

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>

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Council Chambers
Monday, April 19, 2021
6:00 PM**

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

Teen Council recognition

Presentation of energy audit by Energy Solutions Professionals

- VI. **PUBLIC PARTICIPATION**

If you would like to speak live during the public participation portion of the meeting, please notify City Clerk Adam Geffert at cityclerk@pvkansas.com, and provide your name, address, and email address prior to 3 p.m. on April 19. The City will provide you with a link to join the meeting and will call on those who signed up to speak for up to 3 minutes once public participation begins.

To submit written comment to Council, please email cityclerk@pvkansas.com prior to 3 p.m. on April 19 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 - April 5, 2021
2. Approval of Expenditure Ordinance #3001
3. Approval of short-term special use permit for Franklin Park event
4. Consider bid award for purchase of swimming pool chemicals
5. Consider bid award for highway rock salt
6. Consider approval of new residential sustainability grant program

VIII. **COMMITTEE REPORTS**

IX. **MAYOR'S REPORT**

X. **STAFF REPORTS**

Staffing update
Chief Roberson

XI. **OLD BUSINESS**

XII. **NEW BUSINESS**

2022 Budget

- 2021 estimated revenue and 2022 preliminary general fund revenue assumptions
- 2022 Decision packages

Nickie Lee / Wes Jordan

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

COU2021-39 Consider amending animal ordinance
Inga Selders / Tucker Poling

XIV. **EXECUTIVE SESSION**

XV. **ANNOUNCEMENTS**

XVI. **ADJOURNMENT**

If any individual requires special accommodations - for example, qualified interpreter, large print, reader, etc., please notify the City Clerk at 385-4616, no later than 48 hours prior to the beginning of the meeting. If you are unable to attend this meeting, comments may be received by e-mail at cityclerk@pvkansas.com.



Presentation on Energy Audit by Energy Solutions Professionals

BACKGROUND

The City Council budgeted \$10,000 in 2020 for an energy audit. The Council approved an agreement with Energy Solutions Professionals in July 2020 to conduct an investment grade audit of city facilities to include the evaluation of the community center, city hall, police department, and pool facilities.

Energy Solutions Professionals will be present at the meeting to present the findings of their audit.

ATTACHMENTS

Investment Grade Audit Presentation

PREPARED BY

Jamie Robichaud
Deputy City Administrator
Date: April 14, 2021

City of Prairie Village

Investment Grade Audit Presentation:
Findings, Recommendations & Next Steps

4/14/2021

energyesp.com

Agenda

Discoveries

Opportunities & Recommendations

Next Steps

Disseminating Information to Council & Community



Discoveries

- City has taken several proactive steps
 - Geothermal HVAC, pool pumping, *EMS
 - ✓ Scope of First EPC: Lighting, Water, Bldg Env, EMS, GSHP
 - ✓ Financial Impacts: \$53K Savings, \$400K Grant, \$11K Rebate
 - Incorporate Renewable Rate Structure
 - Opportunities Exist
 - LED Lighting, *EMS Upgrades, Retro-commissioning
 - Insulation of Attic Space
 - Renewable Energy – Solar PV
- 

Opportunities & Recommendations

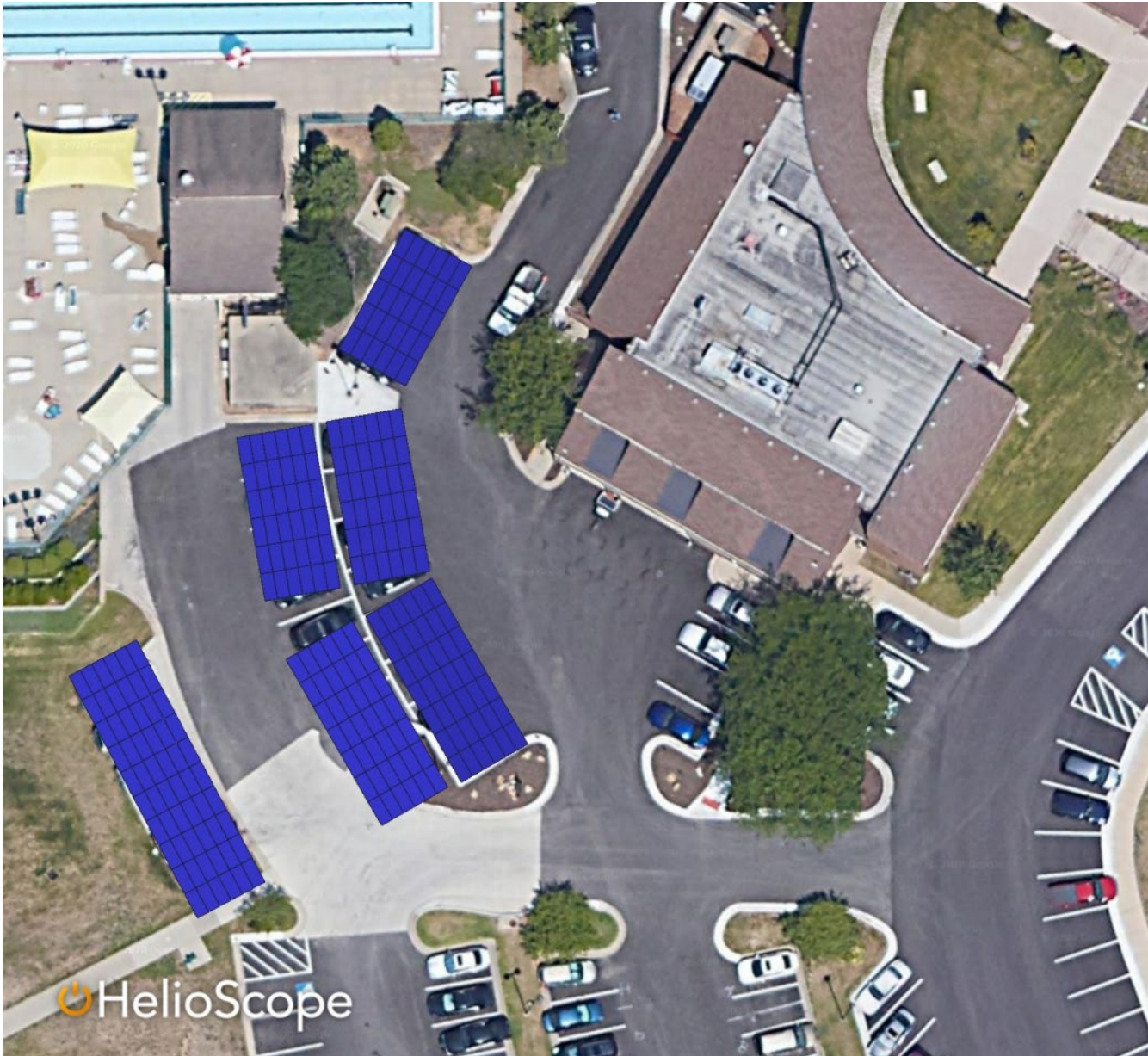
Energy Conservation Measure and Associated Building	Projected Annual Energy Savings	Annual O&M Savings	Total Annual Savings	Turnkey Installed Price	Simple Payback
City of Prairie Village	\$50,343	\$2,845	\$53,188	\$605,719	11.4
CC - Lighting Retrofit	\$784	\$819	\$1,603	\$3,671	2.3
CH - Lighting Retrofit	\$3,857	\$176	\$4,033	\$21,310	5.3
PD - Lighting Retrofit	\$6,769	\$408	\$7,177	\$33,298	4.6
HP/Pool - Lighting Retrofit	\$13,242	\$1,242	\$14,484	\$58,525	4.0
Insulate Gable Roof (Savings & Comfort)	\$1,304	\$0	\$1,304	\$13,864	10.6
CW - Controls - Operator Level Retro-Cx	\$2,015	\$200	\$2,215	\$23,220	10.5
Solar PV - Expanded Canopy	\$12,268	\$0	\$12,268	\$235,985	19.2
Solar PV - Rooftop	\$10,104	\$0	\$10,104	\$215,847	21.4
Energy Awareness & WR	\$500	\$0	\$500	\$5,400	10.8
Bonds	\$0	\$0	\$0	\$7,216	NA
Contingency	\$0	\$0	\$0	\$18,550	NA
PROJECT TOTALS (for selected measures)	\$50,843	\$2,845	\$53,688	\$636,885	11.9

NOTE: ESP developed an option for providing parking lot canopies for better integration with the Solar PV installation. The integrated canopy/PV installation would divert \$217,423 from the capital project and be added to the totals above.

Sustainability Impact

- Solar PV and LED lighting reduces energy purchase from utility
 - City Hall ~75% reduction in energy purchase
 - Public safety ~50% reduction in energy purchase
- Energy saved equates to over 523 tons CO₂
 - 58,436 households annual electricity use
 - 153,270 additional tons of recycling
 - 51,846 gallons of gasoline saved





 HelioScope

Opportunities & Recommendations

City of Prairie Village Potential Cash Flow for Energy Performance Contract Project

Project Costs

Turnkey Installed Price	\$	636,885
Investment Grade Audit Fee	\$	8,602
Closing Costs / Legal Fees	\$	-
Utility Incentives	\$	-
Def.Maint/Capital Contribution	\$	-

Net Capitalized Costs

\$ 645,487

Projected Annual Savings

Utility Cost Savings	\$	50,843
O&M Savings	\$	2,845
Repair & Replace Savings	\$	-

Total Annual Savings

\$ 53,688

Annual Costs

On-Going Technical Service / M&V	\$	-
Avoided Future Costs	\$	-

Finance Factors

Term (10 to 15 Year)	15.00 years
Rate (Range 2.4% to 3.0%)	2.50%
Escalation Rate	2.0%
Energy Escalation Rate	2.0%

YEAR	PROJECTED UTILITY COST SAVINGS	GUARANTEED UTILITY COST SAVINGS	OPER & MAINT / R&R COST SAVINGS	AVOIDED FUTURE COST	TOTAL FUNDS AVAILABLE	DEBT SERVICE	ON-GOING TECHNICAL SERVICE FEE	GUARANTEED PROGRAM COST	PROJECTED EXCESS SAVINGS
Interim	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
1	\$50,843	\$48,809	\$2,845	\$0	\$51,654	\$52,134	\$0	\$52,134	\$1,554
2	\$51,860	\$49,785	\$2,902	\$0	\$52,687	\$52,134	\$0	\$52,134	\$2,628
3	\$52,897	\$50,781	\$2,960	\$0	\$53,741	\$52,134	\$0	\$52,134	\$3,723
4	\$53,955	\$51,797	\$3,019	\$0	\$54,816	\$52,134	\$0	\$52,134	\$4,840
5	\$55,034	\$52,833	\$3,079	\$0	\$55,912	\$52,134	\$0	\$52,134	\$5,979
6	\$56,135	\$53,890	\$3,141	\$0	\$57,031	\$52,134	\$0	\$52,134	\$7,142
7	\$57,258	\$54,968	\$3,204	\$0	\$58,172	\$52,134	\$0	\$52,134	\$8,328
8	\$58,403	\$56,067	\$3,268	\$0	\$59,335	\$52,134	\$0	\$52,134	\$9,537
9	\$59,571	\$57,188	\$3,333	\$0	\$60,521	\$52,134	\$0	\$52,134	\$10,770
10	\$60,762	\$58,332	\$3,400	\$0	\$61,732	\$52,134	\$0	\$52,134	\$12,028
11	\$61,977	\$59,499	\$3,468	\$0	\$62,967	\$52,134	\$0	\$52,134	\$13,311
12	\$63,217	\$60,689	\$3,537	\$0	\$64,226	\$52,134	\$0	\$52,134	\$14,620
13	\$64,481	\$61,903	\$3,608	\$0	\$65,511	\$52,134	\$0	\$52,134	\$15,955
14	\$65,771	\$63,141	\$3,680	\$0	\$66,821	\$52,134	\$0	\$52,134	\$17,317
15	\$67,086	\$64,404	\$3,754	\$0	\$68,158	\$52,134	\$0	\$52,134	\$18,706
16	\$68,428	\$65,692	\$0	\$0	\$65,692	\$0	\$0	\$0	\$68,428
17	\$69,797	\$67,006	\$0	\$0	\$67,006	\$0	\$0	\$0	\$69,797
18	\$71,193	\$68,346	\$0	\$0	\$68,346	\$0	\$0	\$0	\$71,193
19	\$72,617	\$69,713	\$0	\$0	\$69,713	\$0	\$0	\$0	\$72,617
20	\$74,069	\$71,107	\$0	\$0	\$71,107	\$0	\$0	\$0	\$74,069
TOTALS:	\$1,235,354	\$1,185,950	\$49,198	\$0	\$1,235,148	\$782,005	\$0	\$782,005	\$502,546

Next Steps

- Verify and Approve Recommended Scope
- Execute an Energy Performance Contract
NOTE: Construction project to take 3 Months plus utility approval for Solar PV interconnect ~ 90 days
 - Yields Guaranteed Cost, Savings & Performance
 - ESP manages all subcontracts, schedule, invoices
 - Results are Measured, Verified and Reported
- Disseminate Results to Community

Plan for Community Outreach

- Identify Key Components of Desired Message
 - Stewardship of Taxpayer Dollars
 - Energy efficiency / Sustainability
 - Partnership with Climate Action Playbook
 - Comparative Matrices (Energy Star Rating, Portfolio Manager, etc)
- Share via Village Voice and Other Outlets
 - Local Media
 - Signage at Installation
 - Handouts/Literature



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
APRIL 5, 2021**

The City Council of Prairie Village, Kansas, met in regular session on Monday, April 5, 2021, 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: 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: Byron Roberson, Chief of Police; Keith Bredehoeft, Public Works Director; City Attorney David Waters, attorney with Lathrop & Gage; Wes Jordan, City Administrator; Jamie Robichaud, Deputy City Administrator; Tim Schwartzkopf, Assistant City Administrator; Meghan Buum, Assistant City Administrator; Nickie Lee, Finance Director; Adam Geffert, City Clerk.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Ms. Limbird made a motion to approve the agenda for April 5, 2021. Ms. Reimer seconded the motion, which passed 11-0.

PRESENTATIONS

Mindy Corporon, President of the Faith Always Wins Foundation, shared information about SevenDays, an annual series of events demonstrating how hatred, bigotry and ignorance could be overcome by kindness, respect and understanding. Mayor Mikkelson read a proclamation declaring April 13 - 25 as SevenDays Week 2021 in Prairie Village.

Teen Council members Macy Cherra and Sydney Newton gave a presentation on how local businesses had been impacted by the COVID-19 pandemic, and shared suggestions on how residents could continue to support them.

PUBLIC PARTICIPATION

No requests to address the Council were received.

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 - March 15, 2021
2. Consider pool painting bids
3. Consider Change Order #2 with McCownGordon for the GMP for construction of the Public Works facility (BG700002)

Mrs. McFadden made a motion to approve the consent agenda as presented. A roll call vote was taken with the following votes cast: “aye”: J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 11-0.

COMMITTEE REPORTS

- **Environmental Committee**

COU2021-35 Consider revisions to Council Policy 001

Mr. Graves first gave an update on the Environmental Committee’s recent activities, noting that it had met the prior week to discuss several topics, including the “Mayors’ monarch pledge”, an effort to improve the habitat of butterflies and other pollinators.

Mr. Graves added that members had shared concern with the current timing of meetings, particularly in relation to events that the committee took part in, such as Earth Day and VillageFest. He stated that members agreed that meeting 10 times per year, rather than every other month, would be beneficial moving forward. Making such a change would require modifications to Council Policy 001, which laid out guidelines for committees.

Ms. Limbird made a motion to approve the revision to Council Policy 001 as presented. Mr. Gallagher seconded the motion, which passed 11-0.

- **Mrs. Myers made a motion to amend section III-e of Council Policy 001, adding the words “and reappointments” to the last sentence:**

For Planning Commission/Board of Zoning Appeals, the selection committee will consist of the Mayor, Planning Commission Council Liaison, Deputy City Administrator, Planning Consultant, and Council President. The selection committee will recommend appointments and reappointments to the Mayor.

Mr. Nelson seconded the motion, which passed 11-0.

- Mr. Runion stated that the Police Pension Committee was given its annual presentation by an actuary, and would hold a special meeting on April 15 to discuss funding options.



- Ms. Limbird reported that the fourth annual Art of Photography juried competition went live on April 2. The artwork could be viewed at <http://artspv.org>.

MAYOR'S REPORT

- The Mayor noted that the Niche website had rated Prairie Village the #1 suburb in both Kansas and the Kansas City metropolitan area for 2021, as well as the 27th best suburb in the United States.
- The Mayor provided an update on the COVID-19 pandemic, noting that the Johnson County Health Department recently stated that all residents 16 and older would be eligible to receive a vaccine by mid-May. He added that 20% of County residents had already been vaccinated, including 80% of those 65 and older. Lastly, virus trends were heading downward, and the County's social distance and mask requirements remained in effect until April 30.
- The Mayor stated the City was still waiting on details about COVID-relief funding from the federal government. Spending restrictions and guidelines had still not been finalized.
- A law repealing the state's "tax lid" had been passed by the Kansas legislature and signed by the Governor.
- The Mayor noted that a solar panel array was installed on the new Public Works building, which was expected to open in the late summer.
- The Mayor and City staff attended the retirement ceremony for Fire Chief Tony Lopez of Consolidated Fire District #2. Steve Chick was appointed as the new chief.
- The Mayor stated that he would co-chair the next MARC First Suburbs Coalition meeting on April 16.
- The Mayor said he would attend the second Johnson County Charter Commission meeting on April 12.
- The Mayor noted the next Prairie Village Foundation meeting would be held April 14.
- The Mayor shared that Bird scooters would soon be deployed in Prairie Village.
- The annual large-item trash pickup would begin on Saturday, April 10. The collection would be held over the course of four weekends in different areas of the City. Information about recycling was shared through the City's social media accounts, the website and the Village Voice.

STAFF REPORTS

- Mr. Jordan shared that Governor Kelly had signed SB 13, eliminating the "tax lid", and that Ms. Lee was reviewing how the new regulations would affect the City. He added that he would contact Chief Chick about giving Council a quarterly fire report in the future. Mr. Jordan stated the 2022 budget process was underway, and a line-by-line review of department budgets would be taking place throughout the week. Lastly, Mr. Jordan noted that he planned to begin sending Councilmembers an update report on items included in the monthly plan of action.



- Ms. Buum said that enrollment had opened for two tennis programs the previous week: lessons provided by the Johnson County Parks and Recreation District at Harmon Park, and the City's Junior Tennis League. She noted that the first of two walk-and-read programs was underway in Franklin Park, in conjunction with the Johnson County Library. Lastly, a blood drive would be held on April 20 and 21.
- Chief Roberson reported that the Police Department had started a new unmanned aerial vehicle (drone) program. The program would be used for purposes such as searching for missing individuals and fleeing suspects, as well as for accident reconstruction and crowd monitoring.
- Mr. Bredehoeft said that the final steps of the culvert replacement at 71st Street and Mission Road were nearly finished. He added that the skate park replacement project had begun, and that Public Works staff were working to address concerns of residents surrounding the new Public Works building.

OLD BUSINESS

Mrs. Myers asked that Council consider returning to in-person meetings due to recent encouraging news about the pandemic. She moved that Council resume in-person meetings in June. The motion was seconded by Mr. Gallagher.

Mr. Jordan noted that video technology currently being installed in the Council Chambers would allow for both in-person and remote attendance simultaneously. Additional information would be shared at an upcoming meeting.

After further discussion, Mrs. Myers modified her motion, asking staff to come back to Council with a plan for resuming in-person meetings with flexibility for Councilmembers who would not feel comfortable attending in person. Mr. Gallagher seconded the motion, which passed 10-1, with Ms. Nelson in opposition.

Mr. Runion shared comments about Police Pension Plan funding, affirming his support of a larger contribution from the City.

NEW BUSINESS

COU2021-36 Consider adding new historic trail signage in Prairie Village

Mr. Bredehoeft stated that the trail signage concept was initially presented to the Council Committee of the Whole for discussion in October 2020, at which time it was recommended to be brought to City Council for final approval. In the interim, staff researched how the development of the historic trails affected Native American populations that were already residing in the area at the time. The proposed signs would include QR Code links to an interactive website providing additional information about this impact. Mr. Bredehoeft



stated that staff would bring back final details about the sign design and language at a future meeting.

Mr. Poling made a motion to approve the purchase and installation of the historical trail signage at an approximate cost of \$6,000.00. Ms. Nelson seconded the motion, which passed 11-0.

COU2021-37 Consider agreement with Johnson County for enforcement of County Health Order

Mr. Waters said that in November 2020, the Johnson County Board of Public Health adopted a health order that included social distancing requirements and gathering limitations. As part of the order, several cities entered into agreements with the County allowing it to enforce the order within their borders. The City Council approved the agreement for Prairie Village at its December 7, 2020 meeting.

On March 25, 2021, the original order expired, and a new order was issued. The new order did not contain mass gathering limitations, but did include social distancing and facemask requirements through April 30, 2021, unless otherwise amended, revoked or replaced. Since the previous agreement only allowed for County enforcement of the original health order, a new agreement needed to be approved by the Council in order for the County to continue enforcing the order within city limits.

Mrs. McFadden made a motion to approve the government enforcement services agreement for Johnson County local health officer orders and County Board of Health orders. A roll call vote was taken with the following votes cast: “aye”: J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves, Gallagher. The motion passed 11-0.

COU2021-38 Consider 2021-22 Insurance renewals

Ms. Lee stated that insurance renewal costs were originally anticipated to increase by as much as 10%, but in actuality would only go up by 3.72% over the prior year’s premium. The only significant change was an increase in the deductible for hail damage, from \$50,000 to \$100,000, based on a recommendation from the insurance broker. The Insurance Committee had reviewed the proposal and recommended approval of the renewal of all of the City’s insurance needs with Travelers and HDI Specialty for the coverage year May 2021 to May 2022.

Mrs. Myers made a motion to approve the insurance renewal policy and rates with Travelers and HDI Specialty at a renewal rate not to exceed \$373,394 for the upcoming coverage year. Ms. Reimer seconded the motion, which passed 11-0.



Consider approval of 2022 budget requests:

- **VillageFest**

Mrs. McFadden stated that the committee anticipated returning to a more traditional event in 2022, under the assumption that the pandemic would be less of a factor. The committee requested to maintain its \$20,000 allocation, as 2022 income and expenses were projected to be similar to those incurred in previous years. Any increased charges or additions to the festival would be accommodated through Prairie Village Foundation funding.

Mr. Nelson made a motion to approve the budget request as presented. Mr. Graves seconded the motion, which passed 11-0.

- **JazzFest**

J.D. Kinney said that the committee was continuing to explore the possibility of holding an event in 2021 on the Saturday after Labor Day. Revenue from the event would likely be lower due to the pandemic, however.

Mr. Kinney added that the committee anticipated that the 2022 event would be similar to those held in past years, and as such, again requested funding of \$10,000.

Ms. Limbird made a motion to approve the budget request as presented. Mrs. McFadden seconded the motion, which passed 11-0.

- **Arts Council**

Ms. Limbird said that although the Arts Council's 2022 budget had not yet been finalized due to the uncertainty of COVID impacts on regular events, the group was requesting \$14,500 in funding, as it had for the past several years.

Mr. Gallagher made a motion to approve the budget request as presented. Mr. Nelson seconded the motion, which passed 11-0.

- **Diversity Committee**

Ms. Selders stated that as a new committee, the Diversity Committee was just beginning to consider community outreach plans that would require funding for both 2021 and 2022. Initiatives supported through the budget could potentially include training, town hall meetings, art, education, and festivals. Ms. Selders said that the committee requested funding in the amount of \$10,000 for 2022.

Ms. Limbird made a motion to approve the budget request as presented. Mr. Nelson seconded the motion, which passed 11-0.



- **Environmental Committee**

Mr. Graves said that the committee was requesting \$8,000 for 2022, as it had in previous years. He noted that new ways to utilize funds had been discussed at recent meetings. Considerations included a native plant sale on Earth Day, a recycling drop-off event, stream cleanup and collaboration with other organizations on joint environmental initiatives.

Mr. Poling made a motion to approve the budget request as presented. Mr. Nelson seconded the motion, which passed 11-0.

- **2022 Decision packages**

Ms. Lee shared a preliminary list of decision packages that had already been received:

- New Public Works Employee
- Civic Center Feasibility Study
- Sustainability Grants
- Energy Efficiency Audit Implementations
- Five-Year Salary Survey
- Police Department Canine Unit
- Carbon Emissions Tracking Services
- Annual Diversity Training
- Exterior Grant Program
- Building Permit Software

She noted that the requests would next be vetted by the Finance Committee on April 22, and then returned back to the full Council in May to be voted on individually.

Mr. Nelson 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. Gallagher and passed 11-0.

COUNCIL COMMITTEE OF THE WHOLE

Discuss the 2021 Prairie Village pool complex modified opening plan

Ms. Buum said that City Staff had developed tentative plans for a modified operating structure in response to the COVID-19 pandemic based on guidelines set by the Johnson County Department of Health and Environment (JDHE) and the Centers for Disease Control (CDC). She shared six protocol categories that would be followed to allow the pool to operate safely:

1. Gathering size - set capacity limit of 400 patrons at any given time



2. Patron compliance - assistant managers responsible for ensuring safety protocols being observed by customers; entries counted by front-desk staff
3. Social distancing - separation of deck chairs; occupancy limits in shared spaces; one-way entry and exit
4. Masking - mask guidelines based on county regulations; masks available for patrons if needed
5. Signs and messages - Posting of CDC-developed signage and regular announcements over the public address system
6. Cleaning and sanitizing - frequently touched surfaces cleaned regularly; hand sanitizer stations placed throughout the pool complex

Ms. Buum noted that the protocols could change based on updates to the county health order.

Mrs. Myers asked if residents would be given prioritized entry in light of the capacity limits. Ms. Buum said that in past seasons, an average of 575 patrons came to the pool daily, approximately 275 of which were residents. Based on those numbers, the capacity limit would be unlikely to impact resident attendance. Ms. Buum added that the City would not be participating in the “superpass” program in 2021, which would also likely limit attendance.

Discussion and consideration of new residential sustainability grant program

Ms. Robichaud stated that at the January 4, 2021 City Council meeting, the Council approved a motion to roll over remaining funds from the 2020 Exterior Grant Program in the amount of \$20,000 and apply those funds to a new sustainability grant program that would be developed by staff and brought back to the Council at a later date. Since that time, staff conducted research and developed a grant proposal for the City Council’s consideration. The grant would be available to all one and two-family dwellings in the City to make energy efficiency improvements.

The grant program proposal would require all energy efficiency improvements to be in compliance with the 2021 International Energy Conservation Code, the most recent building code standards available to measure energy-efficiency.

Ms. Robichaud shared a summary of the proposed participation requirements:

- No appraised value maximum to be eligible to participate
- 20% match from the City with a minimum investment by the property owner of \$2,500
- The maximum City match would total \$2,500
- All applications would be submitted to the Codes Department, then reviewed by the Building Official for compliance with the 2021 International Energy Conservation Code
- Eligible projects would include the following:



- A home energy audit by a certified auditor
- Solar installations
- Wind power installations
- Energy-efficient HVAC or water heater
- Energy-efficient windows or doors
- Insulation
- Geothermal heating and cooling
- Duct sealing
- Homeowners would only be eligible to receive grant funding through the program once every 10 years
- No code violations would be allowed in order to receive grant funding

Ms. Nelson made a motion to recommend approval of the grant program to the City Council as presented. Ms. Reimer seconded the motion.

Ms. Selders made a motion to amend the motion limiting eligible properties to owner-occupied homes with an appraisal value under \$500,000. Ms. Limbird seconded the motion.

Mr. Nelson moved to amend the motion to amend, by raising the maximum appraisal value to \$1,000,000. There was no second for the motion.

The motion to amend the motion failed 10-1, with all but Ms. Selders in opposition.

The original motion passed 10-1, with Mrs. Myers in opposition.

Ms. Nelson moved that the City Council end the Council Committee of the Whole portion of the meeting. The motion was seconded by Ms. Reimer and passed unanimously.

ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

Ms. Limbird made a motion to adjourn the meeting. The motion was seconded by Mr. Poling, and passed 11-0.

Mayor Mikkelson declared the meeting adjourned at 9:26 p.m.

Adam Geffert
City Clerk

CITY TREASURER'S WARRANT REGISTER

DATE WARRANTS ISSUED:

Warrant Register Page No. 1

April 5, 2021

Copy of Ordinance
3001

Ordinance Page No. _____

An Ordinance Making Appropriate for the Payment of Certain Claims.

Be it ordained by the governing body of the City of Prairie Village, Kansas.

Section 1. That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of funds in the City treasury the sum required for each claim.

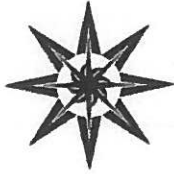
NAME	DATE	AMOUNT	TOTAL
EXPENDITURES:			
Accounts Payable			
23626-23693	3/5/2021 ✓	388,230.80	✓✓
23694-23695	3/12/2021 ✓	2,255.09	✓✓
23696-23770	3/19/2021 ✓	1,487,980.85	✓✓
Payroll Expenditures			
3/12/2021		319,962.89	✓✓
3/26/2021		317,933.66	✓✓
Electronic Payments			
Electronic Pmnts	3/1/2021 ✓	212,882.34	✓✓
	3/5/2021 ✓	10,063.30	✓✓
	3/9/2021 ✓	4,282.44	✓✓
	3/10/2021 ✓	1,230.90	✓✓
	3/26/2021 ✓	225.84	✓✓
	3/29/2021 ✓	20,946.06	✓✓
TOTAL EXPENDITURES:			2,765,994.17 ✓
Voided Checks			
	Check #	(Amount)	
C7R Johnson County Key Service	23631 ✓	(150.00)	✓
TOTAL VOIDED CHECKS:			(150.00) ✓
GRAND TOTAL CLAIMS ORDINANCE			2,765,844.17 ✓✓

Section 2. That this ordinance shall take effect and be in force from and after its passage.

Passed this 5th day of April 2021.

Signed or Approved this 5th day of April 2021.

ATTEST: Courtney Kramer 4.2.21 City Treasurer ATTEST: Michelle R. Taylor 4-1-2021 Finance Director



**SHORT-TERM SPECIAL USE PERMIT
APPLICATION
City of Prairie Village, Kansas**

Application Date: 04/05/2021

\$25 Application fee

Name Ashley Adams

Email address buildyourowndetail@gmail.com (circle one) Mail copy OR Email copy

Please email copy

Organization BJ Premium Detailing, LLC Phone 785-424-0929

Address 2048 w 138th Terrace, Apt 144 City / State / Zip Leawood/KS/66224

Is the organization (check all that apply):

Non-profit Civic Incorporated
 Authorized to do business in the State of Kansas

USE: Sale / activity Trade show Street Fair
 Exposition Promotional venture / entertainment

Please give a complete description of proposed use: We are having a business anniversary event . We will have food truck, inflatable slide, music, tent w/ table & chairs

Location: Franklin Park ~~Football Field~~ Field A, C

Attach any descriptive materials such as plans, maps or size dimensions, etc. to better illustrate the proposed use.


Please indicate what types of signs, flags or other devices will be used to attract attention:
We will not have any signs, flags or other devices

Date(s) of Event 5/1/21

Hours of Operation: 1pm-6pm

Estimated accumulation of automobiles 20-30 and persons 20-30

Other characteristics and effects on neighborhood: _____

Submitted by: 
(Signature of applicant)

See reverse for conditions of approval



**PRAIRIE VILLAGE
AMPLIFIED SOUND PERMIT/AGREEMENT**

PLEASE RETURN THE COMPLETED FORM TO THE OFFICE OF THE CITY CLERK, 7700 MISSION ROAD.

IT IS UNDERSTOOD THAT Ashley Adams HAS PERMISSION FROM THE CITY OF PRAIRIE VILLAGE TO USE AMPLIFIED SOUND ONLY BETWEEN THE HOURS OF 1 p.m. (A.M. / P.M.) AND 6 p.m. (A.M. / P.M.) ON (DATE) 05/01/2021 AT (LOCATION) Franklin Park Football Field, PRAIRIE VILLAGE, KANSAS. IT IS FURTHER UNDERSTOOD THAT IF THE AMPLIFIED SOUND BECOMES EXCESSIVE AND RESULTS IN COMPLAINTS, YOU MAY BE DIRECTED BY THE PRAIRIE VILLAGE POLICE DEPARTMENT TO CEASE THE USE OF AMPLIFIED SOUND. PURSUANT TO CITY ORDINANCE 8-504, LOUD NOISE IS PROHIBITED BEFORE 7:00 A.M. AND AFTER 11:00 P.M. ON WEEKDAYS AND BEFORE 9:00 A.M. AND AFTER MIDNIGHT ON WEEKENDS.

a ad

04/05/2021

APPLICANT'S SIGNATURE

DATE

Adams Adams

4/6/21

AUTHORIZED SIGNATURE

DATE

PLEASE COMPLETE THE FOLLOWING INFORMATION:

APPLICANT/INDIVIDUAL RESPONSIBLE: Ashley Adams

PHONE NUMBERS: (HOME) _____ (WORK) 785-424-0929 (OTHER) _____

ADDRESS: 2048 w 138th Terrace, Apt 144 Leawood/ KS/ 66224
CITY / STATE / ZIP

PV PERMIT: 14

Barbara Fisher

From: Luke Roth
Sent: Monday, April 5, 2021 2:06 PM
To: Barbara Fisher; Eric McCullough; PW Work Request
Subject: RE: Short Term Special Use permit Franklin Football Field 5-1-21

No issues with the PD....amount of vehicles should not create any traffic or parking issues in the area.

From: Barbara Fisher <bfisher@pvkansas.com>
Sent: Monday, April 5, 2021 2:02 PM
To: Luke Roth <lroth@pvkansas.com>; Eric McCullough <emccullough@pvkansas.com>; PW Work Request <pwworkrequests@pvkansas.com>
Subject: Short Term Special Use permit Franklin Football Field 5-1-21

I have attached a Short Term Special Use permit for approval.

Date: 5/1/21
Time: 1:00-6:00pm
Franklin Football Field- will have inflatable slide, music and food truck.

Thanks,

Barb Fisher

City of Prairie Village

7700 Mission Road

Prairie Village, KS 66208

bfisher@pvkansas.com

913-385-4685-phone

913-381-7755-fax

Website: www.pvkansas.com

Barbara Fisher

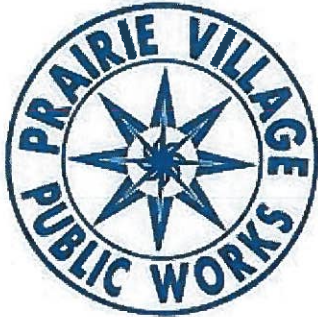
From: James Carney
Sent: Monday, April 5, 2021 2:38 PM
To: Barbara Fisher; Luke Roth; Eric McCullough; PW Work Request
Subject: RE: Short Term Special Use permit Franklin Football Field 5-1-21

No parking of any vehicles on grass- must stay on parking lot.
Please remove own trash.

James Carney
Field Superintendent

Prairie Village Public Works Department
3535 Somerset Drive
Prairie Village, KS 66208

PH: 913/385-4644
FAX: 913/642-0117



From: Barbara Fisher <bfisher@pvkansas.com>
Sent: Monday, April 5, 2021 2:02 PM
To: Luke Roth <lroth@pvkansas.com>; Eric McCullough <emccullough@pvkansas.com>; PW Work Request <pwworkrequests@pvkansas.com>
Subject: Short Term Special Use permit Franklin Football Field 5-1-21

I have attached a Short Term Special Use permit for approval.

Date: 5/1/21
Time: 1:00-6:00pm
Franklin Football Field- will have inflatable slide, music and food truck.

Thanks,
Barb Fisher
City of Prairie Village
7700 Mission Road

Barbara Fisher

From: Ashley Jimerson <ash29hot@yahoo.com>
Sent: Tuesday, April 6, 2021 8:56 AM
To: Barbara Fisher
Subject: Re: Field individual use permit
Attachments: Inflatable- COI 05.12.20.pdf

Hello,

Yes of course. So below is list of activities we would like to have. If we need to scale back just let us know. We are flexible.

Field C

Inflatable slide (I have attached insurance policy to email)
Food Truck
Kona Ice Truck/Shaved Ice Truck
Music or DJ

We would like 6 parking spaces that are in front of Field C reserved for the food trucks if possible.

Field A

Volleyball Net
Sack Races
Dodge ball

Thank you,
On Tuesday, April 6, 2021, 08:15:09 AM CDT, Barbara Fisher <bfisher@pvkansas.com> wrote:

Ashley,

I talked with the City Clerk this morning after we talked. He wants you to list out all the activities that you are planning on having on May 1st.

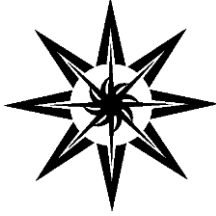
It sounds like it is much bigger than I was thinking and this may need to go before our City Council for their approval at their meeting April 19th.

Thanks,

Barb Fisher

913-385-4685

From: Ashley Jimerson <ash29hot@yahoo.com>
Sent: Tuesday, April 6, 2021 7:48 AM
To: Barbara Fisher <bfisher@pvkansas.com>
Subject: Re: Field individual use permit



PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 19, 2021
Consent Agenda

CONSIDER BID AWARD FOR PURCHASE OF SWIMMING POOL CHEMICALS

RECOMMENDATION

Staff recommends the City Council approve the bid award to Edwards Chemical for swimming pool chemicals.

BACKGROUND

On April 2, 2021 the City Clerk opened bids for swimming pool chemicals. Six chemical bids were picked up and one bid was received. Edwards Chemical has provided this service in previous years. The 2021 budget includes \$30,000 for swimming pool chemicals. Following is the Bid unit pricing:

Description	Units	Edwards Chemical 2020 Bid	Edwards Chemical 2021 Bid
Calcium Chloride (50 pound bags)	Pounds	\$ 0.3402	\$ 0.2850
Chlorine	Gallons	\$ 1.2000	\$ 1.3000
Soda Ash (50 pound bags)	Pounds	\$ 0.3140	\$ 0.3140
Sodium Bicarbonate (50 lb. bags)	Pounds	\$ 0.3058	\$ 0.3100
Sulfuric Acid (55 gallon drums)	Gallons	\$ 2.7200	\$ 2.6000
Sodium Thiosulfate (50 lb. bags)	Pounds	\$ 0.7150	\$ 0.7300
Delivery Charge	Each	\$ 0.00	\$ 0.00

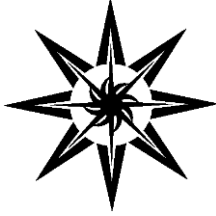
FUNDING SOURCE

Funds are available in the Public Works Swimming Pool Operating Budget.

PREPARED BY

Keith Bredehoeft, Director of Public Works

Date April 13, 2021



PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 19, 2021
Consent Agenda

CONSIDER BID AWARD FOR HIGHWAY ROCK SALT

RECOMMENDATION

Staff recommends the City Council approve the bid from Central Salt for Enhanced Salt at \$87.49 per ton delivered.

BACKGROUND

Advertised bids were opened on April 2, 2021 by the City Clerk. This is an annual bid for highway rock salt used for snow/ice control. Ten bid packets were requested and six bids were received:

<u>Company</u>	<u>Rock Salt</u>	<u>Enhanced Salt</u>
Central Salt	\$66.46 per ton	\$87.49 per ton
Black Strap	\$94.00 per ton	\$139.00 per ton
Envirotech	No Bid	\$160.00 per ton
Cargill	No Bid	No Bid
Compass Minerals	No Bid	No Bid
Morton Salt	No Bid	No Bid

The bid price for 2020 was \$85.61 per ton for Enhanced Salt.

Since 2013 we have exclusively used the Enhanced Salt product and plan to do the same for 2021. It has shown to be effective and it has many additional benefits.

It is anticipated that **only** Enhanced Salt will be purchased under this bid. The 2021 Budget includes \$90,000 for salt.

FUNDING SOURCE

Funding is available in the 2021 Public Works Operating Budget

ATTACHMENT

Enhanced Snow Slicer information sheet

PREPARED BY

Keith Bredehoeft, Director of Public Works

Date: April 13, 2021

SnowSlicer™

Bulk Pre-Wet Enhanced Deicer

SnowSlicer™ is a pre-wet ice melting product that contains a blend of naturally occurring crystal and liquid ice melt products plus a unique, purple coloring that makes it highly visible. The combination of a high-performance liquid deicer and a blend of fine and coarse crystal ice melters using Central Salt's "pre-wetting" technology results in a unique product that melts faster, lasts longer and performs better.



Why is SnowSlicer more Cost Effective?

- Fast-acting and effective in lower temperatures
- Pre-wet deicer means less material (up to 50%) and fewer applications are needed
- Flows freely even in sub-freezing conditions
- Vivid purple color is easy to see and will not track or stain
- Maintains a residual melting effect after storm event

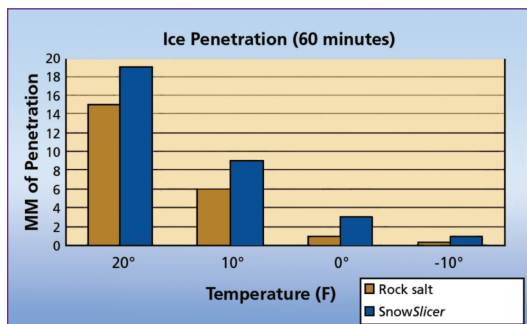


"It has given us the ability to use less material but receive the same results. Not only has it saved us money in material costs, it is less damaging to our equipment and doesn't cake as much as other salt products."

— Tim Washburn
Purchasing Manager
Acres Group, Illinois

SnowSlicer™

Bulk Pre-Wet Enhanced Deicer



Performance

SnowSlicer's melting capacity rivals that of calcium chloride and magnesium chloride, at a much lower cost. All deicers must liquefy in order to chemically perform. Through the pre-wetting technology, SnowSlicer performs to expectations almost immediately. When applied to a snow-covered surface, SnowSlicer quickly begins to dissolve and penetrate packed snow and ice. The bond between the ice and pavement is then broken, which allows loosened ice and snow to be easily removed.

Features	Benefits
30% to 50% material reduction over rock salt	Cost Savings: Materials applied. Equipment & manpower utilization. Transportation costs. Less risk of environmental impact due to less product being used.
Works at low temperatures	Effectively melts ice and snow at temperatures as low as -20 degrees F.
Starts melting on contact	Does not need traffic, sunlight or higher pavement temperatures to start melting snow and ice. Unlike most dry blends that have less than 10% calcium or magnesium chloride, every salt crystal is coated and accelerates the melting process.
Resists freezing or clumping in stockpile and in spreaders	Saves time and materials. Product remains free flowing.
Non-staining, odorless purple color	More visible on snow covered roads. Crews can track where product is placed minimizing overlap and reassures drivers and owners that treatment has occurred. No foul odor or color tracked into building.
Pre-wetted material	Better utilization of material by reduced bounce and scatter.
Residual Effect	Extended melting action.

From Central Salt—Where Service is Central

SnowSlicer is produced exclusively by Central Salt, a leader in liquid, dry and dry blend ice melting technologies used throughout the winter maintenance industry. We are at your service 24/7, ready to provide the highest level of service at the most affordable cost.



PRODUCED AND MARKETED BY



385 Airport Road, Suite 108
Elgin, Illinois 60123
(888) HWY SALT or (888) 499-7258
info@centralsalt.com www.centralsalt.com



Council Meeting Date: April 19, 2021

Consider Approval of New Residential Sustainability Grant Program

BACKGROUND

At the January 4, 2021 City Council meeting, the City Council moved and approved a motion to roll over the remaining funds from the 2020 Exterior Grant Program in the amount of \$20,000 and apply those funds to a new sustainability grant program that would be developed by staff and brought back to the Council at a later date. Since that time, staff has conducted research and developed the attached grant proposal for the City Council's consideration. The grant would be available to all one and two-family dwellings in the City who wish to make energy efficiency improvements to their home. The grant program proposal requires all energy efficiency improvements to be in compliance with the 2021 International Energy Conservation Code, which is the most recent building code standards available to measure energy-efficiency. These requirements would require grant recipients to go above and beyond what is currently required in our municipal code.

A summary of the proposed grant program is as follows:

- No appraised value maximum to be eligible to participate
- 20% match from the City with a minimum investment by the property owner of \$2,500
- The maximum city match is \$2,500
- All applications will be submitted to the Codes Department, which will then be reviewed by the Building Official for compliance with the 2021 International Energy Conservation Code
- Eligible projects would include the following:
 - A home energy audit by a certified auditor
 - Solar installations
 - Wind power installations
 - Energy-efficient HVAC or water heater
 - Energy-efficient windows or doors
 - Insulation
 - Geothermal heating and cooling
 - Duct sealing
- Homeowners would only be eligible to receive grant funding through this program once every 10 years (which is the same requirement for the Exterior Grant program)
- No code violations can be present in order to receive grant funding

Additional details about the proposed grant program are included in the attached documents.

ACTION NEEDED

Staff recommends approval of the sustainability grant as presented. This item does not need an individual motion since it is part of the consent agenda and was approved by the Committee of the Whole at the April 5, 2021 council meeting.

PREPARED BY

Jamie Robichaud
Deputy City Administrator
Date: April 14, 2021

**City of Prairie Village
Residential Sustainability Grant Program
2021 Guidelines**

Purpose

The purpose of the Residential Sustainability Grant program is to encourage residents to reduce their carbon footprint by improving the energy efficiency of their homes.

Program Overview

- The City will provide a 20% match for energy efficiency improvements for one- and two-family dwellings with a minimum \$2,500 investment by the property owner.
- Reimbursement amounts from the City will be a minimum of \$500 and a maximum of \$2,500.
- Energy-saving improvements must meet the 2021 International Energy Conservation Code (per the attached specifications).
- The residential sustainability grant can be used in conjunction with the Exterior Grant (but one project cannot be funded by both programs).

Program Eligibility

- The project must be at a one- or two-family dwelling.
- Eligible improvements include, but are not limited to, the following: home energy audit by a certified auditor, solar power, wind power, energy-efficient HVAC or water heater, energy-efficient windows or doors, insulation, geothermal heating and cooling, and duct sealing.
- All improvement projects must meet the requirements of the 2021 IECC as outlined on the attached specification sheet.
- The Building Official is granted the authority to determine if a proposed project meets the overall eligibility and purpose of the grant program.
- All improvements must conform to the City of Prairie Village municipal code.
- Contractors utilized to perform the improvements must have an active contractor's license through the City and Johnson County.
- Property owner must be current on all property taxes in Prairie Village
- The property receiving grant funding must be free of code violations.

Process

- The program will be managed by the Codes Department.
- The property owner will submit an application to the City, and all applications will be reviewed in the order they are received until all grant funds are exhausted.
- The application must include all bids for the improvements, including all project specification sheets.
- The application and project specification sheets will be reviewed by the Building Official for compliance with the 2021 International Energy Conservation Code (per the attached specifications)
- Application approval must occur prior to the start of work, and applicants will only be approved after a code enforcement officer has confirmed that no code violations are present at the property.
- The property owner is responsible for ensuring that all required permits have been obtained. All permits must be in place prior to any work taking place.
- Work must be completed within 120 days of application approval and no later than November 1.

Reimbursement Process

- Property owner must notify the Codes Department upon project completion and final invoices being paid. Copies of eligible receipts totaling at least \$2,500 must be submitted.
- Codes staff will schedule a post-project inspection to verify project completion in accordance with required specifications and confirm no exterior code violations are present.

**City of Prairie Village
Residential Sustainability Grant
Required Project Specifications**

All eligible grant projects must be done in compliance with the 2021 International Energy Conservation Code (IECC). A completed application form must be submitted along with the product specification sheet for all products being used in the project. Below is an overview of the required specifications for each type of project.

Windows/Doors/Fenestration

- Fixed windows/fenestration must have a maximum *U*-factor of 0.36
- Operable windows/fenestration must have a maximum *U*-factor of 0.30
- Entrance doors must have a maximum *U*-factor of 0.63
- Must have a maximum SHGC (solar heat gain coefficient) of 0.40

Skylights

- Must have a maximum *U*-factor of 0.50
- Must have a maximum SHGC of 0.40

Air Conditioners

- Room air conditioner casement only must have a minimum efficiency of 9.5 CEER
- Room air conditioner casement – slider must have a minimum efficiency of 10.4 CEER
- All air conditioners must comply with ANSI/AHAM RAC-1

Furnace

- Warm-air furnaces (gas-fired) must have a minimum efficiency of 80% AFUE or 80%*E_c*
- Warm-air furnaces (gas-fired) must comply with DOE 10 CFR Part 430 or ANSI Z21.47

Solar

- All solar power installations require a building permit and must be constructed in accordance with Chapter 19.50 of the City's zoning regulations, including the following:
- The design of any solar energy system shall generally be compatible with the character of the neighborhood or district, the architectural design of the buildings, and situated on a site in a manner that minimizes potential negative impacts on adjacent property or public streetscapes. Compatibility shall be evaluated as follows:
 - Systems mounted on pitched roof structures or vertical walls shall not project more than five inches off the surface of the roof or wall and be generally parallel to the roof pitch or vertical wall.
 - Systems mounted on flat roofs shall be setback from the roof edge a distance equal to the amount they project off the roof deck, or be concealed from street level or ground level of adjacent property by a parapet. Any panels or accessory equipment that projects more than two feet off the roof deck shall be screened in the same manner as other rooftop accessory building equipment.
 - Framing, mounting racks, piping, conduits or other associated equipment shall be designed, located or use colors to minimize the visibility from streetscapes or adjacent property, and blend with the overall design of the building.
 - Ground mounted solar panels shall be located behind the front building line, and be setback from adjacent property by at least ten feet. No ground-mounted equipment shall exceed eight feet high. All ground-mounted equipment shall be screened from adjacent property and the street by fences, landscape or a combination of both. This provision shall not apply to solar energy facilities attached to utility poles, light fixtures or other similar accessory structures provided they be

designed in a manner that integrates the energy collecting components into the design of the structure in a manner that does not significantly alter the appearance of the structure, when compared to other similarly functioning accessory structures.

- No solar panel shall be mounted in a location where it could create additional glare on adjacent sites or otherwise damage plants or structures on adjacent property from reflectiveness or heat sources. Panels in locations with the potential to contribute to this situation may satisfy this requirement with manufacturer's specifications that demonstrate minimal glare, reflectiveness and heat gain.
- Any solar energy system that does not meet the standards of this section may only be permitted with a site plan, approved by the planning commission according to the procedures and criteria of [chapter 19.32](#).

Water-Heating Equipment

- Water heaters (electric, ≤ 12 kW) must have a required performance of 0.93 – 0.00132V, EF (tabletop ≥ 20 gallons and ≤ 120 gallons), 0.960 – 0.0003V, EF (resistance ≥ 20 gallons and ≤ 55 gallons), or 1.061 – 0.00168V, EF (grid-enabled > 75 gallons and ≤ 120 gallons)
- Water heaters (electric, ≤ 12 kW) must comply with DOE 10 CFR Part 430
- Water heaters (electric, > 12 kW) must comply with ANSI Z21.10.3
- Water heaters (electric, ≤ 24 amps and ≤ 250 volts) must have a required performance of 2.057 – 0.00113V, EF (heat pump > 55 gallons and ≤ 120 gallons)
- Water heaters (electric, ≤ 24 amps and ≤ 250 volts) must comply with DOE 10 CFR Part 430
- Storage water heaters (gas, $\leq 75,000$ Btu/h) must have a required performance of 0.675 – 0.0015V, EF (≥ 20 gallons and < 55 gallons), or 0.8012 – 0.00078V, EF (> 55 gallons and ≤ 100 gallons)
- Storage water heaters (gas, $\leq 75,000$ Btu/h) must comply with DOE 10 CFR Part 430
- Storage water heaters (gas, $> 75,000$ Btu/h and $\leq 155,000$ Btu/h, $< 4,000$ Btu/h/gal) must have a required performance of 80%.
- Storage water heaters (gas, $> 75,000$ Btu/h and $\leq 155,000$ Btu/h, $< 4,000$ Btu/h/gal) must comply with ANSI Z21.10.3
- Instantaneous water heaters (gas, $> 50,000$ Btu/h and $< 200,000$ Btu/h) must have a required performance of 0.82 – 0.0019V, EF ($\geq 4,000$ (Btu/h)/gal and < 2 gal)
- Instantaneous water heaters (gas $> 50,000$ Btu/h and $< 200,000$ Btu/h) must comply with DOE 10 CFR Part 430
- Instantaneous water heaters (gas, $\geq 200,000$ Btu/h) must have a required performance of 80%
- Instantaneous water heaters (gas, $\geq 200,000$ Btu/h) must comply with ANSI Z21.10.3



2021 Estimated Revenue and 2022 Preliminary General Fund Revenue Assumptions

Attached please find the 2021 Estimated Revenue projections and the 2022 Preliminary General Fund Revenue Assumptions.

COVID-19 had a negative impact on several specific 2020 revenues including fines and fees, recreation fees, special alcohol, and potentially others. It is anticipated the City's revenues will rebound in these areas. Depending on the American Rescue Plan funding provisions, there is a potential for the City to recover a portion of these revenues.

The Preliminary General Fund Revenue Assumptions for the 2022 Budget include:

- A projected 4% increase in overall General Fund revenue (\$917,028) over the 2021 budget, and a 7% growth over 2020 actuals.
- The Johnson County Appraiser's office projects a total assessed value increase of 5.44% for 2021. If captured, this would result in a projected 5% increase in 2022 property tax revenue over the 2021 budget with the Mill levy at the 2021 rate of 19.321.

The change from the 2021 budgeted revenues to the 2022 budget is summarized below and discussed in more detail in the document:

Category	2021 Budget	2022 Proposed	Change	% Change	
Property Tax	\$ 8,703,712	\$ 9,138,898	\$ 435,186	5.0%	<i>(If Captured)</i>
Sales Tax	\$ 5,450,000	\$ 5,570,000	\$ 120,000	2.2%	
Use Tax	\$ 1,380,000	\$ 1,554,004	\$ 174,004	12.6%	
Franchise Fees	\$ 1,959,500	\$ 1,905,797	\$ (53,703)	-2.7%	
Charges for Services	\$ 3,794,009	\$ 3,951,674	\$ 157,665	4.2%	
Other	\$ 1,679,884	\$ 1,763,760	\$ 83,876	5.0%	
Total	\$ 22,967,105	\$ 23,884,133	\$ 917,028	4.0%	

As a reminder, the 2022 numbers are preliminary. As we continue to monitor revenues, projections may change.

ATTACHMENTS: Preliminary General Fund Revenue Assumptions

Prepared by:
Nickie Lee
Finance Director
Date: April 14, 2021

City of Prairie Village
Preliminary
General Fund Revenue Assumptions

Relating to:

- (1) Budget Year 2021 Estimated Revenues
- (2) Budget Year 2022 Projected Revenues

COVID-19

COVID-19 is a public health crisis with significant economic effects. At the time the Governing Body prepared and adopted the 2021 budget in 2020, there were many unknowns. While there continue to be unknowns related to the public health crisis, we are more confident in the state of the City’s revenues and expenditures going into the 2022 budget.

COVID-19 had a negative impact on several specific 2020 revenues including fines and fees, recreation fees, special alcohol, and potentially others. It is anticipated the City’s revenues will rebound in these areas. Depending on the American Rescue Plan funding provisions, there is a potential for the City to recover a portion of these revenues.

2019 - 2022 GENERAL FUND REVENUE OVERVIEW

General Fund					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimate	Budget
Fund Balance 1/1	7,631,066	7,480,651	6,615,787	7,764,923	6,862,713
Property Taxes	7,530,237	8,179,161	8,703,712	8,703,712	9,138,898
Sales Taxes	5,449,864	5,446,984	5,450,000	5,450,000	5,570,000
Use Tax	1,509,888	1,811,879	1,380,000	1,811,879	1,554,004
Motor Vehicle Tax	751,900	746,852	762,507	762,507	762,507
Liquor Tax	130,232	109,748	136,477	136,477	136,023
Franchise Fees	1,900,281	1,842,970	1,959,500	1,842,970	1,905,797
Licenses & Permits	1,002,391	728,297	652,883	902,883	854,383
Charges for Services	1,742,963	1,722,975	1,799,226	1,799,226	1,803,879
Fines & Fees	863,819	694,784	931,750	863,819	868,762
Recreational Fees	416,620	29,745	410,150	393,150	424,650
Interest on Investments	160,658	139,674	60,000	60,000	134,608
Miscellaneous	126,158	263,103	120,900	120,900	130,622
Transfer from Stormwater	565,000	565,000	600,000	600,000	600,000
Total Revenue	\$22,150,014	\$22,281,171	\$22,967,105	\$23,447,524	\$23,884,133

PRELIMINARY 2022 GENERAL FUND REVENUE ASSUMPTIONS

The top five sources of revenue in 2020 are broken out below and accounted for 88% of the total revenue received by the City in 2020. Note the revenue sources most directly impacted by COVID-19 are in the categories of Fines & Fees and Recreational Fees.

• Property Tax	38%	Fines & Fees	3%
• Sales Tax	25%	Motor Vehicle Tax	3%
• Franchise Fees	8%	Licenses & Permits	3%
• Charges for Services	8%	Recreational	.1%
• Use Tax	<u>8%</u>	Liquor Tax	1%
		Interest & Miscellaneous	<u>2%</u>
Total	88%		12%

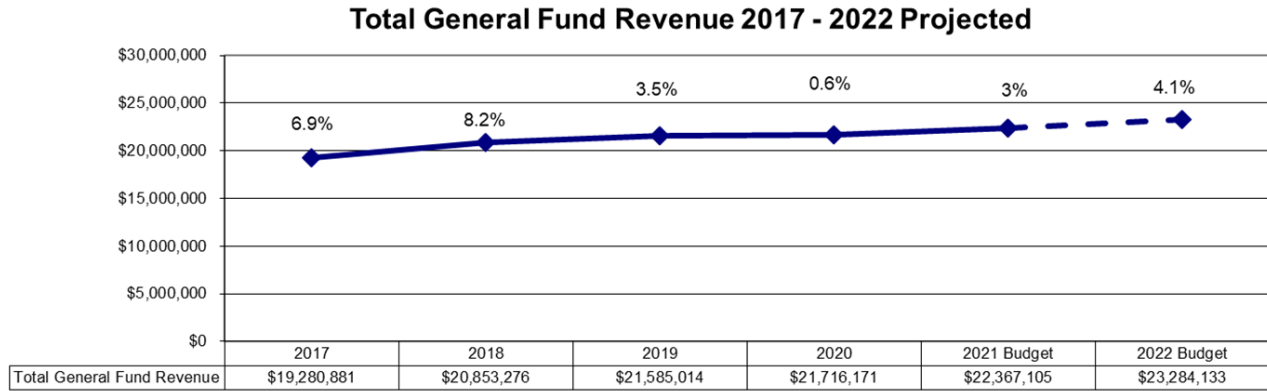
TOTAL PRELIMINARY GENERAL FUND REVENUE

Preliminary revenue projections for 2022 are based on a combination of factors including analysis of historical revenue receipts and anticipated changes in the local economy.

Total revenues received in 2020 were 1% greater than what was received in 2019, and were at 97.8% of budget. 2020 revenues included a 9% increase in assessed values and 2021 revenues include a 7% increase in assessed values.

The 2022 numbers are preliminary. The Motor Vehicle Tax and Gas Tax estimates have not been received, so the 2021 budget number is being used. We are also using the 2021 mill levy rate of 19.321 for the estimates which assumes the growth in assessed valuation of 5.44% will be captured. As we continue to monitor revenues, projections may change.

Based on these trends and the current economy, we are forecasting a flat growth of 4% over the 2021 budget and a 7% growth over 2020 actuals in 2022. The preliminary overall increase over the 2021 budget is \$917,028.



Note: Transfers not included

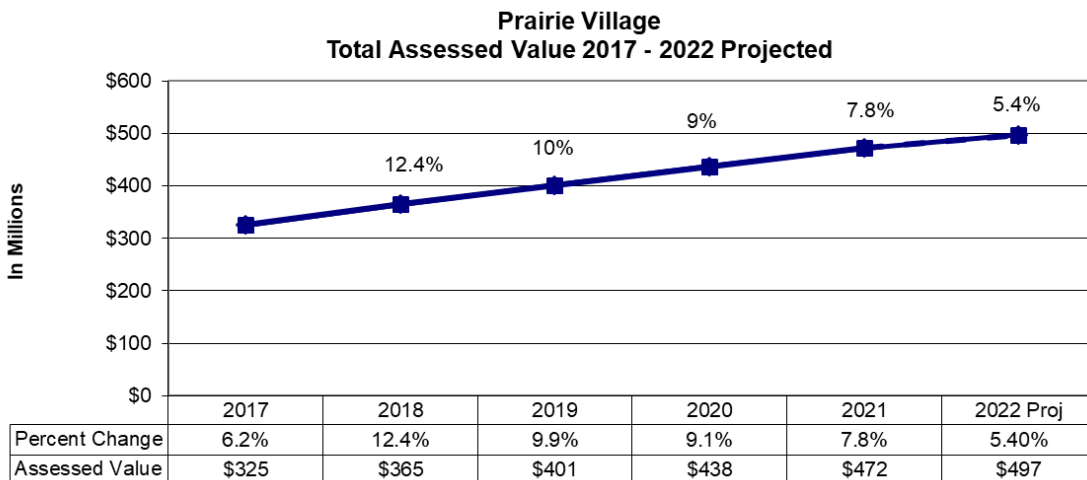
PROPERTY TAX

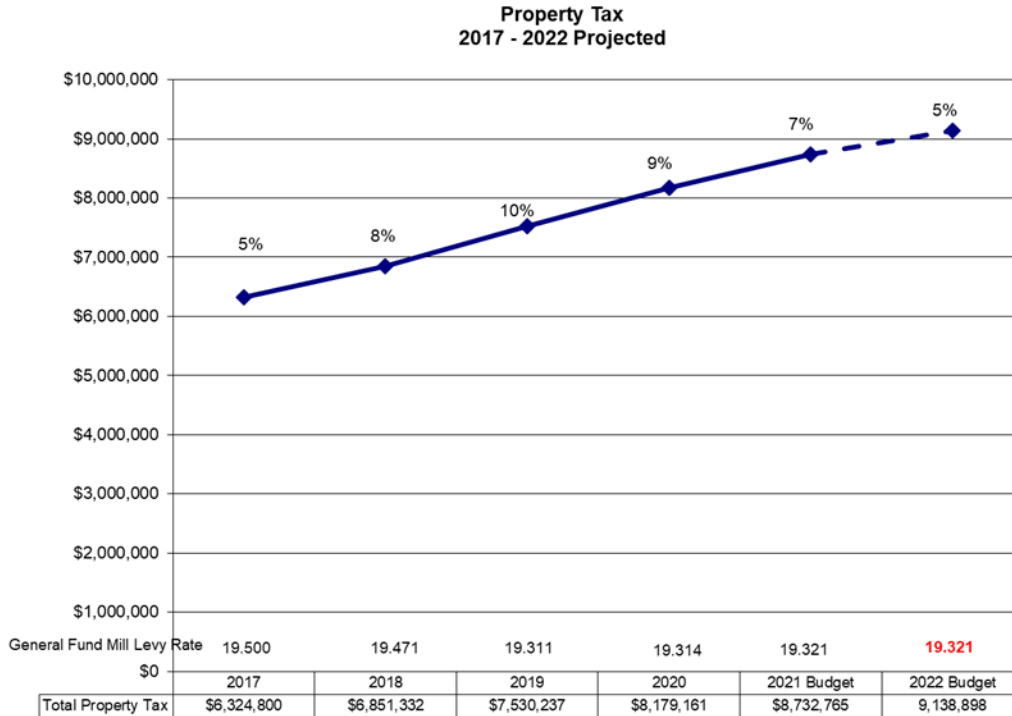
Property taxes are the major revenue source at 38% of the 2020 total actual revenues.

For the purpose of the projecting revenues, we are using the 2021 mill levy rate of 19.321. Staff still needs to work on the state budget sheets to determine implications of the new “Truth in Taxation” law and repeal of the property tax lid. Based on the reappraisal data provided by the county, we are forecasting the total assessed value to have a 5.44% increase in 2022.

The average sale price for single family homes in PV increased 7.25% from 2019 to 2020 while mean appraised value rose 6.18% (from \$358,282 to \$380,419).

The graph below and on page 4 show the total assessed value and General Fund property tax.





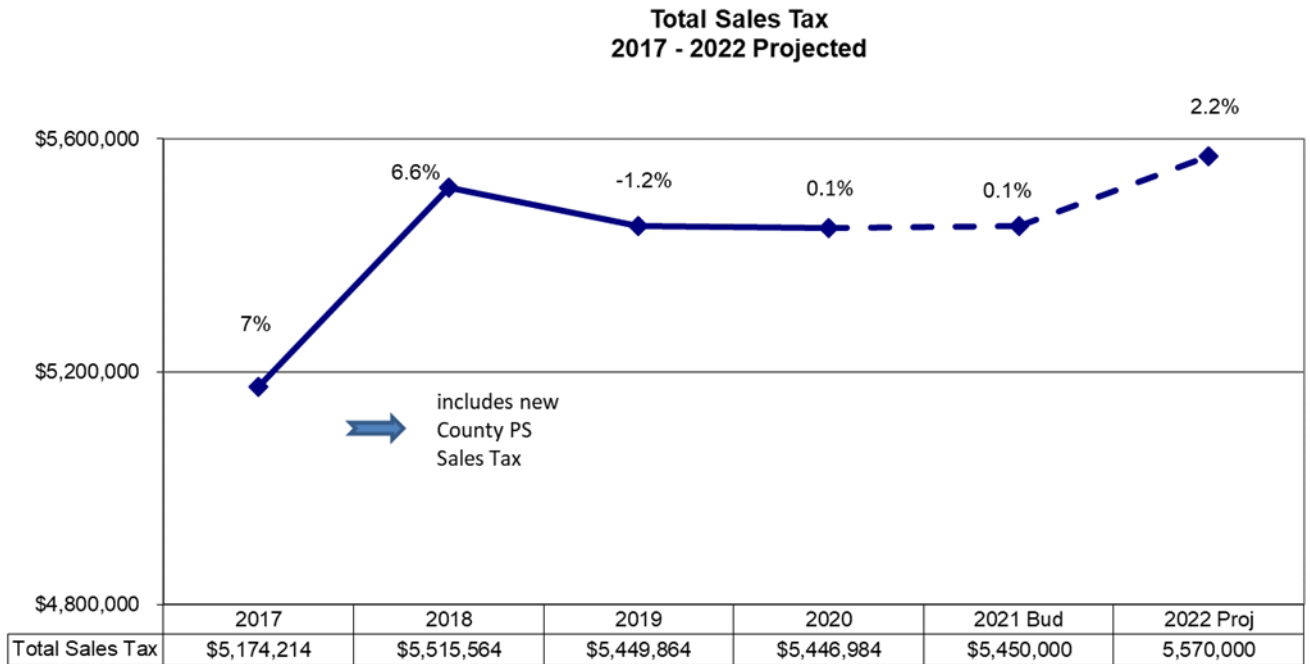
One (1) mill is approximately \$469,257 and equates to \$43.75 annually for the average Prairie Village homeowner.

SALES AND USE TAX

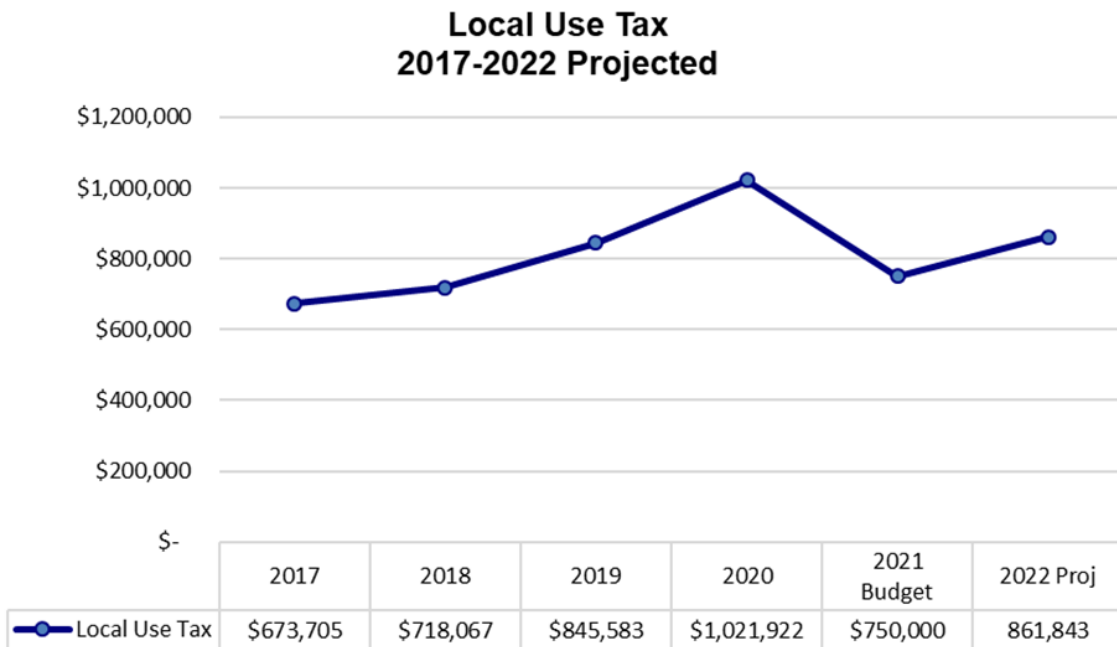
Sales tax is the second major revenue source at 25% of 2020 total actual revenues. Total sales tax received in 2020 was virtually flat with 2019 receipts (.1%) and included the new County Public Safety Sales Tax that was effective in 2017.

We are forecasting an increase in the growth rate of 2.2% for 2022 due to expected growth in economic activity in the City.

Sales tax is composed of the City’s local sales tax and the share of the County sales tax. The mix of business types in the Village Shops and Corinth has an affect the local sales tax revenue. The loss of Macy’s department store has had a negative impact on our sales tax but is anticipated to be partially recovered through growth of other sales tax generating businesses.



Compensating Use Tax is a tax paid on merchandise purchased from other states and used, stored, or consumed in Kansas on which no sales tax was paid. The majority of the revenue received in Prairie Village is for internet purchases delivered within the City. While use tax has traditionally been a smaller portion of overall sales and use tax generated in the City, it continues to be a growing and volatile revenue source.



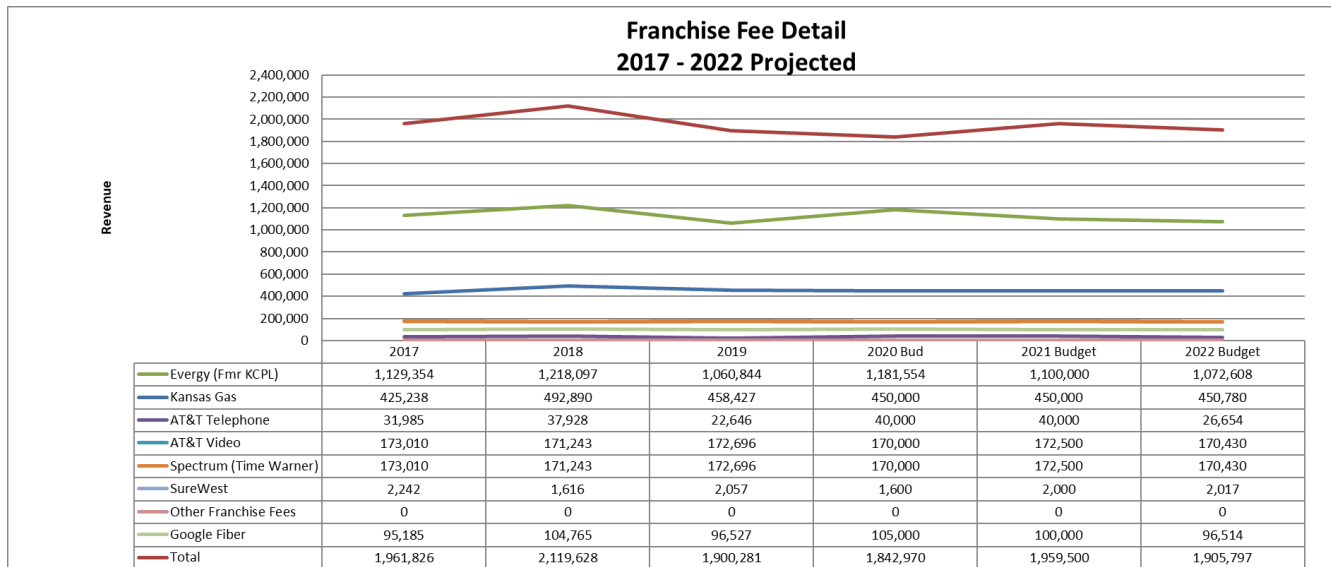
FRANCHISE FEES

Franchise fees are the third major revenue source and account for 8% of total revenue.

The City charges franchise fees on the major utilities within the City. These utilities are listed on the chart below. The fee is 5% of gross receipts as defined and permitted by state statutes.

In January 2019 we learned that KCPL (now Evergy) was reducing franchise fees due to the “credit” they were required to give customers due to the merger with Westar. Cities were also told that they can expect a 2.5% to 3% reduction in Evergy franchise fees going forward.

We are forecasting a decrease of 2.7% for 2022 over the 2021 budget. The preliminary 2022 number is a 3% increase over 2020 actuals. Google Fiber was a new franchise fee in 2016 and continues to have an impact on our Spectrum (Time Warner Cable) franchise fee revenue.



CITY OF PRAIRIE VILLAGE

2021 ESTIMATED REVENUE

2022 REVENUE FORECAST

April 19, 2021



Significant Budget Considerations

2

- ❑ **COVID-19 and the American Rescue Plan**
 - Continue to monitor the impact of the ongoing pandemic
 - Will share information regarding the American Rescue Plan allotment when available
- ❑ **Property Taxes**
 - Represents 38% of total revenues
 - Projections for 2022 budget used the 2021 mill levy rate of 19.321 and reflect estimates assuming full capture of the 5.44% growth
- ❑ **Franchise Fees**
 - Expected decrease due to ongoing trends
- ❑ **Sales and Use Tax**
 - Slight growth is projected due to new businesses and use tax collections increasing
 - Reliance on “top ten” businesses that make up approximately half of sales tax revenue
- ❑ **Motor Vehicle and Gas**
 - Used 2021 budget numbers (2022 estimates are not available yet)



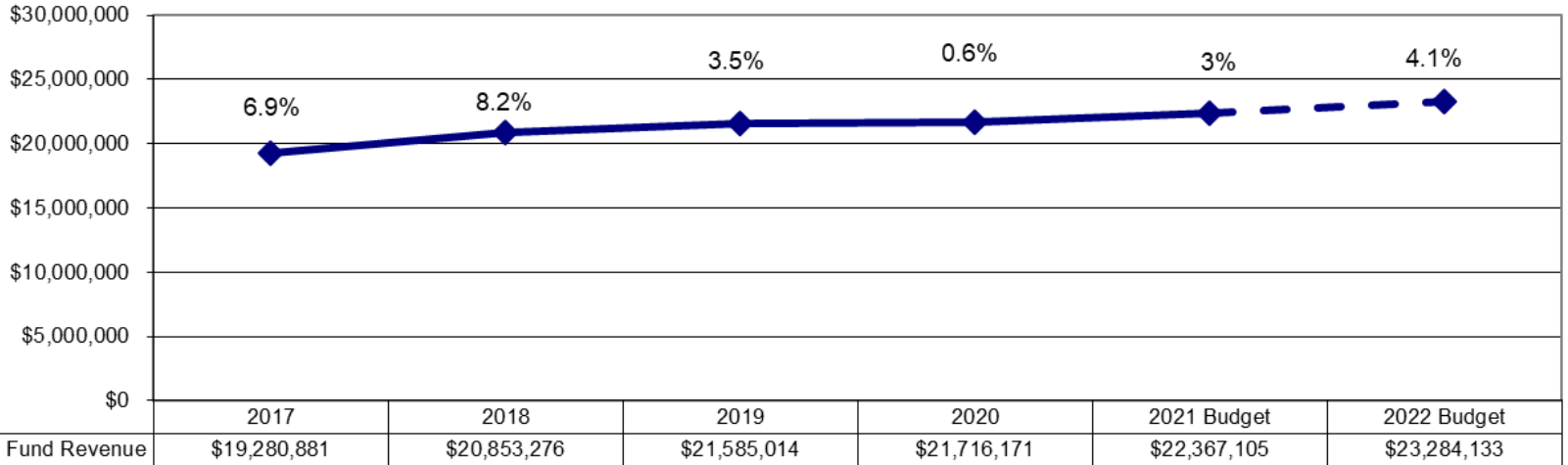
General Fund Revenues

General Fund					
	2019	2020	2021	2021	2022
	Actual	Actual	Budget	Estimate	Budget
Fund Balance 1/1	7,631,066	7,480,651	6,615,787	7,764,923	6,862,713
Property Taxes	7,530,237	8,179,161	8,703,712	8,703,712	9,138,898
Sales Taxes	5,449,864	5,446,984	5,450,000	5,450,000	5,570,000
Use Tax	1,509,888	1,811,879	1,380,000	1,811,879	1,554,004
Motor Vehicle Tax	751,900	746,852	762,507	762,507	762,507
Liquor Tax	130,232	109,748	136,477	136,477	136,023
Franchise Fees	1,900,281	1,842,970	1,959,500	1,842,970	1,905,797
Licenses & Permits	1,002,391	728,297	652,883	902,883	854,383
Charges for Services	1,742,963	1,722,975	1,799,226	1,799,226	1,803,879
Fines & Fees	863,819	694,784	931,750	863,819	868,762
Recreational Fees	416,620	29,745	410,150	393,150	424,650
Interest on Investments	160,658	139,674	60,000	60,000	134,608
Miscellaneous	126,158	263,103	120,900	120,900	130,622
Transfer from Stormwater	565,000	565,000	600,000	600,000	600,000
Total Revenue	\$22,150,014	\$22,281,171	\$22,967,105	\$23,447,524	\$23,884,133



General Fund Revenue

Total General Fund Revenue 2017 - 2022 Projected

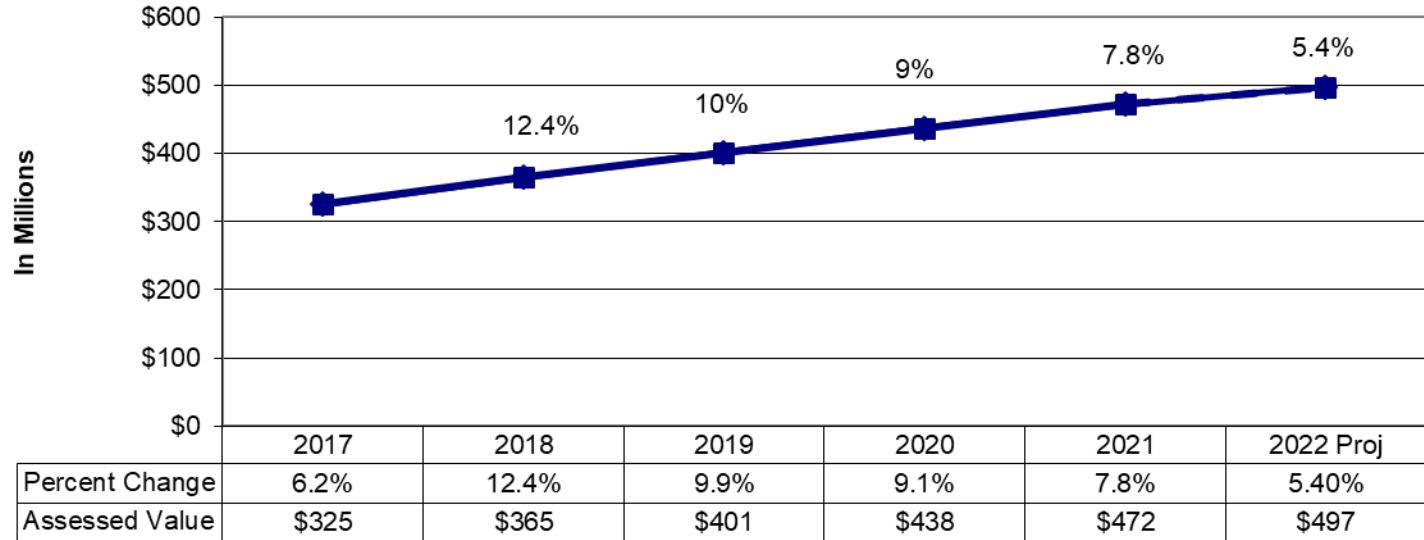


**General Fund Revenues Excluding Transfers*



Assessed Value

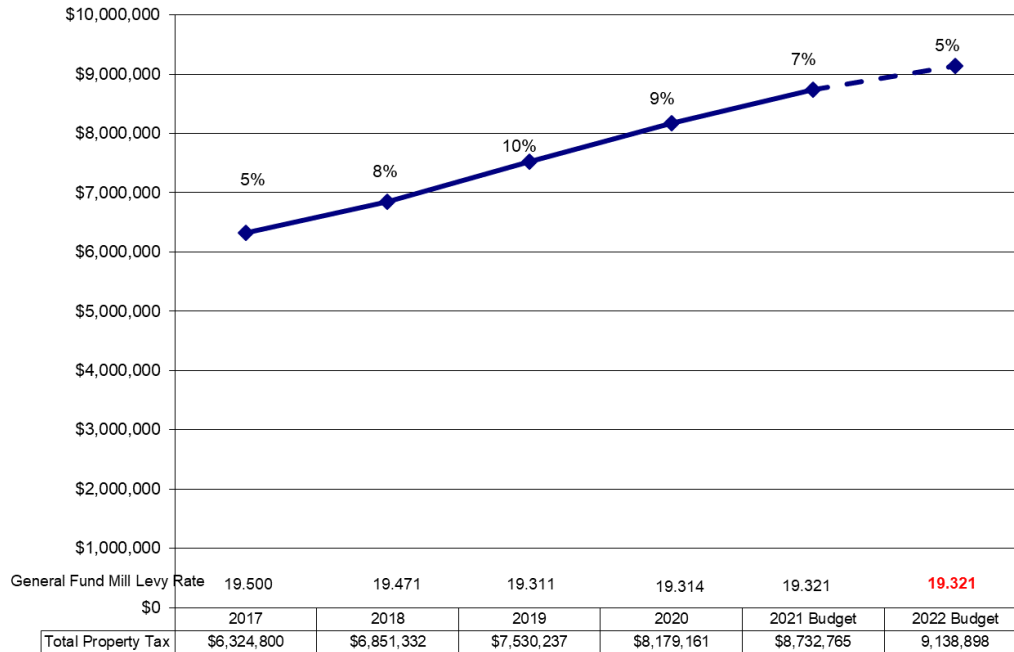
**Prairie Village
Total Assessed Value 2017 - 2022 Projected**





Property Tax

**Property Tax
2017 - 2022 Projected**

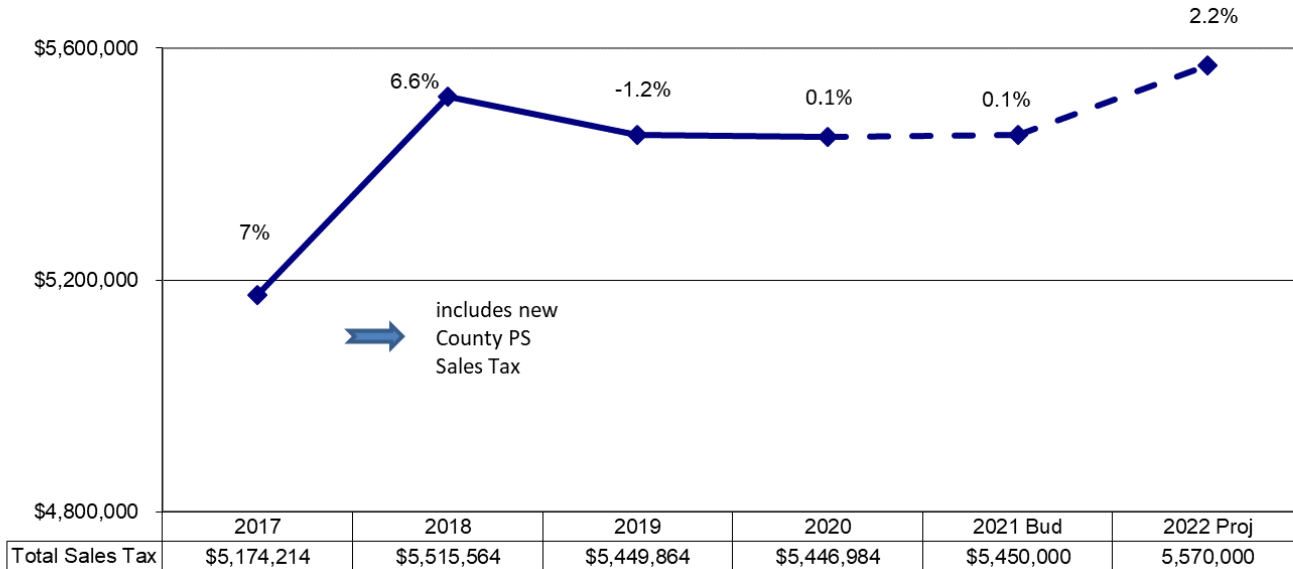


General Fund Mill Levy Rate	19.500	19.471	19.311	19.314	19.321	19.321
\$0	2017	2018	2019	2020	2021 Budget	2022 Budget
Total Property Tax	\$6,324,800	\$6,851,332	\$7,530,237	\$8,179,161	\$8,732,765	9,138,898



Sales Tax

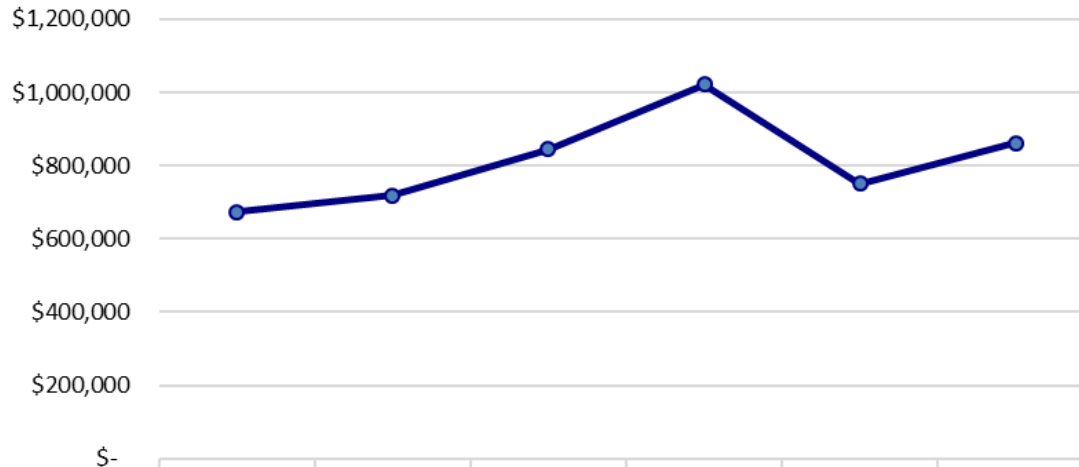
**Total Sales Tax
2017 - 2022 Projected**





Use Tax

Local Use Tax 2017-2022 Projected

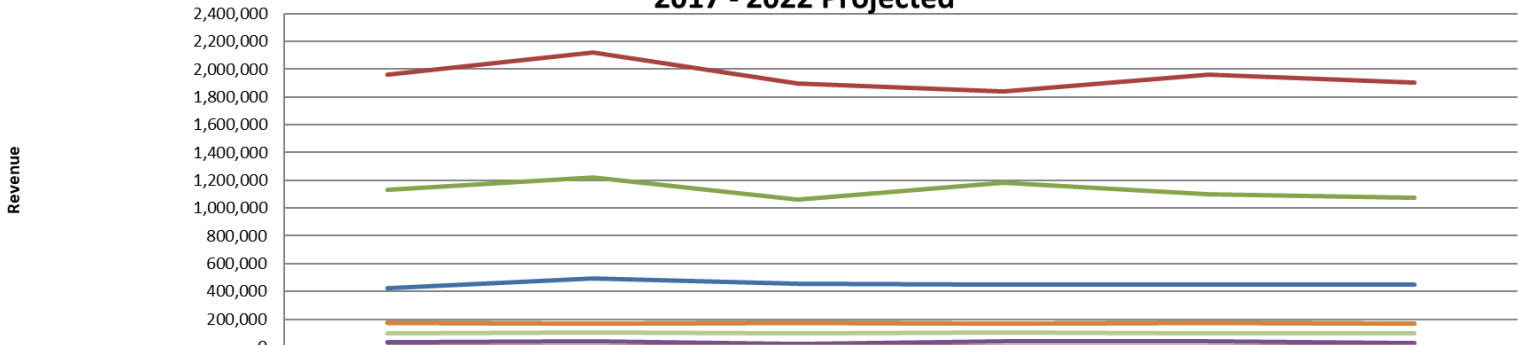


	2017	2018	2019	2020	2021 Budget	2022 Proj
Local Use Tax	\$673,705	\$718,067	\$845,583	\$1,021,922	\$750,000	861,843



Franchise Fees

Franchise Fee Detail 2017 - 2022 Projected



	2017	2018	2019	2020 Bud	2021 Budget	2022 Budget
Energy (Fmr KCPL)	1,129,354	1,218,097	1,060,844	1,181,554	1,100,000	1,072,608
Kansas Gas	425,238	492,890	458,427	450,000	450,000	450,780
AT&T Telephone	31,985	37,928	22,646	40,000	40,000	26,654
AT&T Video	173,010	171,243	172,696	170,000	172,500	170,430
Spectrum (Time Warner)	173,010	171,243	172,696	170,000	172,500	170,430
SureWest	2,242	1,616	2,057	1,600	2,000	2,017
Other Franchise Fees	0	0	0	0	0	0
Google Fiber	95,185	104,765	96,527	105,000	100,000	96,514
Total	1,961,826	2,119,628	1,900,281	1,842,970	1,959,500	1,905,797



Next Steps

11

- April 22nd
 - Finance Committee Meeting (4pm to 6pm)
 - Decision Packages
- May 3rd
 - Council Meeting
 - CIP Discussion and Annual Road Condition Report
- May 4th
 - Finance Committee Meeting (4pm to 6pm)
 - First Draft of 2022 Budget and Decision Packages
- May 17th
 - Council Meeting
- June 7th
 - Council Meeting
- June 21st
 - Council Meeting Preliminary 2022 Budget to Council for 1st time
- July 6th
 - Council Meeting
- July 19th
 - Permission to Publish the 2022 Budget
 - *Must send notice if exceeding the tax neutral rate to the County Clerk by July 20th (SB 13)*
- August 2nd
 - Budget Hearing / Adopt 2022 Budget (*Additional Hearings May Be Required by SB 13*)



2022 Decision Packages

Attached please find the 2022 Preliminary Decision Packages, updated after the initial April 5 discussion. Staff is seeking guidance to finalize this list before sending to the April 22 Finance Committee meeting.

The Preliminary Decision Package list for the 2022 Budget includes:

- Public Works FTE
- Civic Center Feasibility Study
- Sustainability Grants (*updated*)
- Energy Efficiency Audit Implementations
- 5-Year Salary Survey
- Police Department Canine Unit (*updated*)
- Carbon Emissions Tracking Services
- Annual Diversity Training
- Building Permit Software
- Property Tax Relief Grant program (*new*)

ATTACHMENTS: 2022 Preliminary Decision Packages

Prepared by:
Nickie Lee
Finance Director
Date: April 13, 2021

Decision Package Requests – 4/19/2021 Council Discussion

Decision Packages (not ranked)	Funding Source	Description	Estimated Amount
Public Works FTE (Staff)	General Fund	Funding for Maintenance Worker; would be an ongoing cost + Vehicle	\$64,000
Civic Center Feasibility Study (Mayor)	General Fund	Public Engagement & Site Design	\$75,000
Sustainability Grants (Council)	General Fund	Grants for qualifying home improvements. 2021 Funding is \$20,000.	\$20,000
Energy Efficiency Audit Implementations (Staff)	General Fund	Proposals will be included in April 19 presentation	TBD (Presentation on 4/19)
5-Year Salary Survey (Council/Staff)	General Fund	Update to 2017 salary study; will ensure full time salary ranges are not below \$15/hour	\$25,000
Police Department Canine Unit (Staff)	General Fund	Ongoing costs are estimated at \$5,000/year	\$5,000
Carbon Emissions Tracking Services (Environmental Committee)	General Fund	Ongoing costs for Dynamhex software, which tracks the City's, residents' and business owners' carbon footprints in real time	\$12,000

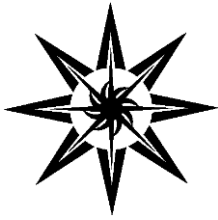
Decision Package Requests – 4/19/2021 Council Discussion

Annual Diversity Training (Council)	General Fund	To be determined training program for Council, committees and staff	\$10,000
Permit Software Maintenance (Staff)	General Fund	New building permit software maintenance agreement and ongoing expense	\$20,000
Property Tax Relief Grant (Council)	General Fund	Property tax relief grant for income-qualifying residents	\$20,000

**Note – If approved, the Building Permit Software would be purchased with remaining Cares Funds at an estimated cost of \$30,000 and not impact the budget*

**Staff Decision Packages – Are specific to Department Operations in providing City Services. The requests have been vetted by the City Administrator and Finance Director for approval consideration.*

**Council Decision Packages – Are requests for consideration received by Councilmember(s) and/or the Mayor for approval consideration.*



COU2021-39

Consider amending animal ordinance

Councilmember Inga Selders and Tucker Poling have asked the following item to be placed on the agenda for council discussion. Removal of highlighted language in regards to cat control.

The pending ordinance change has been reviewed by the Police Department. They are in agreement that the changes improve the ordinance and the removal of the highlighted language does not cause any issues with our animal control officers.

2-123 CAT AND DOG CONTROL

a) All cats must be under the control of the person responsible therefor at all times. For the purpose of this section, a cat shall be considered not under control and in violation of this section in the following situations:

1. If a neighbor complains orally or in writing to the person responsible for a cat, that the cat is entering upon the neighbor's property, then the cat's presence on the neighbor's property at any time subsequent to the neighbor's complaint shall constitute a violation of this section;
2. If a cat causes injury to persons or animals.
3. If a cat causes damage to property off the property of the person responsible for such cat, to include, but not limited to, breaking, bruising, tearing up, digging up, crushing or injuring any lawn, garden, flower bed, plant, shrub or tree in any manner or defecating or urinating upon any private property.

PREPARED BY:
Tim Schwartzkopf
Assistant City Administrator
April 13, 2021

Due to restricted access to City Hall, most meetings will be held virtually. Please continue to check <http://pvkansas.com> for access details.

MAYOR'S ANNOUNCEMENTS

Monday, April 19, 2021

Diversity Committee	04/21/2021	5:30 p.m.
Finance Committee	04/22/2021	4:00 p.m.
VillageFest Committee	04/22/2021	5:30 p.m.
City Council	05/03/2021	6:00 p.m.

INFORMATIONAL ITEMS
April 19, 2021

1. Board of Zoning Appeals minutes - January 5, 2021
2. JazzFest minutes - February 18, 2021
3. Planning Commission minutes - March 2, 2021
4. Arts Council minutes - March 10, 2021
5. Earth Day 2021 proclamation

**BOARD OF ZONING APPEALS
CITY OF PRAIRIE VILLAGE, KANSAS
MINUTES
TUESDAY, JANUARY 5, 2021**

ROLL CALL

The meeting of the Board of Zoning Appeals of the City of Prairie Village, Kansas was held on Tuesday, January 5, 2021, at 6:30 p.m. Due to the COVID-19 pandemic, Board members attended a virtual meeting via the Zoom software platform. Chair Patrick Lenahan called the meeting to order at 6:30 p.m. with the following members present: Jonathan Birkel, James Breneman, Nancy Wallerstein, Greg Wolf, Melissa Brown and Jeffrey Valentino.

Also present via Zoom in their advisory capacity to the Board of Zoning Appeals were: Chris Brewster, Gould Evans; Jamie Robichaud, Deputy City Administrator; Mitch Dringman, City Building Official, Ron Nelson, Council Liaison, and Adam Geffert, City Clerk/Board Secretary.

APPROVAL OF MINUTES

Mr. Wolf moved for the approval of the minutes of the May 5, 2020 Board of Zoning Appeals meeting as presented. Mrs. Wallerstein seconded the motion, which passed 5-0, with Ms. Brown and Mr. Breneman abstaining due to technical issues.

PUBLIC HEARINGS

BZA2021-01 Side and rear yard variance for the purpose of building an addition to home
2001 W. 71st Terrace
Zoning: R1-B

Mr. Brewster stated that the applicant was requesting a variance to allow for a two story addition on the east side of the house, which would include a kitchen on the first floor and a master bedroom on the second. The property is zoned R-1B, which requires a rear setback of 25 feet and a side setback of six feet, along with at least 20% of the lot width between both sides. The proposed addition would be between 3.2 feet and 3.875 feet from the east lot line and approximately 10 feet from the rear lot line. There is a large setback on the west side of the house and a detached garage, so the lot would still meet the cumulative side setback requirement. All other requirements of the R-1B district would be met.

The existing home was built in 1925, and preceded the adoption of the zoning ordinance. It sits near the rear portion of the lot, and currently does not conform to the rear setback

requirements (approximately 8.75 feet from the rear; 25 feet is now required). Other homes in the vicinity were built between 1950 and 1960 and have a different position and orientation, with most built at or near the front setback line of 35 feet. This results in the subject home having a relationship to the neighboring property's rear yard, rather than the side of the house.

Additionally, the home does not have room for a rear addition without increasing the existing non-conforming situation, and easements and other logistics limit the capability of expanding to the rear. Mr. Brewster added that the zoning ordinance required the Board to find that all five of the following conditions be met to grant a variance:

1. Uniqueness - That the variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zone or district; and is not created by an action or actions of the property owner or the applicant.
2. Adjacent Property - That the granting of the permit for the variance would not adversely affect the rights of adjacent property owners or residents.
3. Hardship - That the strict application of the provisions of these regulations from which a variance is requested will constitute an unnecessary hardship upon the property owner represented in the application.
4. Public Interest - That the variance desired will not adversely affect the public health, safety, morals, order, convenience, prosperity, or general welfare.
5. Spirit and Intent of the Regulation - That the granting of the variance desired would not be opposed to the general spirit and intent of these regulations.

Dennis and Stacey Rice, applicants and owners of the property, appeared with their architect, Katie Trenkle, 4319 W. 69th Street.

Mr. Birkel asked whether consideration had been given to put the addition between the home and detached garage on the west side of the property. Ms. Trenkle stated that the layout of the home, including the placement of the existing sewer line, made it more suitable to put the addition on the east side.

Mr. Lenahan opened the public hearing at 6:52 p.m. With no one present to speak on the Zoom meeting, Mr. Lenahan closed the public hearing at 6:53 p.m.

Mrs. Wallerstein asked if the addition could be reduced in size to meet the side setback requirement. Ms. Trenkle said that the design would no longer be functional if it were made smaller.

After reviewing and finding favorably on the five factors required to grant a variance, Mr. Wolf made a motion to approve the variance, subject to the following conditions:

1. That the variance be granted only to the extent shown on the submitted site plans.
2. The variance be recorded with the County Register of Deeds within one year of approval.
3. The requested variance includes a variance to the applicant's portion of the building separation requirement, resulting in the adjacent lot requiring a six foot setback, all of which can be allocated as their portion of the remainder of the building separation requirement.

Ms. Brown seconded the motion, which passed 4-2, with Mr. Valentino and Mr. Birkel in opposition, and Mr. Breneman in abstention due to technical issues.

OTHER BUSINESS

Election of Officers

Mr. Wolf made a motion to reelect Mr. Lenahan as Board of Zoning Appeals Chair. The motion was seconded by Mr. Birkel, and passed 5-0, with Mr. Lenahan and Mr. Breneman in abstention.

Mr. Wolf made a motion to reelect Mr. Birkel as Vice-Chair. Mrs. Wallerstein seconded the motion, which passed 5-0, with Mr. Birkel and Mr. Breneman in abstention.

Mr. Wolf made a motion to reelect Mr. Geffert as BZA Secretary. Mr. Birkel seconded the motion, which passed 6-0, with Mr. Breneman in abstention.

ADJOURNMENT

Chair Patrick Lenahan adjourned the meeting of the Board of Zoning Appeals at 7:12 p.m.

**Patrick Lenahan
Chair**

**JazzFest Meeting
February 18, 2021
Via Zoom**

In attendance:

Chairman JD Kinney, City Council Liaison Inga Selders, Elissa Andre, Alex Toepfer, Amanda Hassett, Dave Hassett, John Wilinski, Jim Barnes, Meghan Boom

Meeting Notes:

JD Kinney opened the meeting. He shared that he had met with Inga and Meghan to discuss the year. They all agreed that the 2021 event needs to be approached cautiously.

JD presented a tentative, scaled down 2021 budget that factored in the following: 1/3 of the typical ticket sales, 1/3 of the typical beverage sales, significantly impacted community fundraising, and one less act. There is more than a \$10,000 gap in income and expenses if the crowd is limited due to social gathering restrictions. Additionally, it would drain the savings leaving no startup funds for the following year.

JD opened up the meeting for discussion. He stated that the committee does have some time before making a final decision, but would like to hear the thoughts of the group.

Alex reported that not many gigs are happening and artists are struggling and does not believe we will have a difficult time booking talent, even if we wait until May. Dave shared that the food trucks are in a similar place as so many events have been canceled.

Jim reported that the events industry is looking to July for more concrete expectations.

Elissa reported that the library is not planning in person events through the end of August.

Dave proposed moving the event back one month to buy a bit more time.

The committee discussed the logistics of a socially distanced event. Areas of crowding typically include the VIP tent and the food truck area. Proposed ideas included advanced ticket sales, pre-ordered picnic baskets, marked seating areas on the lawn, fewer food trucks, multiple beverage stations, and no VIP tent.

The committee agreed to meet in early April to evaluate any changes to public health recommendations.

Next Meeting Date:

April 8, 2021, 5:30 p.m. via Zoom

**PLANNING COMMISSION MINUTES
MARCH 2, 2021**

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, March 2, 2021 at 7:00 p.m. Due to the COVID-19 pandemic, Commission members attended a virtual meeting via the Zoom software platform. Chair Greg Wolf called the meeting to order at 7:00 p.m. with the following members present: Jonathan Birkel, James Breneman, Patrick Lenahan, Melissa Brown, Nancy Wallerstein, Jeffrey Valentino.

The following individuals were present via Zoom in their advisory capacity to the Planning Commission: Chris Brewster, Gould Evans; Jamie Robichaud, Deputy City Administrator; Mitch Dringman, City Building Official; Ron Nelson, Council Liaison; Adam Geffert, City Clerk/Planning Commission Secretary.

APPROVAL OF MINUTES

Mr. Breneman moved for the approval of the minutes of the February 2, 2021 regular Planning Commission meeting. Mrs. Wallerstein seconded the motion, which passed unanimously.

PUBLIC HEARINGS

PC2021-104 Consider approval of amendments to Chapter 19.46 of the zoning regulations to add tree protection requirements

Mr. Brewster provided background on the proposed ordinance. He noted that the Tree Board gave a presentation at the August 17, 2020 City Council meeting requesting that the Council consider adopting an ordinance to provide greater protection for trees in Prairie Village. The Council directed staff to review the proposed ordinance by the Tree Board and draft a final ordinance for further review and consideration.

Planning, Codes, and Public Works staff met several times in the fall of 2020 to refine and finalize the ordinance for the Council and Planning Commission's consideration. Mr. Brewster stated the ordinance would apply to all right-of-way trees, site plans in which landscape standards applied, and residential teardowns, rebuilds, and rehabilitations.

Since the proposed ordinance would become a part of the landscape ordinance in Chapter 19.47 of the City's zoning regulations, public notice, a public hearing, and a recommendation from the Planning Commission prior to final adoption by the Governing Body was required. The draft ordinance was presented to the Tree Board in November and the Planning Commission and Environmental Committee in December for further review and input. Mr. Brewster said that the Planning Commission's recommendation

would next go to the City Council for final consideration at its March 15, 2021 meeting. If approved by the Council, the recommended effective date of the ordinance would be June 1, 2021.

Mrs. Wallerstein asked that it be clarified who the “Director” was, as listed in Table 19-47E regarding the approval of fences on lots less than 10,000 square feet. Ms. Robichaud stated it referred to the Public Works Director, and that the language in the final version of the ordinance would be adjusted.

Mr. Valentino asked whether the additional workload would be too much of a burden on Public Works staff. Ms. Robichaud said that the City Arborist’s maintenance duties would be reduced to give her more time to focus on tree evaluation.

Mr. Birkel expressed concern that the regulations could stifle redevelopment. He noted that many of the larger trees in the City could be near the end of their lives, and that the requirements for planting new trees were excessive.

Mr. Wolf opened the public hearing at 7:30 p.m.

Two members of the City’s Tree Board spoke in favor of the ordinance:

- Tree Board Chair Kevin Dunn, 8901 Catalina Drive
- Tree Board volunteer Frank Riott, 4411 W. 66th Terrace

With no one else present to speak, Mr. Wolf closed the public hearing at 7:39 p.m.

Mr. Valentino made a motion to approve the tree protection ordinance as presented. Mr. Breneman seconded the motion, which passed 6-1, with Mr. Birkel in opposition.

NON-PUBLIC HEARINGS

PC2021-103 Site Plan Approval for Exterior Patio Expansion
Blue Moose Bar and Grill
4160 W. 71st Street
Zoning: C-2
Applicant: Ed Nelson, KC Hopps

Mr. Brewster stated that the applicant was requesting site plan approval to expand an existing outside seating area from just over 1,000 square feet to approximately 1,850 square feet. He noted that outside patio seating was an allowed accessory use for restaurants subject to some scale limitations. Although the application met the allowed accessory use option due to the limited scale of the seating area, the expansion of the patio area into some of the existing parking spaces required site plan review according to the zoning standards. Mr. Brewster said that staff recommended approval of the site plan without conditions.

Applicant Ed Nelson, 8605 Mohawk Road, Leawood, Kansas, was present to speak on behalf of KC Hopps, the owner of the restaurant. He stated that the existing four curbside pickup spots would be moved out into the main parking lot due to the increased size of the patio. He added that patio space was necessary for the restaurant to survive during the pandemic.

Mr. Breneman made a motion to approve the site plan as presented. Mr. Birkel seconded the motion, which passed unanimously.

PC2021-105 Conditional Use Permit for Food Trailer at Meadowbrook Inn
4901 Meadowbrook Parkway
Zoning: MXD
Applicant: Justin Duff, VanTrust Real Estate, LLC

Prior to taking up the application, Mr. Wolf recused himself due to a conflict of interest and left the meeting. Vice-Chair James Breneman assumed control in his absence.

Mr. Brewster reported that the applicant was requesting site plan approval to install a food trailer and patio seating area on the north side of the Meadowbrook Inn property, across from Meadowbrook Park. The patio seating area would be placed on top of the existing paved service drive, with a slight expansion into the landscape area connecting the patio to the sidewalk on Meadowbrook Parkway.

Mr. Brewster added that the food trailer and patio would be operated in conjunction with the primary use of the property as an inn and restaurant; however, a food trailer exceeded a typical “accessory use” permit. Additionally, the zoning ordinance had several different provisions related to thresholds of outdoor commercial activity, none of which were directly applicable. Staff therefore interpreted the proposal as a “temporary use of land for commercial or industrial purposes,” requiring a Conditional Use Permit.

Staff recommended approval of the conditional use permit and site plan subject to the following condition:

1. Prior to construction, all utility, drainage and grading permits shall be approved by Public Works, and any adjustments to prior approved plans shall be made if necessary.
2. A final landscape plan shall be submitted and approved by the City prior to construction permits, showing paver material specifications and movable planter designs. These materials shall tie into either the specific site design of the Inn or the overall streetscape design of Meadowbrook Park, or both.
3. The applicant shall locate waste receptacles at convenient locations, and be responsible for maintaining the site free of waste and debris, and otherwise in an orderly condition at all times.

4. Signs for the specific use of this area of the site shall be limited to those accessory to the trailer, either located on the trailer or portable pedestrian signs on private property and within 20 feet of the trailer - which shall be stored out of sight during non-operating hours.
5. No activities of facilities supporting the use shall be located on the public sidewalk, other than pedestrian movements associated with the use; design and location of specific seating, support facilities, and the trailer shall be configured in a way to keep the sidewalk clear of obstructions.

Mrs. Wallerstein asked if there would be a loss of parking if the trailer were installed. Mr. Brewster stated that there were currently no parking spaces in the existing location. Additionally, a large number of spaces were available on Meadowbrook Parkway.

Justin Duff, representing VanTrust Real Estate, 4900 Main Street, Kansas City, Missouri, and Doug Ubben, representing Phelps Engineering, 1270 N. Winchester Street, Olathe, Kansas, were present to discuss the application. Mr. Duff noted that permanent gas and electricity connections would be run to the trailer. Additionally, the trailer would not block site lines or access to either of the existing restaurants at the inn.

Mr. Birkel asked whether a grease trap would be located in the trailer or underground. Mr. Duff stated that the trailer would have its own trap and would not connect to any existing traps on the property.

Mrs. Wallerstein asked if any signage would be located on the trailer. Mr. Duff said a sign might be placed on top of the trailer, but no definitive decision had been made. Mr. Brewster added that signage could likely be handled through a normal sign permit, but anything more substantial would need to come back before the Commission.

Mrs. Wallerstein made a motion to approve the application as presented. Mr. Lenahan seconded the motion, which passed 6-0.

ADJOURNMENT

With no further business to come before the Commission, Vice-Chair Breneman adjourned the meeting at 8:16 p.m.

Adam Geffert
City Clerk/Planning Commission Secretary

PRAIRIE VILLAGE ARTS COUNCIL | MEETING MINUTES

Zoom

Wed., March 10, 2021 5:30 P.M.

BUSINESS MEETING

Our chairperson, Bonnie Limbird, called this evening's meeting to order at 5:32 pm after a 15 minute social time to catch up with one another and introduce our new council member, Karin Jones. Council members present via Zoom were Sheila Evans, Sherrod Taylor, Al Guarino, Julie Hassel, Shelly Trewolla, Jessie Cartwright, Karin Jones, Nancy Kalikow Maxwell, Terrence Gallagher, and Bonnie Limbird.

Shelly Trewolla and Nancy Kalikow Maxwell moved and seconded respectively to approve the **Agenda**. The agenda was approved unanimously.

Public Participation Macy Cherra and Sydney Newton, our Teen Council members, joined the meeting to observe.

The **Consent Agenda** was unanimously approved.

- a. Approval of the February 2021 meeting summary.

City Council Report – Bonnie shared a report on recent City Council activity including JazzFest and Village Fest updates, the Classic Car Show at Meadowbrook Park in April, and that it's budget time again.

Financial Report -- Bonnie reviewed the current transactions as of 3/1/2021 noting that the Patriotic Valentine expenses have not been reconciled yet and are not shown. However, the Patriotic Valentine event had a budget of \$500; \$100 was spent on a Facebook ad, and \$200 was donated as an honorarium in Jennifer Mitchell's name to the KC Civic Orchestra, so it's a pretty easy budget to keep track of. Those items will be on the next report.

We did receive a \$500 donation from Ann Holmes via the PV Foundation, and we also received our 2021 City allocation of \$14,500.00.

Old Business

- a. None.

New Business

- a. **Consider approval to reallocate FotA 2021 budget to ArtWalk 2021** - Since we were unable to hold Future of the Arts in 2021 due to COVID, that budget has not been used, and since ArtWalk is a brand new idea generated after the 2021 budget was approved, it has no budget currently. The ArtWalk committee would like the Arts Council to consider reallocating the \$2,500 FotA budget to ArtWalk for 2021. Sherrod Taylor moved to approve this request, and Sheila Evans seconded. No discussion. Motion carried.

Announcements

- b. None.

There being no further items on the business meeting agenda, the business meeting was adjourned around 6:00 PM.

PLANNING COMMITTEE AS A WHOLE

PAST EVENT REVIEW

A Patriotic Valentine - Sheila Evans shared that this was a successful, albeit last-minute, event. During the live Facebook event, we had 46 viewers and over 90 comments. Post-event, since the video will remain available to view on our Facebook page, we have garnered many more views, and we will continue to accrue views and engagements through follow-up “In Case You Missed It” social media posts to drive more traffic to the video.

EVENT PLANNING

Feb/March Virtual Art Show - At the top of the meeting, Bonnie shared the ArtsKC Go website banner that Paul Tosh designed and will be featured all this week as one of the banner slides.

Art of Photography - Shelly reported that our AoP juror, Aaron Smith, is on spring break currently (he's a professor at JCCC), but she has shared the CaFÉ Help and Juror videos with him and he feels confident about the info there. He will judge the show this Saturday, March 13th (the show closes on the 12th) for the first round. He will rate on a scale of 1-20. Shelly will then review the ratings and confirm there are no instances of the same artist winning in more than one category. In that case, she will go back to Aaron to review and assess.

He will be inviting about 90 images for the virtual show, and he agreed to write a blurb or post about his rating philosophy and do a video as well for us to share on our platforms.

Letters to the invitees are scheduled to go out on March 17th. At the time of our meeting, we had received 705-ish entries, which is a 25% increase over last year. Expenses will be about \$3,550 including a juror honorarium.

Shelly asked council members what they thought about maintaining AoP as a virtual event even after COVID. She wants us to think about it. Bonnie suggested this could be a survey question for our artists to see what they think. Karin suggested maybe a regional only show, and then an online show for outside our region. Shelly said she'd prefer not to do international any more, and Bonnie said that was good to know because it does cost us more to advertise internationally through CaFÉ.

ArtWalk - Jessie updated us on the Arts Council of JoCo public art database spreadsheet that she's filled out for them. It's complete now, and she has sent it to Meghan Buum at the City for a quick once-over before she sends it back to the Arts Council of JoCo.

The ArtWalk committee met a few days prior to this meeting, and it was very productive. The most intriguing part was Maddie's information on her research into apps for our ArtWalk. She had thought she could build out a simple feature/app through our website with Google Maps, but it wasn't going to be anything like what an existing app could do. Otocast was an app that Jessie discovered through her extensive research into ArtWalks across the nation. Otocast is a popular service and a small business with just two guys. Both Mission and Merriam, Kansas are using Otocast, so Arts Council members should download the free app to their phones and walk through both of their tours online to see all the features. It is geolocated, so it will pop up the walks closest to you as soon as you open it.

A logo is in the works. Paul Tosh was planning to do one, but got slammed at work. Jessie mocked up a few pieces to start with, and is planning to send to Paul for feedback and/or a starting point for him to create something. Bonnie is also looking into a grant opportunity through KCAIC. We're too late to get a grant for this year's walk, but we can do this year as a “pilot program” and then apply next year for their “Reimagined Spaces” grant which is a 1:1 match. We are also planning to coordinate the kick-off of the ArtWalk (late May or early June) with a ribbon cutting for “Fifties Freedom in the Village” sculpture at 71st Street and Mission that was delayed due to COVID.

Bonnie shared that, since the ArtWalk committee meeting, she has reached out to a couple of local architectural photographers she's worked with in the past at her day job, and one of them has already offered to donate his services. Bonnie will meet with them both to get more information, and then coordinate with the ArtWalk committee, public works, our City statutory conservator, and the First Washington property owners to make sure the pieces look their best.

Lastly, she shared a budget that she has drafted for the ArtWalk to fit within the \$2,500 budget just approved this evening. The budget includes Otocast, sign posts, reusable and changeable sign materials, printing, paid advertising, and more.

Pool Mural - Bonnie shared the latest news about a PV mural which she has been campaigning to get for at least two years. There is now a mural at Corinth South behind Panera. Bonnie will send the info on that to Nancy who offered to write a blog about it. But we have the opportunity, as the Arts Council, to put out a call and select a local artist for a brand new mural at the city pool! Bonnie will share a photo separately of the location within the pool complex that has been set aside. This will be an ad hoc committee in conjunction with pool staff, the Parks & Rec committee, and the new Diversity committee, so let Bonnie know if you're interested in helping on this committee.

2022 Think Ahead & Budget - Thinking ahead to 2022 and it being budget time again, we brainstormed some quick ideas, including following through on the Art of the Special Olympics with PVPD, and revisiting the Art of the Seniors for a possible "every other year" show. Jessie pointed out that the gallery has some needed maintenance due to a water leak behind one of the walls, but Bonnie said this is a City issue and she will make sure they are aware of it since it's currently hidden by one of Jessie's artworks. Please send Bonnie any other ideas, focuses, or suggested improvements for 2022 via email.

Shelly reminded us that we still don't have that shed that we approved two years ago. Dan was supposed to build it last summer. We need that outside storage desperately for the 3D art display pedestals and the tables. The MPR closet is stuffed, and has to basically be completely unloaded and reloaded to get stuff in and out. It takes as much time to do that as it does to hang and take down the gallery shows.

Bonnie said that we don't need to give the Finance Director a detailed budget yet, but we do need to let her know what our City-ask will be for 2022. Bonnie did state that we will not be raising our ask at all due to the COVID pandemic. If anything we could lower it to offset the funds we will have accrued by the end of 2021. The last few years, we have asked for \$14,500.00. We could ask for less for 2022 or we could plan to add a few public art pieces or a revolving art program for public art and use the funds for that.

At this time, since we don't know yet what the next year will look like with the current changes we're making to arts programming and with the possibility of a public art savings fund, there wasn't an appetite to reduce it this year. Karin Jones moved to hold the budget at \$14,500 for 2022, and Nancy Kalikow Maxwell seconded. Motion carried 7-0 (Paul had since joined the meeting, and Julie & Al had left the screen).

MARKETING

Facebook Page Share by all - Bonnie walked through how to share our PVAC Facebook page from our personal accounts to our FB friends through the "Invite" feature. This was new information for many, so we should definitely be able to grow our audience over the next month if everyone with FB accounts does this.

Facebook Page, titled R.G. Endres Gallery - Bonnie stumbled across this page, and asked if anyone was, or knows who was, the administrator on it, so we can close it. No one on the Zoom call knew about it, so Bonnie will ask the absent members, and if we still can't figure it out, she will contact FB about how to cancel.

Web hosting service comparison to replace Wan Security - Al reported that our current contract is officially only through the end of April. Wan has agreed to an additional 6 months at \$270. Hostgator is half that at about \$20/month. Al suggested we get our “tech savvy” committee members together to organize the switchover. Bonnie stated that she’d like to look at at least one more, if not two, host options to compare, but she will organize a meeting with Maddie Kamphaus (fellow committee member not present) to work through all the details.

eCommerce Site comparison for online sales - Al reported that he was really looking for a service that could calculate shipping costs based on weight, but hasn’t had luck with an out-of-the-box option, yet. He’s found many coders that are willing to code us a whole new site with ecommerce, but he feels strongly PVAC should stick with the FlipCause website.

Bonnie shared that after even more conversations with staff about websites, there isn’t anything precluding online sales, in theory, but the issues they’ve encountered on the back-end because they weren’t included in the selection and logistics of the online sales set-up have caused an inordinate amount of hours reconciling everything financially. Future online sales processes and set-up need to be 100% vetted through city staff.

MISCELLANEOUS

Survey Questions - Bonnie will forward draft survey questions for patrons and artists (separately) for review and feedback for a Patron Survey and an Artist Survey to go out soon.

Local Award Categories - Bonnie would like the Arts Council to consider adding a “local artist” category for some or all of our juried shows, since we are funded by the City and tax dollars. Shelly stated that some shows may not be able to do that, because it’s too hard to break out entries geographically.

Moving Planning meeting to after the Business meeting - Bonnie shared the reasoning for moving the planning meeting back to after the Business meeting, including getting the quick business done to respect members’ schedules for important votes and knowing that most planning committee items can be carried over to the next meeting or interim email conversations, whereas the Business items can not. She asked if anyone had any concerns with that change, and none were shared.

Brick Sales - Staff has notified Bonnie that we sold 3 bricks in February. These bricks get engraved and placed in the pathway around the PV Community Center in front of City Hall. Staff didn’t realize that the [form](#) was still live, and they didn’t believe there had been a concerted effort to advertise it for a while. They are currently selling for \$35 each for a fundraiser for Arts Council, but that may not be covering the cost anymore. Through an informal discussion, we confirmed we would still like to sell these. Staff will get current costs for bricks, and Bonnie will bring that back to Arts Council for a vote on a new sell price.

Shelly said they had agreed to this awhile back, but she guessed it didn’t get communicated to staff and completed.

Foundation donation - Arts Council received a very generous donation of \$500 from Ann Holmes through the PV Foundation around the Mayor’s Tree Lighting Ceremony that has been transferred to our account. The Foundation has sent a form thank you letter, but Bonnie asked if any of the councilmembers would like to send a handwritten thank you note. Our new council member, Karin Jones, volunteered to do that and bring the card around to fellow members’ homes for personal signatures.

Overcharges - Over the last many months of getting all of our online services organized and understood by Bonnie and staff, it’s come to our attention that we’ve been overcharged by both FlipCause and CaFÉ to the tune of \$270 total. Bonnie has an email into CaFÉ to check 2020, too, to make sure there wasn’t another \$175 overcharge there.

Betsy Holliday - Betsy has decided that she needs to step down in the middle of her term due to her

health. She will be missed in Arts Council, and Bonnie made a suggestion to send her something in thanks and to let her know we're thinking of her. Someone suggested a brick dedicated to her along with a card, and all concurred. Karin Jones volunteered to do the card for that as well. Bonnie will order the brick for Betsy and one for Daniel Andersen, as well, to thank them both for their service.

There being no further items on the agenda and no additional items suggested by the members, the Planning Committee as a Whole meeting was **adjourned** at 7:02 P.M.

END



CITY OF PRAIRIE VILLAGE PROCLAMATION

**EARTH DAY
April 22, 2021**

WHEREAS, in 1970, Earth Day was organized to honor the Earth and give voice to emerging public awareness of environmental concerns; and

WHEREAS, 50 years later, Earth Day remains an opportunity to renew our commitment to preserving and protecting the environment; and

WHEREAS, climate change is an accelerating crisis that impacts our economy, society, health, and quality of life; and

WHEREAS, communities around the world are accelerating their efforts to invest in sustainable and inclusive solutions to address the mounting issue of global climate change; and

WHEREAS, we can use our collective voice to meet the challenge presented by climate change and to drive transformative action and leadership; and

WHEREAS, participating in Earth Day activities is one way citizens can recommit to reducing waste, protecting our air and waterways and replenishing our depleted natural resources,

NOW, THEREFORE, I, Eric Mikkelson, Mayor of the City of Prairie Village, in honor of the 50th anniversary of Earth Day, do hereby proclaim

April 22, 2020 as Earth Day in Prairie Village

And encourage all citizens to take action to preserve and protect our Earth.

Mayor Eric Mikkelson

City Clerk

Date