

COUNCIL COMMITTEE

April 4, 2011

6:00 p.m.

Council Chambers

AGENDA

CHARLES CLARK, COUNCIL PRESIDENT

AGENDA ITEMS FOR DISCUSSION

- *COU2011-12 Consider approval of insurance renewal program
Bob Frankovic, Cretcher Heartland**

- COU2011-13 Consider Resolution Authorizing Certain Improvements to Public Buildings of the
City of Prairie Village, Kansas and the Issuance of General Obligation Bonds
Therefore, All Pursuant to K.S.A. 12-1736 ET ESQ. Regarding the Geothermal
Energy Project
Gary Anderson, Gilmore & Bell**

- COU2011-14 Consider approval of a license agreement for the purchase of electronic ticketing
hardware and software system from Advanced Public Safety, Inc. (APS)
Dennis Enslinger**

- COU2011-15 Consider approval of a contract to purchase municipal court case management
hardware and software system, Incode, from Tyler Technologies, Inc.
Dennis Enslinger**

- *COU2011-16 Consider approval of a contract with Freeman Concrete Construction, LLC for the
2011 Concrete Repair Program
Bruce McNabb**

***Council Action Requested the same night**

COUNCIL COMMITTEE OF THE WHOLE
April 4, 2011

The Council Committee of the Whole met on Monday, April 4, 2011 at 6:00 p.m. The meeting was called to order by Council President Charles Clark with the following members present: Mayor Ron Shaffer, Al Herrera, Dale Warman, Ruth Hopkins, Michael Kelly, Laura Wassmer, Dale Beckerman, David Morrison and David Belz. Steve Noll, David Morrison and Andrew Wang arrived late. Staff Members present: Wes Jordan, Chief of Police; Captain Tim Schwartzkopf, Captain Wes Lovett, Officer Kyle Shipp; Bruce McNabb, Director of Public Works; Katie Logan, City Attorney; Quinn Bennion, City Administrator; Dennis Enslinger, Assistant City Administrator; Bettina Jamerson, Municipal Court Administrator; Chris Engel, Assistant to the City Administrator and Joyce Hagen Mundy, City Clerk.

COU2011-13 Consider Resolution authorizing certain improvements to Public Buildings of the City of Prairie Village, Kansas and the issuance of General Obligation Bonds

On February 22, 2011, the City Council directed staff and the Finance Committee to explore funding options for the installation of a geothermal energy project at the City Hall/Police Building Complex. The Finance Committee met on March 7, 2011 and is recommending that the City issue general obligation bonds or temporary notes to finance the unfunded portions of the project estimated to be \$509,000. Anticipated energy savings from the project would be used as the source of payment for the bond issuance.

Gary Anderson, with Gilmore and Bell, stated the first step in the process requires the City to pass a resolution authorizing the issuance of general obligation bonds pursuant to K.S.A. 12-1736 et seq. He noted the approval of this resolution does not commit the City to the actual issuance of bonds stating this would require further action by the Governing Body. Quinn Bennion added that approval of this resolution does not commit the City to completing the geothermal project or issuing bonds at this time.

Dale Beckerman made the following motion, which was seconded by Ruth Hopkins and passed unanimously:

**MOVED THE GOVERNING BODY APPROVE RESOLUTION 2011-01
AUTHORIZING CERTAIN IMPROVEMENTS TO PUBLIC BUILDINGS
OF THE CITY OF PRAIRIE VILLAGE, KANSAS, AND THE ISSUANCE
OF GENERAL OBLIGATION BONDS THEREFOR, ALL PURSUANT
TO K.S.A. 12-1736 ET SEQ**

**COUNCIL ACTION REQUIRED
04/18/2011**

COU2011-12 Consider 2011-2012 Insurance Coverage Renewals

Quinn Bennion reported the City's Insurance Consultant Cretcher-Heartland solicited bids for 2011-2012 Property/Casualty insurance coverage. Quotes were received from the incumbent carriers Traveler's and Argonaut with an alternate quote received from RLI for

Inland Marine coverage. The insurance committee reviewed the options at their March 23rd meeting. Overall, the bids represented an increase of \$5,500 or 2% with policies very similar to the current plan.

The coverage will be placed with the following entities: Property insurance through Travelers, Inland Marine coverage with RLI, General liability/auto/public official and employment practices with Argonaut, Law enforcement liability with Argonaut and Workers' compensation with Argonaut. Mr. Bennion noted the most significant change in premium is for worker's compensation with an increase of approximately \$8,000. All other rates were very similar or reduced from the expiring year.

The Insurance committee recommended adding to the City's coverage theft and vandalism insurance for city statuaries with a \$1,000 deductible. The cost is approximately \$600. The committee also discussed the necessity and assumed risk of carrying earthquake and flood insurance. Each coverage costs \$2,385 annually. It was noted if the two coverages were discontinued, the total renewal amount would be an approximately \$600 increase in premium cost. Mr. Bennion asked for Council direction on this option.

The premiums are budgeted in the general fund for 2011 and the renewal amount will be budgeted as part of the 2012 budget process and any deductibles would be taken from the insurance reserve fund.

Bob Frankovic noted insurance renewal is a process and not an event. He state Cretcher-Heartland looked at 14 carriers to provide coverage to the City. The insurance committee questioned the necessity and assumed risk of carrying earthquake and flood insurance. Mr. Frankovic noted the deductible on the flood insurance is \$100,000 and added the City has not had an event that would even approach that level of damage. The earthquake insurance has a deductible of \$50,000. He noted the nearest fault line is in Eastern Missouri. Both of these claims could be covered by an unfunded or funded reserve fund.

Mr. Bennion advised the facility most likely to incur flood damage is the public works facility. Mr. Frankovic stated the insurance agency defines flood as any rise of water out of a natural area and added the insurance covers buildings, not equipment, underground tanks or computer networks

Dale Beckerman asked what the flood rating was for that facility. Mr. Frankovic responded it is above the 100 year flood plain. Mr. Beckerman asked if it flooded in 1977. Mr. Frankovic responded to his knowledge it has never experience any flood damage.

Steve Noll stated the question is should the city be purchasing insurance coverage against an event that is not likely to happen. There was no damage in 1998 and the only damage he was aware of in 1977 was to police vehicles from flooding from Brush Creek.

Ruth Hopkins asked if the insurance would cover infrastructure repair. Mr. Frankovic replied it would not. It would only cover buildings.

Dale Warman asked if the increase in the worker's compensation coverage was due to claim experience. Mr. Frankovic responded two components influence the premium - claim

experience and an increased payroll level. He noted the city's rating increased from .74 to .77, which is a very good rating.

Laura Wassmer agrees with eliminating both coverages and noted she was pleased the city added coverage for statues. Mr. Frankovic explained the coverage is based on actual cash value, not replacement costs with a \$1000 deductible per occurrence. He added if several statues were damaged in a single vandalism event it would be considered as one occurrence.

Steve Noll added that although this does not coverage replacement cost, it does cover related costs in removing the damaged statue, transportation and installation costs for the new statute.

On behalf of the Insurance Committee, Steve Noll made the following motion, which was seconded by Al Herrera and passed by a vote of 10 to 0 with Dale Beckerman abstaining:

**MOVED THE GOVERNING BODY RENEW THE CITY'S PROPERTY
INSURANCE COVERAGE WITH TRAVELERS, INLAND MARINE
COVERAGE WITH RLI AND THE CITY'S LIABILITY/WORKER'S
COMPENSATION COVERAGE WITH ARGONAUT FOR THE
COVERAGE YEAR MAY 2011 TO MAY 2012 WITH DIRECTION
TO REMOVE FLOOD AND EARTHQUAKE INSURANCE COVERAGE
COUNCIL ACTION TAKEN
04/04/2011**

COU2011-14 Consider approval of a License Agreement for the Purchase of Electronic Ticketing Hardware and Software system from Advanced Public Safety, Inc.

COU2011-115 Consider approval of contract to purchase Municipal Court Case Management Hardware and Software System, Incode, the Tyler Technologies, Inc.

Dennis Enslinger stated over the past few years the City has been making technology improvements beginning with Human Resources/Payroll, then the purchase of new Financial and Business License/Building Permit Software and upgrade of the city's website. This is the next technology improvement to be funded by the technology reserve account for the implementation of E-ticketing and related municipal court software upgrade. Mr. Enslinger noted future technology projects include new public works software, communications/telephone system and Council Chamber improvements.

Captain Tim Schwartzkopf stated the Police Department began exploring options regarding E-Ticketing with the completion of the Intergraph project looking at the following E-ticketing vendors: Advanced Public Safety, Inc., Brazos Technology, and Cardinal Tracking Inc. APS is the leading electronic citation/forms provider in North America. Staff is recommending its purchase for the following reasons:

- Designed and tested by law enforcement officers
- Patented software integrates with agencies' existing technology platform (Intergraph)

- Mobile computer and handheld use with same user interface
- Integrated and tested with dozens of RMs, Court and CAD systems and is non-proprietary
- MARC has selected APS as a vendor and negotiated a reduced pricing contract
- Several Kansas agencies are using APS including Overland Park, Olathe, Kansas City, Fairway, Lawrence and Emporia

The APS E-Ticketing Software System will allow Officers to utilize both handheld devices and card readers (attached to existing in-car computers) to automatically scan a violator's driver's license, and electronically populate and generate a citation. This will reduce the amount of time spent on each stop, allowing the officers to make more stops during their shifts and improve safety during each stop reducing by reducing the amount of time an officer spends outside of the vehicle.

Through interfaces with I/LEADS and the new Incode Court Management software, the information from those citations can be automatically downloaded into those applications, allowing for improved information sharing not only between city departments, but all Intergraph-users. Captain Schwartzkopf noted APS has been successfully implemented with the I-Leads/Intergraph systems in the cities of Olathe and Overland Park.

Laura Wassmer asked what would happen if an individual did not have a current driver's license. Kyle Shipps replied the system still has the ability to download the information or be typed in. Dale Beckerman asked if the tickets would still be signed. Officer Shipps replied an electronic signature would be input. Captain Schwartzkopf added it would also be possible to get a verbal authorization. Laura Wassmer confirmed when the license is input information on other violations from outside of Prairie Village would be made available to the officer. Dale Warman confirmed that these would be deployed in all patrol units. Captain Schwartzkopf added the motorcycle unit would have hand held units.

Bettina Jamerson, Municipal Court Administrator, stated in 2008 the City began exploring improvements to their existing court management software. To gain a better understanding of the possible court case management systems, the City issued an RFP in July 2010. The City received ten (10) Requests for Proposals and a committee of court staff, administrative staff, and the Police Department reviewed the requests and selected five (5) firms to interview. After conducting onsite interviews, demonstrations and checking references, the committee has recommended the selection of Incode Court Case Management System from Tyler Technologies. She noted this system is used in 24 municipal courts in Kansas.

The Incode system included a number of significant features which made it the best-suited product including the following:

- Allows for online-payments. Other cities who have implemented on-line payments see approximately 25% of the payments made on-line.
- Allows on-line court data information for defendants and attorneys
- Integrates with e-ticketing systems (APS)
- Allows for paperless dockets with judges and prosecutors able to access case files
- Allows for pictures of defendants to aid in issuing warrants and reducing errors

- Cases are linked by co-defendants, a capability that is not provided in the current system, so court staff can view all co-defendants on a case and choose which case staff wants to view.
- New tickets for an existing defendant, whether with an active case or closed case, will be linked to any previous tickets. This will assist in determining plea negotiations and recommended sentencings.
- Tyler Technologies makes annual updates to the system, the cost of which is included in the annual maintenance. Also, if any state required changes occur, Tyler Technologies completes these items in a timely manner at no additional cost.
- Incode will maintain, track and balance the Bond Account and ADSAP account. In addition it will print bond checks, which is currently done manually.

Dennis Enslinger noted in 2010, the City set aside \$250,000 in the Equipment Reserve Fund for the purchase of E-Ticketing Software system and Municipal Court Case Management System and provided the following breakdown of estimated costs:

Item	Software and Hardware Cost s
E-Ticketing Hardware and Software (APS)	\$85,705.85 (Mission Hills will reimburse 25% of the in car costs or \$17,036)
Incode, Tyler Technologies	\$85,021 (Mission Hills will reimburse 25% or \$21,255)

The Incode Municipal Court Management System is broken down as follows: Software and Hardware Costs \$75,875, with estimated travel expenses of \$9,146.

There will be associated software maintenance costs for each of the systems. The first year maintenance fees for E-ticketing will be \$8,330.84 which is currently included in the main quote.

The first year maintenance fees for the Municipal Court Case Management system will be a \$200 monthly fee for online payments. After six months from the go live date, annual maintenance fees begin \$12,809 will be assessed. The City of Prairie Village will be responsible for \$9,606.75, with the remainder being paid by the City of Mission Hills. Because these funds are not currently budgeted for 2011, Staff is recommending that these fees come from the Equipment Reserve Fund. The total expenditures for the software, hardware and maintenance fees is just under \$200,000 which is within the budgeted amount of \$250,000.

Item	First Year Maintenance Costs
E-Ticketing Hardware and Software (APS)	\$ 8,330.84 (Mission Hills will reimburse \$1,607)
Incode, Tyler Technologies	\$ 12,809 (Mission Hills will reimburse \$3,202)

Mr. Enslinger noted staff has reviewed possible funding sources for the ongoing maintenance costs. Based upon the contracts, the maintenance fee structure will remain roughly the same per year with a small percentage increase for inflation. To cover the costs on-going maintenance fees, staff will be recommending to the presiding Judges to

increase the existing fine structure for each ticket by a minimum of \$2.00. This will allow the City to recover the maintenance costs for the two software programs each year.

Ruth Hopkins confirmed the court staff are supportive of the new software.

Dale Beckerman made the following motion, which was seconded by Laura Wassmer and passed unanimously:

**MOVED THE GOVERNING BODY AUTHORIZES THE USE OF THE EQUIPMENT RESERVE FUND TO FINANCE THE PURCHASE OF ELECTRONIC-TICKETING HARDWARE AND SOFTWARE SYSTEM FOR A SUM NOT TO EXCEED \$90,000 AND AUTHORIZES THE MAYOR TO EXECUTE ASSOCIATED AGREEMENTS AND CONTRACTS WITH ADVANCED PUBLIC SAFETY, INC.
COUNCIL ACTION REQUIRED
CONSENT AGENDA**

Dale Beckerman made the following motion, which was seconded by Laura Wassmer and passed unanimously:

**MOVED THE GOVERNING BODY AUTHORIZES THE USE OF THE EQUIPMENT RESERVE FUND TO FINANCE THE PURCHASE THE INCODE COURT CASE MANAGEMENT HARDWARE AND SOFTWARE SYSTEM FOR A SUM NOT TO EXCEED \$90,000 AND AUTHORIZES THE MAYOR TO EXECUTE ASSOCIATED AGREEMENTS AND CONTRACTS WITH TYLER TECHNOLOGIES.
COUNCIL ACTION REQUIRED
CONSENT AGENDA**

COU2011-16 Consider approval of a contract with Freeman Concrete Construction, LLC. for the 2011 Concrete Repair Program

On March 25, 2011, the City Clerk opened bids for Project CONC2011, 2011 Concrete Repair Program. Bruce McNabb noted this program consists of repairs to deteriorated concrete sidewalk, curb and ADA ramps. Location of work includes the remainder of five streets in District #53 (Juniper Drive from 79th Street to Roe Avenue, Ash Street Cul-de-sac from 81st Street to End, Briar Street from Rosewood Drive to 83rd Street, 81st Street from 80th Street to Roe Avenue and 80th Street from 81st Street to Roe Avenue). District #43 (Mission Road to Belinder Avenue and 75th Street to 83rd Street). District #33 (Belinder Avenue to State Line Road and 75th Street to Somerset Drive). Five bids were received:

Freeman Concrete	\$518,520.00
McAnany Construction	\$534,125.00
Miller Paving	\$554,112.50
WM White & Sons	\$618,786.25
O'Donnell & Sons	\$767,771.25
Engineer's Estimate	\$665,175.00

There is \$649,000.00 budgeted for this project and the contract will be awarded for that amount. Funding is available in the Capital Infrastructure Program Project CONC2011.

City staff has reviewed the bids for accuracy and found no errors.

Charles Clark confirmed the contract is being issued in the full budgeted amount allowing for additional work to be done based on the unit prices bid.

Dale Beckerman made the following motion, which was seconded by Andrew Wang and passed unanimously:

**MOVED THE GOVERNING BODY AUTHORIZES THE MAYOR
TO SIGN THE CONTRACT WITH FREEMAN CONCRETE
CONSTRUCTION, LLC. FOR THE 2011 CONCRETE REPAIR
PROGRAM IN THE AMOUNT OF \$649,000.00
COUNCIL ACTION TAKEN
4/4/2011**

Staff Reports

Public Safety

- Chief Jordan reported that Sgt. Myron Ward was back from military leave and acknowledged the work of Cpl Jason Kuder and Cpl. Ivan Washington while Sgt. Ward was on leave.
- Chief Jordan presented the Department's crime response strategies in response to the recent increase in burglaries. The strategy focuses on four components including Community Involvement, Change in Strategy, Prioritization of Resources and Investigations Progress Report. He stressed the importance of community involvement and noted recent meetings held with homes associations.
- Captain Tim Schwartzkopf presented information on the new strategy following data driven policing. Data-Driven Approaches to Crime and Traffic Safety (DDACTS) maps where your crimes occur, where your accidents/traffic problems occur and where these areas overlap you create hot spots where you deploy high visibility enforcement. He noted there will be more emphasis on the east portion of the city based on accident and incident records.
- Captain Schwartzkopf shared statistics from the City of Shawnee on its success using DDACTS and presented maps of the City depicting where crimes and accidents are occurring.
- Captain Wes Lovett provided an update on the residential burglary arrest made earlier in the day.
- Chief Wes Jordan stated he would be discussing staffing levels as part of the 2012 budget process.

David Morrison confirmed that this strategy will result in less officer visibility in other areas of the City and expressed concern that the residents in his Ward would not be receiving adequate police services and longer response times.

Dale Warman complimented the Department on its efforts and noted that Kansas City, Missouri announced they would be implementing a similar program last week.

Public Works

- Bruce McNabb reported that the Franklin Park pavilions are ready for use. The contractor is making progress on the remaining punch list items and should be finished within the next few weeks.

Administration

- Dennis Enslinger distributed and reviewed 2010 census tract information. He noted only demographic information is available which reflects an increase in minority population and diversity.
- The City's web site will be featuring businesses providing both information and when applicable a link to their websites. Several homes associations are also working with city staff to make use of the city's website.

David Belz stressed the need for more publicity to be put out regarding the change in dates for the City's Large Item Pick-up. Mr. Enslinger noted Deffenbaugh will be sending out another mailing to all residents and businesses. The new dates for pick-up are as follows:

Homes on 75th Street and north of 75th Street will be collected on Saturday, May 14th
Homes south of 75th Street will be collected on Saturday, May 21st.

Adjournment

With no further business to come before the committee, Council President Charles Clark adjourned the meeting at 7:20 p.m.

Charles Clark
Council President