had a pre-construction meeting and work is anticipated to be complete by the end of January weather permitting.
- Crack Filling Project: This project is complete.

Westwood Police Department Westwood City Council Report

11/1/2025



11/30/2025

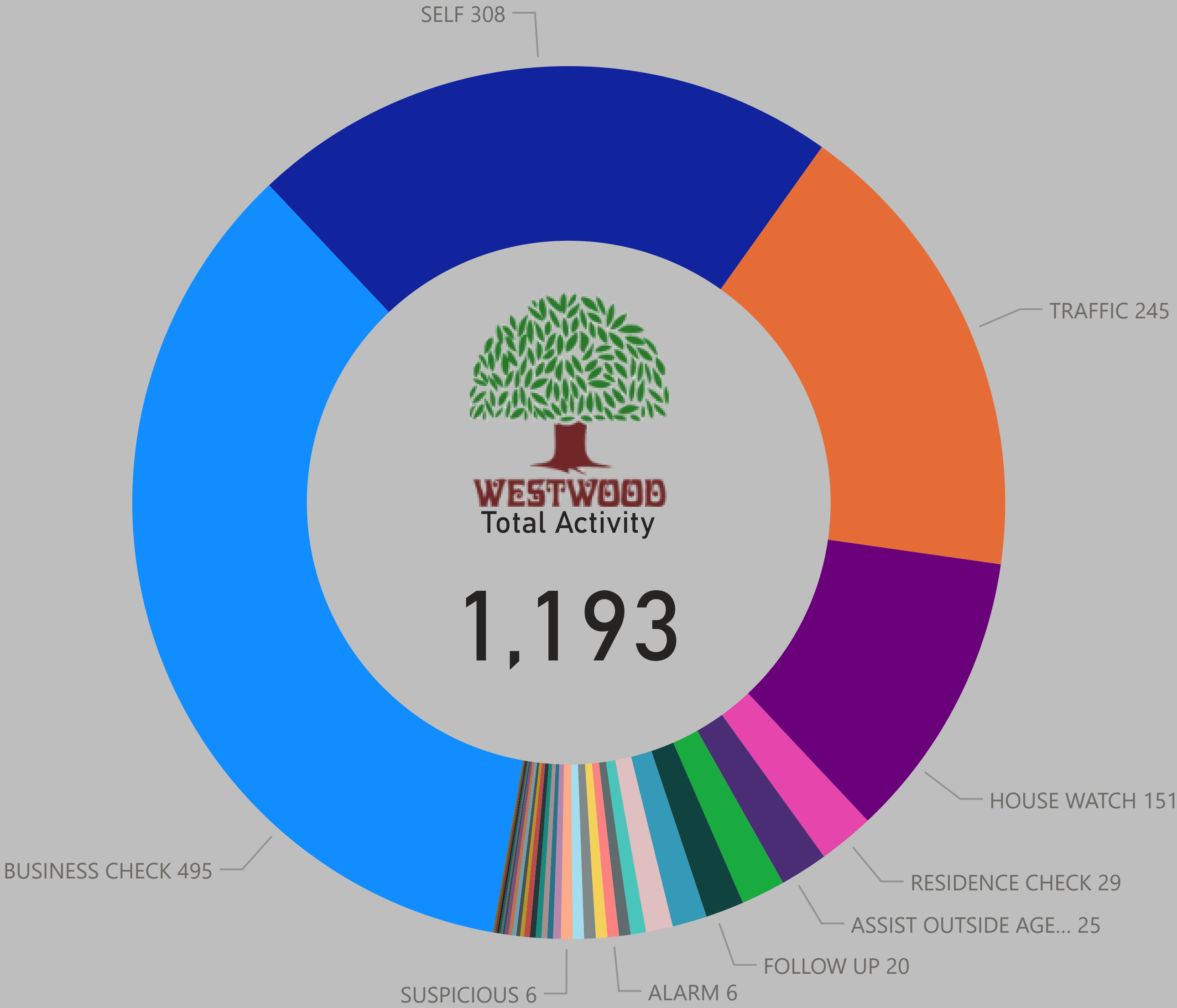


Westwood Police Department City Council Report

11/1/2025



11/30/2025

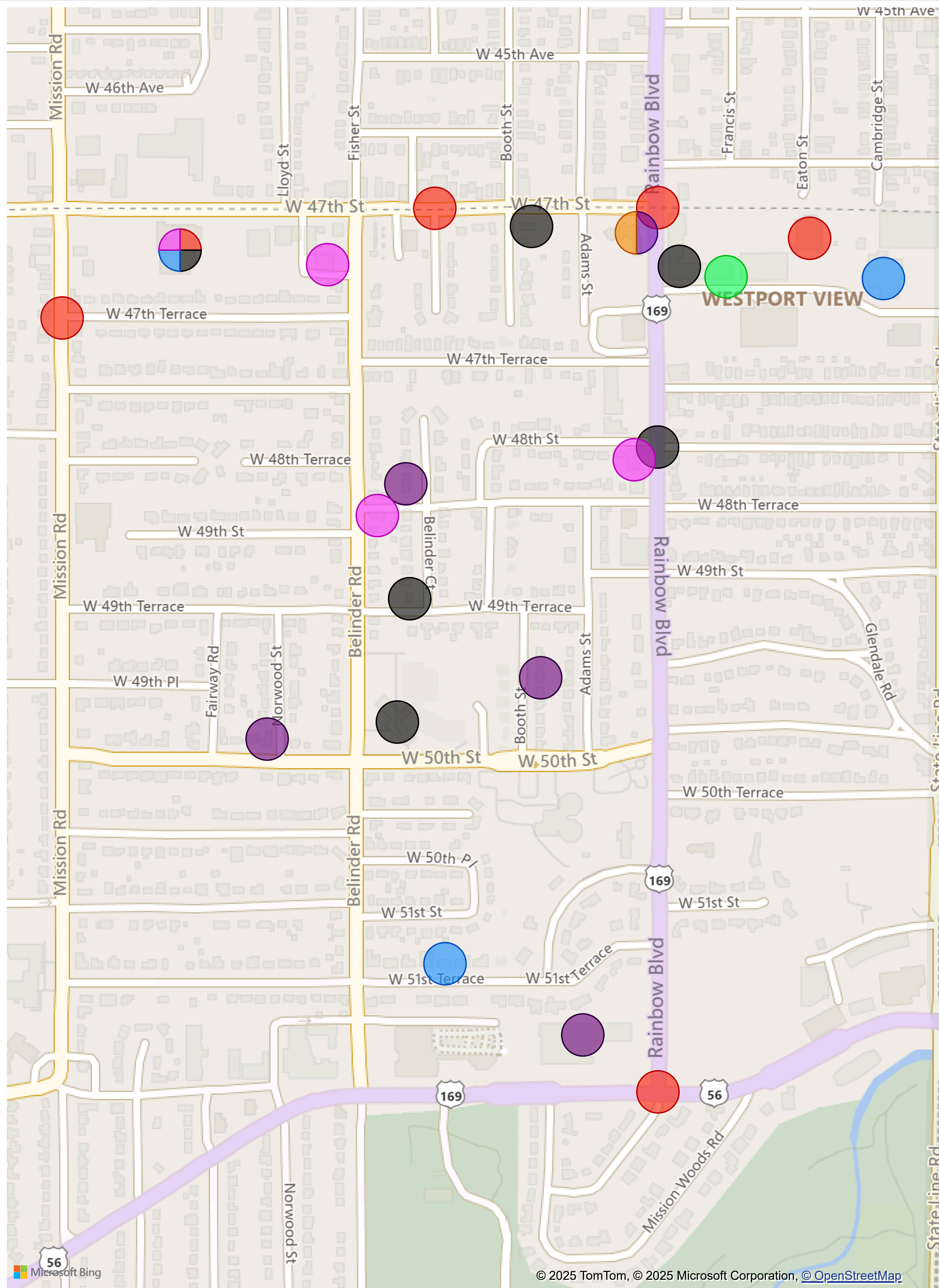


Westwood Police Department Westwood City Council Report

11/1/2025



11/30/2025



Nature of Call

- 911 CALL
- ACCIDENT
- BURGLARY
- DISTURBANCE
- HARASSMENT
- ROBBERY
- SUSPICIOUS
- THEFT REPORT
- TRESPASSING

Westwood Police Department Westwood City Council Report

11/1/2025



11/30/2025



Case Number	Report Type	Summary
20250386	Accident-Non Injury	V1 traveling westbound on Shawnee Mission Parkway going through the intersection at Rainbow Blvd, when V2 turned west onto Shawnee Mission Parkway from Rainbow Boulevard, in front of V1 causing the collision.
20250388	Theft	RP reported his son's scooter was stolen by teenagers, from the driveway of his friend's house, while his son was visiting his friend.
20250389	Theft	Officers responded to a report of two bicycles stolen from a driveway. There is no suspect information.
20250392	Drugs/Narcotics	Traffic stop for one headlight. Driver admitted to having marijuana in his car and was subsequently charged with possession of marijuana and paraphernalia. The suspect was released at the scene.
20250394	Forgery/Fraud	RP reported she mailed two replacement money orders to a client and someone else had stolen, altered and deposited them in an account at JP Morgan bank.
20250395	Criminal Damage to Property	Officer responded to a criminal damage to property report. Subject called to report a break in of his vehicle and damage to steering column.
20250401	Robbery	This officer was dispatched to Wal-Mart for a theft in progress. The suspect loaded various grocery items into a shopping cart and exited the store. When the loss prevention officer grabbed the cart, the suspect said not today and displayed a knife in the direction of the loss prevention officer. I arrived on scene and took the suspect into custody for aggravated robbery.
20250403	Accident-Non Injury	V1 was traveling north at Rainbow Blvd and W. 47th St. V2 was traveling north at Rainbow Blvd and W. 47th St. V1 encorached into V2's lane striking it.
20250408	Burglary	Reporting officer responded to a prior residential burglary for a house under construction. Video from a camera captured a possible suspect vehicle. The investigation continues.
20250410	Auto Burglary	Reporting officer responded to 2330 Shawnee Mission Pkwy for a previous auto burglary. The reporting had her vehicles front driver and passenger windows broken. Paperwork was missing. The vehicle was not on scene at the time of the report. There is no suspect information.
20250411	Criminal Damage to Property	Reporting officer was called to Velvet Creme Popcorn for a reported criminal damage to property. An uknonwn subject(s) tipped over a large popcorn planter box and damaged the corners of it.
20250413	Accident-Non Injury	Vehicle 1 was heading north bound in the turn lane on Mission Road south of 47th Street. Vehicle 2 was turning left on Mission Road heading south bound.
20250416	Drugs/Narcotics	Reporting officer conducted traffic and discovered marijuana, and items related to distribution. The offender was arrested and transported to ADC to be seen by a judge.
20250418	Accident-Injury	Vehicle 1 was traveling south bound on Rainbow Blvd. turning east bound on West 47th Place. Pedestrian 1 was walking south bound in the crosswalk of Rainbow Blvd. crossing over West 47th Place.
20250423	Auto Burglary	Reporting officer responded to the station in reference to a previous auto burglary. The owner of the vehicle had several items taken from the vehicle. A resident up the street had video of a suspect vehicle.

Westwood Police Department Westwood City Council Report

11/1/2025



11/30/2025



Case Number	Report Type	Summary
20250425	Drugs/Narcotics	Reporting officer stopped a vehicle for traffic infractions, during an inventory of the vehicle marijuana was located. The suspect was issued citations and released at the scene.
20250427	Drugs/Narcotics	Officer stopped a vehicle for no license plates. The driver was issued a citation for no plates, no insurance, and no license in possession. The passenger was found to be in possession on marijuana and an open container of alcohol, for which he was issued a citation and released.

Westwood Police Department Westwood City Council Report

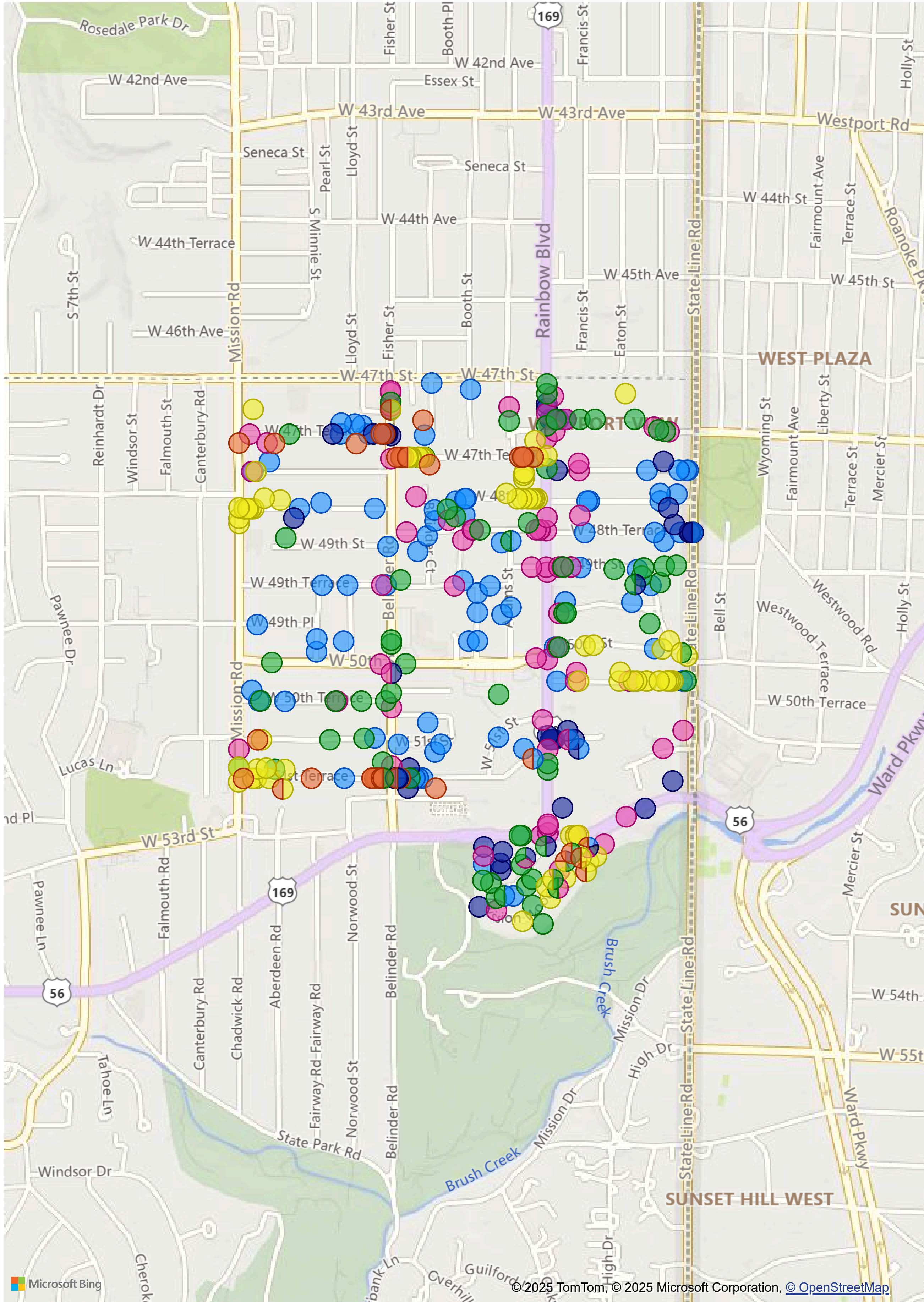
11/1/2025



11/30/2025



Area Checks by Officer



- CHASE METCALF
- CHRISTOPHER BISHOP
- GIANFRANCO ROQUE
- KURTIS STONE
- SHARON TAYLOR
- TIMOTHY FILSON

502

**City of Westwood
Treasurer's Report
November 30, 2025**

1. Balance Sheet by Fund – shows overall ending cash balances for the City by Fund.
 - a. Ending unencumbered cash through 11/30/2025 was \$5,487,924. The 11/30/2024 cash balance was \$4,182,113. This is an increase in cash of \$1,305,811.
2. Cash Flow – shows beginning cash by fund and associated revenues and expenditures for each fund in a more summarized format.
3. Statement of Operations – General Fund
 - a. Revenue received for the month was \$184,793. Total revenue received through November 30, 2025, was \$3,367,331. The prior year revenue to date was \$3,464,709. Current year to date revenue is less than the prior year revenue by \$97,378.
 - i. The decrease is due to \$345,242 in the City's share of sales tax IRB savings from the Woodside South Club update being received in August 2024. This was a one time revenue. This amount is partially offset by increased tax receipts of \$140,859 and increased intergovernmental receipts of \$40,130 in the current year.
 - b. The November expenditures totaled \$204,940. The year-to-date expenditures are \$2,781,915, compared to \$3,334,545 last year. There are \$23,487 in interfund transfers in 2025 and \$691,575 in interfund transfers through November 2024. Therefore, overall expenditures have increased by \$115,458 compared to year to date in November 2024.
 - i. The majority of the increase in expenditures is due to higher salary and benefits. Administrative is \$38,925 higher, Public Works is \$50,867 higher and Police is \$53,014 higher than one year ago.
 - c. Net Receipts Over Expenditures are \$585,415 year to date. The prior year was \$130,165. This is an increase in revenue over expenditures through November 2025 of \$455,250. However, as noted above the expenditures through November 2024 included transfers of \$691,575 and only \$23,487 in transfers this year.
4. Statement of Operations - Other Funds
 - a. The Capital Improvement fund collected sales tax of \$32,181 in November.
 - b. The Woodside TIF/CID Fund received \$32,868 in restricted fees, expended \$25,071 for professional fees and made a UMB CID payment of \$44,243 during the month.
 - c. The Debt Service Fund received revenue of \$285,000, which will be expended in January, 2026.

I am happy to answer any questions upon request.

Michelle Ryan
City of Westwood Treasurer

ACCOUNTANTS' COMPILATION REPORT

To the City Council
City of Westwood, Kansas
Westwood, Kansas

Management is responsible for the accompanying financial statements of **City of Westwood, Kansas** (a municipal entity), which comprises the statement of assets, liabilities and fund balance by fund – regulatory basis and the statement of cash flow – regulatory basis as of and for the one month ended November 30, 2025, in accordance with the regulatory basis of accounting, and for determining that the regulatory basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

The financial statements are prepared in accordance with the regulatory basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the regulatory basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the City's assets, liabilities, fund balance, receipts, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to **City of Westwood, Kansas**.



ADAMSBROWN, LLC
Certified Public Accountants
Overland Park, Kansas

December 10, 2025



City of Westwood, Kansas
Statement of Assets, Liabilities and Fund Balance by Fund - Regulatory Basis
 As of November 30, 2025

	General Fund	Capital Improvements Fund	Equipment Reserve Fund	Stormwater Fund	Special Highway Fund	Woodside TIF/CID Fund	Debt Service Fund	All Funds
	11/30/2025	11/30/2025	11/30/2025	11/30/2025	11/30/2025	11/30/2025	11/30/2025	11/30/2025
Assets								
Current Assets								
Cash In Bank	645,001.27	89,818.24	68,891.04	158,063.71	291,633.98	59,631.91	488,023.75	1,801,063.90
Cash In Bank - Bond Fund	39,359.05	0.00	0.00	0.00	0.00	0.00	0.00	39,359.05
Cash In Bank - Woodside Village Acct	9.73	0.00	0.00	0.00	0.00	0.00	0.00	9.73
Petty Cash	339.00	0.00	0.00	0.00	0.00	0.00	0.00	339.00
Cash Charles Schwab 2843	3,194.19	0.00	0.00	0.00	0.00	0.00	0.00	3,194.19
Cash Charles Schwab 3099	577.38	2,655.35	511.57	692.02	0.00	1,894.97	0.00	6,331.29
Investment Charles Schwab 2843	1,059,395.88	0.00	0.00	0.00	0.00	0.00	0.00	1,059,395.88
Investment Charles Schwab 3099	235,643.26	1,081,192.95	208,836.52	281,241.34	0.00	771,316.55	0.00	2,578,230.62
Total Current Assets	1,983,519.76	1,173,666.54	278,239.13	439,997.07	291,633.98	832,843.43	488,023.75	5,487,923.66
Total Assets	\$ 1,983,519.76	\$ 1,173,666.54	\$ 278,239.13	\$ 439,997.07	\$ 291,633.98	\$ 832,843.43	\$ 488,023.75	\$ 5,487,923.66
Liabilities and Fund Balance								
Current Liabilities								
Woodside Village Deposits	9.19	0.00	0.00	0.00	0.00	0.00	0.00	9.19
Refundable Bond Deposits	37,996.99	0.00	0.00	0.00	0.00	0.00	0.00	37,996.99
Total Current Liabilities	38,006.18	0.00	0.00	0.00	0.00	0.00	0.00	38,006.18
Total Liabilities	38,006.18	0.00	0.00	0.00	0.00	0.00	0.00	38,006.18
Fund Balance								
Fund Balance	1,360,098.26	973,938.59	332,209.23	252,304.48	230,636.08	802,800.44	170,739.39	4,122,726.47
Fund Balance - Current Year	585,415.32	199,727.95	(53,970.10)	187,692.59	60,997.90	30,042.99	317,284.36	1,327,191.01
Total Fund Balance	1,945,513.58	1,173,666.54	278,239.13	439,997.07	291,633.98	832,843.43	488,023.75	5,449,917.48
Total Liabilities and Fund Balance	\$ 1,983,519.76	\$ 1,173,666.54	\$ 278,239.13	\$ 439,997.07	\$ 291,633.98	\$ 832,843.43	\$ 488,023.75	\$ 5,487,923.66

See accountants' compilation report.



City of Westwood, Kansas

Statement of Cash Flow - Regulatory Basis

For the One Month Ended November 30, 2025

	General Fund Month Ending 11/30/2025	Capital Improvements Fund Month Ending 11/30/2025	Equipment Reserve Fund Month Ending 11/30/2025	Stormwater Fund Month Ending 11/30/2025	Special Highway Fund Month Ending 11/30/2025	Woodside TIF/CID Fund Month Ending 11/30/2025	Debt Service Fund Month Ending 11/30/2025	All Funds Month Ending 11/30/2025
Unencumbered Cash, Beginning Period	2,004,662.51	1,143,820.76	277,034.03	442,969.37	291,633.98	864,825.21	203,023.75	5,227,969.61
Receipts								
Taxes	96,617.01	32,180.59	0.00	0.00	0.00	0.00	0.00	128,797.60
Fees and Licenses	37,038.08	0.00	0.00	0.00	0.00	0.00	0.00	37,038.08
Building Permits	4,377.50	0.00	0.00	0.00	0.00	0.00	0.00	4,377.50
Intergovernmental	31,202.25	0.00	0.00	0.00	0.00	0.00	0.00	31,202.25
Restricted Fees	0.00	0.00	0.00	0.00	0.00	32,868.35	0.00	32,868.35
Fines	6,740.00	0.00	0.00	0.00	0.00	0.00	0.00	6,740.00
Interest Earnings	7,233.66	6,255.19	1,205.10	1,630.17	0.00	4,463.95	0.00	20,788.07
Miscellaneous	1,584.14	0.00	0.00	0.00	0.00	0.00	285,000.00	286,584.14
Total Receipts	184,792.64	38,435.78	1,205.10	1,630.17	0.00	37,332.30	285,000.00	548,395.99
Expenditures								
Salary & Benefits	155,454.58	0.00	0.00	0.00	0.00	0.00	0.00	155,454.58
Employee Expenses	1,398.14	0.00	0.00	0.00	0.00	0.00	0.00	1,398.14
Professional Fees	8,866.95	8,590.00	0.00	0.00	0.00	25,071.00	0.00	42,527.95
General Operating Expenses	5,731.99	0.00	0.00	0.00	0.00	0.00	0.00	5,731.99
Utilities	21,534.10	0.00	0.00	0.00	0.00	0.00	0.00	21,534.10
Equipment and Maintenance	10,937.99	0.00	0.00	2,373.07	0.00	0.00	0.00	13,311.06
Street and Stormwater	0.00	0.00	0.00	2,229.40	0.00	0.00	0.00	2,229.40
Park and Events	1,016.64	0.00	0.00	0.00	0.00	0.00	0.00	1,016.64
Miscellaneous	0.00	0.00	0.00	0.00	0.00	44,243.08	0.00	44,243.08
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	204,940.39	8,590.00	0.00	4,602.47	0.00	69,314.08	0.00	287,446.94
Adjustments								
Increase / (Decrease) in Refundable Bond Deposits	(995.00)	0.00	0.00	0.00	0.00	0.00	0.00	(995.00)
Total Adjustments	(995.00)	0.00	0.00	0.00	0.00	0.00	0.00	(995.00)
Ending Cash	\$ 1,983,519.76	\$ 1,173,666.54	\$ 278,239.13	\$ 439,997.07	\$ 291,633.98	\$ 832,843.43	\$ 488,023.75	\$ 5,487,923.66

CITY OF WESTWOOD, KANSAS

Supplementary Information



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 General Fund

For The One and Eleven Months Ended November 30, 2025 and November 30, 2024

	Month Ending	Year To Date	Year To Date	Year Ending	
	11/30/2025	11/30/2025	11/30/2024	12/31/2025	12/31/2025
	Actual	Actual	Prior Year	Current Budget	Over/(Under) Budget
Receipts					
Taxes	\$ 96,617.01	\$ 2,248,027.60	\$ 2,107,168.44	\$ 2,235,147.00	\$ 12,880.60
Fees and Licenses	37,038.08	439,131.33	420,678.93	444,124.00	(4,992.67)
Building Permits	4,377.50	93,110.43	89,071.81	85,000.00	8,110.43
Intergovernmental	31,202.25	335,986.73	295,856.82	372,500.00	(36,513.27)
Restricted Fees	0.00	0.00	345,242.10	0.00	0.00
Fines	6,740.00	106,032.00	99,735.00	100,000.00	6,032.00
Reimbursements	0.00	35,316.37	5,945.88	0.00	35,316.37
Interest Earnings	7,233.66	80,626.50	52,647.84	50,000.00	30,626.50
Miscellaneous	1,584.14	29,099.72	46,424.27	5,250.00	23,849.72
Interfund Transfers	0.00	0.00	1,938.05	0.00	0.00
Total Receipts	184,792.64	3,367,330.68	3,464,709.14	3,292,021.00	75,309.68
Expenditures					
General Overhead					
Salary & Benefits	2,664.20	39,731.15	31,859.05	50,400.00	(10,668.85)
Employee Expenses	8.82	5,398.98	5,015.03	14,000.00	(8,601.02)
Professional Fees	4,481.65	183,830.55	241,875.93	270,750.00	(86,919.45)
General Operating Expenses	2,604.64	40,881.78	54,469.72	1,145,350.00	(1,104,468.22)
Utilities	19,623.42	222,621.01	230,948.15	289,753.00	(67,131.99)
Equipment and Maintenance	(405.00)	1,135.00	167.09	0.00	1,135.00
Street and Stormwater	0.00	(78.52)	0.00	0.00	(78.52)
Park and Events	320.00	10,531.69	12,684.87	14,500.00	(3,968.31)
Miscellaneous	0.00	63,251.19	50,346.24	50,000.00	13,251.19
Intergovernmental	0.00	0.00	0.00	20,000.00	(20,000.00)
Interfund Transfers	0.00	23,487.00	414,637.10	383,487.00	(360,000.00)
Total General Overhead	29,297.73	590,789.83	1,042,003.18	2,238,240.00	(1,647,450.17)
Administrative					
Salary & Benefits	39,636.14	446,958.56	408,033.30	509,068.00	(62,109.44)
Employee Expenses	1,111.74	9,696.06	13,814.08	21,000.00	(11,303.94)
Professional Fees	2,950.04	76,979.85	42,652.85	50,000.00	26,979.85
General Operating Expenses	(106.56)	3,475.40	1,367.95	2,500.00	975.40
Interfund Transfers	0.00	0.00	5,000.00	5,000.00	(5,000.00)
Total Administrative	43,591.36	537,109.87	470,868.18	587,568.00	(50,458.13)
Public Works					
Salary & Benefits	23,600.01	445,005.01	394,137.75	490,793.00	(45,787.99)
Employee Expenses	50.60	4,225.47	6,782.45	8,200.00	(3,974.53)
Professional Fees	0.00	0.00	1,180.00	17,000.00	(17,000.00)
General Operating Expenses	716.80	14,412.37	20,550.24	27,550.00	(13,137.63)
Utilities	874.32	10,689.88	9,468.49	19,580.00	(8,890.12)
Equipment and Maintenance	8,860.06	64,509.34	85,305.42	60,500.00	4,009.34
Interfund Transfers	0.00	0.00	200,000.00	30,000.00	(30,000.00)
Total Public Works	34,101.79	538,842.07	717,424.35	653,623.00	(114,780.93)
Police					

See accountants' compilation report.



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 General Fund

For The One and Eleven Months Ended November 30, 2025 and November 30, 2024

	Month Ending 11/30/2025	Year To Date 11/30/2025	Year To Date 11/30/2024	Year Ending 12/31/2025	
	<u>Actual</u>	<u>Actual</u>	<u>Prior Year</u>	<u>Current Budget</u>	<u>Over/(Under) Budget</u>
Salary & Benefits	89,554.23	939,822.41	886,808.34	1,034,175.00	(94,352.59)
Employee Expenses	226.98	17,853.10	12,372.13	28,000.00	(10,146.90)
Professional Fees	1,435.26	38,987.00	13,419.40	51,900.00	(12,913.00)
General Operating Expenses	2,517.11	60,287.63	51,847.86	72,100.00	(11,812.37)
Utilities	260.74	2,838.00	2,834.40	4,500.00	(1,662.00)
Equipment and Maintenance	2,482.93	15,750.54	12,412.67	12,000.00	3,750.54
Park and Events	0.00	1,199.99	1,229.46	1,500.00	(300.01)
Interfund Transfers	0.00	0.00	70,000.00	30,000.00	(30,000.00)
Total Police	<u>96,477.25</u>	<u>1,076,738.67</u>	<u>1,050,924.26</u>	<u>1,234,175.00</u>	<u>(157,436.33)</u>
Parks & Rec					
General Operating Expenses	0.00	199.96	1,231.44	3,000.00	(2,800.04)
Utilities	775.62	20,027.75	22,350.52	30,000.00	(9,972.25)
Equipment and Maintenance	0.00	4,327.17	2,797.47	10,000.00	(5,672.83)
Park and Events	696.64	13,880.04	26,945.24	15,750.00	(1,869.96)
Total Parks & Rec	<u>1,472.26</u>	<u>38,434.92</u>	<u>53,324.67</u>	<u>58,750.00</u>	<u>(20,315.08)</u>
Total Expenditures	<u>204,940.39</u>	<u>2,781,915.36</u>	<u>3,334,544.64</u>	<u>4,772,356.00</u>	<u>(1,990,440.64)</u>
Receipts Over (Under) Expenditures	<u>\$ (20,147.75)</u>	<u>\$ 585,415.32</u>	<u>\$ 130,164.50</u>	<u>\$ (1,480,335.00)</u>	<u>\$ 2,065,750.32</u>

See accountants' compilation report.



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 Other Funds
 For The One Month Ended November 30, 2025

Other Funds

	Capital Improvements Fund Month To Date 11/30/2025 Actual	Equipment Reserve Fund Month To Date 11/30/2025 Actual	Stormwater Fund Month To Date 11/30/2025 Actual	Special Highway Fund Month To Date 11/30/2025 Actual	Woodside TIF/CID Fund Month To Date 11/30/2025 Actual	Debt Service Fund Month To Date 11/30/2025 Actual
Receipts						
Taxes						
City Sales & Use Tax - Special	\$ 32,180.59	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Taxes	32,180.59	0.00	0.00	0.00	0.00	0.00
Restricted Fees						
WV CID-1	0.00	0.00	0.00	0.00	20,571.83	0.00
WV CID-2	0.00	0.00	0.00	0.00	12,296.52	0.00
Interest Earnings	6,255.19	1,205.10	1,630.17	0.00	4,463.95	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	285,000.00
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts	38,435.78	1,205.10	1,630.17	0.00	37,332.30	285,000.00
Expenditures						
Professional Fees	8,590.00	0.00	0.00	0.00	25,071.00	0.00
Equipment and Maintenance						
Repairs & Maint Leaf Truck	0.00	0.00	2,373.07	0.00	0.00	0.00
Street and Stormwater						
Stormwater Expense	0.00	0.00	1,139.07	0.00	0.00	0.00
Leaf Pickup Expenses	0.00	0.00	1,090.33	0.00	0.00	0.00
Miscellaneous						
UMB CID Payment	0.00	0.00	0.00	0.00	44,243.08	0.00
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	8,590.00	0.00	4,602.47	0.00	69,314.08	0.00
Receipts Over (Under) Expenditures	\$ 29,845.78	\$ 1,205.10	\$ (2,972.30)	\$ 0.00	\$ (31,981.78)	\$ 285,000.00

See accountants' compilation report.



City of Westwood, Kansas
Schedule of Receipts and Expenditures - Regulatory Basis
 Other Funds
 For The Eleven Months Ended November 30, 2025

Other Funds

	Capital Improvements Fund Year To Date 11/30/2025 Actual	Equipment Reserve Fund Year To Date 11/30/2025 Actual	Stormwater Fund Year To Date 11/30/2025 Actual	Special Highway Fund Year To Date 11/30/2025 Actual	Woodside TIF/CID Fund Year To Date 11/30/2025 Actual	Debt Service Fund Year To Date 11/30/2025 Actual
Receipts						
Taxes						
Ad Valorem Tax	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21,214.82
City Sales & Use Tax - Special	356,123.80	0.00	0.00	0.00	0.00	0.00
Motor Vehicle Tax	0.00	0.00	0.00	0.00	0.00	1,554.06
Restricted Fees						
Stormwater Utility Fee	0.00	0.00	243,339.04	0.00	0.00	0.00
State Hwy Maintenance	0.00	0.00	0.00	14,809.80	0.00	0.00
Special Highway Fund Revenue	0.00	0.00	0.00	46,535.88	0.00	0.00
WV Ad Valorem Tax	0.00	0.00	0.00	0.00	517,311.61	0.00
WV CID-1	0.00	0.00	0.00	0.00	238,003.28	0.00
WV CID-2	0.00	0.00	0.00	0.00	132,072.88	0.00
Interest Earnings	33,908.03	8,620.46	7,442.51	0.00	23,500.95	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	285,000.00
Interfund Transfers	0.00	0.00	0.00	0.00	0.00	242,003.00
Total Receipts	390,031.83	8,620.46	250,781.55	61,345.68	910,888.72	549,771.88
Expenditures						
Professional Fees	9,990.00	0.00	0.00	0.00	121,436.00	0.00
Equipment and Maintenance						
Repairs & Maint Leaf Truck	0.00	0.00	4,746.14	0.00	0.00	0.00
Repairs & Maint Streets	0.00	0.00	0.00	85.90	0.00	0.00
Machinery & Equipment Purchase	0.00	61,566.81	0.00	0.00	0.00	0.00
State Highway Maintenance	0.00	0.00	0.00	57.86	0.00	0.00
Special Highway Maintenance	0.00	0.00	0.00	204.02	0.00	0.00
Street and Stormwater						
Capital Improvement Expense	0.00	0.00	0.00	0.00	0.00	19,800.00
Stormwater Expense	0.00	0.00	12,351.64	0.00	0.00	0.00
Leaf Pickup Expenses	0.00	0.00	1,090.33	0.00	0.00	0.00
Miscellaneous						
UMB TIF Payment	0.00	0.00	0.00	0.00	517,311.61	0.00
UMB CID Payment	0.00	0.00	0.00	0.00	238,305.93	0.00
Interest on GO Bond	0.00	0.00	0.00	0.00	0.00	67,687.52
Principal on GO Bond	0.00	0.00	0.00	0.00	0.00	145,000.00
Market Value Adjustment	5,313.88	1,023.75	1,384.85	0.00	3,792.19	0.00
Interfund Transfers	175,000.00	0.00	43,516.00	0.00	0.00	0.00
Total Expenditures	190,303.88	62,590.56	63,088.96	347.78	880,845.73	232,487.52
Receipts Over (Under) Expenditures	\$ 199,727.95	\$ (53,970.10)	\$ 187,692.59	\$ 60,997.90	\$ 30,042.99	\$ 317,284.36

See accountants' compilation report.



City of Westwood, Kansas
Summary of Expenditures - Actual and Budget
Regulatory Basis
For The Eleven Months Ended November 30, 2025

	Certified Budget	Expenditures Chargeable to Current Year	Difference Over/(Under)
Expenditures			
General Fund	\$ 4,772,356.00	\$ 2,781,915.36	\$ (1,990,440.64)
Capital Improvements Fund	\$ 723,382.00	\$ 190,303.88	\$ (533,078.12)
Equipment Reserve Fund	\$ 88,250.00	\$ 62,590.56	\$ (25,659.44)
Stormwater Fund	\$ 169,516.00	\$ 63,088.96	\$ (106,427.04)
Special Highway Fund	\$ 200,000.00	\$ 347.78	\$ (199,652.22)
Woodside TIF/CID Fund	\$ 768,677.00	\$ 880,845.73	\$ 112,168.73
Debt Service Fund	\$ 436,688.00	\$ 232,487.52	\$ (204,200.48)
Total Expenditures	\$ 7,158,869.00	\$ 4,211,579.79	\$ (2,947,289.21)

See accountants' compilation report.

COUNCIL ACTION FORM

Meeting Date: December 18, 2025

Staff Contact: Abby Schneweis, City Clerk

Agenda Item: Consider adopting Charter Ordinance No. 20, designating the City's Website as the official newspaper.

Background / Description of Item:

K.S.A. 12-1651(a) requires cities of the second and third class to designate an official city newspaper for the publication of official city business, provided the newspaper meets the qualifications set forth in K.S.A. 12-1651(b). However, under the home rule provisions of the Kansas Constitution (Kan. Const. Art. 12, § 5), cities may exempt themselves from nonuniform acts of the legislature by adopting a charter ordinance.

Staff Comments:

Currently, all city ordinances are published in *The Legal Record*. Charter Ordinance No. 20 designates the City's official website as the official city newspaper, thereby exempting the city from the requirements of K.S.A. 12-1651.

Adoption of Charter Ordinance No. 20 allows the city to post ordinances on its website to satisfy statutory publication requirements, rather than in a print newspaper. Notices subject to publication include, but are not limited to:

- Budget hearings
- Financial notices
- Legal notices

Notices that are required by law to be published in a newspaper of general circulation will continue to be published in a newspaper designated by resolution, beginning sixty-one (61) days after the charter ordinance is published.

Staff estimates that the adoption of Charter Ordinance No. 20 will result in annual savings of several hundred dollars in publication costs.

If adopted, Charter Ordinance No. 20 must be published in *The Legal Record* once per week for two consecutive weeks. It will take effect on the sixty-first (61st) day following the final publication.

Staff Recommendation: Consider adopting Charter Ordinance No. 20

Suggested Motion:

I move to adopt Charter Ordinance No. 20, designating the city website as the official newspaper.

CHARTER ORDINANCE NO. 20

A CHARTER ORDINANCE EXEMPTING THE CITY OF WESTWOOD, KANSAS, FROM THE PROVISIONS OF K.S.A. 12-1651, ET. SEQ., PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS WHICH RELATE TO THE NAMING OF AN OFFICIAL CITY NEWSPAPER, AND REPEALING ANY ORDINANCE IN CONFLICT THEREWITH:

BE IT ORDAINED BY THE CITY OF WESTWOOD, KANSAS, as follows:

Section 1. The City of Westwood, Kansas, by the power vested in it by Article 12, Section 5 of the Constitution of the State of Kansas, hereby elects to exempt itself and make inapplicable to it K.S.A. 12-1651, which applies to this city but does not apply uniformly to all cities.

Section 2. The governing body shall designate by authorizing, upon proper resolution, the City of Westwood’s website as the official city newspaper. In the event that State law specifically requires print publication, the governing body shall designate a print publication newspaper of record through the adoption of a proper resolution.

Section 3. This charter ordinance shall be published once each week for two consecutive weeks in the official city newspaper.

Section 4. This charter ordinance shall take effect 61 days after the final publication unless a sufficient petition for a referendum is filed, requiring a referendum to be held on the ordinance as provided by Article 12, Section 5, Subsection (c)(3) of the Constitution of the State of Kansas, in which case this charter ordinance shall become effective upon approval by the majority of the electors voting thereon.

Passed by the governing body, not less than two-thirds of the members-elect voting in favor thereof, this 18th day of December 2025.

David E. Waters, Mayor

ATTEST:

Abby Schneweis, City Clerk

APPROVED AS TO FORM:

Ryan B. Denk, City Attorney

Council Action Form

Meeting Date: December 18, 2025

Staff Contact: John Sullivan, Public Works Director

Agenda Item: Johnson County CARS 2026 Funding Agreement – W. 47th Place, Rainbow Blvd. to State Line Rd.

Background / Description of Item

W. 47th Place will undergo resurfacing and geometric improvements in 2026, including a two-inch mill and overlay and a Complete Streets redesign. The total construction project cost is currently estimated to be \$1,958,074, with the total cost to Westwood estimated to be \$1,014,074.

As a designated County Assistance Road System ("CARS") Program Road, this work on W. 47th Place qualifies for up to 50% financial assistance from Johnson County. The funding agreement from CARS is for \$944,000. Enclosed is the agreement for Johnson County CARS funding for the W. 47th Place work.

Staff Comments/Recommendation

The engineering/design phase for this project is wrapping up and we are currently reviewing the plans and working toward a 1st quarter letting (construction contract competitive bidding process). As such, the plans submitted illustrate the [pretty close to] final design for the project and highlights are presented in your packet materials for your information and for you to have an opportunity to ask questions about the project and what can be expected upon project construction and completion next year.

Budget Impact

Westwood expects the portion it is responsible for to come from the CID II funds related to Woodside Village in the amount of \$1,014,074 for this project between 2025 design engineering and 2026 construction.

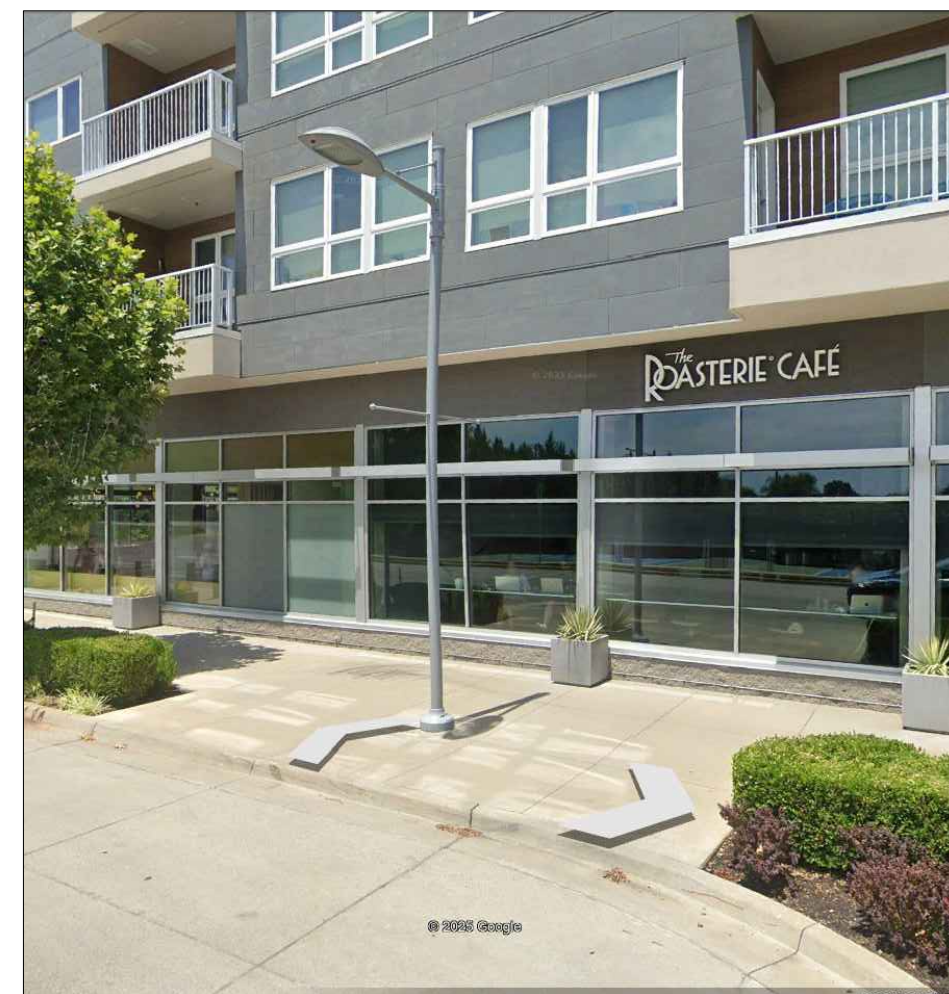
Suggested Motion

I move to authorize the Mayor to execute the Agreement between Johnson County, Kansas, and the City of Westwood, Kansas, for the 2026 Public Improvement of W. 47th Place from Rainbow Blvd. to State Line Rd.

¹ This project is being funded by multiple partners including The City of Roeland Park, The City of Fairway and Johnson County.



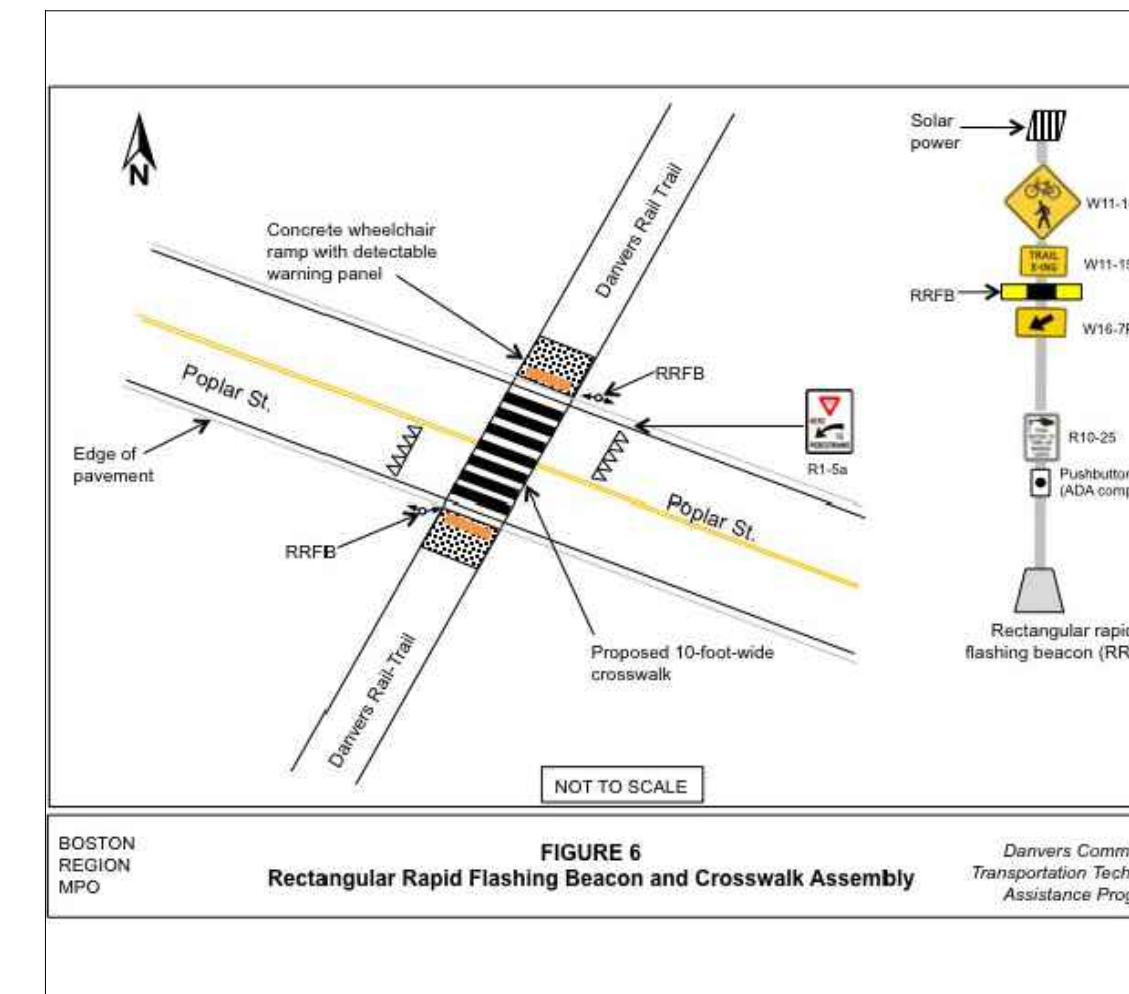
Bollards (actual product may differ)



Street Lights (number and location TBD)



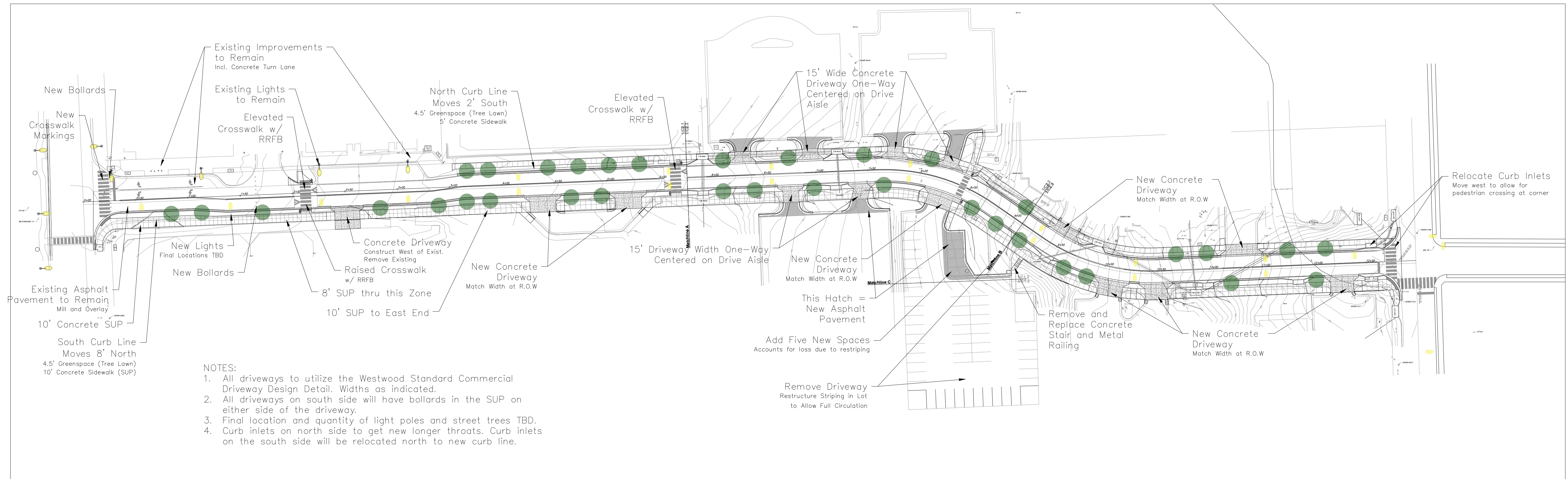
Street Tree Type (number type and location TBD)



Rapid Repeating Flashing Beacon (RRFB)



Rapid Repeating Flashing Beacon (RRFB)

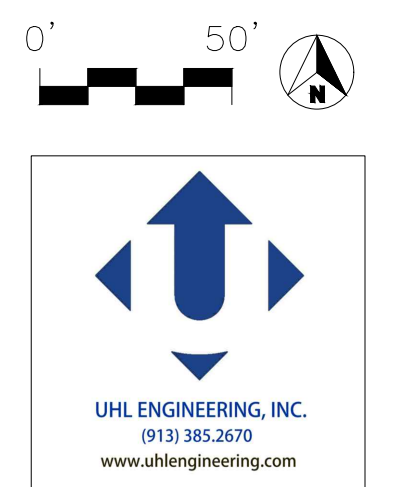


- NOTES:
1. All driveways to utilize the Westwood Standard Commercial Driveway Design Detail. Widths as indicated.
 2. All driveways on south side will have bollards in the SUP on either side of the driveway.
 3. Final location and quantity of light poles and street trees TBD.
 4. Curb inlets on north side to get new longer throats. Curb inlets on the south side will be relocated north to new curb line.

SITE PLAN - FINAL

47th Place - Westwood, Kansas

1 DEC 2025



**Agreement between Johnson County, Kansas,
and the City of Westwood, Kansas, for the Public Improvement of
West 47th Place from Rainbow Boulevard to State Line Road
(320001537)**

THIS AGREEMENT, made and entered into this _____ day of _____, 202_ by and between the Board of County Commissioners of Johnson County, Kansas ("Board") and the City of Westwood, Kansas, ("City").

WITNESSETH:

WHEREAS, the parties have determined that it is in the best interests of the general public in making certain public improvements to West 47th Place from Rainbow Boulevard to State Line Road (the "Project"); and

WHEREAS, the laws of the State of Kansas authorize the parties to this Agreement to cooperate in undertaking the Project; and

WHEREAS, the governing bodies of each of the parties have determined to enter into this Agreement for the purpose of undertaking the Project, pursuant to K.S.A. 12-2908 and K.S.A. 68-169, and amendments thereto; and

WHEREAS, the Project has been approved, authorized, and budgeted by the Board as an eligible project under the County Assistance Road System ("CARS") Program; and

WHEREAS, the Board has, by County Resolution No. 106-90, authorized its Chairman to execute any and all Agreements for County participation in any CARS Program project which has been approved and authorized pursuant to the CARS Program Policies and Administrative Procedures for the CARS Program, adopted by the Board and available on the Johnson County website (the "Policies and Procedures"), for which funding has been authorized and budgeted; and

WHEREAS, the governing body of the City did approve and authorize its Mayor to execute this Agreement by official vote on the _____ day of _____, 202_.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, and for other good and valuable consideration, the parties agree as follows:

1. **Purpose of Agreement.** The parties enter into this Agreement for the purpose of undertaking the Project to assure a more adequate, safe and integrated roadway network in the developing and incorporated areas of Johnson County, Kansas.

2. **Estimated Cost and Funding of Project**

- a. The estimated cost of the Project (“Project Costs”), a portion of which is reimbursable under this Agreement, is One Million Nine Hundred Fifty Eight Thousand Seventy Four Dollars (\$1,958,074).
- b. Project Costs include necessary costs and expenses of labor and material used in the construction of the Project and construction inspection and staking for the Project.
- c. The Project Costs shall be allocated between the parties as follows:
 - i. The Board shall provide financial assistance for the Project in an amount up to but not exceeding Fifty Percent (50%) of the Project Costs. However, the Board's financial obligation under this Agreement shall be limited to an amount not to exceed Nine Hundred Forty Four Thousand Dollars (\$944,000). For purposes of this Agreement, Project Costs shall not include any portion of costs which are to be paid by or on behalf of any state or federal governmental entity or for which the City may be reimbursed through any source other than the general residents or taxpayers of the City. Further, it is understood and agreed by the parties hereto that the Board shall not participate in, nor pay any portion of, the Costs incurred for or related to the following:
 - 1. Land acquisition, right-of-way acquisition, or utility relocation;
 - 2. Legal fees and expenses, design engineering services, Project administration, or financing costs;

3. Taxes, licensing or permit fees, title reports, insurance premiums, exactions, recording fees, or similar charges;
4. Project overruns;
5. Project scope modifications or major change orders which are not separately and specifically approved and authorized by the Board; and;
6. Minor change orders which are not separately and specifically approved and authorized by the Director of Public Works & Infrastructure of Johnson County, Kansas ("Public Works Director"). Minor change orders are those which do not significantly alter the scope of the Project and which are consistent with the Policies and Procedures adopted by the Board.

It is further understood and agreed that notwithstanding the designated amount of any expenditure authorization or fund appropriation, the Board shall only be obligated to pay for the authorized percentage of actual construction costs incurred or expended for the Project under appropriate, publicly bid, construction contracts. The Board will not be assessed for any improvement district created pursuant to K.S.A. 12-6a01 et seq., and amendments thereto, or any other improvement district created under the laws of the State of Kansas.

- ii. The City shall pay One Hundred Percent (100%) of all Project Costs not expressly the Board's obligation to pay as provided in this Agreement.

3. **Financing**

- a. The Board shall provide financial assistance, as provided in Paragraph 2.c. above, towards the cost of the Project with funds budgeted, authorized, and appropriated by the Board and which are unencumbered revenues that are on-hand in deposits of Johnson County, Kansas. This paragraph shall not be construed as limiting the ability of the Board to finance its portion of the costs and expenses of the Project through the issuance of bonds or any other legally authorized method.
- b. The City shall pay its portion of the Project Costs with funds budgeted, authorized, and appropriated by the governing body of the City.

4. **Administration of Project.** The Project shall be administered by the City, acting by and through its designated representative who shall be the City public official designated as Project Administrator. The Project Administrator shall assume and perform the following duties:

- a. Cause the making of all contracts, duly authorized and approved, for retaining consulting engineers to design and estimate the Project Costs.
- b. Submit a copy of the plans and specifications for the Project to the Johnson County Public Works Director for review, prior to any advertisement for construction bidding, together with a statement of estimated Project Costs which reflects the Board's financial obligation under the terms of this Agreement. The Public Works Director or his designee shall review the copy of the plans and specifications for the Project and may, but shall not be obligated to, suggest changes or revisions to the plans and specifications.
- c. If required by applicable state or federal statutes, solicit bids for the construction of the Project by publication in the official newspaper of the City. In the solicitation of bids, the appropriate combination of best bids shall be determined by the City.
- d. Cause the making of all contracts and appropriate change orders, duly authorized and approved, for the construction of the Project.
- e. Submit to the Public Works Director a statement of actual costs and expenses in the form of a payment request, with attached copies of all invoices and supporting materials, on or before the tenth day of each month following the

month in which costs and expenses have been paid. The Public Works Director shall review the statement or payment request to determine whether the statement or payment request is properly submitted and documented and, upon concurrence with the Finance Director of Johnson County, Kansas, (“Finance Director”) cause payment to be made to the City of the Board's portion of the Project Costs within thirty (30) days after receipt of such payment request. In the event federal or state agencies require, as a condition to state or federal participation in the Project, that the Board make payment prior to construction or at times other than set forth in this subsection, the Public Works Director and the Finance Director may authorize such payment.

- f. Except when doing so would violate a state or federal rule or regulation, cause a sign to be erected in the immediate vicinity of the Project upon commencement of construction identifying the Project as part of the CARS Program. The form and location of the sign shall be subject to the review and approval of the Public Works Director.

Upon completion of the construction of the Project, the Project Administrator shall submit to each of the parties a final accounting of all Project Costs incurred in the Project for the purpose of apportioning the same among the parties as provided in this Agreement. It is expressly understood and agreed that in no event shall the final accounting obligate the parties for a greater proportion of financial participation than that set out in Paragraph 2.c. of this Agreement. The final accounting of Project Costs shall be submitted by the Project Administrator no later than sixty (60) days following the completion of the Project construction.

It is further understood and agreed by the City that to the extent permitted by law and subject to the provisions of the Kansas Tort Claims Act including but not limited to maximum liability and immunity provisions, the City agrees to indemnify and hold the County, its officials, and agents harmless from any cost, expense, or liability not expressly agreed to by the County which result from the negligent acts or omissions of the City or its employees or which result from the City's compliance with the Policies and Procedures.

This agreement to indemnify shall not run in favor of or benefit any liability insurer or third party.

In addition, the City of Westwood shall, and hereby agree to, insert as a special provision of its contract with the general contractor ("Project Contractor") chosen to undertake the Project construction as contemplated by this Agreement the following paragraphs:

The Project Contractor shall defend, indemnify and save the Board of County Commissioners of Johnson County, Kansas and the City of Westwood harmless from and against all liability for damages, costs, and expenses arising out of any claim, suit, action or otherwise for injuries and/or damages sustained to persons or property by reason of the negligence or other actionable fault of the Project Contractor, his or her sub-contractors, agents or employees in the performance of this contract.

The Board of County Commissioners of Johnson County, Kansas shall be named as an additional insured on all policies of insurance issued to the Project Contractor and required by the terms of his/her agreement with the City.

5. Acquisition of Real Property for the Project

- a. The Board shall not pay any costs for acquisition of real property in connection with the Project.
- b. The City shall be responsible for the acquisition of any real property, together with improvements thereon, located within the City's corporate boundaries, which is required in connection with the Project; such real property acquisition may occur by gift, purchase, or by condemnation as authorized and provided by the Eminent Domain Procedure Act, K.S.A. 26-201 et seq. and K.S.A. 26-501 et seq., and any such acquisition shall comply with all federal and state law requirements.

6. **Duration and Termination of Agreement**

- a. The parties agree that this Agreement shall remain in full force and effect until the completion of the Project, unless otherwise terminated as provided for in Paragraph 6.b. herein below. The Project shall be deemed completed and this Agreement shall be deemed terminated upon written certification to each of the parties by the Project Administrator that the Project has been accepted as constructed. The City shall provide a copy of the Project Administrator's certification to both the Public Works Director and the Finance Director within thirty (30) days of the Project Administrator's determination that the Project is complete.
 - b. It is understood and agreed that the Public Works Director shall review the status of the Project annually on the first day of March following the execution of this Agreement to determine whether satisfactory progress is being made on the Project by the City. In the event that the Public Works Director determines that satisfactory progress is not being made on the Project due to the City's breach of this Agreement by not meeting the agreed upon project deadlines or otherwise not complying with the terms of this Agreement, the Public Works Director is authorized to notify the City that it shall have thirty (30) days from receipt of such notification to take steps to cure the breach (the "Cure Period"). It is further understood and agreed that the Board shall have the option and right to revoke funding approval for the Project and terminate this Agreement should the Board find, based upon the determination of the Public Works Director, that satisfactory progress is not being made on the Project and that the City has not taken sufficient steps to cure the breach during the Cure Period. Should the Board exercise its option as provided herein, it shall send written notice of the same to the City and the Board shall have no further liability or obligation under this Agreement.
7. **Placing Agreement in Force.** The attorney for the City shall cause sufficient copies of this Agreement to be executed to provide each party with a duly executed copy of this Agreement for its official records.

IN WITNESS WHEREOF, the above and foregoing Agreement has been executed by each of the parties hereto and made effective on the day and year first above written.

**Board of County Commissioners of
Johnson County, Kansas**

City of Westwood, Kansas

Mike Kelly, Chairman

David E. Waters, Mayor

Attest:

Attest:

Megan Johnson
Deputy County Clerk

City Clerk

Approved as to form:

Approved as to form:

Scott Abbott
Assistant County Counselor

City Attorney