

Members of the Governing Body will participate by video call-in only due to the COVID-19 pandemic. The public will be able to view the meeting at <https://www.facebook.com/CityofPrairieVillage>

To participate in the public hearing, residents can email their comments to City Clerk Adam Geffert at cityclerk@pykansas.com. All comments must be received by 3:00 p.m. on Monday, August 3. If you would like to speak live during the public hearing, you must notify the City Clerk with your name, address, and email address. The City will provide you with a link to join the meeting and will call on those who signed up to speak once the public hearing begins. Members of the public will not be able to participate in the meeting unless you sign up with the City Clerk ahead of time. Each individual that wishes to speak during the public hearing will be given 3 minutes.

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Council Chambers
Monday, August 03, 2020
6:00 PM**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF THE AGENDA
- V. PUBLIC HEARING

Budget Hearing - Adopt the 2021 budget

- VI. PUBLIC PARTICIPATION

All comments must be submitted in writing to cityclerk@pykansas.com prior to 3 p.m. on August 3 to be shared with Councilmembers prior to the meeting.

- VII. CONSENT AGENDA

All items listed below are considered to be routine by the Governing Body and will be enacted by one motion (Roll Call Vote). There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the regular agenda.

By Staff

1. Approval of regular City Council meeting minutes - July 20, 2020
2. Approval of agreement with Energy Solutions Professionals for an investment grade energy audit
3. Approval of custodial services three-year contract
4. Approval of interlocal agreement with Johnson County Wastewater and the City of Leawood for stormwater improvements on Mission Road

VIII. **COMMITTEE REPORTS**

Planning Commission

PC2020-110: Consider Ordinance 2425 to rezone 7632 Reinhardt Street from R-1A to R-1B
Jamie Robichaud

PC2020-111: Consider Ordinance 2426 to rezone 7641 Reinhardt Street from R-1A to R-1B
Jamie Robichaud

IX. **MAYOR'S REPORT**

X. **STAFF REPORTS**

XI. **OLD BUSINESS**

XII. **NEW BUSINESS**

COU2020-38 Consider cancellation of yearly animal enumeration in 2020
Adam Geffert

XIII. **COUNCIL COMMITTEE OF THE WHOLE** (Council President presiding)

Discuss noise ordinance concerning private property construction

XIV. **ANNOUNCEMENTS**

XV. **ADJOURNMENT**



ADMINISTRATION

Council Meeting Date: August 3, 2020

BUDGET HEARING - Adopt the 2021 Budget

RECOMMENDATION

The City Council adopt the 2021 Budget

SUGGESTED MOTION

Move that the City Council adopt the 2021 Budget as certified in the amount of \$37,443,447 with ad valorem tax in the amount of \$9,066,638.

BACKGROUND

State statutes require that the Notice of Budget Hearing must be published ten days before the City holds a public hearing on the proposed budget. The budget must be certified to the County Clerk by August 25th. The attached Budget Summary page was published in The Legal Record on Tuesday, July 7, 2020, per state statute guidelines. The published budget was recommended for approval by Council Committee on July 6, 2020.

The proposed budget has a total mill rate of 19.318.

The tax lid is now in effect and was considered when preparing the 2021 budget. Once submitted to the county clerk the budget sets the budget authority for each fund.

The City is authorized by K.S.A. 79-2929a to amend the budget before December 31st to spend money not in the original budget. The additional expenditures have to be made from existing revenue and cannot require additional tax levies.

ATTACHMENTS:

- State Budget Forms
 - 2021 Preliminary Budget
-

Prepared By:

Lisa Santa Maria, Finance Director

Date: July 27, 2020

NOTICE OF BUDGET HEARING

The governing body of
City of Prairie Village
will meet on August 3, 2020 at 6:00 pm at 7700 Mission Road for the purpose of
hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.
Detailed budget information is available at Prairie Village Municipal Office, 7700 Mission Road and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2021 Expenditures and Amount of 2020 Ad Valorem Tax establish the maximum limits of the 2021 budget.
Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2019		Current Year Estimate for 2020		Proposed Budget for 2021		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2020 Ad Valorem Tax	Estimate Tax Rate *
General	22,299,463	19.314	22,243,747	19.320	29,559,256	9,066,638	19.318
Debt Service	1,320,358		1,320,850		1,358,383		
Library							
Special Highway	643,000		610,040		647,720		
Solid Waste Management	1,958,342		1,835,135		2,172,208		
Stormwater Utility	1,660,383		1,565,000		1,803,893		
Special Parks	131,435		135,250		136,542		
Special Alcohol	158,064		172,925		188,405		
CID-Corinth	606,845		627,807		587,860		
CID-PV Shops	517,423		684,928		539,180		
Transient Guest Tax					450,000		
Non-Budgeted Funds-A	14,334,831						
Non-Budgeted Funds-B	887,211						
Totals	44,517,355	19.314	29,195,682	19.320	37,443,447	9,066,638	19.318
Less: Transfers	9,405,163		8,820,013		14,047,856		
Net Expenditure	35,112,192		20,375,669		23,395,591		
Total Tax Levied	7,754,405		8,459,481		XXXXXXXXXXXXXXXXXXXX		
Assessed Valuation	401,494,261		437,852,863		469,339,477		
Outstanding Indebtedness, January 1,							
	2018		2019		2020		
G.O. Bonds	17,125,000		15,950,000		13,330,000		
Revenue Bonds	0		0		376,366		
Other	8,135,000		8,135,000		19,325,000		
Lease Purchase Principal	0		0		0		
Total	25,260,000		24,085,000		33,031,366		

*Tax rates are expressed in mills

City of Prairie Village

City Official Title: The governing body of

STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION*

Item Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance On Jan 1 2020	Payments Due 2020	Payments Due 2021
NONE							
Totals					0	0	0

***If you are merely leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.

City of Prairie Village

2021

FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Debt Service	Actual for 2019	Estimate for 2020	Year for 2021
Unencumbered Cash Balance Jan 1	51,539	55,470	37,849
Receipts:			
Ad Valorem Tax		0	xxxxxxxxxxxxxxxxxxxx
Delinquent Tax			
Motor Vehicle Tax	960	0	
Recreational Vehicle Tax			
16/20M Vehicle Tax			
Commercial Vehicle Tax			
Watercraft Tax			
Transfer from General Fund	1,074,975	1,301,229	1,319,534
Transfer from Stormwater Utility	245,383	0	0
Interest on Idle Funds	2,971	2,000	1,000
Neighborhood Revitalization Rebate			0
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	1,324,289	1,303,229	1,320,534
Resources Available:	1,375,828	1,358,699	1,358,383
Expenditures:			
Principal	1,210,000	1,235,000	1,265,000
Interest	110,358	85,850	58,000
Cash Basis Reserve (2021 column)			35,383
Miscellaneous			
Does miscellaneous exceed 10% of Total Exp			
Total Expenditures	1,320,358	1,320,850	1,358,383
Unencumbered Cash Balance Dec 31	55,470	37,849	xxxxxxxxxxxxxxxxxxxx
2019/2020/2021 Budget Authority Amount:	1,361,748	1,353,871	1,358,383
		Non-Appropriated Balance	
		Total Expenditure/Non-Appr Balance	1,358,383
		Tax Required	0
	Delinquent Comp Rate: 0.0%		0
	Amount of 2020 Ad Valorem Tax		0

City of Prairie Village

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Special Highway	Actual for 2019	Estimate for 2020	Year for 2021
Unencumbered Cash Balance Jan 1	152,466	161,680	135,640
Receipts:			
State of Kansas Gas Tax	617,656	575,600	505,580
County Transfers Gas		0	0
Interest on Idle Funds	34,558	8,400	6,500
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	652,214	584,000	512,080
Resources Available:	804,680	745,680	647,720
Expenditures:			
Transfer to Capital Projects Fund	643,000	610,040	597,000
Cash Forward (2021 column)			50,720
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	643,000	610,040	647,720
Unencumbered Cash Balance Dec 31	161,680	135,640	0
2019/2020/2021 Budget Authority Amount:	694,216	729,177	647,720

Adopted Budget

Adopted Budget	Prior Year	Current Year	Proposed Budget
Solid Waste Management	Actual for 2019	Estimate for 2020	Year for 2021
Unencumbered Cash Balance Jan 1	359,030	187,024	295,000
Receipts:			
Licenses & Permits	1,296	1,900	1,300
Charges for Services	1,745,067	1,910,187	1,835,908
Interest on Idle Funds	39,973	31,024	40,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	1,786,336	1,943,111	1,877,208
Resources Available:	2,145,366	2,130,135	2,172,208
Expenditures:			
Solid Waste & Recycle Collection	1,924,442	1,799,314	1,865,166
Personnel Services	33,900	34,821	36,896
Commodities		1,000	1,000
Cash Forward (2021 column)			269,146
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	1,958,342	1,835,135	2,172,208
Unencumbered Cash Balance Dec 31	187,024	295,000	0
2019/2020/2021 Budget Authority Amount:	1,986,651	2,064,355	2,172,208

CPA Summary

--

City of Prairie Village

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year Actual for 2019	Current Year Estimate for 2020	Proposed Budget Year for 2021
Stormwater Utility			
Unencumbered Cash Balance Jan 1	118,686	133,165	197,893
Receipts:			
Licenses & Permits	12,600	10,000	11,000
Charges for Services	1,583,676	1,584,000	1,584,000
Interest on Idle Funds	78,586	35,728	11,000
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	1,674,862	1,629,728	1,606,000
Resources Available:	1,793,548	1,762,893	1,803,893
Expenditures:			
Transfer to General Fund	565,000	565,000	600,000
Transfer to Capital Projects Fund	245,383	0	0
Transfer to Bond & Interest Fund	850,000	1,000,000	1,000,000
Cash Forward (2021 column)			203,893
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	1,660,383	1,565,000	1,803,893
Unencumbered Cash Balance Dec 31	133,165	197,893	0
2019/2020/2021 Budget Authority Amount:	1,706,635	1,672,803	1,803,893

Adopted Budget

Adopted Budget	Prior Year Actual for 2019	Current Year Estimate for 2020	Proposed Budget Year for 2021
Special Parks			
Unencumbered Cash Balance Jan 1	1,135	0	0
Receipts:			
Liquor Tax	130,232	135,180	136,477
Interest on Idle Funds	68	70	65
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	130,300	135,250	136,542
Resources Available:	131,435	135,250	136,542
Expenditures:			
Transfer to Capital Projects Fund	131,435	135,250	132,000
Cash Forward (2021 column)			4,542
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	131,435	135,250	136,542
Unencumbered Cash Balance Dec 31	0	0	0
2019/2020/2021 Budget Authority Amount:	137,433	140,427	136,542

CPA Summary

--

City of Prairie Village

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year	Current Year	Proposed Budget
Special Alcohol	Actual for 2019	Estimate for 2020	Year for 2021
Unencumbered Cash Balance Jan 1	109,741	84,673	49,428
Receipts:			
Liquor Tax	130,232	135,180	136,477
Interest on Idle Funds	2,764	2,500	2,500
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	132,996	137,680	138,977
Resources Available:	242,737	222,353	188,405
Expenditures:			
Public Safety	111,713	107,925	123,405
Alcohol Programs	46,351	65,000	65,000
Cash Forward (2021 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	158,064	172,925	188,405
Unencumbered Cash Balance Dec 31	84,673	49,428	0
2019/2020/2021 Budget Authority Amount:	240,285	215,932	188,405

Adopted Budget

	Prior Year	Current Year	Proposed Budget
CID-Corinth	Actual for 2019	Estimate for 2020	Year for 2021
Unencumbered Cash Balance Jan 1	158,862	85,492	0
Receipts:			
Sales Tax	525,041	540,000	586,560
Interest on Idle Funds	8,434	2,315	1,300
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	533,475	542,315	587,860
Resources Available:	692,337	627,807	587,860
Expenditures:			
Urban Planning & Management	606,845	627,807	587,860
Cash Forward (2021 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	606,845	627,807	587,860
Unencumbered Cash Balance Dec 31	85,492	0	0
2019/2020/2021 Budget Authority Amount:	632,034	730,328	587,860

CPA Summary

--

City of Prairie Village

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

Adopted Budget	Prior Year Actual for 2019	Current Year Estimate for 2020	Proposed Budget Year for 2021
CID-PV Shops			
Unencumbered Cash Balance Jan 1	157,764	185,419	0
Receipts:			
Sales Tax	538,118	495,000	537,680
Interest on Idle Funds	6,960	4,509	1,500
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	545,078	499,509	539,180
Resources Available:	702,842	684,928	539,180
Expenditures:			
Urban Planning & Management	517,423	684,928	539,180
Cash Forward (2021 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	517,423	684,928	539,180
Unencumbered Cash Balance Dec 31	185,419	0	0
2019/2020/2021 Budget Authority Amount:	517,423	694,441	539,180

Adopted Budget

Adopted Budget	Prior Year Actual for 2019	Current Year Estimate for 2020	Proposed Budget Year for 2021
Transient Guest Tax			
Unencumbered Cash Balance Jan 1	0	0	225,000
Receipts:			
Transient Guest Tax		225,000	225,000
Interest on Idle Funds			
Miscellaneous			
Does miscellaneous exceed 10% Total Rec			
Total Receipts	0	225,000	225,000
Resources Available:	0	225,000	450,000
Expenditures:			
Urban Planning & Management			450,000
Cash Forward (2021 column)			
Miscellaneous			
Does miscellaneous exceed 10% Total Exp			
Total Expenditures	0	0	450,000
Unencumbered Cash Balance Dec 31	0	225,000	0
2019/2020/2021 Budget Authority Amount:	0	0	450,000

CPA Summary

--

0

NON-BUDGETED FUNDS (A)
(Only the actual budget year for 2019 is to be shown)

2021

Non-Budgeted Funds-A

(1) Fund Name: (2) Fund Name: (3) Fund Name: (4) Fund Name: (5) Fund Name:

Capital Projects		Risk Management Reserve		Economic Development		Equipment Reserve		Grants		
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		Total
Cash Balance Jan 1	5,516,640	Cash Balance Jan 1	138,119	Cash Balance Jan 1	547,748	Cash Balance Jan 1	518,738	Cash Balance Jan 1	541,404	7,262,649
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Intergovernmental	1,036,190	Trans fr General Fund	35,000	Interest on Idle Funds	0	Trans fr General Fund	400,000	Intergovernmental	3,138	
Trans fr General Fund	5,155,116	Miscellaneous	40,736			Interest on Idle Funds	1,707			
Trans fr Spec Highway	643,000	Interest on Idle Funds	17,456							
Trans fr Spec Park	131,435									
Trans fr Stormwater	850,000									
Trans fr Eco Devo	305,254									
Bond Proceeds	10,712,595									
Interest / Misc	98,005									
Total Receipts	18,931,595	Total Receipts	93,192	Total Receipts	0	Total Receipts	401,707	Total Receipts	3,138	19,429,632
Resources Available:	24,448,235	Resources Available:	231,311	Resources Available:	547,748	Resources Available:	920,445	Resources Available:	544,542	26,692,281
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Infrastructure	13,712,632	Insurance Deductibles	0	Community Develop	95,774	Equipment Purchases	221,171	Community Develop	0	
				Trans fr Cap Projects	305,254					
Total Expenditures	13,712,632	Total Expenditures	0	Total Expenditures	401,028	Total Expenditures	221,171	Total Expenditures	0	14,334,831
Cash Balance Dec 31	10,735,603	Cash Balance Dec 31	231,311	Cash Balance Dec 31	146,720	Cash Balance Dec 31	699,274	Cash Balance Dec 31	544,542	12,357,450 **
										12,357,450 **

**Note: These two block figures should agree.

CPA Summary

0

NON-BUDGETED FUNDS (B)
(Only the actual budget year for 2019 is to be shown)

2021

Non-Budgeted Funds-B

(1) Fund Name:		(2) Fund Name:		(3) Fund Name:		(4) Fund Name:		(5) Fund Name:		
Meadowbrook TIF		0		0		0		0		
Unencumbered		Unencumbered		Unencumbered		Unencumbered		Unencumbered		Total
Cash Balance Dec 31	279,632	Cash Balance Dec 31		Cash Balance Dec 31		Cash Balance Dec 31		Cash Balance Dec 31		279,632
Receipts:		Receipts:		Receipts:		Receipts:		Receipts:		
Incr Property Tax	648,699									
Interest on Idle Funds	9,491									
Miscellaneous	87,139									
Total Receipts	745,329	Total Receipts	0	Total Receipts	0	Total Receipts	0	Total Receipts	0	745,329
Resources Available:	1,024,961	Resources Available:	0	Resources Available:	0	Resources Available:	0	Resources Available:	0	1,024,961
Expenditures:		Expenditures:		Expenditures:		Expenditures:		Expenditures:		
Urban mgmt & planning	595,010									
Interest	292,201									
Bond Costs										
Principal										
Total Expenditures	887,211	Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	Total Expenditures	0	887,211
Cash Balance Dec 31	137,750	Cash Balance Dec 31	0	Cash Balance Dec 31	0	Cash Balance Dec 31	0	Cash Balance Dec 31	0	137,750 **
										137,750 **

**Note: These two block figures should agree.

CPA Summary

**City of
Prairie Village, Kansas**

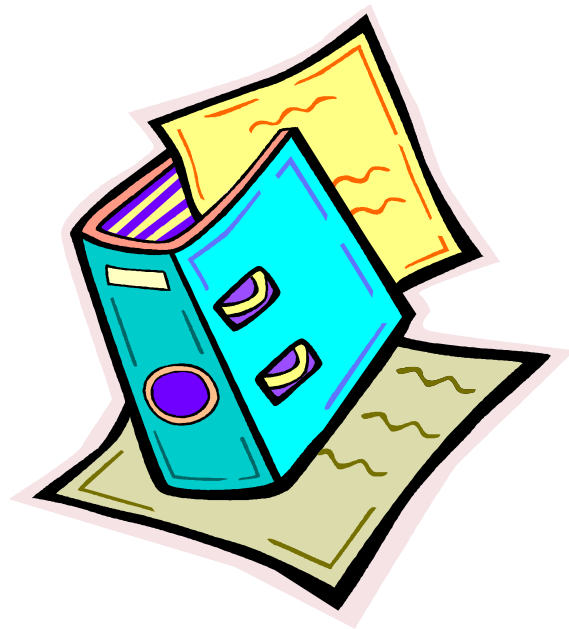
2021 Budget



The Star of Kansas



Expenditures by Fund

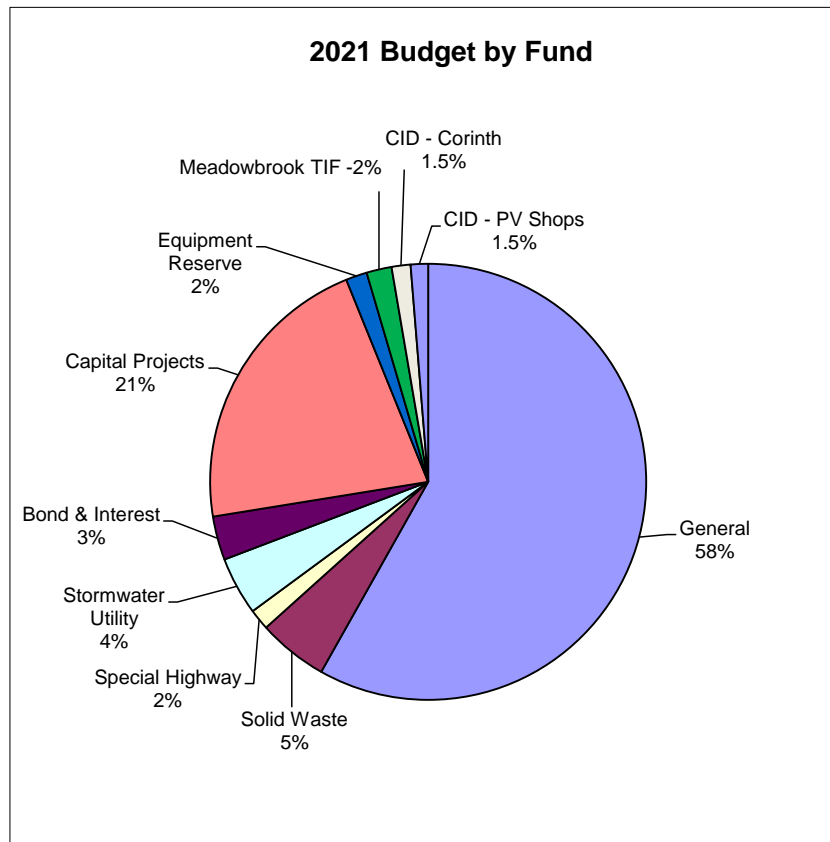


**Expenditures by Character & Line Item
Combines All Funds For 2018 - 2021**

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Personnel Services				
Wages/Salaries/Overtime	\$ 7,232,102	\$ 7,479,237	\$ 7,828,922	\$ 8,072,211
Health Care/Other Insurance Coverage	1,036,083	1,263,377	1,511,122	1,473,546
Social Security/Pension	1,692,262	1,905,839	2,005,454	2,051,346
Total Personnel Services	\$ 9,960,447	\$ 10,648,453	\$ 11,345,498	\$ 11,597,103
Contract Services				
Utilities/Communications	\$ 1,381,300	\$ 1,281,483	\$ 1,485,200	\$ 1,476,700
Insurance	382,628	400,204	358,628	374,570
Special Assessments	40,116	40,876	37,500	37,500
Printing	3,783	5,551	6,060	5,900
Fees for Contract Services	4,339,022	4,958,026	5,422,346	5,105,435
Training, Dues, Publications	170,725	170,990	244,955	243,905
Vehicular & Equipment Maint.	200,579	177,707	232,525	219,725
Building & Grounds Maint.	922,504	925,662	987,350	1,113,050
Total Contract Services	\$ 7,440,657	\$ 7,960,499	\$ 8,774,564	\$ 8,576,785
Commodities				
Postage, Office Supplies	\$ 36,301	\$ 44,863	\$ 57,125	\$ 61,575
Clothing	83,003	53,056	78,675	81,825
Vehicular & Equip. Supplies	282,215	303,789	294,605	296,605
Building & Grounds Supplies	147,752	227,344	246,100	250,600
Other Commodities	86,557	92,721	116,250	119,350
Total Commodities	\$ 635,828	\$ 721,773	\$ 792,755	\$ 809,955
Capital Outlay				
Equipment & Vehicles	\$ 529,380	\$ 456,296	\$ 755,650	\$ 1,015,814
Total Capital Outlay	\$ 529,380	\$ 456,296	\$ 755,650	\$ 1,015,814
Total Operating Costs	\$ 18,566,312	\$ 19,787,021	\$ 21,668,467	\$ 21,999,657
Transfers				
Transfers to/from Other Funds	\$ 9,272,277	\$ 9,405,163	\$ 8,824,555	\$ 8,838,334
Total Transfers	\$ 9,272,277	\$ 9,405,163	\$ 8,824,555	\$ 8,838,334
Debt Service				
Principal	\$ 1,175,000	\$ 1,210,000	\$ 1,235,000	\$ 1,540,000
Interest	133,037	402,559	85,850	338,250
Total Debt Service	\$ 1,308,037	\$ 1,612,559	\$ 1,320,850	\$ 1,878,250
Infrastructure				
Park Projects	\$ 491,038	\$ 1,458,656	\$ 490,000	\$ 500,000
Drainage Projects	724,009	4,069,668	1,145,000	2,775,000
Street Projects	4,229,728	7,153,972	4,417,691	4,490,300
Building Projects	31,258	234,623	245,000	580,000
Sidewalk & Curb Projects	621,017	795,713	885,000	625,000
Total Infrastructure	\$ 6,097,050	\$ 13,712,632	\$ 7,182,691	\$ 8,970,300
Reserves & Contingency				
Contingency	\$ -	\$ -	\$ 1,197,578	\$ 1,393,628
Total Reserves	\$ -	\$ -	\$ 1,197,578	\$ 1,393,628
Total Non-Operating Costs	\$ 16,677,364	\$ 24,730,354	\$ 18,525,674	\$ 21,080,512
Grand Total	\$ 35,243,676	\$ 44,517,375	\$ 40,194,141	\$ 43,080,169

2021 Budget by Fund

Fund	2018 Actual	2019 Actual	2020 Budget	2021 Budget
General	\$ 21,187,722	\$ 22,299,483	\$ 23,868,123	\$ 24,349,734
Solid Waste	1,713,616	1,958,342	2,064,355	2,172,208
Special Highway	619,774	643,000	729,176	647,720
Stormwater Utility	1,691,833	1,660,383	1,672,803	1,803,893
Special Parks & Rec	139,072	131,435	140,427	136,542
Special Alcohol	214,392	158,064	215,933	188,405
Bond & Interest	1,308,037	1,320,358	1,353,868	1,358,383
Capital Projects	6,097,050	13,712,632	7,182,691	8,970,300
Risk Management Reserve	625	-	169,019	229,531
Economic Development	72,525	401,028	100,278	208,909
Equipment Reserve	267,128	221,171	484,000	657,504
Meadowbrook TIF	2,301,018	887,211	788,699	780,000
CID - Corinth	577,821	606,845	730,328	587,860
CID - PV Shops	503,715	517,423	694,441	539,180
Transient Guest tax	-	-	-	450,000
Total	\$ 36,694,328	\$ 44,517,375	\$ 40,194,141	\$ 43,080,169



Note: The following funds are not included in the graph because they account for less than 1% of the total budgeted expenditures. Special Parks & Recreation, Special Alcohol, Risk Management, Economic Development and Transient Guest Tax

2021 Budget Overview - All Funds Combined

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Fund Balance 1/1	12,927,828	15,741,164	13,187,603	18,741,983
Revenues:				
Property Taxes	6,851,002	7,529,277	8,208,703	8,703,712
Incremental Property Taxes	305,227	648,699	848,699	700,000
Transient Guest tax	-	-	225,000	225,000
Sales Taxes	6,660,232	6,513,023	6,725,000	6,574,240
Use Tax	1,340,244	1,509,888	1,375,000	1,380,000
Motor Vehicle Tax	733,253	752,860	789,025	762,507
Liquor Tax	420,462	390,696	419,376	409,431
Franchise Fees	2,119,628	1,900,281	2,048,154	1,959,500
Licenses & Permits	840,706	1,016,287	775,750	665,183
Intergovernmental	2,010,334	1,653,846	1,389,790	2,423,080
Charges for Services	4,971,602	5,071,706	5,168,093	5,219,134
Fines & Fees	1,043,189	863,819	1,037,775	931,750
Recreational Fees	420,201	416,620	411,050	410,150
Interest on Investments	244,171	504,052	192,050	265,290
Miscellaneous	99,151	175,963	117,600	121,900
Net Inc/Decr in Fair Value	(7,735)	35,669		
Total Revenue	28,051,667	39,695,281	29,731,065	30,750,877
Transfers from Other funds:				
Transfer from General Fund	6,821,598	6,665,091	6,509,723	6,509,334
Transfer from Solid Waste Management	-	305,254	-	-
Transfer from Stormwater Utility Fund	1,691,833	1,660,383	1,565,000	1,600,000
Transfer from Special Highway Fund	619,774	643,000	610,040	597,000
Transfer from Special Parks & Rec Fund	139,072	131,435	139,792	132,000
Total	9,272,277	9,405,163	8,824,555	8,838,334
Total Sources	37,323,944	49,100,444	38,555,620	39,589,211
Expenditures:				
Personnel Services	9,954,546	10,648,453	11,337,498	11,597,103
Contract Services	7,446,558	7,960,499	8,782,564	8,576,785
Commodities	635,829	721,773	792,755	809,955
Capital Outlay	529,380	456,296	755,650	1,015,814
Debt Service	1,249,761	1,554,283	1,320,850	1,878,250
Infrastructure	6,155,326	13,770,908	7,182,691	8,970,300
Contingency	-	-	1,197,578	1,393,628
Total Expenditures	25,971,400	35,112,212	31,369,586	34,241,835
Transfers to Other Funds:				
Transfer to General Fund	450,000	565,000	565,000	600,000
Transfer to Bond & Interest Fund	1,274,871	1,320,358	1,301,229	1,319,534
Transfer to Capital Projects Fund	7,062,406	7,084,805	6,402,941	6,252,800
Transfer to Risk Management Fund	35,000	35,000	35,000	-
Transfer to Economic Development Fund	-	-	65,000	136,000
Transfer to Equipment Reserve Fund	450,000	400,000	455,385	530,000
Total	9,272,277	9,405,163	8,824,555	8,838,334
Total Uses	35,243,677	44,517,375	40,194,141	43,080,169
Sources Over(Under) Uses	2,080,267	4,583,069	(1,638,521)	(3,490,958)
Fund Balance @ 12/31	15,008,095	20,324,233	11,549,082	15,251,026

Includes all City funds except for the Grant Fund and the pension trust funds.

City of Prairie Village 2021 Budget Budget Summary - All Funds								City of Prairie Village 2021 Budget Budget Summary - All Funds									
	General Fund	Solid Waste Management	Special Highway	Stormwater Utility	Special Parks & Rec	Special Alcohol	Bond & Interest	Subtotal - Budgeted Funds	Capital Infrastructure	Risk Management	Economic Development	Equipment Reserve	CID Corinth	CID PV Shops	Meadowbrook TIF	Transient Guest Tax	All Funds Total
Fund Balance 1/1	6,592,651	295,000	135,640	197,893	-	49,428	37,849	7,308,461	10,780,003	229,106	72,809	126,604	-	-	-	225,000	18,741,983
Revenues:																	
Property Taxes	8,703,712	-	-	-	-	-	-	8,703,712	-	-	-	-	-	-	-	-	8,703,712
Incremental Property Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	700,000	-	700,000
Transient Guest Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	225,000	225,000
Sales Taxes	5,450,000	-	-	-	-	-	-	5,450,000	-	-	-	-	586,560	537,680	-	-	6,574,240
Use Tax	1,380,000	-	-	-	-	-	-	1,380,000	-	-	-	-	-	-	-	-	1,380,000
Motor Vehicle Tax	762,507	-	-	-	-	-	-	762,507	-	-	-	-	-	-	-	-	762,507
Liquor Tax	136,477	-	-	-	136,477	136,477	-	409,431	-	-	-	-	-	-	-	-	409,431
Franchise Fees	1,959,500	-	-	-	-	-	-	1,959,500	-	-	-	-	-	-	-	-	1,959,500
Licenses & Permits	652,883	1,300	-	11,000	-	-	-	665,183	-	-	-	-	-	-	-	-	665,183
Intergovernmental	-	-	505,580	-	-	-	-	505,580	1,917,500	-	-	-	-	-	-	-	2,423,080
Charges for Services	1,799,226	1,835,908	-	1,584,000	-	-	-	5,219,134	-	-	-	-	-	-	-	-	5,219,134
Fines & Fees	931,750	-	-	-	-	-	-	931,750	-	-	-	-	-	-	-	-	931,750
Recreational Fees	410,150	-	-	-	-	-	-	410,150	-	-	-	-	-	-	-	-	410,150
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest on Investments	60,000	40,000	6,500	11,000	65	2,500	1,000	121,065	60,000	425	100	900	1,300	1,500	80,000	-	265,290
Miscellaneous	120,900	-	-	-	-	-	-	120,900	1,000	-	-	-	-	-	-	-	121,900
Total Revenue	22,367,105	1,877,208	512,080	1,606,000	136,542	138,977	1,000	26,638,912	1,978,500	425	100	900	587,860	539,180	780,000	225,000	30,750,877
Transfers from Other funds:																	
Transfer from General Fund	-	-	-	-	-	-	1,319,534	1,319,534	4,523,800	-	136,000	530,000	-	-	-	-	6,509,334
Transfer from Solid Waste	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Stormwater Utility	600,000	-	-	-	-	-	-	600,000	1,000,000	-	-	-	-	-	-	-	1,600,000
Transfer from Special Highway	-	-	-	-	-	-	-	-	597,000	-	-	-	-	-	-	-	597,000
Transfer from Special Parks & Rec	-	-	-	-	-	-	-	-	132,000	-	-	-	-	-	-	-	132,000
Transfer from Special Alcohol	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	600,000	-	-	-	-	-	1,319,534	1,919,534	6,252,800	-	136,000	530,000	-	-	-	-	8,838,334
Total Sources	22,967,105	1,877,208	512,080	1,606,000	136,542	138,977	1,320,534	28,558,446	8,231,300	425	136,100	530,900	587,860	539,180	780,000	225,000	39,589,211
Expenditures:																	
Personnel Services	11,463,729	36,896	-	-	-	96,478	-	11,597,103	-	-	-	-	-	-	-	-	11,597,103
Contract Services	4,720,457	1,865,166	-	-	-	75,372	-	6,660,995	-	40,000	74,000	-	587,860	539,180	224,750	450,000	8,576,785
Commodities	792,400	1,000	-	-	-	16,555	-	809,955	-	-	-	-	-	-	-	-	809,955
Capital Outlay	363,814	-	-	-	-	-	-	363,814	-	-	-	652,000	-	-	-	-	1,015,814
Debt Service	-	-	-	-	-	-	1,323,000	1,323,000	-	-	-	-	-	-	555,250	-	1,878,250
Infrastructure	-	-	-	-	-	-	-	-	8,970,300	-	-	-	-	-	-	-	8,970,300
Equipment Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Infrastructure Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	500,000	269,146	50,720	203,893	4,542	-	35,383	1,063,684	-	189,531	134,909	5,504	-	-	-	-	1,393,628
Total Expenditures	17,840,400	2,172,208	50,720	203,893	4,542	188,405	1,358,383	21,818,551	8,970,300	229,531	208,909	657,504	587,860	539,180	780,000	450,000	34,241,835
Transfers to Other Funds:																	
Transfer to General Fund	-	-	-	600,000	-	-	-	600,000	-	-	-	-	-	-	-	-	600,000
Transfer to Bond & Interest	1,319,534	-	-	-	-	-	-	1,319,534	-	-	-	-	-	-	-	-	1,319,534
Transfer to Capital Infrastructure	4,523,800	-	597,000	1,000,000	132,000	-	-	6,252,800	-	-	-	-	-	-	-	-	6,252,800
Transfer to Risk Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to Economic Development	136,000	-	-	-	-	-	-	136,000	-	-	-	-	-	-	-	-	136,000
Transfer to Equipment Reserve	530,000	-	-	-	-	-	-	530,000	-	-	-	-	-	-	-	-	530,000
Total	6,509,334	-	597,000	1,600,000	132,000	-	-	8,838,334	-	-	-	-	-	-	-	-	8,838,334
Total Uses	24,349,734	2,172,208	647,720	1,803,893	136,542	188,405	1,358,383	30,656,885	8,970,300	229,531	208,909	657,504	587,860	539,180	780,000	450,000	43,080,169
Sources Over(Under) Uses	(1,382,629)	(295,000)	(135,640)	(197,893)	-	(49,428)	(37,849)	(2,098,439)	(739,000)	(229,106)	(72,809)	(126,604)	-	-	-	(225,000)	(3,490,958)
Fund Balance @ 12/31	5,210,022	-	-	-	-	-	-	5,210,022	10,041,003	-	-	-	-	-	-	-	15,251,026

General Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 7,515,509	\$ 7,631,063	\$ 6,615,787	\$ 7,480,651	\$ 6,592,651
Revenues:					
Property Taxes	6,851,002	7,529,277	8,208,703	8,044,529	8,703,712
Sales Taxes	5,515,563	5,449,864	5,575,000	5,017,500	5,450,000
Use Tax	1,340,244	1,509,888	1,375,000	1,237,500	1,380,000
Motor Vehicle Tax	720,805	751,900	789,025	762,507	762,507
Liquor Tax	140,154	130,232	139,792	135,180	136,477
Franchise Fees	2,119,628	1,900,281	2,048,154	2,048,154	1,959,500
Licenses & Permits	826,011	1,002,391	763,850	695,104	652,883
Intergovernmental				-	
Charges for Services	1,691,852	1,742,963	1,673,906	1,782,142	1,799,226
Fines & Fees	1,043,189	863,819	1,037,775	829,031	931,750
Recreational Fees	420,201	416,620	411,050	40,000	410,150
Interest on Investments	103,493	160,658	75,000	82,500	60,000
Miscellaneous	88,869	126,178	116,600	116,600	120,900
Net Inc/Decr in Fair Value	(7,735)				
Total Revenue	20,853,276	21,584,071	22,213,855	20,790,747	22,367,105
Transfers from Other funds:					
Transfer from Stormwater Utility Fund	450,000	565,000	565,000	565,000	600,000
Total	450,000	565,000	565,000	565,000	600,000
Total Sources	21,303,276	22,149,071	22,778,855	21,355,747	22,967,105
Expenditures:					
Personnel Services	9,825,703	10,523,878	11,205,956	10,543,250	11,463,729
Contract Services	3,809,998	4,165,894	4,605,594	4,329,258	4,720,457
Commodities	562,577	709,495	775,200	606,164	792,400
Capital Outlay	167,846	235,125	271,650	255,351	363,814
Contingency	-		500,000		500,000
Total Expenditures	14,366,124	15,634,392	17,358,400	15,734,023	17,840,400
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	5,303,560	5,155,116	4,653,109	4,653,109	4,523,800
Transfer to Bond & Interest Fund	1,033,038	1,074,975	1,301,229	1,301,229	1,319,534
Transfer to Risk Management Fund	35,000	35,000	35,000	35,000	-
Transfer to Economic Development Fund			65,000	65,000	136,000
Transfer to Equipment Reserve Fund	450,000	400,000	455,385	455,385	530,000
Total	6,821,598	6,665,091	6,509,723	6,509,723	6,509,334
Total Uses	21,187,722	22,299,483	23,868,123	22,243,746	24,349,734
Sources Over(Under) Uses	115,554	(150,412)	(1,089,268)	(888,000)	(1,382,629)
Fund Balance @ 12/31	\$ 7,631,063	\$ 7,480,651	\$ 5,526,519	\$ 6,592,651	\$ 5,210,022

Funding Sources: Property tax, sales tax, franchise fees, grants from other governments, user fees and charges.

Expenditures: General operating expenditures and a portion of infrastructure improvement expenditures.

Solid Waste Management Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 340,709	\$ 359,030	\$ 137,268	\$ 187,024	\$ 295,000
Revenues:					
Licenses & Permits	2,445	1,296	1,900	1,900	1,300
Charges for Services	1,706,924	1,745,067	1,910,187	1,910,187	1,835,908
Interest on Investments	22,500	39,973	15,000	31,024	40,000
Miscellaneous	68	-	-	-	-
Total Revenue	1,731,937	1,786,336	1,927,087	1,943,111	1,877,208
 Total Sources	 1,731,937	 1,786,336	 1,927,087	 1,943,111	 1,877,208
Expenditures:					
Personnel Services	32,817	33,900	34,821	34,821	36,896
Contract Services	1,680,799	1,924,442	1,798,754	1,799,314	1,865,166
Commodities	-	-	1,000	1,000	1,000
Contingency	-	-	229,780	-	269,146
Total Expenditures	1,713,616	1,958,342	2,064,355	1,835,135	2,172,208
 Total Uses	 1,713,616	 1,958,342	 2,064,355	 1,835,135	 2,172,208
Sources Over(Under) Uses	18,321	(172,006)	(137,268)	107,976	(295,000)
Fund Balance @ 12/31	\$ 359,030	\$ 187,024	\$ -	\$ 295,000	\$ -

Funding Sources: Special assessments on property tax bills.

Expenditures: In 2017 the City contracted with Republic Trash Services for solid waste collection, recycling, composting services and large item pick up as well as a portion of the City's administrative costs including personal services and supplies.

2018 Assessment: \$192.00
 2019 Assessment: \$207.00
 2020 Assessment: \$228.00
 2021 Assessment: \$218.00

Special Highway Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 148,736	\$ 152,466	\$ 107,136	\$ 161,680	\$ 135,640
Revenues:					
Intergovernmental	604,956	617,656	610,040	575,600	505,580
Interest on Investments	18,549	34,558	12,000	8,400	6,500
Total Revenue	623,505	652,214	622,040	584,000	512,080
Total Sources	623,505	652,214	622,040	584,000	512,080
Expenditures:					
Contingency	-	-	119,136	-	50,720
Total Expenditures	-	-	119,136	-	50,720
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	619,774	643,000	610,040	610,040	597,000
Total	619,774	643,000	610,040	610,040	597,000
Total Uses	619,774	643,000	729,176	610,040	647,720
Sources Over(Under) Uses	3,730	9,214	(107,136)	(26,040)	(135,640)
Fund Balance @ 12/31	\$ 152,466	\$ 161,680	\$ -	\$ 135,640	\$ 0

Funding Sources: State gasoline tax (per gallon)

Expenditures: Transfer to the Capital Infrastructure Fund for street improvements.

Stormwater Utility Fund

	2018	2019	2020	2020	2021
	Actual	Actual	Budget	Estimate	Budget
Fund Balance 1/1	\$ 202,732	\$ 118,686	\$ 61,803	\$ 133,165	\$ 197,893
Revenues:					
Licenses & Permits	12,250	12,600	10,000	10,000	11,000
Charges for Services	1,572,826	1,583,676	1,584,000	1,584,000	1,584,000
Interest on Investments	22,711	78,586	17,000	35,728	11,000
Total Revenue	1,607,787	1,674,862	1,611,000	1,629,728	1,606,000
Total Sources	1,607,787	1,674,862	1,611,000	1,629,728	1,606,000
Expenditures:					
Contingency	-		107,803		203,893
Total Expenditures	-	-	107,803	-	203,893
Transfers to Other Funds:					
Transfer to General Fund	450,000	565,000	565,000	565,000	600,000
Transfer to Bond & Interest Fund	241,833	245,383	-	-	-
Transfer to Capital Infrastructure Fund	1,000,000	850,000	1,000,000	1,000,000	1,000,000
Total	1,691,833	1,660,383	1,565,000	1,565,000	1,600,000
Total Uses	1,691,833	1,660,383	1,672,803	1,565,000	1,803,893
Sources Over(Under) Uses	(84,046)	14,479	(61,803)	64,728	(197,893)
Fund Balance @ 12/31	\$ 118,686	\$ 133,165	\$ -	\$ 197,893	\$ -

Funding Sources: Special assessments on the property tax bills - fee per square foot of impervious area (\$0.040/sq. ft.) (2015 rate was \$0.040/sq. ft.)

Expenditures: Operation and maintenance of the City's stormwater system in accordance with NPDES guidelines.

Notes: The stormwater utility fee was a new revenue source in 2009. The fee is dedicated to funding the City's stormwater program and compliance with NPDES guidelines.

Special Park & Recreation Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ -	\$ 1,135	\$ 535	\$ 0	\$ 0
Revenues:					
Liquor Tax	140,154	130,232	139,792	135,180	136,477
Interest on Investments	53	68	100	70	65
Total Revenue	140,207	130,300	139,892	135,250	136,542
Total Sources	140,207	130,300	139,892	135,250	136,542
Expenditures:					
Contingency	-	-	635	-	4,542
Total Expenditures	-	-	635	-	4,542
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	139,072	131,435	139,792	135,250	132,000
Total	139,072	131,435	139,792	135,250	132,000
Total Uses	139,072	131,435	140,427	135,250	136,542
Sources Over(Under) Uses	1,135	(1,135)	(535)	-	-
Fund Balance @ 12/31	\$ 1,135	\$ 0	\$ -	\$ 0	\$ 0

Funding Sources: Special alcohol tax per K.S.A. 79-41a04 (1/3 of total alcohol tax received by the City)

Expenditures: Park and pool improvements.

Special Alcohol Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 182,262	\$ 109,741	\$ 74,641	\$ 84,673	\$ 49,428
Revenues:					
Liquor Tax	140,154	130,232	139,792	135,180	136,477
Interest on Investments	1,717	2,764	1,500	2,500	2,500
Total Revenue	141,871	132,996	141,292	137,680	138,977
Total Sources	141,871	132,996	141,292	137,680	138,977
Expenditures:					
Personnel Services	96,029	90,675	96,721	91,885	96,478
Contract Services	65,492	55,111	74,748	69,516	75,372
Commodities	13,258	12,278	16,555	11,525	16,555
Capital Outlay	39,614			-	
Contingency	-	-	27,909	-	
Total Expenditures	214,392	158,064	215,933	172,926	188,405
Total Uses	214,392	158,064	215,933	172,926	188,405
Sources Over(Under) Uses	(72,521)	(25,068)	(74,641)	(35,246)	(49,428)
Fund Balance @ 12/31	\$ 109,741	\$ 84,673	\$ -	\$ 49,428	\$ (0)

Funding Sources: Special alcohol tax per K.S.A. 79-41a04 (1/3 of total alcohol tax received by the City)

Expenditures: Alcohol rehabilitation, including grants to local agencies through United Community Services and partial funding of the City's D.A.R.E. Program.

Bond & Interest Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 72,058	\$ 51,539	\$ 52,539	\$ 55,470	\$ 37,849
Revenues:					
Property Taxes			-	-	-
Motor Vehicle Tax	12,448	960	-	-	-
Interest on Investments	199	2,971	100	2,000	1,000
Total Revenue	12,647	3,931	100	2,000	1,000
Transfers from Other funds:					
Transfer from General Fund	1,033,038	1,074,975	1,301,229	1,301,229	1,319,534
Transfer from Stormwater Fund	241,833	245,383	-	-	-
Total	1,274,871	1,320,358	1,301,229	1,301,229	1,319,534
Total Sources	1,287,518	1,324,289	1,301,329	1,303,229	1,320,534
Expenditures:					
Debt Service	1,308,037	1,320,358	1,320,850	1,320,850	1,323,000
Contingency	-	-	33,018	-	35,383
Total Expenditures	1,308,037	1,320,358	1,353,868	1,320,850	1,358,383
Total Uses	1,308,037	1,320,358	1,353,868	1,320,850	1,358,383
Sources Over(Under) Uses	(20,519)	3,931	(52,539)	(17,621)	(37,849)
Fund Balance @ 12/31	\$ 51,539	\$ 55,470	\$ -	\$ 37,849	\$ -

Funding Sources: Property tax, motor vehicle tax, transfers from General Fund

Expenditures: Debt service payments on the City's outstanding bonds.

Notes: The City's outstanding bonds will be paid off in 2049.

Capital Infrastructure Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 3,080,530	\$ 5,516,640	\$ 5,580,189	\$ 10,735,603	\$ 10,780,003
Revenues:					
Intergovernmental	1,405,378	1,036,190	779,750	779,750	1,917,500
Bond Proceeds		10,712,595	-	-	-
Interest on Investments	65,376	53,287	62,000	43,400	60,000
Miscellaneous		9,049	1,000	1,000	1,000
Net Inc/Decr in Fair Value		35,669			-
Total Revenue	1,470,754	11,846,790	842,750	824,150	1,978,500
Transfers from Other funds:					
Transfer from General Fund	5,303,560	5,155,116	4,653,109	4,653,109	4,523,800
Transfer from Special Highway Fund	619,774	643,000	610,040	610,040	597,000
Transfer from Stormwater Utility Fund	1,000,000	850,000	1,000,000	1,000,000	1,000,000
Transfer from Special Parks & Rec Fund	139,072	131,435	139,792	139,792	132,000
Transfer from Economic Development Fund		305,254			
Total	7,062,406	7,084,805	6,402,941	6,402,941	6,252,800
Total Sources	8,533,160	18,931,595	7,245,691	7,227,091	8,231,300
Expenditures:					
Infrastructure	6,097,050	13,712,632	7,182,691	7,182,691	8,970,300
Total Expenditures	6,097,050	13,712,632	7,182,691	7,182,691	8,970,300
Total Uses	6,097,050	13,712,632	7,182,691	7,182,691	8,970,300
Sources Over(Under) Uses	2,436,110	5,218,963	63,000	44,400	(739,000)
Fund Balance @ 12/31	\$ 5,516,640	\$ 10,735,603	\$ 5,643,189	\$ 10,780,003	\$ 10,041,003

Funding Sources: Transfers from the General Fund, Stormwater Utility Fund, Special Parks & Recreation Fund, Economic Development Fund, grants from other governments

Expenditures: Capital Infrastructure Program - Please see the CIP Section of this document for the detailed plan including projects and programs.

Capital Infrastructure Fund

CIP Expenditure Total = \$8,970,300

2021 PROJECT DESCRIPTION	2021 EXPENDITURES
Taliaferro Park Restrooms	\$450,000
Pool Painting - Dive, Lap and Adult Pools	\$50,000
PARK TOTAL PER YEAR	\$500,000
Drainage Repair Program	\$275,000
Brush Creek: 68th & Mission Road	\$2,500,000
DRAINAGE TOTAL PER YEAR	\$2,775,000
Residential Street Rehabilitation Program	\$3,000,000
UBAS Overlay Program	\$400,000
79th Street - Roe Ave to Lamar St UBAS (CARS)	\$388,000
Mission Road - 85th St to 95th St (CARS & Leawood)	\$702,300
STREET TOTAL PER YEAR	\$4,490,300
Building Reserve	\$50,000
Brick Repair (Community Center, City Hall and PD)	\$200,000
Police Department Fence and Covered Parking	\$300,000
City Hall Conceptual Study	\$30,000
BUILDINGS TOTAL PER YEAR	\$580,000
ADA Compliance Program	\$25,000
Concrete Repair Program	\$600,000
OTHER TOTAL PER YEAR	\$625,000
CIP TOTAL	\$8,970,300

Risk Management Reserve Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 92,939	\$ 138,119	\$ 133,569	\$ 231,311	\$ 229,106
Revenues:					
Interest on Investments	591	17,456	450	2,795	425
Miscellaneous	10,214	40,736	-	-	-
Total Revenue	10,805	58,192	450	2,795	425
Transfers from Other funds:					
Transfer from General Fund	35,000	35,000	35,000	35,000	-
Transfer from Special Alcohol Fund	-	-	-	-	-
Total	35,000	35,000	35,000	35,000	-
Total Sources	45,805	93,192	35,450	37,795	425
Expenditures:					
Contract Services	625	-	40,000	40,000	40,000
Risk Management Reserve	-	-	129,019	-	189,531
Total Expenditures	625	-	169,019	40,000	229,531
Total Uses	625	-	169,019	40,000	229,531
Sources Over(Under) Uses	45,180	93,192	(133,569)	(2,205)	(229,106)
Fund Balance @ 12/31	\$ 138,119	\$ 231,311	\$ -	\$ 229,106	\$ -

Funding Sources: Transfers from the General Fund, insurance claim reimbursements, interest on idle funds

Expenditures: Risk management related expenditures, such as insurance deductibles

Economic Development Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 620,075	\$ 547,748	\$ 35,178	\$ 146,720	\$ 72,809
Revenues:					
Interest on Investments	198	-	100	507	100
Total Revenue	198	-	100	507	100
Transfers from Other funds:					
Transfer from General Fund	-	-	65,000	65,000	136,000
Total	-	-	65,000	65,000	136,000
Total Sources	198	-	65,100	65,507	136,100
Expenditures:					
Contract Services	72,525	95,774	50,000	139,418	74,000
Contingency	-	-	50,278	-	134,909
Total Expenditures	72,525	95,774	100,278	139,418	208,909
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	-	305,254	-	-	-
Total	-	305,254	-	-	-
Total Uses	72,525	401,028	100,278	139,418	208,909
Sources Over(Under) Uses	(72,327)	(401,028)	(35,178)	(73,911)	(72,809)
Fund Balance @ 12/31	\$ 547,748	\$ 146,720	\$ -	\$ 72,809	\$ 0

Economic Development Fund Allocation	2020 Bud	2020 Est	2021 Bud
Beginning balance	\$35,178	\$146,720	\$72,809
Interest	100	507	100
Transfer from General Fund (Public Safety Sales Tax & Minor Home Repa	65,000	65,000	136,000
Exterior Grant Program	(50,000)	(68,000)	(74,000)
City Owned Art Restoration (clean, repair, replace & restore @ \$50,000)		(48,676)	
Comprehensive Master Plan (\$80,000)		(22,742)	
Contingency	(50,278)		(134,909)
Total	\$0	\$72,809	\$0

Equipment Reserve Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 334,380	\$ 518,738	\$ 27,615	\$ 699,274	\$ 126,604
Revenues:					
Interest on Investments	1,486	1,707	1,000	2,115	900
Total Revenue	1,486	1,707	1,000	2,115	900
Transfers from Other funds:					
Transfer from General Fund	450,000	400,000	455,385	455,385	530,000
Total	450,000	400,000	455,385	455,385	530,000
Total Sources	451,486	401,707	456,385	457,500	530,900
Expenditures:					
Capital Outlay	267,128	221,171	484,000	1,030,170	652,000
Contingency					5,504
Total Expenditures	267,128	221,171	484,000	1,030,170	657,504
Total Uses	267,128	221,171	484,000	1,030,170	657,504
Sources Over(Under) Uses	184,358	180,536	(27,615)	(572,670)	(126,604)
Fund Balance @ 12/31	\$ 518,738	\$ 699,274	\$ -	\$ 126,604	\$ -

Funding Sources: Transfers from the General Fund, interest on idle funds

Expenditures: Acquisition of equipment, vehicles and technology projects.

Equipment Reserve Fund Plan

Equipment Reserve Expenditure Total = \$652,000

2021 PROJECT DESCRIPTION	2021 EXPENDITURES
City Hall Server Replacement on-going project	\$10,000
City Hall Switches 2021 project	\$90,000
Police Department Park Security Cameras install one camera per year	\$15,000
Police Department Traffic Cameras install one camera per year	\$15,000
Police Department Laptop Replacement (\$80,000 total) 2024	\$20,000
Police Department Radio Replacement (\$400,000 total) 2029 project	\$50,000
Police Department In Car Video / Body Worn Cameras (\$140,000 total) 2027 project	\$20,000
Police Department HVAC 2021 project	\$10,000
Codes Plotter 2021 project	\$10,000
TOTAL	\$240,000
Public Works Equipment	
Public Works Leased Vehicles 2021 project	\$197,000
Public Works Mower 2021 project	\$15,000
Public Works 1 Ton Dump Truck (\$100,000 total) 2021 project	\$50,000
Public Works Street Sweeper (\$230,000 total) 2021 project	\$115,000
Public Works Bobcat (\$70,000 total) 2022 project	\$35,000
TOTAL	\$412,000
EQUIPMENT RESERVE TOTAL	\$652,000

Meadowbrook TIF Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 2,147,637	\$ 279,632	\$ 91,374	\$ 137,750	\$ -
Revenues:					
Incremental Property Taxes	305,227	648,699	848,699	848,699	700,000
Interest on Investments	127,786	96,630	3,000	3,000	80,000
Total Revenue	433,013	745,329	851,699	851,699	780,000
Expenditures:					
Contract Services	2,008,893	595,010	788,699	599,824	224,750
Debt Service	292,125	292,201	-	389,625	555,250
Total Expenditures	2,301,018	887,211	788,699	989,449	780,000
Total Uses	2,301,018	887,211	788,699	989,449	780,000
Sources Over(Under) Uses	(1,868,005)	(141,882)	63,000	(137,750)	-
Fund Balance @ 12/31	\$ 279,632	\$ 137,750	\$ 154,374	\$ -	\$ -

Funding Sources: Incremental Property Tax

Expenditures: TIF contractual payment.

Notes: The Tax Increment Financing (TIF) fund accounts for public revenues and expenditures related to the Tax Increment Fund districts. Tax Increment Financing is used to capture future gains in taxes to finance improvements in the districts. TIF is designed to fund improvements in areas where redevelopment may not occur without it. When a TIF district is developed, or redeveloped, there is an increase in the value of the property. The increased value of the property increases tax revenue. The increased tax revenues are the "incremental property tax". TIF's use the future increased revenue for repayment of eligible costs in the districts.

There are two TIF districts in Prairie Village:

- (1) Commercial district (95th and Nall Avenue)
- (2) Park and Village district (Meadowbrook Park)

CID - Corinth Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 137,476	\$ 158,862	\$ 128,128	\$ 85,492	\$ -
Revenues:					
Sales Taxes	596,063	525,041	600,000	540,000	586,560
Interest on Investments	3,144	8,434	2,200	2,315	1,300
Total Revenue	599,207	533,475	602,200	542,315	587,860
Expenditures:					
Contract Services	577,821	606,845	730,328	627,807	587,860
Total Expenditures	577,821	606,845	730,328	627,807	587,860
Total Uses	577,821	606,845	730,328	627,807	587,860
Sources Over(Under) Uses	21,386	(73,370)	(128,128)	(85,492)	-
Fund Balance @ 12/31	\$ 158,862	\$ 85,492	\$ -	\$ -	\$ -

Funding Sources: Monies received from the Community Improvement District additional 1% sales tax

Expenditures: Development within Corinth Square per Developer Agreement

CID - PV Shops Fund

	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ 108,720	\$ 157,764	\$ 141,841	\$ 185,419	\$ -
Revenues:					
Sales Taxes	548,606	538,118	550,000	495,000	537,680
Interest on Investments	4,153	6,960	2,600	4,509	1,500
Total Revenue	552,759	545,078	552,600	499,509	539,180
Total Sources	552,759	545,078	552,600	499,509	539,180
Expenditures:					
Contract Services	503,715	517,423	694,441	684,928	539,180
Total Expenditures	503,715	517,423	694,441	684,928	539,180
Total Uses	503,715	517,423	694,441	684,928	539,180
Sources Over(Under) Uses	49,044	27,655	(141,841)	(185,419)	-
Fund Balance @ 12/31	\$ 157,764	\$ 185,419	\$ -	\$ -	\$ -

Funding Sources: Monies received from the Community Improvement District additional 1% sales tax

Expenditures: Development within PV Shops per Developer Agreement

Transient Guest Tax

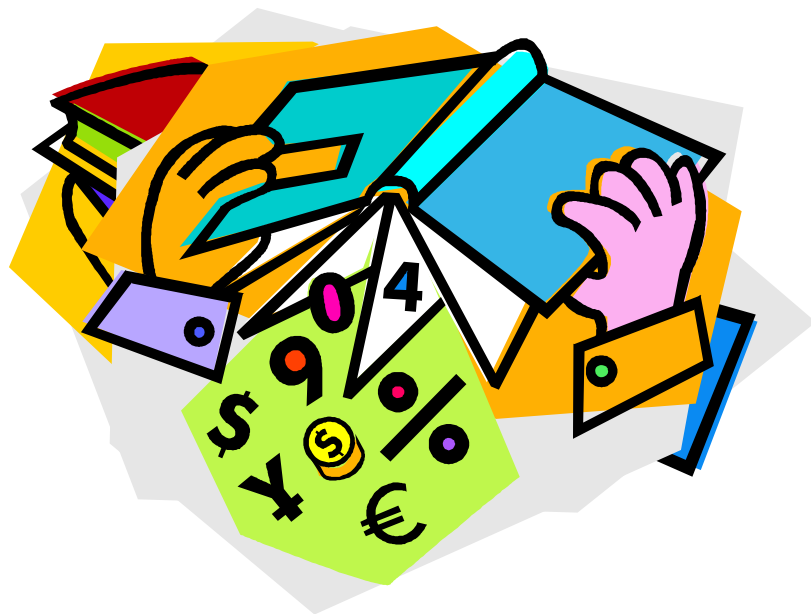
	2018 Actual	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
Fund Balance 1/1	\$ -	\$ -	\$ -	\$ -	\$ 225,000
Revenues:					
Transient Guest Tax	-	-	225,000	225,000	225,000
Interest on Investments	-	-	-	-	-
Total Revenue	-	-	225,000	225,000	225,000
Total Sources	-	-	225,000	225,000	225,000
Expenditures:					
Contract Services	-	-	-	-	450,000
Total Expenditures	-	-	-	-	450,000
Total Uses	-	-	-	-	450,000
Sources Over(Under) Uses	-	-	225,000	225,000	(225,000)
Fund Balance @ 12/31	\$ -	\$ -	\$ 225,000	\$ 225,000	\$ -

Funding Sources: Monies received from transient guest tax (TGT) levied upon gross rental receipts paid by guests for lodging in the city.

Expenditures: Paid to the TIF Bonds Trustee for deposit into the "Revenue Fund" per Developer Agreement



Expenditures by Program



2021 Budget

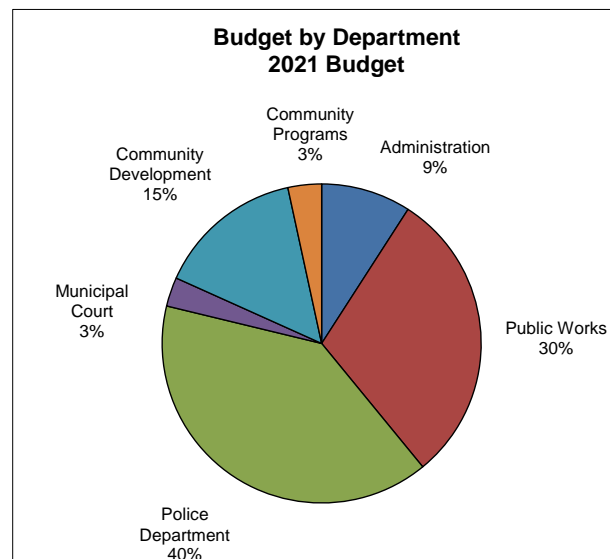
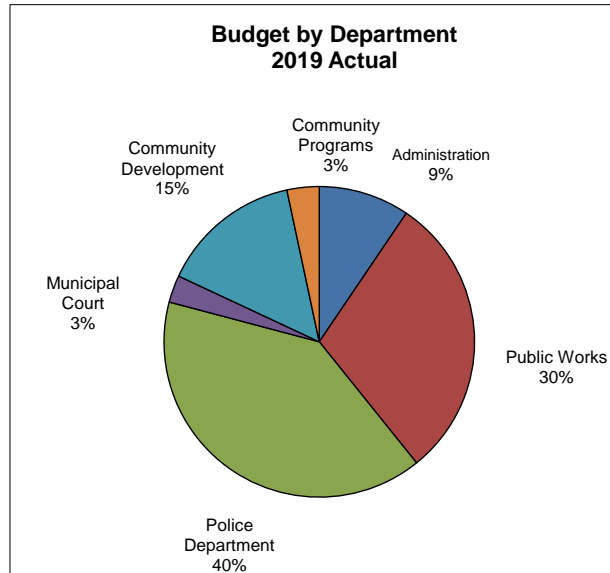
Summary by Department

Department	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Administration	\$ 1,602,610	\$ 1,671,042	\$ 1,741,773	\$ 1,789,018
Public Works	5,128,514	5,250,855	5,707,029	5,883,444
Police Department	6,676,478	7,042,549	7,591,507	7,796,245
Municipal Court	469,351	499,208	553,760	578,826
Community Development	2,284,322	2,592,720	2,802,185	2,920,481
Community Programs	561,804	591,465	649,525	667,999
Total	\$ 16,723,079	\$ 17,647,839	\$ 19,045,779	\$ 19,636,013

Expenditures by Fund

General Fund	\$ 14,849,172	\$ 15,577,784	\$ 16,858,400	\$ 17,340,400
Solid Waste Management Fund	1,713,616	1,958,342	2,064,355	2,172,208
Special Alcohol Fund	160,291	111,713	123,024	123,405
Total	\$ 16,723,079	\$ 17,647,839	\$ 19,045,779	\$ 19,636,013

Note: Only appropriated funds are included in the following department and program schedules. Those funds include: General, Solid Waste Management, Special Highway, Stormwater Utility, Special Parks & Recreation, Special Alcohol and Bond & Interest.





Expenditures – Administration



2021 Budget

Department: Administration

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Program				
Mayor & Council	\$ 90,079	\$ 100,715	\$ 122,431	\$ 127,289
Management & Planning	536,593	592,401	558,609	571,814
Legal Services	164,701	143,134	175,000	175,000
Human Resources	191,825	200,315	221,799	229,695
Finance	308,407	330,153	338,418	350,049
City Clerk	311,005	304,324	325,516	335,171
Total	\$1,602,610	\$ 1,671,042	\$ 1,741,773	\$ 1,789,018

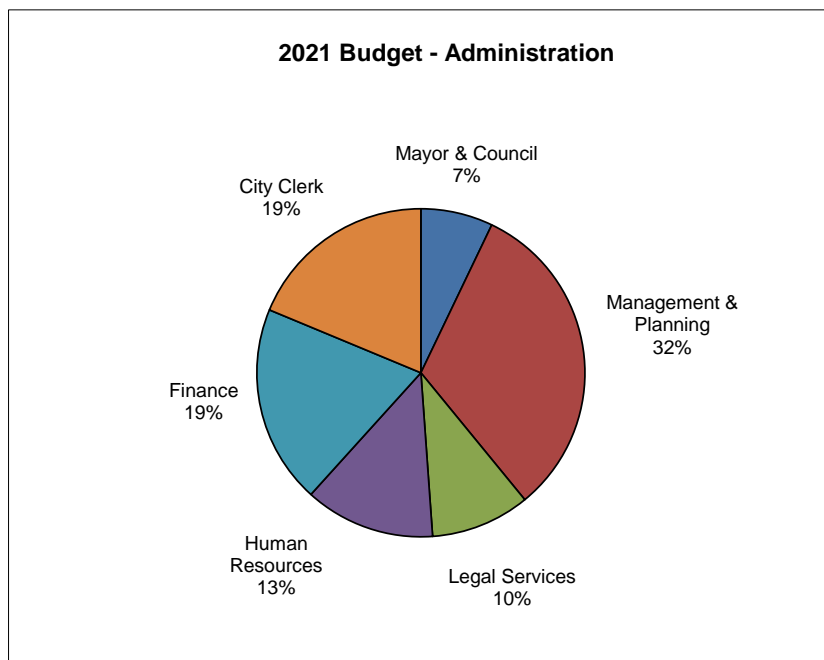
Expenditures by Character				
Personnel Services	\$ 985,985	\$ 1,061,769	\$ 1,055,270	\$ 1,086,248
Contract Services	531,878	528,885	603,703	617,420
Commodities	59,747	65,693	81,300	84,600
Capital Outlay	25,000	14,695	1,500	750
Total	\$1,602,610	\$ 1,671,042	\$ 1,741,773	\$ 1,789,018

Expenditures by Fund				
General Fund	\$1,602,610	\$ 1,671,042	\$ 1,741,773	\$ 1,789,018
Total	\$1,602,610	\$ 1,671,042	\$ 1,741,773	\$ 1,789,018

Full-time Equivalent Positions	9.30	9.30	9.18	9.18
Unpaid Positions	13.00	13.00	13.00	13.00
Appointed/Contracted Officials	0.15	0.15	0.15	0.15

Notes

- In 2018, Information Technology was moved from the Administration budget to the Police Department budget.



2021 Budget

Department: Administration
Program: Mayor & Council

The Mayor and 12 elected Council members serve as the legislative and policy-making body of the City. The mayor and Council provide leadership, vision and direction for the staff, resources and City.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 2,032	\$ 1,654	\$ 5,606	\$ 5,606
Contract Services	37,639	65,115	79,475	80,733
Commodities	25,408	28,946	37,350	40,950
Capital Outlay	25,000	5,000	0	0
Total	\$ 90,079	\$ 100,715	\$ 122,431	\$ 127,289

Expenditures by Fund				
General Fund	\$ 90,079	\$ 100,715	\$ 122,431	\$ 127,289
Total	\$ 90,079	\$ 100,715	\$ 122,431	\$ 127,289

Unpaid Positions				
	13.00	13.00	13.00	13.00
Mayor	1.00	1.00	1.00	1.00
Council Member	12.00	12.00	12.00	12.00
Total	13.00	13.00	13.00	13.00

Notes

- The Mayor and Council Members do not receive a salary. They may receive a communications stipend of \$25/month. This rate has not changed since its inception in 2006.

2021 Contractual Services Budget also Includes the Following:

Consulting fees, council retreat, photo	\$16,500
Worker's Compensation	68
Training and conferences	34,900
Dues & Subscriptions: MARC, NLC & LKM	29,265
	\$ 80,733

2021 Commodities Budget Includes the Following:

Office supplies and postage	\$7,800
Other (Misc. expenses, rentals, etc.)	11,250
Volunteer Appreciation Dinner	13,000
Council meals	7,100
Volunteer gift	1,800
	\$ 40,950

2021 Budget

Department: Administration
Program: Management & Planning

Provides overall management of City operations, coordination of City planning and implementation of Council direction and policy.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 375,575	\$ 444,755	\$ 384,093	\$ 397,363
Contract Services	142,880	125,964	153,016	152,951
Commodities	18,138	16,682	21,500	21,500
Total	\$ 536,593	\$ 592,401	\$ 558,609	\$ 571,814

Expenditures by Fund				
General Fund	\$ 536,593	\$ 592,401	\$ 558,609	\$ 571,814
Total	\$ 536,593	\$ 592,401	\$ 558,609	\$ 571,814

Full-time Equivalent Positions				
	2.30	2.30	2.48	2.48
City Administrator	1.00	1.00	1.00	1.00
Deputy City Administrator	0.30	0.30	0.48	0.48
Public Information Officer	1.00	1.00	1.00	1.00
Total	2.30	2.30	2.48	2.48

Appointed/Contracted Officials				
	0.15	0.15	0.15	0.15
City Attorney/Assistant City Attorney	0.05	0.05	0.05	0.05
City Planner	0.05	0.05	0.05	0.05
City Treasurer	0.05	0.05	0.05	0.05
Total	0.15	0.15	0.15	0.15

2021 Contractual Services Budget Includes the Following:

Miscellaneous contracts & Advising	\$ 23,000
Planning	50,000
Newsletter	30,000
Training & Conferences:	
NE Chamber lunch, MARC, LKM, ICMA, NLC, ASPA, KACM & NE KS Managers	12,420
Dues & Subscriptions:	
ICMA, KACM & ASPA	2,020
Insurance (Property & Workers Comp)	35,511
Total	\$ 152,951

2021 Budget

Department: Administration

Program: Legal Services

Provides support to City departments regarding legal matters. This service is provided by law firms retained by the City to handle the City's legal affairs. The law firms bill the City on an hourly basis for these services.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Contract Services	\$ 164,701	\$ 143,134	\$ 175,000	\$ 175,000
Total	\$ 164,701	\$ 143,134	\$ 175,000	\$ 175,000
Expenditures by Fund				
General Fund	\$ 164,701	\$ 143,134	\$ 175,000	\$ 175,000
Total	\$ 164,701	\$ 143,134	\$ 175,000	\$ 175,000

Notes

- Services are provided at an hourly rate.

2021 Budget

Department: Administration
Program: Human Resources

The Human Resources function is responsible for providing quality service and support to employees, City-wide compliance with federal, state and local employment and benefit laws and regulations, recruitment, policies, employee compensation and benefits, maintenance of personnel records, training and development, and worker's compensation.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 109,208	\$ 116,444	\$ 141,143	\$ 145,210
Contract Services	82,158	82,800	80,156	83,985
Commodities	459	227	500	500
Capital Outlay	0	844	0	0
Total	\$ 191,825	\$ 200,315	\$ 221,799	\$ 229,695

Expenditures by Fund				
General Fund	\$ 191,825	\$ 200,315	\$ 221,799	\$ 229,695
Total	\$ 191,825	\$ 200,315	\$ 221,799	\$ 229,695

Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

Notes

2021 Contractual Services Budget Includes the Following:

Staff training	\$ 4,800
Payroll services	59,200
Recruitment	4,400
Wellness Incentives	10,000
Training & Conferences	2,750
Insurance (Property & Workers Comp)	1,865
Dues & Subscriptions	970
	<u>\$ 83,985</u>

2021 Budget

Department: Administration
Program: Finance

The Finance Department is responsible for payroll, budgeting, accounting and financial reporting operations of the City and providing support to other City departments.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 225,002	\$ 240,661	\$ 249,166	\$ 256,028
Contract Services	82,961	88,816	88,452	93,221
Commodities	444	676	800	800
Capital Outlay	0	0	0	0
Total	\$ 308,407	\$ 330,153	\$ 338,418	\$ 350,049

Expenditures by Fund				
General Fund	\$ 308,407	\$ 330,153	\$ 338,418	\$ 350,049
Total	\$ 308,407	\$ 330,153	\$ 338,418	\$ 350,049

Full-time Equivalent Positions				
	2.00	2.00	2.00	2.00
Finance Director	1.00	1.00	1.00	1.00
Accounting Clerk	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

Notes

2021 Contractual Services Budget Includes the Following:

Audit Services	\$ 25,949
Investment Services	28,300
Bank Fees	7,900
Credit Card Fees	22,000
Printing	1,800
Insurance (Property & Workers Comp)	3,172
Training	3,500
Dues & Subscriptions	600
	\$ 93,221

2021 Budget

Department: Administration
Program: City Clerk

City Clerk staff are responsible for maintaining all records of the City. City Clerk staff provides support services to elected officials, City committees and other departments. Staff issue business and animal licenses; register individuals and families for recreation programs; coordinate the reservation of meeting rooms, ball fields, tennis courts and park pavilions.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 274,168	\$ 258,255	\$ 275,262	\$ 282,041
Contract Services	21,539	23,056	27,604	31,530
Commodities	15,298	19,162	21,150	20,850
Capital Outlay	0	3,851	1,500	750
Total	\$ 311,005	\$ 304,324	\$ 325,516	\$ 335,171

Expenditures by Fund				
General Fund	\$ 311,005	\$ 304,324	\$ 325,516	\$ 335,171
Total	\$ 311,005	\$ 304,324	\$ 325,516	\$ 335,171

Full-time Equivalent Positions				
	4.00	4.00	3.70	3.70
City Clerk	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	0.70	0.70
Administrative Support Specialist	2.00	2.00	2.00	2.00
Total	4.00	4.00	3.70	3.70

Notes

2021 Capital Outlay Budget Includes the Following:

Office equipment and furniture	\$ 750
--------------------------------	--------



Expenditures – Public Works



2021 Budget

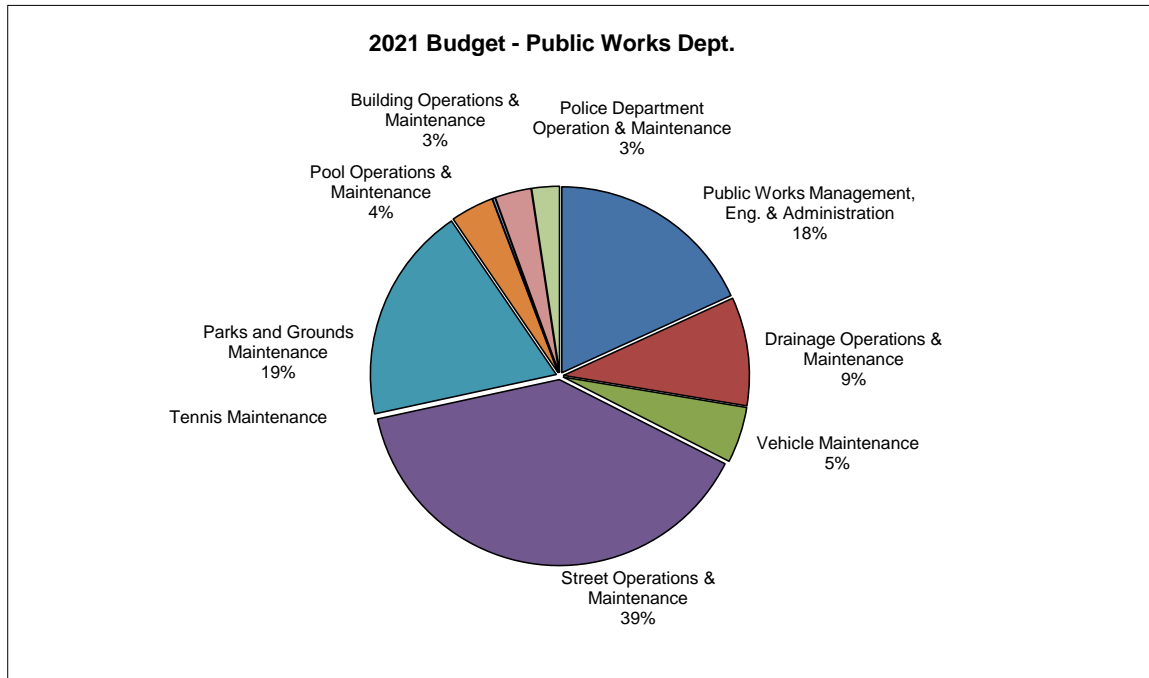
Department: Public Works

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Program				
Management, Engineering & Administration	\$ 983,651	\$ 1,039,104	\$ 1,047,165	\$ 1,069,982
Drainage Operations & Maintenance	409,620	477,431	538,318	555,091
Vehicle Maintenance	246,575	272,911	270,251	285,994
Street Operations & Maintenance	1,863,181	1,977,298	2,212,570	2,301,579
Parks and Grounds Maintenance	1,055,530	932,365	1,091,511	1,109,648
Pool Operations & Maintenance	198,844	197,473	213,930	221,130
Tennis Maintenance	11,995	11,886	15,550	13,550
Building Operations & Maintenance	200,604	197,269	177,150	185,350
Police Department Operation & Maintenance	158,514	145,118	140,584	141,120
Total	\$ 5,128,514	\$ 5,250,855	\$ 5,707,029	\$ 5,883,444

Expenditures by Character				
Personnel Services	\$ 2,204,185	\$ 2,358,494	\$ 2,514,929	\$ 2,592,472
Contract Services	2,540,991	2,409,516	2,719,050	2,809,522
Commodities	343,733	428,658	435,550	443,950
Capital Outlay	39,605	54,187	37,500	37,500
Total	\$ 5,128,514	\$ 5,250,855	\$ 5,707,029	\$ 5,883,444

Expenditures by Fund				
General Fund	\$ 5,128,514	\$ 5,250,855	\$ 5,707,029	\$ 5,883,444
Total	\$ 5,128,514	\$ 5,250,855	\$ 5,707,029	\$ 5,883,444

Full-time Equivalent Positions	29.00	29.00	30.00	30.00
---------------------------------------	--------------	--------------	--------------	--------------



2021 Budget

Department: Public Works

Program: Management, Engineering & Administration

This program provides general management for Public Works and includes departmental budget preparation and control, purchasing, ADA compliance, public right of way and drainage permits and support to City committees. The program processes and monitors service requests from residents, businesses, City officials and other employees.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 877,306	\$ 903,137	\$ 902,241	\$ 933,734
Contract Services	74,127	108,221	116,924	109,848
Commodities	25,993	21,805	25,000	23,400
Capital Outlay	6,225	5,941	3,000	3,000
Total	\$ 983,651	\$ 1,039,104	\$ 1,047,165	\$ 1,069,982

Expenditures by Fund				
General Fund	\$ 983,651	\$ 1,039,104	\$ 1,047,165	\$ 1,069,982
Total	\$ 983,651	\$ 1,039,104	\$ 1,047,165	\$ 1,069,982

Full-time Equivalent Positions	8.00	8.00	8.00	8.00
Public Works Director	1.00	1.00	1.00	1.00
Senior Project Manager	-	-	1.00	1.00
Project Inspector	1.00	1.00	1.00	1.00
Manager of Engineering Services	1.00	1.00	-	-
Office Manager	1.00	1.00	1.00	1.00
Field Superintendent	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	2.00
Administrative Support Specialist	1.00	1.00	1.00	1.00
Total	8.00	8.00	8.00	8.00

Notes

2021 Contractual Services Budget Includes the Following:

Cell Phones and Pagers	\$ 5,200
Insurance (Property & Workers Comp)	41,748
Drug Testing & Physicals	2,400
City Engineer	20,000
Traffic Engineer	10,000
Weather Service	10,500
Training	6,000
Dues & Subscriptions	5,300
Equipment Rental	8,700
	\$ 109,848

2021 Budget

Department: Public Works
Program: Drainage Operations & Maintenance

The maintenance and repair of almost 2,600 drainage structures, 45 miles of drainage pipes and 9 miles of channels. The primary activities are compliance with Federal stormwater regulations (NPDES) and local stormwater management program including activities such as street sweeping, drainage inlet cleaning, and channel maintenance.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 343,695	\$ 422,178	\$ 475,418	\$ 487,680
Contract Services	27,386	16,352	22,700	27,711
Commodities	38,539	38,901	40,200	39,700
Capital Outlay	0	0	0	0
Total	\$ 409,620	\$ 477,431	\$ 538,318	\$ 555,091
Expenditures by Fund				
General Fund	\$ 409,620	\$ 477,431	\$ 538,318	\$ 555,091
Total	\$ 409,620	\$ 477,431	\$ 538,318	\$ 555,091
Full-time Equivalent Positions				
	5.00	5.00	6.00	6.00
Stormwater Engineer	-	-	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Workers	4.00	4.00	4.00	4.00
Total	5.00	5.00	6.00	6.00

2021 Budget

Department: Public Works
Program: Vehicle Maintenance

This program provides maintenance of all Public Works vehicles and equipment including: specifications preparation, preventative maintenance, repairs, and fueling. This program provides fuel and limited vehicle maintenance service to the Police Department and Codes Division. The City provides fuel to the City of Mission Hills and to Johnson County Consolidated Fire District #2.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 207,812	\$ 222,298	\$ 234,377	\$ 246,805
Contract Services	17,218	23,495	19,574	19,089
Commodities	21,545	27,118	16,300	20,100
Capital Outlay	0	0	0	0
Total	\$ 246,575	\$ 272,911	\$ 270,251	\$ 285,994
Expenditures by Fund				
General Fund	\$ 246,575	\$ 272,911	\$ 270,251	\$ 285,994
Total	\$ 246,575	\$ 272,911	\$ 270,251	\$ 285,994
Full-time Equivalent Positions				
	3.00	3.00	3.00	3.00
Mechanic	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Worker	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

2021 Budget

Department: Public Works
Program: Street Operations & Maintenance

This program provides for the maintenance and repair of approximately 112 miles of streets, 2800 traffic signs, 93 miles of sidewalk, and 1,530 ADA ramps. The primary activities in this program are pothole patching, snow/ice control, sidewalk repairs and curb/gutter repair. Major maintenance activities are annual crack filing, slurry sealing, bridge repairs and traffic line re-marking.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 299,622	\$ 335,592	\$ 363,926	\$ 374,635
Contract Services	1,490,893	1,482,537	1,697,644	1,771,644
Commodities	72,666	159,169	151,000	155,300
Capital Outlay	0	0	0	0
Total	\$ 1,863,181	\$ 1,977,298	\$ 2,212,570	\$ 2,301,579

Expenditures by Fund				
General Fund	\$ 1,863,181	\$ 1,977,298	\$ 2,212,570	\$ 2,301,579
Total	\$ 1,863,181	\$ 1,977,298	\$ 2,212,570	\$ 2,301,579

Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Maintenance Workers	4.00	4.00	4.00	4.00
Crew Leader	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

Notes

2021 Contractual Services Budget Includes the Following:

OP Green Light	\$ 5,000
Street Lights	300,000
Traffic Signals	800,000
Water	5,000
Equipment Maintenance & Repair	6,200
Equipment Rental	4,000
Insurance (Property & Workers Comp)	25,444
Training	3,000
Street Maintenance & Repair	623,000
Total	\$ 1,771,644

2021 Budget

Department: Public Works
Program: Parks and Grounds Maintenance

This program provides for operation, maintenance and repair of 14 parks, 6 fountains, 187 city islands, 10 pavilions, 68 acres of turf, 12 playscapes, 32 flower gardens, and 9,375 public trees.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 475,750	\$ 475,289	\$ 538,967	\$ 549,618
Contract Services	464,011	333,754	419,544	428,630
Commodities	111,269	112,957	128,500	126,900
Capital Outlay	4,500	10,365	4,500	4,500
Total	\$ 1,055,530	\$ 932,365	\$ 1,091,511	\$ 1,109,648

Expenditures by Fund				
General Fund	\$ 1,055,530	\$ 932,365	\$ 1,091,511	\$ 1,109,648
Total	\$ 1,055,530	\$ 932,365	\$ 1,091,511	\$ 1,109,648

Full-time Equivalent Positions				
	8.00	8.00	8.00	8.00
Crew Leader	1.00	1.00	2.00	2.00
Maintenance Worker	5.00	5.00	5.00	5.00
Forestry Specialist	1.00	1.00	1.00	1.00
Seasonal Laborers	1.00	1.00	-	-
Total	8.00	8.00	8.00	8.00

Notes

2021 Contractual Services Budget Includes the Following:

Utilities - Electricity	\$ 24,000
Utilities - Wastewater	7,000
Utilities - Water	23,000
Communications - Data	1,500
Special Assessments	9,000
Maintenance & Repair - equipment	5,200
Insurance (Property & Workers Comp)	30,230
Training	2,500
Dues	100
Equipment rental	2,000
Grounds Maintenance & Repair	68,200
Tree Maintenance & Repair	215,000
Building Maintenance & Repair	40,900
Total	\$ 428,630

2021 Budget

Department: Public Works
Program: Pool Operations & Maintenance

This program is for the operation and maintenance of the Harmon Park Swimming Pool complex and buildings. The complex has six pools: wading, leisure, slide, diving, lap, and adult.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Contract Services	161,148	159,468	166,830	173,230
Commodities	37,696	38,005	47,100	47,900
Total	\$ 198,844	\$ 197,473	\$ 213,930	\$ 221,130
Expenditures by Fund				
General Fund	\$ 198,844	\$ 197,473	\$ 213,930	\$ 221,130
Total	\$ 198,844	\$ 197,473	\$ 213,930	\$ 221,130

Notes

Pool Complex Features:

- Leisure Pool
- Wading Pool
- Adult Pool
- Lap Lanes
- Diving Well, Meter Pool
- Water Slides
- Concession Stand



2021 Budget

Department: Public Works
Program: Tennis Maintenance

This program is for the operation and maintenance of the 15 tennis courts in several City parks.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Contract Services	7,565	9,101	12,050	10,050
Commodities	4,430	2,785	3,500	3,500
Total	\$ 11,995	\$ 11,886	\$ 15,550	\$ 13,550
Expenditures by Fund				
General Fund	\$ 11,995	\$ 11,886	\$ 15,550	\$ 13,550
Total	\$ 11,995	\$ 11,886	\$ 15,550	\$ 13,550



2021 Budget

Department: Public Works
Program: Building Operations & Maintenance

This program provides for the maintenance and operation of seven public buildings - Municipal Offices, Community Center and Public Works Facility (5).

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Contract Services	176,633	176,064	159,200	165,200
Commodities	23,971	21,205	17,950	20,150
Capital Outlay	0	0	0	0
Total	\$ 200,604	\$ 197,269	\$ 177,150	\$ 185,350
Expenditures by Fund				
General Fund	\$ 200,604	\$ 197,269	\$ 177,150	\$ 185,350
Total	\$ 200,604	\$ 197,269	\$ 177,150	\$ 185,350

2021 Budget

Department: Public Works

Program: Police Building Operations & Maintenance

This program provides for the maintenance and operation of the Police Building.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Contract Services	122,010	100,524	104,584	104,120
Commodities	7,624	6,713	6,000	7,000
Capital Outlay	28,880	37,881	30,000	30,000
Total	\$ 158,514	\$ 145,118	\$ 140,584	\$ 141,120

Expenditures by Fund

General Fund	\$ 158,514	\$ 145,118	\$ 140,584	\$ 141,120
Total	\$ 158,514	\$ 145,118	\$ 140,584	\$ 141,120

Notes

2021 Capital Outlay Budget Includes the Following:

Building remodel project	\$30,000
--------------------------	----------



Expenditures – Police Department



2021 Budget

Department: Police Department

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Program				
Administration	\$ 482,432	\$ 468,324	\$ 502,144	\$ 529,284
Staff Services	857,917	888,895	967,286	991,659
Community Services	201,611	168,765	202,219	236,524
Crime Prevention	13,156	62,492	129,153	91,687
Patrol	3,311,918	3,377,998	3,487,536	3,680,608
Investigations	597,444	666,848	755,028	750,025
Special Investigations Unit	45,005	159,193	239,201	293,278
D.A.R.E.	160,291	111,713	123,024	123,405
Professional Standards	187,398	182,505	204,284	207,031
Off-Duty Contractual	39,345	34,131	38,463	37,787
Traffic Unit	457,142	445,909	432,546	334,168
Information Technology	322,819	475,776	510,623	520,789
Total	\$6,676,478	\$ 7,042,549	\$ 7,591,507	\$ 7,796,245

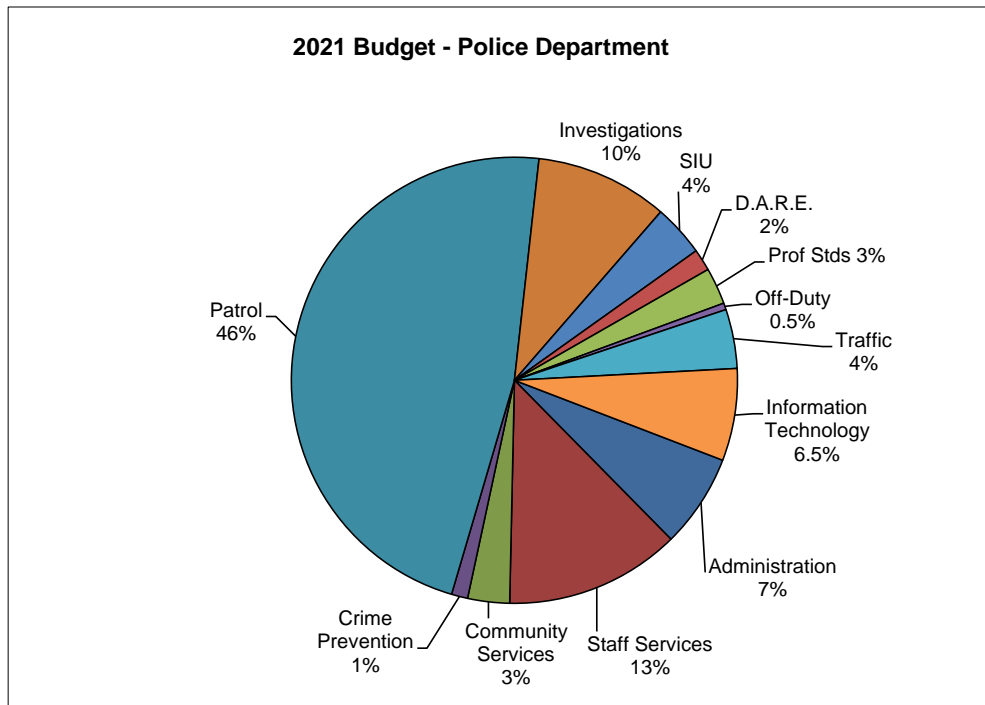
Expenditures by Character				
Personnel Services	\$5,463,911	\$ 5,834,443	\$ 6,211,630	\$ 6,291,411
Contract Services	836,049	888,040	960,872	983,415
Commodities	185,794	158,530	200,955	210,455
Capital Outlay	190,724	161,536	218,050	310,964
Total	\$6,676,478	\$ 7,042,549	\$ 7,591,507	\$ 7,796,245

Expenditures by Fund				
General Fund	\$6,516,187	\$ 6,930,836	\$ 7,468,483	\$ 7,672,840
Special Alcohol Fund	160,291	111,713	123,024	123,405
Debt Service Fund	-	-	-	-
Total	\$6,676,478	\$ 7,042,549	\$ 7,591,507	\$ 7,796,245

Full-time Equivalent Positions	60.00	60.00	61.00	61.00
--------------------------------	-------	-------	-------	-------

Notes

- in 2018, Information Technology was moved from the Administration budget to the Police Department budget.



2021 Budget

Department: Police Department
Program: Administration

Police administration is responsible for carrying out the directives, policies and procedures established by the City Council for operations of the Police Department. Responsibilities of this program include development of programs and procedures for emergency response, procedures to control or reduce crime and traffic accidents, and the establishment of programs to increase the quality of life in the cities of Prairie Village and Mission Hills.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 279,875	\$ 274,485	\$ 304,366	\$ 326,102
Contract Services	188,647	182,525	176,378	186,332
Commodities	13,460	11,314	13,400	16,850
Capital Outlay	450	0	8,000	0
Total	\$ 482,432	\$ 468,324	\$ 502,144	\$ 529,284

Expenditures by Fund				
General Fund	\$ 482,432	\$ 468,324	\$ 502,144	\$ 529,284
Total	\$ 482,432	\$ 468,324	\$ 502,144	\$ 529,284

Full-time Equivalent Positions				
	2.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

Notes

2021 Contractual Services Budget Includes the Following:

Utilities	\$ 2,300
Cleaning	400
Physicals & Psychological	10,500
Crime Stoppers Annual Contract	4,000
Applicant Testing	3,500
Insurance (Property & Workers Comp)	33,557
Training	3,300
Dues and Subscriptions	1,600
Machinery Maintenance & Repair	6,000
Miscellaneous	3,425
Police Pension (Investment, Admin & Actuary)	117,750
	\$ 186,332

2021 Budget

Department: Police Department
Program: Staff Services

The staff services division is responsible for the "911" emergency communication system and other calls for service within Prairie Village and Mission Hills. Additional responsibilities include the collection, dissemination, and the security of all police records, as well as monitoring building and court areas where security cameras are available.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 733,098	\$ 768,315	\$ 831,546	\$ 853,525
Contract Services	108,871	109,062	118,240	120,634
Commodities	13,987	11,030	15,500	17,500
Capital Outlay	1,961	488	2,000	0
Total	\$ 857,917	\$ 888,895	\$ 967,286	\$ 991,659

Expenditures by Fund				
General Fund	\$ 857,917	\$ 888,895	\$ 967,286	\$ 991,659
Total	\$ 857,917	\$ 888,895	\$ 967,286	\$ 991,659

Full-time Equivalent Positions	10.00	10.00	10.00	10.00
Police Captain	-	-	-	1.00
Communications Supervisor	1.00	1.00	1.00	-
Dispatcher	6.00	6.00	6.00	6.00
Records Clerk	2.00	2.00	2.00	2.00
Property Room Clerk	1.00	1.00	1.00	1.00
Total	10.00	10.00	10.00	10.00

Notes

2021 Contractual Services Budget Includes the Following:

Communications	\$ 4,000
Regional Justice Information System (REJIS)	17,000
Licenses	10,900
Insurance (Property & Workers Comp)	16,824
Printing (contract, toner, etc.)	4,150
Cleaning	600
Microfilming	3,000
Software Maintenance	44,025
Dues & Subscriptions	960
Postage Meter	425
Machinery Maintenance & Repair	1,500
Miscellaneous	550
Contracts	16,700
	\$ 120,634

2021 Budget

Department: Police Department
Program: Community Services

Community Services is responsible for the enforcement of the City's Animal Control Ordinances. Community Service Officers (CSOs) investigate animal complaints to include leash laws and neglect or animal abuse cases.

Community Services also supplements the Patrol Division by directing traffic at accident scenes, and providing extra personnel when needed for special events, vehicle maintenance, and other related duties.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 125,050	\$ 104,853	\$ 121,798	\$ 129,056
Contract Services	72,675	60,314	75,596	75,879
Commodities	3,886	3,598	4,825	4,225
Capital Outlay	0	0	0	27,364
Total	\$ 201,611	\$ 168,765	\$ 202,219	\$ 236,524

Expenditures by Fund				
General Fund	\$ 201,611	\$ 168,765	\$ 202,219	\$ 236,524
Total	\$ 201,611	\$ 168,765	\$ 202,219	\$ 236,524

Full-time Equivalent Positions				
	2.00	2.00	2.00	2.00
Community Service Officer	2.00	2.00	2.00	2.00
Total	2.00	2.00	2.00	2.00

Notes

2021 Contract Services Budget Includes the Following:

Johnson County Co-Responder	\$ 6,000
Crossing Guards & Animal Services	64,000
Insurance (Property & Workers Comp)	4,279
Vehicle Maintenance & Repair	1,500
Memberships	100
Total	\$ 75,879

2021 Budget

Department: Police Department
Program: Crime Prevention

Crime Prevention is responsible for speaking to various groups regarding crime prevention methods, distributing literature, alerting victims on how best to avoid future victimization, maintaining the Department's Face book account, and summarizes crime analysis patterns for the Patrol division to identify future enforcement priorities.

	2018 Actual		2019 Actual		2020 Budget		2021 Budget
Program Expenditures							
Personnel Services	\$ 9,445	\$	56,329	\$	80,905	\$	84,007
Contract Services	3,134		4,297		8,198		4,530
Commodities	577		1,866		2,750		3,150
Capital Outlay	0		0		37,300		0
Total	\$ 13,156	\$	62,492	\$	129,153	\$	91,687
Expenditures by Fund							
General Fund	\$ 13,156	\$	62,492	\$	129,153	\$	91,687
Total	\$ 13,156	\$	62,492	\$	129,153	\$	91,687
Full-time Equivalent Positions							
	1.00		1.00		1.00		1.00
Police Officer	-		1.00		1.00		1.00
Sergeant	1.00		-		-		-
Total	1.00		1.00		1.00		1.00

2021 Budget

Department: Police Department
Program: Patrol

The Patrol Division is responsible for initial response to calls for service and provide services through the district patrol concept. The basic emphasis of officers assigned to this Division is the protection of life and property, the detection and arrest of criminal violators of the law, recovery of stolen property and maintenance of a "police presence" throughout the cities of Prairie Village and Mission Hills.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 2,930,937	\$ 3,041,331	\$ 3,079,760	\$ 3,185,441
Contract Services	158,824	153,762	162,676	168,367
Commodities	115,182	86,018	114,600	117,300
Capital Outlay	106,975	96,887	130,500	209,500
Total	\$ 3,311,918	\$ 3,377,998	\$ 3,487,536	\$ 3,680,608

Expenditures by Fund				
General Fund	\$ 3,311,918	\$ 3,377,998	\$ 3,487,536	\$ 3,680,608
Total	\$ 3,311,918	\$ 3,377,998	\$ 3,487,536	\$ 3,680,608

Full-time Equivalent Positions				
	30.00	30.00	29.00	29.00
Police Captain	1.00	1.00	1.00	-
Police Major	-	-	-	1.00
Police Sergeant	4.00	4.00	4.00	4.00
Police Corporal	3.00	3.00	2.00	2.00
Police Officer	22.00	22.00	22.00	22.00
Total	30.00	30.00	29.00	29.00

Notes

2021 Contractual Services Budget Includes the Following:

APS maintenance contract	\$ 8,000
Cleaning	10,500
Tow expenses	600
Dues & subscriptions	500
Patrol reference manuals	900
Machinery maintenance & repair	61,000
Insurance (Property & Workers Comp)	68,367
Graphics & application	5,000
In car video repairs	3,000
Mobile computer repair	3,500
School crossing beacon repairs	2,000
Department Cell Phones	5,000
	\$ 168,367

2021 Capital Outlay Budget Includes the Following:

Miscellaneous field equipment	\$ 92,500
Police Vehicles (3)	115,000
Office and field equipment	2,000
Total	\$ 209,500

2021 Budget

Department: Police Department
Program: Investigations

Investigators conduct criminal investigations into all Part I (felony) and Part II (misdemeanor) crimes within the community. Personnel in this program also conduct juvenile investigations through School Resources Officers (SROs) at Shawnee Mission East High School and Indian Hills Middle School.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 544,523	\$ 585,392	\$ 693,555	\$ 683,709
Contract Services	32,186	38,715	44,648	48,491
Commodities	15,707	15,787	15,825	16,825
Capital Outlay	5,028	26,954	1,000	1,000
Total	\$ 597,444	\$ 666,848	\$ 755,028	\$ 750,025

Expenditures by Fund				
General Fund	\$ 597,444	\$ 666,848	\$ 755,028	\$ 750,025
Total	\$ 597,444	\$ 666,848	\$ 755,028	\$ 750,025

Full-time Equivalent Positions	6.00	6.00	6.00	6.00
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Police Corporal	-	-	-	1.00
Police Officer	4.00	4.00	4.00	3.00
Total	6.00	6.00	6.00	6.00

Notes

2021 Capital Outlay Budget Includes the Following:

Office Equipment \$1,000

2021 Budget

Department: Police Department
Program: Special Investigations Unit

The Special Investigations Unit (SIU) conducts investigations of individuals suspected of selling, distributing or possessing controlled substances. SIU not only focuses on drugs, but also other crimes such as prostitution, theft, liquor sales, and any other suspicious activity that may require undercover and/or surveillance work.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 37,610	\$ 149,664	\$ 227,023	\$ 244,960
Contract Services	7,395	7,464	7,828	8,618
Commodities	0	2,065	4,350	4,300
Capital Outlay	0	0	0	35,400
Total	\$ 45,005	\$ 159,193	\$ 239,201	\$ 293,278
Expenditures by Fund				
General Fund	\$ 45,005	\$ 159,193	\$ 239,201	\$ 293,278
Total	\$ 45,005	\$ 159,193	\$ 239,201	\$ 293,278
Full-time Equivalent Positions				
	2.00	2.00	2.00	2.00
Police Corporal	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

2021 Budget

Department: Police Department
Program: D.A.R.E.

The D.A.R.E. officer's primary responsibility is teaching the D.A.R.E. curriculum in our City's elementary schools. The D.A.R.E. officer is also the liaison between the Department and elementary school administration, participates in community events and and works with staff on school safety.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 96,029	\$ 90,675	\$ 96,721	\$ 96,478
Contract Services	11,390	8,760	9,748	10,372
Commodities	13,258	12,278	16,555	16,555
Capital Outlay	39,614	0	0	0
Total	\$ 160,291	\$ 111,713	\$ 123,024	\$ 123,405

Expenditures by Fund				
General Fund		\$ -	\$ -	\$ -
Special Alcohol Fund	160,291	\$ 111,713	123,024	123,405
Total	\$ 160,291	\$ 111,713	\$ 123,024	\$ 123,405

Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

Notes

- In 2018, Capital Outlay budget includes D.A.R.E. vehicle for \$39,614
- D.A.R.E. is funded from the Special Alcohol Fund

2021 Budget

Department: Police Department
Program: Professional Standards

Professional Standards develops and implements training programs for all personnel and is responsible for hiring and recruitment. The training not only includes developing the existing staff, but also maintaining the Field Training Program for new employees.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 114,098	\$ 114,306	\$ 126,349	\$ 128,957
Contract Services	72,854	67,345	77,235	77,374
Commodities	446	854	700	700
Total	\$ 187,398	\$ 182,505	\$ 204,284	\$ 207,031
Expenditures by Fund				
General Fund	\$ 187,398	\$ 182,505	\$ 204,284	\$ 207,031
Total	\$ 187,398	\$ 182,505	\$ 204,284	\$ 207,031
Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

2021 Budget

Department: Police Department
Program: Off-Duty Contractual

City organizations and private individuals often desire a police presence at private events. The City Council has stated that an increased police presence within the community by off-duty officers may further reduce crime. This program provides for those off-duty officers at events under conditions administered and controlled by the Department. This program includes security at Council meetings and Court sessions for both Prairie Village and Mission Hills.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 38,385	\$ 33,235	\$ 37,787	\$ 37,787
Contract Services	960	896	676	0
Total	\$ 39,345	\$ 34,131	\$ 38,463	\$ 37,787
Expenditures by Fund				
General Fund	\$ 39,345	\$ 34,131	\$ 38,463	\$ 37,787
Total	\$ 39,345	\$ 34,131	\$ 38,463	\$ 37,787

Notes

Revenues offset the anticipated expenses for off-duty contractual work.

2021 Budget

Department: Police Department
Program: Traffic Unit

The Traffic Unit is responsible for providing police services geared toward public safety on roadways, reduction in traffic accidents, and handling special projects. These responsibilities are accomplished through selective enforcement in high accident areas, citizen complaints, school zones, and areas where speeding vehicles are problematic. In addition, the Traffic Unit handles special projects such as parades, street races, DUI saturation patrol, "Click It or Ticket," educational efforts, and other prevention programs sponsored by the Kansas Department of Transportation (KDOT).

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 433,459	\$ 423,009	\$ 405,742	\$ 308,037
Contract Services	14,559	14,683	14,554	14,781
Commodities	9,124	8,217	12,250	11,350
Capital Outlay	-	-	-	-
Total	\$ 457,142	\$ 445,909	\$ 432,546	\$ 334,168

Expenditures by Fund				
General Fund	\$ 457,142	\$ 445,909	\$ 432,546	\$ 334,168
Total	\$ 457,142	\$ 445,909	\$ 432,546	\$ 334,168

Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Police Officer	4.00	4.00	4.00	4.00
Police Sergeant	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

2021 Budget

Department: Police Department
Program: Information Technology

Information Technology provides support for all users of the City's network information systems and administers the network hardware, software and communications for all applications.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 121,402	\$ 192,849	\$ 206,078	\$ 213,352
Contract Services	164,554	240,217	265,095	268,037
Commodities	167	5,503	200	1,700
Capital Outlay	36,696	37,207	39,250	37,700
Total	\$ 322,819	\$ 475,776	\$ 510,623	\$ 520,789

Expenditures by Fund				
General Fund	\$ 322,819	\$ 475,776	\$ 510,623	\$ 520,789
Total	\$ 322,819	\$ 475,776	\$ 510,623	\$ 520,789

Full-time Equivalent Positions				
	-	-	2.00	2.00
IT Specialist	-	-	1.00	1.00
IT Manager	-	-	1.00	1.00
Total	-	-	2.00	2.00

Notes

2021 Contractual Services Budget Includes the Following:

Communications	\$ 52,000
Emergency contractor services, Wife	14,000
Consultant (JoCo IT)	56,650
Software maintenance	135,980
Dues & subscriptions	500
Training	5,000
Insurance (Property & Workers Comp)	3,907
	\$ 268,037

2021 Capital Outlay Budget Includes the Following:

Computer equipment (PC replacement)	37,700
-------------------------------------	--------

2021 Budget

Department: Municipal Justice

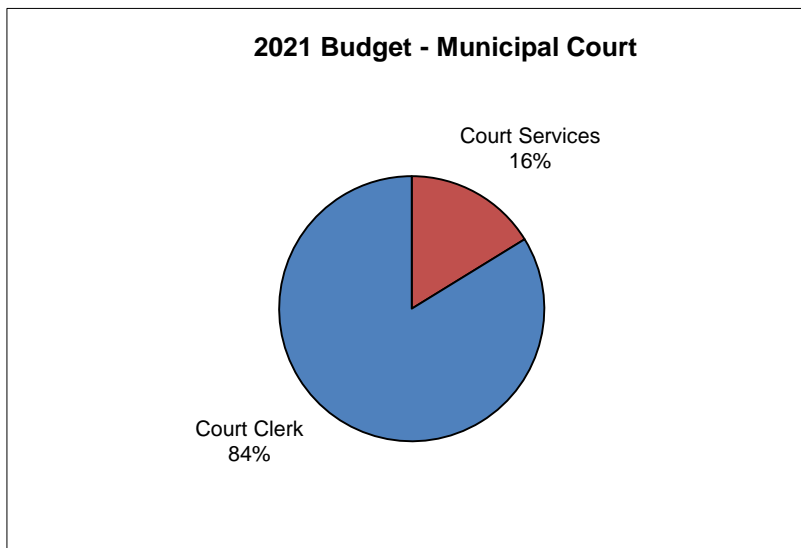
	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Program				
Court Services	80,205	79,381	92,391	93,896
Court Clerk	389,146	419,827	461,369	484,930
Total	\$ 469,351	\$ 499,208	\$ 553,760	\$ 578,826

Expenditures by Character				
Personnel Services	\$ 321,109	\$ 343,912	\$ 371,665	\$ 404,568
Contract Services	144,344	145,938	175,895	168,258
Commodities	3,377	2,256	4,200	4,000
Capital Outlay	521	7,102	2,000	2,000
Total	\$ 469,351	\$ 499,208	\$ 553,760	\$ 578,826

Expenditures by Fund				
General Fund	\$ 469,351	\$ 499,208	\$ 553,760	\$ 578,826
Total	\$ 469,351	\$ 499,208	\$ 553,760	\$ 578,826

Full-time Equivalent Positions	5.25	5.25	5.25	5.25
---------------------------------------	------	------	------	------

Appointed/Contracted Officials	1.25	1.25	1.25	1.25
---------------------------------------	------	------	------	------



2021 Budget

Department: Municipal Justice
Program: Court Services

The Prosecutor is responsible for representing law enforcement and code enforcement interests during trials and in processing the City's Diversion Program for DUI's and other misdemeanor Criminal Offenses.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 2,570	\$ 2,761	\$ 4,665	\$ 4,665
Contract Services	77,635	76,620	87,726	89,231
Total	\$ 80,205	\$ 79,381	\$ 92,391	\$ 93,896
Expenditures by Fund				
General Fund	\$ 80,205	\$ 79,381	\$ 92,391	\$ 93,896
Total	\$ 80,205	\$ 79,381	\$ 92,391	\$ 93,896
Full-time Equivalent Positions				
	0.25	0.25	0.25	0.25
Court Baliff	0.25	0.25	0.25	0.25
Total	0.25	0.25	0.25	0.25
Appointed/Contracted Officials				
	1.25	1.25	1.25	1.25
City Prosecutor	0.50	0.50	0.50	0.50
Municipal Judge	0.50	0.50	0.50	0.50
Public Defender	0.25	0.25	0.25	0.25
Total	1.25	1.25	1.25	1.25

2021 Budget

Department: Municipal Justice
Program: Court Clerk

The City of Prairie Village provides Municipal Court services for the City of Prairie Village and the City of Mission Hills. The Court Clerk office prepares and maintains records, collects fines, schedules Court dockets, and prepares required reports of Court activities.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 318,539	\$ 341,151	\$ 367,000	\$ 399,903
Contract Services	66,709	69,318	88,169	79,027
Commodities	3,377	2,256	4,200	4,000
Capital Outlay	521	7,102	2,000	2,000
Total	\$ 389,146	\$ 419,827	\$ 461,369	\$ 484,930
Expenditures by Fund				
General Fund	\$ 389,146	\$ 419,827	\$ 461,369	\$ 484,930
Total	\$ 389,146	\$ 419,827	\$ 461,369	\$ 484,930
Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Court Administrator	1.00	1.00	1.00	1.00
Court Clerk	4.00	4.00	4.00	4.00
Total	5.00	5.00	5.00	5.00



Expenditures – Community Development



2021 Budget

Department: Community Development

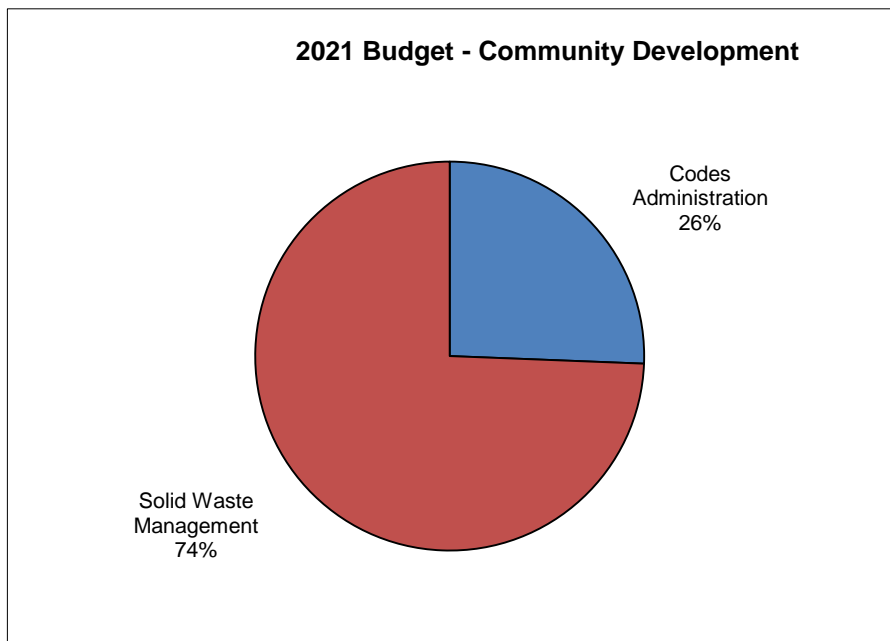
	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Program				
Codes Administration	570,706	634,378	737,830	748,273
Solid Waste Management	1,713,616	1,958,342	2,064,355	2,172,208
Total	\$2,284,322	\$ 2,592,720	\$ 2,802,185	\$ 2,920,481

Expenditures by Character				
Personnel Services	\$ 560,704	\$ 596,802	\$ 708,837	\$ 726,919
Contract Services	1,711,588	1,982,873	1,844,468	1,905,416
Commodities	10,176	11,819	16,500	16,400
Capital Outlay	1,854	1,226	2,600	2,600
Debt Service	-	-	-	-
Contingency	-	-	229,780	269,146
Total	\$2,284,322	\$ 2,592,720	\$ 2,802,185	\$ 2,920,481

Expenditures by Fund				
General Fund	570,706	634,378	737,830	748,273
Solid Waste Management Fund	1,713,616	1,958,342	2,064,355	2,172,208
Total	\$2,284,322	\$ 2,592,720	\$ 2,802,185	\$ 2,920,481

Full-time Equivalent Positions	5.20	6.20	8.32	7.82
---------------------------------------	------	------	------	------

- In 2019, personnel services reflects budget for a second Codes Support Specialist.



2021 Budget

Department: Community Development
Program: Codes Administration

Codes Administration Program is charges with enforcing building codes, zoning codes, rental licensing and property maintenance codes to ensure the health, safety and welfare of the community. The Codes Administration Program is also responsible for administering the Exterior Grant Program.

	2018 Actual		2019 Actual		2020 Budget		2021 Budget
Program Expenditures							
Personnel Services	\$ 527,887	\$	562,902	\$	674,016	\$	690,023
Contract Services	30,789		58,431		45,714		40,250
Commodities	10,176		11,819		15,500		15,400
Capital Outlay	1,854		1,226		2,600		2,600
Total	\$ 570,706	\$	634,378	\$	737,830	\$	748,273

Expenditures by Fund

General Fund	\$ 570,706	\$	634,378	\$	737,830	\$	748,273
Total	\$ 570,706	\$	634,378	\$	737,830	\$	748,273

Full-time Equivalent Positions

	4.90	5.90	7.87	7.37
Deputy City Administrator	0.40	0.40	0.37	0.37
Building Official	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	2.00	2.00	2.00
Building Inspector	1.00	1.00	2.00	2.00
Codes Support Specialist	1.00	1.00	2.00	2.00
Management Intern	0.50	0.50	0.50	-
Total	4.90	5.90	7.87	7.37

Notes

- In 2019, personnel services reflects budget for a second Codes Support Specialist.

2021 Contract Services Budget Includes the Following:

Insurance (P&C and WC)	\$ 10,670
Training	12,000
Vehicle gas and maintenance	2,400
Dues for professional organizations	5,480
Contract for mowing	3,500
Contract for scanning	3,200
Copier	3,000
Total	\$ 40,250

2021 Capital Outlay Budget Includes the Following:

Office equipment & furniture	\$ 2,000
Field equipment	600
Total	\$ 2,600

2021 Budget

Department: Community Development
Program: Solid Waste Management

Solid waste, composting and recyclables collection services are provided weekly for residents. These services are financed by special assessments to residents who subscribe to the service. Ninety-five percent of the single-family homes in the city use the service. Other are provided service through their homes association.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 32,817	\$ 33,900	\$ 34,821	\$ 36,896
Contract Services	1,680,799	1,924,442	1,798,754	1,865,166
Commodities	0	0	1,000	1,000
Contingency	0	0	229,780	269,146
Total	\$ 1,713,616	\$ 1,958,342	\$ 2,064,355	\$ 2,172,208

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Fund				
Solid Waste Management Fund	1,713,616	1,958,342	2,064,355	2,172,208
Total	\$ 1,713,616	\$ 1,958,342	\$ 2,064,355	\$ 2,172,208

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Full-time Equivalent Positions				
Deputy City Administrator	0.30	0.30	0.15	0.15
Receptionist	-	-	0.30	0.30
Total	0.30	0.30	0.45	0.45

Notes

- Contract services budget includes the cost for the annual large item pickup. The cost is \$39,655.

Funding Sources: Special assessments on property tax bills.

Expenditures: In 2017 the City contracted with Republic Trash Services for solid waste collection, recycling, composting services and large item pick up. The fee also includes a portion of the City's administrative costs including personal services and supplies.

2018 Assessment: \$192.00
2019 Assessment: \$207.00
2020 Assessment: \$228.00
2021 Assessment: \$218.00



Expenditures – Community Programs



2021 Budget

Department: Community Programs

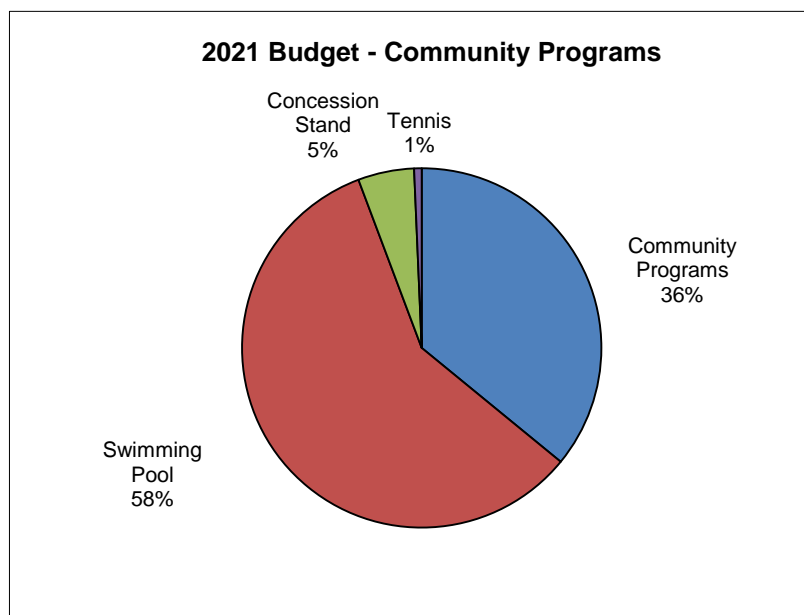
	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Expenditures by Program				
Community Programs	\$ 159,822	\$ 176,118	\$ 224,099	\$ 239,958
Swimming Pool	323,084	382,283	381,353	389,788
Concession Stand	70,257	23,921	36,412	33,720
Tennis	8,641	9,143	7,661	4,533
Total	\$ 561,804	\$ 591,465	\$ 649,525	\$ 667,999

Expenditures by Character				
Personnel Services	\$ 418,651	\$ 453,034	\$ 475,167	\$ 495,485
Contract Services	105,604	106,452	110,108	111,964
Commodities	33,002	31,979	54,250	50,550
Capital Outlay	4,547	-	10,000	10,000
Total	\$ 561,804	\$ 591,465	\$ 649,525	\$ 667,999

Expenditures by Fund				
General Fund	\$ 561,804	\$ 591,465	\$ 649,525	\$ 667,999
Special Alcohol Fund	54,102	46,351	65,000	65,000
Debt Service Fund	0	0	0	0
Total	\$ 615,906	\$ 637,816	\$ 714,525	\$ 732,999

Full-time Equivalent Positions	20.80	20.80	20.80	21.30
---------------------------------------	--------------	--------------	--------------	--------------

- In 2020, personnel services reflects budget for a Special Events Coordinator - this position has not been filled



2021 Budget

Department: Community Programs
Program: Community Programs

This program provides funding for special city events and activities such as the annual 4th of July Celebration (Village Fest). It provides cultural programming sponsored by the Prairie Village Arts Council, JazzFest and Environmental Committee initiatives.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 87,772	\$ 103,447	\$ 153,929	\$ 174,449
Contract Services	71,808	72,587	69,420	64,709
Commodities	242	84	750	800
Capital Outlay	0	0	0	0
Total	\$ 159,822	\$ 176,118	\$ 224,099	\$ 239,958

Expenditures by Fund				
General Fund	\$ 159,822	\$ 176,118	\$ 224,099	\$ 239,958
Special Alcohol Fund	54,102	46,351	65,000	65,000
Total	\$ 213,924	\$ 222,469	\$ 289,099	\$ 304,958

Full-time Equivalent Positions				
	0.78	0.78	1.00	1.50
Assistant City Administrator	0.78	0.78	1.00	1.00
Special Events Coordinator	-	-	-	0.50
Total	0.78	0.78	1.00	1.50

Notes

- Programs include Arts Council, Environmental Committee, Jazz Fest and Village Fest.
- In 2020, personnel services reflects budget for a Special Events Coordinator.

2021 Contract Services Includes the Following:

Insurance (P&C and WC)	\$ 3,909
VillageFest	20,000
Arts Council	14,500
Environmental Committee	8,000
UCS	8,300
JazzFest	10,000
	\$ 64,709

2021 Budget

Department: Community Programs
Program: Swimming Pool

The City provides a swimming pool complex for use during the summer months. The City also sponsors swim and dive teams for youth.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 280,481	\$ 341,445	\$ 317,729	\$ 321,036
Contract Services	29,626	28,280	34,624	40,752
Commodities	8,430	12,558	22,000	21,000
Capital Outlay	4,547	0	7,000	7,000
Total	\$ 323,084	\$ 382,283	\$ 381,353	\$ 389,788

Expenditures by Fund				
General Fund	\$ 323,084	\$ 382,283	\$ 381,353	\$ 389,788
Total	\$ 323,084	\$ 382,283	\$ 381,353	\$ 389,788

Full-time Equivalent Positions				
	16.82	16.82	16.60	16.60
Assistant City Administrator	0.22	0.22	-	-
Pool Manager	0.35	0.35	0.35	0.35
Assistant Pool Manager	0.50	0.50	0.50	0.50
Guards	14.75	14.75	14.75	14.75
Coaches	1.00	1.00	1.00	1.00
Total	16.82	16.82	16.60	16.60

Notes

- in 2020, Concession seasonal salaries were moved to Swimming Pools.

2021 Capital Outlay Budget Includes the Following:

Miscellaneous Pool Equipment	\$ 7,000
------------------------------	----------

2021 Budget

Department: Community Programs
Program: Concession Stand

The concession stand serves the patrons of both the swimming pool complex and Harmon Park.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 44,130	\$ 2,942	\$ -	\$ -
Contract Services	2,424	2,133	3,412	3,220
Commodities	23,703	18,846	30,000	27,500
Capital Outlay	0	0	3,000	3,000
Total	\$ 70,257	\$ 23,921	\$ 36,412	\$ 33,720
Expenditures by Fund				
General Fund	\$ 70,257	\$ 23,921	\$ 36,412	\$ 33,720
Total	\$ 70,257	\$ 23,921	\$ 36,412	\$ 33,720
Full-time Equivalent Positions				
	3.00	3.00	3.00	3.00
Concession Worker	3.00	3.00	3.00	3.00
Total	3.00	3.00	3.00	3.00

Notes

- in 2020, Concession seasonal salaries were moved to Swimming Pools.

2021 Budget

Department: Community Programs
Program: Tennis

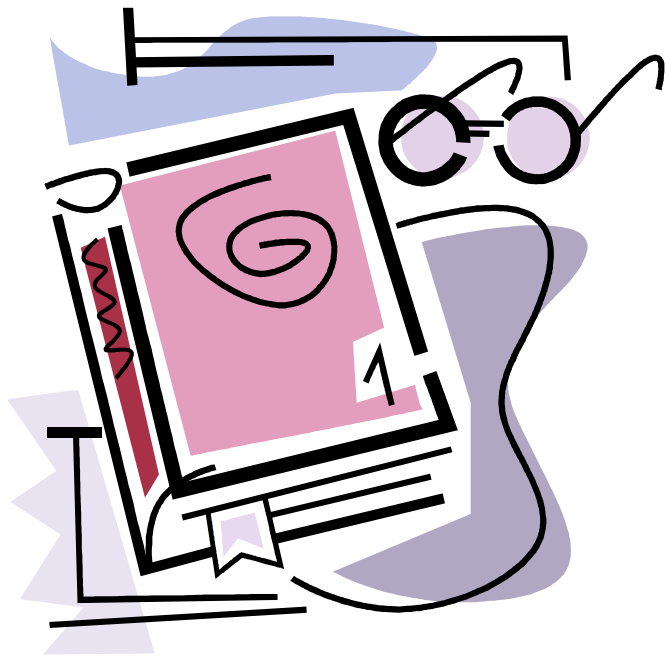
The City provides tennis courts in several City parks. The City also sponsors tennis lessons and a Kansas City Junior Tennis League (JTL) team.

	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Program Expenditures				
Personnel Services	\$ 6,268	\$ 5,200	\$ 3,509	\$ -
Contract Services	1,746	3,452	2,652	3,283
Commodities	627	491	1,500	1,250
Total	\$ 8,641	\$ 9,143	\$ 7,661	\$ 4,533
Expenditures by Fund				
General Fund	\$ 8,641	\$ 9,143	\$ 7,661	\$ 4,533
Total	\$ 8,641	\$ 9,143	\$ 7,661	\$ 4,533
Full-time Equivalent Positions				
	0.20	0.20	0.20	0.20
Tennis Instructor	0.20	0.20	0.20	0.20
Total	0.20	0.20	0.20	0.20





Appendix



2021 Budget

FTE Summary by Department

Department	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Administration	9.30	9.30	9.18	9.18
Public Works	29.00	29.00	30.00	30.00
Police Department	60.00	60.00	61.00	61.00
Municipal Court	5.25	5.25	5.25	5.25
Community Development	5.20	6.20	8.32	7.82
Community Programs	20.80	20.80	20.80	21.30
Total FTE	129.55	130.55	134.55	134.55
City Governance <i>(unpaid positions)</i>	13.00	13.00	13.00	13.00

FTE Summary by Program

Program	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Management & Planning	2.30	2.30	2.48	2.48
Public Works Mgmt., Engineering & Admin	8.00	8.00	8.00	8.00
Drainage Operation & Maintenance	5.00	5.00	6.00	6.00
Vehicle Maintenance	3.00	3.00	3.00	3.00
Street Operation & Maintenance	5.00	5.00	5.00	5.00
Parks and Grounds Maintenance	8.00	8.00	8.00	8.00
Swimming Pool Operation & Maintenance	-	-	-	-
Tennis Operation & Maintenance	-	-	-	-
Building Operation & Maintenance	-	-	-	-
Police Department Operation & Maint.	-	-	-	-
Police Department Administration	2.00	2.00	2.00	2.00
Staff Services	10.00	10.00	10.00	10.00
Community Services	2.00	2.00	2.00	2.00
Crime Prevention	1.00	1.00	1.00	1.00
Patrol	30.00	30.00	29.00	29.00
Investigations	6.00	6.00	6.00	6.00
Special Investigations	2.00	2.00	2.00	2.00
D.A.R.E.	1.00	1.00	1.00	1.00
Professional Standards	1.00	1.00	1.00	1.00
Off-Duty Contractual	-	-	-	-
Traffic	5.00	5.00	5.00	5.00
Information Technology	-	-	2.00	2.00
Judges	-	-	-	-
Bailiff	0.25	0.25	0.25	0.25
Court Clerk	5.00	5.00	5.00	5.00
Legal Services	-	-	-	-
Human Resources	1.00	1.00	1.00	1.00
Finance	2.00	2.00	2.00	2.00
Codes Administration	4.90	5.90	7.87	7.37
Solid Waste Management	0.30	0.30	0.45	0.45
City Clerk	4.00	4.00	3.70	3.70
Community Programs	0.78	0.78	1.00	1.50
Swimming Pool	16.82	16.82	16.60	16.60
Concession Stand	3.00	3.00	3.00	3.00
Tennis	0.20	0.20	0.20	0.20
Total FTE	129.55	130.55	134.55	134.55
Mayor & Council <i>(unpaid positions)</i>	13.00	13.00	13.00	13.00

2021 Budget

FTE Summary by Department

Department	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Administration	9.30	9.30	9.18	9.18
Public Works	29.00	29.00	30.00	30.00
Police Department	60.00	60.00	61.00	61.00
Municipal Court	5.25	5.25	5.25	5.25
Community Development	5.20	6.20	8.32	7.82
Community Programs	20.80	20.80	20.80	21.30
Total FTE	129.55	130.55	134.55	134.55
City Governance (<i>unpaid positions</i>)	13.00	13.00	13.00	13.00

FTE Summary by Position

Department/Position	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Administration				
City Administrator	1.00	1.00	1.00	1.00
Deputy City Administrator	0.30	0.30	0.48	0.48
Public Information Officer	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00	1.00
Accounting Clerk	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	0.70	0.70
Administrative Support Specialist	2.00	2.00	2.00	2.00
City Clerk	1.00	1.00	1.00	1.00
Total	9.30	9.30	9.18	9.18
Public Works				
Public Works Director	1.00	1.00	1.00	1.00
Senior Project Manager	-	-	1.00	1.00
Project Inspector	1.00	1.00	1.00	1.00
Manager of Engineering Services	1.00	1.00	-	-
Office Manager	1.00	1.00	1.00	1.00
Field Superintendent	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	2.00
Administrative Support Specialist	1.00	1.00	1.00	1.00
Stormwater Engineer	-	-	1.00	1.00
Forestry Specialist	1.00	1.00	1.00	1.00
Crew Leader	4.00	4.00	5.00	5.00
Maintenance Workers	14.00	14.00	14.00	14.00
Mechanic	1.00	1.00	1.00	1.00
Seasonal Laborers	1.00	1.00	-	-
Total	29.00	29.00	30.00	30.00
Police Department				
Police Chief	1.00	1.00	1.00	1.00
Police Major	-	-	-	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Sergeant	8.00	7.00	7.00	7.00
Police Corporal	4.00	4.00	3.00	4.00
Police Officer	32.00	33.00	33.00	32.00
Executive Assistant	1.00	1.00	1.00	1.00
Communications Supervisor	1.00	1.00	1.00	-
Dispatcher	6.00	6.00	6.00	6.00
Records Clerk	2.00	2.00	2.00	2.00
Property Room Clerk	1.00	1.00	1.00	1.00
Community Service Officer	2.00	2.00	2.00	2.00
Information Technology	-	-	2.00	2.00
Total	60.00	60.00	61.00	61.00

2021 Budget

FTE Summary by Position

Department/Position	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Municipal Justice				
Court Bailiff	0.25	0.25	0.25	0.25
Court Administrator	1.00	1.00	1.00	1.00
Court Clerk	4.00	4.00	4.00	4.00
Total	5.25	5.25	5.25	5.25
Community Development				
Deputy City Administrator	0.70	0.70	0.52	0.52
Receptionist	-	-	0.30	0.30
Codes Support Specialist	1.00	1.00	2.00	2.00
Building Official	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	2.00	2.00	2.00
Building Inspector	1.00	1.00	2.00	2.00
Management Intern	0.50	0.50	0.50	-
Total	5.20	6.20	8.32	7.82
Community Programs				
Assistant City Administrator	1.00	1.00	1.00	1.00
Special Events Coordinator	-	-	-	0.50
Pool Manager	0.35	0.35	0.35	0.35
Assistant Pool Manager	0.50	0.50	0.50	0.50
Guards	14.75	14.75	14.75	14.75
Coaches	1.00	1.00	1.00	1.00
Concession Worker	3.00	3.00	3.00	3.00
Tennis Instructor	0.20	0.20	0.20	0.20
Total	20.80	20.80	20.80	21.30
Grand Total	129.55	130.55	134.55	134.55
Unpaid Positions				
Mayor	1.00	1.00	1.00	1.00
Council Member	12.00	12.00	12.00	12.00
Total	13.00	13.00	13.00	13.00
Appointed/Contracted Officials				
City Attorney/Assistant City Attorney	0.05	0.05	0.05	0.05
City Planner	0.05	0.05	0.05	0.05
City Treasurer	0.05	0.05	0.05	0.05
City Prosecutor	0.50	0.50	0.50	0.50
Municipal Judge	0.50	0.50	0.50	0.50
Public Defender	0.25	0.25	0.25	0.25
Total	1.40	1.40	1.40	1.40



City of Prairie Village 2021 Budget Public Hearing

- August 3, 2020



General Fund Budget Highlights

- The “all in number” for expenditures in the 2021 General Fund represents a 2% increase in comparison to the 2020 Budget - \$24,349,734 versus \$23,868,123
- The total 2021 budget (all funds) is \$43,080,169.
- The Mill Levy rate is 19.318 and meets the 25% fund balance goal.
- We budget the General Fund balance at a 25% target fund balance (25% of revenues less transfers in and less the transfer to the Bond & Interest Fund)
- We are UNDER the Tax Lid Cap
- The operations budget had an overall 2.8% increase over the 2020 budget
- General Fund Contingency: \$500,000 (same as 2020)
- Economic Development Fund Allocation
 - Exterior Grant Program (2021) \$74,000



Preliminary 2021 Budget at a Glance

Prairie Village 2021 Budget at a Glance

Property Tax Mill Levy Rate	19.318
Total Assessed Valuation	\$437,852,863
Stormwater Utility Fee per Square Foot of Impervious Area	4.0¢
Number of Residential Properties	9,727
Population (2018 estimate)	22,389
Total General Fund Budget	\$24,349,734
Annual City Tax Liability - Avg.	\$800
Monthly City Tax Liability - Avg.	\$67
Outstanding Debt at Dec. 31, 2021	\$21,755,000



Average Prairie Village Home

2019 Taxes Levied for 2020 - Average Prairie Village House

Average Home Appraised Value: \$ 359,987

Mill Levies

	<u>2019/2020</u>
Prairie Village	19.318
Consol. Fire #2	11.753
SM School	52.121
County	19.036
Library	3.904
JoCo Park & Rec	3.090
State	1.500
Comm College	9.121
	<u>119.843</u>

Assessed Value (11.5%): \$ 41,399

	<u>Annual</u>	<u>Monthly</u>
Prairie Village	\$ 800	\$ 67
Consol. Fire #2	487	41
SM School	2,158	180
County	788	66
Library	162	14
JoCo Park & Rec	128	11
State	62	5
Comm College	378	32
	<u>\$ 4,963</u>	<u>\$ 416</u>

C

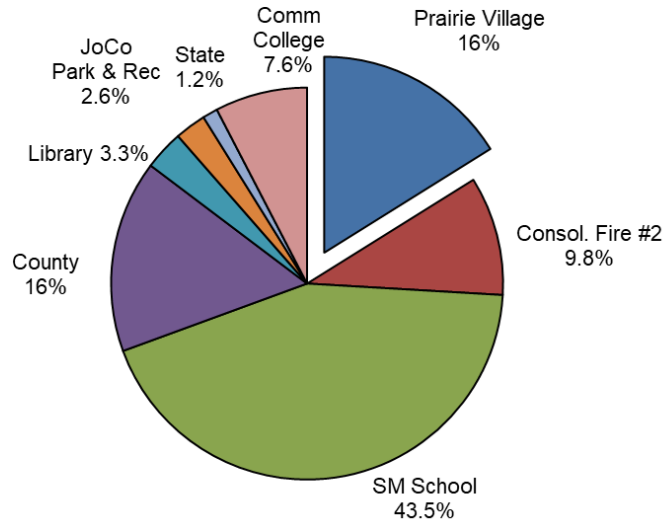
1 mill for the City = \$437,853 (2019 Annual Abstract of Taxes)

1 mill for the average house = \$41.40 (annual)



2019 Taxes Levied for 2020

2019 Taxes Levied for 2020





Johnson County Cities 2019 Mill Levies On each \$1,000 Tangible Assessed Valuation

City	Mill Levy					Total
	City	Fire	Bond & Interest	Stormwater	Other	
Roeland Park	26.618	11.753	1.915			40.286
Westwood Hills	22.986	11.753	4.949			39.688
Spring Hill C/F	24.866	12.968	1.438		0.327	39.599
Bonner Springs	24.392		9.288		4.723	38.403
Mission Hills	21.970	11.753	0.800			34.523
Westwood	20.806	11.753	0.500			33.059
Fairway	18.280	11.753	1.648			31.681
Prairie Village	19.320	11.753	-			31.073
Edgerton	30.881					30.881
Lenexa	23.006		6.313			29.319
Mission	17.157	11.753				28.910
Merriam	26.727		1.038			27.765
Shawnee	19.723	1.300	5.602			26.625
Leawood	18.881		5.667			24.548
Olathe C/F	9.921	1.727	9.707		3.042	24.397
De Soto	14.147	5.851	4.200			24.198
Gardner	14.109		6.601			20.710
Overland Park	12.596			0.961		13.557

S: 2019 Mill Levies on Each \$1,000 Tangible Assessed Valuation - Johnson County, Kansas worksheet found on the Johnson County Dept of Records & Tax Administration website.



Mill Levy (cont)

Johnson County Cities 2019 Mill Levies On each \$1,000 Tangible Assessed Valuation

City	Mill Levy					Total
	City	Fire	Bond & Interest	Stormwater	Other	
Spring Hill C/F	24.866	12.968	1.438		0.327	39.599
Bonner Springs	24.392		9.288		4.723	38.403
Edgerton	30.881					30.881
Lenexa	23.006		6.313			29.319
Roeland Park	26.618	-	1.915			28.533
Westwood Hills	22.986	-	4.949			27.935
Merriam	26.727		1.038			27.765
Shawnee	19.723	1.300	5.602			26.625
Leawood	18.881		5.667			24.548
Olathe C/F	9.921	1.727	9.707		3.042	24.397
De Soto	14.147	5.851	4.200			24.198
Mission Hills	21.970	-	0.800			22.770
Westwood	20.806	-	0.500			21.306
Gardner	14.109		6.601			20.710
Fairway	18.280	-	1.648			19.928
Prairie Village	19.320	-	-			19.320
Mission	17.157	-				17.157
Overland Park	12.596			0.961		13.557

S: 2019 Mill Levies on Each \$1,000 Tangible Assessed Valuation - Johnson County, Kansas worksheet found on the Johnson County Dept of Records & Tax Administration website.



Average Prairie Village Home

Estimated Value Of One Mill For 2021 (Mill Rate = 19.318) - NO TIF

			AVG PV Home
The estimated value of one mill would be:		\$437,853	
1/10 mill		\$43,785	\$4.14
2/10 mill		\$87,571	\$8.28
3/10 mill		\$131,356	\$12.42
4/10 mill		\$175,141	\$16.56
5/10 mill		\$218,926	\$20.70
6/10 mill		\$262,712	\$24.84
7/10 mill		\$306,497	\$28.98
8/10 mill		\$350,282	\$33.12
9/10 mill		\$394,068	\$37.26
1 mill		\$437,853	\$41.40

1 mill for average Prairie Village House =

\$41.40 (annually)



Next Steps

9

- Adoption of the 2021 Budget
- Submission of the Budget to the County Clerk by August 25th
- Finalize 2021 Budget Book and assemble printed copies
- Submit budget to Government Finance Officers Association (GFOA) Award Program



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
JULY 20, 2020**

The City Council of Prairie Village, Kansas, met in regular session on Monday, July 20, 2020, at 6:00 p.m. Due to the COVID-19 pandemic, Councilmembers attended a virtual meeting via the Zoom software platform. Mayor Mikkelson presided.

ROLL CALL

Roll was called by the City Clerk with the following Councilmembers in attendance remotely via Zoom: Chad Herring, Jori Nelson, Inga Selders, Ron Nelson, Tucker Poling, Bonnie Limbird, Sheila Myers, Piper Reimer, Dan Runion, Courtney McFadden, Ian Graves and Terrence Gallagher. Staff present via Zoom: Tim Schwartzkopf, Chief of Police; Keith Bredehoeft, Director of Public Works; City Attorney David Waters, attorney with Lathrop & Gage; Chris Brewster, Gould Evans; Wes Jordan, City Administrator; Jamie Robichaud, Deputy City Administrator; Lisa Santa Maria, Finance Director; Meghan Boom, Assistant City Administrator; Adam Geffert, City Clerk.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mr. Nelson made a motion to approve the agenda for July 20, 2020 as presented. Ms. Nelson seconded the motion. A roll call vote was taken with the following votes cast: "aye": Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, McFadden, Graves, Gallagher. The motion passed 11-0.

PRESENTATIONS

Deb Settle, President/CEO of the Northeast Johnson County Chamber of Commerce, provided an update on how area businesses have adjusted their operations to remain open during the pandemic. She added that the Chamber was continuing its efforts to maintain connections through online networking events and social media communications.

CONSENT AGENDA

Mayor Mikkelson asked if there were any items to remove from the consent agenda for discussion.

1. Approval of regular City Council meeting minutes - July 6, 2020
2. Approval of Expenditure Ordinance #2992
3. Consider appointment to Prairie Village Arts Council



Mrs. Myers made a motion to approve the consent agenda as presented. A roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

EXECUTIVE SESSION

At 6:17 p.m., Mrs. Myers moved for the City Council to recess into executive session for a period not to exceed 23 minutes for the purpose of discussing a potential legal claim related to land use with the City Attorney, pursuant to the exception for consultation with an attorney which would be deemed privileged in the attorney-client relationship, K.S.A. 75-4319(b)(2).

Mr. Nelson seconded the motion. A roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

The open meeting resumed at 6:40 p.m.

COMMITTEE REPORTS

- **Planning Commission - PC2020-106: Consider Ordinance 2422 to rezone 7631 Reinhardt Street from R-1A to R-1B**

Mr. Brewster provided background on the application, noting that it was first heard and approved by the Planning Commission at its June 2 meeting. At the July 6 City Council meeting, the Governing Body voted unanimously to send the rezoning request back to the Planning Commission for further consideration. The Council asked the Planning Commission to consider a broader, more holistic approach to planning in the area with significant public engagement and to specifically review Golden Factors 1, 2, 4, 5, and 8. The Council also asked the Planning Commission to consider the diversity of the housing stock in Prairie Village in determining whether the rezoning request should be approved or denied.

At its July 7 meeting, the Planning Commission took up the item for consideration again based on the Council’s direction. After discussion on the Council’s request as well as specifically discussing Golden Factors 1, 2, 4, 5, and 8, the Planning Commission voted unanimously 6-0 to send its original recommendation of approval back to the City Council for final consideration.

Mr. Brewster stated that rezonings required the City Council to evaluate facts, weigh evidence, and consider the “Golden Factors” outlined in the zoning ordinance:

1. The character of the neighborhood
2. The zoning and uses of property nearby



3. The suitability of the property for the uses to which it has been restricted under its existing zoning
4. The extent that a change will detrimentally affect neighboring property
5. The length of time of any vacancy of the property
6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners
7. City staff recommendations
8. Conformance with the Comprehensive Plan

John Moffitt, applicant and co-owner of Mojo Built, was present to speak to the Commission, and shared his history of redeveloping existing homes and building new homes in Prairie Village.

Doug Patterson, attorney representing the estate of the owner of 7631 Reinhardt, stated that the property was currently under contract with Mojo Built, and referred to a letter he had written to the Council that was included in the meeting packet. He noted that the proposed rezoning was very similar to one that was approved by Council in 2018 for another property at 7540 Reinhardt.

Ms. Nelson and Ms. Selders read statements sharing their disappointment with the Planning Commission's decision. Both felt that the proposed homes would negatively impact the character of the neighborhood and adjacent properties, and stated that surrounding residents should be involved in planning for the future of their neighborhood.

Mr. Nelson noted that he had attended the Planning Commission meeting, and said that the main consideration for Council was the type of building that could be constructed on the lot if it remained R-1A versus what would be built on two R-1B lots. He added that the Planning Commission felt that the change in zoning would result in homes that better fit the character of the neighborhood, since a much larger home could be built on an R-1A lot.

Mrs. McFadden made a motion to approve Ordinance 2422, rezoning the property at 7631 Reinhardt from R-1A to R-1B. Mrs. Myers seconded the motion.

Mr. Herring asked about the size of the lots immediately to the east of the property on Windsor Street. Mr. Brewster stated that they were similarly sized to the proposed lots after the lot split, and were zoned R-1B.

Mayor Mikkelson stated that the application was different than the one approved in 2018 because the Phase 2 building guidelines had since been approved, and that the proposed lots would each be four feet smaller in width than those at 7540 Reinhardt. The Mayor added that the rezoning would not meet Golden Factor #1 (character of the neighborhood), #2 (zoning and uses of property nearby), #3 (the suitability of the property for the uses to which it has been restricted under its existing zoning) and #5 (the length of time of any vacancy of the property), in his opinion.



After further discussion, a roll call vote was taken with the following votes cast: “aye”: R. Nelson, Myers, McFadden; “nay”: Herring, J. Nelson, Selders, Poling, Limbird, Reimer, Runion, Graves, Gallagher, Mikkelson. The motion failed 10-3.

- Ms. Limbird said that the Art of Photography show was still viewable at <http://artspv.org>, and that votes for the People’s Choice Award could be made at <http://vote.artspv.org>. She also noted that Maddie Kamphaus had joined the Arts Council.

Ms. Limbird added that the kickoff for the Voter-to-Voter meeting would be held virtually on August 27.

- Mr. Nelson stated that he and Mayor Mikkelson had attended the First Suburbs Coalition meeting on July 17.

MAYOR’S REPORT

- Mayor Mikkelson provided an update on the COVID-19 pandemic, sharing that there had been no new cases at the Brighton Gardens long-term care facility for 28 days. The percentage of positive tests in Johnson County were higher, but deaths and hospitalizations remained flat.
- The Mayor spoke about the Black Lives Matter rally that took place on Saturday, July 18, and stated that there were no conflicts or incidents. He added that the City was committed to diversity, and that staff was working on initiatives to ensure fair and impartial justice and to make the community more welcoming to diverse groups.
- The Mayor met with other Northeast Johnson County Mayors the previous week to discuss CARES funding to reimburse pandemic-related expenses.
- The Mayor participated in National Ice Cream Day on July 19 by serving as a “guest scooper” at the new Summer Salt ice cream shop in the Corinth Shops.
- The rating and review website Niche ranked Prairie Village as the #1 place to live in the state of Kansas and the Kansas City metropolitan area.

STAFF REPORTS

Administration

- Mr. Jordan spoke about CARES funding, noting that Johnson County was awarded \$116 million, and was responsible for disbursement to cities. The City Administrators and Managers Association assigned three members to work with the County to develop an online portal through which cities could submit expenses for reimbursement. The City currently had approximately \$32,000 in actual costs related to the purchase of PPE, signage, and retrofitting counters in city hall with protective plexiglass. Some salary and payroll expenses could qualify as well. Mr. Jordan also shared strategies for making the Council Chambers safer for future in-person meetings.



- Mrs. Santa Maria provided second quarter financial information, noting that while sales tax revenue was down compared to 2019, the decrease was less than expected. Conversely, use tax revenue, collected from online purchases, had increased.

Public Safety

- Chief Schwartzkopf provided a summary of the Black Lives Matter march that took place in the City on Saturday, July 18. He stated that the Police Department had chosen to take a less conspicuous approach in an effort to reduce potential conflict, and that mostly positive comments were received from residents.

The Chief added that a Change.org petition had been created to address concerns raised by a resident about harassment she had received from a neighbor during the march.

OLD BUSINESS

There was no old business to come before the Council.

NEW BUSINESS

COU2020-33 Recommend the Governing Body adopt Charter Ordinance No. 29, which repeals Charter Ordinance No. 27.

Mrs. Santa Maria said that the new Charter Ordinance would allow the City to collect a transient guest tax directly, rather than relying on the Kansas Department of Revenue (KDOR) to collect and distribute funds. The City would also collect the 2% administrative fee that would have previously been retained by KDOR.

Mrs. McFadden made a motion to approve Charter Ordinance No. 29 as presented. Ms. Reimer seconded the motion. A roll call vote was taken with the following votes cast: "aye": Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher, Mikkelson. The motion passed 13-0.

COU2020-34 Consider amendments to Chapter 1 (article 13 - Emergency Assistance and National Emergency Situations) of the Municipal Code

Mr. Waters stated that at its July 6 meeting, the Council discussed Governor Kelly's most recent emergency order and determined there was a need to amend applicable City Ordinances contained in Chapter 1 (Article 13) of the Municipal Code to give the Mayor the expanded authority to enforce any county, state or federal health orders. The Council voted 12-0 to direct the City Attorney to make necessary changes so the Mayor would be able to declare such an emergency by proclamation to allow for local enforcement actions to preserve the health, safety, peace and/or order of the City.



Mr. Waters added that under the new Ordinance, the Mayor's emergency order would automatically terminate after seven days unless it was extended by the Governing Body, if the Mayor determined it was no longer needed, or upon the decision of the Governing Body at any time. Lastly, he noted that the amendments did not supersede the Council's authority to take action by home rule.

Mrs. McFadden made a motion to approve Ordinance No. 2423 amending Chapter 1, Article 13 of the Municipal Code as presented. Mr. Herring seconded the motion.

After further discussion, a roll call vote was taken with the following votes cast: "aye": Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

Mrs. Myers made a motion that the City Council move to the Council Committee of the Whole portion of the meeting. The motion was seconded by Mr. Nelson. A roll call vote was taken with the following votes cast: "aye": Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

COUNCIL COMMITTEE OF THE WHOLE

Consider approval of agreement with Energy Solutions Professionals for an investment grade energy audit

Ms. Robichaud said that the 2020 budget included the undertaking of an energy audit of city facilities. In 2010, the City issued a Request for Qualifications to conduct an energy audit and a possible energy performance contract. The City received four submissions at the time and moved forward with selecting Energy Solutions Professionals. The investment grade energy audit in 2010 then resulted in an energy performance contract, which was the project through which the geothermal HVAC system was installed in 2011.

Because of the City's previous work with Energy Solutions Professionals and their in-depth knowledge of the current energy systems in place, staff felt that it made sense to use their services again for a new energy audit rather than going out to bid. \$10,000 was budgeted for the project.

Jeff Flathman, President of Energy Solutions Professionals, stated that there were opportunities to ensure the geothermal system was running optimally, to improve indoor air quality and consider a conversion to LED lighting. The analysis would be completed in 90 days.

Mr. Runion made a motion to approve the agreement with Energy Solutions Professionals for \$8,602. The motion was seconded by Ms. Selders.



After further discussion, Mr. Runion moved to call the question. The motion was seconded by Mrs. McFadden. A roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

A roll call vote on the original motion was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

Mrs. McFadden moved that the City Council end the Council Committee of the Whole portion of the meeting. The motion was seconded by Mr. Nelson. A roll call vote on the original motion as amended was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

Mrs. McFadden made a motion to adjourn the meeting. The motion was seconded by Mr. Herring. A roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 12-0.

Mayor Mikkelson declared the meeting adjourned at 9:06 p.m.

Adam Geffert
City Clerk



ADMINISTRATION

CONSENT AGENDA

Council Meeting Date: August 3, 2020

COU2020-35: Consider Approval of Agreement with Energy Solutions Professional for an Investment Grade Energy Audit

BACKGROUND

The City Council budgeted \$10,000 in 2020 for an energy audit.

Back in 2010, the City issued a Request for Qualifications to conduct an energy audit and a possible energy performance contract. At that time, the City solicited qualifications from consultants who met the National Association of Energy Service Companies requirements, who were prequalified companies through the State of Kansas Facility Conservation Improvement Program (FCIP), and who had at least 5 years of experience.

The City received 4 submissions at the time and moved forward with selecting Energy Solutions Professionals. The investment grade energy audit in 2010 then resulted in an energy performance contract, which is the project through which the geothermal HVAC system was installed in 2011. The 2010 Investment Grade Audit that was completed is attached for the Council's review.

Because of our past work with Energy Solutions Professionals and their in-depth knowledge of the current energy systems that are currently in place, staff felt that it made sense to use their services again for a new energy audit rather than going out to bid.

Attached is the proposed agreement with Energy Solutions Professionals to conduct the investment grade audit, as well as the proposed process that they will follow. The total fee to conduct the investment grade audit is \$8,602 and includes evaluation of the community center, city hall, police department, and the pool facility. ESP will conduct a comprehensive study to analyze all major energy consuming equipment within our city facilities, as well as look at current processes, procedures, environment, people, strategic plan, and goals. ESP will then produce a final report and action plan to present to the Council based on their findings.

The Council Committee of the Whole voted to approve this agreement at the July 20, 2020 meeting.

RECOMMENDATION

Authorize the mayor to execute the investment grade audit agreement with Energy Service Professionals.

ATTACHMENTS

2020 Investment Grade Audit Agreement with Energy Service Professionals
2020 IGA Process

PREPARED BY

Jamie Robichaud
Deputy City Administrator
Date: July 29, 2020

INVESTMENT GRADE AUDIT AGREEMENT

This Investment Grade Audit Agreement (“Agreement”) is entered into between Energy Solutions Professionals, LLC. (“ESCO”), and City of Prairie Village, Kansas (“Client”) for an energy and facility audit, a report on the findings and assistance developing a final scope of work for inclusion in a potential Energy Performance Contract for the Client’s facilities as set forth in Section 4.

SECTION 1. GENERAL.

The primary objective in completing an Investment Grade Audit (IGA) of the Client’s facilities is to provide detailed information regarding the technical and financial aspects of proceeding with an Energy Performance Contract at the Client’s facilities. The IGA will provide comprehensive information on the existing conditions, cost of implementing a wide array of energy-saving facility-improvement measures, the guaranteed savings associated with each individual measure and a detailed financial picture about the impacts of implementing an Energy Performance Contract. This data enables the Client to make an informed decision about proceeding with an Energy Performance Contract.

This agreement is a mutual commitment between the ESCO and the Client. The ESCO commits to conducting the analysis necessary to develop a project that may be fully funded from re-directed energy and operational savings. If this is not accomplished, the Client will not owe the ESCO the IGA Fee identified in Section 4 of this Agreement. The Client commits that if a paid-from-savings project is identified, they will pay for the Audit. The Client will have the option of rolling the IGA Fee into the Energy Performance Contract where the fee will be paid for by savings.

SECTION 2. SCOPE OF WORK.

2.1 Energy Audit Data

ESCO shall prepare an Investment Grade Audit (IGA) of the Client’s facilities. The Client will provide its complete cooperation in connection with the preparation of the IGA. To assist ESCO in preparing the IGA, Client shall furnish (or cause others to furnish) to ESCO information pertinent to understanding the energy-consuming characteristics of their facilities. This information will include accurate and complete data concerning utility usage and cost for all facilities for the most current 24-month (minimum) time period. Additional data required will include; but not be limited to: physical access to facilities for conducting field surveys; historical operation and maintenance costs; occupancy information and schedules; description of any changes in the building structure or its heating, cooling, lighting or other systems or energy requirements; descriptions of all energy consuming equipment used at the Facilities; and description of energy management procedures presently utilized. If requested by ESCO, Client will also provide any prior energy audits of the Facilities, existing construction documentation, equipment submittals and any other related data.

2.2 Field Survey

ESCO will conduct a comprehensive field survey of the Facilities to gather information and data pertinent to the analysis of energy usage and preparation of the IGA. The field survey shall include physical review of, but not be limited to, the heating, ventilating, and air conditioning systems, temperature control systems, lighting systems, water-consuming systems, energy plant, and the building envelope. The physical review shall provide equipment quantities, characteristics and all pertinent model or nameplate data, and data-logging of significant energy consuming systems. Descriptions of equipment operation, equipment condition, and comfort levels will be recorded for each Facility. In addition, the survey will include interviews with all key personnel responsible for operating each facility.

2.3 Investment Grade Audit Report

ESCO shall present to the Client the written IGA Report within **90 working days** after execution of this Agreement. The IGA Report shall set forth the following information:

- A. An Executive Summary providing an overview of the IGA process, audit findings and a summary of technical and financial parameters associated with a potential Energy Performance Contract.
- B. A Technical Section that provides facility write-ups identifying existing conditions, a list and description of potential Energy Conservation Measure (ECM) opportunities, and guaranteed cost and savings for each ECM analyzed, even those not recommended for inclusion in project. The costs will be based on firm subcontractor and/or vendor quotes, and the guaranteed savings on a combination of engineering methods, logged-data and/or accepted energy-estimating programs.
- C. A Financial Analysis Section that will summarize various financing options and avenues for funding the potential Energy Performance Contract, including sample pro forma cash flow tables for various combinations of Energy Conservation Measures.
- D. A Project Management Plan Section that will identify the steps necessary to implement the Energy Performance Contract. This plan will include a project timeline associated with completing each step necessary to fulfill the Client's objectives for an implementation schedule.
- E. Appendices necessary to provide full disclosure on how the savings were calculated and how they will be measured and verified to fulfill the guarantee, field-measured data, cut-sheets or any other pertinent technical information that will help the Client understand the full scope and financial parameters for all ECMs evaluated.

SECTION 3. ACCEPTANCE OF THE INVESTMENT GRADE AUDIT REPORT

The IGA Report will be presented to the Client, and the Client will be given 90 days from the date of presentation of this Report to decide whether or not to enter into an Energy Performance Contract with the ESCO. If the Client executes an Energy Performance Contract with the ESCO within the 90 days, the IGA Fee will be included in the Energy Performance Contract, and be paid for from savings. If the Client does not execute the Energy Performance Contract within 90 days, the IGA fee will be billed by ESCO and paid by the Client within 30 days of billing. If not paid within 30 days, a \$150 late fee will be assessed.

- 3.1 If, at any time during the audit it is determined by ESCO that for technical, cost or lack of savings reasons the economics of the project will not meet the stated objectives, or that it does not seem feasible to spend more funds to complete the remaining work of this Agreement, ESCO will advise the Client immediately. Under such circumstances, the Client may, at its option, terminate this Agreement at no expense, or agree to have the ESCO proceed with the work covered in this Agreement subject to mutually agreeable revised financial parameters.
- 3.2 Upon execution of the guaranteed Energy Performance Contract agreement, the IGA Report shall become a part of the Energy Performance Contract, and will be attached as a "Schedule".
- 3.3 To clarify acceptance and payment terms: a) the Client will not owe ESCO the IGA Fee if ESCO fails to develop a paid-from-savings project; b) the Client may elect to pay the IGA Fee amount directly or roll this Fee into the Energy Performance Contract project so that the IGA is paid for by program savings.

SECTION 4. FACILITIES

The Client Facilities to be evaluated as part of this Agreement include:

Building / Opportunity	Area (SF)	IGA Fee / SF	IGA Fee
Community Center	2,100	\$0.12	\$252.00
City Hall	17,500	\$0.08	\$1,400.00
Police Department	18,000	\$0.08	\$1,440.00
City Hall /Police Dept - RCx Analysis	17,500	\$0.06	\$1,050.00
Harmon Park (Pool, Misc.)			\$1,260.00
Solar Analysis - Pool, City Hall, Police			\$3,200.00
Project Totals	55,100		\$8,602.00

SECTION 5. ACCEPTANCE

IN WITNESS WHEREOF, and intending to be legally bound, the parties hereto subscribe their names to this instrument on the date first above written. This Agreement shall be effective on the last signature date set forth below.

City of Prairie Village, Kansas

Energy Solutions Professionals, LLC

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Investment Grade Audit Process

The Energy Solutions Professionals team views the Investment Grade Audit (IGA) as the technical and financial cornerstone for effective facility improvement planning. The data collected, dialogue with your Team and ensuing evaluation provide the keys to making sound energy and facility improvement solution recommendations. A primary goal of the audit is to identify energy saving opportunities that enable our clients to redirect funds from the utility company to investment in their facilities. However, our audit process ensures that the proposed solutions go beyond simply energy savings, to also address the core needs and strategic plans of your organization. We have honed this process over many years of providing energy services, and we continually strive to improve our methods and delivery.

Our Investment Grade Audit includes an analysis of all major energy consuming equipment within your facilities, processes, procedures, environment, people, strategic plan and goals, as well as your financial and business situation. The objective is to ensure a comprehensive study that maximizes solutions and value. We strive to understand how your facility(s) currently operate and learn what your future plans are, so that the solutions we offer can solve current issues, while meeting future objectives. The audit provides the basis from which solutions that will impact your facility(s), people and the community you serve for many years are developed and implemented.

The following outline and descriptions define the primary steps in completing an effective energy and facility audit. These steps are completed iteratively and in parallel.

1. Introduce teams and setup workshops (on-going)

- a. Establish team members, identify roles and set up channels of communication.
- b. We use workshops to ensure our efforts are focused on the issues important to your team. Our aim is to keep you informed of our progress, while not being a burden on your staff.

2. Collect and evaluate historical operating cost data

- a. Collect historical utility usage, demand and cost data for gas, electric and water/sewer
- b. Collect information regarding historic maintenance costs for all pertinent systems
Focus on: Material, outsourced maintenance, end-of-life equipment, etc.
- c. Enter operating cost data into analysis tools for evaluation
 - i. Utility analysis provides trending, benchmarking and a macro view of situation
 - ii. Operations and maintenance information is evaluated to determine if there are specific problem-area equipment or systems, and to quantify savings potential.

3. Collect and evaluate field-data

- a. Confer with operating personnel to identify the type and condition of mechanical, electrical, process and water systems in each facility. These meetings will identify system set-points, scheduling practices, perceived needs and/or problem areas.

- b. Conduct field survey(s) to gain an understanding of existing energy-consuming equipment and systems that are in place. Survey includes evaluating condition of equipment, mechanical rooms, occupied spaces (light-levels, temperatures, perceived comfort and other conditions) and building envelope systems. We also take power, temperature, flow and/or other pertinent measurements where warranted.
- c. Evaluate all field data. We bridge the gap between theory and reality by comparing field readings with engineering calculations to verify heating/cooling loads and equipment sizing.

4. Develop solutions to address needs

- a. Develop a comprehensive list of energy efficiency and facility improvement needs. This will include items that have good payback (savings vs. cost), critical facility needs and “wish-list” upgrades. Our solutions will always consider and identify the affect on environment, people and strategic objectives. Operational savings are calculated for each measure.
 - i. All measures are designed to compliment strategic planning, and to go beyond just energy savings to holistically address the organization’s needs.
 - ii. This list is a sound tool for long-term planning in organizations, and typically includes a myriad of opportunities. Some of these end up not being included in the energy performance contract due to financial; savings payback, constraints.
- b. Once a mutually agreed upon list of measures is developed, we obtain pricing from engineering estimates &/or multiple (pre-qualified and approved) subcontractor bids.
- c. Obtain proposals from leading financiers; based on various combinations of measures, to have a sense of available financial criteria (rates, terms and options).

5. Produce final report and action plan

The IGA report and action plan accurately communicates all the findings from the audit, and provides an effective tool for deciding action steps to take based on these findings.

- a. The information provided in the report includes; but is not limited to, an executive summary, utility analysis, existing conditions descriptions, energy and facility improvement measures list (costs & savings by measure) and descriptions, financing options, savings calculations, pricing evaluations and an implementation plan.
- b. A draft of the report is completed and presented to the client in a workshop setting. It is during this workshop that various combinations and options of measures to include in a project are evaluated. Our client has complete control over deciding the scope and magnitude of the final (potential) energy performance contract project.
- c. We include information on all measures evaluated and identify the mutually agreed “best-value” scenario for the client’s current situation.

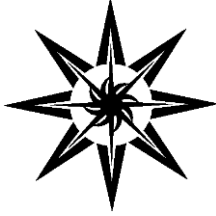
City of Prairie Village – Specific Requirements

Some members of ESP's Team have met with City of Prairie Village staff to discuss some of the key focal points that need to be addressed through the proposed Investment Grade Audit. We want to specifically identify these items to ensure that you know we will evaluate these items as part of our overall analysis and solution development for the proposed energy-saving and facility-improvement audit.

- Conversion of all lighting to LED technology
- Retro-commissioning of the Ground Source Heat Pump system and controls
- Evaluation of Indoor Air Quality and options for solutions that clean the air and eliminate pathogens, virus and/or particulates from air to optimize health-safety
- Analyze swimming pool operation to optimize energy and operating costs, conduct thorough leak-detection effort to determine where water is being lost
- Analysis of renewable energy opportunities to include solar heating, solar PV, wind generation and other options that the Teams may jointly identify.

Summary

Our process and methods for completing an Investment Grade Audit are designed to create a collaborative, team-oriented environment in which our highly skilled group of energy and facility professionals supplements your staff to develop truly holistic solutions for your specific situation. We work with all levels of your organization to ensure that energy, facility, environmental, people, business and financial aspects are all considered during the evaluation process. This lays the groundwork from which an effective energy efficiency, facility improvement project may be implemented.



PUBLIC WORKS DEPARTMENT

Council Meeting Date: 8/3/2020

COU2020-36: CONSIDER APPROVAL OF CUSTODIAL SERVICES THREE YEAR CONTRACT

RECOMMENDATION

Staff recommends City Council approve the three year contract with City Wide Maintenance Company, Inc. for 2020 with renewal in 2021 thru 2022.

BACKGROUND

On 12/16/2019 City Council approved MC Janitorial as the company to provide janitorial services for 2020, 2021, and 2022. Since that time MC Janitorial has not met Public Works expectations. After significant time and effort by city staff to make the situation better it was determined that MC Janitorial should no longer provide these services for the City. It is proposed to hire the second lowest bidder from the bidding process followed in 2019.

In the Fall of 2019 a Request for Qualifications for custodial services was publicly advertised and 7 companies submitted their qualifications to provide custodial services. Based on review of the submittals three firms were asked to interview. Based on the interviews two companies were asked to submit pricing. This bid was for a three year contract for the cleaning of the Municipal Building, Public Safety Center, Community Center, Public Works, Swimming Pool, Franklin Park Restrooms, Harmon Park Restrooms, Porter Park Restrooms, and Wassmer Restrooms.

Below is a comparison of the yearly costs as bid in late 2019 for expected services for 2020 and 2021 with pool cleaning costs removed for 2020. With the construction of a new Public Works building our cleaning needs have changed since the Fall of 2019. The 2022 prices shown in the contract have been left off the below analysis as we will get revised costs after the new public works building is completed.

Bidder	2020	2021	2020 and 2021 Total
MC Janitorial	\$66,456	\$75,521	\$141,977
City Wide	\$84,588	\$98,785	\$183,373

City Wide costs are about \$1,500 per month more than MC Janitorial but there are adequate funds budgeted in 2020 to cover this increase in costs. In 2021 after the Public Works Building is complete updated pricing will be submitted and it is anticipated that the funding for cleaning will need to be increased for the remainder of 2021. An item will be

brought back to council at that time to approve the increase in funding. The funding levels for the 2022 operations budget will be set during the 2022 budget process.

FUNDING SOURCE

Funds are available in the various operations budgets for the remaining costs in 2020. Council will approve increased cleaning costs for 2021 and 2022 in the future.

ATTACHMENTS

1. Agreement for Custodial Services with City Wide Maintenance Company, Inc.

PREPARED BY

Keith Bredehoeft, Director of Public Works

July 27, 2020

AGREEMENT FOR CUSTODIAL SERVICES

This Agreement, made this _____ day of _____, 2020, by and between CITY WIDE MAINTENANCE COMPANY, INC., hereinafter referred to as Contractor, and the CITY OF PRAIRIE VILLAGE, KANSAS, hereinafter referred to as City, with the following terms and conditions.

The Contractor proposes and agrees to provide all necessary machinery, tools, and equipment; and to do all the work specified in these documents of the agreement in the manner herein prescribed and according to the requirements of the City as herein set forth.

This document will be the only executed agreement. Any additions or changes must be added as a written supplement to this agreement at time of proposal. City Council must approve each year the terms of this Agreement based on the budgetary allowance.

1.0 Service Specifications

- A. "Custodial Services" shall include, but is not limited to, the cleaning of doors, floors, carpets, ceilings, blinds, walls, restrooms, break rooms, detention areas, common areas, workspaces, conference rooms, training rooms, basements, storage areas, garages, and windows.
- B. The definition of "clean" shall be:
- The absence of litter AND undesirable debris which can be eliminated by proper attention and remediation techniques.
 - The absence of dust buildup on ANY surface.
 - The complete, comprehensive cleaning of any facility location, including corners, inside, outside, top, and bottom of any surface.
 - The absence of any soil, wax, or other undesirable buildup, which can be eliminated by appropriate heavy duty or project cleaning method.
 - The presence of the appropriate surface gloss, protection, or reflective capacity in line with "like new" or designated gloss levels.
 - The absence of minor spots, finger prints, or other limited surface marring or blemish, which can be eliminated by appropriate spot cleaning techniques.
 - The absence of dust, lint, and other "in fiber" accumulation in fabric and carpeted areas which can be eliminated by appropriate vacuum cleaning methods.
 - The reporting of maintenance and other work requests to designated public works personnel to eliminate or correct problems with damaged, non-functioning, repair or replacement items, which cannot be corrected through appropriate cleaning techniques.
 - The presence of appropriate levels of paper products, soap, and personal hygiene products in all restrooms, break rooms, and dispensers to prevent any depletion.
 - Trash removal - the Contractor will be responsible for daily maintenance of the trash receptacles, cigarette/cigar disposal containers (if present), and recycling containers for all facilities. Contents of the trash and recycling receptacles shall be kept separated and placed in the appropriate disposal dumpsters. The City will be responsible for providing disposal services at all facilities.
 - All facilities should be checked as appropriate by the Contractor's designated manager/supervisor to ensure the facilities are clean.

1.1 The Contractor will provide building custodial services on a five day (Sunday through Thursday) schedule at these locations:

- A. Municipal Building, 7700 Mission Road
- B. Public Safety Center, 7710 Mission Road
- C. Community Center, 7720 Mission Road (temporary until mid 2021)
- D. Public Works G Building & Restroom Trailer – 3535 Somerset Drive (temporary until mid 2021)
- E. Public Works Facility - 3535 Somerset Drive (to be added and priced in 2021)

1.2 The Contractor will provide custodial services for bathrooms only on a daily schedule during the swimming pool season (May 15 to September 15) at these locations:

- A. Swimming Pool Bathhouse, 7711 Delmar (no 2020 service)
- B. Swimming Pool Filter House, 7711 Delmar (no 2020 service)

- 1.3 The Contractor will provide daily custodial services at these locations:
- A. Harmon Park, 7721 Delmar (bathrooms only)
 - B. Franklin Park, 8700 Roe Avenue (bathrooms only)
 - C. Porter Park, 4601 Tomahawk Drive (bathrooms only)
 - D. Wassmer Park, 4805 W. 67th Street (bathrooms only)
 - E. Community Center, 7720 Mission Road (service times based on rental schedule) (start mid-2021)
- 1.4 The Contractor will be required to adjust the cleaning routine in accordance with the meeting schedule provided by the City Clerk's office. Cleaning of all meeting areas and adjacent areas should occur after all scheduled meetings of that day. All other facilities will have cleaning schedules that commence after regular building hours unless otherwise requested. All cleaning shall be completed prior to 7:00 a.m. of the next work day.
- 1.5 The Contractor will provide all labor, equipment, and cleaning materials to adequately perform the required custodial services.
- 1.6 The Contractor will identify all chemicals used, what type of cleaning each chemical is used for, and will provide to the City a Material Safety Data Sheet for all chemicals used.
- 1.7 The City will provide liquid hand soap, paper towels, toilet paper, sanitary napkins, air fresheners, air freshener cartridges, batteries, and light bulbs.
- 1.8 The cleaning schedule for the Contractor for all areas in City facilities is:

	DAILY	WEEKLY	MONTHLY	QUARTERLY	ANNUALLY
Vacuum all carpeted areas and stairwells	X				
Sweep/dust mop and damp mop all hard surface floors	X				
Clean public and employee entryways to include sweeping area immediately outside entrance doors	X				
Clean both sides of all entrance glass and doors including metal frames	X				
Clean both sides of glass and metal frames around all interior doors	X				
Clean office directory glass panels	X				
Empty all trash/recycle receptacles and replace soiled basket liners as required	X				
Wipe spillage from waste receptacle tops	X				
Remove all trash/recycle to appropriate dumpsters	X				
Dust all tops of desks, window ledges, telephones, partitions, file cabinets and other horizontal surfaces	X				
Spot clean interior walls and vertical partition panels	X				
Damp wipe, clean, and disinfect sinks, table-tops, counter-tops, microwaves, and appliance fronts	X				
Clean and disinfect drinking fountains	X				
Spot clean all light switches	X				
Clean and disinfect door handles, handrails, and elevator buttons	X				

	DAILY	WEEKLY	MONTHLY	QUARTERLY	ANNUALLY
Remove fingerprints and smudges from around doors, jambs, and light switches	X				
Special additions for cleaning restrooms and locker rooms:					
• Clean top, bottom, and side surfaces, inside and out, of all stools and urinals using a disinfectant cleaner	X				
• Clean both sides of stool seats using a disinfectant cleaner	X				
• Special attention in cleaning shall be given to areas around urinals, toilet fixtures, edges and corners	X				
• Damp wipe and clean wall tile, stall doors and stall partitions using a disinfectant cleaner	X				
• Mop all floors using a disinfectant cleaner	X				
• Toilet seats shall be left in a "raised" position after cleaning	X				
• Clean/polish any soap trays, fixtures and shiny surfaces	X				
• Scrub and disinfect sinks, showers and floors to remove all mold, mildew and soap scum	X				
• Clean mirrors and counter tops	X				
• Clean both sides of restroom doors	X				
• Spot clean restroom walls	X				
• Replace batteries in towel dispensers as needed	X				
Special additions for cleaning gym:	X				
• Dust mop gym floor; damp spot mop as needed	X				
• Spot clean all glass and mirrors	X				
• Wipe down and disinfect benches	X				
Service dispensing units in restrooms, locker rooms, break rooms and detention areas (paper products, soap, sanitary napkins, misc. dispensing units)	X				
Secure all doors and turn off all lights	X				
Dust all corners and ceiling wall joints for cobwebs		X			
Clean insects from light fixtures		X			
Dust lower areas of file cabinets and desks		X			
Dust picture frames and vertical office partitions		X			
Dust all ledge areas, high and low		X			
Spot clean carpets		X			

	DAILY	WEEKLY	MONTHLY	QUARTERLY	ANNUALLY
Vacuum, damp wipe, and clean elevator tracks and floor threshold plates		X			
Clean and polish elevator frames and walls		X			
Damp wipe and clean locker doors		X			
Scrub hard surface floors where needed		X			
Sweep police garage		X			
Vacuum upholstered furniture			X		
Clean and high traffic carpet areas (as needed)			X		
Scrub hard surface floors, buff to shiny finish			X		
Clean under office machines and desks			X		
Clean light fixtures and lamps			X		
Dust tops of lockers			X		
Dust high wall areas of facilities			X		
Clean air vents			X		
Sanitize restroom walls and partitions			X		
Change air freshener cartridges and batteries			X		
Clean all windows inside and out				X	
Dust blinds				X	
Dust ceiling tiles, ceiling crate and lighting fixtures in Dispatch				X	
Strip and wax floors requiring this process				X	
Spot clean Council Chambers furniture (as needed)				X	
Shampoo by extraction and deodorize carpets					X

- 1.9 The Contractor will provide a monthly schedule outlining dates for the weekly, monthly, quarterly, and annual schedule of cleaning items.
- 1.10 The Contractor will provide special request services on an hourly rate.
- 1.11 The Contractor's company shall be bonded and a background check (including fingerprints) will be required of all employees of the Contractor by the City's Police Department. Approval for each employee must be received from the Police Department prior to said employee beginning work.
- 1.12 All approved employees of the Contractor will prominently display the City-issued identification card when working in any City facility.
- 1.13 The Contractor will supply a direct contact name, phone number and email for a manager/supervisor and will notify the City if this contact information changes during the contract period.
- 1.14 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.
- 1.15 The City will provide access keys to all locations. The Contractor is prohibited from making copies of any City keys.

General

- 2.0 The signed agreement will be the authorization for the Contractor to provide the described services as requested by the City.
- 2.1 James Carney, Field Superintendent, at phone-(913)385-4644, fax-(913)642-0117, Email-jcarney@pvkansas.com, or his/her designee will be the City coordinator for the Contractor for providing any service and responding to any special needs.
- 2.2 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.
- 2.3 All invoices should be grouped by building, with a copy of the service report attached detailing date of completed items from weekly, monthly, quarterly and annual list. They are to be sent to Public Works Department, 3535 Somerset Drive, Prairie Village, KS 66208.
- 2.4 Invoices shall be submitted for payment within sixty (60) days of completion of work.
- 2.5 Insurance:
- A. The Contractor shall procure and maintain, at its expense, the following insurance coverage: (a) Workers' Compensation -- Statutory Limits, with Employer's Liability limits of \$100,000 each employee, \$500,000 policy limit; (b) Commercial General Liability for bodily injury and property damage liability claims with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate; and (c) Commercial Automobile Liability for bodily injury and property damage with limits of not less than \$1,000,000 each accident for all owned, non-owned and hired automobiles.
 - B. All property damaged shall be repaired or replaced to a condition immediately prior to the time of damage, and to the satisfaction of the City.
 - C. All loss or damage arising out of the nature of the work to be done, or from the action of the elements, or from floods or overflows, or from ground water, or from unusual obstructions or difficulties, or any other natural or existing circumstances either known or unforeseen, which may be encountered in the prosecution of the said work shall be sustained and borne by the Contractor at its own cost and expense.
 - D. The City shall be a named insured on such policies. Satisfactory certificates of insurance shall be filed with the City prior to starting any construction work on this Contract. The certificates shall state that thirty (30) days written notice will be given to the City before any policy coverage thereby is changed or canceled.
- 2.6 It is the express intent of the parties that this Contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the City and employees of the City shall not be deemed to be employees of the Contractor. The Contractor and the City shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the City's employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
- 2.7 The City agrees that while services are being provided by the Contractor, and for a period of 180 days following termination of the Agreement with the Contractor, the City shall not directly employ, directly contract with, nor have any other direct contractual cleaning or janitorial agreements with any employee or sub-contractor of the Contractor.

- 2.8 This Agreement is for the period of July 1, 2020, through December 31, 2022. Either party may terminate this Agreement by giving sixty (60) days prior written notice to the other party; provided, that City may terminate this Agreement immediately in the event of default by Contractor.
- 2.9 The Contractor will commence work within ten (10) calendar days from and after receiving instructions from the City.
- 2.10 To the fullest extent permitted by law, with respect to the performance of its obligations in this Contract or implied by law, and whether performed by Contractor or any permitted subcontractors hired by Contractor, the Contractor agrees to indemnify City, and its agents, servants, and employees from and against any and all claims, damages, and losses arising out of personal injury, death, or property damage, caused by the negligent acts, errors, or omissions of the Contractor or its subcontractors, to the extent and in proportion to the comparative degree of fault of the Contractor and its subcontractors. Contractor shall also pay for City's reasonable attorneys' fees, expert fees, and costs incurred in the defense of such a claim to the extent and in proportion to the comparative degree of fault of the Contractor and its subcontractors.
- 2.11 Applicable Laws and Permits:
- A. The Contractor shall observe and comply with all applicable federal, state, and local laws, regulations, standards, ordinances or codes and shall be in compliance with all applicable licensure and permitting requirements at all times.
- B. Pursuant to K.S.A. No. 16-113, if the Contractor does not have a resident agent in the State of Kansas, it shall execute and file "Certificate of Appointment of Process of Agent" with the Clerk of the District Court at the Johnson County, Kansas Courthouse. These forms may be obtained at the Office of the Clerk of the District Court. After execution of the documents, it shall be filed with the Clerk of the District Court. Contractor shall be responsible for the filing fee. This certificate is pursuant to the General Statutes of Kansas, and shall be filed prior to the formal execution of the Contract Documents. Failure to comply with these requirements shall disqualify the Contractor for the awarding of this Contract.
- 2.12 In executing this Agreement, Contractor expressly covenants and agrees that, undertaking to complete the work required under this Agreement, within the time periods herein fixed, it has taken into account and made allowances for all hindrances and delays incident to such work, including but not limited to those arising out of the COVID-19 pandemic. No charge shall be made by Contractor for delays or supplies regarding such work related to COVID-19, except as may be specifically provided for herein. Contractor acknowledges and agrees that the City and its services are an essential function and that Contractor's services are necessary for the continuing function of such essential governmental services.
- Notwithstanding the foregoing or anything in this Agreement to the contrary, Contractor acknowledges and agrees that the work, and the performance thereof, may be subject to current and future governmental orders or directives regarding safety protocols related COVID-19, and Contractor agrees that all work shall be performed in accordance with the same, including but not limited to directives regarding social distancing, hygiene, and other efforts to slow the spread of COVID-19. City shall not be responsible for any increase in the contract sum or the contract time related to compliance with such directives, including but not limited to any arising from City's enforcement of such orders or directives. Failure of Contractor or any of its employees to comply with such orders or directives shall be deemed an event of default under this Agreement.
- 2.13 The Contractor warrants to the City that any materials furnished under this Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The

Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. The Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. This warranty shall be in addition to and not in limitation of any other warranty or remedy required by law or by the Contract Documents.

- 2.14 The Contractor may not use any subcontractors without the prior written consent of the City, which may be withheld for any reason at the City's discretion.
- 2.15 If, on account of a continued default or breach by either party of such party's obligations under the terms of this agreement after any notice and opportunity to cure as may be required hereunder, it shall be necessary for the other party to employ one or more attorneys to enforce or defend any of such other party's rights or remedies hereunder, then, in such event, any reasonable amounts incurred by such other party, including but not limited to attorneys' fees, experts' fees and all costs, shall be paid by the breaching or defaulting party.
- 2.16 This Contract shall not be assigned by Contractor to any other party without first obtaining the written consent of the City.
- 2.17 Non Discrimination - The Contractor agrees that it shall abide by the Prairie Village Non Discrimination Code (Section 5-801 et seq) and shall not discriminate against any person in the performance of Work under the present contract because of race, religion, color, sex, sexual orientation, gender identity, disability, age, national origin, or ancestry. If the City determines that the Contractor has violated any applicable provision of any local, state or federal law, or has discriminated against any person because of race, religion, color, sex, sexual orientation, gender identity, disability, age, national origin, or ancestry, such violation and/or discrimination shall constitute a breach of contract and the City may cancel, terminate or suspend this agreement in whole or in part.
- 2.18 This Contract shall be governed by and interpreted in accordance with the laws of the State of Kansas. Venue for all actions relating to this contract shall be in the district court of Johnson County, Kansas.

3.0 Fees

- 3.1 The fees for the completion of this service are:

Location	2020 Monthly Fee	2021 Monthly Fee	2022 Monthly Fee
Municipal Building	\$1,906.00	\$2,272.00	\$2,332.00
Public Safety Center	\$2,346.00	\$2,668.00	\$2,748.00
Community Center (until mid 2021)	\$515.00	\$515.00	-
Community Center (15 or as scheduled)	-	-	\$900.00
G Building & Trailer	\$582.00	\$582.00	-
Public Works Facility	-	-	TBD
Swimming Pool Bathhouse (May - September Only)	N/A	\$635.00	\$657.00
Swimming Pool South Filter House (May - September Only)	N/A	\$390.00	\$405.00

Harmon Park Restrooms	\$425.00	\$442.00	\$458.00
Franklin Park Restrooms	\$425.00	\$442.00	\$458.00
Porter Park Restrooms	\$425.00	\$442.00	\$458.00
Wassmer Park Restrooms	\$425.00	\$442.00	\$458.00
Special Service Request	2020 Hourly Rate	2021 Hourly Rate	2022 Hourly Rate
Request	\$22.00	\$22.00	\$22.00

- 3.2 The City will immediately notify Contractor in writing of any addition or deletion of square footage being used in the City's buildings. The Contractor shall not add additional work or remove work unless there is prior written notice from the City's authorized agent.

4.0 **References**

4.1 The Contractor will provide three (3) local references of comparable work from the last twelve (12) months.

Company: City of Kansas City, MO Contact: Jim Freed
 Phone #: 913-244-8096 Email: Jim.freed@kcmo.org
 Brief Description on Work: Janitorial for City Buildings

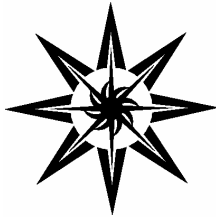
Company: City of Merriam Contact: Jim MacDonald
 Phone #: 913-322-5578 Email: jmacdonald@merriam.org
 Brief Description on Work: Janitorial for City Buildings and new Community Center

Company: City of Overland Park Contact: Russ Dent
 Phone #: 913-895-6276 Email: Russ.dent@opkansas.org
 Brief Description on Work: Janitorial for City Buildings and Matt Ross Community Center

Contractor Contact: Jim Huser
 Company Name: City Wide
 Address: 15230 W 105th Ter
Lenexa, KS 66219
 Telephone Number: 913-888-5700
 FAX Number: 913-888-5151
 Email: jhuser@gocitywide.com

/s/ _____ Date
 Eric Mikkelson – Mayor
 ATTEST:
 /s/ _____ Date
 Adam Geffert – City Clerk
 APPROVED AS TO LEGAL FORM:
 /s/ _____ Date
 David E. Waters – City Attorney

/s/ _____ Date
 Contractor Agent



PUBLIC WORKS DEPARTMENT

Consent Agenda: August 3, 2020

COU2020-37: APPROVAL OF INTERLOCAL AGREEMENT WITH JOHNSON COUNTY WASTEWATER AND THE CITY OF LEAWOOD FOR STORMWATER IMPROVEMENTS ON MISSION ROAD.

RECOMMENDATION

Move to approve the interlocal agreement with Johnson County Wastewater and the City of Leawood for Stormwater Improvements on Mission Road in the amount of \$30,372.00 funded by DRAIN20x.

BACKGROUND

Johnson County Wastewater (JCW) has an infrastructure project that will replace the sanitary sewer force main in the Mission Road northbound lanes from 83rd Street to 93rd Street beginning in 2020 through 2021. This infrastructure is located in both cities of Prairie Village and Leawood.

City staff from both municipalities worked with JCW to include the removal of metal storm sewer pipe under Mission Road at two locations and replace it with reinforced concrete pipe. These crossings were added to the JCW project given that the stormwater pipes can be replaced in conjunction with the sanitary work.

The City of Prairie Village's cost for these improvements is estimated not to exceed \$30,372.

FUNDING SOURCE

Funding is available in the CIP project DRAIN20x.

ATTACHMENTS

1. Interlocal Agreement with Johnson County Wastewater and the City of Leawood.

PREPARED BY

Melissa Prenger, Senior Project Manager

July 29, 2020

**AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF
JOHNSON COUNTY, KANSAS, AND THE CITIES OF PRAIRIE VILLAGE AND
LEAWOOD, KANSAS FOR THE CONSTRUCTION OF STORM SEWER LINE
IMPROVEMENTS**

THIS AGREEMENT, made and entered into this _____ day of _____, 2020, by and between the Board of County Commissioners of Johnson County, Kansas, as the governing body of the Consolidated Main Sewer District of Johnson County, Kansas, and Johnson County Wastewater (the "County"), the City of Prairie Village, Kansas ("Prairie Village"), and the City of Leawood, Kansas ("Leawood") for the purpose of construction of storm sewer line improvements (the "Storm Sewer Improvements") as part of the reconstruction and improvements Dyke's Branch Pump Station Contract 7 - Force Main Replacement, Prairie Village and Leawood, Kansas, pursuant to K.S.A. 12-2908, and amendments thereto.

WHEREAS, the project will relocate or remove and replace the existing dry weather sanitary sewer force main from the Dyke's Branch Pump Station (3537 Somerset Drive) to the vicinity of 93rd Street along Mission Road, the project also provides for upgrades and improvements of two storm sewer lines crossing Mission Road and one storm box connector parallel to Mission Road all nearing the end of their useful life that would otherwise require replacement and given the project can replace the storm sewer lines while performing other work with minimal additional impact to the public as part of a project within the County (the "County Project"); and

WHEREAS, the Cities operate and maintain storm sewer lines within the County Project area; and

WHEREAS, the Cities' two storm sewer lines noted above will be replaced as part of the County Project; and

WHEREAS, the County hired the design team of HDR Engineering, Inc., (the "County Engineer") to design the County Project; and

WHEREAS, the Cities requested the County Engineer to design the Storm Sewer Improvements as a part of the County Project as detailed in Exhibit A attached hereto and incorporated by reference; and

WHEREAS, the parties have by their governing bodies determined it was in the public interest to consolidate the projects into one bid set awarded and managed by the County; and

WHEREAS, the governing body of the City of Prairie Village did approve and authorize its mayor to execute this Agreement by official vote of the City Council on _____ day of _____, 2020; and

WHEREAS, the governing body of the City of Leawood did approve and authorize its mayor to execute this Agreement by official vote of the City Council on 20th day of July,

2020; and

WHEREAS, the governing body of the County did approve and authorize its board chairman to execute this Agreement by official vote of the Board of County Commissioners on ____ day of _____, 2020; and

NOW THEREFORE, in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Cities and County agree as follows:

1. The County shall award the County Project to the winning contractor in accordance with County contracting requirements. Construction of the Storm Sewer Improvements shall be completed in accordance with the plans prepared by County Engineer and approved by the Cities. The County Engineer shall inspect the Storm Sewer Improvements and enforce both the Prairie Village and Leawood sewer standards and specifications contained in the County Project Technical Specifications, during the construction phase of the County Project.
2. The parties acknowledge that the County will incur certain construction costs as part of the County Project, including the Storm Sewer Improvement construction costs. The Cities agree to reimburse the County for the actual cost of construction of the Storm Sewer Improvements within the County Project area, which will include the following costs:
 - A. Labor and material used in constructing the Storm Sewer Improvements; and
 - B. Such other expenses which are necessary in constructing the Storm Sewer Improvements. These costs include but are not limited to design engineering, project administration, construction inspection, material testing, utility relocations, as-built drawings, traffic control and other items incidental to constructing the Storm Sewer Improvements.
3. After completion of the Project, the County will certify to the Cities that the County has accepted the same, as constructed. Within thirty (30) days from certification of final completion and acceptance of the County Project, the County shall submit to the Cities a final accounting of all Storm Sewer Improvement construction costs. The Cities agree to reimburse the County no later than sixty (60) days following receipt of the final accounting and invoice for the actual cost of construction of the Storm Sewer Improvements. The cost of construction of the Storm Sewer Improvements within the County Project Area to be reimbursed by Prairie Village is not to exceed \$30,372.00 and Leawood is not to exceed \$36,852.00 as detailed in Exhibit A and B attached hereto and incorporated herein by reference.

4. The County agrees to act as the Administrator of the consolidated Project to be built in accordance with the proposed plans. As Administrator for the County Project, the County agrees to assume and perform the following duties:

A. Obtain costs for and enter into a contract for completion of the County Project in the manner required by law and require the contractor to comply with all applicable laws and regulations governing public contracts, including all non-discrimination laws and regulations.

B. Require indemnity covenants and evidence of insurance from contractors for loss or damage to life or property arising out of the contractors' intentional or negligent acts or omissions in an amount not less than \$2,000,000.00 for any contractor.

C. Require a two-year maintenance bond from the contractor payable to each City in the amount of 100 percent (100%) of the total construction cost of the Storm Sewer Improvement, in that City effective from the date of acceptance of such facilities by that City.

D. Include in contracts for construction a requirement that the contractor defend, indemnify and save Cities and County harmless from and against all liability for damages, costs, and expenses arising out of any claim, suit or action for injuries or damages sustained to persons or property by reason of the act or omissions of the contractor and the performance of his or her contract. As Administrator, County is required to ensure that all insurance certificates provided by the contractor pursuant to the contract documents name the Cities and County as additional insureds.

E. The County is required to acquire any and all necessary easements for the County Project but is not responsible for acquiring any additional easements or other interests in land necessary solely for the construction of the Storm Sewer Improvements which remained the responsibility of the Cities.

F. The County contractor is required to coordinate utility relocations for the County Project.

G. Subject to the obligations of the County under the Fairness in Public Construction Contract Act, KSA 16-1901 et seq, the County shall not make final payment to the contractor until such time as the Cities have accepted the Storm Sewer Improvements as complying with the contract specifications. In the event a City fails to grant acceptance and final payment is not made by the County on that basis, the City only to the extent

allowed by law shall indemnify and hold the County harmless for any loss or claim made against the County, including the defense thereof, arising from or related to the failure of the City to grant acceptance.

5. The Cities have approved plans for the construction of the Storm Sewer Improvements. Additionally, the Cities have provided the following:

A. The Cities have approved plans and specifications for the Storm Sewer Improvements to the County in the manner set forth earlier in this Agreement.

B. The Cities have provided a maintenance bond form to the County for the County to provide to the contractor to meet the requirement set forth in Paragraph 4 of this Agreement.

C. The Cities shall provide written certification that the Storm Sewer Improvements complied with the contract specifications to the County within ten (10) business days of final inspection and approval of the Storm Sewer Improvements.

D. The Cities and County agree to work together to resolve any conflicts related to the construction of the Project.

6. For purposes of this Agreement, any required notices are deemed sufficiently given on the third business day following deposit in the U.S. mail, certified, return receipt requested, postage prepaid, and addressed as follows:

If to City of Prairie Village:
City of Prairie Village
Keith Bredehoeft
Public Works Director
3535 Somerset Drive
Prairie Village, Kansas 66208

If to City of Leawood:
City of Leawood
David Ley
Public Works Director
4800 Town Center Dr
Leawood, Kansas 66211

If to County:
Johnson County Wastewater
Aaron A. Witt, P.E.
Chief Engineer
11811 S Sunset Dr., Suite 2500
Olathe, Kansas 66061-7061

Notice shall also be deemed sufficiently given upon actual delivery by reliable courier service or other method.

7. This Agreement cannot be modified or changed by any verbal statement, promise or agreement, and no modification, change nor amendment binding on the parties unless it shall have been agreed to in writing and signed by both parties.

8. This Agreement shall be construed according to the laws of the State of Kansas and may be enforced in any court of competent jurisdiction.

9. The attorneys for the parties shall cause sufficient copies of this Agreement to be executed so as to provide each party with duly executed copies and any copy duly executed by both parties

shall be deemed an original for all purposes.

10. This Agreement may be terminated only by mutual consent of the parties. This Agreement shall continue until the construction as described herein is complete and until such time as all financial obligations of the parties have been met.

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

**BOARD OF COUNTY COMMISSIONERS
OF JOHNSON COUNTY, KANSAS**

By: _____
Ed Eilert, Chairman

ATTESTED BY:

Lynda Sader, Deputy County Clerk

APPROVED AS TO FORM:

By: _____
Ryan P. Haga, Assistant County Counselor

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Eric Mikkelson, Mayor

ATTESTED BY:

Adam Geffert, City Clerk

APPROVED AS TO FORM:

By: _____
David E. Waters, City Attorney

CITY OF LEAWOOD, KANSAS

By: Peggy Dunn
Peggy Dunn, Mayor

ATTESTED BY:

Kelly L. Varner
Kelly Varner, City Clerk

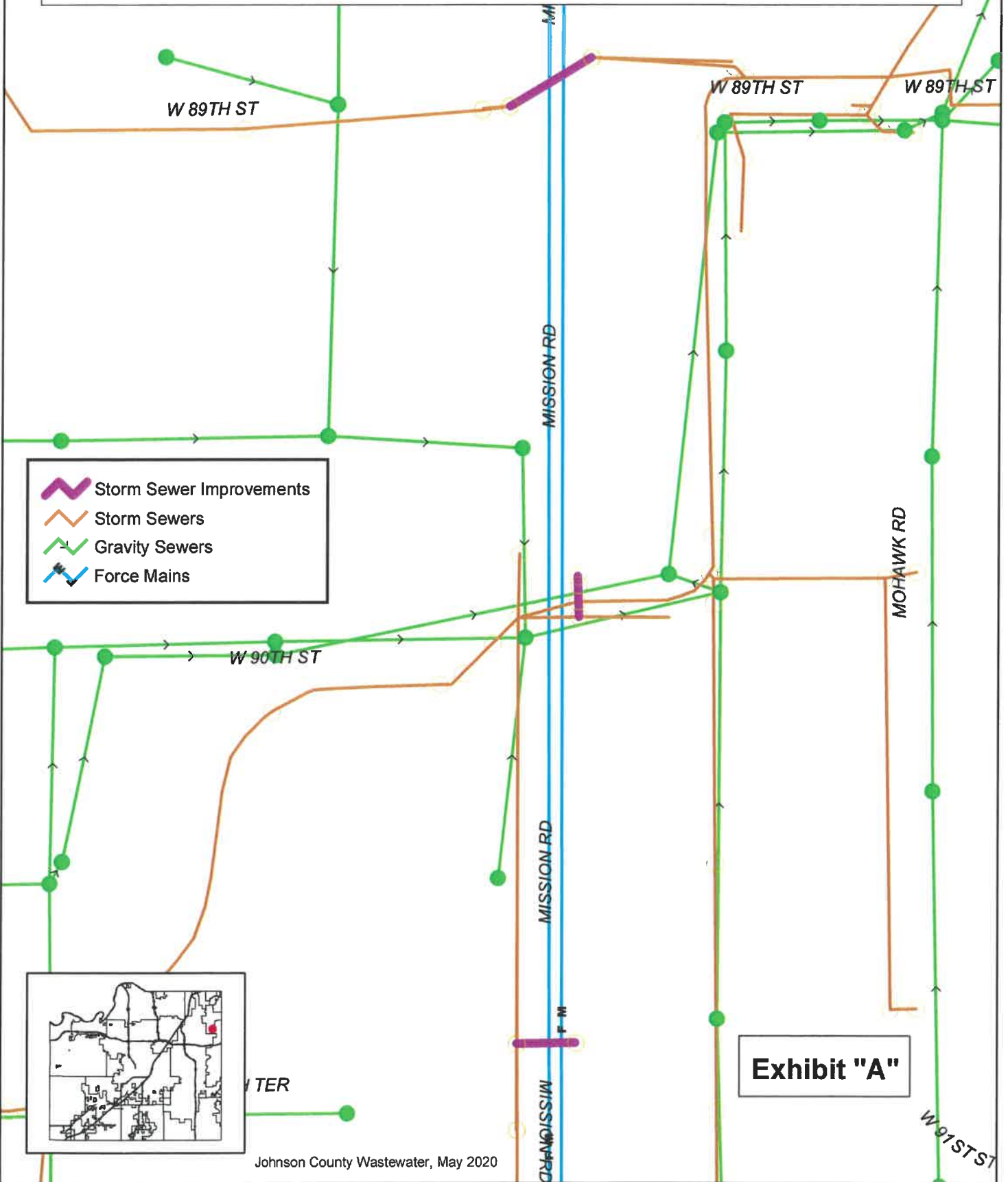


APPROVED AS TO FORM:

By: Patty A. Bennett
Patty A. Bennett, City Attorney



Dykes_Branch_Pump_Station_Contr_7



**Exhibit B - Dyke's Branch Pump Station Contract 7 - Force Main Replacement
Storm Sewer Improvements**

	Unit	Quantity	Unit Cost	Total Cost
Leawood Responsibility				
24 IN RCP Storm Sewer Replacement	LF	65.5	\$ 360.00	\$ 23,580.00
18 IN RCP Storm Sewer Replacement	LF	28	\$ 474.00	\$ 13,272.00
				\$ 36,852.00
Prairie Village Responsibility				
24 IN RCP Storm Sewer Replacement	LF	47.5	\$ 360.00	\$ 17,100.00
18 IN RCP Storm Sewer Replacement	LF	28	\$ 474.00	\$ 13,272.00
				\$ 30,372.00
			Storm Sewer Total	\$ 67,224.00
			Leawood Total	\$ 36,852.00
			Prairie Village Total	\$ 30,372.00



PLANNING COMMISSION

Council Meeting Date: August 3, 2020

PC2020-110: Consider Ordinance 2425 to rezone 7632 Reinhardt St from R-1A to R-1B

RECOMMENDATION

Make a motion to accept the Planning Commission's recommendation and approve PC2020-110, rezoning 7632 Reinhardt St from R-1A (Single-Family Residential) to R-1B (Single-Family Residential).

BACKGROUND

The applicant is MOJO Built, LLC, who is acting as the authorized agent on the property at 7632 Reinhardt Street, owned by Emily Patterson. The applicant is requesting to rezone the lot from R-1A to R-1B. The applicant's plan, if the rezoning is approved, is to split the lot, demolish the existing structure on the lot, and build two new single-family residences at the site. A lot split on this lot would not be possible under the lot size requirements for R-1A zoning, which requires the lot to be at least 10,000 square feet with a minimum width of 80 feet and a minimum depth of 125 feet. The existing lot is 15,584 square feet with a width of 120 feet and a depth of 138 feet. If the rezoning is approved, the two new lots proposed would be approximately 8,280 square feet with a width of 60 feet and a depth of 125 feet. These new proposed lots would meet the lot size requirements for R-1B zoning.

The current structure on this lot was built in 1900, prior to the development of the City's zoning regulations, so the structure is considered a legal, non-conforming property. This application is very similar to a request from the same applicant back in 2018, in which the applicant sought to rezone and split the lot located at 7540 Reinhardt. That application was unanimously recommended to be approved by the Planning Commission, and the City Council approved the rezoning with a vote of 8-4. This application is also very similar to and right across the street from a recent rezoning request at 7631 Reinhardt Street by the same applicant, which the City Council voted to deny at the July 20, 2020 meeting.

The Planning Commission considered the application at their July 7, 2020 meeting, at which time a public hearing was held. There was nobody present to speak in favor or against the application. The City did receive written comments from one resident who lives in the area who was not in favor of the application. After discussing and weighing the Golden Factors, the Planning Commission voted unanimously to recommend approval of the requested rezoning to the City Council and voted to approve the requested lot split contingent upon the rezoning being approved by the City Council. The Zoning Regulations require rezoning requests to go to the City Council for final approval, while the Planning Commission is tasked with the final approval on lot splits. There is a 14 day required protest period between the time the public hearing is held before the City Council can take final action on the application. If a protest petition is filed during this time period by 20% of property owners within 200 feet of the address, a $\frac{3}{4}$ majority of the Governing Body would be needed in order to approve the application (10 votes including the Mayor). A protest petition was not filed with the City on this application.

A rezoning application requires the City Council to act in its quasi-judicial role. When acting in this capacity, rather than a legislative capacity, the governing body cannot prejudge and must set aside personal opinions. Like a judge, the Governing Body must apply the law to facts presented in the public

record. In considering a residential rezoning, the Council must consider the overall use of the land/lot itself, and not the design of the structures that are being proposed. The following criteria, commonly referred to as the “Golden” factors, must be used in determining the reason as to why the application should be approved or denied:

1. The character of the neighborhood.
2. The zoning and uses of property nearby.
3. The suitability of the property for the uses to which it has been restricted under its existing zoning.
4. The extent that a change will detrimentally affect neighboring property.
5. The length of time of any vacancy of the property.
6. The relative gain to public health, safety, and welfare by destruction of value of the applicant’s property as compared to the hardship on other individual landowners.
7. City staff recommendations.
8. Conformance with the Comprehensive Plan.

Staff’s analysis of all of these factors is provided in the attached Planning Commission staff report.

According to Section 19.52.040 of the Zoning Regulations, the Governing Body can take the following actions on a rezoning recommendation from the Planning Commission:

1. Adopt the Planning Commission’s recommendation by a simple majority (7 votes including the Mayor)
2. Override the Planning Commission’s recommendation by a 2/3 majority vote of the entire Governing Body (9 votes including the Mayor)
3. Return the recommendation to the Planning Commission with a statement specifying the basis for the Governing Body’s failure to approve or disapprove by a simple majority. The Planning Commission can then submit the original recommendation or submit a new and amended recommendation. The Governing Body then can adopt or amend the recommendation by a simple majority (7 votes) or take no further action.

Graham Smith with Gould Evans, the City’s Planning Consultant, will be present at the meeting to provide a short presentation and answer any associated questions. The applicant will also be present at the meeting to answer any questions the Council may have.

ATTACHMENTS

Ordinance 2425

Planning Commission Staff Report

Rezoning Application Materials

Excerpt from July 7, 2020 Planning Commission Minutes

PREPARED BY

Jamie Robichaud

Deputy City Administrator

Date: July 29, 2020

STAFF REPORT

TO: Prairie Village Planning Commission
FROM: Chris Brewster, AICP, Gould Evans, Planning Consultant
DATE: June 7, 2020, Planning Commission Meeting

Application: PC 2020-110

Request: Rezoning from R-1A to R1B & Request for Lot Split

Action: *A Rezoning requires the Planning Commission to evaluate facts and weigh evidence, and based on balancing the factors and criteria in the zoning ordinance, make a recommendation to the City Council.*

A Lot Split requires the Planning Commission to apply the facts of the application to the standards and criteria of the ordinance, and if the criteria are met, to approve the application.

Property Address: 7632 Reinhardt Street

Applicant: MoJo Built, LLC

Current Zoning and Land Use: R-1A – Single-family Residential – Single-family House

Surrounding Zoning and Land Use: **North:** R-1A – Single-family Residential – Single-family House
East: R-1A – Single-family Residential – Single-family House
South: R-1A – Single-family Residential – Single-family House
West: R-1A – Single-family Residential – Single-family House

Legal Description: SUNSET HILL ACRES LOT 14 PVC-11549

Property Area: 0.38 acres (16,583.57s.f.)

Related Case Files: n/a

Attachments: Application, site plan / proposed lot split, conceptual elevations

General Location Map



Aerial Map



Site



Birdseye View



Street Views



Street view looking south on Reinhardt (subject property in background)



Street view of subject property frontage

COMMENTS:

The applicant has requested a zoning change from R-1A to R-1B in order to facilitate a proposed lot split and build two homes on the existing lot. Therefore, the proposal involves two related applications, but each requires independent action by the Planning Commission. The Planning Commission makes a recommendation to the City Council for a rezoning request, but makes a final decision for lot split requests.

The existing lot is 120 feet wide by 138.2 feet deep, for a total of 16,583.57 square feet. The R-1A zoning district has a minimum lot requirement of 80 feet wide by 125 feet deep, and 10,000 square feet. Although this lot is larger than required by the R-1A zoning district, it is not large enough to split into two conforming lots in that zoning district.

The lot has an existing home that was constructed in 1900 and the lot was platted in 1923 according to Johnson County AIMS mapping records. The R-1A zoning district requires the following setbacks: front – 30 feet; side – at least 20% of the lot width between both sides, and at least 7 feet on each side; rear – 25 feet. The existing home is located to the rear of the lot and is setback approximately 110' from the front lot line. The rear of the home is approximately on the lot line, making it a legally non-conforming structure (built and platted before the standards were in place). The lot also has a detached accessory structure closer to the street – approximately 60' from the front lot line and located on the south half of the lot.

The patterns on this block have a range of lot widths from 70' to 125' wide, plus 4 newly-platted 60' to 64' wide lots due to recent similar applications. The character of the block has a wide range of building placements, including this home and the home on the opposite side of the street to the east, each of which are setback deep on the lot near the rear lot line.

The applicant is proposing to split this lot into two lots, and build two homes that would conform to the setback requirements for R-1B zoning. The lot is not big enough to result in two lots conforming to the R-1A zoning district. Therefore, the applicant is proposing to rezone this property to R-1B, which has the following zoning standards:

- Width – 60 feet
- Depth – 100 feet
- Area – 6,000 square feet
- Front Setback – 30 feet
- Side Setbacks – at least 20% of lot width total, and at least 6 feet each side
- Rear Setback – 25 feet.

The proposed lots would be 60 feet by 138.2 feet, and approximately 8,292 square feet.

The applicant held a neighborhood meeting on June 23, 2020, and a summary of that meeting has been added to the application.

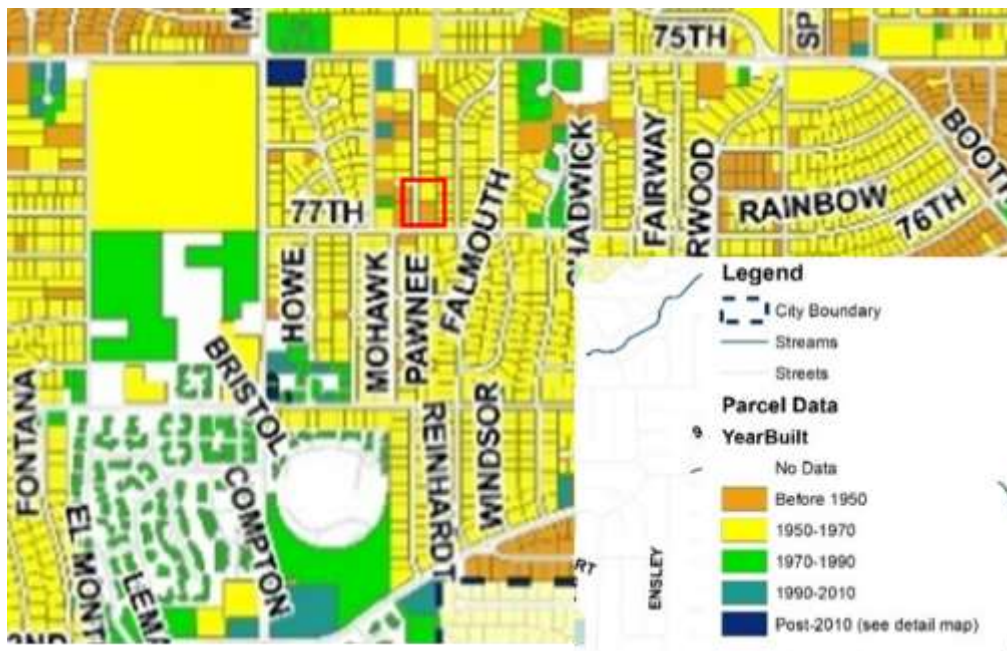
Note on Recent Applications: There have been two recent similar applications on this block, and another is pending at the same time as this application. As has been noted with each application, the vicinity has a large number of non-conforming lots (lots that do not meet the width - and possibly the area requirements) for R-1A zoning). Most of the non-conforming lots are between 65 and 80 feet wide. The area of concentrated non-conformances is between Mission and Norwood, and between 75th and 79th Street. This area is zoned R-1A despite a substantial number of lots not meeting lot width requirements. However, the block of Reinhardt between 75th and 77th, and the east half of Pawnee, between 75th and 77th, has mostly conforming lots. Several of these lots are more than double the R-1B zoning standard (120' or more wide), which is resulting in the multiple requests to rezone to R-1B as reinvestment occurs. There are approximately 12 more lots in the vicinity that could potentially apply this same strategy. However, the majority of lots in this entire area are between 60' and 100' wide, which would not accommodate lot splits even if the entire area is zoned R-1B.

ANALYSIS – RE-ZONING:

In considering a change in zoning classification, the Planning Commission and City Council are required to act in a quasi-judicial capacity and consider a number of factors commonly referred to as the “Golden” factors, which are incorporated into the City’s Zoning Ordinance [19.52.030]. The factors include, but are not limited to the following:

1. The character of the neighborhood;

This is a single-family residential neighborhood with a variety of lot sizes and ages of homes. Homes in the area are primarily 1-story, 1.5-story ranches and split-levels. The majority of homes in the area were built between 1950 and 1970. A few of the homes were built prior to 1950, including the existing house on this lot, which was built in 1900. This street is also experiencing reinvestment, with a similar rezoning and lot split approved in 2018 resulting in two newly built homes, a request recommended for approval in June of 2020, and a similar application pending at this time.



Year Built

This area does include a wide variety of lot sizes reflecting platting and development patterns that pre-date the current zoning and subdivision regulations. Records show this lot was platted in 1923. The majority of lots on this block are larger (all but one over 10,000 square feet and many over 15,000 square feet), with smaller lots occurring to the east and west of this block. [Note: the recent applications approved at the north end of the block and opposite this lot are not reflected on this map.]



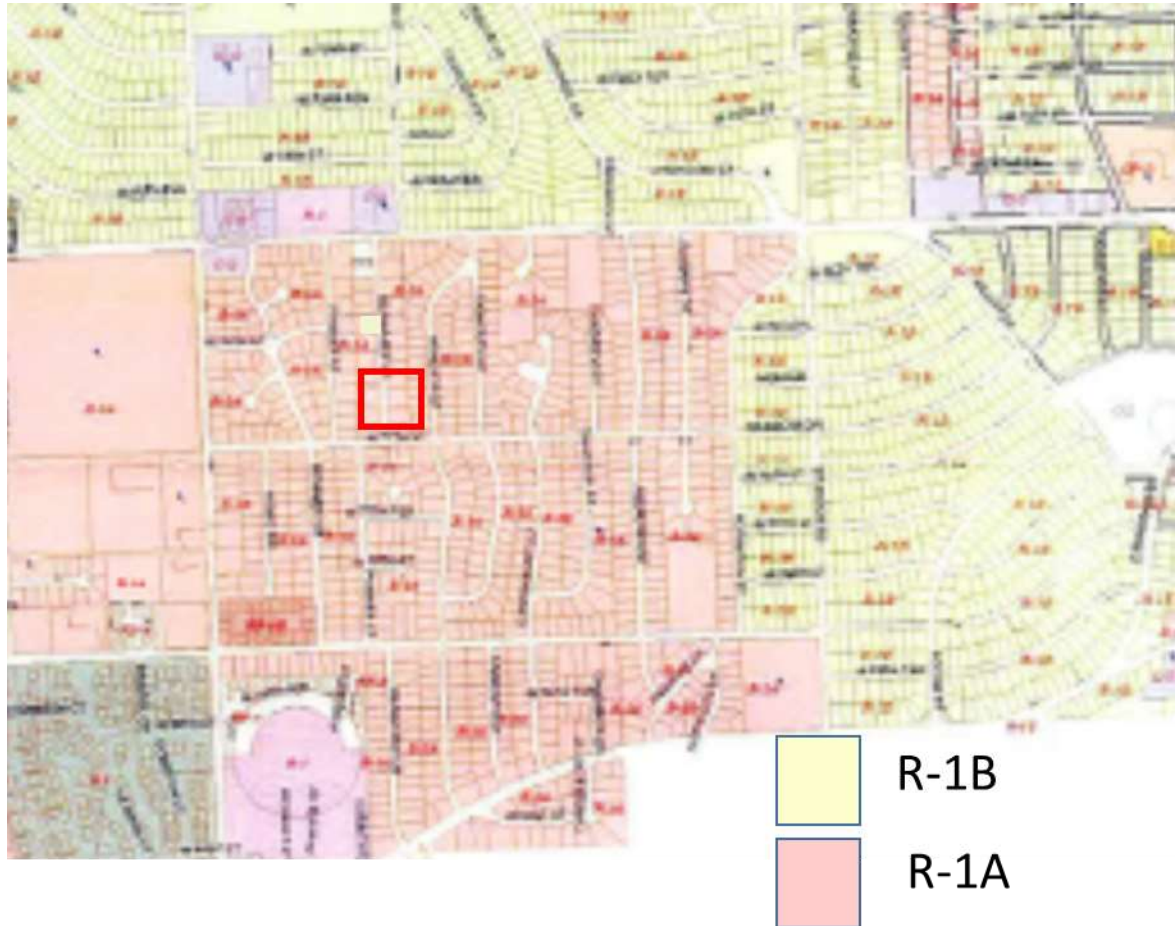
Lot Size

Lot widths are also important to the character of neighborhoods, as that affects the frontage design, building pattern and access along a streetscape. In the general vicinity, many lots have a 60' to 75' width. These exist primarily on several blocks immediately east of Reinhardt. The blocks to the west of Reinhardt have a bit more irregular pattern due to Mohawk Drive alignment, some cul-de-sacs, and irregular or corner-orientation lots; however, they are primarily 70' wide with some in the 75' to 80' range. Reinhardt Street and the east side of Pawnee Street reflect predominantly wider lots - typically 120' wide, with a few noted irregularities where two lots were re-platted as three, or three lots were re-platted as four. (Note: This pattern is allowed under current R-1A zoning, where two 120' wide lots could be divided into three 80' wide lots, or three 120' lots were replatted as four 90' wide lots.). In this specific case, the subject lot is 120' wide. The lots immediately to the north are a 40' remnant parcel, owned in common with an 80' wide lot with a house, and 120' respectively; the lots immediately to the south are 120' and 79' wide; and the lots on the opposite side of the street also range from 79' to 120' in width (plus the two recently approved 60' wide lots).

2. The zoning and uses of property nearby;

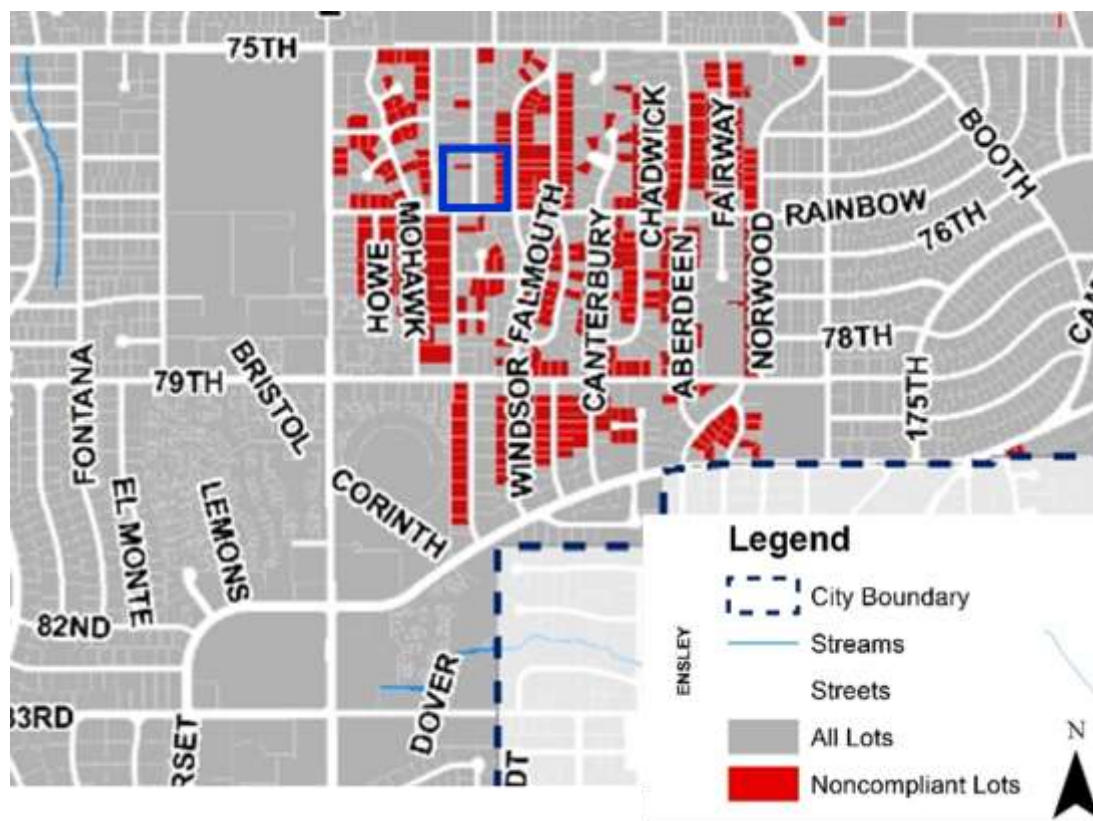
North: R-1A Single-family District – Single Family Dwellings
East: R-1A Single-family District – Single Family Dwellings
South: R-1A Single-family District – Single Family Dwellings
West: R-1A Single-family District – Single Family Dwellings

All of the property in the general vicinity is zoned R-1A, with the exception of some property along the 75th Street Corridor or Mission Road zoned for commercial, multi-family, or planned residential projects, and the 2018 rezoning to R-1B at 7540 Reinhardt and the pending June 2020 rezoning to R-1B at 7631 Reinhardt. Property further to the east (east of Norwood Street) and north of 75th Street is zoned R-1B.



Zoning

The vicinity has many lots that do not conform to the R-1A zoning districts. This is likely due to the platting and buildings being built prior to the adoption of the zoning ordinance. Non-conformances are typically for lots less than 80 feet wide or less than 10,000 square feet, or both. The majority of these exist on the blocks immediately to the east (Windsor Street and Falmouth Street) and west and southwest (Mohawk Street and Howe) of this area. The lots on Reinhardt are typically conforming to R-1A, although one lot to the north on the west side is non-conforming due to its width (70' x 138'; approximately 9,672 s.f.). Plus there are two new 64' x 138' lots next to it, and two pending 60' x 140' immediately opposite the subject lot, which all conform to R-1B standards and are not reflected on this map.



Non-conforming Lots

3. **The suitability of the property for the uses to which it has been restricted under its existing zoning;**

The property is zoned R-1A, which requires a minimum lot width of 80 feet and a minimum area lot of 10,000 sq. ft. The lot is 138 feet deep by 120 feet wide. The lot is suitable for a residential lot, despite being larger than required by the zoning district. There are many examples of lots this size in the R-1A zoning district. These are most prevalent in the south area of the City. However, there are several lots of a similar size in the area on this block and on the east side of Pawnee, which are currently used for single-family homes.

4. **The extent that a change will detrimentally affect neighboring property;**

The applicant is proposing two single-family homes, which is generally consistent with uses in the area. However, the rezoning and lot split would allow lots smaller than typical lots on this block – excluding recent applications; however, it is comparable in size and width to some of the smallest non-conforming lots in the vicinity. Additionally, the R-1B zoning category does allow taller buildings than generally exist in this area (29' / 2-story from the top of foundation permitted, compared to the typical existing 1-story, 1.5 story or split-levels). This current condition is lower than what is allowed under existing R-1A zoning (35' / 2.5 stories), so the proposed change will reduce the allowed height to the lower R-1B height standard (from 35' / 2.5 stories to 29' / 2 stories). However, the effect on what could be built adjacent to either property boundary is not that significant – the current R-1A zoning requires a 1-foot greater side setback (7-feet as opposed to 6-feet in R-1B). The applicant has proposed site plans with building footprints and house plans including conceptual building elevations for anticipated buildings that indicate compliance with the Neighborhood Design Standards applicable in the R-1B district. The applicant aware that all future building plans will be required to meet the Neighborhood Design Standards applicable in the R-1B district, and this will be verified when official plans are submitted for building permits.

5. The length of time of any vacancy of the property;

The existing residence was built in 1900, so the property has not been vacant, but the structure is one of the older homes in the area.

6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners;

The existing home on the site is small relative to the lot (1,323 s.f. building), and the vicinity is experiencing re-investment through rehabilitation and new development. The approval of this request will permit redevelopment that will increase the value of this site, and make it more practical to build two moderate-sized single-family homes on smaller lots. This is generally consistent with the use and patterns in the vicinity, though smaller than most lots on this block. Additionally, any new structures will be required to meet the Neighborhood Design Standards that were adopted in 2018, and are comparable for both R-1A zoning districts and R-1B zoning districts.

7. City staff recommendations;

The proposed rezoning will promote this redevelopment and general reinvestment in the neighborhood. Typically, rezoning property for site-specific applications should be avoided, unless specifically called for under a plan or clearly justified through a site-specific analysis that considers the project in the surrounding context. Many of the justifications for this rezoning are applicable to other similarly situated property in the vicinity. Further, the conditions in the area that support rezoning (the existence of many smaller lots with 60' to 70' frontages) are not typical on this specific block with many 120'+ lots, so the City may anticipate future similar requests and the cumulative impact of such redevelopment activity in this area should be considered.

The impact of a potential larger-scale and city-initiated rezoning of the area has not been considered under the comprehensive plan or through a specific plan or detailed analysis for the area. However, recent similar applications, and recent discussions regarding comprehensive plan updates regarding housing, have dealt with adding more diversity of lot and building types to address rising land costs in similar areas experiencing reinvestment.

While pending updates to the comprehensive plan and the current policies for a wider range of building and lot types may warrant further consideration of the appropriate zoning strategies for this area and throughout the city, there are many of the site-specific considerations present that support rezoning. These considerations are reflected in the other seven criteria in this report, which the Planning Commission is required to consider. In particular, the Planning Commission should eventually evaluate the zoning designation of this entire area, based on outcomes in the Comprehensive Plan update, and determine if R-1A zoning is appropriate or what other zoning actions may be appropriate. In this regard, and similar to the 2018 and June 2020 rezoning on this block, the Commission may consider approval of this application in the context of a broader strategy for the general area. As part of that broader and more comprehensive strategy, staff recommends approval of this rezoning.

8. Conformance with the Comprehensive Plan;

The Policy Foundation for the comprehensive plan includes the following:

- **Community Character and Activities:** Provide an attractive, friendly and safe community with a unique village identity appealing to the diverse community population.
- **Housing:** Encourage neighborhoods with unique character, strong property values and quality housing options for families and individuals of a variety of ages and incomes.

The Conceptual Development Framework maps areas of the City for specific implementation strategies associated with the Policy Foundation. This area is mapped as Neighborhood Conservation, which includes the following specific policies and goals:

- Examine zoning regulations to determine where the uniform lot and building standards restrict the amount of land available to accommodate building expansion.

- Create basic building design standards that can protect the character of neighborhoods.
- Consider financial incentives where home renovations are not possible through traditional financing or other qualified home improvement programs.
- Allow for more compact housing or different and more dense housing options along major thoroughfares.

In contrast, the Neighborhood Improvement areas identified in the Conceptual Development Framework have more proactive strategies for reinvestment, redevelopment or code enforcement based on specific neighborhood initiated plans for investment and/or redevelopment.

Other implementation actions and policy statements in the plan include:

- Permitting higher density, primarily near existing commercial areas or along arterial corridors.
- Keeping neighborhoods vibrant by encouraging home renovation and housing investment.
- Allowing housing variety throughout the City, while maintaining distinct neighborhood character within specific neighborhoods

ANALYSIS – LOT SPLIT:

Chapter 18.02 of Prairie Village subdivision regulations allows the Planning Commission to approve splits provided each lot meets the zoning standards. Section 18.02.010 of the subdivision regulations provide the criteria for approval of a lot split. Essentially, the applicant must submit a certificate of survey demonstrating that both lots will meet the zoning ordinance standards and that any existing buildings on a remaining lot are not made nonconforming as a result of the lot split. The certificate of survey is also required to ensure that no utility easement or right-of-way issues are created by the lot split or need to be addressed due to the lot split.

In this case, the proposed lot split will not meet the width required in R-1A, and the applicant has proposed an associated rezoning to R-1B. If the Planning Commission recommends approval and the City Council approves the proposed rezoning, then the proposed lot split would meet all criteria of the ordinance and should be approved. However, if the Planning Commission recommends denial or the City Council does not approve the rezoning, then the proposed lot split does not meet these criteria and should be denied.

RECOMMENDATION:

Staff's recommendation is contingent on the Planning Commission's action on the associated zoning application:

1. If the Planning Commission recommends approval of the proposed rezoning from R-1A to R-1B, then it should approve the proposed lot split based on the following conditions:
 - a. That the City Council accepts the Planning Commission recommendation and approves the rezoning; and
 - b. That the applicant submit a certificate of survey to comply with the following information required in the ordinance, prior to a building permit:
 - 1) The location of existing buildings on the site, or specifically noting the removal of existing buildings.
 - 2) The dimension and location of the lots, including a metes and bounds description of each lot.
 - 3) The location and character of all proposed and existing public utility lines, including sewers (storm and sanitary), water, gas, telecommunications, cable TV, power lines, and any existing utility easements.
 - 4) Any platted building setback lines with dimensions.

- 5) Indication of location of proposed or existing streets and driveways providing access to said lots.
 - 6) Topography (unless specifically waived by the City Planning Commission) with contour intervals not more than five feet, and including the locations of water courses, ravines , and proposed drainage systems.
 - 7) Said certificate of survey shall include the certification by a registered engineer or surveyor that the details contained on the survey are correct.
- c. That the applicant record the approved lot split with the register of deeds and provide a copy of the recorded document prior to issuance of a building permit.
2. If the Planning Commission recommends denial of the proposed rezoning from R-1A to R-1B, then it should table the lot split application until a final decision by the City Council. Denial of the rezoning by the City Council should result in the withdrawal of the application. However, approval of the rezoning by City Council should result in the Planning Commission considering the application subject to the criteria in the regulations and analysis in this staff report.

EFFECT OF DECISION:

Rezoning. The Planning Commission makes a recommendation to the City Council on the rezoning. The City Council will make a final decision, according to the following:

- Approve the Planning Commission recommendation by a majority vote (including any conditions if the recommendation was for approval subject to conditions).
- Return to Planning Commission with direction to reconsider specific actions, either by a majority vote or by failure to approve the Planning Commission recommendation.
- Override or modify the Planning Commission recommendation by at least a 2/3 vote of the membership of the governing body.

If a valid protest petition is filed with the City Clerk within 14 days of the close of the public hearing, the City Council may only approve the application with a 3/4 vote of the membership of the governing body.

If approved by the Planning Commission and City Council, the applicant may submit building plans for permits according to the R-1B designation, and the Neighborhood Design Standards required in R-1A and R-1B zoning districts.

Lot Split. The Planning Commission makes the final decision on lot splits. If approved the applicant shall submit a certificate of survey for the new lots to be recorded with the Register of Deeds of Johnson County, and may apply for building permits according to the new lot boundaries. A denial by the Planning Commission may be appealed to the City Council.

**EXCERPT OF PLANNING COMMISSION MINUTES
JULY 7, 2020**

PUBLIC HEARINGS

PC2020-110 Rezoning and Request for Lot Split
7632 Reinhardt Street
Current Zoning: R-1A
Requested Zoning: R-1B
Applicant: Mojo Built, LLC

Mr. Brewster stated that the property was on one of the many non-conforming lots in the area. All lots on the block were zoned R-1A, with the exception of 7540 Reinhardt, for which the Planning Commission approved a rezoning to R-1B in 2018.

Mr. Brewster added that a rezoning required the Planning Commission to evaluate facts, weigh evidence, and make a recommendation to the City Council based on balancing the “Golden Factors” outlined in the zoning ordinance:

1. The character of the neighborhood
2. The zoning and uses of property nearby
3. The suitability of the property for the uses to which it has been restricted under its existing zoning
4. The extent that a change will detrimentally affect neighboring property
5. The length of time of any vacancy of the property
6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners
7. City staff recommendations
8. Conformance with the Comprehensive Plan

John Moffitt, applicant and co-owner of Mojo Built, was present to speak to the Commission, and noted that he had nothing further to add.

Mr. Wolf opened the public hearing at 8:09 p.m.

- Doug Patterson, 4630 W. 137th Street, stated that his daughter currently owned the property, and that she was supportive of the rezoning and lot split.
- A letter in opposition to the rezoning from Bob and Betty Clark, 7631 Pawnee St., was included in the meeting packet.

With no other comments received and no one attending the Zoom meeting to speak, Mr. Wolf closed the public hearing at 8:11 p.m.

Based on the Planning Commission’s consideration of the Golden Factors, Mr. Lenahan made a motion to recommend approval of the rezoning to the City Council. Mr. Breneman seconded the motion, which passed 6-0.

ORDINANCE 2425

AN ORDINANCE REZONING PROPERTY LOCATED AT 7632 REINHARDT STREET, PRAIRIE VILLAGE, KANSAS FROM R1-A (SINGLE-FAMILY RESIDENTIAL) TO R-1B (SINGLE-FAMILY RESIDENTIAL), DIRECTING THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF PRAIRIE VILLAGE, KANSAS; AND REINCORPORATING SAID ZONING MAP BY REFERENCE.

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

Section I. Planning Commission Recommendation. That having received a recommendation from the Planning Commission; having found favorably on the findings of fact, proper notice having been given and hearing held as provided by law and under the authority of and subject to the provisions of the Zoning Regulations of the City of Prairie Village, Kansas, the zoning classification or districts of the lands hereinafter legally described are changed from R-1A (Single-Family Residential) to R-1B (Single-Family Residential) as set forth in Section II.

Section II. Rezoning of Property. That the real estate located at 7632 Reinhardt Street, Prairie Village, Kansas, and hereinafter described to Wit: Sunset Hill Acres Lot 14 PVC-11549.

7632 Reinhardt Street, Prairie Village, Kansas 66208

is hereby rezoned in its entirety from R-1A (Single-Family Residential) to R-1B (Single-Family Residential).

Section III. Reincorporation by Reference of Prairie Village, Kansas Zoning District Map as Amended. The official Zoning District Map of the City is hereby amended in accordance with Section II of this Ordinance and is hereby reincorporated by reference and declared to be the Official Zoning District Map of the City as provided for and adopted pursuant to the provisions of Section 19.04.010 of the Prairie Village Zoning Regulations.

Section IV. Take Effect. That this ordinance shall take effect and be in full force from and after its publication in the official City newspaper as provided by law.

PASSED AND APPROVED THIS 3RD DAY OF AUGUST, 2020.

Mayor Eric Mikkelson

ATTEST:

APPROVED AS TO FORM:

Adam Geffert, City Clerk

David E. Waters, City Attorney

App # 0023138
Cust # 017344

CITY OF PRAIRIE VILLAGE, KANSAS
REZONING APPLICATION FORM

For Office Use Only

Case No.: PC2020-110
Filing Fees: \$100.00
Deposit: \$500.00



Date Advertised: _____
Date Notices Sent: _____
Public Hearing Date: _____

APPLICANT: MOJO BUILT, LLC PHONE: 913-491-6800
ADDRESS: 5300 COLLEGE BLVD, O.P., KS ZIP: 66211
OWNER: EMILY E. PATTERSON PHONE: _____
ADDRESS: 7632 REINHARDT ST., P.V., KS ZIP: 66208
LOCATION OF PROPERTY: 7632 REINHARDT ST., P.V., KS
LEGAL DESCRIPTION: SUNSET HILL ACRES LOT 14 PVC 11549

Present Zoning R-1A Requested Zoning: R-1B
Present Use of Property: RESIDENTIAL

SURROUNDING LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>RESIDENTIAL</u>	<u>R1-A</u>
South	<u>RESIDENTIAL</u>	<u>R1-A</u>
East	<u>RESIDENTIAL</u>	<u>PENDING REZONING TO R1-B</u>
West	<u>RESIDENTIAL</u>	<u>R1-A</u>

CHARACTER OF THE NEIGHBORHOOD: RESIDENTIAL

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts?
NO
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?
MANY EXISTING SURROUNDING LOTS CURRENTLY HOLD R1-A ZONING
If yes, explain: BUT DO NOT CONFORM DUE TO EITHER WIDTH OR AREA

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? YES
2. Consistent with Future Land Use Map? YES

DEVELOPMENT PLAN SUBMITTAL:

- Development Plan
- Preliminary Sketches of Exterior Construction

LIST OF NEIGHBORING PROPERTIES:

Certified list of property owners within 200 feet

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: REINHARDT STREET
2. Classification of Street(s):
 Arterial _____ Collector _____ Local
3. Right-of-Way Width: 50'-0"
4. Will turning movements caused by the proposed use create an undue traffic hazard?
NO

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR:

1. Appropriately Sized Lots? NO
2. Properly Size Street Right-of-Way? NO
3. Drainage Easements? NO
4. Utility Easements:
 Electricity? NO
 Gas? NO
 Sewers? NO
 Water? NO
5. Additional Comments: NONE

UNIQUE CHARACTERISTICS OF PRPOERTY AND ADDITIONAL COMMENTS:

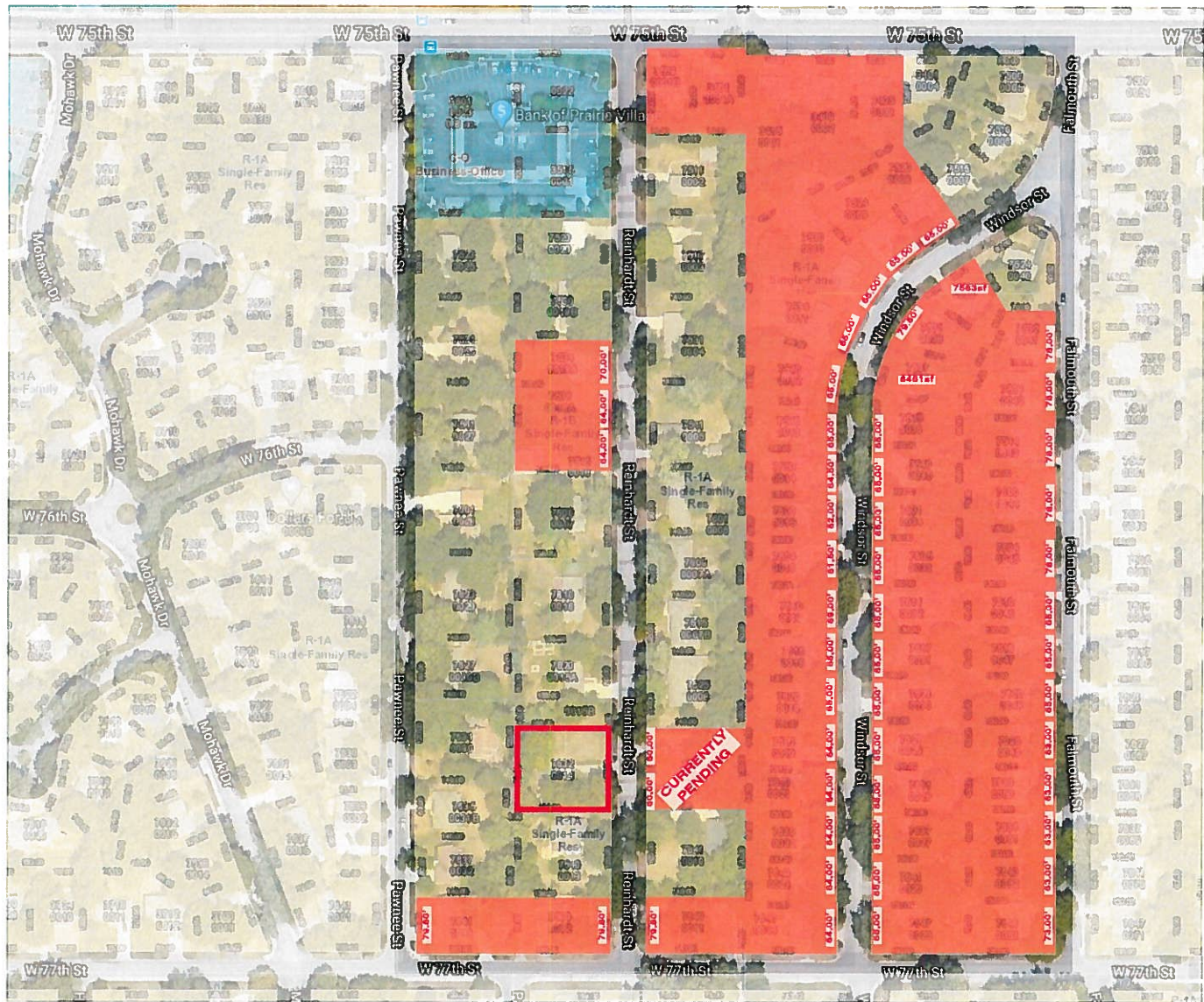
RESIDENTIAL

SIGNATURE: _____

DATE: 6-5-2020

BY: John Moffitt

TITLE: Member



- R-1A Zoning**
(Residential, Single Family, Large Lot)
- R-1B Zoning**
(Residential, Single Family, Small Lot)
- C-0 Zoning**
(Business - Office)

Residential Lot Summary
Pawnee Street to Falmouth Street
75th Street to 77th Street

- R-1A Zoning
 - Minimum Lot Width | 80.00'
 - Minimum Lot Depth | 125.00'
 - Minimum Lot Area | 10,000 SF
- R-1B Zoning
 - Minimum Lot Width | 60.00'
 - Minimum Lot Depth | 100.00'
 - Minimum Lot Area | 6,000 SF

86 Parcels Reviewed
 57 Parcels Non-Conforming
 Due To ...

- Shortened Lot Width
- Shortened Lot Area



Overall Site Plan
 Scale: 1/8" = 1'-0"
 North

Adam Anthony Pfeifer, NCARB

7632 Reinhardt Street
 Proposed Lot Split & Rezoning





Proposed Model Home Elevations
Scale: 1/4" = 1'-0"

Adam Anthony Pfeifer, NCARB

7632 Reinhardt Street
Proposed Lot Split & Rezoning



Application No. _____

AFFIDAVIT

STATE OF KANSAS)
COUNTY OF JOHNSON) ss.

Patrick K. Boppart, being duly sworn upon his oath, disposes and states:

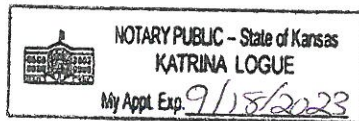
That he is the (owner) (attorney for) (agent of) the tract of land for which the application was filed. That in accordance with Municipal Code 2003, Section 19.42.010 (G, H, I), applicant placed and maintained a sign, furnished by the City, on that tract of land. Said sign was a minimum of two feet above the ground line and within five feet of the street right-of-way line in a central position of the tract of land and had no visual obstruction thereto.

Patrick K. Boppart
(Owner/Attorney for/Agent of)

Subscribed and sworn to before me this 2 day of July, 2020

Katrina Logue / Katrina Logue
Notary Public or Planning Commission

Secretary



Application No. _____

Patrick K. Gypart, being duly sworn upon his oath, deposes and states:

1. I am the (owner of) (attorney for) (agent of) the property described in the attached notice upon which an application has been filed before the Planning Commission of the City of Prairie Village, Kansas.
2. On the 12 day of June, 2020, I did comply with notification requirements to landowners as stated in Municipal Code 1973, Section 19.42.010 (E), and notified in letter by certified mail all owners of land located within 200 feet of the described real property. Notice was mailed to the following:

Name

Address

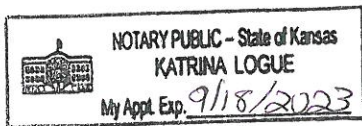
See Attached List

I certify that the foregoing is true and correct.

Patrick K. Gypart
Name

5300 College Blvd.
Address

(913) 927-4197
Phone



Katrina Logue

AIMS Buffer Results

[Go Home](#) > [AIMS Home](#) > [Internet Maps](#)

200 foot buffer (5.64 acres)
 Buffer search returned 26 properties
[Download as Mailing Labels](#)

No.	Property ID	Area (ft ²)	Acres	Situs Address	Owner1	Owner2	Owner Address	City, State Zip
1	OP14000000 0020	8,276	0.19	7626 WINDSOR DR	BOWLING, RYAN L.	BOWLING, LAURA E.	7626 WINDSOR DR	PRAIRIE VILLAGE, KS 66208
2	OP31000003 0002	9,148	0.21	7638 PAWNEE ST	LEMONS, HENRY V.	LEMONS, ANDREA M.	7638 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
3	OP73000000 0032	11,326	0.26	7637 PAWNEE ST	COOPER, CHARLES W. TRUSTEE	COOPER, SONDRRA KAY TRUSTEE	7637 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
4	OP73000000 0016	16,553	0.38	7610 REINHARDT ST	BECKLOFF, MICHAEL C	BECKLOFF, KATHLEEN A	14108 CANTEBURY ST	LEAWOOD, KS 66224
5	OP73000000 0031B	10,890	0.25	7635 PAWNEE ST	MARNETT, JOHN T.	MARNETT, PATTI S.	7635 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
6	OP73000000 0030	16,988	0.39	7631 PAWNEE ST	CLARK, ROBERT M. JR	CLARK, BETTY J.	7631 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
7	OP14000000 0019	8,712	0.20	7620 WINDSOR DR	HARRIS, KATHERINE A		7620 WINDSOR DR	PRAIRIE VILLAGE, KS 66208
8	OP14000000 0021	8,276	0.19	7630 WINDSOR DR	KRZESINSKI, ROSE A.	KRZESINSKI, ROSE ANN	7630 WINDSOR DR	PRAIRIE VILLAGE, KS 66208
9	OP73000000 0015A	10,890	0.25	7620 REINHARDT ST	EITZEN, BROOKE E	COLLINS, DANIEL S	7620 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
10	OP73000000 0008	13,939	0.32	7625 REINHARDT ST	MANKAMEYER, MATTHEW S	MANKAMEYER, ELIZABETH M	7625 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
11	OP73000000 0007A	12,632	0.29	7609 REINHARDT ST	S C NELSON PROPERTIES LLC		11514 S CARBONDALE ST	OLATHE, KS 66061
12	OP73000000 0030B	11,326	0.26	7627 PAWNEE ST	RAHE, RACHEL M.	RAHE, KATINA L.	7627 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
13	OP73000000 0029	16,988	0.39	7623 PAWNEE ST	OSTERMANN, SHARON K		7623 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
14	OP73000000 0033	11,326	0.26	7641 PAWNEE ST	GREGORY W PESCH AND KELLI L PESCH REVOCABLE TRUST		PO BOX 133	MISSION, KS 66201
15	OP73000000 0012	10,890	0.25	3500 W 77TH ST	KAUFFMAN, MATTHEW		3500 W 77TH ST	PRAIRIE VILLAGE, KS 66208
16	OP73000000 0014	16,553	0.38	7632 REINHARDT ST	PATTERSON, EMILY E.		7632 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
17	OP73000000 0007B	11,326	0.26	7615 REINHARDT ST	DOPSON, FREDRICK L	DOPSON, CHERYL K.	7615 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
18	OP73000000 0010	16,553	0.38	7641 REINHARDT ST	GARCIA, CARLOS	DIAZ, MARIA T	7641 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
19	OP73000000 0031C	0	0.00	0 NS NT	PATTERSON, EMILY E.		12712 EL MONTE ST	LEAWOOD, KS 66209
20	OP14000000 0022	8,276	0.19	7636 WINDSOR DR	HALL, ALICE H. TRUSTEE	HALL, ALICE H. TRUST	27027 W 77TH ST	SHAWNEE, KS 66227
21	OP31000003 0004	8,712	0.20	7622 PAWNEE ST	MEEDS, TRACI R.		7622 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
22	OP31000003 0003	9,148	0.21	7630 PAWNEE ST	LUBER, BRADLEY	LUBER, RACHEL	7630 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
23	OP73000000 0009	16,553	0.38	7631 REINHARDT ST	ESRY, RITA		7631 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
24	OP73000000 0011	11,326	0.26	7649 REINHARDT ST	STRANGE, PAUL A.	STRANGE, MARY E.	7649 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
25	OP73000000 0015B	5,663	0.13	0 NS NT	EITZEN, BROOKE E	COLLINS, DANIEL S	7620 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
26	OP73000000 0013	16,553	0.38	7640 REINHARDT ST	BORTOLOTTI-MELO, JAVIER	RODRIGUEZ, ANA M.	7640 REINHARDT ST	PRAIRIE VILLAGE, KS 66208

Total Area of Parcels: 6.86 acres (298,822 ft²)
 Selected Property

RESIDENTIAL REAL ESTATE CONTRACT

Emily E. Patterson, a single person ("SELLER")

MOJO Built, LLC ("BUYER")

1. **PROPERTY:** BUYER agrees to purchase, and SELLER agrees to sell the following real estate property ("Property"), including all existing improvements:

Address

7632 Reinhardt St. Prairie Village, Kansas 66208
(Street) (City) (State) (Zip)

Legal Description: See attached Ex. A, subject to such legal description being confirmed by Stewart Title company.

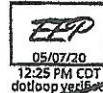
2. **PURCHASE PRICE:** The Purchase Price for the property is\$315,500.00

- a. **EARNEST MONEY** paid in the form of a check deposited with Stewart Title
5300 College Blvd.
Overland Park KS 66211
Attn: Michelle Callahan
913-825-5808
fax 913-825-5809

as follows: \$5000.00 within five (5) following the date of the last signatory to this Contract, and

- b. **BALANCE OF PURCHASE PRICE:** Cash or good funds at closing equal to the remainder of the Purchase Price, less the payment of the real estate brokerage commission, proration of real estate taxes and customary closing costs by both parties.

3. **CLOSING:**



INITIAL

INITIAL

Closing shall occur on a date as determined by Seller upon ⁴⁵30 days written/email prior notice to Buyer, no later, however, than October, 31 2020.

4. **POSSESSION:**

SELLER shall deliver possession on the closing date.

5. **EVIDENCE OF TITLE:** SELLER shall provide BUYER clear evidence of title. Taxes are to be prorated at closing.

6. **DISCLOSURE:** It is understood that the Buyer is an investor that purchases property for long term rental purposes, for resale, or for a quick profit. If the Seller is in foreclosure the Buyer has not acted as a foreclosure consultant. The Seller should get legal advice before any real estate transaction.

7. **ADDITIONAL TERMS AND CONDITIONS:**

a. **Property Condition:** The parties acknowledge that BUYER is acquiring the Property and structure thereon as a "tear down". Accordingly, the Property is sold to BUYER without any warranty, disclosure, or representation (other than clear title) and in its "AS-IS, WHERE-IS, WITH-ALL-FAULTS" condition.

b. **Brokerage and Commission:** Buyer discloses that a member of the Buyer is a Kansas licensed real estate broker. ~~The parties and their brokers agree that this is a coop brokerage transaction with Seller's broker/agent and Buyer's broker splitting a 6% commission on a 50%/50% basis.~~ At closing, Buyer's broker agrees to waive Seller's payment of Buyer's broker's ~~5%~~ commission. There is no transactional broker in this transaction.

8. **OFFER EXPIRATION:** This Contract, as signed by Buyer, represents Buyer's offer to purchase the Property under the terms herein. If this offer is not signed and accepted by Seller and thereafter returned to Buyer on or before ~~Monday, May 4, 2020~~ @ 5:00 PM, this offer shall expire and be of no further force or effect. ~~Monday, 5/7/20~~



C initial

Emily E. Patterson dotloop verified 05/07/20 12:25 PM CDT GAWP-XEGU-DDPX-VZUU



Emily E. Patterson

Date 5/7/20

MOJO FINE, LLC

By: [Signature] Name: SENA H. MOFFITT JR Title: MEMBER Date: 5-1-2020



June 11, 2020

Dear Neighbor,

MOJO Built, LLC is designing two new homes to compliment the two homes we built up the street at 7538 and 7540 Reinhardt. The new homes will be built on the homesite located at 7632 Reinhardt, Prairie Village, KS 66208. We will be splitting the oversized lot, into two new homesites.

We have attached renderings showing the layout of the site and the front elevations of the homes we are planning to build.

On Tuesday, June 23, 2020, we are inviting you to join us at the Sante Fe Trail Pavilion, in Harmon Park, under the water tower, behind Prairie Village City Hall, at 5:00pm. The address is 7700 Mission Road, Praire Village, KS 66208. (Please enter off Delmar at 78th Street) We will not be meeting inside City Hall, due to Covid19. Attached is a map of the area to help with the location.

Note: On Tuesday, July 7, 2020, at 7:00pm, is the Planning Commission Meeting. Attached please find the Notice To Owners Of Affected Property with the details of that event.

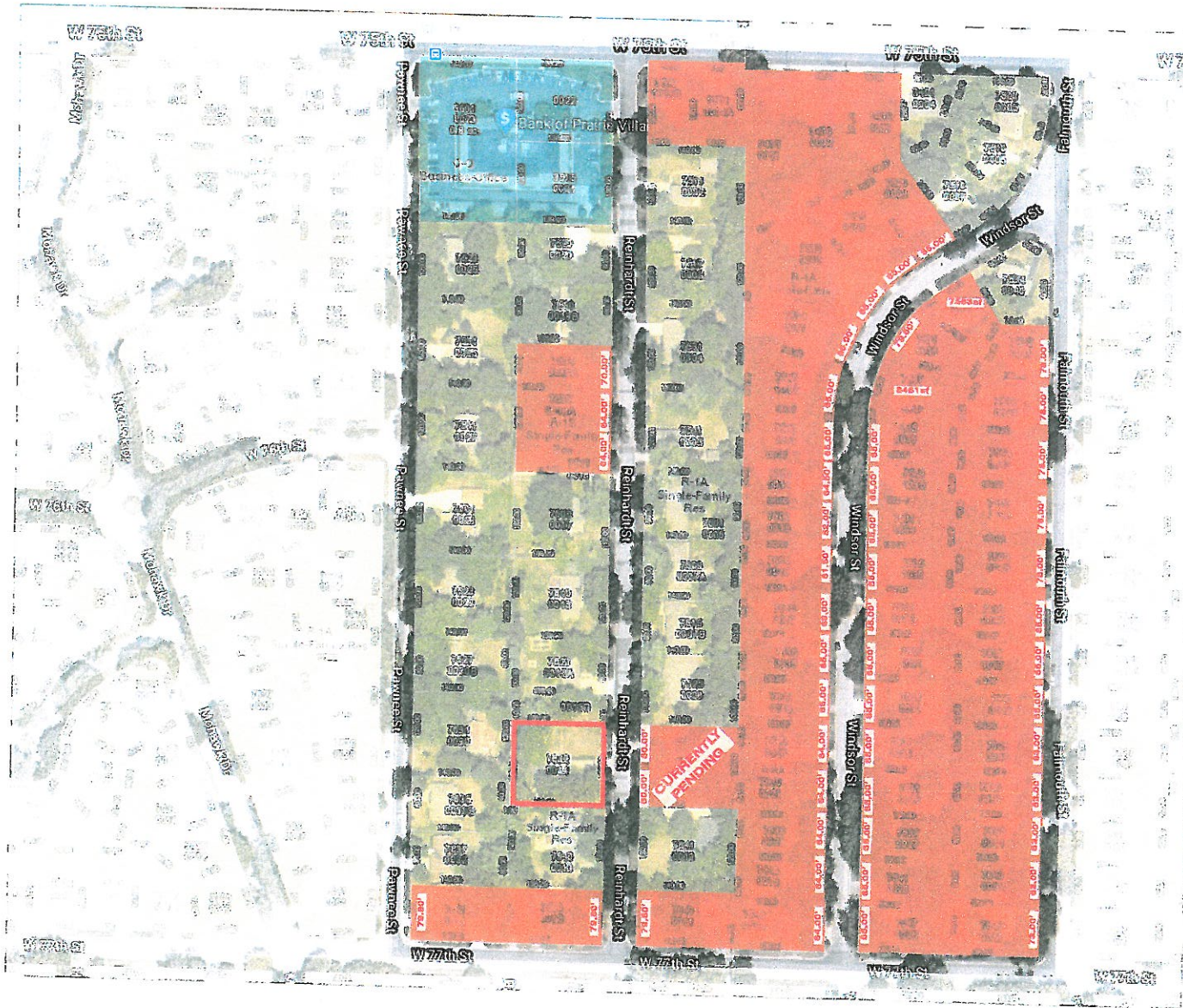
We hope you will attend.

Best regards,

A handwritten signature in blue ink that reads "Pat Boppart".

Pat Boppart
Construction Manager
Mojo Built, LLC.
5300 College Boulevard
Overland Park, KS 66211

913-491-6800



- R-1A Zoning**
(Residential, Single Family, Large Lot)
- R-1B Zoning**
(Residential, Single Family, Small Lot)
- C-0 Zoning**
(Business - Office)

Residential Lot Summary
Pawnee Street to Falmouth Street
75th Street to 77th Street

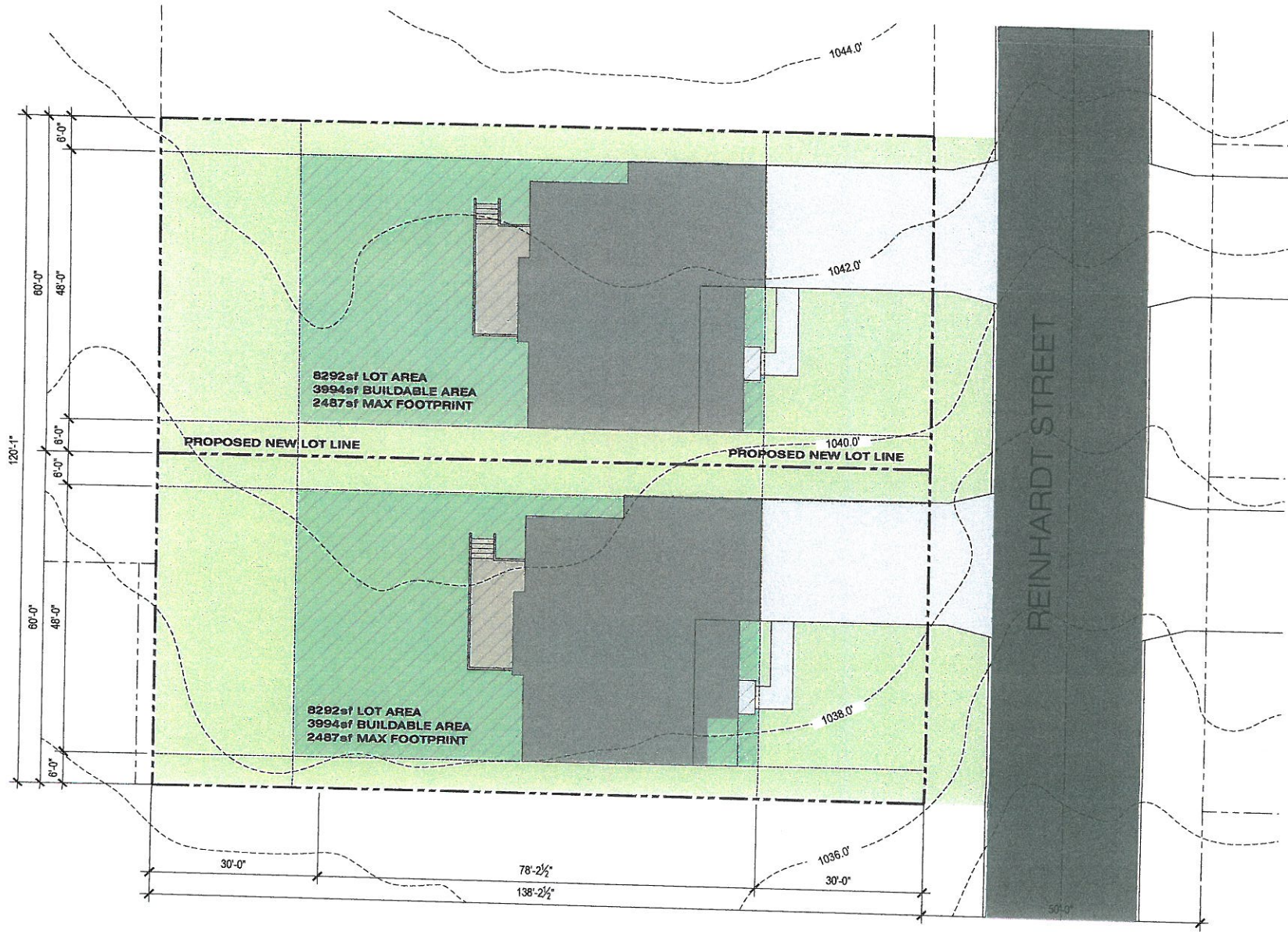
- R-1A Zoning**
Minimum Lot Width | 80.00'
Minimum Lot Depth | 125.00'
Minimum Lot Area | 10,000 SF
- R-1B Zoning**
Minimum Lot Width | 60.00'
Minimum Lot Depth | 100.00'
Minimum Lot Area | 6,000 SF

86 Parcels Reviewed
57 Parcels Non-Conforming
Due To ...
- Shortened Lot Width
- Shortened Lot Area

Adam Anthony Pfeifer, NCARB

7632 Reinhardt Street
Proposed Lot Split & Rezoning





Adam Anthony Pfeifer, NCARB

7632 Reinhardt Street
Proposed Lot Split & Rezoning

Overall Site Plan
Scale: 1/8" = 1'-0"





Adam Anthony
Pfeifer, NCARB

7632 Reinhardt Street
Proposed Lot Split & Rezoning

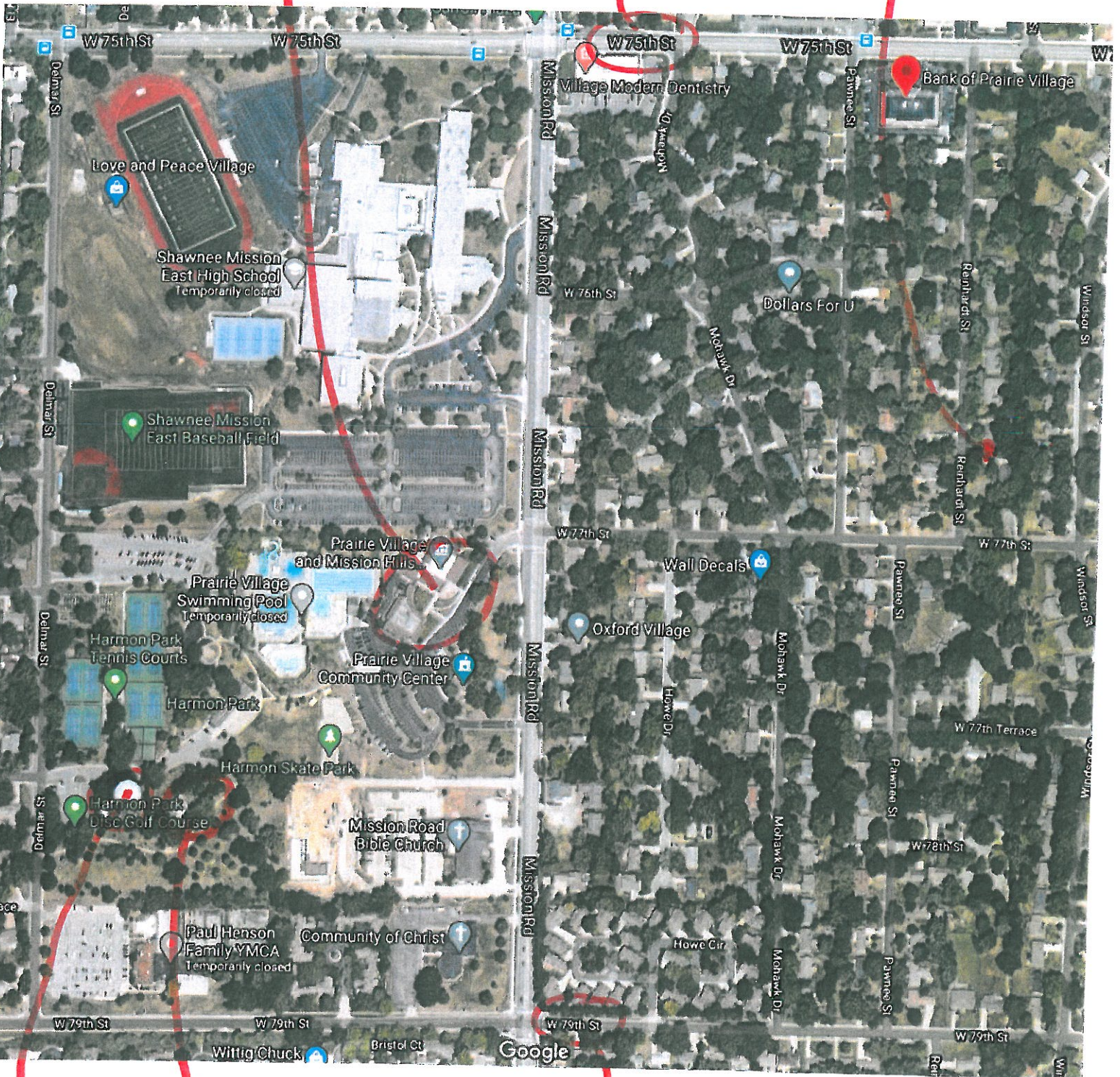
Proposed Model Home Elevations
Scale: 1/4" = 1'-0"

mojo
BUILT

City Hall

75th

Site



Water Tower

Shelter Meeting Location

79th

NOTICE TO OWNERS OF AFFECTED PROPERTY

PLANNING COMMISSION

PRAIRIE VILLAGE, KANSAS

6/11/20

(DATE)

APPLICATION NO. PC 2020-110

MOJO Built, LLC
5300 College Boulevard
Overland Park, KS 66211

An application for Re-Zoning + Lot Split
as applied to the property at 7632 Reinhardt Street
has been filed by MOJO Built, LLC
and would authorize One 120' wide lot to be
split into (2) 60' wide lots.

The property is located in a R-1A Zoning District.

A public hearing will be held by the Planning Commission on 7/7/20
at 7:00 PM, in the Council Chamber of the City Hall, 7700 Mission Road, at
which time you may appear, if you so desire, either in person and/or by attorney.

The hearing of this application is not limited to those receiving copies of this notice, and
if you know of any neighbor or affected property owner who, for any reason, has failed to
receive a copy, it would be appreciated if you would inform them of this public hearing.

At the time of the scheduled public hearing persons interested may be present, or may
submit their comments in writing to the Planning Commission prior to the date of the
scheduled hearing.

Signed: _____

Pat Maggart
Applicant

NOTICE TO OWNERS OF AFFECTED PROPERTY

PLANNING COMMISSION

PRAIRIE VILLAGE, KANSAS

6/11/20
(DATE)

APPLICATION NO. PC 2020-110

MOJO Built, LLC
5300 College Boulevard
Overland Park, KS 66211

An application for Re-Zoning + Lot Split
as applied to the property at 7632 Reinhardt Street
has been filed by MOJO Built, LLC
and would authorize One 120' Wide lot to be
split into (2) 60' wide lots.

The property is located in a R-1A Zoning District.

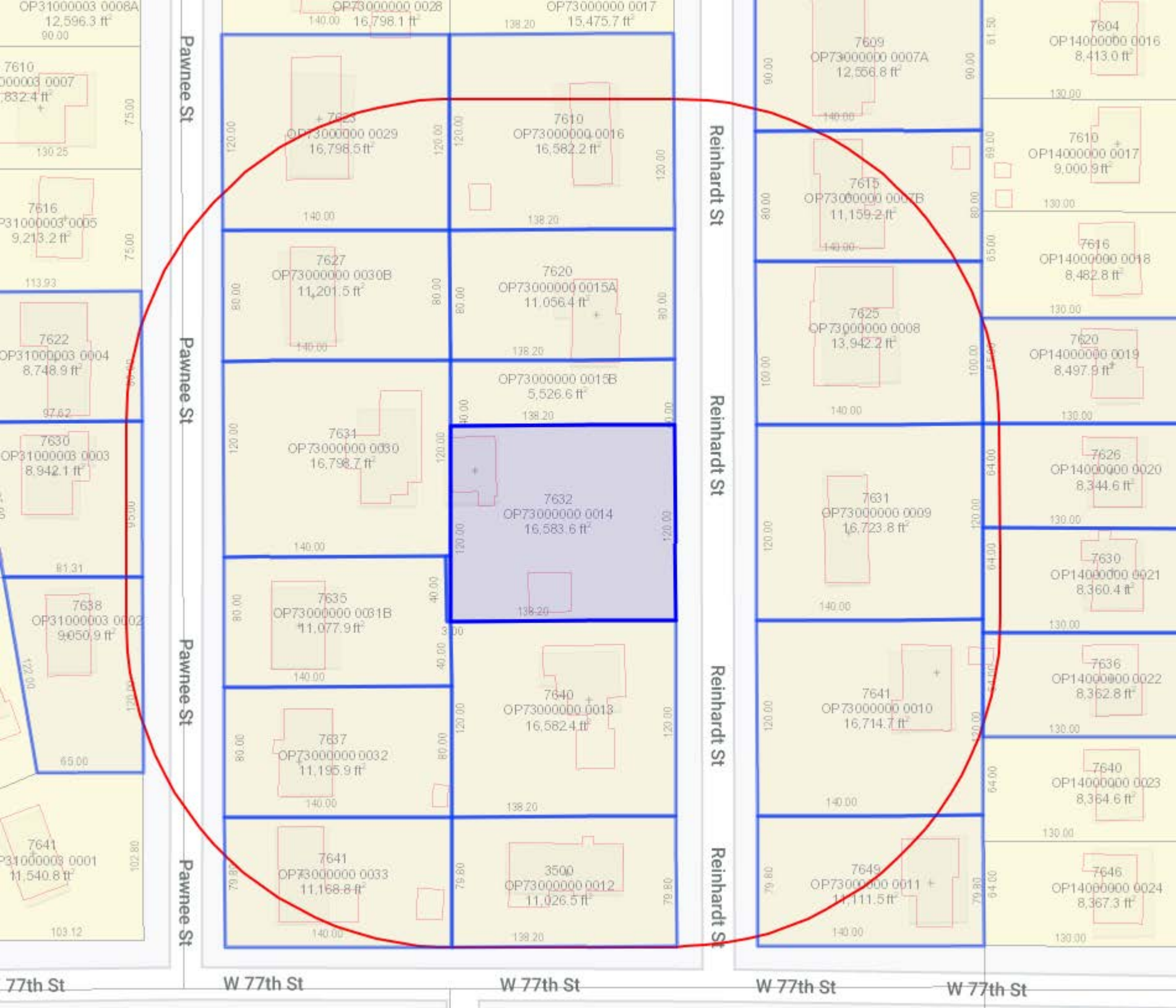
A public hearing will be held by the Planning Commission on 7/7/20
at 7:00 PM, in the Council Chamber of the City Hall, 7700 Mission Road, at
which time you may appear, if you so desire, either in person and/or by attorney.

The hearing of this application is not limited to those receiving copies of this notice, and
if you know of any neighbor or affected property owner who, for any reason, has failed to
receive a copy, it would be appreciated if you would inform them of this public hearing.

At the time of the scheduled public hearing persons interested may be present, or may
submit their comments in writing to the Planning Commission prior to the date of the
scheduled hearing.

Signed: Pat Mappert
Applicant

Feel this is squeezing in 2 large homes in an area that should be 1 house. The 2 new houses down the street prove this point — they are too close together. This street is turning into the same thing that happened on 71st + 71st Ave. New large houses on ^{too} small lots drawing out surrounding houses. Noticed that same is happening across the street. And 2 more houses up for sale in same block. The charm of the PV area is not having "cookie cutter" huge houses lined up ~~up~~ like dominos. STOP this now. I work nights otherwise I would have attended this meeting to make my point.



OP31000003 0008A
12,596.3 ft²
90.00

7610
OP31000003 0007
8,832.4 ft²
130.25

7616
OP31000003 0005
9,213.2 ft²
113.93

7622
OP31000003 0004
8,748.9 ft²
97.82

7630
OP31000003 0003
8,942.1 ft²
81.31

7638
OP31000003 0002
9,050.9 ft²
65.00

7641
OP31000003 0001
11,540.8 ft²
103.12

OP73000000 0028
140.00 16,798.1 ft²
138.20 15,475.7 ft²

7623
OP73000000 0029
16,798.5 ft²
140.00 120.00 120.00 120.00

7610
OP73000000 0016
16,582.2 ft²
140.00 138.20 120.00 120.00

7627
OP73000000 0030B
11,201.5 ft²
140.00 80.00 80.00 80.00

7620
OP73000000 0015A
11,056.4 ft²
140.00 138.20 80.00 80.00

7634
OP73000000 0030
16,798.7 ft²
140.00 120.00 120.00 120.00

7632
OP73000000 0014
16,583.6 ft²
140.00 138.20 120.00 120.00

7635
OP73000000 0031B
11,077.9 ft²
140.00 80.00 40.00 40.00

7640
OP73000000 0013
16,582.4 ft²
140.00 138.20 120.00 120.00

7637
OP73000000 0032
11,195.9 ft²
140.00 80.00 80.00 80.00

7641
OP73000000 0033
11,168.8 ft²
140.00 138.20 79.80 79.80

7641
OP73000000 0033
11,168.8 ft²
140.00 79.80 79.80 79.80

3500
OP73000000 0012
11,026.5 ft²
140.00 138.20 79.80 79.80

7609
OP73000000 0007A
12,556.8 ft²
140.00 90.00 90.00 90.00

7615
OP73000000 0007B
11,159.2 ft²
140.00 80.00 80.00 80.00

7625
OP73000000 0008
13,942.2 ft²
140.00 100.00 100.00 100.00

7631
OP73000000 0009
16,723.8 ft²
140.00 120.00 120.00 120.00

7641
OP73000000 0010
16,714.7 ft²
140.00 120.00 120.00 120.00

7649
OP73000000 0011
11,111.5 ft²
140.00 79.80 79.80 79.80

7604
OP14000000 0016
8,413.0 ft²
130.00 91.50 91.50 91.50

7610
OP14000000 0017
9,000.9 ft²
130.00 89.00 89.00 89.00

7616
OP14000000 0018
8,482.8 ft²
130.00 85.00 85.00 85.00

7620
OP14000000 0019
8,497.9 ft²
130.00 100.00 100.00 100.00

7626
OP14000000 0020
8,344.6 ft²
130.00 84.00 84.00 84.00

7630
OP14000000 0021
8,360.4 ft²
130.00 64.00 64.00 64.00

7636
OP14000000 0022
8,362.8 ft²
130.00 64.00 64.00 64.00

7640
OP14000000 0023
8,364.6 ft²
130.00 64.00 64.00 64.00

7646
OP14000000 0024
8,367.3 ft²
130.00 94.00 94.00 94.00

Meeting Minutes
Neighborhood Meeting for 7632 Reinhardt Street
June 23, 2020

Meeting begins at 5pm at Harmon Park

In Attendance:

Joe Woods, MOJO Built
Pat Boppart, MOJO Built
Adam Pfeifer, NSPJ Architects
Debbie Ulmer, MOJO Built
Bob and Betty Clark, 7631 Pawnee

Issues Raised:

1. What if there is fence damage?
8. Noise concerns, construction times allowed?
9. How long will it take to complete the project?
4. When do you expect construction to start?

Response / Resolution

If damaged we would replace the fence.
7:00am to 7:00pm.
Eight to twelve months.
In the fall of this year.

All questions were answered.

Meeting was adjourned at 5:30pm.



[JocCo Home](#) > [AIMS Home](#) > [Internet Maps](#)

200 foot buffer (5.64 acres)
 Buffer search returned 26 properties
[Download as Mailing Labels](#)

No.	Property ID	Area (ft ²)	Acres	Situs Address	Owner1	Owner2	Owner Address	City, State Zip	Billing Name	Billing Name2	Billing Address	Billing City, State Zip
1	OP14000000 0020	8,276	0.19	7626 WINDSOR DR	BOWLING, RYAN L.	BOWLING, LAURA E.	7626 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
2	OP31000003 0002	9,148	0.21	7638 PAWNEE ST	LEMOS, HENRY V.	LEMOS, ANDREA M.	7638 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
3	OP73000000 0032	11,326	0.26	7637 PAWNEE ST	COOPER, CHARLES W. TRUSTEE	COOPER, SONDR KAY TRUSTEE	7637 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
4	OP73000000 0016	16,553	0.38	7610 REINHARDT ST	BECKLOFF, MICHAEL C	BECKLOFF, KATHLEEN A	14108 CANTEBURY ST	LEAWOOD, KS 66224	MICHAEL&KATHLEEN BECKLOFF	14108 CANTERBURY ST	LEAWOOD, KS 66224	
5	OP73000000 0031B	10,890	0.25	7635 PAWNEE ST	MARNETT, JOHN T.	MARNETT, PATTI S.	7635 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
6	OP73000000 0030	16,988	0.39	7631 PAWNEE ST	CLARK, ROBERT M. JR	CLARK, BETTY J.	7631 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
7	OP14000000 0019	8,712	0.20	7620 WINDSOR DR	HARRIS, KATHERINE A		7620 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
8	OP14000000 0021	8,276	0.19	7630 WINDSOR DR	KRZESINSKI, ROSE A.	KRZESINSKI, ROSE ANN	7630 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
9	OP73000000 0015A	10,890	0.25	7620 REINHARDT ST	EITZEN, BROOKE E	COLLINS, DANIEL S	7620 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
10	OP73000000 0008	13,939	0.32	7625 REINHARDT ST	MANKAMEYER, MATTHEW S	MANKAMEYER, ELIZABETH M	7625 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
11	OP73000000 0007A	12,632	0.29	7609 REINHARDT ST	S C NELSON PROPERTIES LLC		11514 S CARBONDALE ST	OLATHE, KS 66061				
12	OP73000000 0030B	11,326	0.26	7627 PAWNEE ST	RAHE, RACHEL M.	RAHE, KATINA L.	7627 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
13	OP73000000 0029	16,988	0.39	7623 PAWNEE ST	OSTERMANN, SHARON K.		7623 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
14	OP73000000 0033	11,326	0.26	7641 PAWNEE ST	GREGORY W PESCH AND KELLI L PESCH REVOCABLE TRUST		PO BOX 133	MISSION, KS 66201				
15	OP73000000 0012	10,890	0.25	3500 W 77TH ST	KAUFFMAN, MATTHEW		3500 W 77TH ST	PRAIRIE VILLAGE, KS 66208				
16	OP73000000 0014	16,553	0.38	7632 REINHARDT ST	PATTERSON, EMILY E.		7632 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
17	OP73000000 0007B	11,326	0.26	7615 REINHARDT ST	DOPSON, FREDRICK L.	DOPSON, CHERYL K.	7615 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
18	OP73000000 0010	16,553	0.38	7641 REINHARDT ST	GARCIA, CARLOS	DIAZ, MARIA T	7641 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
19	OP73000000 0031C	0	0.00	0 NS NT	PATTERSON, EMILY E.		12712 EL MONTE ST	LEAWOOD, KS 66209				
20	OP14000000 0022	8,276	0.19	7636 WINDSOR DR	HALL, ALICE H. TRUSTEE	HALL, ALICE H. TRUST	27027 W 77TH ST	SHAWNEE, KS 66227				
21	OP31000003 0004	8,712	0.20	7622 PAWNEE ST	MEEDS, TRACI R.		7622 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
22	OP31000003 0003	9,148	0.21	7630 PAWNEE ST	LUBER, BRADLEY	LUBER, RACHEL	7630 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
23	OP73000000 0009	16,553	0.38	7631 REINHARDT ST	ESRY, RITA		7631 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
24	OP73000000 0011	11,326	0.26	7649 REINHARDT ST	STRANGE, PAUL A.	STRANGE, MARY E.	7649 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
25	OP73000000 0015B	5,663	0.13	0 NS NT	EITZEN, BROOKE E	COLLINS, DANIEL S	7620 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
26	OP73000000 0013	16,553	0.38	7640 REINHARDT ST	BORTOLOTTI-MELO, JAVIER	RODRIGUEZ, ANA M.	7640 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				

Total Area of Parcels: 6.86 acres (298,822 ft²)
 Selected Property



PLANNING COMMISSION

Council Meeting Date: August 3, 2020

PC2020-111: Consider Ordinance 2426 to rezone 7641 Reinhardt St from R-1A to R-1B

RECOMMENDATION

Make a motion to accept the Planning Commission's recommendation and approve PC2020-111, rezoning 7641 Reinhardt St from R-1A (Single-Family Residential) to R-1B (Single-Family Residential).

BACKGROUND

The applicant is RC Renovations, LLC, who is the current owner of the property at 7641 Reinhardt St according to Johnson County property records. The applicant is requesting to rezone the lot from R-1A to R-1B. The applicant's plan, if the rezoning is approved, is to split the lot, demolish the existing structure on the lot, and build two new single-family residences at the site. A lot split on this lot would not be possible under the lot size requirements for R-1A zoning, which requires the lot to be at least 10,000 square feet with a minimum width of 80 feet and a minimum depth of 125 feet. The existing lot is 16,715 square feet with a width of 120 feet and a depth of 140 feet. If the rezoning is approved, the two new lots proposed would be approximately 8,400 square feet, with a width of 60 feet and a depth of 140 feet. These new proposed lots would meet the lot size requirements for R-1B zoning.

The current structure on this lot was built in 1923, prior to the development of the City's zoning regulations, so the structure is considered a legal, non-conforming property. This application is very similar to a request in 2018, in which a rezoning was sought to split the lot located at 7540 Reinhardt. That application was unanimously recommended to be approved by the Planning Commission, and the City Council approved the rezoning with a vote of 8-4. This application is also very similar to a recent rezoning request at 7631 Reinhardt Street, which the City Council voted to deny at the July 20, 2020 meeting.

The Planning Commission considered the application at their July 7, 2020 meeting, at which time a public hearing was held. There was nobody present to speak in favor or against the application. The City did receive written comments from one resident who lives in the area who was not in favor of the application. After discussing and weighing the Golden Factors, the Planning Commission voted unanimously to recommend approval of the requested rezoning to the City Council and voted to approve the requested lot split contingent upon the rezoning being approved by the City Council. The Zoning Regulations require rezoning requests to go to the City Council for final approval, while the Planning Commission is tasked with the final approval on lot splits. There is a 14 day required protest period between the date the public hearing is held and when the City Council can take final action on the application. If a protest petition is filed during this time period by 20% of property owners within 200 feet of the address, a $\frac{3}{4}$ majority of the Governing Body would be needed in order to approve the application (10 votes including the Mayor). A protest petition was not filed with the City on this application.

A rezoning application requires the City Council to act in its quasi-judicial role. When acting in this capacity, rather than a legislative capacity, the governing body cannot prejudge and must set aside personal opinions. Like a judge, the Governing Body must apply the law to facts presented in the public record. In considering a residential rezoning, the Council must consider the overall use of the land/lot itself, and not the design of the structures that are being proposed. The following criteria, commonly referred to as the "Golden" factors, must be used in determining the reason as to why the application should be approved or denied:

1. The character of the neighborhood.
2. The zoning and uses of property nearby.
3. The suitability of the property for the uses to which it has been restricted under its existing zoning.
4. The extent that a change will detrimentally affect neighboring property.
5. The length of time of any vacancy of the property.
6. The relative gain to public health, safety, and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners.
7. City staff recommendations.
8. Conformance with the Comprehensive Plan.

Staff's analysis of all of these factors is provided in the attached Planning Commission staff report.

According to Section 19.52.040 of the Zoning Regulations, the Governing Body can take the following actions on a rezoning recommendation from the Planning Commission:

1. Adopt the Planning Commission's recommendation by a simple majority (7 votes including the Mayor)
2. Override the Planning Commission's recommendation by a 2/3 majority vote of the entire Governing Body (9 votes including the Mayor)
3. Return the recommendation to the Planning Commission with a statement specifying the basis for the Governing Body's failure to approve or disapprove by a simple majority. The Planning Commission can then submit the original recommendation or submit a new and amended recommendation. The Governing Body then can adopt or amend the recommendation by a simple majority (7 votes) or take no further action.

Graham Smith with Gould Evans, the City's Planning Consultant, will be present at the meeting to provide a short presentation and answer any associated questions. The applicant will also be present at the meeting to answer any questions the Council may have.

ATTACHMENTS

Ordinance 2426
Planning Commission Staff Report
Rezoning Application Materials
Excerpt from July 7, 2020 Planning Commission Minutes

PREPARED BY

Jamie Robichaud
Deputy City Administrator
Date: July 29, 2020

STAFF REPORT

TO: Prairie Village Planning Commission
FROM: Chris Brewster, AICP, Gould Evans, Planning Consultant
DATE: July 7, 2020, Planning Commission Meeting

Application: PC 2020-111

Request: Rezoning from R-1A to R1B & Request for Lot Split

Action: *A Rezoning requires the Planning Commission to evaluate facts and weigh evidence, and based on balancing the factors and criteria in the zoning ordinance, make a recommendation to the City Council.*

A Lot Split requires the Planning Commission to apply the facts of the application to the standards and criteria of the ordinance, and if the criteria are met, to approve the application.

Property Address: 7641 Reinhardt Street

Applicant: RC Renovations, LLC

Current Zoning and Land Use: R-1A – Single-family Residential – Single-family House

Surrounding Zoning and Land Use: **North:** R-1A – Single-family Residential – Single-family House
East: R-1A – Single-family Residential – Single-family House
South: R-1A – Single-family Residential – Single-family House
West: R-1A – Single-family Residential – Single-family House

Legal Description: SUNSET HILL ACRES LOT 11 PVC-11545

Property Area: 0.38 acres (16,714.72 s.f.)

Related Case Files: n/a

Attachments: Application, lot plan /proposed lot split, conceptual elevations

General Location Map



Aerial Map



Site



Birdseye View



Street Views



Street view looking north on Reinhardt (subject property in background right)



Street view of subject property frontage

COMMENTS:

The applicant has requested a zoning change from R-1A to R-1B in order to facilitate a proposed lot split and build two homes on the existing lot. Therefore, the proposal involves two related applications, but each requires independent action by the Planning Commission. The Planning Commission makes a recommendation to the City Council for a rezoning request, but makes a final decision for lot split requests.

The existing lot is 120 feet wide by 140 feet deep, for a total of 16,714.72 square feet. The R-1A zoning district has a minimum lot requirement of 80 feet wide by 125 feet deep, and 10,000 square feet. Although this lot is larger than required by the R-1A zoning district, it is not large enough to split into two conforming lots in that zoning district.

The lot has an existing home that was constructed in 1920 and the lot was platted in 1923 according to Johnson County AIMS mapping records. The R-1A zoning district requires the following setbacks: front – 30 feet; side – at least 20% of the lot width between both sides, and at least 7 feet on each side; rear – 25 feet. The existing home is located to the rear of the lot and is setback approximately 85' from the front lot line. The rear of the home is approximately 20' from the rear lot line, making it a legally non-conforming structure (built and platted before the standards were in place). The lot also has a detached accessory structure behind the building near the rear lot line.

The patterns on this block has a range of lot widths from 70' to 125' wide, plus 4 newly platted 60' to 64' wide lots due to recent similar applications. The character of the block has a wide range of building placements, including this home and the home on the opposite side of the street to the west, each of which are setback deep on the lot near the rear lot line

The applicant is proposing to split this lot into two lots, and build two homes that would conform to the setback requirements. However, the lot is not big enough to result in two lots conforming to the R-1A zoning district. Therefore, the applicant is proposing to rezone this property to R-1B, which has the following zoning standards:

- Width – 60 feet
- Depth – 100 feet
- Area – 6,000 square feet
- Front Setback – 30 feet
- Side Setbacks – at least 20% of lot width total, and at least 6 feet each side
- Rear Setback – 25 feet.

The proposed lots would be 60 feet by 140 feet, and approximately 8,357 square feet.

The applicant held a neighborhood meeting, and a summary of that meeting has been added to the application.

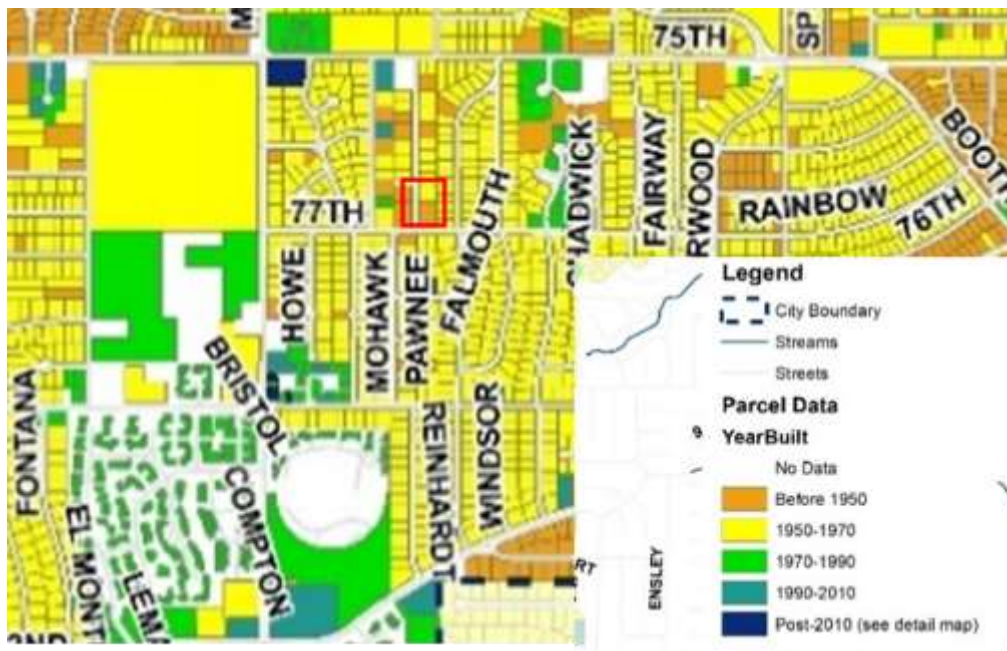
Note on Recent Applications: There have been two recent similar applications on this block, and another is pending at the same time as this application. As has been noted with each application, the vicinity has a large number of non-conforming lots (lots that do not meet the width - and possibly the area requirements, for R-1A zoning). Most of the non-conforming lots are between 65 and 80 feet wide. The area of concentrated non-conforming lots is between Mission and Norwood, and between 75th and 79th Street. This area is zoned R-1A despite a substantial number of lots not meeting lot width requirements. However, the block of Reinhardt between 75th and 77th, and the east half of Pawnee, between 75th and 77th, has mostly conforming lots. Several of these lots are more than double the R-1B zoning standard (120' or more wide), which is resulting in the multiple requests to rezone to R-1B as reinvestment occurs. There are approximately 12 more lots in the vicinity that could potentially apply this same strategy. However, the majority of lots in this entire area are between 60' and 100' wide, which would not accommodate lot splits even if the entire area is zoned R-1B.

ANALYSIS – RE-ZONING:

In considering a change in zoning classification, the Planning Commission and City Council are required to act in a quasi-judicial capacity and consider a number of factors commonly referred to as the “Golden” factors, which are incorporated into the City’s Zoning Ordinance [19.52.030]. The factors include, but are not limited to the following:

1. The character of the neighborhood;

This is a single-family residential neighborhood with a variety of lot sizes and ages of homes. Homes in the area are primarily 1-story, 1.5-story ranches and split-levels. The majority of homes in the area were built between 1950 and 1970. A few of the homes were built prior to 1950, including the existing house on this lot, which was built in 1920. This street is also experiencing reinvestment, with a similar rezoning and lot split approved in 2018 resulting in two newly built homes, a request recommended for approval in June of 2020, and a similar application pending at this time.



Year Built

This area does include a wide variety of lot sizes reflecting platting and development patterns that pre-date the current zoning and subdivision regulations. Records show this lot was platted in 1923. The majority of lots on this block are larger (all but one over 10,000 square feet and many over 15,000 square feet), with smaller lots occurring to the east and west of this block. [Note: the recent applications approved at the north end of the block and adjacent to this lot are not reflected on this map.]



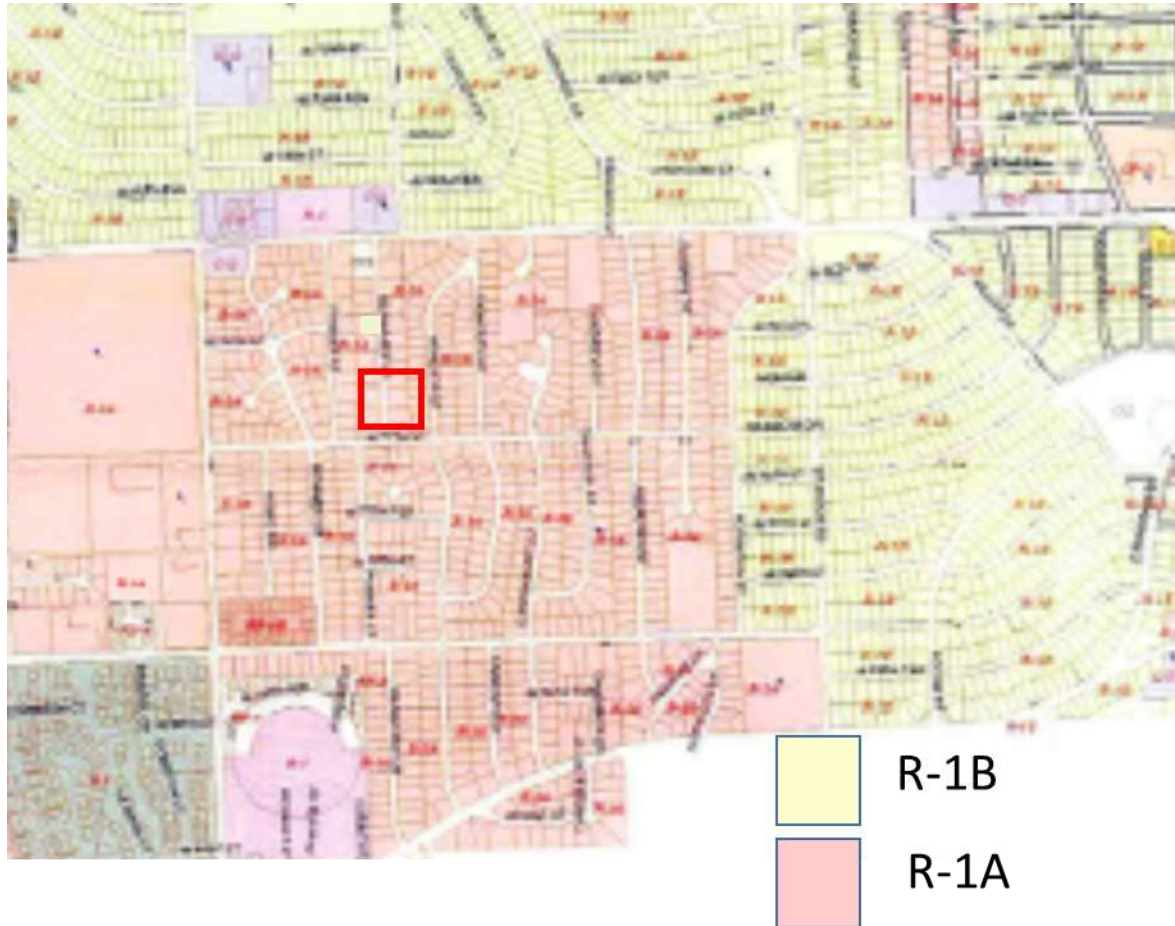
Lot Size

Lot widths are also important to the character of neighborhoods, as that affects the frontage design, building pattern and access along a streetscape. In the general vicinity, many lots have a 60 to 75 feet width. These exist primarily on several blocks immediately east of Reinhardt. The blocks to the west of Reinhardt have a bit more irregular pattern due to Mohawk Drive alignment, some cul-de-sacs, and irregular or corner-orientation lots; however, they are primarily 70' wide with some in the 75' to 80' range. Reinhardt Street and the east side of Pawnee Street reflect predominantly wider lots - typically 120 feet wide, with a few noted irregularities where two lots were re-platted as three, or three lots were re-platted as four. (Note: This pattern is allowed under current R-1A zoning, where two 120-foot wide lots could be divided into three 80-foot wide lots, or three 120' lots were replatted as four 90' wide lots.). In this specific case, the subject lot is 120' wide. The lots immediately to the north include a 120' wide lot subject to the June 2020 application splitting it into two 60' wide lots, and a 100' lot; the lot immediately to the south is a 79' wide corner lot; and the lots on the opposite side of the street also range from 79-feet to 120-feet in width (plus a similar pending application).

2. The zoning and uses of property nearby;

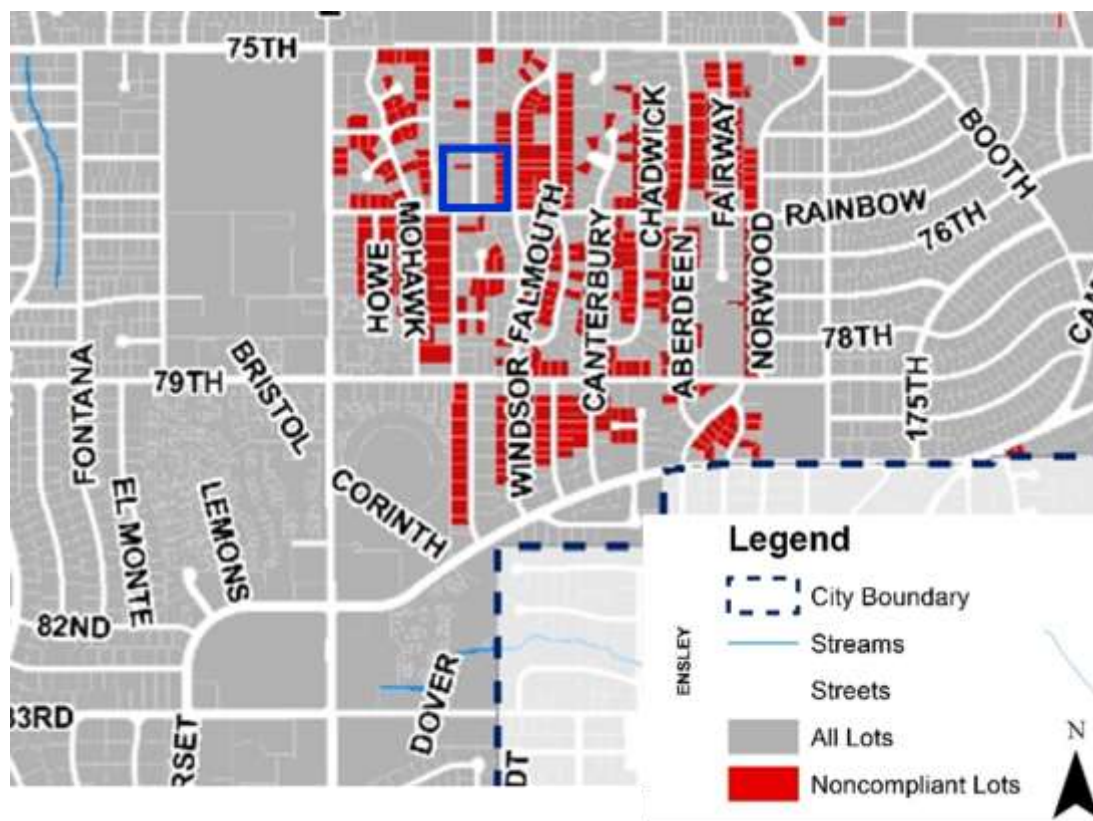
North: R-1A Single-family District – Single Family Dwellings
East: R-1A Single-family District – Single Family Dwellings
South: R-1A Single-family District – Single Family Dwellings
West: R-1A Single-family District – Single Family Dwellings

All of the property in the general vicinity is zoned R-1A, with the exception of some property along the 75th Street Corridor or Mission Road zoned for commercial, multi-family, or planned residential projects, and the 2018 rezoning to R-1B at 7540 Reinhardt and the pending June 2020 rezoning to R-1B at 7631 Reinhardt. Property further to the east (east of Norwood Street) and north of 75th Street is zoned R-1B.



Zoning

The vicinity has many lots that do not conform to the R-1A zoning districts. This is likely due to the platting and buildings being built prior to the adoption of the zoning ordinance. Non-conformances are typically for lots less than 80 feet wide or less than 10,000 square feet, or both. The majority of these exist on the blocks immediately to the east (Windsor Street and Falmouth Street) and west and southwest (Mohawk Street and Howe) of this area. The lots on Reinhardt are typically conforming to R-1A, although one lot to the north on the west side is non-conforming due to its width (70' x 138'; approximately 9,672 s.f.). Plus there are two new 64' x 138' lots next to it, and two pending 60' x 140' lots abutting this lot to the north, which all conform to R-1B standards and are not reflected on this map.



Non-conforming Lots

3. The suitability of the property for the uses to which it has been restricted under its existing zoning;

The property is zoned R-1A, which requires a minimum lot width of 80 feet and a minimum area lot of 10,000 sq. ft. The lot is 140 feet deep by 120 feet wide. The lot is suitable for a residential lot, despite being larger than required by the zoning district. There are many examples of lots this size in the R-1A zoning district. These are most prevalent in the south area of the City. However, there are several lots of a similar size in the area on this block and on the east side of Pawnee, which are currently used for single-family homes.

4. The extent that a change will detrimentally affect neighboring property;

The applicant is proposing two single-family homes, which is generally consistent with uses in the area. However, the rezoning and lot split would allow lots smaller than typical lots on this block – excluding recent applications; however, it is comparable in size and width to some of the smallest non-conforming lots in the vicinity. Additionally, the R-1B zoning category does allow taller buildings than generally exist in this area (29' / 2-story from the top of foundation permitted, compared to the typical existing 1-story, 1.5 story or split-levels). This current condition is lower than what is allowed under existing R-1A zoning (35' / 2.5 stories), so the proposed change will reduce the allowed height to the lower R-1B height standard (from 35' / 2.5 stories to 29' / 2 stories). However, the effect on what could be built adjacent to either property boundary is not that significant – the current R-1A zoning requires a 1-foot greater side setback (7-feet as opposed to 6-feet in R-1B). The applicant has proposed lot plans with potential building footprints, and conceptual elevations that demonstrate the potential to meet the R-1B standard and Neighborhood Design Standards. The applicant aware that all future building plans will be required to meet the Neighborhood Design Standards applicable in the R-1B district, and this will be verified when official plans are submitted for building permits.

5. The length of time of any vacancy of the property;

The existing residence was built in 1920, so the property has not been vacant, but the structure is one of the older homes in the area.

6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners;

The existing home on the site is small relative to the lot (1,344 s.f. building), and the vicinity is experiencing re-investment through rehabilitation and new development. The approval of this request will permit redevelopment that will increase the value of this site, and make it more practical to build two moderate-sized single-family homes on smaller lots. This is generally consistent with the use and patterns in the vicinity, though smaller than most lots on this block. Additionally, any new structures will be required to meet the Neighborhood Design Standards that were adopted in 2018, and are comparable for both R-1A zoning districts and R-1B zoning districts.

7. City staff recommendations;

The proposed rezoning will promote this redevelopment and general reinvestment in the neighborhood. Typically, rezoning property for site-specific applications should be avoided, unless specifically called for under a plan or clearly justified through a site-specific analysis that considers the project in the surrounding context. Many of the justifications for this rezoning are applicable to other similarly situated property in the vicinity. Further, the conditions in the area that support rezoning (the existence of many smaller lots with 60' to 70' frontages) are not typical on this specific block with many 120'+ lots, so the City may anticipate future similar requests and the cumulative impact of such redevelopment activity in this area should be considered.

The impact of a potential larger-scale and city-initiated rezoning of the area has not been considered under the comprehensive plan or through a specific plan or detailed analysis for the area. However, recent similar applications, and recent discussions regarding comprehensive plan updates regarding housing, have dealt with adding more diversity of lot and building types i to address rising land costs in similar areas experiencing reinvestment.

While pending updates to the comprehensive plan and the current policies for a wider range of building and lot types may warrant further consideration of the appropriate zoning strategies for this area and throughout the city, there are many of the site-specific considerations present that support rezoning. These considerations are reflected in the other seven criteria in this report, which the Planning Commission is required to consider. In particular, the Planning Commission should eventually evaluate the zoning designation of this entire area, based on outcomes in the Comprehensive Plan update, and determine if R-1A zoning is appropriate or what other zoning actions may be appropriate. In this regard, and similar to the 2018 and June 2020 rezoning on this block, the Commission may consider approval of this application in the context of a broader strategy for the general area. As part of that broader and more comprehensive strategy, staff recommends approval of this rezoning.

8. Conformance with the Comprehensive Plan;

The Policy Foundation for the comprehensive plan includes the following:

- **Community Character and Activities:** Provide an attractive, friendly and safe community with a unique village identity appealing to the diverse community population.
- **Housing:** Encourage neighborhoods with unique character, strong property values and quality housing options for families and individuals of a variety of ages and incomes.

The Conceptual Development Framework maps areas of the City for specific implementation strategies associated with the Policy Foundation. This area is mapped as Neighborhood Conservation, which includes the following specific policies and goals:

- Examine zoning regulations to determine where the uniform lot and building standards restrict the amount of land available to accommodate building expansion.
 - Create basic building design standards that can protect the character of neighborhoods.
-

- Consider financial incentives where home renovations are not possible through traditional financing or other qualified home improvement programs.
- Allow for more compact housing or different and more dense housing options along major thoroughfares.

In contrast, the Neighborhood Improvement areas identified in the Conceptual Development Framework have more proactive strategies for reinvestment, redevelopment or code enforcement based on specific neighborhood initiated plans for investment and/or redevelopment.

Other implementation actions and policy statements in the plan include:

- Permitting higher density, primarily near existing commercial areas or along arterial corridors.
- Keeping neighborhoods vibrant by encouraging home renovation and housing investment.
- Allowing housing variety throughout the City, while maintaining distinct neighborhood character within specific neighborhoods

ANALYSIS – LOT SPLIT:

Chapter 18.02 of Prairie Village subdivision regulations allows the Planning Commission to approve splits provided each lot meets the zoning standards. Section 18.02.010 of the subdivision regulations provide the criteria for approval of a lot split. Essentially, the applicant must submit a certificate of survey demonstrating that both lots will meet the zoning ordinance standards and that any existing buildings on a remaining lot are not made nonconforming as a result of the lot split. The certificate of survey is also required to ensure that no utility easement or right-of-way issues are created by the lot split or need to be addressed due to the lot split.

In this case, the proposed lot split will not meet the width required in R-1A, and the applicant has proposed an associated rezoning to R-1B. If the Planning Commission recommends approval and the City Council approves the proposed rezoning, then the proposed lot split would meet all criteria of the ordinance and should be approved. However, if the Planning Commission recommends denial or the City Council does not approve the rezoning, then the proposed lot split does not meet these criteria and should be denied.

RECOMMENDATION:

Staff's recommendation is contingent on the Planning Commission's action on the associated zoning application:

1. If the Planning Commission recommends approval of the proposed rezoning from R-1A to R-1B, then it should approve the proposed lot split based on the following conditions:
 - a. That the City Council accepts the Planning Commission recommendation and approves the rezoning; and
 - b. That the applicant submit a certificate of survey to comply with the following information required in the ordinance, prior to a building permit:
 - 1) The location of existing buildings on the site, or specifically noting the removal of existing buildings.
 - 2) The dimension and location of the lots, including a metes and bounds description of each lot.
 - 3) The location and character of all proposed and existing public utility lines, including sewers (storm and sanitary), water, gas, telecommunications, cable TV, power lines, and any existing utility easements.
 - 4) Any platted building setback lines with dimensions.

- 5) Indication of location of proposed or existing streets and driveways providing access to said lots.
 - 6) Topography (unless specifically waived by the City Planning Commission) with contour intervals not more than five feet, and including the locations of water courses, ravines , and proposed drainage systems.
 - 7) Said certificate of survey shall include the certification by a registered engineer or surveyor that the details contained on the survey are correct.
- c. That the applicant record the approved lot split with the register of deeds and provide a copy of the recorded document prior to issuance of a building permit.
2. If the Planning Commission recommends denial of the proposed rezoning from R-1A to R-1B, then it should table the lot split application until a final decision by the City Council. Denial of the rezoning by the City Council should result in the withdrawal of the application. However, approval of the rezoning by City Council should result in the Planning Commission considering the application subject to the criteria in the regulations and analysis in this staff report.

EFFECT OF DECISION:

Rezoning. The Planning Commission makes a recommendation to the City Council on the rezoning. The City Council will make a final decision, according to the following:

- Approve the Planning Commission recommendation by a majority vote (including any conditions if the recommendation was for approval subject to conditions).
- Return to Planning Commission with direction to reconsider specific actions, either by a majority vote or by failure to approve the Planning Commission recommendation.
- Override or modify the Planning Commission recommendation by at least a 2/3 vote of the membership of the governing body.

If a valid protest petition is filed with the City Clerk within 14 days of the close of the public hearing, the City Council may only approve the application with a 3/4 vote of the membership of the governing body.

If approved by the Planning Commission and City Council, the applicant may submit building plans for permits according to the R-1B designation, and the Neighborhood Design Standards required in R-1A and R-1B zoning districts.

Lot Split. The Planning Commission makes the final decision on lot splits. If approved the applicant shall submit a certificate of survey for the new lots to be recorded with the Register of Deeds of Johnson County, and may apply for building permits according to the new lot boundaries. A denial by the Planning Commission may be appealed to the City Council.

ORDINANCE 2426

AN ORDINANCE REZONING PROPERTY LOCATED AT 7641 REINHARDT STREET, PRAIRIE VILLAGE, KANSAS FROM R1-A (SINGLE-FAMILY RESIDENTIAL) TO R-1B (SINGLE-FAMILY RESIDENTIAL), DIRECTING THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF PRAIRIE VILLAGE, KANSAS; AND REINCORPORATING SAID ZONING MAP BY REFERENCE.

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

Section I. Planning Commission Recommendation. That having received a recommendation from the Planning Commission; having found favorably on the findings of fact, proper notice having been given and hearing held as provided by law and under the authority of and subject to the provisions of the Zoning Regulations of the City of Prairie Village, Kansas, the zoning classification or districts of the lands hereinafter legally described are changed from R-1A (Single-Family Residential) to R-1B (Single-Family Residential) as set forth in Section II.

Section II. Rezoning of Property. That the real estate located at 7641 Reinhardt Street, Prairie Village, Kansas, and hereinafter described to Wit: Sunset Hill Acres Lot 10 PVC-11545.

7641 Reinhardt Street, Prairie Village, Kansas 66208

is hereby rezoned in its entirety from R-1A (Single-Family Residential) to R-1B (Single-Family Residential).

Section III. Reincorporation by Reference of Prairie Village, Kansas Zoning District Map as Amended. The official Zoning District Map of the City is hereby amended in accordance with Section II of this Ordinance and is hereby reincorporated by reference and declared to be the Official Zoning District Map of the City as provided for and adopted pursuant to the provisions of Section 19.04.010 of the Prairie Village Zoning Regulations.

Section IV. Take Effect. That this ordinance shall take effect and be in full force from and after its publication in the official City newspaper as provided by law.

PASSED AND APPROVED THIS 3RD DAY OF AUGUST, 2020.

Mayor Eric Mikkelson

ATTEST:

APPROVED AS TO FORM:

Adam Geffert, City Clerk

David E. Waters, City Attorney

**EXCERPT OF PLANNING COMMISSION MINUTES
JULY 7, 2020**

PUBLIC HEARINGS

PC2020-111 Rezoning and Request for Lot Split
7641 Reinhardt Street
Current Zoning: R-1A
Requested Zoning: R-1B
Applicant: RC Renovations, LLC

Mr. Brewster stated that the request was similar to other recent rezoning/lot splits heard by the Commission. The current property sits at the back of a non-conforming lot, which measures 120' wide by 140' deep. The proposed lot split would create two lots measuring 60' by 140', each totaling approximately 8,357 square feet. All lots on the block are zoned R-1A, with the exception of 7540 Reinhardt, for which the Planning Commission approved a rezoning to R-1B in 2018.

Mr. Brewster said that a rezoning required the Planning Commission to evaluate facts, weigh evidence, and make a recommendation to the City Council based on balancing the "Golden Factors" outlined in the zoning ordinance:

1. The character of the neighborhood
2. The zoning and uses of property nearby
3. The suitability of the property for the uses to which it has been restricted under its existing zoning
4. The extent that a change will detrimentally affect neighboring property
5. The length of time of any vacancy of the property
6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners
7. City staff recommendations
8. Conformance with the Comprehensive Plan

Mrs. Wallerstein asked if the new homes would have a 30' setback like the other new builds that had been approved by the Planning Commission on the block. Mr. Brewster said that the submitted plans showed a 30' setback, and that the proposed construction would align with the property immediately to the north, but not the home to the south, which sits farther back on a corner lot.

Mr. Birkel noted that the grade change across the property was significant, and asked if a retaining wall would be needed. If so, the garage would likely need to be located on the "high side" of the house near the wall. Mr. Brewster said the applicant would be required to get an exception if the construction did not meet building standards.

Steve Ashner, the applicant and owner of RC Renovations, was present to speak about the application, and stated he had no additional information to share.

Mr. Wolf opened the public hearing at 8:42 p.m. With no comments received and no one attending the Zoom meeting to speak, Mr. Wolf closed the public hearing at 8:43 p.m.

Based on the Planning Commission's consideration of the Golden Factors, Mr. Breneman made a motion to recommend approval of the rezoning to the City Council. Mr. Birkel seconded the motion, which passed 6-0.

App# 23137
Cnot# 21474

CITY OF PRAIRIE VILLAGE, KANSAS
REZONING APPLICATION FORM

For Office Use Only
Case No.: PC 2020-111
Filing Fees: 100.00
Deposit: 500.00



@gmail.com

Date Advertised: _____
Date Notices Sent: _____
Public Hearing Date: _____

APPLICANT: RC Renovations LLC PHONE: 913-486-2853
ADDRESS: 6709 W. 119th Street #233, OP, KS ZIP: 66209
OWNER: Carlos Garcia + Maria Diaz PHONE: _____
ADDRESS: 7641 Reinhardt Street ZIP: 66208
LOCATION OF PROPERTY: 7641 Reinhardt Street
LEGAL DESCRIPTION: Sunset Hill Acres Lot 10 PVC-11545

Present Zoning R1-A Requested Zoning: R1-B
Present Use of Property: Residential

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	<u>Residential</u>	<u>R1-A</u>
South	<u>Residential</u>	<u>R1-A</u>
East	<u>Residential</u>	<u>R1-A</u>
West	<u>Residential</u>	<u>R1-A</u>

CHARACTER OF THE NEIGHBORHOOD: Residential

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts?
No
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?
Many existing surrounding lots are currently zoned R1-A, but
If yes, explain: do not conform in width or area

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? Yes
2. Consistent with Future Land Use Map? Yes

DEVELOPMENT PLAN SUBMITTAL:

- Development Plan
- Preliminary Sketches of Exterior Construction

LIST OF NEIGHBORING PROPERTIES:

Certified list of property owners within 200 feet

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: Reinhardt Street
2. Classification of Street(s):
 Arterial _____ Collector _____ Local X
3. Right-of-Way Width: 50'0"
4. Will turning movements caused by the proposed use create an undue traffic hazard?
NO

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR: N/A

1. Appropriately Sized Lots? _____
2. Properly Size Street Right-of-Way? _____
3. Drainage Easements? _____
4. Utility Easements:
 Electricity? _____
 Gas? _____
 Sewers? _____
 Water? _____
5. Additional Comments: _____

UNIQUE CHARACTRISTICS OF PRPOERTY AND ADDITIONAL COMMENTS:

None

SIGNATURE: 

DATE: 6/5/20

BY: Ryan Ashner

TITLE: Member

LOT SPLIT APPLICATION
CITY OF PRAIRIE VILLAGE, KANSAS

Lot Split Application No: _____

Date: _____

Fee: _____

Deposit: _____

Request To: Codes Administrator
City of Prairie Village
7700 Mission Road
Prairie Village, Kansas 66208
(913) 381-6464

Attachment Required:

- Four (4) copies of scale drawing;
- Legal description of lots to be created;
- The location of any structure(s) on the lot or lots thereon, together with the precise nature, location and dimensions;
- Name, signature, and seal of the licensed engineer or registered land surveyor who prepared the drawing.

RC Renovations LLC
APPLICANT

Carlos Garcia + Maria Diaz
OWNER

Ryan Ashner
Name

Carlos Garcia + Maria Diaz
Name

6709 W. 119th Street #233, Overland Park, KS
Address

7641 Reinhardt Street
Address

913 486-2853
Area Code Telephone Number

Area Code Telephone Number

REQUEST

As provided in Article _____ of the Subdivision Regulations, City of Prairie Village, Kansas, a lot split of Lot 10, Block _____, in the Sunset Hill Acres Addition to the City of Prairie Village is hereby requested. The lot is generally described as:

Sunset Hill Acres Lot 10 PVC-11545

LOT SPLIT REQUIREMENTS

The lot split is sought to provide for the issuance of building permits in lots divided into not more than two (2) tracts without having to replat said lot.

The lot split application meets the following requirements:

- | YES | NO | | |
|-------------------------------------|--------------------------|-----|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (a) | No new street or alley or other public improvements is needed or proposed. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (b) | No vacation of streets, alleys, setback lines, access control or easements is required or proposed. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (c) | The lot split will not result in significant increases in service requirements (e.e., utilities, schools, traffic control, streets, etc.); or will not interfere with maintain existing service level (e.g., additional curb cuts, repaving, etc.). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (d) | There is street right-of-way as required by these regulations or the Comprehensive Plan. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (e) | All easement requirements have been satisfied. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (f) | The split will not result in a tract without direct access to a public street. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (g) | No substandard-sized lot or parcel will be created. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (h) | The lot has not been previously split in accordance with these regulations. |

APPLICANT'S SIGNATURE:



Date: 6/5/20

OWNER'S SIGNATURE:

Date: _____

Planning Commission ACTION

Date application can be scheduled for consideration at a regular meeting of the Planning Commission:

Action of the Planning Commission:

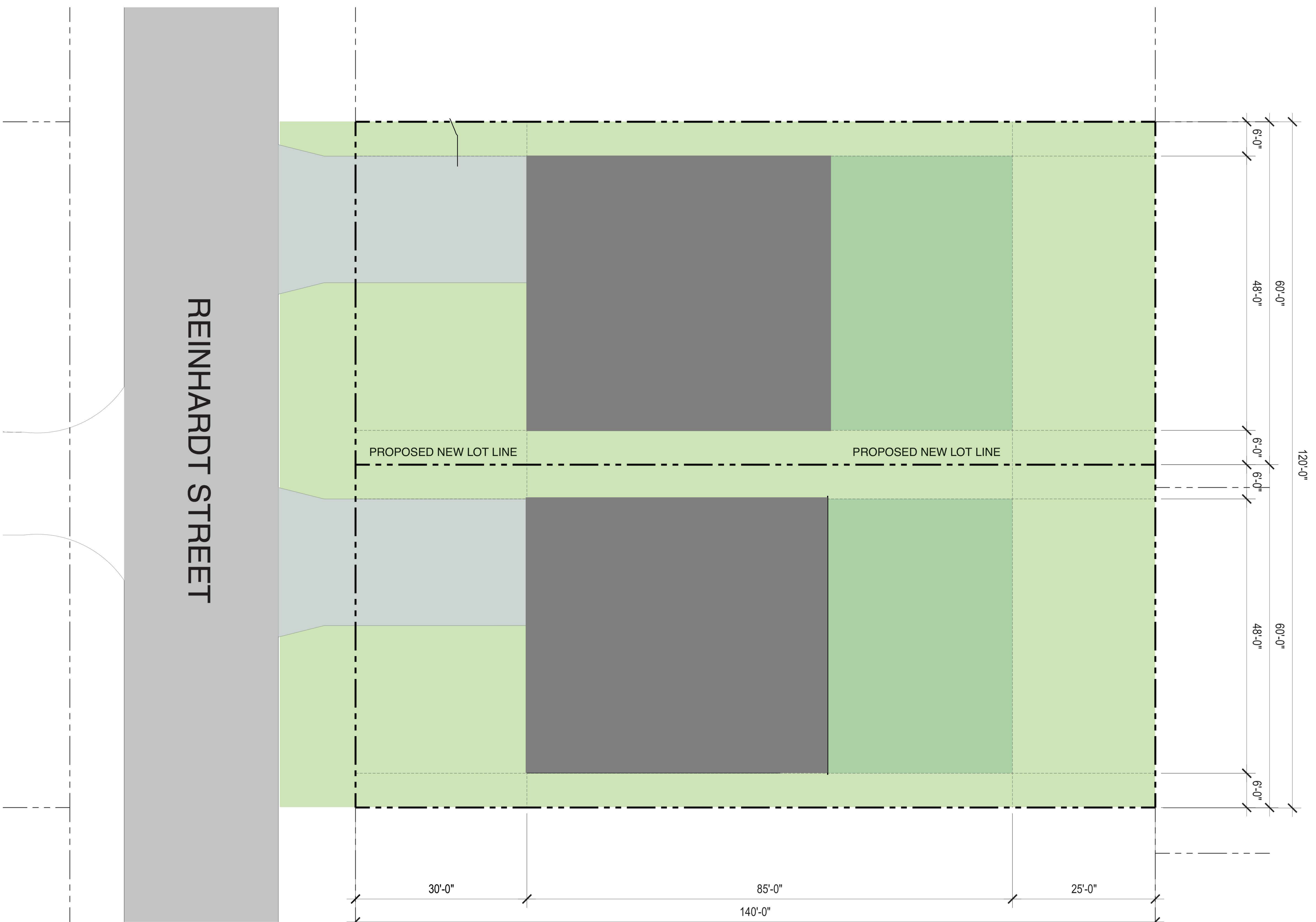


60'-0"

120'-0"

60'-0"

7641 Reinhardt Street
Proposed Lot Split & Rezoning



REINHARDT STREET

PROPOSED NEW LOT LINE

PROPOSED NEW LOT LINE

30'-0"

85'-0"

25'-0"

140'-0"

6'-0"

48'-0"

6'-0"

6'-0"

48'-0"

6'-0"

60'-0"

120'-0"

60'-0"

Overall Site Plan
Scale: 1/8" = 1'-0"



7641 Reinhardt Street
Proposed Lot Split & Rezoning

Meeting Notes

Neighborhood Meeting for 7641 Reinhardt Street

June 30th, 2020

The meeting started at 5:00 at 7641 Reinhardt Street

List of people at meeting:

Betty Clark, Pat Boppart, Art Strange, Steve Ashner, Ryan Ashner, John Moffitt, Joe Woods

Information from the meeting:

- Betty Clark asked about what the lot configuration would look like
- We explained how the lots would be configured per the lot split rendering that we had at the meeting. We explained the lot sizes, distance between homes, timing, etc.
- Art Strange asked how the homes would work in conjunction with his home next door. We explained this to Art per the rendering of the site that we had at the meeting.
- The members of Mojo Homes were also there and discussed the lots that they are involved in on Reinhardt Street and their plans, lot information, timing, etc.
- FYI: The meeting was held outside and everyone was wearing a mask
- The meeting was over at 6:00 PM



June 15, 2020

Dear Neighbor,

RC Renovations LLC is designing two new homes to be built on the home site located at 7641 Reinhardt Street, Prairie Village, Kansas, 66208. We will be splitting the oversized lot into two new home sites.

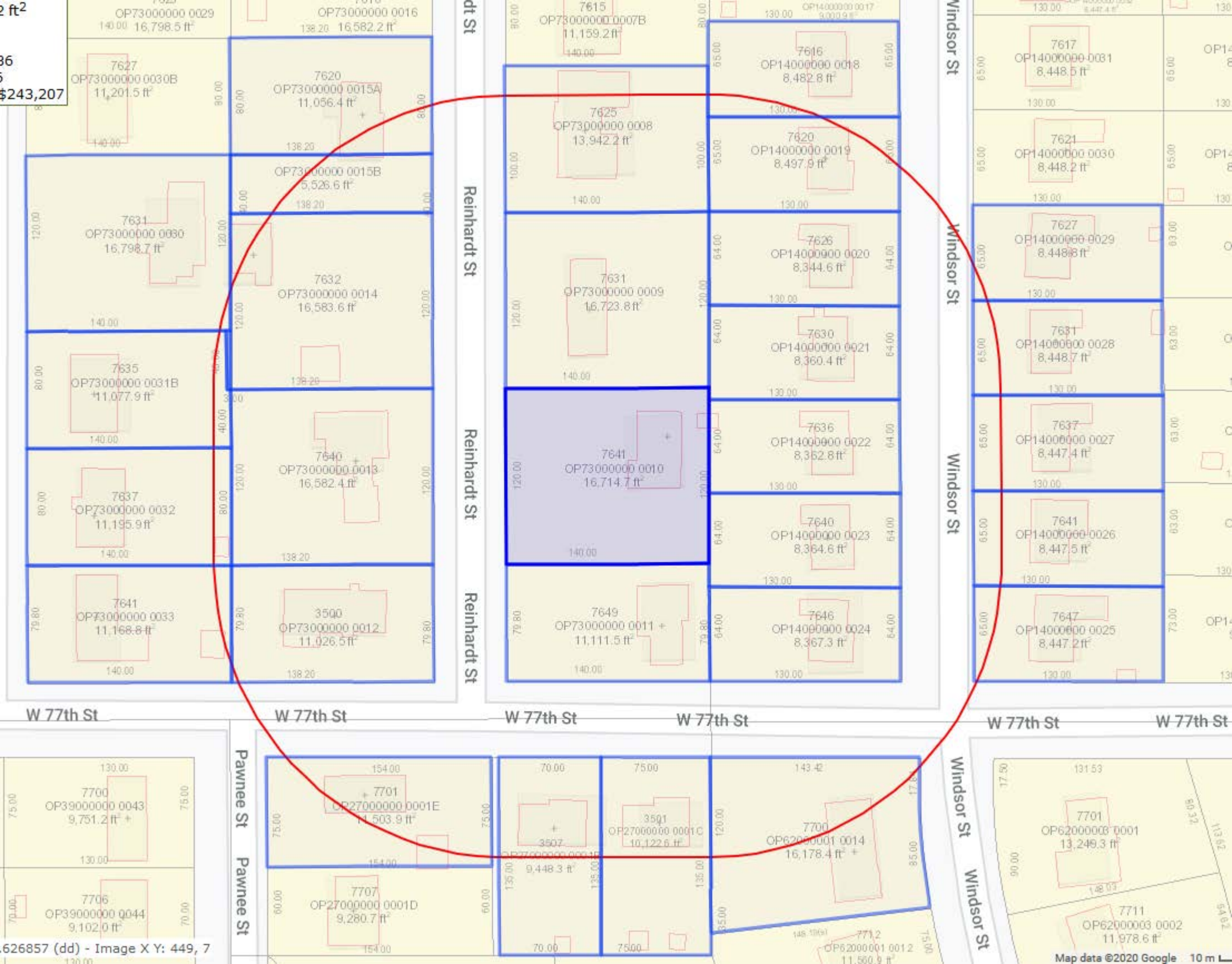
On Tuesday, June 30th, 2020 we will be having a meeting at 5:00 PM at 7641 Reinhardt Street, Prairie Village, Kansas, 66208 to discuss the home site and the plans to be built.

On Tuesday, July 7th, 2020 at 7pm is the Planning Commission meeting. Attached is the Notice to Owners of Affected Property with the details.

Regards,

A handwritten signature in black ink, appearing to be the initials "RA" followed by a long horizontal stroke.

RC Renovations LLC



86
5
\$243,207



[JoCo Home](#) > [AIMS Home](#) > [Internet Maps](#)

200 foot buffer (5.66 acres)
 Buffer search returned 30 properties
[Download as Mailing Labels](#)

No.	Property ID	Area (ft ²)	Acres	Situs Address	Owner1	Owner2	Owner Address	City, State Zip	Billing Name	Billing Name2	Billing Address	Billing City, State Zip
1	OP14000000 0020	8,276	0.19	7626 WINDSOR DR	BOWLING, RYAN L.	BOWLING, LAURA E.	7626 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
2	OP14000000 0029	8,276	0.19	7627 WINDSOR DR	RUIZ-GONZALEZ, ANTONIO D J		7627 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
3	OP14000000 0025	8,276	0.19	7647 WINDSOR DR	MELIA, THOMAS J.	MELIA, ANNE S.	7647 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
4	OP14000000 0028	8,276	0.19	7631 WINDSOR DR	THOMAS, ANDREW	THOMAS, CASEY	7631 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
5	OP14000000 0023	8,276	0.19	7640 WINDSOR DR	SDC HOLDING LLC		7640 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
6	OP62000001 0014	16,117	0.37	7700 WINDSOR ST	KARIM E MEMI STAMATI REVOCABLE TRUST		12405 W 82ND PL	LENEXA, KS 66215				
7	OP73000000 0032	11,326	0.26	7637 PAWNEE ST	COOPER, CHARLES W. TRUSTEE	COOPER, SONDR A KAY TRUSTEE	7637 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
8	OP73000000 0031B	10,890	0.25	7635 PAWNEE ST	MARNETT, JOHN T.	MARNETT, PATTI S.	7635 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
9	OP73000000 0030	16,988	0.39	7631 PAWNEE ST	CLARK, ROBERT M. JR	CLARK, BETTY J.	7631 PAWNEE ST	PRAIRIE VILLAGE, KS 66208				
10	OP14000000 0027	8,276	0.19	7637 WINDSOR DR	SCHROEDER, ROBERT K	SCHROEDER, RUTHANNE	3513 W 92ND TER	LEAWOOD, KS 66206				
11	OP14000000 0026	8,276	0.19	7641 WINDSOR DR	AU, DANIEL M		7641 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
12	OP27000000 0001C	10,019	0.23	3501 W 77TH ST	CHRISMAN, JOSEPH W.	CHRISMAN, SUSAN E.	3501 W 77TH ST	PRAIRIE VILLAGE, KS 66208				
13	OP27000000 0001E	11,326	0.26	7701 PAWNEE DR	JACOBS, AARON S.		7701 PAWNEE DR	PRAIRIE VILLAGE, KS 66208				
14	OP73000000 0010	16,553	0.38	7641 REINHARDT ST	GARCIA, CARLOS	DIAZ, MARIA T	7641 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
15	OP73000000 0031C	0	0.00	0 NS NT	PATTERSON, EMILY E.		12712 EL MONTE ST	LEAWOOD, KS 66209				
16	OP14000000 0024	8,276	0.19	7646 WINDSOR DR	BECKER, KEN A.	BECKER, LAURA L.	7646 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
17	OP14000000 0019	8,712	0.20	7620 WINDSOR DR	HARRIS, KATHERINE A		7620 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
18	OP27000000 0001B	9,583	0.22	3507 W 77TH ST	RATLEY, PAULA S.	RATLEY, SARAH L.	PO BOX 6973	LEAWOOD, KS 66206				
19	OP14000000 0021	8,276	0.19	7630 WINDSOR DR	KRZESINSKI, ROSE A.	KRZESINSKI, ROSE ANN	7630 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
20	OP73000000 0015A	10,890	0.25	7620 REINHARDT ST	EITZEN, BROOKE E	COLLINS, DANIEL S	7620 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
21	OP73000000 0008	13,939	0.32	7625 REINHARDT ST	MANKAMEYER, MATTHEW S	MANKAMEYER, ELIZABETH M	7625 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
22	OP73000000 0033	11,326	0.26	7641 PAWNEE ST	GREGORY W PESCH AND KELLI L PESCH REVOCABLE TRUST		PO BOX 133	MISSION, KS 66201				
23	OP73000000 0012	10,890	0.25	3500 W 77TH ST	KAUFFMAN, MATTHEW		3500 W 77TH ST	PRAIRIE VILLAGE, KS 66208				
24	OP73000000 0014	16,553	0.38	7632 REINHARDT ST	PATTERSON, EMILY E.		7632 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
25	OP14000000 0022	8,276	0.19	7636 WINDSOR DR	HALL, ALICE H. TRUSTEE	HALL, ALICE H. TRUST	27027 W 77TH ST	SHAWNEE, KS 66227				
26	OP14000000 0018	8,276	0.19	7616 WINDSOR DR	SIEGMAN, TAYLOR		7616 WINDSOR DR	PRAIRIE VILLAGE, KS 66208				
27	OP73000000 0009	16,553	0.38	7631 REINHARDT ST	ESRY, RITA		7631 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
28	OP73000000 0011	11,326	0.26	7649 REINHARDT ST	STRANGE, PAUL A.	STRANGE, MARY E.	7649 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
29	OP73000000 0015B	5,663	0.13	0 NS NT	EITZEN, BROOKE E	COLLINS, DANIEL S	7620 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				
30	OP73000000 0013	16,553	0.38	7640 REINHARDT ST	BORTOLOTTI-MELO, JAVIER	RODRIGUEZ, ANA M.	7640 REINHARDT ST	PRAIRIE VILLAGE, KS 66208				

Total Area of Parcels: 7.26 acres (316,246 ft²)
 Selected Property

RC Renovations LLC, being duly sworn upon his oath, deposes and states:

1. I am the (owner of) (attorney for) (agent of) the property described in the attached notice upon which an application has been filed before the Planning Commission of the City of Prairie Village, Kansas.
2. On the 15th day of June, 2020, I did comply with notification requirements to landowners as stated in Municipal Code 1973, Section 19.42.010 (E), and notified in letter by certified mail all owners of land located within 200 feet of the described real property. Notice was mailed to the following:

Name

Address

see attached

I certify that the foregoing is true and correct.

RC Renovations LLC

Name

6709 W. 119th Street

Address

913-486-2853

Phone



COU2020-38: Consider cancellation of yearly animal enumeration in 2020

RECOMMENDATION

Recommend City Council approve the cancellation of the 2020 animal enumeration project due to the COVID-19 pandemic.

BACKGROUND

City Clerk staff coordinates a yearly animal enumeration project in an effort to ensure all pets in the City are licensed and current on rabies vaccinations (per Municipal Code Section 2-115, "Enumeration of Animals"). A specific area of the City is selected for enumeration each year, and temporary employees are hired to walk the neighborhood and knock on doors of homes at which pets are not currently licensed.

Over 1300 new animals were issued City licenses between 2016 and 2019 as a result of the project. The chart below indicates the number of households visited each year, the number of pets licensed, estimated yearly and lifetime revenue, and costs for temporary employee wages and supplies:

Year	Number of Homes Visited	Number of Pets Licensed	Est. Yearly Revenue*	Est. Lifetime Revenue**	Project Cost***
2016	1018	332	\$1,992.00	\$15,936.00	\$1,462.00
2017	987	363	\$2,178.00	\$17,424.00	\$2,783.00
2018	924	273	\$1,638.00	\$13,104.00	\$1,231.00
2019	1519	334	\$2,004.00	\$16,032.00	\$1,692.50

* Yearly revenue based on single-year license fee of \$6.00

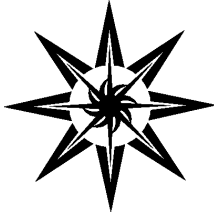
** Lifetime revenue based on average pet lifetime of eight years

*** Project cost including wages paid to enumerators but NOT City Clerk staff time spent on project

Due to the COVID-19 pandemic, staff is recommending the cancellation of the animal enumeration project in 2020 in order to eliminate face-to-face contact between enumerators and residents. Plans for future years can be discussed by Council.

PREPARED BY

Adam Geffert
City Clerk
Date: July 29, 2020



ADMINISTRATION

Council Committee Meeting Date: August 3, 2020

Discuss a Noise Ordinance Specific to Private Property Construction

CONSIDERATION

Staff is seeking Council consensus pertaining to allowable hours for construction prior to drafting an ordinance for consideration.

BACKGROUND

At the July 2, 2020 Council meeting, Staff reviewed the current noise regulations pertaining to private property construction in comparison to hours allowed in Mission Hills, Kansas. After discussion, the Council directed Staff to work towards recommendations to reduce the allowable hours of construction based on the Mission Hills Ordinance as a template coupled with other considerations as suggested by Staff.

The Mission Hills Ordinance specifies the following hours that construction is allowed:

Monday through Thursday:	8 am until 8 pm
Friday through Saturday:	8 am until 6 pm
Sunday & Holidays:	Not allowed (unless an emergency repair is warranted)

The current Prairie Village Disturbing the Peace Ordinance specifies the following hours that construction is allowed:

Monday through Thursday:	7 am until 10 pm
Friday:	7 am until 12 am
Saturday	8 am until 12 am
Sunday	8 am until 10 pm

Staff did contact other Johnson County cities and found that every city allowed construction to begin at 7 am and concluding between 9 pm - 10 pm. The City of Shawnee does have a *beat the heat clause* that allows for construction to begin at 6 am during the months of June, July, and August. In reviewing weekend hours, some cities did not specify a difference between hours on the weekday versus weekend while others started an hour later. No other city prohibited construction on a Sunday or Holiday. Staff believes this is likely due to the number of residents who work during the week and need time on the weekends to work on projects instead of hiring a contractor.

COUNCIL OPTIONS

Staff does recommend to draft an ordinance specific to private property construction and would like further input/consensus from Council in regards to the hours when construction would be allowed. Staff tried to align the following suggested allowable hours for consideration based on the pulse of previous Council discussion:

Option with Mission Hills Components

Monday - Sunday (including Holidays) from 8 am until 8 pm. [recommend set time regardless of the day of the week to eliminate confusion that has been problematic in the past]

Option consistent to Neighboring Agencies

Monday - Sunday (including Holidays) from 7 am until 9 pm. [recommend set time regardless of the day of the week to eliminate confusion that has been problematic in the past]

Option with Mission Hills and Neighboring Agency Components

Monday - Sunday (including Holidays) from 8 am until 9 pm. [recommend set time regardless of the day of the week to eliminate confusion that has been problematic in the past]

- Note - public infrastructure improvements such as streets, storm channels, etc would still be regulated under 8-505 that specifies hours of operation between 7 am - 9 pm.

NEIGHBORING CITIES HOURS OF CONSTRUCTION

- Lenexa: Mon - Sun: 7 am - 7 pm.
- Fairway: Mon - Sun: 7 am - 9pm / Sat - Sun: 9 am - 9 pm
- Roeland Park: Mon - Sun: 7 am - 9 pm
- Leawood: Mon - Sun: 7 am - 9 pm
- Merriam: Mon - Sat: 7 am - 10 pm / Sun: 8 am - 10 pm
- Overland Park: Mon - Sun: 7 am - 10 pm
- Westwood: Mon - Fri: 7 am - 9 pm / Sat: 7 am - 10 pm / Sun: 7 am - 9 pm
- Shawnee: Mon - Fri: 7 am - 10 pm (6 am Jun - Aug) / Sat - Sun: 8 am - 9 pm
- Olathe: Mon - Sun: 7 am - 11 pm

PREPARED BY

Wes Jordan
City Administrator
Date: July 28, 2020

Due to COVID-19 restrictions, most meetings will be held virtually. Please continue to check <http://pvkansas.com> for access details.

MAYOR'S ANNOUNCEMENTS
Monday, August 3, 2020

Planning Commission	08/04/2020	7:00 p.m.
Arts Council	08/12/2020	5:00 p.m.
City Council	08/17/2020	6:00 p.m.
Planning Commission	09/01/2020	7:00 p.m.
Labor Day – City Offices Closed	09/07/2020	
City Council	09/08/2020	6:00 p.m.

=====

INFORMATIONAL ITEMS
August 3, 2020

1. Environmental Committee meeting minutes - May 27, 2020
2. August Plan of Action

Prairie Village Environmental Committee Meeting
Wednesday, May 27th, 5:30 p.m.
Zoom Meeting

Attendees: Jori Nelson, Ian Graves, Stephanie Alger, Penny Mahon, Magda Born, Sarah Bradley, Nancy Robinson, Beth Held, Richard Dalton, Nancy Robinson, SueAnn Heim, City Staff: Meghan Boom

1. Call to Order
2. Approval of the agenda
3. Approval of minutes from January meeting
4. Old Business - Update on "Plastic Bag Ban Proposal" - as of now, it was dropped in the legislature. Issues with it at this point for grocery stores prohibiting reusable bags.
 - a. With current times we can't restrict use of single-use plastics because only plastic and paper are currently allowed in stores. We can revisit this initiative post-pandemic. Nothing came from the discussions in Topeka that were aiming to limit single-use plastic bans.

Wildflowers for Earth Day

- a. No update.

Mayor's Climate Accord

- a. Mayor Mikkelson wants us to move forward with his approval to join the Mayor's climate accord. We are one of the few cities who haven't joined. Meghan looked for the official resolution on our side to see the history of the accord in PV, Mayor Wassmer chose not to sign because she thought legislation from previous mayor was sufficient to indicate our climate initiatives. We are going to vote and move it forward at next meeting.

5. New Business - Budget discussion for 2021
 - a. We have \$8000
 - i. This is the same amount as last year. The committee discussed using it for a PR campaign for plastics ban if we had moved forward with that.
 - b. Public Education for recycling
 - i. We wanted to use some of our money to promote recycling.
 - c. Electronic/paper shredding/recycling event
 - i. We could host a recycling event in Prairie Village using some of our budget. Possibility to host one in the fall. No one is sure what the logistics are and what charges the event would incur. Possibility to

do a drive through recycling event. An event that used to be hosted had money changing hands due to the charge for recycling some items. We could absorb the cost from our budget for residents by sending a voucher for residents in the *Village Voice* that would direct charges to the committee rather than the resident. The idea was suggested to host a recycling event before 2021 big trash day so fewer electronics get put in big trash.

- d. Survey sent for composting/glass recycling
 - i. We don't have the results from the survey yet, the city has only heard back about 50% of people so far. Mostly people are questioning the funding model. Poll is through June 1st.
- e. Environmental Grants - Jamie has been developing this item, but is paused now.
 - i. They were looking at it pre-pandemic. Optional programs are being put on hold while we are looking at sales tax revenue. Expenditures are on pause right now while we wait to hear about what the results are of reduced spending. Same concept as exterior grant, but for projects that have environmental impact (solar panels, insulation, water heater coverings etc.).
- f. Native Plant Sale
 - 1. June 6th
 - 2. Prairie Village Pool Parking lot
 - 3. Five vendors
 - 4. Customers can pre-order and pay online for a drive through pick-up.
 - a. Share out on socials (<https://deeprootsskc.org/prairievillage/>). There is a lot sold out already. Ian Graves floated the idea of purchasing left-over plants to give to residents as an at-home activity. The idea was proposed to have multiple drop offs throughout the season by having companies drop off at city hall and having a committee member set up for residents to pick up their purchases.
- g. JOCO Hazardous Waste Program - update? Action?
 - i. Unanimously approved, but it will likely come up yearly.
- h. Dynamhex software used in Roeland Park - greenhouse emissions auditing. (Ian)
 - i. Roeland Park bought auditing software to inventory their greenhouse gas emissions to inform new policies with data. Ian will reach out for a call and will loop everyone in on the results of the call.
- i. Underwriting reusable bag for the drive through VillageFest - July 4th (Meghan)
 - i. The city will be doing a drive through VillageFest where they will hand out patriotic goodie bags containing crafts and summer activities. Meghan suggests that we underwrite the use of a

reusable bag, however mentioned that the city will likely use a reusable bag regardless of our support. There will be individual bags for each kid and one for the car. Asking area businesses for coupons, it could go in to that flyer. Give the Deep Roots folks an opportunity to promote their business as well. We had an 8 ½ x 11 flyer from last year. Nancy has approximately 60 from last year. Meghan will try and find it to print off some new copies for the bags. Motion to fund the bags with money no greater than \$1800. Failed (8/2).

Motion to offer an educational flyer to be included in the bags:
Passed unanimously.

6. Nancy Robinson will invite Craig Wood to our next meeting to talk about tear downs.
7. Would like to send something to Nathan Kovac. Communication will continue through email to coordinate. Penny will spearhead.
8. Village Voice communications: Next deadline is June 3 (Published July/August). Penny suggests including information about Deep Roots webinars. Jori will submit an article regarding natural wildlife plantings, related to the June 6th event with Deep Roots.
9. Announcements - None
10. Adjournment

Minutes submitted by Stephanie Alger



THE CITY OF PRAIRIE VILLAGE

STAR OF KANSAS

DATE: July 27, 2020

TO: Mayor Mikkelson
City Council

FROM: Wes Jordan 

SUBJECT: AUGUST PLAN OF ACTION

The following projects will be initiated during the month of August:

- Cares Fund Reimbursement - Lisa/Wes (08/20)
- Tree Protection Zoning Consideration - Staff (08/20)
- Animal Enumeration Consideration - Adam (08/20)
- UCS Annual Summit - Jamie (08/20)
- 2021 Budget Public Hearing & Adoption - (08/20)
- STO/UPOC Update - Court (08/20)
- Zoning Public Hearing - Chickens - Jamie (08/20)
- Park & Rec Fall Programming - Meghan (08/20)
- Paris Climate Agreement Adoption - Meghan (08/20)
- Village Voice - Ashley/Staff (08/20)
- Back to School with a Firefighter - Meghan/PV Foundation (08/20)
- P/C Work Session to Finalize Village Vision 2.0 - Jamie (08/20)
- Virtual Community Engagement re Village Vision 2.0 - Jamie (08/20)
- Updates to Building Permit Instructions/Handouts - Jamie (08/20)

In Progress

- Onboarding new HR Manager - Jamie (07/20)
- Rezoning Requests 7632/7641 Reinhardt - Jamie (07/20)
- Negotiating resident rates for Composting/Glass Recycling - Jamie (07/20)
- 2021 MH Budget & Contract - Chief (07/20)
- Bias Training - Byron (07/20)
- Zoning Amendment to Allow Chickens - Jamie (07/20)
- Noise Ordinance Review - Chief/Byron/Wes (07/20)
- Meadowbrook Park Public Art Project - Jamie/Ron (06/20)
- Community Meeting w/Appraiser - Ashley (04/20) [delayed]
- 20/20 Fitness Business Introduction to Council - Wes (04/20) [delayed]
- Energy Efficiency Audit Public Buildings - David McAuliffe (04/20)
- Environmental Committee Vacancy - Meghan (04/20)

- Civic Center Action Plan - Staff (03/20) [on hold]
 - Bond Capacity Discussion w/Council - Jeff White
 - Framework of Partnership Agreements with YMCA & Library
 - MOU - Public Engagement & Site Design
- Evergy Update - Wes (03/20) [delayed]
- Committee Volunteer Waiver Update - Staff (03/20) [delayed]
- Sustainability Grant Program - Jamie (02/20) [pending Council direction]
- Single Use Plastic Bag Discussion - Staff (02/20) [pending Council direction]
- 2018 Building Code Adoption - Jamie/Mitch (01/20)
- PW New Facility Planning - Keith (09/19)
- Memorial Plaques in Parks Criteria Review - Staff (08/19)
- Fee Schedule Review - Adam (08/19)
- JOCO Municipalities Housing Study Task Force - Jamie (07/19)
- Research Viability of Interior Rental Inspections - Jamie (06/19)
- Statuary Maintenance Plan - Meghan (05/19)
- Longevity Award Update - Cindy/Jamie (05/19)
- Property Maintenance Code Revisions - Jamie (03/19)
- Contractor's License Requirements/Revisions - Jamie (03/19)
- Census 2020 - Ashley (02/19)
- Personnel Policy Updates - Cindy/Jamie (07/18)
- Organization of City Records/Contracts - Adam (05/19)
- Village Vision/Comp Plan Update - Chris/Jamie/Wes (11/17) [delayed]
- Sculpture Unveiling - Keith (11/19) [delayed]

Completed

- COVID-19 Recovery Phased Reopening Planning - Staff (05/20)
- Consider Ordinance to Allow Chickens - Wes/Chief (06/20)
- COVID-19 Messaging Project - Ashley (06/20)
- 7631 Reinhardt Rezoning Request - Jamie/Chris/Adam (06/20)
- NE Chamber Update - Wes (03/20)
- Face Mask Order - Staff (07/20)
- UCS Housing Study Presentation - Jamie (07/20)
- Transient Guest Tax Collection Update - Lisa (07/20)
- PD Radio Purchase - Chief/Capt. McCullough (07/20)
- Energy Audit/Update to Council - Staff (07/20)
- Library Walk in Parks - Meghan (07/20)
- Emergency Declaration Ordinance Update - David/Wes (07/20)
- CID Annual Report - Lisa (07/20)

Tabled Initiatives

- Review & update the City Code/Ordinances
- Review & Update City Policies
- Review of Smoking Ordinance/e-cigs
- E/V Charging Station Installation - Staff