

CITY OF PRAIRIE VILLAGE

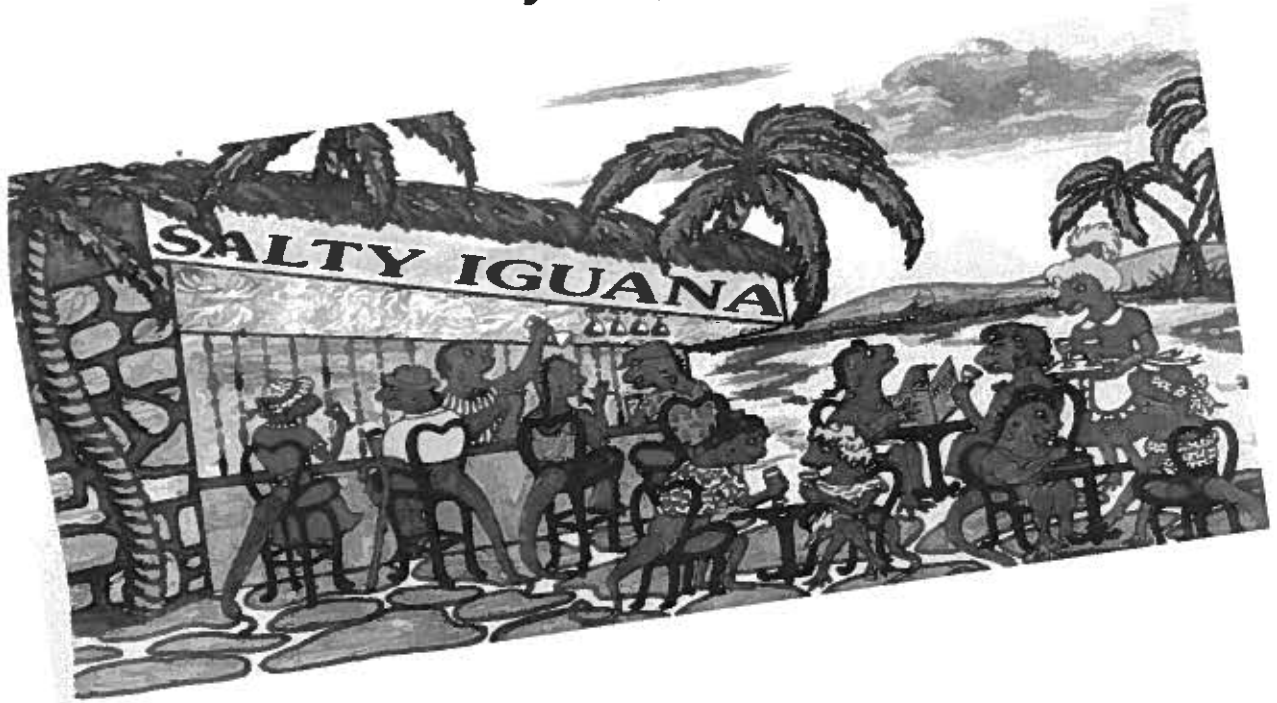
May 16, 2011

**Committee Meeting
6:00 p.m.**



City Council Meeting

May 16, 2011



Dinner

provided by:

SALTY IGUANA

Burritos and Enchiladas

Beans and Rice

Iguana dip,

Chips and sauce

Dessert

COUNCIL COMMITTEE
May 16, 2011
6:00 p.m.
Council Chambers

AGENDA

DALE BECKERMAN, COUNCIL PRESIDENT

AGENDA ITEMS FOR DISCUSSION

2012 Budget Presentation & Discussion

COU2011-23 - Consider Discontinuing the School Crossing Guard - 95th and Roe
Wes Jordan

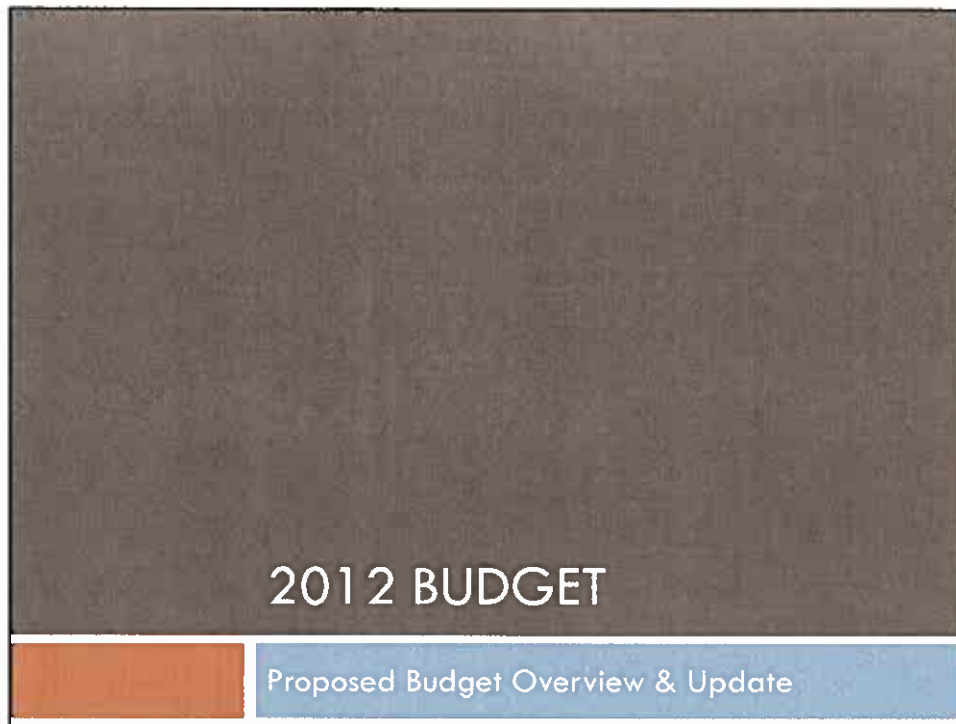
COU2011-24 - Consider Approval of Council Policy CP033 - Expense Reimbursement
Chris Engel

COU2011-25 - Consider Acceptance of Grant and Allocation of Contingency Funds for new
emergency sirens
Chris Engel

*COU2011-26 - Consider Project 190890: 2010 Bond Project - Construction Change Order
#7 adding the mill and overlay of Delmar Street from 83rd Street to
Somerset Dr
Keith Bredehoeft

Executive Session

*Council Action Requested the same night



Agenda

- 2012 Staff Budget Objectives
- Requested 2012 Budget Overview
- One-Time vs. Ongoing Expenditures
- Additional Services
- Budget Questions
- Next Steps

2012 Staff Budget Objectives

- Maintain high quality services and programs
- Maintain quality streets, parks and infrastructure
- Continue strong financial condition
- Maintain AAA bond rating
- Reduce reliance on fund balance and reserves

2012 BUDGET

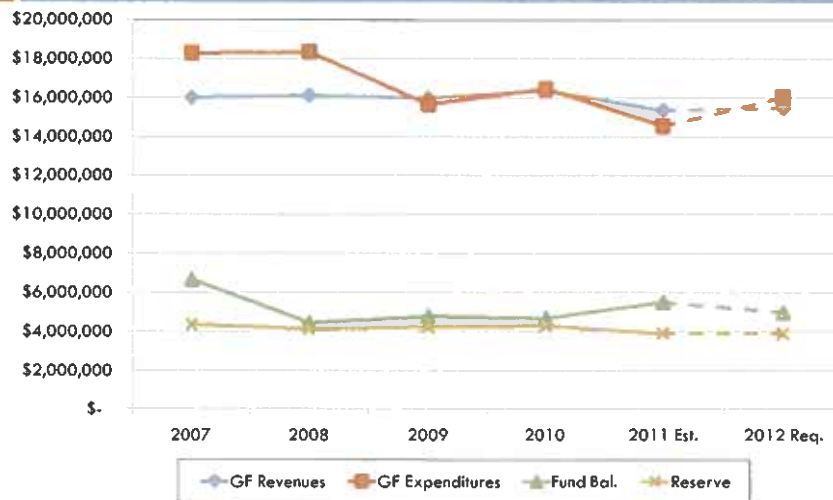
2012 Requested Budget Overview

2012 Overview

- The 2012 General Fund Budget will be balanced.
 - Maintains existing level of services
 - Maintains existing level of personnel resources

- Budgeted expenditures will exceed revenues.
 - The difference will be offset by unspent 2010 savings.
 - Unspent funds should be considered for one-time uses as they are not ongoing sources of revenue.

2012 Overview (con't.)





2012 BUDGET

One-Time vs. Ongoing Expenditures

This slide features a dark brown background with the text '2012 BUDGET' in white. Below this, there is a horizontal bar with an orange segment on the left and a light blue segment on the right containing the text 'One-Time vs. Ongoing Expenditures'.

One-Time vs. Ongoing Expenditures

- One-Time Expenditures
 - Items paid for at once with minimal continuing cost
 - Regardless of the initial amount, there is comparatively little fiscal effect in future years
 - Examples: CIP items, technology or building upgrades
- Ongoing Expenditures
 - Items paid for that have a reoccurring annual cost
 - Costs accumulate and often escalate in future years
 - Examples: Additional services and/or personnel

One-Time Expenditures

- General Fund
 - Stage for Villagefest & Jazzfest - \$20k
 - MRP Upgrade – \$30k
 - Technology Fund – To be discussed June 13th
 - Vehicle/ Equipment Replacement – June 13th

One-Time Expenditures (con't)

- General Fund Transfer to CIP
 - 5 year History
 - 2007 – \$4.90 million; Total Revenues - \$7.05 million
 - 2008 – \$4.64 million; Total Revenues - \$6.16 million
 - 2009 – \$2.17 million; Total Revenues - \$14.46 million
 - 2010 (est.) – \$1.89 million; Total Revenues – \$3.78 million
 - 2011 (budget) - \$817,000; Total Revenues - \$2.67 million

One-Time Expenditures (con't)

- CIP typically funds the following:
 - Streets
 - Drainage
 - Building
 - Parks / Tennis / Pool

- To be discussed May 23rd

Ongoing Expenditures

- Elections During Even Years - \$60k
- Salaries – 2% (one-time merit)
- KPERS – 0.6% increase
- Health Insurance – 12% budgeted increase
- Commodities
- Contract Services

A dark brown rectangular box with the text "2012 BUDGET" centered in white. Below the box is a horizontal bar with an orange segment on the left and a blue segment on the right. The text "Additional Services" is centered in white within the blue segment.

2012 BUDGET

Additional Services

Sidewalk Snow Removal

- Issues
 - Many City properties not clearing sidewalks
 - Violation of City Code
 - Safety issues for pedestrians, especially school children
 - Potential for accidents, injuries

- Related Issue: responsibility for clearing trails adjacent to private properties

Sidewalk Snow Removal (con't.)

- Solutions
 - Adjacent Property Owners
 - Volunteers
 - City Public Works Staff
 - Contractor(s)

Sidewalk Snow Removal (con't.)

- Funding
 - Fines
 - Increased Taxes

Sidewalk Snow Removal (con't)

<u>Streets</u>	<u>Miles</u>	<u>Costs</u>	<u>Mill Levy Equivalent</u>
City On-Street Trail	1	\$5300	0.02
All Major Streets	51	\$270,000	1.0
Within 1 mi. of Pub. Schools	84	\$447,000	1.6
All City Streets	94	\$500,000	1.8

Assumptions

- Average annual snowfall (6.4 events > 1"; none > 4")
- On-Street Trails include only Somerset Dr. (Additional trails are planned for the future.)
- Lengths of sidewalks are rough estimates.
- Costs are based on contractor preliminary estimate per linear foot.
- Millage rate assumes 1 mill raises \$ 280,000.

Police Department Staffing

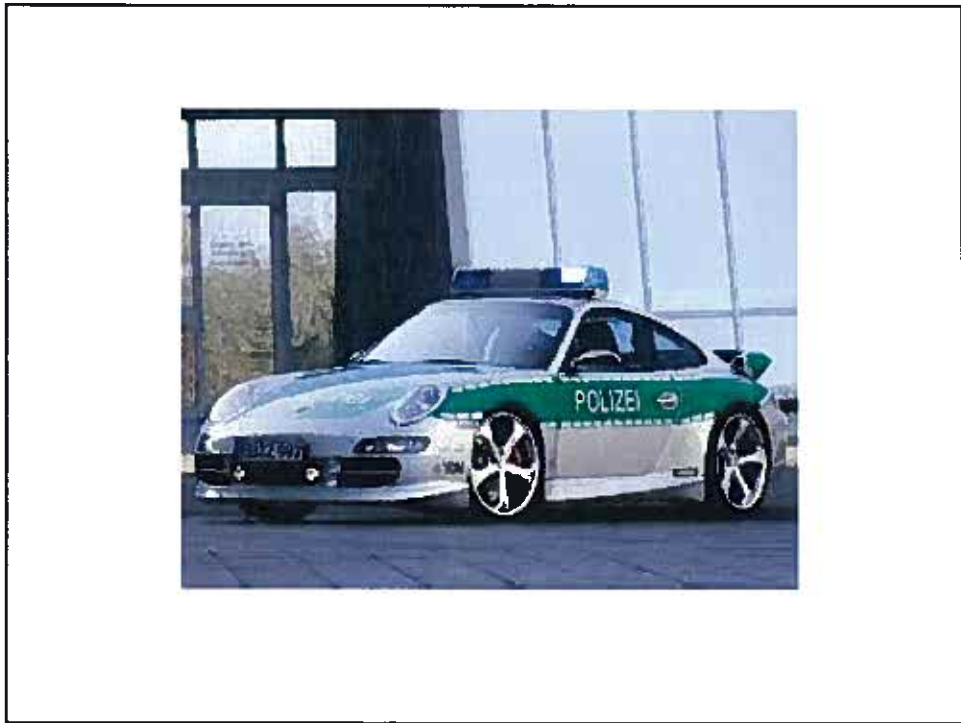
- ❑ Assumption of hiring two officers
- ❑ Salary/Benefit costs
 - ❑ Single - \$57,000
 - ❑ Married - \$62,000
 - ❑ Family - \$65,000

Police Department Staffing (con't.)

- Initial training costs – reimbursed by the State.
- Initial uniform costs – \$2,750/per officer. Already in the budget.
- Cleaning - \$385/per officer/per year.
- Sidearm – \$600. Already in stock at PD.

Police Department Staffing (con't.)

- One vehicle - \$25,000.
- Vehicle equipment – \$25,000.
 - Emergency equipment
 - In car video
 - Interior equipment
 - Weapons
 - Trunk equipment
 - Installation / Graphics
- Fuel and Maintenance - \$5,000
- In car computer and air card - \$4,500



Police Department Staffing (con't.)

- Total cost is \$197,000. \$6,270 will be absorbed in the budget.
- Directed Patrol Unit – DPU
 - ▣ Assigned to address specific crime problems.
 - ▣ Can work in uniform or plainclothes capacity.
 - ▣ Flexible schedule to accommodate crime patterns.
 - ▣ Generally work a power shift type schedule.

Police Department Staffing (con't.)

- Ongoing Costs
 - ▣ Estimated \$197k = 0.7 mill levy equivalent
 - ▣ Equipment Replacement (i.e. Car every 3yrs)
 - ▣ Salary Increases (2.5% - 5.0% annual)
 - ▣ Police Pension Liability

Police Department Staffing (con't.)

- COPS Grant
 - ▣ Pays 100% of salary/benefits + increases for only 3 years
 - ▣ City required to keep position for at least 1 additional year.
 - ▣ Award Notification by September 30, 2011

Codes / Inspections

- Potential 2012 staffing needs

Administration

- Part-Time Administration Intern - \$15k
 - ▣ Communications / Community Outreach
 - ▣ Codes Department assistance
 - ▣ Some cost defrayed by KS Work Study

2012 BUDGET

Budget Questions

Budget Questions

- Level of Reserves
 - Current reserve level at 25% of budgeted revenues.
 - 2012 Projected Reserve Level = \$3.76M
 - 2010 End of Year Balance = \$4.26M

Budget Questions (con't.)

- Refinance Debt Option
 - Not included in 2012 budget recommendations

Budget Questions (con't.)

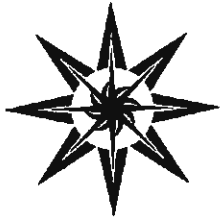
- Use of Economic Development Fund
 - Purposes per Ordinance 2153
 - Disburse and Expend Funds for Economic Development Projects
 - Foster and Promote Economic Development
 - Land Acquisition and/or Disposal for Economic Development Purposes
 - Balance on 12/31 - \$2.0M (projected)

Projects	2008	2009	2010 Plan	2010 Estimate	2011 Plan
Exterior Grant Program	\$ 30,658	\$ 42,984	\$ 50,000	\$ 50,000	\$ 50,000
Website renovation & upgrades	-	40,000	-	-	10,000
Johnson County Home Repair Program	-	20,000	20,000	20,000	20,000
75th Street Corridor Study	36,210	63,784	-	-	-
SME Parking Lot	117,000	-	-	-	-
KCADC Joint Membership w/Chamber	-	-	-	2,700	2,700
	\$ 183,868	\$ 166,768	\$ 70,000	\$ 72,700	\$ 82,700

Next Steps



- May 23th – CIP Budget (special meeting)
- June 13th – Operating Budget (special meeting)
- July 18th – Permission to publish the budget
- August 1st – Public hearing and adoption of the budget



POLICE DEPARTMENT

Council Committee Meeting Date: May 16, 2011
Council Meeting Date: June 6, 2011

COU2011-23: Consider Discontinuing the School Crossing Guard - 95th and Roe

RECOMMENDATION

Staff recommends the City Council consider discontinuing the school crossing position at 95th and Roe in accordance with Council Policy 345.

SUGGESTED MOTION

I move for approval of discontinuing the school crossing position at 95th and Roe after discussion with the school and affected students/parents.

BACKGROUND

Each year the Department conducts a survey at each school crossing location. The number of students who walk to school at this location has continued to decline. In the latest survey, the Department determined the number of students who consistently walk varies between one and five per session. In reviewing CP345 when establishing crossing guard locations, this location would not meet the minimum number of students (15) to qualify for a crossing guard. Additionally, the crossing guard at this location is retiring at the end of this school year and the Department has had difficulty staffing these positions.

The Department has notified Trailwood Elementary School and is in the process of informing parents of children who utilize the crossing. The Police Department will offer training, equipment, and supervision for parents or school-sponsored organizations that would be interested in volunteering to be a crossing guard. The Overland Park Police Department has been informed of the consideration and they reported the number of students would not meet their established criteria either.

PREPARED BY

Wes Jordan
Chief of Police
Date: May 9, 2011



PRAIRIE VILLAGE POLICE DEPARTMENT

WES JORDAN - CHIEF OF POLICE

7710 Mission Road • Prairie Village, Kansas 66208
Phone: 913/642-6868 • Fax: 913/385-7710



May 10, 2011

To Parents of Trailwood Elementary Students:

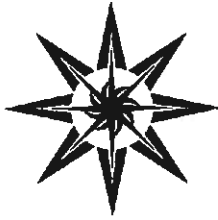
Every year, the Prairie Village Police Department conducts a review of the School Crossing Guard Program. Council Policy 345 established 15 as the minimum number of children required for an intersection to qualify for a crossing guard; the recent survey revealed that, on average, less than 5 children per session use the crossing at 95th Street and Roe Avenue. Therefore, the number of children utilizing the crossing location at 95th Street and Roe Avenue does not meet the criteria set forth by the Council Policy governing School Crossing Guards. In addition, the crossing guard at this location is retiring at the end of the school year.

The Council Committee will be presented this information on May 16, 2011, at 6:00 p.m. and may discuss discontinuing this School Crossing Guard position. They will formally consider this issue at the City Council Meeting on Monday, June 6, 2011, at 7:30 p.m.

Council Policy reflects that the City does recognize the need to assist parents with their responsibility to ensure their children walk to and from school in a safe environment. For locations that do not meet the City's criteria for a School Crossing Guard, the City will offer training, equipment and supervision for parents or school-sponsored organizations to provide such service.

Sincerely,

Sgt. James Carney #84
Traffic Unit Supervisor
913/385-4622



ADMINISTRATION

Council Committee Meeting Date: May 16, 2011

Consider City Council Policy CP033 - EXPENSE REIMBURSEMENT

RECOMMENDATION

Move the Governing Body approve CP033 - Expense Reimbursement as written.

Move the Governing Body repeal PP930 - Expense Reimbursement.

BACKGROUND

At the February 22nd and March 22nd meetings, Council directed staff to research travel and reimbursement policies from a broad range of sources and report back on common practices. At the May 2nd meeting Council discussed the common practices identified by staff and directed staff to write a new Council Policy reflecting those discussions.

Council Policy CP033 addresses expenses that are eligible for reimbursement while performing city business either locally or when requiring an overnight stay. The key distinction between the two is the requirement of per diem for meals and incidentals when city business requires an overnight stay.

Per Diem for meals and incidentals

A per day or per meal rate is paid to the participant. The rate is based on the U.S. General Services Administration (G.S.A.) Meals & Incidentals (M&I) rate which varies based on destination. Examples of 2011 daily rates: Washington, DC - \$71; Wichita - \$56; Phoenix - \$71.

The current 2011 M&I rates are:

Daily Total	\$46	\$51	\$56	\$61	\$66	\$71
Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5

All cities in the U.S. are currently set at one of the above rates. The daily amount is paid either before or after the trip minus the amount of any sit down meals provided by the conference sponsor. No receipts will be required.

If City Council approves CP033 - EXPENSE REIMBURSEMENT, then PP930 - EXPENSE REIMBURSEMENT is no longer applicable and needs to be repealed.

ATTACHMENTS

CP033 - Expense Reimbursement

PREPARED BY

Chris Engel

Asst to City Administrator

Date: May 10, 2011



City Council Policy: CP033 - EXPENSE REIMBURSEMENT

Effective Date: June 6, 2011

Amends: City Council Policy: PP930 - EXPENSE REIMBURSEMENT, March 21, 2011

Approved By: Governing Body, June 6, 2011

I. SCOPE

A. An elected official who has approved expenses while performing City business will be reimbursed according to this policy.

II. PURPOSE

A. To provide regulations for the administration of city expenses incurred by elected officials.

III. POLICY

A. The City shall pay for and/or reimburse individuals for the following costs, in accordance with the procedures more fully set forth in Section IV of this policy.

1. Eligible expenses must be a necessary function of city business, reported in detail with a valid receipt and approved by the Mayor or designee.
2. Personal auto mileage must be reported with date, purpose and actual miles driven.
3. A detailed accounting is required before a reimbursement check will be drawn.

B. Expenses Incurred on City Business Not Requiring an Overnight Stay

1. Reimbursable expenditures are mileage, tolls, parking, and registration fees.
2. Expenses for meals while conducting city business or included in registration or program fees will be paid for by the City.
3. The costs of alcoholic beverages will not be reimbursed by the City.

C. Expenses Incurred on City Business That Requires an Overnight Stay

The City will pay for reasonable expenses for travel, lodging and conference fees. However, individuals are expected to use the most economical means available with reasonable consideration given to the time and distance involved.

1. Travel Expenses
 - a.) The City will pay for coach airfare plus baggage fees when traveling on city business.
 - b.) Automobile mileage will be paid at the Federal rate not to exceed the cost of roundtrip coach airfare.
 2. Lodging Expenses
 - a.) The City will pay for a standard room at a conference hotel, if available. If a conference hotel is not available or travel is not related to a conference, lodging should be based on economy and accessibility to the purpose destination of travel.
 - b.) Expenses for personal items, guests, or in-room fees not related to city business will not be considered eligible for reimbursement.
 3. Transportation Expenses
 - a.) The City will reimburse for the costs of transportation to and from KCI airport using City Hall as the starting and ending point. Other associated costs, such as parking, will be reimbursed with actual receipts. Individuals will also be reimbursed for taxi fares incurred while in the destination city. A receipt should be submitted for reimbursement.
 4. Meals & Incidentals
 - a.) A Per Diem amount will be paid in advance of travel or after the costs are incurred. Meal expenses in excess of the per diem amount will not be paid or reimbursed by the City. Reconciliation of meal expenses is not required.
 - b.) The City will adhere to prevailing per diem rates for meals and incidentals [M&I] that are in accordance with those set forth by the General Services Administration [GSA].
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PP020 Recruitment and Selection

- c.) Individuals will receive a per diem amount for meals and incidentals incurred when a conference sponsor does not provide full meals [i.e., sit down breakfast, lunch or dinner] as part of the conference cost.
- d.) Cities not specifically listed on the GSA website will be considered a "standard destination" and receive the prevailing Federal per diem rate for such destinations.
- e.) No per diem rates shall be granted for days other than conference days, travel days, and days approved for conducting official City business.
- f.) Individuals in possession of a City purchasing card should not use it to pay for meals covered by per diem.

IV. PROCEDURES

A. Payment

1. All per diem requests should be submitted to the Finance Director at least fourteen [14] days in advance of travel to calculate and prepare per diem payment. Per Diem requests can also be submitted after the trip.
2. Advance payment for registrations, airline tickets, and lodging expenses, etc., should be paid directly by the City. Whenever traveling within Kansas, advance arrangements should be made whereby lodging costs will be paid directly by the City.



ADMINISTRATION

Council Committee Meeting Date: May 16, 2011

Consider upgrades to the Severe Weather Warning Siren System

RECOMMENDATION

Move the Governing Body accept the Severe Weather Warning Siren Grant from the Kansas Division of Emergency Management.

Move the Governing Body approve the use of \$46,650 from General Fund Contingency for the purchase and installation of weather sirens and required narrowband upgrades.

BACKGROUND

Prairie Village has six severe weather sirens located throughout the City. These sirens are activated by Johnson County Emergency Management but the City is responsible for maintenance and replacement. Four of the sirens are relatively new (<10-15 yrs) but the sirens located at the Municipal Pool Complex and Corinth Shopping Center are each over 50 yrs old. The City contracts with Blue Valley Public Safety for maintenance and they have reported the factory lifespan for those sirens is 20-25 years and replacement parts are getting very difficult to locate. In late August 2010 the City was notified the State of Kansas was offering a grant to replace aged weather sirens. The grant reimburses for 75% of total cost up to \$15,000 each. Last month the City was notified we are one of four organizations in Johnson County to receive the award. The total cost of replacing both sirens is \$31,231. The grant will reimburse the City \$23,423 reducing the total city share of siren replacement to \$7,810.

In a related matter, by January 1, 2013 the FCC has mandated that all radio communication operating within a specific spectrum must reduce their bandwidth or 'narrowband' to free up radio congestion. On that date any system operating outside these requirements will be in violation of FCC requirements. If the City accepts the siren grant the new sirens will be compliant. However, the remaining four sirens will need upgrades to be compliant and receive the activation signal from Johnson County. In addition to meeting the FCC requirements, the new radio receivers include the ability to self-check and send a notification if they do not sound when activated. Currently, during the monthly siren test we send a patrol officer to sit under each siren to check if the siren is actuated. A total cost for these upgrades is \$15,375.

FINANCIAL IMPACT

The total cost of all improvements will be \$46,650. After acceptance of the grant the total city share will be \$23,200. This project was not budgeted so contingency funds are requested.

ATTACHMENTS

Contractor bid documents; copies of the grant application

PREPARED BY

Chris Engel
Asst to City Administrator
Date: May 10, 2011

Information Pertaining to Proposed Siren

Jurisdiction Name:	Prairie Village, KS		
Proposed Siren Name/Number:	5		
Street Address:	77 th & Delmar		
Latitude:	38° 59.385		
Longitude:	94° 37.977		
Proposed Action (Check-One)			
Existing Siren Replacement	<input checked="" type="checkbox"/>		
New Siren	<input type="checkbox"/>		
Retro-Fit Siren	<input type="checkbox"/>		
Estimated Number of Citizens Affected	2500		
Range of Old Siren	2400'		
Range of Proposed New Siren	2400' @ 70dBC		
Description of New Siren:			
Federal Signal Eclipse (See attached document)			



Justification:

- Existing Siren is more than 25 years old.
- Existing siren does not have battery back-up and it is not cost effective to add battery back-up to the siren.
- The wood pole that the siren is mounted on is degrading and will need replacement soon.
- There are no available parts for this siren as it was made obsolete by the manufacture' over 20 years ago.
- The narrow banding requirements mandated by the FCC will force additional expenditures to this old equipment, which may or may not be applicable to any new siren the City/County may purchase in the future.

Actions Taken:

- Costs for 3 year Maintenance and Inspection Contract have been budgeted.
- Vendor has approved the proposed site for a new installation.
- It has been confirmed that power is available at the new site.
- It has been confirmed that the proposed location is on City/County owned property.
- Matching funds have been encumbered.

All Information is accurate to the best of my knowledge:

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QUOTATION
FEDERAL SIGNAL CORPORATION
Federal Warning Systems
Sales: 800-548-7229
Fax: 708-534-4855

Quotation No.: FWS
90810094432
Reference quote no. on your order
Date: **9/08/10**

Contact Name: Sgt. Byron Roberson
Customer: Prairie Village Police Department
Address: 7710 Mission Rd.
City: Prairie Village
State: KS
Phone: 913-385-4617
Cell:

Zip: 66208
Fax: 913-385-7710
Email: broberson@pvkansas.com

Upon receipt of your order and acceptance by Federal Signal Corporation, the equipment herein will be supplied at the quoted prices below. Delivery schedule cannot be established until radio information is supplied, if applicable.

Item No.	Qty.	Federal Model/Part No.	Description	Weight	Total Weight Lbs	Unit Price	Total
1			Siren Equipment to Replace Siren # 5				
2	1	ECLIPSE8	SIREN,DC,OMNI DIR.W/HORNS	300	300	\$4,389.00	\$4,389.00
3	1	OCFCTBDH	CNTRL,DIGITAL,150-174 Mhz	237	237	\$5,325.60	\$5,325.60
4	1	OMNI-4	ANTENNA, 152-156MHZ VHF	25	25	\$298.20	\$298.20
5	1	AMB-P	ANTENNA MOUNTING BRACKET, POLE	20	20	\$92.40	\$92.40
6							
7							
8							
9							
10			Services				
11	1	TK-I-ECLPDC-Z2	ECLIPSE DC Only Install, 4 Std Batteries, 50' Class 2 Wood Pole			\$5,510.00	\$5,510.00
12							
13							
14	1	ES-FREIGHT	SHIPPING FEES	-		\$0.00	\$0.00
						Taxes	
Total Weight:					582	Total:	\$15,615.20

Prices are firm for 120 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 6 months. This quotation is expressly subject to acceptance by Buyer of all Terms stated in the attached Terms document, and any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Manager of the Federal Warning Systems Division, Federal Signal Corporation. Installation is not included unless specifically quoted as a line item above. Adverse Site Conditions, including rock, caving soil conditions, contaminated soil, poor site access availability, and other circumstances which result in more than 2 hours to install a pole, will result in a \$385.00 per hour fee, plus equipment. Trenching is additional. Power Clause: Bringing power to the siren equipment is the responsibility of the purchaser. Permit Clause: Any special permits, licenses or fees will be additional. FCC Licensing Clause: The buyer is responsible for maintaining any FCC licensing requirements associated with the use of this equipment.

Proposed By: Brian Cates
Company: Blue Valley Public Safety, Inc.
Address: PO Box 363
City,State, Zip: Grain Valley, MO 64029
Country: USA
Work Phone: 816-847-7502
Fax: 816-847-7513
Approved By: Brian Cates
Title: Representative

Delivery: 4-6 weeks
Freight Terms: FOB University Park
Terms: Equipment, Net 30 Days upon receipt
Services, Net 30 Days as completed,
billed monthly.

Brian Cates

Signature

Purchase Order MUST be made out to:
Federal Signal Corporation, 2645 Federal Signal Drive, University Park, IL 60484
Purchase Order MUST be mailed or faxed to:
Blue Valley Public Safety, Inc., PO Box 363, Grain Valley, MO 64029 Fax: 816-847-7513

Accepted By: _____
Signature: _____

Title:

Date:

Information Pertaining to Proposed Siren

Jurisdiction Name:	Prairie Village, KS	
Proposed Siren Name/Number:	6	
Street Address:	4000 W. 83 rd Street	
Latitude:	38° 58.732	
Longitude:	94° 37.947	
Proposed Action (Check-One)		
Existing Siren Replacement	<input checked="" type="checkbox"/> X	
New Siren	<input type="checkbox"/>	
Retro-Fit Siren	<input type="checkbox"/>	
Estimated Number of Citizens Affected	2500	
Range of Old Siren	2400'	
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7							
8							
9							
10			Services				
11	1	TK-I-ECLPDC-Z2	ECLIPSE DC Only Install, 4 Std Batteries, 50' Class 2 Wood Pole			\$5,510.00	\$5,510.00
12							
13							
14	1	ES-FREIGHT	SHIPPING FEES	-		\$0.00	\$0.00
						Taxes:	
Total Weight:					582	Total:	\$15,615.20

Prices are firm for 120 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 6 months. This quotation is expressly subject to acceptance by Buyer of all Terms stated in the attached Terms document, and any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Manager of the Federal Warning Systems Division, Federal Signal Corporation. Installation is not included unless specifically quoted as a line item above. Adverse Site Conditions, including rock, caving soil conditions, contaminated soil, poor site access availability, and other circumstances which result in more than 2 hours to install a pole, will result in a \$385.00 per hour fee, plus equipment. Trenching is additional. Power Clause: Bringing power to the siren equipment is the responsibility of the purchaser. Permit Clause: Any special permits, licenses or fees will be additional. FCC Licensing Clause: The buyer is responsible for maintaining any FCC licensing requirements associated with the use of this equipment.

Proposed By: Brian Cates
Company: Blue Valley Public Safety, Inc.
Address: PO Box 363
City, State, Zip: Grain Valley, MO 64029
Country: USA
Work Phone: 816-847-7502
Fax: 816-847-7513

Delivery: 4-6 weeks
Freight Terms: FOB University Park
Terms: Equipment, Net 30 Days upon receipt
Services, Net 30 Days as completed,
billed monthly.

Approved By: Brian Cates
Title: Representative

Brian Cates

Signature

Purchase Order MUST be made out to:
Federal Signal Corporation, 2645 Federal Signal Drive, University Park, IL 60484
Purchase Order MUST be mailed or faxed to:
Blue Valley Public Safety, Inc., PO Box 363, Grain Valley, MO 64029 Fax: 816-847-7513

Accepted By: _____
Signature: _____
Title: _____

Date:



QUOTATION
Blue Valley Public Safety, Inc.
PO Box 363 - 509 James Rollo Dr.
Grain Valley, MO 64029
Sales: 800-288-5120
Fax: 816-847-7513

Quotation No.: BVPS
907101625
 Reference quote no. on your order
 Date: **9/07/10**

Contact Name: Sgt. Byron Roberson
Customer: Prairie Village Police Department
Address: 7710 Mission Rd.
City: Prairie Village
State: KS
Phone: 913-385-4617
Cell:

Zip: 66208
Fax: 913-385-7710
Email: broberson@pvkansas.com

Upon receipt of your order and acceptance by Federal Signal Corporation, the equipment herein will be supplied at the quoted prices below. Delivery schedule cannot be established until radio information is supplied, if applicable.

Item No.	Qty.	Federal Model/Part No.	Description	Weight	Total Weight Lbs	Unit Price	Total
1			Siren Equipment				
2	4	ES-MCDM750	Motorola Radio			\$768.21	\$3,072.84
3	4	2005263A	PCBA, FCM CONTROLLER PLUS	0	0	\$1,175.00	\$4,700.00
4	4	OMNI-4	ANTENNA, 152-156MHZ VHF	25	100	\$298.20	\$1,192.80
5	4	AMB-P	ANTENNA MOUNTING BRACKET, POLE	20	80	\$92.40	\$369.60
6	2	FCH	SRN.CNTL.,HIGH BAND RADIO	10	20	\$1,344.00	\$2,688.00
7	2	10A3	CABLE, 25' PL259 MALE & ADPT	10	20	\$56.28	\$112.56
8	2	AMB-RP164	ANTENNA MOUNTING BRACKET FOR RP164 POLE OF	0	0	\$60.00	\$120.00
9							
10			Services				
11	1	ES-LABOR	Labor to Upgrade (4) Model 2001 Sites			\$975.00	\$975.00
12	2	TK-I-FCCTR-Z2	FC Controller Only Install Zone 2			\$894.60	\$1,789.20
13							
14	1	ES-FREIGHT	SHIPPING FEES	-		\$354.69	\$354.69
				Total Weight:	220	Total:	\$15,374.69

Prices are firm for 120 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 6 months. This quotation is expressly subject to acceptance by Buyer of all Terms stated in the attached Terms document, and any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Manager of the Federal Warning Systems Division, Federal Signal Corporation. Installation is not included unless specifically quoted as a line item above. Adverse Site Conditions, including rock, caving soil conditions, contaminated soil, poor site access availability, and other circumstances which result in more than 2 hours to install a pole, will result in a \$385.00 per hour fee, plus equipment. Trenching is additional. Power Clause: Bringing power to the siren equipment is the responsibility of the purchaser. Permit Clause: Any special permits, licenses or fees will be additional. FCC Licensing Clause: The buyer is responsible for maintaining any FCC licensing requirements associated with the use of this equipment.

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Address: PO Box 363
City, State, Zip: Grain Valley, MO 64029
Country: USA
Work Phone: 816-847-7502
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Approved By: Brian Cates
Title: Representative

Delivery: 4-6 weeks
Freight Terms: FOB University Park
Terms: Equipment, Net 30 Days upon receipt
 Services, Net 30 Days as completed,
 billed monthly.

Brian Cates

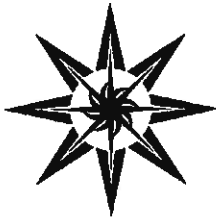
 Signature:

Purchase Order MUST be made out to, and mailed or faxed to:
Blue Valley Public Safety, Inc., PO Box 363, Grain Valley, MO 64029 Fax: 816-847-7513

Accepted By: _____
 Signature:

 Title:

 Date:



PUBLIC WORKS DEPARTMENT

Council Committee Meeting Date: May 16, 2011

Council Meeting Date: May 16, 2011

***COU2011-26 - CONSIDER PROJECT 190890: 2010 BOND PROJECT- CONSTRUCTION CHANGE ORDER #7 ADDING THE MILL AND OVERLAY OF DELMAR STREET FROM 83RD STREET TO SOMERSET DRIVE**

RECOMMENDATION

Staff recommends the City Council approve construction change order #7, for \$39,642.35 with O'Donnell and Sons Construction for adding the mill and overlay of Delmar Street from 83rd Street to Somerset Drive.

BACKGROUND

This Change Order will add the mill and overlay of Delmar Street from 83rd Street to Somerset Drive. WaterOne recently installed a new water main along Delmar Street from 83rd Street to Somerset Drive under the pavement. In discussions on how to repair the street after the water main was installed WaterOne agreed that they would pay for a mill and overlay for half of the street. It was agreed that this solution was better than a 4' wide asphalt patch over the water main. O'Donnell and Sons Construction will do this work and when completed WaterOne will reimburse the City half of the cost.

This work will not be funded with bond proceeds.

FUNDING SOURCE

Funding is available in the 2011 Street Improvements Program.

ATTACHMENTS

1. Construction Change Order #7 with O'Donnell and Sons Construction

PREPARED BY

Keith Bredehoeft, Project Manager

May 10, 2011



CITY OF PRAIRIE VILLAGE
PUBLIC WORKS DEPARTMENT
CONSTRUCTION CHANGE ORDER NO. 7

City's Project: 2010 Street Bond Project 190890

Date Requested: May 16, 2011

Contract Date: December 21, 2009

Consultant's Name: N/A

Contractor's Name: O'Donnell and Sons Construction Co., Inc.

REQUIRED CHANGES TO PRESENT CONTRACT

Contract Quantity	Previous Amount	Unit	Item Description	Adj. Quant.	Unit Price	Adjusted Amount
4,315	\$102,049.75	SY	Full Depth Pavement Repair	4,380	\$23.65	\$103,587.00
54,613	\$101,034.05	SY	2" Cold Milling	58,174	\$1.85	\$107,621.90
3,372	\$19,051.80	SY	Subgrade Stabilization Fabric	3,437	\$5.65	\$19,419.05
3,000	\$186,900.00	TON	SuperPave (ILC 35% FRAP)	3,500	\$62.30	\$218,050.00

TOTAL \$409,035.60

TOTAL	\$448,677.95
NET Increase	\$39,642.35

EXPLANATION OF CHANGE - This change order is to cover the following items:

This Change Order is for the addition of street rehabilitation work on Delmar Street from 83rd Street - Somerset Drive. WaterOne installed a water main under the pavement and they agreed to pay for half the cost of the overlaying the whole street. This project is funded from the 2011 Street Improvements Program. WaterOne will reimburse the City once work is complete.

The Consultant does not anticipate a related Engineering Change Order.

	Contract Value	Contract Days
Original Contract	\$6,550,000.00	
Current Contract including previous Change Orders	\$8,483,362.86	
NET This Change Order	\$39,642.35	
New Contract Price	\$8,523,005.21	

Contractor

Date

Keith Bredehoeft, Project Manager
City of Prairie Village, KS

Date

Ronald L. Shaffer, Mayor
City of Prairie Village, KS

Date

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
May 16, 2011
7:30 p.m.**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PUBLIC PARTICIPATION
- V. 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. Approve Regular Council Meeting Minutes - May 2, 2011
2. Approve Claims Ordinance 2883
3. Approve the following contracts for VillageFest 2011:

A-Z Exotic Animal Entertainment	Pony Rides/Petting Zoo	\$1,875.00
Games 2 U	Video Game Van	\$400.00
All Seasons Event Rental	Stage & Tent	\$1,219.57
4. Authorize the Mayor to execute the assignment of the Bucher, Willis & Ratliff Corporation Contract for Planning Services to H.W. Lochner, Inc.
5. Authorize the Mayor to execute a proclamation recognizing May 15-21, 2011 as Police Week and May 15 as Peace Officers Memorial Day
6. Ratify the Mayor's appointments of Scott M. Rosemann to the Board of Code Appeals for a 5 year term; Brett Lane to the Insurance Committee and Robert Glywa to the Sister City Committee for a three-year term
7. Approve the amendments to the City's Police Pension Plan
8. Ratify the Mayor's appointment of the following individuals to serve on the 2011 JazzFest Committee: Larry Kopitnik, Erin Chappas and Marilyn York

- VI. MAYOR'S REPORT
- VII. COMMITTEE REPORT

Council Committee of the Whole

COU2011-26 Consider Project 190890: 2010 Bond Project - Construction Change Order #7 adding the mill and overlay of Delmar Street from 83rd Street to Somerset Drive

Planning Commission

Consider Request for Special Use Permit for the operation of a Day Care Program at 4805 W 67th St - Dennis Enslinger

Consider Request for Special Use Permit for the installation of a 10' x 12' storage building at 5400 W 75th St - Dennis Enslinger

Park and Recreation Committee

Update - Diana Ewy Sharp

- VIII. STAFF REPORTS
- IX. OLD BUSINESS

- X. NEW BUSINESS
- XI ANNOUNCEMENTS
- XII. ADJOURNMENT

If any individual requires special accommodations – for example, qualified interpreter, large print, reader, hearing assistance – in order to attend the meeting, please notify the City Clerk at 381-6464, Extension 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

CONSENT AGENDA

CITY OF PRAIRIE VILLAGE, KS

May 16, 2011

**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
May 2, 2011**

The City Council of Prairie Village, Kansas, met in regular session on Monday, May 2, 2011, at 7:30 p.m. in the Council Chambers of the Municipal Building.

ROLL CALL

Mayor Ron Shaffer called the meeting to order and roll call was taken with the following Council members present: Al Herrera, Dale Warman, Ruth Hopkins, Steve Noll, Michael Kelly, Andrew Wang, Laura Wassmer, Dale Beckerman, Charles Clark, David Morrison, Diana Ewy Sharp and David Belz.

Also present were: Wes Jordan, Chief of Police; Captain Tim Schwartzkopf; Bruce McNabb, Director of Public Works; Katie Logan, City Attorney; Quinn Bennion, City Administrator; Dennis Enslinger, Assistant City Administrator; Chris Engel, Assistant to the City Administrator; Joyce Hagen Mundy, City Clerk.

Mayor Shaffer led all those present in the Pledge of Allegiance.

RECOGNITION OF 2011 CITIZEN POLICY ACADEMY GRADUATES

Chief Wes Jordan noted the Citizen Police Academy began in 1996 making this the 15th graduating class. Certificates were presented to the following individuals: Charles Carroll, Joseph Gittemeier, Al Herrera, Gloria and Jack Shearer, Warren Smith, Ken Vaughn, Dylan Wetherill and Linda Zey. Linda Zey spoke on behalf of the class in appreciation for the opportunity to participate. She noted they all have walked away with an accurate perception of what the police department does and have gained a stronger confidence in the city's police department.

PUBLIC PARTICIPATION

Jori Nelson, 4802 West 69th Terrace, addressed the Council regarding proposed revisions to the city's travel policy for council. She supports the use of a per diem; however, feels that alcohol should not be covered by taxpayer dollars. She feels that transportation costs need to be more strongly addressed and encouraged carpooling whenever possible. Ms Nelson noted Prairie Village is a small city and she felt conferences could be attended by one staff member and one council member who would return to share information gained rather than multiple council members. She wants to see more accountability for travel expenses.

Charles Schollenberger, 79th Terrace and Mission Road, asked Quinn Bennion if the City was enforcing setback regulations and if so why was Claridge Court expansion within 10 feet of the curb. Mr. Bennion replied that the City does enforce setbacks and that Claridge Court, following city process, appeared before the Board of Zoning Appeals and Planning Commission and was granted a variance from the required setback for their expansion.

Mr. Schollenberger urged the City not to allow CVS to construct a "big box" store on the corner of the Corinth Shopping Center and that whatever is constructed should be an appropriate size and architecturally compatible with the shopping centers image. He expressed concern with the trend that would place a "big box" Walgreen's on the opposite corner of the center. Quinn Bennion advised that the application will come before the Planning Commission. Laura Wassmer stated that many on the Council share Mr. Schollenberger's feelings regarding what should be built; however, Dale Beckerman confirmed the application will not come before the City Council for action. Diana Ewy Sharp asked if it was the height or the design that concerned Mr.

Schollenberger. He responded both are a concern and he wants to ensure that the public has input.

John Joyce, 4201 Delmar, acknowledged the time and commitment of Council members serving without pay however, he feels there needs to be accountability for Council travel. He believes receipts and reconciliation should be required for all travel and would like to see a dollar amount established for meals. Alcohol purchases should be paid by the individuals, not the city's taxpayers. He noted it is 30 miles to the airport making a mileage reimbursement of \$30. He felt Council members should use their own credit cards and not be issued a city purchasing card. He agreed with Ms Nelson's earlier comment that Prairie Village is a small city and that in these economic times sending one staff member and one council member to conferences would be appropriate.

Mayor Shaffer recognized four students from Rockhurst High School and two students from Sion attending the Council meeting for their government classes.

No one else addressed the City Council and public participation was closed at 8:00 p.m.

CONSENT AGENDA

Charles Clark moved the approval of the Consent Agenda for Monday, May 2, 2011:

1. Approve Regular Council Meeting Minutes - April 18, 2011
2. Authorize the Mayor to execute a proclamation recognizing May 1 - 7, 2011 as Municipal Clerks Week
3. Approve contract with the Kansas City Crime Commission for the TIPS Hotline Crime Stoppers Program with funding of \$3,000 from the 2011 Public Safety Budget 01-03-21-6009-028
4. Approve agreement with Phil Jay for music and emcee services for the Mayor's Holiday Gala on Friday, December 16, 2011 at a cost of \$625.00

5. Approve the following contracts for VillageFest 2011:

Chris Cakes	Pancake Breakfast	\$3.25/plate
Clement McCrae Puppet Shows	Puppet Show	\$875.00
Creative Carnivals & Events, LLC	Uncle Sam	\$300.00
Susan Lee	Vocalist	\$100.00
HyVee	Food Vendor	Pay \$175.00
Grego's Balloons	Balloon Artist	\$300.00
Sister Act Face Painting	Face Painting	\$1,200.00
Giggle n Jiggles, LLC	Human Hamster Balls	\$600.00
6. Ratify the Mayor's reappointment of the following individuals:

Animal Control Board	James Dinesen	4/2013
Animal Control Board	Richard Webber	4/2013
Board of Code Appeals	Gene Bockelman	4/2015
Board of Code Appeals	Kenneth Poe	4/2015
Board of Code Appeals	Joe Zimmerman	4/2015
Board of Zoning Appeals/PC	Nancy Wallerstein	4/2014
Board of Zoning Appeals/PC	Bob Lindeblad	4/2014
Communications Committee	John Wilinski	4/2014
Communications Committee	Michael Arrandale-Arnold	4/2014
Environment/Recycle	Karin McAdams	4/2014
Environment/Recycle	Anne-Marie Hedge	4/2014
Environment/Recycle	Penny Mahon	4/2014
Environment/Recycle	Bob Pierson	4/2014
Park & Recreation	Diane Mares	4/2014
Park & Recreation	James Bernard	4/2014
Park & Recreation	Tim O'Toole	4/2012
Prairie Village Arts Council	Randy Kronblad	4/2014
Sister City Committee	Dick Bills	4/2014
Sister City Committee	Yuliya Matskevych	4/2012
Sister City Committee	Ivan Novikov	4/2012
Tree Board	Greg VanBooven	4/2014
Tree Board	Deborah Nixon	4/2014
7. Approve Resolutions 2011-02 through 2011-10 designating the authority to act on behalf of the City for the execution of documents and transmission and/or transfer of funds
8. Approve the bid award to Edwards Chemical, Inc. in the amount of \$22,882.05 for Swimming Pool Chemicals
9. Approve the bid of Cargill for Highway Rock Salt at a price of \$49.75 per ton delivered.
10. Approve the recreation contracts with Omega Soccer as written for 2011 recreation programming
11. Approve the submittal of the City's 2012-2016 County Assistance Road System (CARS) application as presented with 2012 improvements on Somerset - Roe to Nall
12. Approve the Interlocal Agreement with Johnson County for Project 190880: Nall Avenue - 75th Street to 79th Street limiting the County share to 50% or \$417,000.00 of the Project's Construction Costs

A roll call vote was taken with the following members voting “aye”: Herrera, Warman, Hopkins, Noll, Kelly, Wang, Wassmer, Beckerman, Clark, Morrison, Ewy Sharp and Belz.

MAYOR’S REPORT

Mayor Shaffer presented each Council member with their \$1 check in appreciation for their service over the past year on the City Council. Council President Charles Clark presented Mayor Shaffer with his check.

Mayor Shaffer reported he represented the City at the following events during the past two weeks: Kansas chamber small business meeting, Federal Reserve Bank, Northeast Johnson County ribbon cutting, Jazzree fundraiser for Jazzfest, the City’s Arbor Day Celebration on Saturday, April 30th at Porter Park honoring Jim Hanson and the Johnson County Charter Commission.

COMMITTEE REPORTS

Council Committee of the Whole

COU2011-20 Consider approval of contract with Vance Brothers, Inc. for Project P500: 2011 Crack Seal/Slurry Seal Program

On behalf of the Council Committee of the Whole, Charles Clark moved the Governing Body authorize the Mayor to execute the construction contract with Vance Brother, Inc. for Project P5000: 2011 Crack Seal/Slurry Seal Program in the amount of \$180,000. The motion was seconded by Laura Wassmer and passed unanimously.

COU2011-21 Consider approval of a contract with McAnany Construction, Inc. for Project P5001: 2011 Street Repair Program

On behalf of the Council Committee of the Whole, Charles Clark moved the Governing Body authorize the Mayor to execute the construction contract with McAnany Construction, Inc. for Project P5001: 2011 Street Repair Program in the amount of \$260,000. The motion was seconded by Dale Beckerman and passed unanimously.

JazzFest Committee

Kathy Peterson, Chair of the JazzFest Committee, provided an update on committee activities. She thanked US Bank for hosting the Jazzree fundraiser on April 29th. The event was attended by approximately 100 people with over \$1400 raised through the silent auction.

The committee is currently fundraising for the 2011 festival. The next event is the BRGR 5K on Sunday, May 15th. She acknowledged the strong support of BRGR in funding this event and encouraged Council members to participate in the event by running, walking or volunteering. The property owners along the route have been notified and are generally supportive. The committee hopes to finalize the talent for this year's event at their next meeting with the focus being on local talent.

Environment/Recycle Committee

Ruth Hopkins reported that the committee has been contacted by a resident regarding the use of alternative chemicals in the parks. They are working with the Public Works Department on this issue.

Villagefest Committee

Diana Ewy Sharp reported plans are going well for this year's Villagefest Celebration which will incorporate the City's 60th Anniversary. They are continuing to receive sponsorships from local businesses.

STAFF REPORTS

Mayor Shaffer stated that Staff Reports were presented at the earlier Council Committee of the Whole meeting.

OLD BUSINESS

Laura Wassmer stated she had walked the recently completed 8' trail along Somerset and was pleased with the project. Al Herrera thanked Chief Jordan and his department for holding the Citizens Police Academy and encouraged any Council members who had not attended to take advantage of this opportunity to learn first-hand about the City's Police Services.

NEW BUSINESS

Charles Clark thanked the staff and Council for their support over the past year as President of the Council and stated it was his pleasure to nominate Dale Beckerman to serve as Council President for the coming year. The nomination was seconded by Laura Wassmer and passed unanimously.

Mayor Shaffer stated it was a pleasure to work with Mr. Clark and commended him for his excellent service to the City during the past year.

ANNOUNCEMENTS

Committee meetings scheduled for the next two weeks include:

Planning Commission	05/03/2011	7:00 p.m.
Tree Board	05/04/2011	6:00 p.m.
Sister City Committee	05/09/2011	7:00 p.m.
Communications Committee	05/10/2011	5:30 p.m.
Park and Recreation Committee	05/11/2011	7:00 p.m.
JazzFest Committee	05/12/2011	7:00 p.m.
Council Committee of the Whole	05/16/2011	6:00 p.m.
City Council	05/16/2011	7:30 p.m.

=====
 Mayor Shaffer congratulated Chief Jordan and his daughter Alli for her recognition as top senior from Emporia State University.

Dale Warman reminded the Council of 60th anniversary events being held this coming weekend in celebration of the City of Mission's 60th anniversary.

The Prairie Village Arts Council is pleased to announce a Collage/Photomontage exhibit by Bryan Voell in the R. G. Endres Gallery for the month of May. The artist reception will be held on May 13th from 6:30 to 7:30 p.m.

Recreation memberships are for sale in the City Clerk's office. The pool opens May 28th for the season.

The City offices will be closed on Monday, May 30th in observance of Memorial Day. Deffenbaugh also observes this holiday so trash pick-up will be delayed one day all week.

The annual large item pick-up has been scheduled. 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.

The 50th Anniversary books, Prairie Village Our Story, are being sold to the public.

ADJOURNMENT

With no further business to come before the City Council, the meeting was adjourned at 8:20 p.m.

Joyce Hagen Mundy
 City Clerk

CITY TREASURER'S WARRANT REGISTER

DATE WARRANTS ISSUED:

Warrant Register Page No. 1

 May 16, 2011

Copy of Ordinance
2883

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	WARRANT NUMBER	AMOUNT	TOTAL
EXPENDITURES:			
Accounts Payable			
97054-97155	4/1/2011	414,677.95	
97156-97160	4/8/2011	8,770.24	
97161-97240	4/15/2011	59,051.30	
97241-97244	4/22/2011	1,047.83	
97245-97341	4/28/2011	663,182.69	
Payroll Expenditures			
4/8/2011		232,038.95	
4/22/2011		242,310.82	
Electronic Payments			
Marshall & Ilsley - Police Pension Remittance		8,029.68	
Intrust Bank -credit card fees (General Oper)		680.16	
Intrust Bank - fee		330.20	
KCP&L		8,191.08	
Elavon (UMB)-credit card fess		-	
Wageworks - Section 125 admin fees		267.92	
Intrust Bank - purchasing card transactions		11,949.01	
Kansas Gas		773.91	
State Sales Tax Quarterly		24.10	
TOTAL EXPENDITURES:			\$ 1,651,325.84
Voided Checks			
Johnson County Treasurer	#97089	(70.00)	
Council \$1.00 Checks	Multiple	(13.00)	
TOTAL VOIDED CHECKS:			(83.00)
GRAND TOTAL CLAIMS ORDINANCE			1,651,242.84

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

Passed this 16th day of May 2011.

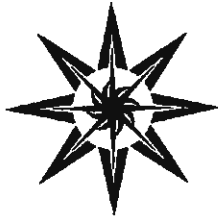
Signed or Approved this 16th day of May 2011.

(SEAL)

ATTEST: _____

City Treasurer

Mayor



VILLAGEFEST COMMITTEE

Council Meeting Date: May 16, 2011

CONSENT AGENDA: Consider Approval of VillageFest Contracts

RECOMMENDATION

Staff recommends the City Council approve the following contracts for VillageFest 2011.

A-Z Exotic Animal Entertainment	Pony Rides/Petting Zoo	\$1875.00
Games 2 U	Video Game Van	\$400.00
All Season Event Rental	Stage & Tent	\$1219.57

FUNDING SOURCE

01-06-41-6014-005 - VillageFest

ATTACHMENTS

1. Contracts

PREPARED BY

Jeanne Koontz, Deputy City Clerk
May 4, 2011

ENTERTAINMENT/ VENDOR AGREEMENT

THIS ENTERTAINMENT/VENDOR AGREEMENT, (hereinafter "Agreement") is made and entered into this 7 day of April, 2011, by and between the City of Prairie Village, Kansas (hereinafter "the City") and A-Z Exotic Animal Entertainment, (hereinafter "Vendor").

WHEREAS, the City is sponsoring an event, entitled VillageFest, for the general public which is to be held on July 4, 2011; and

In consideration of the mutual promises and covenants contained herein, Vendor and City agree as follows:

1. Type of Space Provided: the Vendor shall specify the square footage required including facility foot print and clearance space outside the facility foot print:

40 x 40 Petting Zoo
30 x 30 Pony Rides
2. Type of Service Provided: the Vendor agrees to provide the following services:

Petting Zoo & Pony Rides
3. Hours of Operation: The Vendor shall provide services to the general public from 9:30 a.m. to 1:30 p.m. on July 4, 2011.
4. Access to Facilities:
 - a. Vendor shall have access to Vendor's location for set-up on July 3, 2011 and July 4, 2011 from 7:00 a.m. to 9:00 a.m. and for breakdown after 1:30 pm. Vendor's vehicle(s) must be removed from the VillageFest grounds within one hour after the end of this time period or the vehicle(s) will be subject to tow.
 - b. Vendor shall furnish City a list of each equipment/facility showing the required electrical power in AC volts and AC amp, required water from a garden hose, required fencing, and required set V up/breakdown assistance specifying skills required, and any other special requirements as part of this Agreement. Any amendments to Exhibit A must be approved by the City in writing.

5. Compensation: In consideration for the entertainment provided, the City shall pay to the Vendor the amount of \$1,875, to be paid on or before July 4, 2011 unless the event is canceled as provided in Section 6 of this agreement.
6. Cancellation of the Event: The City has full authority to cancel the event for any reason. In the event that the City cancels VillageFest, the City shall notify Vendor of the cancellation in a timely manner, and this Agreement shall be terminated.
7. Clean-Up: Vendor shall maintain its Vendor's Booth and/or operating areas in a neat, clean, sanitary condition and in good order and repair, free and clean of all litter, debris and rubbish at all times. Vendor shall be responsible for the clean up of its areas on an ongoing basis during the VillageFest and at the conclusion of business and conclusion of the VillageFest. Vendor's clean up responsibilities shall also include, but not be limited to, bagging and depositing Vendor's trash in the designated containers. City reserves the right to terminate all of Vendor's rights under this Agreement, including the right to operate if Vendor has failed to maintain clean and sanitary conditions in and around Vendor's location.
8. Indemnity:
 - a. Vendor shall indemnify and hold harmless the City and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from and (ii) is caused in whole or in part by any negligent act or omission of the Vendor, or any sub-contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph.
 - b. The Vendor is responsible for all items left on the VillageFest premises, including, but not limited to, those items left in and around Vendor's location before, during and after the hours of operation of the VillageFest. Vendor shall be solely responsible for its own security at all times. Risk of loss of equipment, cash and other items belonging to or in the possession of Vendor is on Vendor. City shall not be responsible for loss of or damage to Vendor's property or inventory whether attributable to theft, vandalism spoilage, weather or any other cause.

- c. Vendor is responsible for and agrees to reimburse City for any damage caused by Vendor to City's property or to property being used by the City.
 - d. Vendor shall furnish City with a valid certificate of broad form general liability insurance, completed operations and products insurance coverage for personal injuries and property damage with combines single limits of coverage of not less than \$1,000,000.00 per occurrence, with the City named as additional insured on such policies. **Copies of said certificate shall be provided to City on or before June 20, 2011.**
9. **Notification:** Notification and any other notices under this Agreement shall be made as follows:
- City Clerk
7700 Mission Road
Prairie Village, KS 66208
(913) 381-6464
10. **Staff:**
- a. Vendor shall provide managers and sufficient staff to keep Vendor's Booth operational during the hours of operation of the VillageFest.
 - b. Vendor's volunteers, employees, representatives and staff shall be prohibited by Vendor from consuming alcoholic beverages, be in possession of controlled substances, acting in a manner prohibited by state law or city ordinance, or conducting themselves in a manner detrimental to the event and the public attending when on duty at or in Vendor Booth.
 - c. Vendor and its employees are independent contractors and are not employees, servants or agents of VillageFest or of the City. Vendor has the sole responsibility of providing workers' compensation coverage for its employees.
11. **Cancellation:** The City shall retain the right to cancel this Agreement at any time without penalty.
12. **Entire Agreement:** This Agreement evidences the entire agreement between the parties hereto and supersedes all prior agreements and understandings pertaining to VillageFest.
13. **Effective Date:** This Agreement is effective upon City's acceptance as evidence by the execution of this Agreement by City's authorized representatives in the space provided below.

CITY OF PRAIRIE VILLAGE

By: _____
(signed)

Ronald L. Shaffer _____

Mayor _____

City of Prairie Village _____

7700 Mission Road _____

Prairie Village, Kansas, 66208 _____

913-381-6464 _____

(date of execution)

ATTEST:

City Clerk, Joyce Hagen-Mundy

VENDOR

By Janet E Kirkham _____
(signed)

Janet E Kirkham _____
(typed name)

Partner _____
(typed title)

AZ Exotic's Mobile Petting Zoo & Pony Rides _____
(typed company name)

PO Box 322 _____
(typed address)

Peculiar MO 64078 _____
(typed city, state, zip)

816 836 4451 _____
(typed telephone number)

April 7, 2011 _____
(date of execution)

APPROVED BY:

City Attorney, Catherine P. Logan

ENTERTAINMENT/ VENDOR AGREEMENT

THIS ENTERTAINMENT/VENDOR AGREEMENT, (hereinafter "Agreement") is made and entered into this 28 day of April, 2011, by and between the City of Prairie Village, Kansas (hereinafter "the City") and Games 2 U (hereinafter "Vendor").

WHEREAS, the City is sponsoring an event, entitled VillageFest, for the general public which is to be held on July 4, 2011; and

In consideration of the mutual promises and covenants contained herein, Vendor and City agree as follows:

1. Type of Space Provided: the Vendor shall specify the square footage required including facility foot print and clearance space outside the facility foot print:
Foot print of vehicle - 8' x 23'
Clearance - 1' front & back + driver's side + at least 10' on passenger side
2. Type of Service Provided: the Vendor agrees to provide the following services:

Games 2 U Video Game Van
3. Hours of Operation: The Vendor shall provide services to the general public from 9:30 a.m. to 1:30 p.m. on July 4, 2011.
4. Access to Facilities:
 - a. Vendor shall have access to Vendor's location on July 4, 2011 for set-up between 7:00 and 9:00 am and breakdown after 1:30 pm. Vendor's vehicle(s) must be removed from the VillageFest grounds within one hour after the end of this time period or the vehicle(s) will be subject to tow.
 - b. Vendor shall furnish City a list of each equipment/facility showing the required electrical power in AC volts and AC amp, required water from a garden hose, required fencing, required set-up/breakdown assistance specifying skills required, and any other special requirements as part of this Agreement. Any amendments to Exhibit A must be approved by the City in writing. *None needed*
5. Compensation: In consideration for the entertainment provided, the City shall pay to the Vendor the amount of \$400, to be paid on or before July 4, 2011 unless the event is canceled as provided in Section 6 of this agreement.

6. Cancellation of the Event: The City has full authority to cancel the event for any reason. In the event that the City cancels VillageFest, the City shall notify Vendor of the cancellation in a timely manner, and this Agreement shall be terminated.
7. Clean-Up: Vendor shall maintain its Vendor's Booth and/or operating areas in a neat, clean, sanitary condition and in good order and repair, free and clean of all litter, debris and rubbish at all times. Vendor shall be responsible for the clean up of its areas on an ongoing basis during the VillageFest and at the conclusion of business and conclusion of the VillageFest. Vendor's clean up responsibilities shall also include, but not be limited to, bagging and depositing Vendor's trash in the designated containers. City reserves the right to terminate all of Vendor's rights under this Agreement, including the right to operate if Vendor has failed to maintain clean and sanitary conditions in and around Vendor's location.
8. Indemnity:
 - a. Vendor shall indemnify and hold harmless the City and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from and (ii) is caused in whole or in part by any negligent act or omission of the Vendor, or any sub-contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph.
 - b. The Vendor is responsible for all items left on the VillageFest premises, including, but not limited to, those items left in and around Vendor's location before, during and after the hours of operation of the VillageFest. Vendor shall be solely responsible for its own security at all times. Risk of loss of equipment, cash and other items belonging to or in the possession of Vendor is on Vendor. City shall not be responsible for loss of or damage to Vendor's property or inventory whether attributable to theft, vandalism spoilage, weather or any other cause.
 - c. Vendor is responsible for and agrees to reimburse City for any damage caused by Vendor to City's property or to property being used by the City.
 - d. Vendor shall furnish City with a valid certificate of broad form general liability insurance, completed operations and products insurance coverage for

personal injuries and property damage with combines single limits of coverage of not less than \$1,000,000.00 per occurrence, with the City named as additional insured on such policies. **Copies of said certificate shall be provided to City on or before June 20, 2011.**

9. **Notification:** Notification and any other notices under this Agreement shall be made as follows:

City Clerk
7700 Mission Road
Prairie Village, KS 66208
(913) 381-6464

10. **Staff:**

- a. Vendor shall provide managers and sufficient staff to keep Vendor's Booth operational during the hours of operation of the VillageFest.
- b. Vendor's volunteers, employees, representatives and staff shall be prohibited by Vendor from consuming alcoholic beverages, be in possession of controlled substances, acting in a manner prohibited by state law or city ordinance, or conducting themselves in a manner detrimental to the event and the public attending when on duty at or in Vendor Booth.
- c. Vendor and its employees are independent contractors and are not employees, servants or agents of VillageFest or of the City. Vendor has the sole responsibility of providing workers' compensation coverage for its employees.

11. **Cancellation:** The City shall retain the right to cancel this Agreement at any time without penalty.

12. **Entire Agreement:** This Agreement evidences the entire agreement between the parties hereto and supersedes all prior agreements and understandings pertaining to VillageFest.

13. **Effective Date:** This Agreement is effective upon City's acceptance as evidence by the execution of this Agreement by City's authorized representatives in the space provided below.

CITY OF PRAIRIE VILLAGE

By: _____
(signed)

Ronald L. Shaffer

Mayor

City of Prairie Village

7700 Mission Road

Prairie Village, Kansas, 66208

913-381-6464

(date of execution)

ATTEST:

City Clerk, Joyce Hagen-Mundy

VENDOR

By: Tanna Robin
(signed)

Tanna Robinson
(typed name)

Sales and Marketing Assoc.
(typed title)

Games 2U - Olathe
(typed company name)

PO Box 23
(typed address)

Grandview MO 64030
(typed city, state, zip)

913-461-4036
(typed telephone number)

4/28/2011
(date of execution)

APPROVED BY:

City Attorney, Catherine P. Logan

ENTERTAINMENT/ VENDOR AGREEMENT

THIS ENTERTAINMENT/VENDOR AGREEMENT, (hereinafter "Agreement") is made and entered into this 5th day of May, 2011, by and between the City of Prairie Village, Kansas (hereinafter "the City") and All Seasons Event Rental, (hereinafter "Vendor").

WHEREAS, the City is sponsoring an event, entitled VillageFest, for the general public which is to be held on July 4, 2011; and

In consideration of the mutual promises and covenants contained herein, Vendor and City agree as follows:

1. Type of Space Provided: the Vendor shall specify the square footage required including facility foot print and clearance space outside the facility foot print:

2. Type of Service Provided: the Vendor agrees to provide the following services:
 - 1.) 30X40 Frame Tent
 - 2.) Tent w/weights
 - 3.) Platform 4'X8' X 24" - - 24'X32'X24"
 - 4.) Step 24"

3. Hours of Operation: The Vendor shall provide services to the general public from 8:00 a.m. to 12:00 a.m. on July 4, 2011. Set-up and breakdown time is exclusive to the hours of operation.

4. Access to Facilities:
 - a. Vendor shall have access to Vendor's location for set-up and breakdown on Sunday, July 3, 2011 from 6:00 a.m. to 9:00 p.m. Vendor's vehicle(s) must be removed from the VillageFest grounds within one hour after the end of this time period or the vehicle(s) will be subject to tow.

 - b. Vendor shall furnish City a list of each equipment/facility showing the required electrical power in AC volts and AC amp, required water from a garden hose, required fencing, required set-up/breakdown assistance specifying skills required, and any other special requirements as part of this Agreement. Any amendments to Exhibit A must be approved by the City in writing.

5. Compensation: In consideration for the entertainment provided, the City shall pay to the Vendor the amount of \$1219.57, to be paid on or before July 4, 2011 unless the event is canceled as provided in Section 6 of this agreement.
6. Cancellation of the Event: The City has full authority to cancel the event for any reason. In the event that the City cancels VillageFest, the City shall notify Vendor of the cancellation in a timely manner, and this Agreement shall be terminated.
7. Clean-Up: Vendor shall maintain its Vendor's Booth and/or operating areas in a neat, clean, sanitary condition and in good order and repair, free and clean of all litter, debris and rubbish at all times. Vendor shall be responsible for the clean up of its areas on an ongoing basis during the VillageFest and at the conclusion of business and conclusion of the VillageFest. Vendor's clean up responsibilities shall also include, but not be limited to, bagging and depositing Vendor's trash in the designated containers. City reserves the right to terminate all of Vendor's rights under this Agreement, including the right to operate if Vendor has failed to maintain clean and sanitary conditions in and around Vendor's location.
8. Indemnity:
 - a. Vendor shall indemnify and hold harmless the City and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from and (ii) is caused in whole or in part by any negligent act or omission of the Vendor, or any sub-contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph.
 - b. The Vendor is responsible for all items left on the VillageFest premises, including, but not limited to, those items left in and around Vendor's location before, during and after the hours of operation of the VillageFest. Vendor shall be solely responsible for its own security at all times. Risk of loss of equipment, cash and other items belonging to or in the possession of Vendor is on Vendor. City shall not be responsible for loss of or damage to Vendor's property or inventory whether attributable to theft, vandalism spoilage, weather or any other cause.

- c. Vendor is responsible for and agrees to reimburse City for any damage caused by Vendor to City's property or to property being used by the City.
 - d. Vendor shall furnish City with a valid certificate of broad form general liability insurance, completed operations and products insurance coverage for personal injuries and property damage with combines single limits of coverage of not less than \$1,000,000.00 per occurrence, with the City named as additional insured on such policies. **Copies of said certificates shall be provided to City on or before June 20, 2011.**
9. Notification: Notification and any other notices under this Agreement shall be made as follows:
- City Clerk
7700 Mission Road
Prairie Village, KS 66208
(913) 381-6464
10. Staff:
- a. Vendor shall provide managers and sufficient staff to keep Vendor's Booth operational during the hours of operation of the VillageFest.
 - b. Vendor's volunteers, employees, representatives and staff shall be prohibited by Vendor from consuming alcoholic beverages, be in possession of controlled substances, acting in a manner prohibited by state law or city ordinance, or conducting themselves in a manner detrimental to the event and the public attending when on duty at or in Vendor Booth.
 - c. Vendor and its employees are independent contractors and are not employees, servants or agents of VillageFest or of the City. Vendor has the sole responsibility of providing workers' compensation coverage for its employees.
11. Cancellation: The City shall retain the right to cancel this Agreement at any time without penalty.
12. Entire Agreement: This Agreement evidences the entire agreement between the parties hereto and supersedes all prior agreements and understandings pertaining to VillageFest.
13. Effective Date: This Agreement is effective upon City's acceptance as evidence by the execution of this Agreement by City's authorized representatives in the space provided below.

CITY OF PRAIRIE VILLAGE

By: _____
(signed)

Ronald L. Shaffer

Mayor

City of Prairie Village

7700 Mission Road

Prairie Village, Kansas, 66208

913-381-6464

(date of execution)

ATTEST:

City Clerk, Joyce Hagen-Mundy

VENDOR

By: _____
(signed)

Mark Branta
(typed name)

V.P.
(typed title)

ALL SEASONS
(typed company name)

12416 Springfield Rd
(typed address)

G - U - MO 64030
(typed city, state, zip)

816 765 1444
(typed telephone number)

5-5-11
(date of execution)

APPROVED BY:

City Attorney, Catherine P. Logan



CITY CLERK DEPARTMENT

Council Meeting Date: May 16, 2011
CONSENT AGENDA

Consider Assignment of Planning Services Agreement

RECOMMENDATION

Recommend the Governing Body authorize the Mayor to execute the assignment of the Bucher, Willis & Ratliff Corporation Contract for Planning Services to H.W. Lochner, Inc.

BACKGROUND

On November 12, 2010 BWR merged into and consolidated with H.W. Lochner, Inc. While BWR remains in existence as a legal entity, its operations are now part of Lochner, and the BWR professional are now employed by Lochner. Accordingly the same professionals that performed services under the agreement will continue to perform such services as contained in the contract with no change in the conditions or charges.

ATTACHMENTS

Letter of assignment

PREPARED BY

Joyce Hagen Mundy
City Clerk

April 25, 2011



H.W. Lochner, Inc.
903 East 104th Street
Suite 900
Kansas City, MO 64131

T 816.363.2696
F 816.363.0027

hwlochner.com

April 5, 2011

City of Prairie Village, Kansas
Ms. Joyce Mundy
City Offices, 7700 Mission Rd
Prairie Village, KS 66208

Re: Consolidation of Bucher, Willis & Ratliff Corporation
and H.W. Lochner, Inc.

Dear Ms. Mundy:

Bucher, Willis & Ratliff Corporation (BWR) is currently providing services to the City of Prairie Village, Kansas.

On November 12, 2010, BWR merged into, and consolidated with H.W. Lochner, Inc. (Lochner). While BWR remains in existence as a legal entity, its operations are now part of Lochner, and the BWR professionals are now employed by Lochner. Accordingly, the same professionals that performed services under your projects are continuing to perform such services as contained in the contract. When it would be in the project's best interest and yours as our client, this staff can now be augmented by Lochner's professional staff and resources as might be required.

Lochner-BWR Division – a merger of values and quality services... Lochner is a national consulting firm with offices across the nation. With this merger, we now have nearly 600 specialists with a wealth of experience. In addition to our traditional services as BWR, as Lochner we can provide additional infrastructure and transportation services, such as rail and transit, construction management, engineering and inspection, and alternative delivery, such as design-build and public-private partnerships.

You can be sure that this is a merger created out of mutual benefit to each company; there will be no change in the value and quality of service you have experienced in the past or are receiving today.

How does this affect you? This change does not automatically affect contract(s) with BWR. However, we believe it will be advantageous to assign current contract(s) to H.W. Lochner, Inc. Our obligation is the same either way, but with the official name of the firm going forward being H.W. Lochner, Inc., there is merit to completing the change.

Attached is an Assignment and Assumption which reflects the consolidation and Lochner's continuing performance under the contract.

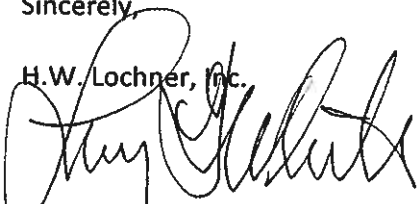
April 5, 2011

Page 2

Please sign below to authorize the assignment and assumption of your contracts with BWR to H.W. Lochner. After signing, please mail an original to us in the self addressed, and stamped enclosed envelope. If you would like to speak with someone regarding any questions you may have, please contact Paula Tomlins, CPA, Controller, or Kevin Kokes, AICP, Project Manager.

Sincerely,

H.W. Lochner, Inc.



Larry G. White, AIA
Office Manager

City of Prairie Village, Kansas

By signing below, I accept the assignment of Bucher, Willis & Ratliff Corporation Contracts to H.W. Lochner, Inc.

By: _____

Signature

Printed Name

Title

Date

ASSIGNMENT AND ASSUMPTION OF CONTRACT

THIS ASSIGNMENT AND ASSUMPTION OF CONTRACT (this "Assignment") is made as of this 30th day of March 2011, by and between BUCHER, WILLIS AND RATLIFF CORPORATION ("BWR"), and H.W. LOCHNER, INC. ("Lochner").

RECITALS

WHEREAS, the business and operations of BWR have been consolidated with and into Lochner; and

WHEREAS, to reflect the consolidation of BWR and Lochner, BWR desires to assign, and Lochner desires to assume, all rights, duties and obligations of BWR under the contract listed on Exhibit A attached hereto and made a part hereof (the "Contract").


NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. BWR hereby assigns, conveys, transfers and sets over unto Lochner all of BWR's right, title and interest in, to and under the Contract.
2. Lochner hereby accepts said assignment of the Contract from BWR and assumes all duties, obligations and liabilities of BWR under the Contract.

IN WITNESS WHEREOF, BWR and Lochner have caused this Assignment to be duly executed as of the day and year first above written.


BWR:

BUCHER WILLIS AND
RATLIFF CORPORATION

By: 
Name: Larry S. White
Title: BWR - CEO & President

LOCHNER:

H.W. LOCHNER, INC.

By: 
Name: KEVIN D. NEWMAN
Title: Senior Vice President



MAYOR

Council Meeting Date: May 16, 2011

Consent Agenda: Consider Proclamation recognizing May 15-21, 2011 as Police Week and May 15 as Peace Officers Memorial Day

RECOMMENDATION

Recommend the City Council authorize the Mayor to execute a proclamation recognizing May 15-21, 2011 as Police Week and May 15 as Peace Officers Memorial Day

BACKGROUND

Peace Officers Memorial Day is recognized on May 15th each and the week in which it falls is designated Police Week.

ATTACHMENT

Proclamation

PREPARED BY

Jeanne Koontz, Deputy City Clerk

Date: May 10, 2011

CITY OF PRAIRIE VILLAGE

Proclamation

**Police Week
May 15 through May 21, 2011**

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of the Prairie Village Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Prairie Village; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the Prairie Village Police Department has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service,

Now, therefore, I, Ronald L. Shaffer, Mayor of the City of Prairie Village, do hereby proclaim the week of

May 15 through 21, 2011 as "Police Week"

with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of Prairie Village to observe Sunday, May 15, 2011, as Peace Officers Memorial Day in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

Mayor Ronald L. Shaffer

City Clerk

Date



MAYOR

**Council Meeting Date: May 16, 2011
CONSENT AGENDA**

**Consider appointments Board of Code Appeals, Insurance & Sister City
Committees**

RECOMMENDATION

Mayor Shaffer requests Council ratification of the following committee appointments: Scott M. Rosemann to the Board of Code Appeals for a 5 year term; Brett Lane to the Insurance Committee and Robert Glywa to the Sister City Committee for a three-year term. His volunteer application is attached.

BACKGROUND

Scott Rosemann is a licensed practicing structural engineer that has worked with several jurisdictions building codes on a regular basis. His expertise and experience will be valuable as the Board reviews new building codes and appeals. His volunteer application is attached.

Brett Lane has eight years experience in the insurance industry most recently with the Lockton Companies. He will replace Dick Callahan who is retiring and moving out of the area.

Robert Glywa has been volunteering at Sister City events for the past several years and would join his wife Vera who is currently on the committee. His volunteer application is attached.

ATTACHMENTS

Volunteer applications

PREPARED BY

Joyce Hagen Mundy
City Clerk

Date: May 10, 2011



**City of Prairie Village
APPLICATION TO VOLUNTEER**

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to cityclerk@pvkansas.com.

Name Scott M. Rosemann, P.E., LEED AP Spouse's Name Lindsey

Address 7053 Granada Lane Zip 66208 Ward 1

Telephone: Home 913.831.2423 Work 816.472.1448 Fax 816.472.4702

E-mail srosemann@rosemann.com Other Number(s): 816.377.1374

Business Affiliation Rosemann & Associates, P.C.

Business Address 1526 Grand Blvd, KC MO 64108

What Committee(s) interests you? Board of Code Appeals

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

- I am a licensed and practicing Structural Engineer, and have been a Prairie Village resident since 2004. I am involved with Building Codes in multiple jurisdictions on a daily basis. I would love the opportunity to share my technical knowledge with the City.

- Please also see attached resume.

Thank you for your interest in serving our community.

Committee Appointment Record

Committee/Position	Date Elected	Date Appointed	Length of Term	Replacing	Termination/Resignation
Structural Engineer Institute Business Practice Comm.	-	9/2009	3 yrs	-	-
Structural Engineer Institute Sustainability Committee	-	11/2009	3 yrs	-	-
American Society of Civil Engineers Comm on Business Practice	-	10/2010	3 yrs	-	-

Scott M. Rosemann, PE, LEED® AP, SAME
Rosemann & Associates, P.C.
1526 Grand Boulevard
Kansas City, MO 64108-1404
816.472.1488
srosemann@rosemann.com

EDUCATION:

- University of Wyoming
Bachelor of Science, Architectural Engineering, 2003

REGISTRATION / LICENSE:

- State of Missouri - #2008002204
- State of Kansas - #20130
- State of Georgia - #033972
- LEED® Accredited Professional

Scott's extensive experience on a wide variety of project types and sizes brings an expertise to the company that is greatly valued. Scott brings design and project management experience on projects that include multifamily housing, senior housing, student life, schools, hospitals, parking garages, commercial shopping centers, and historic renovations. These projects have successfully used structural steel frames, load bearing CMU, light-framed wood systems, light gauge metal systems, as well as cast-in-place and precast concrete systems. On each of his projects, Scott is involved in all phases of the design and construction administration. He believes that the upfront involvement of the structural engineer creates a more integrated and successful project.

PROFESSIONAL MEMBERSHIP:

American Society of Civil Engineers (ASCE) Member
Structural Engineering Institute (SEI) Member
Structural Engineering Association of Kansas & Missouri (SEAKM) Member
Society of American Military Engineers (SAME) Member
United States Green Building Council (USGBC) Member
Tau Beta Pi National Engineering Honor Society Member
National Council of Examiners for Engineering and Surveying (NCEES) Record Holder

TECHNICAL ACTIVITIES:

ASCE – Committee on Business Practice Member
SEI - Business Practice Committee Member
SEI - Sustainability Committee Member

PRESENTATIONS:

- "Implementation of Current Technology into the Business Practice", 2011 Structures Congress, Las Vegas NV, April 15th 2011
- "Green Building Solutions", a presentation for the Greenpeace International Day of Action, University of Kansas Chapter, December 6th 2008



**City of Prairie Village
APPLICATION TO VOLUNTEER**

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to cityclerk@pvkansas.com.

Name Brett Lane Spouse's Name _____

Address 3414 W. 73rd Terr. Zip 66208

Ward _____ Telephone: Home 913-912-1809 Work 816-960-9048

Fax 816-783-9048 Other Number(s): 913-991-1733

Business Affiliation Lockton Companies

Business Address 444 W. 47th St KC mo 64112

What Committee(s) interest(s) you?

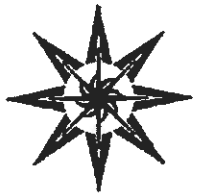
Insurance Committee and Communications Committee

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

I have eight years experience in the insurance industry,
working in personal lines as well as employee benefits.

Over the last five years, in addition to consulting
companies on their employee benefits, we also focus
on developing communication strategies that help
facilitate an appreciation of company provided benefits.

Thank you for your interest in our community.



City of Prairie Village

APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to cityclerk@pvkansas.com.

Name Robert GLywa Spouse's Name Vera
Address 9308 W. 150th Terrace Zip 66221 Ward ?
Telephone: Home 913-232-7547 Work same Fax None
E-mail Catskillbob@aol.com Other Number(s): _____
Business Affiliation Retired
Business Address None
What Committee(s) interests you? Sister City Committee

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

my wife Vera is a member of The Sister City Committee
and a bilingual translator/interpreter in Ukrainian & English.
For the past several years I have volunteered to be the
"photographer" for all Sister City official and ad hoc
events for The Prairie Village & Dolyna, Ukraine relationship.
I would like to enhance my relationship with The
Sister City Committee by becoming a bona fide member
rather than an interested outsider

Robert L. Gylwa 5-9-11

Thank you for your interest in serving our community.



ADMINISTRATION

City Council Meeting Date: May 16, 2011

Consent Agenda: Consider approving amendments to the City's Police Pension Plan.

SUGGESTED MOTION

Move that the Committee approve the amendments to the City's Police Pension Plan.

BACKGROUND

The City requested a determination of the Police Pension Plan from the Internal Revenue Service (IRS) in 2010. The City has recently received notification of a favorable determination from the IRS with one request necessary to fulfill this determination. The IRS has requested that an amendment to the Plan be made stating that the Plan will comply with IRS Code Section 401(a) which is the Code governing retirement plans.

ATTACHMENTS

- Proposed Police Pension Plan Amendments
-

Prepared By:

Nicholas Sanders, PHR, IPMA-CP

Human Resources Specialist

Date: May 10, 2011

**THIRD AMENDMENT
TO THE
PRAIRIE VILLAGE, KANSAS POLICE DEPARTMENT
RETIREMENT PLAN**

(as amended and restated effective January 1, 2006)

Section 18.02 of the Prairie Village, Kansas Police Department Retirement Plan (the "Plan") maintained by the City of Prairie Village, Kansas (the "City"), provides that the City may amend the Plan at any time and from time to time. In accordance with the provisions of that Section, and in order to facilitate the issuance of a favorable determination letter from the Internal Revenue Service, the Plan is amended, effective as of January 1, 2006, as described below:

The following shall be added to the end of the first paragraph of the Preamble to the Plan:

The Plan is established and maintained for certain employees of the City of Prairie Village, Kansas, and, in accordance with the requirements described in Code Section 414(d), is a governmental plan intended to comply with Code Section 401(a) by meeting such requirements.

IN WITNESS WHEREOF, the City of Prairie Village, Kansas has adopted this Amendment to the Prairie Village, Kansas Police Department Retirement Plan this _____ day of _____, 2011.

THE CITY OF PRAIRIE VILLAGE, KANSAS

By: _____

Ronald L. Shaffer, Mayor



MAYOR

**Council Meeting Date: May 16, 2011
CONSENT AGENDA**

Consent Agenda: Consider appointment to JazzFest Committee

RECOMMENDATION

Mayor Shaffer requests Council ratification of his appointment of the following individuals to serve on the 2011 JazzFest Committee:

Larry Kopitnik
Erin Chappas
Marilyn York

BACKGROUND

In 2010, JazzFest served as a sub-committee of the Arts Council. In November, 2010, because of the time commitment involved with raising funds for and organizing the jazz festival, it was recognized as a City Committee and Dan Andersen and Kathy Peterson were appointed as co-chairs. Almost all of the committee is returning from 2010.

ATTACHMENTS

Volunteer applications

PREPARED BY

Joyce Hagen Mundy
City Clerk

Date: May 13, 2011



City of Prairie Village

APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to cityclerk@pvkansas.com.

Name Larry Kopitnik Spouse's Name NONE
Address 9716 W. 86th St., Overland Park, KS Zip 66212 Ward _____
Telephone: Home 913-383-8468 Work 816-426-8425 Fax _____
E-mail KCJAZZARK@GMAIL.COM Other Number(s): Cell: 913-433-6302
Business Affiliation Ply Gem
Business Address 2600 Grand Blvd, Kansas City, MO 64108
What Committee(s) interests you? Jazz Festival

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

I was an organizer of the Kansas City Jazz Festival, staged in Volker Park, for 7 years (1984-1990). Kathy Peterson, chair of the Prairie Village Jazz Festival, asked if I would help. Also, I grew up in Prairie Village (at 7800 Pawnee), so I have an affinity for the community.

Thank you for your interest in serving our community.



City of Prairie Village

APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to cityclerk@pvkansas.com.

Name Eam Chappas Spouse's Name _____
Address 9116 Prairie Lane Zip 66208 Ward _____
Telephone: Home 913 980-1578 Work _____ Fax _____
E-mail wechappa@smsd.org Other Number(s): _____
Business Affiliation _____
Business Address _____
What Committee(s) interests you? ?

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

Thank you for your interest in serving our community.



City of Prairie Village

APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to cityclerk@pvkansas.com.

Name Marilyn York Spouse's Name —
Address 16024 W. 147th Terrace Zip 66062 Ward —
Telephone: Home 913 782-2517 Work — Fax —
E-mail vayork@prodigy.net Other Number(s): 913 449-0147
Business Affiliation —
Business Address —
What Committee(s) interests you? —

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

Thank you for your interest in serving our community.



PLANNING COMMISSION

Council Meeting Date: May 18, 2011

Consider Request for Special Use Permit for the operation of a Day Care at 4805 West 67th Street

RECOMMENDATION

Recommend the City Council adopt Ordinance 2235 granting a Special Use Permit to allow the operation of a Day Care at 4805 West 67th Street subject to the conditions recommended by the Planning Commission.

BACKGROUND

The Kansas City Autism Training Center has requested a Special Use Permit for the operation of a child care program at Faith Lutheran Church located at 4805 W. 67th Street. KcATC plans to provide care for up to 50 children between the ages of 2 ½ to 12. The care center will operate year around Monday-Friday, 7:30 am to 5:30 pm. The center will be closed Holidays and spring and winter breaks and during the summer. The projected enrollment includes 18 children diagnosed with autism receiving one-on-one therapy and 32 non-autistic children enrolled in the preschool.

KcATC will provide professional, research-based interventions and training for children with a pervasive developmental disorder and their families. This care center will also provide education to parents, educators, therapists and other direct service providers in the Kansas City area.

The KcATC is currently operating at the Congregation Kol Ami at 7501 Belinder Avenue. The City granted the original Special Use Permit in 2005 and it was renewed in 2008. The application was limited to 10 children primarily because of the space available in the building. The KcATC needs to expand the care facility and is requesting approval of this application in order to accommodate demands. The expansion includes additional autism children as well as a regular day care center.

The child care center will occupy two floors of the education wing of the church. Four classrooms, an office and a storage room will be used on the ground floor and four rooms will be used on the first floor. There is an existing courtyard that is accessed from the ground floor that will serve as the outdoor exercise and play area. The courtyard is bound by the building on the east, west and south sides and a wall and fence complete the enclosure on the north side.

The applicant held a neighborhood meeting on April 18, 2011, in accordance with the Planning Commission Citizen Participation Policy and no residents attended the meeting. No one spoke at the public hearing before the Planning Commission.

The Planning Commission found the findings of fact to be favorable for the reasons set forth in the minutes of their May 3, 2011 meeting and recommends that the Governing Body approve a Special Use Permit for the operation of a child care program at Faith

Lutheran Church located at 4805 West 67th Street by the Kansas City Autism Training Center subject to the following conditions:

1. That the child care center be approved for a maximum of 50 children and be contained within the existing building and courtyard as presented by the applicant;
2. That the child care center be permitted to operate year round from 7:00 am to 6:00 pm subject to the licensing requirements by the Kansas Department of Health and Environment;
3. That the Special Use Permit be issued for the child care center for a period of three years from the date of City Council approval and that if the applicant desires to continue the use after that time period expires, they shall file a new application for reconsideration by the Planning Commission and City Council; and
4. If this permit is found not to be in compliance with the terms of the approval of the Special Use Permit, it will become null and void within 90 days of notification of noncompliance unless noncompliance is corrected.

The Governing Body (which includes the Mayor and City Council) shall make its findings of fact based on the "Golden Factors" and either:

- A. Adopt the recommendation of the Planning Commission and approve the Special Use Permit which requires a majority of those present, or
- B. Override the recommendation of the Planning Commission by a 2/3 vote of the Governing Body (9 votes), and deny the Special Use Permit, or
- C. Return the recommendation to the Planning Commission by a simple majority vote of the quorum present with a statement specifying the basis for the City Council's failure to approve or disapprove the recommendation.
- D. Continue the item to a designated meeting by a simple majority of the quorum present.

RELATED TO VILLAGE VISION

LRN1 Promote continued support of schools within the community.

ATTACHMENTS

Draft of Planning Commission minutes of May 3, 2011
Staff Report & Application for PC2011-02
Proposed Ordinance

PREPARED BY

Joyce Hagen Mundy
City Clerk
Date: May 9, 2011

ORDINANCE 2235

AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR THE OPERATION OF A PRIVATE PRESCHOOL BY MONARCH MONTESSORI AT 4805 WEST 67th STREET, PRAIRIE VILLAGE, KANSAS

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

Section I. **Planning Commission Recommendation.** At its regular meeting on May 3, 2011, the Prairie Village Planning Commission held a public hearing, found the findings of fact to be favorable and recommended that the City Council approve a Special Use Permit for the operation of Child Care Center by the Kansas City Autism Training Center (KcATC) at 4805 West 67th Street subject to the following conditions:

1. That the Child Care Center be approved for a maximum of 50 children and be contained within the existing building and courtyard as presented by the applicant;
2. That the Child Care Center be permitted to operate year round from 7:00 a.m. to 6 p.m. subject to the licensing requirements of the Kansas Department of Health and Environment;
3. That the Special Use Permit be issued for the Child Care Center for a period of three years from the date of City Council approval and that if the applicant desires to continue the use after that time period expires, they shall file a new application for reconsideration by the Planning Commission and City Council; and
4. If this permit is found not to be in compliance with the terms of the approval of the Special Use Permit, it will become null and void within 90 days of notification of noncompliance unless noncompliance is corrected.

Section II. **Findings of the Governing Body.** At its meeting on May 16, 2011, the Governing Body adopted by specific reference the findings as contained in the minutes of the Planning Commission meeting of May 3, 2011, and the recommendations of the Planning Commission and approved the Special Use Permit as docketed PC2011-02..

Section III. **Granting of the Special Use Permit.** Be it therefore ordained that the City of Prairie Village grant a Special Use Permit for Kansas City Autism Training Center (KcATC) to operate a Child Care Center at 4805 West 67th Street, Prairie Village, Kansas subject to the four specific conditions listed above.

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

PASSED AND ADOPTED THIS 16th DAY OF May, 2011.

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Ronald L. Shaffer, Mayor

ATTEST:

APPROVED AS TO FORM:

Joyce Hagen Mundy, City Clerk

Catherine P. Logan, City Attorney

PLANNING COMMISSION MINUTES
May 3, 2011

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, May 3, 2011, in the Council Chamber, 7700 Mission Road. Chairman Ken Vaughn called the meeting to order at 7:00 p.m. with the following members present: Randy Kronblad, Bob Lindeblad, Marlene Nagel, Nancy Wallerstein and Nancy Vennard.

The following persons were present in their advisory capacity to the Planning Commission: Ron Williamson, Planning Consultant; Dennis Enslinger, Assistant City Administrator; Al Herrera, Council Liaison; Jim Brown, City Building Official and Joyce Hagen Mundy, City Clerk/Planning Commission Secretary.

APPROVAL OF MINUTES

Randy Kronblad asked that his comments in the third paragraph on page 4 of the minutes be revised to reflect that the overall site be reviewed in light of Village Vision and how it will develop over time. Nancy Vennard asked that the companies of the individuals making the presentation on Corinth Square be identified. Randy Kronblad moved for the approval of the minutes of April 5, 2011 with the corrections noted. The motion was seconded by Marlene Nagel and passed unanimously.

PUBLIC HEARINGS

Chairman Ken Vaughn noted there are two public hearings on the agenda and reviewed the procedures to be followed. Bob Lindeblad recused himself for the first public hearing on PC2011-02 as he is a member of the church providing the site for the requested day care program.

PC2011-02 Request for Special Use Permit for Day Care Program
4805 West 67th Street

Traci Mann, Program Director and Ron Johnson, Executive Director for the Kansas City Autism Training Center (KcATC) presented their request for approval to operate a child care center in the Faith Lutheran Church located at 4805 W. 67th Street. KcATC plans to provide care for up to 50 children between the ages of 2 ½ to 12. The care center will operate year around Monday-Friday, 7:30 am to 5:30 pm. The center will be closed Holidays and spring and winter breaks and during the summer. The projected enrollment includes 18 children diagnosed with autism receiving one-on-one therapy and 32 non-autistic children enrolled in the preschool.

KcATC will provide professional, research-based interventions and training for children with a pervasive developmental disorder and their families. This care center will also provide education to parents, educators, therapists and other direct service providers in the Kansas City area.

Ron Williamson stated the KcATC is currently operating at the Congregation Kol Ami at 7501 Belinder Avenue. The City granted the original Special Use Permit in 2005 and it was renewed in 2008. The application was limited to 10 children primarily because of the space available in the building. The KcATC needs to expand the care facility and is requesting approval of this application in order to accommodate demands. The expansion includes additional autism children as well as a regular day care center.

According to the plans submitted the child care center will occupy two floors of the education wing of the church. Four classrooms, an office and a storage room will be used on the ground floor and four rooms will be used on the first floor. There is an existing courtyard that is accessed from the ground floor that will serve as the outdoor exercise and play area. The courtyard is bound by the building on the east, west and south sides and a wall and fence complete the enclosure on the north side.

Mr. Williamson noted in keeping with past actions of the Planning Commission, staff recommends the initial permit be issued for three years with subsequent renewals for five-year periods.

The applicant held a neighborhood meeting on April 18, 2011, in accordance with the Planning Commission Citizen Participation Policy and no residents attended the meeting.

No members of the public were present to address the Commission on this application and the public hearing was closed at 7:10 p.m.

Ken Vaughn confirmed the applicant had received staff comments and agreed to the recommended conditions for approval.

The Planning Commission reviewed the following findings on this application:

- 1. The proposed Special Use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.**

The child care program is contained within an existing building and fenced playground which is in compliance with the zoning regulations.

- 2. The proposed Special Use at the specified location will not adversely affect the welfare or convenience of the public.**

The child care program will be an asset to the community because it will provide a much needed service for taking care of the children with pervasive development disorders. Approval of this location will allow the expansion of a much needed service.

- 3. The proposed Special Use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.**

The child care center, is located within an existing structure, and will not create any problems for the adjacent property in the neighborhood. The applicant has requested approval for three year period so it can be reevaluated at that time.

4. The location and size of the Special Use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it, are such that this Special Use will not dominate the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the Special Use Permit will so dominate the immediate neighborhood, consideration shall be given to:

a. Location size and nature of the height of the building, structures, walls and fences on the site; and

b. The nature and extent of landscape and screening on the site.

The proposed child care center will be within an existing building and no new construction will occur. Therefore the proposed use will not have a dominating effect on the existing neighborhood.

5. Off street parking and loading areas will be provided with standards set forth in these regulations, and areas shall be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.

The child care center will use the existing off street parking and loading areas adjacent to Roe Avenue that are currently being provided by the church. The operation of the child care center will not be operating at the same time as other events at the church and should not create a conflict. The parking lot is large and should easily accommodate the traffic and parking needed.

6. Adequate utility, drainage and other necessary utilities have been or will be provided
Since this use will be occupying an existing facility, utility services are already provided.

7. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent hazards and to minimize traffic congestion in public streets and alleys.

Adequate entrance and exit drives currently exist off Roe Avenue and this proposed Special Use Permit will utilize the existing infrastructure that is already in place.

8. Adjoining properties will be adequately protected from any hazardous or toxic materials, hazardous manufacturing processes, obnoxious odors, or unnecessary intrusive noises.

This particular use does not have any hazardous materials, processes, odors or intrusive noises that accompany it.

9. Architectural style and exterior materials are compatible with such style and materials used in the neighborhood in which the proposed structure is to be built or located.

The special use has not required any changes in the exterior architecture or style of the existing building.

Having found favorably on the findings of fact, Randy Kronblad moved the Planning Commission recommend approval to the Governing Body for PC2011-02 for a Special Use Permit for the KcATC Child Care Program at 4805 W. 67th Street subject to the following conditions:

1. That the child care center be approved for a maximum of 50 children and be contained within the existing building and courtyard as presented by the applicant.
2. That the child care center be permitted to operate year round from 7:00 am to 6:00 pm subject to the licensing requirements by the Kansas Department of Health and Environment.
3. That the Special Use Permit be issued for the child care center for a period of three years from the date of City Council approval and that if the applicant desires to continue the use after that time period expires, they shall file a new application for reconsideration by the Planning Commission and City Council.
4. If this permit is found not to be in compliance with the terms of the approval of the Special Use Permit, it will become null and void within 90 days of notification of noncompliance unless noncompliance is corrected.

The motion was seconded by Marlene Nagel and passed by a vote of 5 to 0.

Bob Lindeblad returned to the meeting. Ken Vaughn recused himself from the meeting as he is a member of the church request the Special Use Permit. Bob Lindeblad, as Vice-chairman assumed the chair.

STAFF REPORT

TO: Prairie Village Planning Commission
FROM: Ron Williamson, Lochner, Planning Consultant
DATE: May 3, 2011 Planning Commission Meeting

Project # 010002401

Application: PC 2011-02

Request: Special Use Permit for KcATC Child Care Center

Property Address: Faith Lutheran Church, 4805 W. 67th Street

Applicant: Kansas City Autism Training Center (KcATC)

Current Zoning and Land Use: R-1A Single-Family Residential District - Church

Surrounding Zoning and Land Use:

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

Legal Description: Metes and Bounds

Property Area: 2.97 acres

Related Case Files: PC 2008-02 Special Use Permit for T-Mobile
PC 2008-05 Special Use Permit for T-Mobile

Attachments: Application, Site Plan, Project Photos



General Location Map

Aerial Map



COMMENTS:

The Kansas City Autism Training Center (KcATC) is requesting approval to operate a child care center in the Faith Lutheran Church located at 4805 W. 67th Street. KcATC plans to provide care for up to 50 children between the ages of 2 ½ to 12. The care center will operate year around Monday-Friday, 7:30 am to 5:30 pm. The center will be closed Holidays and spring, summer and winter breaks. The projected enrollment includes 18 children diagnosed with autism receiving one-on-one therapy and 32 non-autistic children enrolled in the preschool.

KcATC will provide professional, research-based interventions and training for children with a pervasive developmental disorder and their families. This care center will also provide education to parents, educators, therapists and other direct service providers in the Kansas City area.

The KcATC is currently operating at the Congregation Kol Ami at 7501 Belinder Avenue. The City granted the original Special Use Permit in 2005 and it was renewed in 2008. The application was limited to 10 children primarily because of the space available in the building. The KcATC needs to expand the care facility and is requesting approval of this application in order to accommodate demands. The expansion includes additional autism children as well as a regular day care center.

A recent study indicates that one out of every 110 children born has autism and that if a child is born with autism; there is a higher chance that siblings will also be autistic. Unfortunately, autism seems to be increasing and facilities need to be established to provide the proper care and training.

According to the plans submitted the child care center will occupy two floors of the education wing of the church. Four classrooms, an office and a storage room will be used on the ground floor and four rooms will be used on the first floor. There is an existing courtyard that is accessed from the ground floor that will serve as the outdoor exercise and play area. The courtyard is bound by the building on the east, west and south sides and a wall and fence complete the enclosure on the north side.

The applicant held a neighborhood meeting on April 18, 2011, in accordance with the Planning Commission Citizen Participation Policy and no residents attended the meeting.

FACTORS FOR CONSIDERATION:

The Planning Commission shall make findings of fact to support its recommendation to approve, conditionally approve, or disapprove this Special Use Permit. In making its decision, consideration should be given to any of the following factors that are relevant to the request:

- 1. The proposed Special Use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.**

The child care program is contained within an existing building and fenced playground which is in compliance with the zoning regulations.

- 2. The proposed Special Use at the specified location will not adversely affect the welfare or convenience of the public.**

The child care program will be an asset to the community because it will provide a much needed service for taking care of the children with pervasive development disorders. Approval of this location will allow the expansion of a much needed service.

- 3. The proposed Special Use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.**

The child care center, is located within an existing structure, and will not create any problems for the adjacent property in the neighborhood. The applicant has requested approval for three year period so it can be reevaluated at that time.

- 4. The location and size of the Special Use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it, are such that this Special Use will not dominate the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the Special Use Permit will so dominate the immediate neighborhood, consideration shall be given to:**
- a. Location size and nature of the height of the building, structures, walls and fences on the site; and**
 - b. The nature and extent of landscape and screening on the site.**

The proposed child care center will be within an existing building and no new construction will occur. Therefore the proposed use will not have a dominating effect on the existing neighborhood.

- 5. Off street parking and loading areas will be provided with standards set forth in these regulations, and areas shall be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.**

The child care center will use the existing off street parking and loading areas adjacent to Roe Avenue that are currently being provided by the church. The operation of the child care center will not be operating at the same time as other events at the church and should not create a conflict. The parking lot is large and should easily accommodate the traffic and parking needed.

- 6. Adequate utility, drainage and other necessary utilities have been or will be provided.**

Since this use will be occupying an existing facility, utility services are already provided.

- 7. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent hazards and to minimize traffic congestion in public streets and alleys.**

Adequate entrance and exit drives currently exist off Roe Avenue and this proposed Special Use Permit will utilize the existing infrastructure that is already in place.

- 8. Adjoining properties will be adequately protected from any hazardous or toxic materials, hazardous manufacturing processes, obnoxious odors, or unnecessary intrusive noises.**

This particular use does not have any hazardous materials, processes, odors or intrusive noises that accompany it.

- 9. Architectural style and exterior materials are compatible with such style and materials used in the neighborhood in which the proposed structure is to be built or located.**

The special use has not required any changes in the exterior architecture or style of the existing building.

RECOMMENDATION:

It is the recommendation of Staff that the Planning Commission find favorably on the factors and recommend approval of the KcATC child care program at 4805 W. 67th Street to the City Council subject to the following conditions:

1. That the child care center be approved for a maximum of 50 children and be contained within the existing building and courtyard as presented by the applicant.
2. That the child care center be permitted to operate year round from 7:00 am to 6:00 pm subject to the licensing requirements by the Kansas Department of Health and Environment.
3. That the Special Use Permit be issued for the child care center for a period of three years from the date of City Council approval and that if the applicant desires to continue the use after that time period expires, they shall file a new application for reconsideration by the Planning Commission and City Council.
4. If this permit is found not to be in compliance with the terms of the approval of the Special Use Permit, it will become null and void within 90 days of notification of noncompliance unless noncompliance is corrected.

Site Plan Approval

Since the proposed use is entirely contained within an existing building and courtyard and no physical changes are proposed to the exterior of the building or site, site plan approval is not necessary.

Courtyard Playground & Parking



Class Room Area





7501 Belinder Avenue • Prairie Village, KS 66208 • 913.787.3275 • www.kcatc.net

Joyce Hagen Mundy
City Clerk
7700 Mission Road
Prairie Village, KS 66208

March 30, 2011

Dear Ms. Hagen Mundy,

The Kansas City Autism Training Center (KcATC) is seeking the city's zoning approval to operate a child care center at Faith Lutheran Church, 4805 W. 67th Street. KcATC currently has city approval to operate in its current location at Congregation Kol Ami, 7501 Belinder Ave. and would like to move into a facility that offers more space to accommodate growth.

KcATC will provide up to 50 children between the ages of 2 ½ to 12 with part- and full-time care. We are open year-round, Monday through Friday, 7:30 – 5:30 with time off for holidays and Spring, Summer, and Winter break.

KcATC's mission is to provide professional, empirically-based treatment for children diagnosed with an autism spectrum disorder and their families. Additionally, KcATC operates two inclusion preschool classrooms (called the Children's Learning Center) that enroll children with and without disabilities. The projected enrollment at the center would include 18 children diagnosed with autism receiving one-on-one therapy and 32 typically developing children enrolled in the preschool.

Please let me know if you have any additional questions. You may reach me at 913.544.3038.

Best Regards,

Tracie B. Mann, M.A., BCBA
Program Director
Kansas City Autism Training Center & Child Learning Center
7501 Belinder Ave.
Prairie Village, KS 66208
tracie@kcatc.net

SPECIAL USE PERMIT APPLICATION

CITY OF PRAIRIE VILLAGE, KANSAS

For Office Use Only

Case No.: PC 2011-02

Filing Fees: 100

Deposit: 500

Date Advertised: 4/12/11

Date Notices Sent: 4/12/11

Public Hearing Date: 5/3/11

APPLICANT: Kansas City Autism Training Center PHONE: 913.787.3275

Current ADDRESS: 7501 Belinder ZIP: 66208

OWNER: Incorporated; Ron Johnson, Executive Director PHONE: _____

ADDRESS: 7 ZIP: _____

LOCATION OF PROPERTY: Faith Lutheran, 4805 W. 67th St, 66208

LEGAL DESCRIPTION: _____

Moving to

ADJACENT LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>Residential</u>	<u>R 1b</u>
South	<u>Residential</u>	<u>R 1b</u>
East	<u>Residential</u>	<u>R 1b</u>
West	<u>Residential</u>	<u>R 1b</u>

Present Use of Property: Church

Please complete both pages of the form and return to:

Planning Commission Secretary
City of Prairie Village
7700 Mission Road
Prairie Village, KS 66208

Does the proposed special use meet the following standards? If yes, attach a separate Sheet explaining why.

- | | <u>Yes</u> | <u>No</u> |
|---|------------|-----------------|
| 1. Is deemed necessary for the public convenience at that location. | <u>X</u> | <u> </u> |
| 2. Is so designed, located and proposed to be operated that the public health, safety, and welfare will be protected. | <u>X</u> | <u> </u> |
| 3. Is found to be generally compatible with the neighborhood in which it is proposed. | <u>X</u> | <u> </u> |
| 4. Will comply with the height and area regulations of the district in which it is proposed. | <u>X</u> | <u> </u> |
| 5. Off-street parking and loading areas will be provided in accordance with the standards set forth in the zoning regulations, and such areas will be screened from adjoining residential uses and located so as to protect such residential use from any injurious effect. | <u>X</u> | <u> </u> |
| 6. Adequate utility, drainage, and other such necessary facilities have been or will be provided. | <u>X</u> | <u> </u> |

Should this special use be valid only for a specific time period? Yes No

If Yes, what length of time? 3 years

SIGNATURE: 

DATE: 3/29/11

BY: Tracie B. Mann

TITLE: Program Director

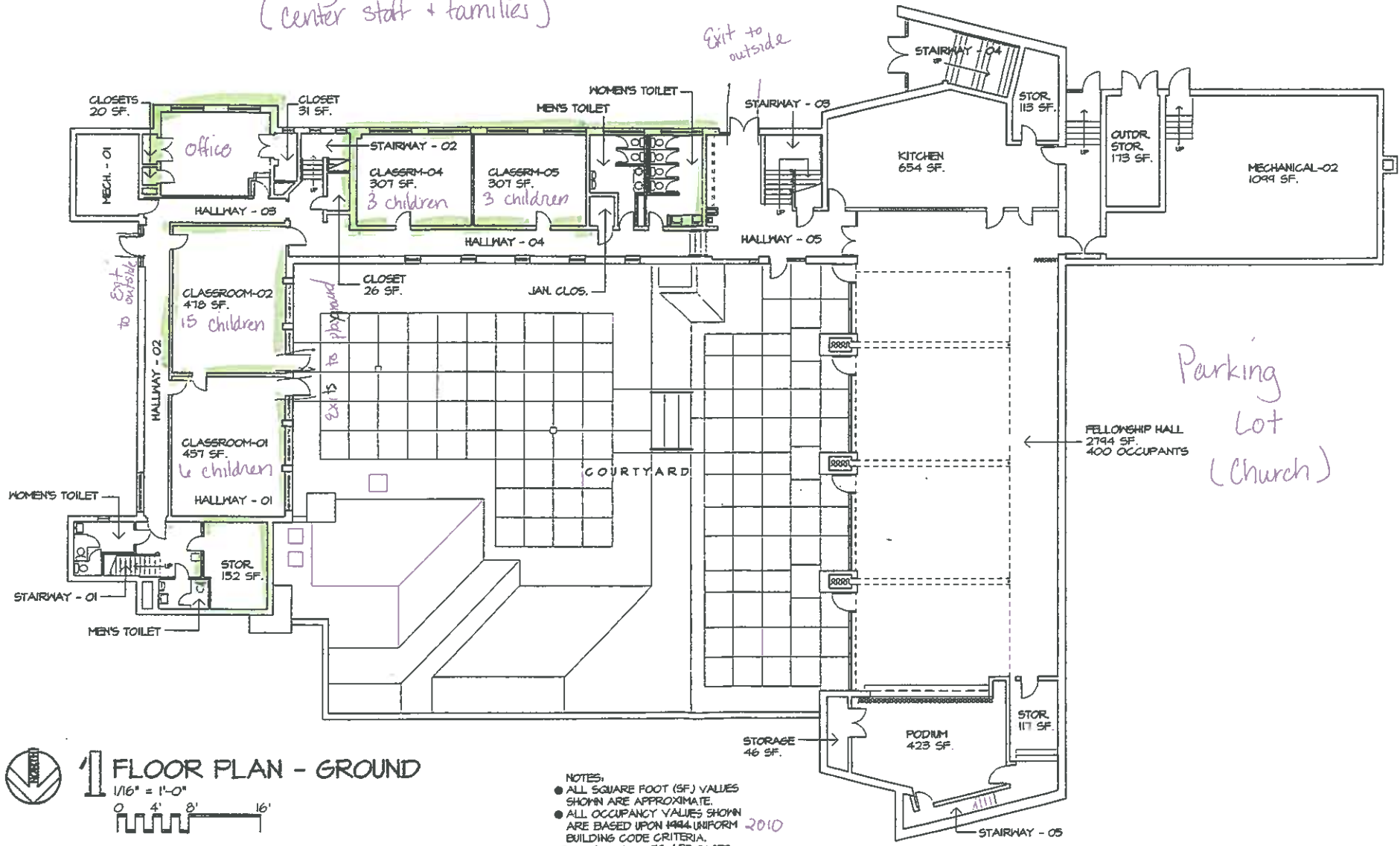
Attachments Required:

- Site plan showing existing and proposed structures on the property in questions, and adjacent property, off-street parking, driveways, and other information.
- Certified list of property owners

Parking Lot
(center staff + families)

Exit to outside

Roe Blvd



Parking Lot
(Church)

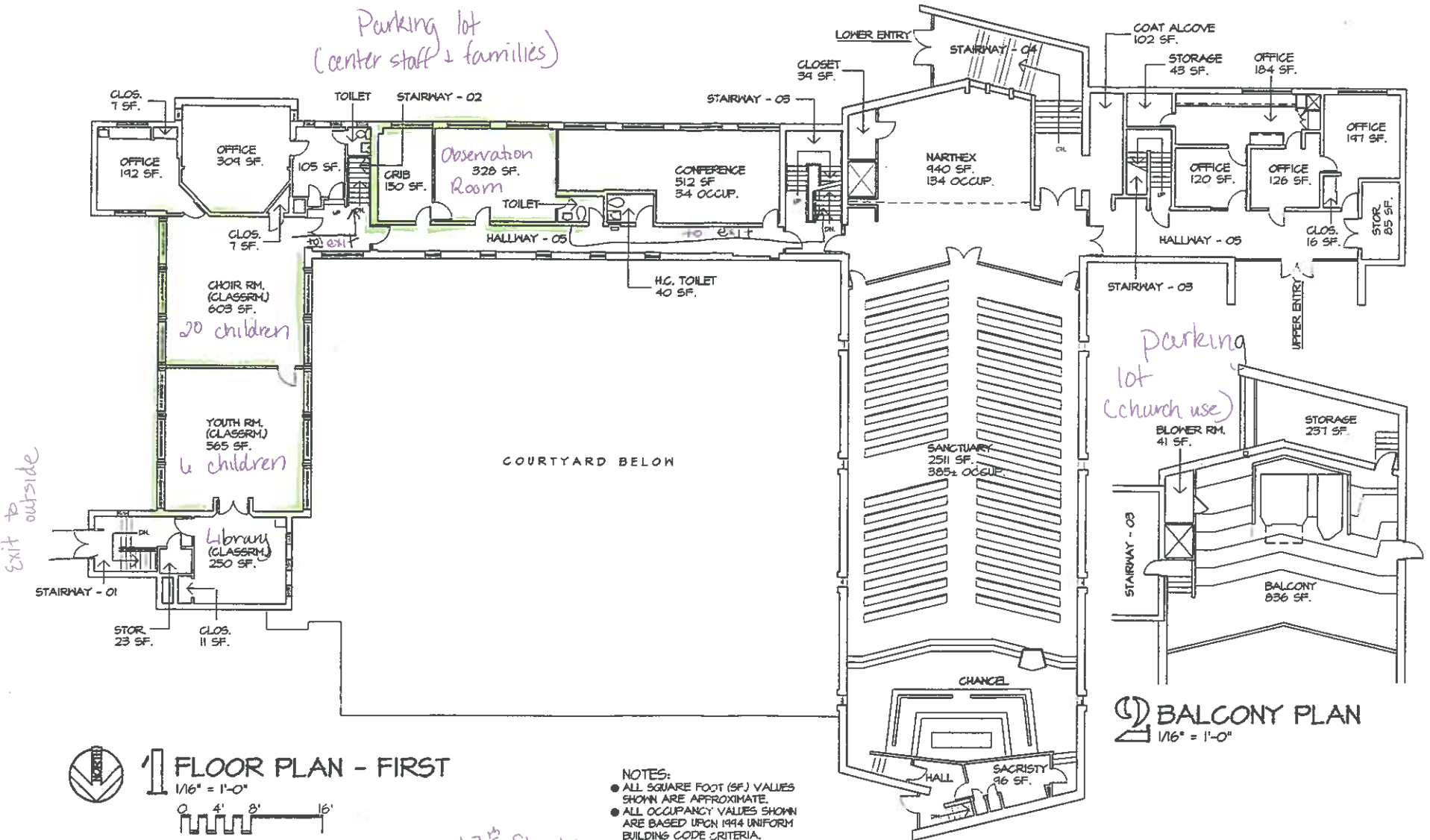
1 FLOOR PLAN - GROUND
 1/16" = 1'-0"
 0 4' 8' 16'

- NOTES:
- ALL SQUARE FOOT (SF.) VALUES SHOWN ARE APPROXIMATE.
 - ALL OCCUPANCY VALUES SHOWN ARE BASED UPON 1994 UNIFORM BUILDING CODE CRITERIA. 2010
 - ALL ROOM NAMES ARE BASED UPON CURRENT SPACE USAGE.

67th St.

Roe Blvd.

Parking lot
(center staff + families)



parking
lot
(church use)



FLOOR PLAN - FIRST

1/16" = 1'-0"



Wth Street

- NOTES:
- ALL SQUARE FOOT (SF.) VALUES SHOWN ARE APPROXIMATE.
 - ALL OCCUPANCY VALUES SHOWN ARE BASED UPON 1994 UNIFORM BUILDING CODE CRITERIA.
 - ALL ROOM NAMES ARE BASED UPON CURRENT SPACE USAGE.

BALCONY PLAN

1/16" = 1'-0"

DATE: 11/15/14 11:00 AM



PLANNING COMMISSION

Council Meeting Date: May 18, 2011

Consider Request for Special Use Permit for the installation of a 10' x 12' Storage Building at 5400 West 75th Street

RECOMMENDATION

Recommend the City Council adopt Ordinance 2236 granting a Special Use Permit to allow the installation of a 10' x 12' Storage Building at 5400 West 75th Street subject to the conditions recommended by the Planning Commission.

BACKGROUND

Asbury United Methodist Church is requesting a Special Use Permit to install a 10' x 12' prefabricated composite structure storage building adjacent to the playground for their child care program for the storage of toys and playground equipment. The building proposed is an SR-600 "Tuff Shed" that will be Khaki Green in color.

The applicant held a neighborhood meeting on April 15, 2011, in accordance with the Planning Commission Citizen Participation Policy and no residents attended the meeting. No one spoke at the public hearing before the Planning Commission.

The Planning Commission found the findings of fact to be favorable for the reasons set forth in the minutes of their May 3, 2011 meeting and recommends that the Governing Body approve a Special Use Permit for the installation of a 10' x 12' storage building at 5400 West 75th Street by Ashbury United Methodist Church subject to the following conditions:

1. That the proposed storage building setback a minimum of 15 feet from Ash Street;
2. That the proposed storage building is a Khaki Green Tuff Shed SR 600 and will be set on a concrete slab;
3. That the Special Use Permit be approved for an indefinite period of time;
4. That the applicant prepare a landscape plan to screen the building from Ash Street and submit it to staff for review and approval. Installation of the landscaping shall be completed within thirty days after the building has been installed; and
5. If the applicant is found to be in non-compliance with the conditions of the Special Use Permit, the permit will become null and void within 90 days of notification of non-compliance, unless the non-compliance is corrected.

The Governing Body (which includes the Mayor and City Council) shall make its findings of fact based on the "Golden Factors" and either:

- A. Adopt the recommendation of the Planning Commission and approve the Special Use Permit which requires a majority of those present, or

- B. Override the recommendation of the Planning Commission by a 2/3 vote of the Governing Body (9 votes), and deny the Special Use Permit, or
- C. Return the recommendation to the Planning Commission by a simple majority vote of the quorum present with a statement specifying the basis for the City Council's failure to approve or disapprove the recommendation.
- D. Continue the item to a designated meeting by a simple majority of the quorum present.

RELATED TO VILLAGE VISION

LRN1 Promote continued support of schools within the community.

ATTACHMENTS

Draft of Planning Commission minutes of May 3, 2011
Staff Report & Application for PC2011-03
Proposed Ordinance

PREPARED BY

Joyce Hagen Mundy
City Clerk
Date: May 9, 2011

ORDINANCE 2236

AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR THE INSTALLATION OF A 10' X 12' STORAGE BUILDING AT 5400 WEST 75TH STREET, PRAIRIE VILLAGE, KANSAS

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

Section I. Planning Commission Recommendation. At its regular meeting on May 3, 2011, the Prairie Village Planning Commission held a public hearing, found the findings of fact to be favorable and recommended that the City Council approve a Special Use Permit for the installation of a 10' x 12' storage building at 5400 West 75th Street by Ashbury United Methodist Church subject to the following conditions:

1. That the proposed storage building setback a minimum of 15 feet from Ash Street;
2. That the proposed storage building is a Khaki Green Tuff shed SR 600 and will be set on a concrete slab;
3. That the Special Use Permit be approved for an indefinite period of time;
4. That the applicant prepare a landscape plan to screen the building from Ash Street and submit it to staff for review and approval. Installation of the landscaping shall be completed within thirty days after the building has been installed; and
5. If the applicant is found to be in non-compliance with the conditions of the Special Use Permit, the permit will become null and void within 90 days of notification of non-compliance, unless the non-compliance is corrected.

Section II. Findings of the Governing Body. At its meeting on May 16, 2011, the Governing Body adopted by specific reference the findings as contained in the minutes of the Planning Commission meeting of May 3, 2011, and the recommendations of the Planning Commission and approved the Special Use Permit as docketed PC2011-03.

Section III. Granting of the Special Use Permit. Be it therefore ordained that the City of Prairie Village grant a Special Use Permit for Asbury United Methodist Church to install a 10' x 12' storage building at 5400 West 75th Street, Prairie Village, Kansas subject to the five specific conditions listed above.

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

PASSED AND ADOPTED THIS 16th DAY OF May, 2011.

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Ronald L. Shaffer, Mayor

ATTEST:

APPROVED AS TO FORM:

Joyce Hagen Mundy, City Clerk

Catherine P. Logan, City Attorney

PLANNING COMMISSION MINUTES
May 3, 2011

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, May 3, 2011, in the Council Chamber, 7700 Mission Road. Chairman Ken Vaughn called the meeting to order at 7:00 p.m. with the following members present: Randy Kronblad, Bob Lindeblad, Marlene Nagel, Nancy Wallerstein and Nancy Vennard.

The following persons were present in their advisory capacity to the Planning Commission: Ron Williamson, Planning Consultant; Dennis Enslinger, Assistant City Administrator; Al Herrera, Council Liaison; Jim Brown, City Building Official and Joyce Hagen Mundy, City Clerk/Planning Commission Secretary.

APPROVAL OF MINUTES

Randy Kronblad asked that his comments in the third paragraph on page 4 of the minutes be revised to reflect that the overall site be reviewed in light of Village Vision and how it will develop over time. Nancy Vennard asked that the companies of the individuals making the presentation on Corinth Square be identified. Randy Kronblad moved for the approval of the minutes of April 5, 2011 with the corrections noted. The motion was seconded by Marlene Nagel and passed unanimously.

PUBLIC HEARINGS

**PC2011-03 Request for Special Use Permit for Storage Facility
5400 West 75th Street**

Allan Schrunk, 4200 West 74th Street, presented the application for Asbury United Methodist Church is requesting a Special Use Permit to install a 10' x 12' prefabricated composite structure storage building adjacent to the playground. The building proposed is an SR-600 "Tuff Shed" that will be Khakia Green in color. The building is to be used for the storage of playground equipment. Also present was the Day Care Director.

The applicant held a meeting on April 15, 2011 in accordance with Planning Commission Citizen Participation Policy and no one appeared.

Ron Williamson confirmed the shed would be placed back fifteen feet from the curb and that landscaping will be planted to screen the shed.

Marlene Nagel confirmed the footprint of the shed is not of sufficient size to negatively impact stormwater flow.

No members of the public were present to address the Commission on this application and the public hearing was closed at 7:20 p.m.

Vice-Chair Bob Lindeblad led the Commission in a review of the following findings of fact:

- 1. The proposed Special Use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.**

The proposed storage building is planned to be located on Lot 17 which was originally platted and developed as a single-family lot and fronts on Ash Street. If a front yard setback was required, the storage building would need to setback 30' from Ash Street. Since the church owns all the lots on the west side of Ash Street, the Ash Street frontage could be considered as a side street for a corner lot and the setback could be reduced to 15'. Therefore, the storage building will need to be moved to the west so that it is 15' from the property line adjacent to Ash Street. There is adequate area on the lot to accommodate this small structure.

- 2. The proposed Special Use at the specified location will not adversely affect the welfare or convenience of the public.**

Due to its limited use, small size and location, the proposed storage unit will not cause any adverse effects on the welfare or convenience of the public.

- 3. The proposed Special Use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.**

There are four dwellings on the east side of Ash Street and only the one, on the corner of 75th street and Ash Street, will see the storage building. It is a very small building, typical of what many residents have, and it will not cause substantial injury to the value of other property.

- 4. The location and size of the Special Use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it, are such that this Special Use will not dominate the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the Special Use Permit will so dominate the immediate neighborhood, consideration shall be given to:**

- a. Location size and nature of the height of the building, structures, walls and fences on the site; and**
- b. The nature and extent of landscape and screening on the site.**

The proposed storage building is small and is not of a size that will dominate the neighborhood or hinder development or redevelopment of adjacent properties.

- 5. Off street parking and loading areas will be provided in accordance with the standards set forth in these regulations, and said areas shall be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.**

The proposed storage building does not require additional parking area so this factor is not applicable.

6. Adequate utility drainage and other necessary facilities have been or will be provided.

This storage building is small and will have little impact on the drainage. The building will not require utilities to be extended to it.

7. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.

The storage building does not require direct access for vehicles

8. Adjoining properties and the general public shall be adequately protected from any hazardous or toxic materials, hazardous manufacturing process, obnoxious odors or unnecessary intrusive noises.

The proposed storage building does not appear to have any hazardous or toxic materials, hazardous processes or obnoxious odors related to its use.

9. Architectural style and exterior materials are compatible with such style and materials used in the neighborhood in which the proposed building is to be built or located.

The proposed building is a composite structure and the roof is shingled. The building is prefabricated but should be compatible with the residential character of the area. The building is similar in appearance to residential storage buildings.

Having found favorably on the findings of fact, Marlene moved the Planning Commission recommend the Governing Body approve PC2011-03 for a Special Use Permit for the installation of a 10' x 12' storage building at 5400 West 75th Street subject to the following conditions:

1. That the proposed storage building setback a minimum of 15 feet from Ash Street.
2. That the proposed storage building is a Khaki Green Tuff Shed SR 600 and will be set on a concrete slab.
3. That the Special Use Permit be approved for an indefinite period of time.
4. That the applicant prepare a landscape plan to screen the building from Ash Street and submit it to staff for review and approval. Installation of the landscaping shall be completed within thirty days after the building has been installed.
5. If the applicant is found to be in non-compliance with the conditions of the Special Use Permit, the permit will become null and void within 90 days of notification of non-compliance, unless the non-compliance is corrected.

The motion was seconded by Nancy Vennard and passed by a vote of 5 to 0.

Vice-Chairman Bob Lindeblad led the Commission in a review of the following site plan criteria:

STAFF REPORT

TO: Prairie Village Planning Commission
FROM: Ron Williamson, Lochner, Planning Consultant
DATE: May 3, 2011 Planning Commission Meeting

Project # 010002401

Application: PC 2011-03

Request: Special Use Permit to Allow the Installation of a 10' x 12' Storage Building

Property Address: 5400 West 75th Street

Applicant: Asbury United Methodist Church

Current Zoning and Land Use: R-1B Single-Family Residential District - Church

Surrounding Zoning and Land Use:

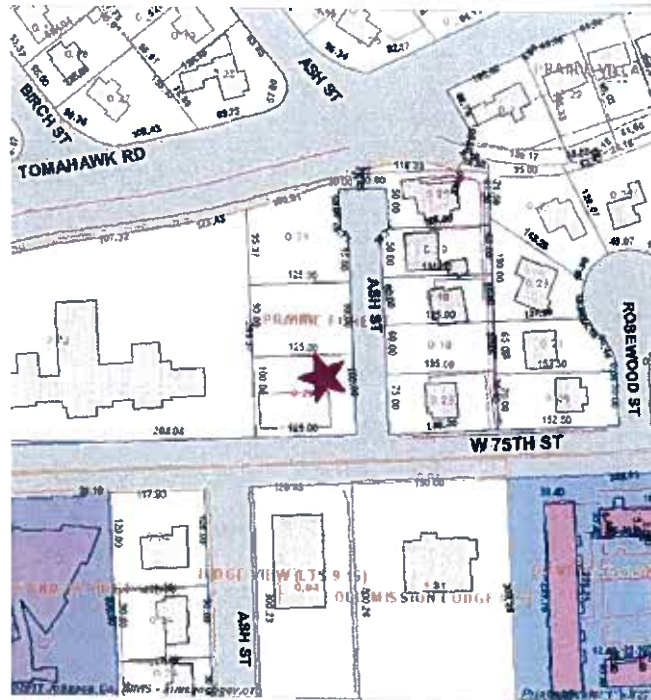
North	R-1B – Single-Family Residential District – Single family Dwellings
West:	Single - Family - Overland Park-Wastewater Pump Station
South:	R-1A – Single-Family Residential District – Church C-O Office Building District - Offices
East:	R-1B – Single-Family Residential District – Single family Dwellings

Legal Description: Lots 15, 16, 17, 18 and 19 Prairie Forrest Addition

Property Area: 3.78 Acres

Related Case Files: 1995-109 Site Plan for Parking Lot Addition
1996-105 Site Plan for Building Addition
2003-05 Special Use Permit for Memorial Garden

Attachments: Application, Site Plan, Project Photos



General Location Map

Aerial Map



COMMENTS:

Asbury United Methodist Church is requesting a Special Use Permit to install a 10' x 12' prefabricated composite structure storage building adjacent to the playground. The building proposed is an SR-600 "Tuff Shed" that will be Khakia Green in color. The building is to be used for the storage of playground equipment.

The applicant held a meeting on April 15, 2011 in accordance with Planning Commission Citizen Participation Policy and no one appeared.

FACTORS FOR CONSIDERATION:

The Planning Commission shall make findings of fact to support its decision to approve, conditionally approve, or disapprove this Special Use Permit. In making its decision, consideration should be given to any of the following factors that are relevant to the request:

1. The proposed Special Use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.

The proposed storage building is planned to be located on Lot 17 which was originally platted and developed as a single-family lot and fronts on Ash Street. If a front yard setback was required, the storage building would need to setback 30' from Ash Street. Since the church owns all the lots on the west side of Ash Street, the Ash Street frontage could be considered as a side street for a corner lot and the setback could be reduced to 15'. Therefore, the storage building will need to be moved to the west so that it is 15' from the property line adjacent to Ash Street. There is adequate area on the lot to accommodate this small structure.

2. The proposed Special Use at the specified location will not adversely affect the welfare or convenience of the public.

Due to its limited use, small size and location, the proposed storage unit will not cause any adverse effects on the welfare or convenience of the public.

3. The proposed Special Use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.

There are four dwellings on the east side of Ash Street and only the one, on the corner of 75th street and Ash Street, will see the storage building. It is a very small building, typical of what many residents have, and it will not cause substantial injury to the value of other property.

4. The location and size of the Special Use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it, are such that this Special Use will not dominate the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the Special Use Permit will so dominate the immediate neighborhood, consideration shall be given to:

- a. Location size and nature of the height of the building, structures, walls and fences on the site; and
- b. The nature and extent of landscape and screening on the site.

The proposed storage building is small and is not of a size that will dominate the neighborhood or hinder development or redevelopment of adjacent properties.

- 5. Off street parking and loading areas will be provided in accordance with the standards set forth in these regulations, and said areas shall be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.**

The proposed storage building does not require additional parking area so this factor is not applicable.

- 6. Adequate utility drainage and other necessary facilities have been or will be provided.**

This storage building is small and will have little impact on drainage. This building will not require utilities to be extended to it.

- 7. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.**

The storage building does not require direct access for vehicles.

- 8. Adjoining properties and the general public shall be adequately protected from any hazardous or toxic materials, hazardous manufacturing process, obnoxious odors or unnecessary intrusive noises.**

The proposed storage building does not appear to have any hazardous or toxic materials, hazardous processes or obnoxious odors related to its use.

- 9. Architectural style and exterior materials are compatible with such style and materials used in the neighborhood in which the proposed building is to be built or located.**

The proposed building is a composite structure and the roof is shingled. The building is prefabricated but should be compatible with the residential character of the area. The building is similar in appearance to residential storage buildings.

RECOMMENDATION:

After a review of the proposed application in relation to the nine factors previously outlined, the Planning Commission may either recommend approval of the Special Use Permit with or without conditions, recommend denial, or continue it to another meeting. In granting this Special Use Permit, however, the Planning Commission may impose such conditions, safeguards, and restrictions upon the premises benefited by approval of the Special Use Permit as may be necessary to reduce or minimize any potentially injurious affect on other property in the neighborhood. It is the recommendation of Staff that the Planning Commission recommend approval of the Special Use Permit for the storage building to the City Council subject to the following conditions:

1. That the proposed storage building setback a minimum of 15' from Ash Street.
2. That the proposed storage building is a Khaki Green Tuff Shed SR 600 and will be set on a concrete slab.
3. That the Special Use Permit be approved for an indefinite period of time.

4. That the applicant prepare a landscape plan to screen the building from Ash Street and submit it to Staff for review and approval. Installation of the landscaping shall be completed within thirty days after the building has been installed.
5. If the applicant is found to be in non-compliance with the conditions of the Special Use Permit, the permit will become null and void within 90 days of notification of non-compliance, unless the non-compliance is corrected.

Site Plan Approval

The applicant has also submitted a site plan for approval for the Planning Commission. In its consideration of the site plan, the Planning Commission shall address the following criteria:

- A. The site is capable of accommodating the buildings, parking areas, and drives with the appropriate open space and landscape.**

The proposed storage shed is very small and the site can easily accommodate it.

- B. Utilities are available with adequate capacity to serve the proposed development.**

This site is currently served by utilities; however, utilities will not be necessary for the proposed storage building.

- C. The plan provides for adequate management of stormwater runoff.**

The proposed building is only 10' x 12' and stormwater runoff will not be an issue.

- D. The plan provides for safe ingress/egress and internal traffic circulation.**

There will be no vehicular traffic to the storage building.

- E. The plan is consistent with good land planning and site engineering design principles.**

The storage building is proposed to be located near the playground where it will be used. It will need to be moved further west so that it is at least 15' from Ash Street. Since the rear of the building will face the residents on the east side of Ash Street, landscaping needs to be installed to provide screening.

- F. An appropriate degree of compatibility will prevail between the architectural quality of the proposed building and the surrounding neighborhood.**

The proposed storage building is a prefabricated composite structure that is similar to those located on residential lots and therefore is compatible with the surrounding neighborhood.

- G. The plan represents an overall development pattern that is consistent with Village Vision and other adopted planning policies.**

One of the primary objectives of Village Vision is to encourage reinvestment in the community to maintain the quality of life in Prairie Village. This is a very minor improvement that will provide for a better operation of the church playground.

RECOMMENDATION:

It is the recommendation of Staff that the Planning Commission approve the site plan, subject to the following conditions:

1. That the proposed storage building be moved to setback at least 15' from Ash Street.
2. That the applicant prepare a landscape plan to screen the building from Ash Street and submit it to Staff for review and approval. Installation of the landscaping shall be completed within thirty days after the building has been installed.

Application Area



East Side of Ash Street



SPECIAL USE PERMIT APPLICATION

CITY OF PRAIRIE VILLAGE, KANSAS

For Office Use Only

Case No.: PC2011-03
Filing Fees: \$25
Deposit: \$500
Date Advertised: _____
Date Notices Sent: _____
Public Hearing Date: _____

APPLICANT: _____ PHONE: _____

ADDRESS: _____ ZIP: _____

OWNER: ASBURY UNITED METHODIST CHURCH PHONE: 913-432-5573

ADDRESS: 5400 W 75TH ST ZIP: 66208

LOCATION OF PROPERTY: _____

LEGAL DESCRIPTION: PRAIRIE FOREST ALL OF LOT 18 & LOT 19

ADJACENT LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>RESIDENTIAL</u>	<u>R-1</u>
South	<u>COMMERCIAL</u>	<u>C-</u>
East	<u>RESIDENTIAL</u>	<u>R-1</u>
West	<u>RESIDENTIAL</u>	<u>R-3</u>

Present Use of Property: _____

Please complete both pages of the form and return to:
Planning Commission Secretary
City of Prairie Village
7700 Mission Road
Prairie Village, KS 66208

Application No. PC 2011-02

AFFIDAVIT

STATE OF KANSAS)
) ss.
COUNTY OF JOHNSON)

ALLAN N SCHRUNK, being duly sworn upon his oath, disposes and states:

That he is the (~~owner~~) (~~attorney for~~) (agent of) the tract of land for which the application was filed. That in accordance with Section 19.28.025 of the Prairie Village Zoning Regulations, the applicant placed and maintained a sign, furnished by the City, on that tract of land. Said sign was a minimum of two feet above the ground line and within five feet of the street right-of-way line in a central position of the tract of land and had no visual obstruction thereto.

Allan N Schrumk
(Owner/Attorney for/Agent of)

Subscribed and sworn to before me this 26 day of April, 2011.

PENNY M. MANN
NOTARY PUBLIC
STATE OF KANSAS
MY APPT. EXPIRES 11-9-2014

Secretary

Penny M Mann
Notary Public of Planning Commission

Application No. R-2011-2

ALLAN SCHRUNK, being duly sworn upon his oath, deposes and states:

1. I am the (~~owner of~~ ~~attorney for~~) (agent of) the property described in the attached notice upon which an application has been filed before the Planning Commission of the City of Prairie Village, Kansas.
2. On the 15 day of APRIL, 2011 a public information meeting was held pursuant to the Citizen Participation Policy adopted on June 6, 2000, by the Planning Commission
3. On the 11 day of APRIL, 2011, I did comply with notification requirements to landowners as stated Section 19.28.020, of the Prairie Village Zoning Regulations and notified in letter by certified mail all owners of land located within 200 feet of the described real property. Notice was mailed to the following:

Name

Address

see attached

I certify that the foregoing is true and correct.

Allan Schrank

Name

4200 W 74TH ST

Address

PUBLIC INFORMATION MEETING

A meeting was held at Asbury United Methodist Church on April 15, 2011 at 700PM. All property owners were notified of this meeting in a letter included with the certified letter. No attendees. Meeting adjourned.

A handwritten signature in cursive script, appearing to read "A. N. Schunk".

Ancient and Accepted Scottish Rite of Freemasonry
Southern Jurisdiction of the United States of America
Valley of Northeast Kansas

William V. "Bill" Denton, 33°
Personal Representative

Clifford W. Wade, 32° KSA
Executive Secretary




5201 West 75th Street
Prairie Village, KS 66208
(913) 831-7267
Fax: (913) 831-7268
sriteneks@sbcglobal.net

April 12, 2011

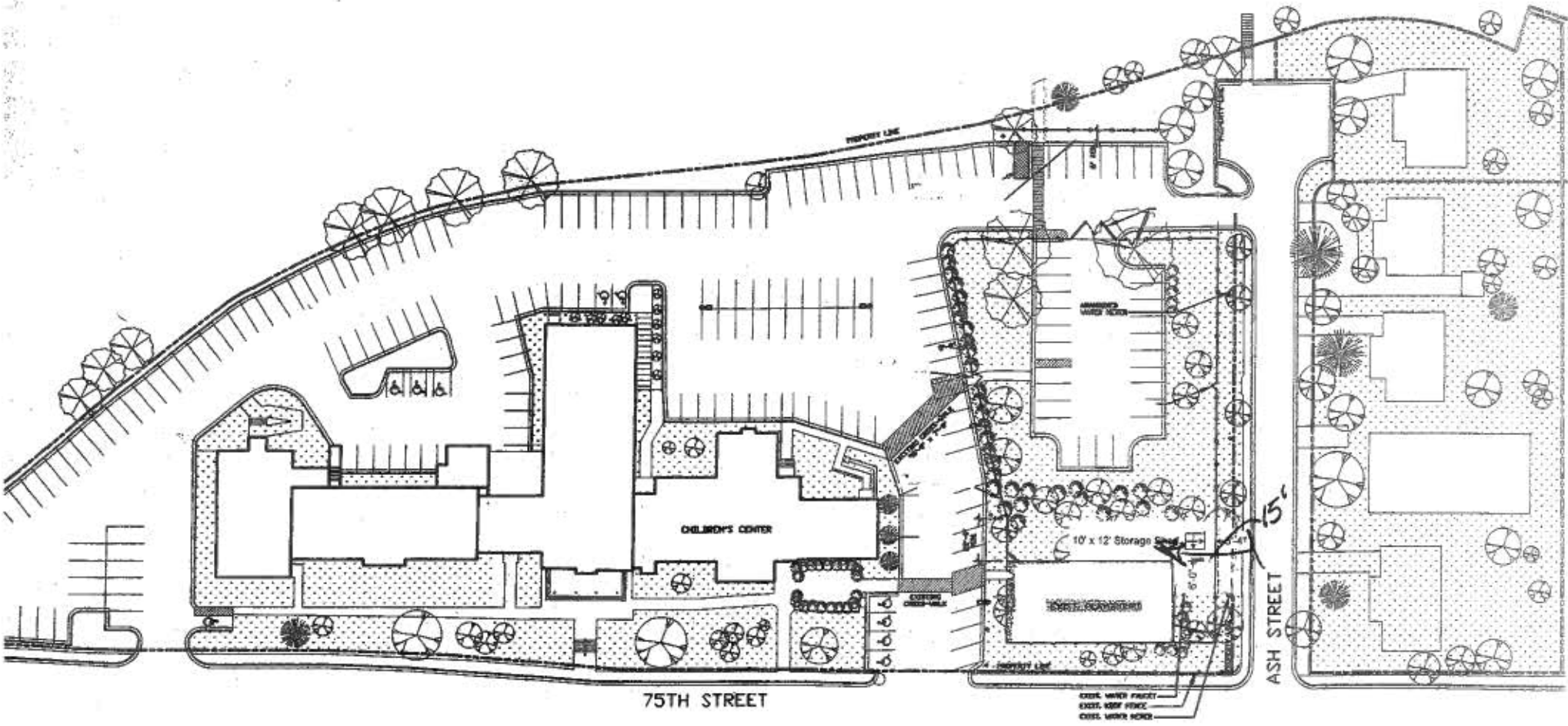
Planning Commission
City of Prairie Village
7700 Mission Road
Prairie Village, Ks 66208

To Whom It May Concern;

The Northeast Kansas Masonic Center at 5201 West 75th Street, Prairie Village, Kansas fully supports Application PC 2011-03 for the construction of a storage shed on the property of Asbury United Methodist Church.


Clifford W. Wade
Northeast Kansas Scottish Rite
Executive Secretary

Cc: Asbury United Methodist Church



Asbury Children's Center Playground Storage Shed
 Prairie Village, KS

March 29, 2011

Proposed Site Plan

1" = 60' 0"



**GET IT
INSTALLED**



TU
The Sun

Paint | Color Selections

IMPORTANT: Colors shown on this brochure are approximations. For closer color matches, consult actual color swatches inside The Home Depot® paint department.

Key: Glidden® = GL Behr® = BR Behr® Ultra = BU

Custom colors are available by customer request, and may require an additional fee.



Modeled after the original TUFF SHED® ranch style building, the SR-600 is our most popular storage building. It combines six-foot sidewalls with endwall door placement.

SR-600

WxLxH	BASE	w/paint
6'x8'x7'6"	\$1,189	\$1,334
6'x10'x7'6"	\$1,369	\$1,514
6'x12'x7'6"	\$1,539	\$1,684
8'x8'x7'10"	\$1,399	\$1,599
8'x10'x7'10"	\$1,599	\$1,799
8'x12'x7'10"	\$1,799	\$1,999
8'x14'x7'10"	\$1,999	\$2,199
8'x16'x7'10"	\$2,199	\$2,399
10'x10'x8'2"	\$1,869	\$2,154
10'x12'x8'2"	\$2,099	\$2,384
10'x16'x8'2"	\$2,559	\$2,844
10'x20'x8'2"	\$3,129	\$3,414
12'x12'x8'6"	\$2,419	\$2,779
12'x16'x8'6"	\$2,969	\$3,329

TB-700



The TB-700 is identical to the TB-600, but with sidewalls a foot taller. This provides more headroom and overhead storage. Seven-foot sidewalls on the TB-700 accommodate doors on endwalls or sidewalls.

WxLxH	BASE	w/paint	DELUXE EDITION
10'x12'x12'6"	\$2,899	\$3,254	\$3,348
10'x16'x12'6"	\$3,499	\$3,854	\$3,948
10'x20'x12'6"	\$4,099	\$4,454	\$4,548
12'x12'x13'6"	\$3,759	\$4,209	\$4,258
12'x16'x13'6"	\$4,069	\$4,519	\$4,568
12'x20'x13'6"	\$4,739	\$5,189	\$5,238
12'x24'x13'6"	\$5,399	\$5,849	\$5,898
16'x20'x15'8"	\$7,269	\$7,909	\$7,968
16'x24'x15'8"	\$8,389	\$9,029	\$9,088

MR-450



Where HOA height restrictions exist, consider the Sundance Series® MR-450. The overall height is six feet, so it typically fits below a six-foot fence line. Due to roof load requirements, this building may not be available in certain areas. See store for details.

WxLxH	BASE	w/paint
6'x8'x6'	\$1,139	\$1,284
6'x10'x6'	\$1,319	\$1,464
8'x8'x6'	\$1,359	\$1,559
8'x10'x6'	\$1,559	\$1,759

All buildings shown with optional features.

 Wentworth White BU# UL 190-12	 Ruffled Feathers BR# 790C-2	 Antique Sterling BU# UL 260-18	 Lakefront BR# 560F-5
 Pebble Drift BR# 560F-6	 Evening Shadow BR# 750F-5	 Swiss Coffee GL# GIN-31	 Council Bluff BR# 770B-4
 Coastal Beige GL# GIN-16	 Onionskin Tan BR# 280F-4	 Sweetwood BR# 760B-5	 Artisan Brown BU# UL 130-1
 Flaxen White BU# UL 150-11	 Spring Magnolia BU# UL 180-19	 Sweet Sandy BR# 280C-3	 Sonora BR# 230F-5
 Brick Road BR# 190F-4	 Classic Liberty Red BU# 110-2	 Burmese Beige BR# 750D-4	 Meadowlark BR# 730D-4
 Khaki Green BR# 760D-5	 Eucalyptus Tree BR# 430F-4	 English Pinewood GL# GIN-24	 Green Night BR# 510F-7

Shingle Color Choices:
For more information and to see a chart of available shingle colors, please see a sales associate inside the store at the **Special Services Desk**.

MAYOR'S ANNOUNCEMENTS

May 16, 2011

Committee meetings scheduled for the next two weeks include:

Arts Council	05/18/2011	7:00 p.m.
Environmental Committee	05/25/2011	7:00 p.m.
VillageFest Committee	05/26/2011	7:00 p.m.
Council Committee of the Whole	06/06/2011	6:00 p.m.
City Council	06/06/2011	7:30 p.m.

The Prairie Village Arts Council is pleased to announce a Collage/Photomontage exhibit by Bryan Voell in the R. G. Endres Gallery for the month of May.

The annual large item pick-up has been re-scheduled. Homes on 75th Street and north of 75th Street were collected on Saturday, May 14th. Homes south of 75th Street will be collected on Saturday, May 21st.

Recreation memberships are for sale in the City Clerk's office. The pool opens May 28th for the season.

The City offices will be closed on Monday, May 30th in observance of Memorial Day. Deffenbaugh also observes this holiday so trash pick-up will be delayed one day all week.

The 50th Anniversary books, **Prairie Village Our Story**, are being sold to the public.

INFORMATIONAL ITEMS
May 16, 2011

1. Planning Commission Minutes - April 5, 2011
2. Council Committee of the Whole Minutes - May 2, 2011
3. JazzFest Minutes - April 27, 2011
4. Mark Your Calendars

**PLANNING COMMISSION MINUTES
APRIL 5, 2011**

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, April 5, 2011, in the Council Chamber, 7700 Mission Road. Chairman Ken Vaughn called the meeting to order at 7:00 p.m. with the following members present: Dirk Schafer, Randy Kronblad, Bob Lindeblad, Marlene Nagel, Nancy Wallerstein and Nancy Vennard.

The following persons were present in their advisory capacity to the Planning Commission: Ron Williamson, Planning Consultant; Dennis Enslinger, Assistant City Administrator; David Morrison, Council Liaison; Jim Brown, City Building Official and Joyce Hagen Mundy, City Clerk/Planning Commission Secretary.

APPROVAL OF MINUTES

Randy Kronblad moved for the approval of the minutes of March 11, 2011 as written after verbal clarification by staff relating to portable signs. The motion was seconded by Marlene Nagel and passed unanimously.

PUBLIC HEARINGS

There were no Public Hearings scheduled before the Commission

NON PUBLIC HEARINGS

**PC2011-105 Request for Monument Sign Approval
7301 Mission Road**

Commissioner Dirk Schafer recused himself due to a professional conflict of interest and left the meeting room.

Ellen Darling with Zimmer Real Estate stated the application is for permanent signage for a major tenant at the location - The University of Kansas Physicians & Pediatric Urgent Care on the south and west corners of the building. Zimmer Real Estate, owners of the office complex, have approved the requested signage and submitted sign standards for the entire complex. It is their intent to maintain the monument sign and the north and northwest corners of the building for another potential tenant. Ms Darling introduced Marcene Dickes, RN with KU Pediatrics and Dick Robinson with High Tech Signs who presented the request.

Ms Dickes noted they have experienced significant growth in the past few years and feel their new location in Prairie Village important for serving their cliental. She noted at a recent open house they were advised that the building was difficult to locate.

Ms Dickes stressed the need for rapid access to the Pediatric Urgent Care facility that will be used by people outside of the immediate Prairie Village area. The facility houses

a shared practice with the KU Pediatric Group and the Pediatric Urgent Care Group. In that vein, the signage contains logos and identification for both groups. Ron Williamson asked if the sign could contain only the logo and "Pediatrics". She replied all three parts need to be present. The only change they could make would be to "Pediatric Urgent Care". He did not feel the word pediatric could be removed from "urgent care" as they do not want to create the impression that the urgent care facility would care for adults.

Ron Williamson recommended the proposed signage be similar to that approved for "KU EYE" at 7400 State Line Road where the Commission was more restrictive. Mr. Williamson stated his primary concern is with additional signage being placed on the other sides of the building. Dennis Enslinger noted staff is attempting to get consistency in the signage approved earlier by the Commission.

Bob Lindeblad noted the use and message is "Pediatric Urgent Care" and the sign is within the area allowed. He agreed the lettering is small, but if they are willing to have smaller lettering it should be allowed.

Nancy Vennard asked if they had to keep the word "Pediatrics" and if the different signs could be separated and placed on different corners. Mr. Robinson responded they do not want to have misdirection by not clearly identifying the urgent care being for children. Ms Dickes noted the logo for the KU physicians is not simply the logo but also includes the wording "The University of Kansas Physicians". Because of a change in University rules, "KU EYE" could not be done today.

Ken Vaughn stated he feels the sign needs the extra words for clarification. Nancy Wallerstein stated she felt the signage would be more effective and visible with less wordage and larger lettering. She felt patients would know the location of the practice and "Pediatric & Urgent Care" in larger lettering would be effective.

Bob Lindeblad encouraged the Commission not to micromanage and redesign their request. They know better what they need. Ron Williamson noted the signage as proposed does not meet the city's ordinance and needs Planning Commission approval.

Other suggestions were given by the Commission. Ms Dickes responded they have looked at other possibilities. Dennis Enslinger asked if the Commission would be acceptable to allow staff to review and approve any changes. Nancy Vennard stated she would as long as the applicant stayed within the same framework submitted. Ms. Dickes stated they could run suggested options back to the University for further review.

Bob Lindeblad moved the Planning Commission approve the proposed wall sign and proposed sign standards subject to the following conditions and the understanding that any changes to the proposed wall signs be would be approved by staff:

1. The maximum letter height will be 10 inches
2. Section 1.L.3 be revised as follows:
 - "3. These signs shall be individual letters (characters)."
3. An additional item be added to Section 1.L.7 as follows:

- “7. Future wall signs shall be similar in design to those approved for KU Pediatrics. Any design not similar as determined by the Building Official shall be presented to the Planning Commission for review and approval.”
4. An additional item be added to Section J. Monument Sign:
“Monument signs shall be submitted to the Planning Commission for review and approval prior to obtaining a permit and being installed.”

The motion was seconded by Nancy Vennard and passed by a vote of 6 to 0 with Dirk Schafer abstaining.

It was confirmed that the sign standards reserve the right for signage on the north and northwest corner if needed by a future tenant with the approval of staff and that any monument sign would need to be approved by the Planning Commission.

OTHER BUSINESS

Presentation by Lane4 on Corinth Square

Jeff Berg with Lane4 presented an update on discussion being held on the renovation of the Corinth Square Shopping Center. He stressed the information being presented is a visualization not a concrete plan. Lane4 feels the primary steps to be taken will be in landscaping and changes to the layout of the center. They do not feel a façade change of the entire center is necessary. The changes will be authentically timeless and not a Disneyland design.

Tom Proebstle with Generator Design shared drawings of possible landscape additions (possible buffer planters, fountains, a tower area) and the creation of walkways on the corners of the interior of the center. They are also looking at a new roof possibly with clay tile and a parapet on top. They are looking at establishing a “pocket plaza” feel. They will be spending money where people will be able to touch and see improvements to the center.

Jeff Berg stated the first project will be the replacement of the Tippins building and noted they are still working with CVS. A possible site plan for the corner was presented.

Nancy Vennard expressed concerns with the handling of pedestrian traffic getting from one shop to another. Mr. Berg stated they are looking at closing off the north and south entrances to the Center from Mission Road and having one entrance in the center.

Nancy Vennard asked what was being done with the empty bank building on the southwest corner. Mr. Berg responded they are talking with possible tenants and noted it will probably retain its banking component with offices and be used in its current configuration with some exterior upgrading.

Dirk Schafer confirmed the exit from the center to Somerset will be moved to the west. Bob Lindeblad applauded Lane4 on their initiative. Ken Vaughn stated he felt the pedestrian component was important and that it was good to have usable public space,

not simply a massive parking lot. Nancy Vennard asked if a timetable has been established.

Owen Buckley with Lane4 noted the center needs to be enhanced, but not a new face. There are huge opportunities for enhancements at the corners of the center and they need to be functional. They are looking for a cleaner appearance with the possibility of moving some businesses out to the street to create more of a main street feel.

Ken Vaughn encouraged them to look at the big picture of serving the neighborhood. Randy Kronblad stated that overall the site needs to be reviewed in light of Village Vision and how it will develop over time. He asked how parking lighting would be changed, noting it needs to be updated.

Dennis Enslinger stated that next month the Commission will review the site plan for Urban Table. He felt the separation of sidewalk and vehicles is good, but this is not visible in the site plan presented for CVS - a buffer does not exist. Ron Williamson added that very soon Lane4 will need to do a revised parking count and update the sign standards for the center. Jeff Berg responded they are working on those items and are leaning toward minimum standards as used on the Plaza.

Discussion of Fence & Retaining Wall Ordinance

At its regular meeting on March 1, 2011 the Planning Commission discussed fence and wall concerns and requested Staff to do more research. The specific items mentioned were:

1. Information from other Communities;
2. Retaining wall setback of two feet from the property line potentially creating a dead space;
3. Impact on front, side and rear yards; and
4. Fences and walls that change the character of the area.

Other Communities:

Ordinances were reviewed from Overland Park, Olathe, Leawood, Shawnee, Lee's Summit, Liberty as well as a general search was conducted on the internet. The fence regulations in other cities, for the most part, are very similar to those of Prairie Village. The definitions are similar and none of them separate a fence from a wall.

In reviewing the ordinances from other communities, there were a few regulations that the Commission may want to consider. Some allow the maximum fence height in addition to the height of the retaining wall. The Prairie Village regulation measures the maximum height of the combined retaining wall and fence.

Some ordinances also allow fences to be eight feet in height at the property line while the Prairie Village height is six feet. Prairie Village allows eight foot high fences within the building envelope.

Retaining Wall Setback:

There is the potential that a retaining wall could be constructed and along with a fence on adjoining property which would create an unmaintainable dead space. This was discussed at length in 2005-2006 when the regulations were revised and it was the consensus of the Planning Commission that the more important issue was controlling the storm water runoff. So far there have not been any maintenance problems between fences and walls but certainly it is appropriate for the Commission to revisit the situation and either confirm the current regulation or recommend a change.

Ken Vaughn stated any fence or wall as the potential of creating a stormwater problem for a neighbor. He is not as concerned with the distance to the property line as with creating a distortion or change in water flow. He feels strongly that a structural analysis should be required of any solid wall. Mr. Vaughn stated six feet was an appropriate height for a fence and that he does not have any problem with the placement of a fence on the property line.

Bob Lindeblad stated he does not have a problem with walls or fences constructed of appropriate materials. He feels the drainage issue should be addressed by staff and not by the Planning Commission. Mr. Vaughn responded he doesn't see the need to approve drainage issues at the Planning Commission; however, stressed the importance of its review with an exact description of the existing drainage. He feels the drainage review is the most critical part of the review process.

In response to materials, Mr. Enslinger asked about the use of the new prefabricated concrete material for a fence or wall. Randy Kronblad confirmed this is the same material that is used for sound barriers along highways. Mr. Enslinger noted recent improvements of the aesthetics of this material as well as its greater availability.

Ken Vaughn stated he does not want walls to become commonplace in Prairie Village and feels the regulations need to be clear in defining what is a wall or fence.

Nancy Vennard stated the current code lists prohibited materials and asked if approved materials should be listed in the regulations. Mr. Williamson noted many cities even prohibit chain link fences and it is easier to list prohibited than approved fences. The language could be clarified, however.

Ken Vaughn stated fences are not the same as walls. Mr. Lindeblad disagreed. Randy Kronblad felt the issue is with solid walls. The perception of a solid wood fence is different than a solid concrete wall. Mr. Williamson noted that most of the walls existing in Prairie Village were approved by the Commission as part of a subdivision development site plan.

Nancy Wallerstein noted the wide variety of fences that were shown in the photographs taken by Mr. Williamson. However, she wants to be sure the Commission is not responding in a knee-jerk reaction to the recent problems with the Delmar application.

Bob Lindeblad noted the regulations need to be fair and cannot simply be the opinion of the Commission as to what is a good design. People need to be able to develop their properties.

Impact on Front, Side and Rear Yards:

This was discussed when the regulations were revised in 2006 and new fence and retaining wall diagrams were prepared and incorporated into the ordinance. These were prepared in close consultation with the Building Official who is responsible for issuing permits and deals with these issues daily. Staff recommends the Planning Commission review the diagrams and if clarity is needed or new ones are required, that could be addressed.

Fences and Walls that Change the Character of the Area:

The fence and retaining wall constructed at 8162 Delmar changed the character of the area and defining fences and walls differently could prevent this from reoccurring. In addition to the definitions, site plan approval by the Planning Commission for walls prior to construction should alleviate the problem. Construction of walls should be a very infrequent event and therefore should not affect many residences in Prairie Village. The problem is that construction of walls on one lot in neighborhood can negatively affect the adjacent property. A definition for retaining wall should also be added.

Mr. Williamson proposed the following changes for consideration by the Planning Commission:

1. Revise the fence definition as follows:
19.02.235 Fence

"Fence" means a free standing structure, which is for the purpose of blocking a view or providing privacy; providing aesthetics; preventing intrusion, escape or trespass; or redirecting a person's direction of travel. A fence generally consists of posts woven fabric, (including chain link), boards, pickets, ~~stone, brick, block or iron bars or similar materials and posts and columns made of wood stone, brick, concrete or iron.~~ This definition does not include solid walls as defined by this ordinance.

2. Add new definitions:

Solid Wall - "Solid Wall" means a free standing structure, which is for the purpose of blocking a view or providing privacy; providing aesthetics; preventing intrusion, escape or trespass; or redirecting a person's direction of travel. A solid wall generally is constructed of brick, stone, concrete, block or similar materials or materials that are similar in appearance.

Retaining Wall - A wall which may be constructed of wood, stone, brick, concrete, block or similar materials designed or built to retain soil or other materials from slumping, sliding or falling.

3. The Site Plan Approval section as follows:

G. Site Plan Approval

1. As a part of the site plan approval process as set out in Section 19.32 Site Plan Approval, the Planning Commission may *approve solid walls* or make adjustments to the height and location of fences, solid walls and retaining walls provided that it results in a project that is more compatible, provides better screening, provides better storm drainage management, or provides a more appropriate utilization of the site.
2. An application may be made to the Planning Commission for site plan approval of *a solid wall, retaining wall or a fence* that is unique and does not have the locational or design characteristics set out in these regulations. (Ord. 2117, Sec. 2, 2006)

4. Clarify the types of fences prohibited:

Section 19.44.025 B.2. could be amended as follows:

2. Prohibited Fences - The installation of barbed wire, *chicken wire, agricultural type fencing*, electric and razor ribbon fences or any similar fences shall be prohibited.

5. Consider changing how the height of fences on retaining walls is measured:

3. Height - No fence shall exceed six (6) feet in height except tennis court enclosures which may not exceed twelve (12) feet in height and except fences which are located within the building envelope of a lot shall not exceed eight (8) feet in height. The height of the fence shall be deemed to be the average distance from the finished grade to the highest point on the fence panel, excluding posts which may project above the fence panel not more than eight (8) inches. Where the terrain is not level, the average dimension may, at the discretion of the Building Official, be applied to each eight (8) foot section of the fence. Fences built in combination with retaining walls and/or berms shall *be measured from the finished grade on the high side of the wall shall not exceed the required height restrictions*. In addition, fences and walls built on slopes shall comply with the required height measurement along the line of the fence location.

6. Consider whether to increase the maximum fence height at the property line from six feet to eight feet.

Chairman Ken Vaughn stated that at this time, the Commission needs to consider what has been presented, tour Prairie Village to see what has been constructed and be ready to discuss this further at a later date. Additional information is not needed from staff.

Discussion 2010 Census Results

Ron Williamson distributed and briefly reviewed the 2010 census statistics. Prairie Village reached its population height in 1970 with the rate of decline decreasing with

each census and may be leveling off. Statistics revealed that the first suburbs in Northeast Johnson County continue to lose population while at the same time increasing minority population. Staff will present more information as it becomes available.

Patio Expansion (231 square feet) & outdoor fireplace

Blue Moose Bar & Grill

4160 West 71st Street

Dennis Enslinger stated the Blue Moose Bar & Grill has submitted plans for add a 231 square foot outside eating area on the north side of their facility that will included a fire pit. Mr. Enslinger noted this is similar to the outside eating area recently approved at 3931 West 69th Terrace and that with the Commission's approval staff will handle the review instead of bringing it before the Planning Commission. Staff were authorized to review and approve the proposed revisions to the site plan for 4160 West 71st Street.

71st & Mission Road

An individual talked with staff earlier in the day regarding setting up an outdoor market in the Lane4 parking lot across from the Prairie Village Shopping Center at the corner of 71st & Mission. The market would operate from May to October. Since the timeframe is longer than 30 days, it would require a temporary use permit approved by the Planning Commission. The individual is currently in negotiations with Lane4 and would like to begin as soon as possible. He could request approval of a short term special use permit from the Mayor for the period prior to the Planning Commission meeting.

The Commission expressed concern with parking for the Prairie Village Art Show and that would need to be addressed, but stated the applicant could proceed at his own risk and that the Planning Commission would follow its normal process for review. It would provide an opportunity for residents to shop at a Prairie Village market rather than in another community.

Next Meeting

Joyce Hagen Mundy announced the May agenda would include two public hearings. First, the KCATC is moving from 75th & Belinder to 4805 West 67th Street and will need a new permit. The second application is for an outdoor storage shed at Ashbury Methodist Church. As was noted earlier, Urban Table will be requesting site plan approval for an outdoor eating area. Discussion on fences will continue and there may be the application for the outdoor market.

ADJOURNMENT

With no further business to come before the Planning Commission, Chairman Ken Vaughn adjourned the meeting at 9:20 p.m.

Ken Vaughn
Chairman

COUNCIL COMMITTEE OF THE WHOLE
May 2, 2011

The Council Committee of the Whole met on Monday, May 2, 2011 at 6:00 p.m. The meeting was called to order by Council President Charles Clark with the following members present: Al Herrera, Dale Warman, Ruth Hopkins, Steve Noll, Michael Kelly, Andrew Wang, Laura Wassmer, Dale Beckerman, David Morrison, Diana Ewy Sharp and David Belz. Mayor Shaffer arrived late. . Staff Members present: Wes Jordan, Chief of Police; Captain Tim Schwartzkopf, Bruce McNabb, Director of Public Works; Katie Logan, City Attorney; Quinn Bennion, City Administrator; Dennis Enslinger, Assistant City Administrator; Chris Engel, Assistant to the City Administrator and Joyce Hagen Mundy, City Clerk.

***COU2011-20 Consider Approval of Contract with Vance Brothers, Inc. for Project P500: 2011 Crack Seal/Slurry Seal Program**

Bruce McNabb reported that on April 22, 2011, the City Clerk opened bids for Project P5000: 2011 Crack Seal/Slurry Seal Program. The following bid was received:

Vance Brothers, Inc.	\$182,360.00
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The bid from Vance Brothers Inc. is \$130.00 above the engineer's estimate of \$182,230.00. Council Policy CP 270 allows for the bid award if the bid cost does not exceed the engineer's estimate by 10%. City staff has reviewed the bid for accuracy and found no errors.

Mr. McNabb noted that \$180,000.00 is budgeted for this project and the contract will be awarded for that amount with funding from the 2011 Capital Infrastructure Program Project P500.

Diana Ewy Sharp made the following motion, which was seconded by Dale Warman and passed unanimously:

**MOVED THE GOVERNING BODY AUTHORIZE THE MAYOR TO
SIGN THE CONSTRUCTION CONTRACT WITH VANCE BROTHERS,
INC FOR PROJECT P5000: 2011 CRACK SEAL/SLURRY SEAL
PROGRAM IN THE AMOUNT OF \$180,000.
COUNCIL ACTION TAKEN
05/02/2011.**

***COU2011-21 Consider approval of a contract with McAnany Construction, Inc. for Project P5001: 2011 Street Repair Program**

Bruce McNabb stated that on April 22, 2011, the City Clerk opened bids for Project P5001, 2011 Street Repair Program. This program consists of repairs to deteriorated asphalt pavement throughout the City. Department compiled the list based on the pavement

condition. The work will include where necessary full depth pavement repair, curb and gutter replacement, sidewalk repair, new sidewalk and milling/overlaying the pavement.

The following bids were received:

McAnany Construction, Inc.	\$127,100.00
O'Donnell & Sons Construction	\$156,803.00
Seal-O-Matic Paving Co.	\$235,771.20
Musselman & Hall, Contractors	\$246,945.00
J.M. Fahey Construction Co.	\$263,450.00
Little Joe's Asphalt, Inc.	\$287,520.44
Engineers Estimate	\$246,060.00

Mr. McNabb noted that there is \$260,000 budgeted for this project and the contract will be awarded for that amount. Due to the excellent bids received, the City will be able to complete more repairs than expected with funding available in the 2011 Capital Infrastructure Program Project P5001: 2011 Street Repair Program.

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

**MOVED THE GOVERNING BODY AUTHORIZE THE MAYOR TO
SIGN THE CONSTRUCTION CONTRACT WITH MCANANY
CONSTRUCTION, INC. FOR PROJECT P5001: 2011 STREET
REPAIR PROGRAM IN THE AMOUNT OF \$260,000.00
COUNCIL ACTION TAKEN
05/02/2011**

COU2011-22 Discussion regarding eligible expenses and reimbursement

Chris Engel noted that at February and March committee meetings, the Council discussed travel and reimbursement policies for both city staff and for Council. At those meetings staff was directed to research travel policies for other governing bodies. Staff explored travel policies from three Kansas counties, five cities in Johnson County, including three neighboring cities and four other governmental agencies. The following components were commonly found in the policies reviewed:

- Per diem for meals and incidentals
- Position on alcoholic beverages with dinner
- Transportation costs - taxi, rental car, airport shuttle
- Timeline to reimburse/reconcile expenses
- Annual cap/limit per member

Council President Charles Clark led the committee in discussion on each of the findings.

Per diem for meals and incidentals

Chris Engel explained that this would be a per day or per meal rate that is set and paid to each participant in advance of travel. The rate is typically based on the U.S. General

Services Administration (G.S.A.) Meals & Incidentals (M&I) rate which varies based on destination. No receipts or reconciliation is generally required.

Laura Wassmer expressed her supports use of per diem as an easy program to administer. Diana Ewy Sharp noted the Council recently approved per diem payment for staff travel. She asked for clarification on the term "incidentals". Chris Engel responded it is generally considered items related to travel costing \$5 or less such as a bottle of water at the airport. Quinn Bennion noted that cab fares, tolls, etc. would be reimbursed as they are currently and are not considered part of the per diem.

Andrew Wang asked if the use of per diem would result in the City spending less money. Chris Engel stated that since per diem is based on destination costs, for some travel it would be less and for other travel it would be more.

The consensus of the committee was for staff to include per diem in the drafted policy.

Position on alcoholic beverages

Chris Engel noted about 50% of the policies strictly prohibited the purchase of alcoholic beverages while the other 50% made no mention of alcoholic beverages in their policy.

Laura Wassmer confirmed that if the policy established a per diem for meals that alcoholic beverages could be purchased within the per diem.

Transportation - rental car/taxi/airport shuttle

Chris Engel stated that transportation costs are not included in the per diem. Other cities will cap or establish an area within transportation costs are paid with the expense being paid as a reimbursement. The current policy does not address transportation costs.

Diana Ewy Sharp stated she uses a shuttle as her car is also used by her daughter and cannot be left at the airport. She does not feel this issue needs to be addressed specifically with reasonable expenses covered. Ruth Hopkins agreed.

Andrew Wang asked how shuttle costs compared to driving and parking at the airport. Mr. Engel replied mileage would be approximately \$45 with \$5 to \$16 per day for parking. The cost of a taxi would be in excess of \$100. David Belz added that when staff arranges transportation they usually arrange for the shuttle to pick up several people.

David Morrison noted there are services available that provide door to door service to the airport for \$40. He would like to see a cap on the amount rather than "reasonable" expenses. Staff should be directed to find the most economical travel costs and set the cap at that amount. Steve Noll replied that these costs are changing constantly and would require frequent research by staff to keep the costs current. Andrew Wang suggested setting a base mileage reimbursement & established parking costs at the long-term parking area.

Michael Kelly supports letting people travel as they want and review the total costs. Al Herrera explained that he prefers to travel early in the morning or late in the evening often resulting in one less day of hotel costs and agrees the whole picture needs to be reviewed.

Charles Clark stated he heard the committee directing staff to include some type of cap and “reasonable” costs. He asked staff to work with that in preparing a draft for review.

Timetable to Reimburse/Reconcile Expenses

Quinn Bennion stated that this has been added because it was found in several policies, but noted it has not been a problem. He added with the use of a per diem it would be easier for staff to reconcile. Chris Engel stated some of the policies had 30 days, 40 days or the 15th of the month following travel.

It was the consensus of the committee that this is not an issue and does not need to be addressed in the policy. Any problems that may occur can be addressed individually by staff.

Mayor Shaffer arrived at 6:30 p.m. after attending the Johnson County Charter Commission meeting.

Annual cap/limit per member

Ruth Hopkins stated that she knows of other cities that have done this and have found it to limit the ability of their members to go through the process required for leadership positions. She noted that all of her travel particularly that related to her leadership positions is approved in advance.

Laura Wassmer does not feel this has been abused and noted generally only a portion of the budgeted travel amount is spent annually. She feels it is beneficial both to the individual and for the city to have council members participate in conferences and events at the state or national level.

Dale Beckerman stated he felt placing an annual cap would be taking a step backwards. It is appropriate for the Council to have a travel budget each year. He does not feel a cap would be workable.

David Morrison stated he felt a cap was needed. He does not feel the city needs to spend taxpayers’ money to send several people on trips. If multiple trips are taken by individuals, they should be paid for by the individual. He feels a cap is reasonable and suggested to make it more flexible have it cover a two year period. He feels no more than two out-of-town trips should be paid by the city.

Michael Kelly stated it is not a matter of capping individual travel and the focus of any cap should be on the complete budget and handled through the budget process. Laura Wassmer agreed. Andrew Wang agreed there should not be an individual cap.

Charles Clark stated the direction of the council appears to be with an annual cap to the budgeted amount.

Dale Beckerman questioned how the per diem was handled when there are meals included in the registration for the event. Chris Engel noted most cities will adjust the per diem in those situations.

Diana Ewy Sharp noted there has been concern expressed with hotels, but felt there were advantages in staying at conference hotels both in reduced travel cost and greater networking. Chris Engel said the policy could address hotel registration. Laura Wassmer felt it was not an issue and did not need to be addressed. Andrew Wang agreed noting that you can't assume the least expensive hotel will result in lower overall travel costs. David Belz noted this has not been an issue in the past and that staff has attempted to register for the conference hotel or the closest hotel to the meeting location.

Michael Kelly stated council members are responsible adults and are capable of self-policing themselves when traveling on city business. He does not feel there is a need to micro-manage council travel.

Executive Session

Michael Kelly moved pursuant to KSA 75-4319 (b) (6) that the Governing Body, recess into Executive Session for a period not to exceed 25 minutes for the purpose of preliminary discussion relating to the possible acquisition of real property.

Present will be the Mayor, City Council, City Administrator, Assistant City Administrator and City Attorney. The council meeting will reconvene at 7:10 p.m. The motion was seconded by Andrew Wang and passed by a vote of 11 to 1 with Ruth Hopkins voting "nay".

David Belz moved to reconvene the Council Committee of the Whole meeting. The motion was seconded by Michael Kelly and passed unanimously.

Council President Charles Clark called for Staff Reports.

Staff Reports

Public Safety

- Chief Jordan reported that Dick Callahan, crossing guard at 95h & Roe, is retiring and moving to California. Staff is looking at possible consolidation of that crossing noting that 0-5 students cross each session. Council Policy requires a minimum of 15 student crossings for a manned crossing guard. They are following the same process as used earlier in the year at Belinder Elementary School.
- There are three 5K or fun runs in the City during the next month: Corinth Dragon Run – May 7th, BRGR 5K for Jazz – May 15th and the SME Drum Run - May 22nd.
- DEA pill drop-off this past weekend resulted in the collection of 9 boxes of drugs within the four hour period between 10 and 2.

Public Works

- Bruce McNabb stated staff is working to resolve the final issues at Franklin Park and liquidated damages. The park rededication is May 21st.
- The Tree Board and Arbor Day Celebration was held at Porter Park on Saturday, April 30th with a tree planted in honor of Jim Hanson.

Administration

- Chris Engel reminded Council of the parks trolley tour being held next Wednesday, May 11th
- Dennis Enslinger noted the Large Item Pick-up will be held on May 15th for areas north of 75th Street and May 21st for areas south of 75th Street.
- The Smart Cities and Smart Lights grant through MARC has 250 LED streetlights being installed in Prairie Village. The lights will be primarily located in Wards 1, 2, & 6.
- There will be an artist reception for the Gallery on Friday, May 13th
- Staff met with representatives of 6 homes associates to discuss possible use of the City's website for their associations. 4 were interested in having mini web pages connected to the city's site.
- CVS plans to submit for site plan approval at the June 7th meeting of the Planning Commission. Mr. Enslinger advised that a project page has been set up on the city's website for the CVS project and noted it will not come before the Governing Body for approval.
- Quinn Bennion stated the 2012 budget overview will be presented at the May 16th Council Committee meeting.
- 60th Anniversary celebration will be featured in the next edition of the Village Voice.

Adjournment

With no further business to come before the Council Committee of the Whole, Council President Charles Clark adjourned the meeting at 7:25 p.m.

Charles Clark
Council President

**Prairie Village JazzFest
Committee Minutes
April 27, 2011**

Attending: Kathy Peterson, Bob McGowan, Donelea Hesper, Elize Haas, Jack Shearer, Karen Ecton, Kyle Kristofer, Larry Kopitnik, Mary Ann Watkins, Michael Jones, Rod Atteberry, Walt Vernon, Steve Noll and Joyce Hagen Mundy.

Kathy noted two additional members would be joining the committee who were unable to attend

MaryAnn Watkins moved the approval of the minutes of the February 23rd meeting as submitted. The motion was seconded by Bob McGowan and passed unanimously.

JazzRee

Karen Ecton reported that committee members and volunteers will be preparing food for the event on Thursday, April 28th at 6:30 p.m. at 6501 State Line Road. She reviewed the schedule for the event beginning with set-up at 5:30 at US Bank. Volunteer assignments were confirmed.

Over 25 items have been donated for the auction. Several similar items are being grouped together in packages for bidding. Kyle Kristofer will be MC for the event and Mayor Shaffer will be present and speak.

BRGR5K

Kathy Peterson reviewed the volunteer needs for this event to be held on May 15th. The neighbors along the route will be notified personally this weekend. She encouraged committee members to pick up signs and posters. The event has been well publicized by BRGR. The race/walk will begin and end at the Corinth Square Shopping Center in front of BRGR. BRGR is providing food and drinks for the race as well as shirts for the runners and T-shirts for the volunteers.

Jack Shearer announced that he is working with the vendor for the street closure sign needed and may be able to get it at a discounted price. The vendor also has cones available. He encouraged committee members to participate in the event and encourage friends to join them for the 5K.

Talent

Kathy Peterson distributed a proposed talent line-up for the 2011 Jazz Festival including 7 acts beginning at 3:00 and ending at 9:00 p.m. The potential performers include the following:

- SME Blue Knights
- Dolyna Jazz Band
- Shay Estes & Mark Lowrey (quartet)
- Mike Metheny with quintet
- Peoples Liberation Big Band
- Deborah Brown with quintet
- Bobby Watson ensemble

The proposed talent costs for this line-up would be approximately \$16,200.

Rod Atteberry noted the schedule only allow for ten or fifteen minutes between acts. He advised that there should be 20 minutes allotted to accommodate backline changes needed. He felt this adjustment could be made with the festival going until 10 o'clock rather than 9 o'clock.

The committee discussed having the festival extend until 10 o'clock and felt that if there was appropriate lighting available it would be acceptable. It was noted that this is more of an adult event than family and felt the later hour was appropriate. It was noted that the City did not receive any noise complaints from the neighbors in the area surrounding last year's event.

Rod Atteberry stated that Dan Andersen had been contacted by David Basse regarding the possibility of recording the "12 o'clock jump" radio show live at 6 o'clock during the Jazz Festival to be broadcast that evening. He felt this would add additional advertising for the event as well as attract an additional audience base.

Kathy Peterson stated the committee had previously decided not to repeat any artists from last year's festival. Rod Atteberry responded that he did not feel this would be a repeat although David Basse participates in "12 o'clock jump" it is different than "David Basse and Orchestra 2010"

Kathy Peterson asked for input from Larry Kopitnik based on his experience with festivals. Larry responded that he felt the insertion of this performance would be a break from the live music festival persona as it would not be a music presentation, but a radio show presentation with some music.

Kathy Peterson asked for input from the committee members. Each committee member stated their opinion on the addition of "12 o'clock jump" to the lineup. Some felt it would be a good addition drawing from yet another audience as well as being an additional source of publicity. There were mixed feelings on whether this would be considered a repeat of performers and whether it was necessarily bad to repeat performers. There was consistent desire expressed that the show be primarily musical in nature with few jokes and dialogue. The one hour timeslot was questioned as other performers were being given 45 minutes or less. It was agreed that this venue would not be what would be expected at a music festival. Questions were raised regarding the additional cost and staging concerns. It was felt that the event could be extended to accommodate the addition. It was noted that it is not necessary to "grow" the event/audience, but to provide an enjoyable evening of music that would appeals to a wide variety of jazz fans.

Jack Shearer questioned the radio listenership of the program and agreed that for that hour of their performance, it would not be a music festival. He noted that last year's Festival crowd arrived early and stayed for most of the event. He questioned the appropriateness of the jokes and dialogue.

Direction was given to explore the option with the appropriate parties and get the related costs and clarification on what would be included in the performance. The talent line-up needs to be finalized at the next committee meeting.

The issue of dogs at the festival was discussed and it was noted that several people attending the event last year expressed displeasure with dogs being present. It was suggested that there be a designated "dog" area. It was agreed that dogs should not be allowed at the event, unless required for disability reasons.

Committee/Event Organization

The following committee/event responsibilities were accepted:

- Security - PVPD
- Parking Control - PVPD
- Event Admission - Volunteers & PVPD
- Set-up - Volunteers & PW
- Clean-up - Volunteers & PW
- Recycling - Environment/Recycle Committee
- Trash Removal - PVPW
- Food & Beverage Vendors & tickets - Jack Shearer
 - Joyce to contact Kettle Corn vendor;
 - BBQ - Steve Noll explore options;
 - Jack Shearer confirm BRGR after 5K
- Stage Setup & Sound and set management - Rod Atteberry with Kyle
- Emcee - Kyle Kristofer
- Artist Hospitality - Donelea Hesper
- Volunteer Coordinator - Marilyn York & Elise Haas
- Accounting - Joyce Hagen Mundy & Karen Ecton
- Fundraising & Sponsorships & FR events - Walt Vernon
- Publicity - Karen Ecton - MaryAnn Watkins (TV Stations)
- Contracts - Joyce Hagen Mundy
- Website - MaryAnn Watkins (updates) Rod Atteberry (Graphics)
- Press Releases (writing) - Carol Comer

Fundraising and Sponsorships Update

Kathy Peterson reported that she had received a commitment from Renewal by Anderson for \$1800. The Boylan Grant application will be reviewed on May 7th. Kathy will be distributing the list of businesses/individuals to be contacted for donations via e-mail to committee members. She asked that committee members select businesses to contact.

Rod Atteberry stated that he could make JazzFest business cards for committee members to use when contacting businesses for donations.

Budget

A tentative budget was set at the February 23rd meeting. The 2011 budget will be set at the next committee meeting. At that time, funds from Jazzree and anticipated funds from the BRGR 5K would be known. After the line-up is established, talent costs would be known.

Next Meeting

Kathy Peterson announced that the next meeting would be on Thursday, May 12th at 7 p.m. in the Multi-Purpose Room.

Adjournment

The meeting was adjourned at 8:30 p.m.

**Council Members
Mark Your Calendars
May 16, 2011**

May 2011	Bryan Voell mixed media exhibit in the R. G. Endres Gallery
May 21	Bulky item pick-up for homes south of 75 th Street
May 28	Pool opens for the season
May 30	City offices closed in observance of Memorial Day
June 2011	Nancy Todd Roberts oils & Suzy Perkins photography exhibit in the R. G. Endres Gallery
June 6	City Council Meeting
June 17	Moonlight Swim at the pool
June 20	City Council Meeting
July 2011	Senior Arts Council exhibit in the R. G. Endres Gallery
July 4	VillageFest
July 4	City offices closed in observance of Independence Day
July 5(Tues.)	City Council Meeting
July 8	Artist reception in the R. G. Endres Gallery 6:30 - 7:30
July 8	Moonlight Swim at the pool
July 18	City Council Meeting
July 24	Annual Water Show at the pool - 8:30 p.m.
August 2011	Cortney Christensen photography & watercolors exhibit in the R. G. Endres Gallery
August 1	City Council Meeting
August 5	Moonlight Swim at the pool
August 12	Artist reception in the R. G. Endres Gallery 6:30 - 7:30
August 15	City Council Meeting
August 15	Reduced hours begin at the pool
September 2011	
September 5	City offices closed in observance of Labor Day
September 5	Pool closes for the season - 6:00 p.m.
September 6(Tues.)	City Council Meeting
September 10	JazzFest
September 19	City Council Meeting
October 2011	State of the Arts Exhibit in the R. G. Endres Gallery
October 3	City Council Meeting
October 14	Artist reception in the R. G. Endres Gallery 6:00 - 8:00
October 17	City Council Meeting
November 2011	
November 7	City Council Meeting
November 21	City Council Meeting
November 24	City offices closed in observance of Thanksgiving
November 25	City offices closed in observance of Thanksgiving
December 2011	Richard Joslin watercolor exhibit in the R. G. Endres Gallery
December 5	City Council Meeting
December 9	Artist reception in the R. G. Endres Gallery
December 19	City Council Meeting
December 26	City offices closed in observance of Christmas