

CITY OF PRAIRIE VILLAGE

December 19, 2011

City Council Meeting

6:30 p.m.



**COUNCIL COMMITTEE
December 19, 2011
6:30 P.M.
Council Chambers**

AGENDA

DALE BECKERMAN, COUNCIL PRESIDENT

AGENDA ITEMS FOR DISCUSSION

- *COU2011-60 Consider purchase of LiveScan Electronic Fingerprinting System
Kyle Shipps
- *COU2011-61 Consider approval of Rugs Too to replace flooring tile and carpet at the
Police Department and City Hall buildings
Quinn Bennion
- Presentation on Animal Enumeration and Online Business Licensing
Jeanne Koontz
- Presentation on 2011 Exterior Grant Program
Dennis Enslinger

*Council Action Requested the same night



POLICE DEPARTMENT

Council Committee Date: December 19, 2011
Council Meeting Date: December 19, 2011

*COU2011-60: Consider Purchasing a LiveScan Electronic Fingerprinting System

RECOMMENDATION

Staff recommends that the City Council approve the funds necessary for the Police Department to purchase software and hardware associated with implementing a LiveScan electronic fingerprinting system. The associated devices would be available for use by Police Department as well as Municipal Court personnel.

COUNCIL ACTION REQUESTED ON: December 19, 2011

SUGGESTED MOTION

I move that \$53,000.00 be allocated from the Equipment Reserve Fund to finance the proposed equipment expenses as recommended by Staff. Specific equipment costs/allocation is categorized in the background section.

BACKGROUND/COST BREAKDOWN

The Police Department is seeking to purchase a LiveScan electronic fingerprinting system. The system would allow for the electronic capture of fingerprints for criminal arrests, citizen requests, and applicants. The devices used would replace the current "ink on cards" method currently in use. As of April 1, 2012, the FBI will no longer accept inked fingerprints submitted by law enforcement agencies.

The Police Department conducted an RFP process for this project. Three vendor responses were received and evaluated. Based on the responses received, L-1 was selected as the vendor of choice. They are used by many Kansas agencies, including the Leawood Police Department.

The project includes a main fingerprinting device, to be housed in the Intake Area of the Police Department. In addition to fingerprints, this device will also be capable of capturing electronic "mug shot" photographs. Through an interface with the I/LEADS Records Management System (already in place), these photos can be added to a person's arrest/name record in the RMS system.

Also, a smaller portable device will be purchased, which will be kept in the Records Unit of the Police Department. This smaller can be used to handle citizen-requested fingerprints, and can also be used by the Municipal Court in the event the need for an individual to be fingerprinted arises there.

Item	Cost
Cabinet Style Main Fingerprinting Unit (including maintenance, interfaces, etc)	\$23,600.00
Portable Fingerprinting Unit	\$21,041.00

Annual Maintenance Costs (after one year warranty)	\$4333.00
Project Contingency	\$4026.00
Total	\$53,000.00

FUNDING SOURCE: Equipment Reserve Fund; 2011 Budgeted Technology Item

ATTACHMENTS

- Quotes/Specs from L-1, Livescan vendor

PREPARED BY

Kyle Shipps, Technical Operations Officer



BIOMETRICS DIVISION

L-1 Biometrics Division Response to:

Prairie Village Police Department

Request for Proposal (RFP) for:

Electronic “Live-Scan” Fingerprinting System



Submission: November 29, 2011, 4 pm CST

COST PROPOSAL

Submitted to:

Prairie Village Police Department
Attn: Kyle J. Shippy
7710 Mission Road
Prairie Village, KS 66208-4230
**Submission DL: 4 pm CST,
11/29/11**

Submitted by:

Gary Newlin
Regional Sales Manager
L-1 Identity Solutions Biometrics Division
5705 West Old Shakopee Road, Suite 100
Bloomington, MN 55437
Ph: (952) 945-3344
Email: GNewlin@L1id.com
Website: www.L1ID.com



1 Cost Proposal

Agency Name: Prairie Village Police Department, KS
Agency Contact: Officer Kyle Shipps; (913) 385-4615; kshipps@pvkansas.com
Site Address: 7710 Mission Road, Prairie Village, KS 66208-4230

1.1 "Cabinet Style" Electronic Fingerprint Device - TouchPrint™ 5600 Tenprint and Palm Cabinet Style Livescan System

DELIVERABLE	REQUIREMENT	COST
<i>TouchPrint 5600 Tenprint & Palm Cabinet Style Livescan System</i>	<i>Configuration consists of the following:</i>	
LIVE SCAN DEVICE	TPE-5600-HD	
WARRANTY	5600-TPE-HD-W-95 9/5 Warranty Coverage	
S/W Transmission to State	TPE-COMX-SMTPE	
S/W Transmission to State	TPE-COMX-RMPOP3	
KS Enterprise Customization	TPE-CSTX-KS	
KS Enterprise Palm Customization	TPE-CSTX-KSPALM	
INTERFACE WITH JMS/RMS	TPE-SWOX-DI-OFCS-BPUSH RMS: I/LEADS	
Ethernet LAN Adapter	TP-HWOX-ADLNIC2	
PRINTER	TPE-PRT-DUP Duplex PRT-DUP-W95 – 9/5 Warranty	
Digital Photo Capture	TPE-HWOX-DIGCAP – Digital Camera TP-HWOX-DIGCAPC HWOX-DIGCAP-W95 – 9/5 Warranty	
Mugshot Export	TPE-SWOX -RMSDE Interface with RMS/JMS	
Installation and Training	TP-IAT-2DAY	
TOTAL COST PER UNIT		\$23,3600.00



**1.2 "Portable" Electronic Fingerprint Device – TouchPrint™ 5300T
 Portable Palm Livescan System**

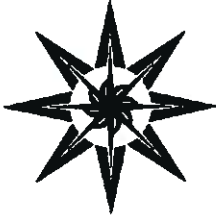
DELIVERABLE	REQUIREMENT	COST
<i>TouchPrint 5300 Tenprint & Palm Portable Style Livescan System</i>	<i>Configuration consists of the following:</i>	
LIVE SCAN DEVICE	TPE-5300T-HD	
WARRANTY	5300-TPE-HD-W-95 9/5 Warranty Coverage	
S/W Transmission to State	TPE-COMX-SMTPE	
S/W Transmission to State	TPE-COMX-RMPOP3	
KS Enterprise Customization	TPE-CSTX-KS	
KS Enterprise Palm Customization	TPE-CSTX-KSPALM	
Ethernet LAN Adapter	TP-HWOX-ADLNIC2	
Installation and Training	TP-IAT-2DAY	
TOTAL COST PER UNIT		\$21,041.00
OPTIONS:		COST/UNIT
Carry Case	TP-5300-CASE	\$795.00
Printer	TPE-PRT-DUP Duplex	\$1,850.00
Digital Photo Capture	TPE-HWOX-DIGCAP – Digital Camera	\$1,550.00



1.3 Annual Maintenance Cost

Annual Cost for Service Support for the next five years after the one year warranty for the unit expires (#15).

DELIVERABLE	REQUIREMENT	COST
<i>Annual Maintenance after the first year of Warranty expires:</i>		
LIVE SCAN DEVICE Maintenance	5600-TPE-HD-M95	
PRINTER Maintenance	PRT-DUP-M95	
Digital Photo Capture Maintenance	HWOX-DIGCAP-M95	
TOTAL ANNUAL COST		\$4,333.00



COUNCIL COMMITTEE

Council Committee Meeting Date: December 15, 2011
Council Meeting Date: December 15, 2011

Agenda Item: Consider approval of Rugs Too to replace flooring tile and carpet at the Police Department and City Hall buildings.

SUGGESTED MOTION

Move that Council approve Rugs Too to replace flooring tile and carpet in the amount not to exceed \$75,000 for the Police Department building and \$40,000 for the City Hall building and authorize the Mayor to negotiate and sign a services agreement.

STAFF RECOMMENDATION

Staff recommends approval of the project.

BACKGROUND

The carpet and flooring at City Hall and the Police Department is worn and in many locations needs replaced, particularly in high traffic areas. The project was budgeted in the 2011 and 2012 budgets. The project has been coordinated by all three departments with the Administrator, Police Chief and Mike Helms as department leads.

The project consists of removal and replacement of carpet and tile including the ceramic tile in the PD hallway. The City Hall portion of the project is approximately 8,300 sq. ft. of carpet tiles. The Police Department project includes 2,900 sq. ft. of vinyl flooring and 9,700 sq. ft. of carpet tiles. The project does not include the replacement of the carpet in the Council Chambers and other rooms where the flooring still has useful life.

The procurement process included soliciting bids from three installers and a walk-through of the buildings with the bidders. Early in the process, it was recognized that the purchasing policy and guidelines for items over \$20,000 are to be procured through a closed bid process. The formal closed bid process was not used for two reasons: reduce the walk-through traffic in court and Police Department to protect confidentiality and safety and the materials have not been selected or specified in detail. Approval of the item by Council indicates acceptance of deviating from the standard purchasing practices.

Written bids for Installation:

Bidder	City Hall	Police Department	Total
Rugs Too	\$16,691.50	\$27,172.25	\$43,863.75
Flooring Solutions	\$22,247.90	\$33,433.10	\$55,681.00
T-N-T Flooring	\$48,044.80		\$48,044.80

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Materials (est.)	City Hall	Police Department
	\$23,240	\$47,690

Rugs Too (Total)	\$39,931.50	\$74,862.25
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Once the installer is selected, the flooring materials and specifications will be selected and purchased. As of now, the plans are for installation to be done in February and March with some night and weekend work where appropriate.

BUDGET

The project will be funded with the following sources:

City Hall project

2011 budget \$40,000

Police Department project

2011 budget \$27,500

2012 budget \$30,000

2011 budget - reallocation \$17,500

Total \$75,000

Prepared By:

Quinn Bennion

City Administrator

Date: December 15, 2011



CITY CLERK DEPARTMENT

Council Committee Meeting Date: December 19, 2011

Update on 2011 Animal Enumeration & On-Line Licensing

Enumeration

The 2011 Animal Enumeration was conducted by seven enumerators from September 17th through October covering the area north of 75th Street with a follow-up enumeration on unlicensed animals from 2010. The enumerators made two attempts to make personal contact, clocking 522 hours and covering 579 miles. This year the enumerators were given maps of the area to be enumerated already routed with addresses designated. This reduced the time spent in actual enumeration and mileage.

The enumerators visited 2,326 homes. There were 600 households with 839 unlicensed pets identified. The minimum potential revenue if each pet was neutered and received a one-year license would be \$5,034. To date approximately half of these new pets have been licensed with one-third of them purchasing multi-year licenses creating greater revenue in 2011.

A follow-up letter has been mailed to each household identified with unlicensed animals by the City Clerk's staff. The Community Service Officers were given names of households with animals unlicensed if the enumerator found them to still be residing in the City for immediate follow-up.

Multiple Year Animal Tags

Effective January 1, 2010, the City instituted permanent animal tags allowing for multi-year animal licenses. It was felt that this would reduced the related animal licensing costs removing the annual purchase of animal tags and a reduction in mailing costs as new tags would not need to be mailed to owners renewing their licenses annually. A reduction in mailing costs was also anticipated as those animals with multi-year licenses would not be receiving annual renewal notices.

The following chart reflects the anticipated reduction in costs:

Year	Postage	# of Pieces
2009	\$3,200.44	7448
2010	\$3,394.87	6868
2011	\$2,473.45	5066

The multi-year license has been very well received by our residents as reflected in the following chart.

2011 Pet Licenses	1 Year License	2 Year License	3 Year License	Total Licensed
Altered Animal	3849	815	1314	5978
Unaltered Animal	102	23	4	129

On-Line Business License Renewal

The City is providing beta testing of on-line business licensing renewal through Springbrook. The City Clerk's Office began processing business license renewals on-line in May, 2011. The response has been very positive with a significant portion of licenses being paid and renewed on-line. Notices to renew were mailed to businesses. City Clerk staff is tracking those businesses that have requested to continue to receive paper renewals. It is our plan to send those desiring on-line renewals, electronic notification of renewal and issuance of renewed license. This will result in lower mailing and printing/copy costs for 2012.

The City Clerk's Office continues to work with Springbrook Software to modify and suggest enhancements to the software. This has resulted in a number of changes to the system since its launch in May.

Unfortunately, this convenience for our businesses comes at a processing cost charged by Springbrook based on the dollar volume. Staff is researching how other cities handle these charges and may bring forth a recommendation for a fee adjustment in 2012.

License Type	Total # of Renewals	# of Online Renewals	% of Renewals Online	Money Processed Online
Rental Property	633	283	45%	\$21,415
Administrative/Retail	402	196	49%	\$52,047
Home Occupation	273	115	42%	\$5,795
Totals	1308	594	45%	\$79,257

ATTACHMENTS

Animal Enumeration Summary 2005-2011

PREPARED BY

Joyce Hagen Mundy
City Clerk

Date: December 15, 2011

Animal Enumeration Summary

Year	Area	# New Animals	Potential Revenue	Cost of Enumeration
2011	North of 75th Street	839	\$ 5,034	\$ 4,990
2010	South of 83rd Street	250	\$ 1,500	\$ 2,232
2009	75th Street to 83rd Street	707	\$ 4,242	\$ 3,910
2008	North of 75th Street	741	\$ 4,686	\$ 4,415
2007	South of 83rd Street	231	\$ 1,386	\$ 1,165
2006	75th Street to 83rd Street	879	\$ 5,274	\$ 4,735
2005	North of 75th Street	643	\$ 3,858	\$ 3,107

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
December 19, 2011
7:30 p.m.**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- 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 - December 5, 2011
2. Approve Claims Ordinance 2890
3. Approve the contract for Portable Toilet Services to Best Portable Toilets Inc. for 2012 and renewal in 2013 and 2014
4. Approve the contract for Pest Control Services to Lawrence Pest Control for 2012 and renewal in 2013 and 2014
5. Approve the contract for Locksmith Services to Johnson County Key Services for 2012 and renewal in 2013 and 2014
6. Approve the contract for Ice Maker Services to Ice-Masters, Inc for 2012 and renewal in 2013 and 2014
7. Approve the contract for HVAC Services to O'Dell Service Co Inc for 2012 and renewal in 2013 and 2014
8. Approve the purchase of necessary equipment for a previously purchased 2011 International Dump Truck from American Equipment Company for \$61,039.00 including the automatic lubrication system
9. Approve an amendment to the IT support services contract with Alexander Open Systems
10. Adopt a resolution establishing 2012 compensation ranges for the City of Prairie Village, subject to the review and approval of the City Attorney

By Committee:

11. Adopt the 2012 Joint City/County Legislative Platform (Council Committee of the Whole Minutes - December 5, 2011)
12. Approve the Design Agreement with Affinis Corporation for the Design of the 2011 Bond Project, the 2012 Paving Program and the 2012 CARS Project in an amount not to exceed \$251,410.00 (Council Committee of the Whole Minutes - December 5, 2011)

VI. MAYOR'S REPORT

VII. COMMITTEE REPORTS

Planning Commission

Consider Amendments to Zoning Ordinances Chapters 19.02 and 19.44.025

Council Committee of the Whole - Dale Beckerman

COU2011-60 Consider purchase of LiveScan Electronic Fingerprinting System

COU2011-61 Consider approval of a Rugs Too to replace flooring tile and carpet at the Police Department and City Hall buildings

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

December 19, 2011

CITY OF PRAIRIE VILLAGE
December 5, 2011

The City Council of Prairie Village, Kansas, met in regular session on Monday, December 5, 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; 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; Lisa Santa Maria, Finance Director, and Joyce Hagen Mundy, City Clerk.

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

PRESENTATIONS

Mayor Shaffer called upon Jesse Dunnagan. Mr. Dunnagan is one of four Pearl Harbor survivors living in Johnson County. He joined the U.S. Navy in February, 1940 and served for 30 years including service in WWII and the Korean and Vietnam Wars. Mr. Dunnagan shared his memories of the morning of December 7, 1941.

Mayor Shaffer presented Mr. Dunnagan with a proclamation declaring Wednesday, December 7th as Jesse Dunnagan Day in Prairie Village in honor of his service and all Prairie Village veterans who have served and are currently serving in the Armed Forces. He added that Mr. Dunnagan would also be honored this Wednesday, at

a Pearl Harbor 70th Anniversary event at the Sylvester Powell Jr. Community Center in Mission beginning at 11:15 a.m. and encouraged council members to attend.

PUBLIC PARTICIPATION

Mayor Shaffer acknowledged the presence of two high school students from Rockhurst High School and one from Shawnee Mission Northwest attending for their government classes.

CONSENT AGENDA

Dale Beckerman moved the approval of the Consent Agenda for Monday, December 5, 2011:

1. Approve Regular Council Meeting Minutes - November 21, 2011.
2. Approve the recommendations of the Drug and Alcoholism Council of Johnson County contained in the United Community Services Fund Recommendations Report and approve a contribution to UCS of \$15,000 from the 2012 Parks, Recreation & Community Services Budget.
3. Approve the issuance of Cereal Malt Beverage Licenses for the following businesses for 2012:
 - Walgreen Co - Store 13032 located at 4016 West 95th Street
 - Four B Corp - Hen House 22 located at 4050 West 83rd Street
 - Four B Corp - Hen House 28 located at 6950 Mission Road
 - Hy-Vee Inc. - Store located at 7620 State Line Road
 - PCF Sale Co, LLC - Circle K #6100 located at 9440 Mission Road
4. Approve contract with Animal Medical Center for Professional Animal Care Services in 2012
5. Authorize the Mayor to sign the contract for Document Imaging Software with Sire Technologies in the amount of \$22,474.83

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 reported his attendance at the following events representing the City: Kansas City Chamber annual dinner, Webelos Troop 91 visit; City's Holiday Tree

Lighting Ceremony, United Community Services Board Breakfast, League of Women voters event and the Johnson County Charter Commission meeting. Mayor Shaffer announced that he had been appointed to serve on the UCS Board. He also shared action and votes from the Charter Commission meeting held earlier in the evening, noting all the votes taken resulted in positive outcomes for Prairie Village.

COMMITTEE REPORTS

Prairie Village Arts Council

Laura Wassmer urged Council members to attend the artist reception on Friday, December 9th from 6:30 to 7:30 p.m. for the current watercolor exhibit by Richard Joslyn and Dr. William Herrera on display during December in the R.G. Endres Gallery.

STAFF REPORTS

Administration

- Dennis Enslinger reported that 9 responses were received for the 84th & Mission planning process. They will be reviewed with a staff/committee recommendation coming back to Council in January.
- Deffenbaugh is working on a pilot program with Normandy Square Homes Association to allow for the collection of food waste with yard waste.
- City Attorney Katie Logan reported the District Court of Appeals released their decision on the challenge of the Charter Ordinance by David Morrison and ruled in favor of the City.
- Quinn Bennion reported the response to the Dorr Christmas Display has been positive and noted over \$600 in donations have been collected to date.
- MARC recognized the City as one of seven 2011 Sustainable Success Stories for the geothermal/energy efficiency projects at a luncheon last week.

OLD BUSINESS

There was no Old Business to come before the City Council.

NEW BUSINESS

Al Herrera suggested the City secure more formal presentation folders for the presentation of special proclamations such as the one given to Mr. Dunnagan this evening.

ANNOUNCEMENTS

Committee meetings scheduled for the next two weeks include:

Planning Commission	12/06/2011	7:00 p.m.
Environmental Committee	12/07/2011	7:00 p.m.
Sister City Committee	12/12/2011	7:00 p.m.
Park & Recreation Committee	12/14/2011	7:00 p.m.
Communications Committee	12/17/2011	5:30 p.m.
Council Committee of the Whole	12/19/2011	6:00 p.m.
City Council	12/19/2011	7:30 p.m.

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The Prairie Village Arts Council is pleased to announce a watercolor exhibit by Richard Joslyn and Dr. William Herre in the R. G. Endres Gallery for the month of December. The artist reception will be held on December 9th from 6:30 to 7:30 p.m.

The 2011 Holiday Social hosted by the Johnson and Wyandotte Counties Council of Mayors will be December 7th at the Overland Park Convention Center.

The Municipal Foundation will be hosting a Gingerbread House Decorating Party on Sunday, December 11th at Brighton Gardens, 7105 Mission Rd. There will be sessions at 1:30 p.m. and 3:00 p.m.

The Mayor’s Holiday Gala for Volunteers will be Friday, December 16th at Homestead Country Club.

The City offices will be closed December 26th in observance of Christmas and January 2nd in observance of the New Year’s Holiday. Deffenbaugh observes both holidays so pick-up each will be delayed one day.

The City will be offering holiday tree drop off sites from December 19th through January 20th at Porter, Franklin, Meadowlake and Harmon parks again this year.

ADJOURNMENT

With no further business to come before the City Council, the meeting was adjourned at 8:05 p.m.

Joyce Hagen Mundy
City Clerk

CITY TREASURER'S WARRANT REGISTER

DATE WARRANTS ISSUED:

Warrant Register Page No. 1

December 19, 2011

**Copy of Ordinance
2890**

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			
1122-1126	11/4/2011	4,553.61	
1127-1223	11/11/2011	1,214,523.09	
1224-1225	11/14/2011	3,205.62	
1226-1246	11/17/2011	1,642.42	
1247-1325	11/23/2011	588,261.83	
1326	11/22/2011	34,061.42	
Payroll Expenditures			
11/4/2011		246,543.18	
11/18/2011		256,944.77	
Electronic Payments			
Electronic Pmnts	11/18/2011	9,115.55	
Electronic Pmnts	11/25/2011	380.47	
Electronic Pmnts	11/29/2011	11/19/1907	
TOTAL EXPENDITURES:			\$ 2,362,112.30
Voided Checks			
TOTAL VOIDED CHECKS:			-
GRAND TOTAL CLAIMS ORDINANCE			2,362,112.30

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

Passed this 19th day of December 2011.

Signed or Approved this 19th day of December 2011.

(SEAL)

ATTEST: _____

City Treasurer

Mayor



PUBLIC WORKS DEPARTMENT

Council Meeting Date: 12/19/2011

Consider Bid Award for Portable Toilet Services

RECOMMENDATION

Staff recommends the City Council approve the contract for Portable Toilet Services to Best Portable Toilets Inc. for 2012 and renewal in 2013 and 2014.

COUNCIL ACTION REQUESTED ON December 19, 2011

BACKGROUND

On Friday, December 2, 2011, the City Clerk received a bid for a three year contract to provide Portable Toilet Services. The contract is to provide portable toilet services for the City parks. Two bids were received and a comparison is attached showing that the current contractor Best Portable Toilets is the lowest bid and staff has no concerns continuing a contract with them.

FUNDING SOURCE

Funding is available in the 2012 Public Works Operating Budget.

RELATION TO VILLAGE VISION

CCS2a. Enhance parks for active and passive recreation through capital improvements such as landscaping, tree and flower planting, shelters, picnic facilities, athletic fields, etc.

ATTACHMENTS

1. Comparison spreadsheet
2. Bid for Portable Toilet Services with Best Portable Toilets

PREPARED BY

Suzanne Lownes, Office Manager, Public Works

December 12, 2011

Bid Tab: Portable Toilet Service

Opened on December 2, 2011

	2011 Rate	2012 Rate	2013 Rate	2014 Rate	2012 Rate	2013 Rate	2014 Rate
	Best	Bidder: Best Portable Toilets			Bidder: Deffenbaugh Industries		
Locations	Cost	Cost	Cost	Cost	Cost	Cost	Cost
Meadowlake Park	\$ 190.00	\$ 160.00	\$ 165.00	\$ 165.00	\$ 180.00	\$ 185.00	\$ 190.00
Porter Park	\$ 190.00	\$ 160.00	\$ 165.00	\$ 165.00	\$ 180.00	\$ 185.00	\$ 190.00
Windsor Park	\$ 190.00	\$ 160.00	\$ 165.00	\$ 165.00	\$ 180.00	\$ 185.00	\$ 190.00
Weltner Park	\$ 190.00	\$ 160.00	\$ 165.00	\$ 165.00	\$ 180.00	\$ 185.00	\$ 190.00
Harmon Park	\$ 190.00	\$ 160.00	\$ 165.00	\$ 165.00	\$ 180.00	\$ 185.00	\$ 190.00
Totals	\$ 9,880.00	\$8,320.00	\$ 8,580.00	\$8,580.00	\$ 9,360.00	\$ 9,620.00	\$9,880.00
3 Year Total			\$25,480.00			\$28,860.00	

AGREEMENT FOR PORTABLE TOILET SERVICES

This Agreement, made this _____ day of _____, _____, by and between _____, hereinafter referred to as Contractor, and the CITY OF PRAIRIE VILLAGE, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2012 through 2014 with the following terms and conditions.

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

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

1.0 Service Specifications

- 1.2 The Contractor will provide one wheel chair accessible portable toilet service year-round at: Meadowlake Park (2900 West 79th Street), Porter Park (Roe Avenue and Tomahawk Road), Windsor Park (West 72nd Street and Windsor Drive), and Weltner Park (Cambridge and State Line Road). The Contractor will also provide one wheel chair accessible portable toilet service from November 1 to March 1 at Harmon Park (7727 Delmar).
- 1.3 The Contractor will provide delivery, setup, cleaning three (3) times per week, repair and removal
- 1.4 The portable toilet unit will be bolted to the pad and/or enclosure.
- 1.5 That within 24 hours of notice, the Contractor will replace any portable toilet that is not in good condition and/or useable.
- 1.6 The Contractor will service a unit within 24 hours of request by the City.
- 1.7 The Contractor will supply a direct contact name, phone number and email address and will notify the City if this contact information changes during the Contract period.
- 1.8 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.

2.0 General

- 2.1 This signed agreement will be the authorization for the Contractor to provide the described services as requested by the City.
- 2.2 Mike Helms, Field Superintendent, at phone-(913)385-4644, fax-(913)642-0117 Email-mhelms@pvmkansas.com, will be the City coordinator for the Contractor for providing any service and responding to any special needs.
- 2.3 The Contractor will contact Public Works to schedule work. All work should be performed between 7:00am through 3:30pm weekdays unless otherwise stated by the City.
- 2.4 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.

- 2.5 All invoices should be grouped by location, with a copy of the service report attached, and are to be sent to Public Works Department, 3535 Somerset Drive, Prairie Village, KS 66208.
- 2.6 The Contractor shall maintain throughout the life of this contract, General Liability Insurance covering any and all actions of the Contractor in the performance of this contract. Minimum limits shall be Bodily Injury \$500,000/\$500,000; Property Damage \$100,000. The Contractor shall maintain throughout the life of this contract, Automobile Liability Insurance which shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on and off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired. Unless otherwise specified, Contractor's insurance shall include Auto Liability of \$300,000 single limit. Contractor shall also be responsible to provide workmen's compensation insurance and benefits for its employees.
- 2.7 The Contractor is providing services to the City as an independent contractor. The Contractor shall be responsible for the death or injury of any employee of the Contractor, while in the performance of service of the terms of this agreement and it shall hold the City harmless and shall indemnify the City for any loss it may have resulting from the Contractor providing the services described in this agreement. The City shall not be responsible for any withholding of taxes or social security for any employee of Contractor, nor shall it provide to any employee of Contractor any fringe benefits of any kind.
- 2.8 This Agreement is for the period of January 1, 2012 through December 31, 2014. Either party may terminate this agreement by giving sixty (60) days prior written notice to the other party.
- 2.9 The Contractor will commence work within ten (10) calendar days from and after receiving instructions from the City.
- 3.0 Fees
- 3.1 The Monthly fee for each unit including damage waiver fee with three (3) times per week service on Mondays, Wednesdays and Fridays.

3x wk

LOCATIONS	2012 MONTHLY FEE	2013 MONTHLY FEE	2014 MONTHLY FEE
Meadowlake Park - 2900 West 79 th Street	160. ⁰⁰	165. ⁰⁰	165. ⁰⁰
Porter Park - Roe Avenue and Tomahawk Road	160. ⁰⁰	165. ⁰⁰	165. ⁰⁰
Windsor Park - West 72 nd Street and Windsor Drive	160. ⁰⁰	165. ⁰⁰	165. ⁰⁰
Weltner Park - Cambridge and State Line Road	160. ⁰⁰	165. ⁰⁰	165. ⁰⁰
Harmon Park - 7727 Delmar (November 1 st to March 1 st)	160. ⁰⁰	165. ⁰⁰	165. ⁰⁰

w/1xwk 130.⁰⁰ month
w/2xwk 145.⁰⁰ month
w/3xwk 160.⁰⁰ month

4.0 References

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

4.2

Company: Kansas City Mo P+R Contact: Lorri Calandra
 Phone #: 816-513-7522 Email: _____
 Brief Description on Work: Pump Toilets all parks + events

Company: Jackson Co. P+R Contact: JD Ingram
 Phone #: 816-503 4800 Email: _____
 Brief Description on Work: Pump Toilets at all parks + events

Company: ~~██████████~~ P+R Contact: Mike Helms
 Phone #: City of Prairie Village Email: _____
 Brief Description of Work: _____

Contractor Contact: Terry Keesler
 Company Name: BEST Portable Toilets Inc
 Address: PO Box 512
Belton Mo 64012
 Telephone Number: 816-348-7700
 Fax Number: 816-348-7705
 Email: bestportabletoiletsinc
 /s/ Terry Keesler 12-2-11
 Contractor Agent Date

ATTEST:
 /s/ _____
 Joyce Hagen Mundy, City Clerk Date
 /s/ _____
 Catherine P. Logan, City Attorney Date
 /s/ _____
 Ronald L. Shaffer, Mayor Date



PUBLIC WORKS DEPARTMENT

Council Meeting Date: 12/19/2011

Consider Bid Award for Pest Control Services

RECOMMENDATION

Staff recommends the City Council approve the contract for Pest Control Services to Lawrence Pest Control for 2012 and renewal in 2013 and 2014.

COUNCIL ACTION REQUESTED ON December 19, 2011

BACKGROUND

On Friday, December 2, 2011, the City Clerk received a bid for a three year contract to provide Pest Control Services. The contract is to provide pest control services for the City buildings. Lawrence Pest Control is the current contractor. Three bids were received and a comparison is attached showing that the current contractor Lawrence Pest Control is the lowest bid and staff has no concerns continuing a contract with them.

FUNDING SOURCE

Funding is available in the 2012 Public Works Operating Budget.

RELATION TO VILLAGE VISION

None

ATTACHMENTS

1. Comparison spreadsheet
2. Bid for Pest Control Services with Lawrence Pest Control

PREPARED BY

Suzanne Lownes, Office Manager, Public Works

December 12, 2011

Bid Tab: Pest Control Services

Opened on December 2, 2011

Location	2011 Rate	2012 Rate	2013 Rate	2014 Rate	2012 Rate	2013 Rate	2014 Rate	2012 Rate	2013 Rate	2014 Rate
	Lawrence Bidder: Cost	Lawrence Pest Cost	Lawrence Pest Cost	Lawrence Pest Cost	Smithereen Bidder: Cost	Smithereen Bidder: Cost	Smithereen Bidder: Cost	Terminex Bidder: Cost	Terminex Bidder: Cost	Terminex Bidder: Cost
Municipal Building	\$ 35.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 45.00	\$ 45.00	\$ 45.00
Municipal Building Outside	\$ -	\$ -	\$ -	\$ -	\$ 60.00	\$ 60.00	\$ 60.00	\$ 40.00	\$ 40.00	\$ 40.00
Public Safety Center	\$ 35.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 45.00	\$ 45.00	\$ 45.00
Public Safety Center Outside	\$ -	\$ -	\$ -	\$ -	\$ 60.00	\$ 60.00	\$ 60.00	\$ 40.00	\$ 40.00	\$ 40.00
Community Center	\$ 35.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00
Community Center Outside	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00
Public Works Facility - A Bldg	\$ 35.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 40.00	\$ 40.00	\$ 40.00
Public Works Facility - A Bldg Outside	\$ -	\$ -	\$ -	\$ -	\$ 45.00	\$ 45.00	\$ 45.00	\$ 35.00	\$ 35.00	\$ 35.00
Public Works Facility - B Bldg	\$ 35.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Public Works Facility - B Bldg Outside	\$ -	\$ -	\$ -	\$ -	\$ 45.00	\$ 45.00	\$ 45.00	\$ 35.00	\$ 35.00	\$ 35.00
Public Works Facility - G Bldg	\$ 35.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 30.00	\$ 30.00	\$ 30.00
Public Works Facility - G Bldg Outside	\$ -	\$ -	\$ -	\$ -	\$ 45.00	\$ 45.00	\$ 45.00	\$ 30.00	\$ 30.00	\$ 30.00
Swimming Pool Bathhouse	\$ 17.50	\$ 25.00	\$ 30.00	\$ 35.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 35.00	\$ 35.00	\$ 35.00
Swimming Pool Concession Area (Bi-Weekly)	\$ 35.00	\$ 50.00	\$ 60.00	\$ 70.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 60.00	\$ 60.00	\$ 60.00
Swimming Pool South Filter House	\$ 17.50	\$ 25.00	\$ 30.00	\$ 35.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 35.00	\$ 35.00	\$ 35.00
Harmon Park Pavilion Restrooms	\$ 17.50	\$ 25.00	\$ 30.00	\$ 35.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00
Franklin Park Restrooms	n/a	\$ 30.00	\$ 40.00	\$ 45.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00
Annual Termite Inspection	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -
Total	\$3,257.50	\$ 3,805.00	\$ 4,410.00	\$ 4,955.00	\$ 5,720.00	\$ 5,720.00	\$ 5,720.00	\$ 4,970.00	\$ 4,970.00	\$ 4,970.00
3 Year Total			\$13,170.00			\$17,160.00		\$14,910.00		

AGREEMENT FOR PEST CONTROL SERVICES

This Agreement, made this 1 day of December, 2011, by and between LAWRENCE PEST CONTROL CO hereinafter referred to as Contractor, and the CITY OF PRAIRIE VILLAGE, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2012 through 2014 with the following terms and conditions.

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

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

1.0 **Service Specifications**

1.1 The Contractor will provide total building monthly pest control at these locations on a specified day every month:

Municipal Building, 7700 Mission Road
Public Safety Center, 7710 Mission Road
Community Center, 7720 Mission Road
Public Works Facility - A building, 3535 Somerset Drive
Public Works Facility - B building, 3535 Somerset Drive
Public Works Facility - G building, 3535 Somerset Drive
Franklin Park Restroom, 8700 Roe Avenue

1.2 The Contractor will provide total building monthly pest control only during May, June, July, August, September at these locations on a specified day every month:

Swimming Pool Bathhouse, 7711 Delmar
Swimming Pool South Filter House, 7711 Delmar
Swimming Pool Concession Are, 7711 Delmar (bi-weekly service)
Harmon Park Pavilion Restrooms, 7721 Delmar

1.3 The Contractor will provide outside monthly pest control only during May, June, July, August, September at these locations on a specified day every month:

Municipal Building, 7700 Mission Road
Public Safety Center, 7710 Mission Road
Community Center, 7720 Mission Road
Public Works Facility - A building, 3535 Somerset Drive
Public Works Facility - B building, 3535 Somerset Drive

1.4 The Contractor will provide an annual termite inspection at these locations on the specified date:

Municipal Building, 7700 Mission Road
Public Safety Center, 7710 Mission Road
Community Center, 7720 Mission Road
Public Works Facility - A building, 3535 Somerset Drive
Public Works Facility - B building, 3535 Somerset Drive
Public Works Facility - G building, 3535 Somerset Drive
Swimming Pool Bathhouse, 7711 Delmar
Swimming Pool South Filter House, 7711 Delmar
Swimming Pool Concession Are, 7711 Delmar
Harmon Park Pavilion Restrooms, 7721 Delmar
Franklin Park Restroom, 8700 Roe Avenue

- 1.5 The Contractor will use an odorless chemical to provide for the control of spiders, roaches, waterbus, silverfish, ants, crickets, and mice. The Contractor will also provide sticky-traps at all potential entry points which shall be replaced monthly.
 - 1.6 The Contractor will identify the chemicals and amounts used in a service report for each location.
 - 1.7 If it is necessary for the Contractor to repeat a treatment between scheduled services, the Contractor will do so at no cost.
 - 1.8 The Contractor will provide a Material Safety Data Sheet for all chemicals used on an annual basis or if products are changed.
 - 1.9 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.
 - 1.10 The Contractor will supply a direct contact name, phone number and email address and will notify the City if this contact information changes during the Contract period.
- 2.0 General**
- 2.1 This signed agreement will be the authorization for the Contractor to provide the described services as requested by the City.
 - 2.2 Mike Helms, Field Superintendent, at phone-(913)385-4644, fax-(913)642-0117 Email-mhelms@pvkansas.com, will be the City coordinator for the Contractor for providing any service and responding to any special needs.
 - 2.3 The Contractor will contact Public Works to schedule work. All work should be performed between 7:00am through 3:30pm weekdays unless otherwise stated by the City.
 - 2.4 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.
 - 2.5 All invoices should be grouped by location, with a copy of the service report attached, and are to be sent to Public Works Department, 3535 Somerset Drive, Prairie Village, KS 66208.
 - 2.6 The Contractor shall maintain throughout the life of this contract, General Liability Insurance covering any and all actions of the Contractor in the performance of this contract. Minimum limits shall be Bodily Injury \$500,000/\$500,000; Property Damage \$100,000. The Contractor shall maintain throughout the life of this contract, Automobile Liability Insurance which shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on and off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired. Unless otherwise specified, Contractor's insurance shall include Auto Liability of \$300,000 single limit. Contractor shall also be responsible to provide workmen's compensation insurance and benefits for its employees.

- 2.7 The Contractor is providing services to the City as an independent contractor. The Contractor shall be responsible for the death or injury of any employee of the Contractor, while in the performance of service of the terms of this agreement and it shall hold the City harmless and shall indemnify the City for any loss it may have resulting from the Contractor providing the services described in this agreement. The City shall not be responsible for any withholding of taxes or social security for any employee of Contractor, nor shall it provide to any employee of Contractor any fringe benefits of any kind.
- 2.8 This Agreement is for the period of January 1, 2012 through December 31, 2014. Either party may terminate this agreement by giving sixty (60) days prior written notice to the other party.
- 2.9 The Contractor will commence work within ten (10) calendar days from and after receiving instructions from the City.
- 3.0 **Fees**
- 3.1 That the monthly fees for the completion of these services are:

LOCATION	2012 MONTHLY FEE	2013 MONTHLY FEE	2014 MONTHLY FEE
Municipal Building	\$ 35.00	40.00	45.00
Municipal Building Outside	Included	Included	Included
Public Safety Center	35.00	40.00	45.00
Public Safety Center Outside	Included	Included	Included
Community Center	35.00	40.00	45.00
Community Center Outside	Included	Included	Included
Public Works Facility - A Building	35.00	40.00	45.00
Public Works Facility - A Bldg Outside	Included	Included	Included
Public Works Facility - B Building	35.00	40.00	45.00
Public Works Facility - B Bldg Outside	Included	Included	Included
Public Works Facility - G Building	35.00	40.00	45.00
Public Works Facility - G Bldg Outside	Included	Included	Included
Swimming Pool Bathhouse	25.00	30.00	35.00
Swimming Pool Concession Area (Bi-Weekly)	50.00	60.00	70.00
Swimming Pool South Filter House	25.00	30.00	35.00
Harmon Park Pavilion Restrooms	25.00	30.00	35.00
Franklin Park Restrooms	30.00	40.00	45.00
Monthly Day of Service: (ie. 1 st Tuesday of every month)			
	2012 ANNUAL FEE	2013 ANNUAL FEE	2014 ANNUAL FEE
Annual Termite Inspection	300.00	300.00	300.00
Scheduled Date of Termite Inspection:	June 2nd Tues	June 3rd Tues	June 3rd Tues

4.0 References

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

4.2

Company: City of Prairie Village Contact: Mike Helm

Phone #: 913-385-4644 Email: 1:

Brief Description on Work: Pest control service to various facilities, City of Prairie Village, KS

Company: City of Olathe Contact: Jennifer Stove

Phone #: 913-971-8925 Email: JSTOVE@OLATHEKS.ORG

Brief Description on Work: Pest control service to various facilities, City of Olathe, KS (OVER 50 (edges)

Company: Board of Public Utilities Contact: MAN WOLF

Phone #: 913-573-9134 Email: MWOLF@BPU.COM

Brief Description of Work: Pest control service to various facilities Board of Public Utilities, KANSAS CITY KS. (50 (edges)

Contractor Contact: SAM KUMAR

ATTEST:

Company Name: LAWRENCE PEST CONTROL Co /s/ _____

Address: 4725 LAMAR AVE
MISSION, KS 66202

Joyce Hagen Mundy, City Clerk Date

Telephone Number: 913-677-3003

/s/ _____
Catherine P. Logan, City Attorney Date

Fax Number: 913-677-3086

Email: LAWRENCEPEST@yahoo.com

/s/ SAM KUMAR 12/01/2011
Contractor Agent Date

/s/ _____
Ronald L. Shaffer, Mayor Date



PUBLIC WORKS DEPARTMENT

Council Meeting Date: 12/19/2011

Consider Bid Award for Locksmith Services

RECOMMENDATION

Staff recommends the City Council approve the contract for Locksmith Services to Johnson County Key Services for 2012 and renewal in 2013 and 2014.

COUNCIL ACTION REQUESTED ON December 19, 2011

BACKGROUND

On Friday, December 2, 2011, the City Clerk received a bid for a three year contract to provide Locksmith Services. The contract is to provide locksmith services for the City buildings. Johnson County Key Services is the current contractor. A spreadsheet comparing the 2011 pricing with the new bids is attached showing that pricing remained the same from the last three years. The Bid is attached and was the only bid received.

FUNDING SOURCE

Funding is available in the 2012 Public Works Operating Budget.

RELATION TO VILLAGE VISION

None

ATTACHMENTS

1. Comparison spreadsheet
2. Bid for Locksmith Services with Johnson County Key Services.

PREPARED BY

Suzanne Lownes, Office Manager, Public Works

December 12, 2011

Bid Tab: Locksmith Services

Opened on December 2, 2011

2011 Rate

2012 Rate	2013 Rate	2014 Rate
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	JoCo Key	
	Hourly	OT
Employees		
Supervisor	\$ 60.00	\$ 90.00
Locksmith	\$ 60.00	\$ 90.00
Apprentice	\$ 30.00	\$ 45.00
Helper	\$ 20.00	\$ 30.00
Materials	% Markup	
Purchase Invoice Cost Plus	20%	

Bidder:

	Johnson County Key					
	Hourly	OT	Hourly	OT	Hourly	OT
	\$ 60.00	\$ 90.00	\$ 60.00	\$ 90.00	\$ 60.00	\$ 90.00
	\$ 60.00	\$ 90.00	\$ 60.00	\$ 90.00	\$ 60.00	\$ 90.00
	\$ 30.00	\$ 45.00	\$ 30.00	\$ 45.00	\$ 30.00	\$ 45.00
	\$ 20.00	\$ 30.00	\$ 20.00	\$ 30.00	\$ 20.00	\$ 30.00
	% Markup		% Markup		% Markup	
	20%		20%		20%	

AGREEMENT LOCKSMITH SERVICES

This Agreement, made this _____ day of _____, _____, by and between _____, hereinafter referred to as Contractor, and the CITY OF PRAIRIE VILLAGE, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2012 through 2014 with the following terms and conditions.

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

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

1.0 Service Specifications

- 1.1 The Contractor will provide locksmith services for City facilities.
- 1.2 The City, in accordance with City Council Policy No. CP061, will retain the right to obtain competitive pricing on any singular item costing more than \$10,000.
- 1.3 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.
- 1.4 The Contractor will supply a direct contact name, phone number and email address and will notify the City if this contact information changes during the Contract period.

2.0 General

- 2.1 This signed agreement will be the authorization for the Contractor to provide the described services as requested by the City.
- 2.2 Mike Helms, Field Superintendent, at phone-(913)385-4644, fax-(913)642-0117 Email-mhelms@pvkansas.com, will be the City coordinator for the Contractor for providing any service and responding to any special needs.
- 2.3 The Contractor will contact Public Works to schedule work. All work should be performed between 7:00am through 3:30pm weekdays unless otherwise stated by the City.
- 2.4 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.
- 2.5 All invoices should be grouped by location, with a copy of the service report attached, and are to be sent to Public Works Department, 3535 Somerset Drive, Prairie Village, KS 66208.

- 2.6 The Contractor shall maintain throughout the life of this contract, General Liability Insurance covering any and all actions of the Contractor in the performance of this contract. Minimum limits shall be Bodily Injury \$500,000/\$500,000; Property Damage \$100,000. The Contractor shall maintain throughout the life of this contract, Automobile Liability Insurance which shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on and off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired. Unless otherwise specified, Contractor's insurance shall include Auto Liability of \$300,000 single limit. Contractor shall also be responsible to provide workmen's compensation insurance and benefits for its employees.
- 2.7 The Contractor is providing services to the City as an independent contractor. The Contractor shall be responsible for the death or injury of any employee of the Contractor, while in the performance of service of the terms of this agreement and it shall hold the City harmless and shall indemnify the City for any loss it may have resulting from the Contractor providing the services described in this agreement. The City shall not be responsible for any withholding of taxes or social security for any employee of Contractor, nor shall it provide to any employee of Contractor any fringe benefits of any kind.
- 2.8 This Agreement is for the period of January 1, 2012 through December 31, 2014. Either party may terminate this agreement by giving sixty (60) days prior written notice to the other party.
- 2.9 The Contractor will commence work within ten (10) calendar days from and after receiving instructions from the City.
- 3.0 Fees
- 3.1 Fees will be calculated by averaging out the hourly rate for the three year period.
- 3.2 That the fees for the completion of this service are:

Employees	2012		2013		2014	
	Hourly Rate	Overtime Rate	Hourly Rate	Overtime Rate	Hourly Rate	Overtime Rate
Supervisor	60.00	90.00	60.00	90.00	60.00	90.00
Locksmith	60.00	90.00	60.00	90.00	60.00	90.00
Apprentice	30.00	45.00	30.00	45.00	30.00	45.00
Helper	20.00	30.00	20.00	30.00	20.00	30.00
Materials	Percentage Markup		Percentage Markup		Percentage Markup	
Purchase Invoice Cost Plus	20%		20%		20%	

4.0 References

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

4.2

Company: HELTZBERG DIAMONDS Contact: SARA STREIFF

Phone #: 816-480-0204 Email: _____

Brief Description on Work: REKEYING, NEW INSTALLS, REPAIRS

Company: JOHNSON COUNTY PARKS Contact: JEAN HARDER

Phone #: 913-894-3386 Email: _____

Brief Description on Work: REKEYING, NEW INSTALLS, REPAIRS

Company: CITY OF OVERLAND PARK Contact: RUSS DENT

Phone #: 913 895-6276 Email: _____

Brief Description of Work: REKEYING, NEW INSTALLS, REPAIRS

Contractor Contact: ELLIS RANKIN

ATTEST:

Company Name: JOHNSON COUNTY KEY SER

/s/ _____
Joyce Hagen Mundy, City Clerk Date

Address: 7216 W 75TH

O. P. KS 66204

Telephone Number: 913-894-5079

/s/ _____
Catherine P. Logan, City Attorney Date

Fax Number: 913-722 5864

Email: _____

/s/ Ellis Rankin 11/28/11
Contractor Agent Date

/s/ _____
Ronald L. Shaffer, Mayor Date



PUBLIC WORKS DEPARTMENT

Council Meeting Date: 12/19/2011

Consider Bid Award for Ice Maker Services

RECOMMENDATION

Staff recommends the City Council approve the contract for Ice Maker Services to Ice-Masters, Inc. for 2012 and renewal in 2013 and 2014.

COUNCIL ACTION REQUESTED ON December 19, 2011

BACKGROUND

On Friday, December 2, 2011, the City Clerk received a bid for a three year contract to provide Ice Maker Services. The contract is to provide ice maker services for Public Works and the Swimming Pool Concession. Ice-Masters, Inc. is the current contractor. There has been a slight increase in the monthly fee for the Public Works service. The Swimming Pool Concession pricing remains the same as the previous year. A spreadsheet comparing the 2011 pricing with the new bids is attached. The Bid is attached and was the only bid received.

FUNDING SOURCE

Funding is available in the 2012 Public Works Operating Budget and Swimming Pool Budget.

RELATION TO VILLAGE VISION

None

ATTACHMENTS

1. Comparison spreadsheet
2. Bid for Ice Maker Services with Ice-Masters, Inc.

PREPARED BY

Suzanne Lownes, Office Manager, Public Works

December 12, 2011

AGREEMENT FOR ICE MAKER SERVICE

This Agreement, made this _____ day of _____, _____, by and between Ice-Masters, hereinafter referred to as Contractor, and the CITY OF PRAIRIE VILLAGE, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2012 through 2014 with the following terms and conditions.

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

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

1.0 Service Specifications

1.1 The Contractor will provide a rental program for:

- a) One (1) water cooled crescent cube ice maker producing 18 pounds per hour, 300 pound ice storage bin, water filter located at Public Works B-building, 3535 Somerset Drive, January through December.
- b) One (1) water cooled crescent cube ice maker producing 1,200 pounds per day with 800 pound ice storage bin, water filter located at Swimming Pool Concession, 7711 Delmar, May through September.

1.2 The Contractor will provide a maintenance service on a 24 hour, seven days per week basis that includes all delivery, installation, full maintenance including periodic cleanings, water filtration system with replacement cartridges and ice delivery in event of equipment failure.

1.3 The Contractor will supply a direct contact name, phone number and email address and will notify the City if this contact information changes during the Contract period.

1.4 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.

2.0 General

2.1 The signed agreement will be the authorization for the vendor to provide the described services.

2.2 Mike Helms, Field Superintendent, at phone-(913)385-4644, fax-(913)642-0117 Email-mhelms@pvkansas.com, will be the City coordinator for the Contractor for providing any service and responding to any special needs.

2.3 The Contractor will contact Public Works to schedule work. All work should be performed between 7:00am through 3:30pm weekdays unless otherwise stated by the City.

2.4 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.

2.5 All invoices should be grouped by building and are to be sent to Public Works Department, 3535 Somerset Drive, Prairie Village, KS 66208.

- 2.6 The Contractor shall maintain throughout the life of this contract, General Liability Insurance covering any and all actions of the Contractor in the performance of this contract. Minimum limits shall be Bodily Injury \$500,000/\$500,000; Property Damage \$100,000. The Contractor shall maintain throughout the life of this contract, Automobile Liability Insurance which shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on and off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired. Unless otherwise specified, Contractor's insurance shall include Auto Liability of \$300,000 single limit. Contractor shall also be responsible to provide workmen's compensation insurance and benefits for its employees.
- 2.7 The Contractor is providing services to the City as an independent contractor. The Contractor shall be responsible for the death or injury of any employee of the Contractor, while in the performance of service of the terms of this agreement and it shall hold the City harmless and shall indemnify the City for any loss it may have resulting from the Contractor providing the services described in this agreement. The City shall not be responsible for any withholding of taxes or social security for any employee of Contractor, nor shall it provide to any employee of Contractor any fringe benefits of any kind.
- 2.8 This Agreement is for the period of January 1, 2012 through December 31, 2014. Either party may terminate this agreement by giving sixty (60) days prior written notice to the other party.
- 2.9 The Contractor will commence work within ten (10) calendar days from and after receiving the fully executed agreement from the City and will complete all work covered in this contract.

3.0 Fees

3.1 That the Monthly fee for these services are:

Service	2012 Monthly Rate	2013 Monthly Rate	2014 Monthly Rate
Public Works B-Building - 3535 Somerset Drive	\$9500	\$9500	\$9500
Swimming Pool Concession - 7711 Delmar Drive *	\$1,000	\$1000	\$1000

* Pool Concession is not billed monthly. A season rate is charged 1 time at the beginning of each summer, May - September.

Ice-Masters, Inc.

11/14/11

4.0 References

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

4.2

Company: City of Kansas City Missouri Contact: Karen Wang
Phone #: 816-513-1594 Email: _____

Brief Description on Work: We hold the contract for all City of KCMO ice machine rentals and supply units to numerous locations.

Company: City of Olathe Parks & Rec. Contact: Konnie Knabe
Phone #: 913-971-6038 Email: _____

Brief Description on Work: Provide rental ice machines for ball parks and pools.

Company: Mexiam Community Center Contact: Susan Hayden
Phone #: 913-322-5550 Email: _____

Brief Description of Work: Rental ice machine for Community Center

Contractor Contact: Nancy Yount
Company Name: Ice-Masters, Inc.
Address: 6218 Melrose Ln.
Shawnee, KS 66203
Telephone Number: 913-631-6900
Fax Number: 913-962-6060
Email: NYount@ice-masters.com
/s/ [Signature] /11/14/11
Contractor Agent Date

ATTEST:
/s/ _____
Joyce Hagen Mundy, City Clerk Date

/s/ _____
Catherine P. Logan, City Attorney Date

/s/ _____
Ronald L. Shaffer, Mayor Date



PUBLIC WORKS DEPARTMENT

Council Meeting Date: 12/19/2011

Consider Bid Award for HVAC Services

RECOMMENDATION

Staff recommends the City Council approve the contract for HVAC Services to O'Dell Service Co. Inc for 2012 and renewal in 2013 and 2014.

COUNCIL ACTION REQUESTED ON December 19, 2011

BACKGROUND

On Friday, December 2, 2011, the City Clerk received a bid for a three year contract to provide HVAC Services. The contract is to provide HVAC service for cooling systems, heating systems, Geothermal and repair services for the City buildings. Three bids were received and a comparison is attached showing that the current contractor O'Dell Service Co. is the lowest bid. Staff has concerns about Odell's uncertainties and unfamiliarity of the new geothermal heat pump system, but has no reasonable objection of awarding the contract to the lowest bidder.

FUNDING SOURCE

Funding is available in the 2012 Public Works Operating Budget.

RELATION TO VILLAGE VISION

None

ATTACHMENTS

1. Comparison spreadsheet
2. Bid for HVAC Services with O'Dell Service Co.

PREPARED BY

Suzanne Lownes, Office Manager, Public Works

December 12, 2011

Bid Tab: HVAC

Opened on December 2, 2011

	2011 Rate	2012 Rate	2013 Rate	2014 Rate	2012 Rate	2013 Rate	2014 Rate	2012 Rate	2013 Rate	2014 Rate
	O'Dell	Bidder: Chief Heating			Bidder: Design Mechanical			Bidder: O'Dell Service Co.		
Location	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost	Cost
Public Safety - Spring	\$ 564.00	\$ 1,113.00	\$ 1,150.00	\$ 1,200.00	\$ 5,552.00	\$ 6,108.00	\$ 6,720.00	\$ 564.00	\$ 570.00	\$ 576.00
Public Safety - Fall	\$ 376.00	\$ 1,113.00	\$ 1,150.00	\$ 1,200.00	\$ 5,552.00	\$ 6,108.00	\$ 6,720.00	\$ 564.00	\$ 570.00	\$ 576.00
Municipal Building - Spring	\$ 720.00	\$ 770.00	\$ 795.00	\$ 824.00	\$ 5,552.00	\$ 6,108.00	\$ 6,720.00	\$ 564.00	\$ 570.00	\$ 576.00
Municipal Building - Fall	\$ 752.00	\$ 770.00	\$ 795.00	\$ 824.00	\$ 5,552.00	\$ 6,108.00	\$ 6,720.00	\$ 564.00	\$ 570.00	\$ 576.00
Community Center - Spring	\$ 141.00	\$ 129.00	\$ 134.00	\$ 138.00	\$ 925.00	\$ 1,018.00	\$ 1,120.00	\$ 94.00	\$ 95.00	\$ 96.00
Community Center - Fall	\$ 141.00	\$ 129.00	\$ 134.00	\$ 138.00	\$ 925.00	\$ 1,018.00	\$ 1,120.00	\$ 94.00	\$ 95.00	\$ 96.00
Public Works - Spring	\$ 376.00	\$ 413.00	\$ 427.00	\$ 440.00	\$ 3,710.00	\$ 4,080.00	\$ 4,488.00	\$ 376.00	\$ 381.00	\$ 385.00
Public Works - Fall	\$ 752.00	\$ 413.00	\$ 427.00	\$ 440.00	\$ 3,710.00	\$ 4,080.00	\$ 4,488.00	\$ 752.00	\$ 760.00	\$ 768.00
Swimming Pool - Spring	\$ 141.00	\$ 87.00	\$ 90.00	\$ 94.00	\$ 2,775.00	\$ 3,052.00	\$ 3,357.00	\$ 141.00	\$ 142.50	\$ 144.00
Swimming Pool - Fall	\$ 141.00	\$ 87.00	\$ 90.00	\$ 94.00	\$ 2,775.00	\$ 3,052.00	\$ 3,357.00	\$ 141.00	\$ 142.50	\$ 144.00
Geothermal Quarterly Testing	n/a	\$ 700.00	\$ 725.00	\$ 750.00	\$ 125.00	\$ 156.00	\$ 172.00	\$ 195.00	\$ 195.00	\$ 195.00
Additional Fees										
Labor Cost per Hour	\$ 94.00	\$ 81.00	\$ 82.00	\$ 83.00	\$ 99.00	\$ 106.00	\$ 111.00	\$ 94.00	\$ 95.00	\$ 96.00
Labor Cost per Overtime Hour	\$ 141.00	\$ 121.50	\$ 123.00	\$ 124.50	\$ 143.00	\$ 153.00	\$ 161.00	\$ 141.00	\$ 142.50	\$ 144.00
Materials - Actual Cost Plus Mark Up %	35%	37%	37%	37%	25%	25%	25%	35%	35%	35%
Freon - Cost per Pound Refrigerant	market	\$ 23.00	\$ 23.00	\$ 24.00	\$ 21.00	\$ 23.00	\$ 25.00	\$ 15.00	\$ 15.00	\$ 15.00
ANNUAL TOTALS	\$12,312.00	\$17,872.00	\$18,476.00	\$ 19,176.00	\$ -	\$111,584.00	\$122,820.00	\$135,118.00	\$ -	\$12,342.00
3 YEAR TOTAL			\$55,524.00				\$369,522.00			\$12,591.00

AGREEMENT FOR HVAC SERVICE

This Agreement, made this 30 day of November, 2011, by and between Odell Service Co., hereinafter referred to as Contractor, and the CITY OF PRAIRIE VILLAGE, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2012 through 2014 with the following terms and conditions.

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

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

1.0 Service Specifications

1.1 The Contractor will provide City HVAC service for cooling system, heating system, special preventative maintenance and repair service for the following locations:

Police Department - 7710 Mission Road
Municipal Building - 7700 Mission Road
Community Center - 7720 Mission Road
Public Works - 3535 Somerset Drive
Swimming Pool Facility - 7711 Delmar Street

1.2 Geothermal system quarterly testing and inspection of the fluid in the entire system. The system is located at the Municipal Campus located at 7700 Mission Road and runs throughout the Municipal Building, Police Department and Community Center. System testing and inspection to be provided in March, June, September and December.

1.3 Spring Cooling Systems Service will be provided quarterly in March, June and September. Check and start up all air conditioning systems in March. Notify the City of any deficiencies or parts which need to be replaced. The following preventive maintenance will be performed on all cooling units during the months of March, June and September:

- a. Change all air filters
- b. Lubricate blower & motor bearings
- c. Check belt condition and tension
- d. Check condenser coils and clean
- e. Check evaporator cooling coil and clean
- f. Check operating pressures
- g. Check Freon charge and leak test units with low charge
- h. Check thermostat and control
- i. Check condenser efficiency and clean contacts
- j. Set dampers and check fan speed for summer operation
- k. Check safety controls for correct operation and setting
- l. Check superheat setting and adjust
- m. Check for proper oil level and add oil, if required
- n. Check voltage and amp draw
- o. Check for correct rotation
- p. Check expansion valve and refrigerant flow through drier
- q. Check contactors and starters
- r. Check 'start and run' capacitors
- s. Check compressor efficiency
- t. Clean condensate drain
- u. Check thermostat and controls (Automated Logic)
- v. Change air filter

- w. Check damper actuation and thermostats on VAV boxes
- x. Check water flow and strainers
- y. Check pumps
- z. Check inlet and outlet water temps for wells
- aa. Check diverting valves for proper operation

1.4 Fall Heating Systems Service will be provided quarterly in September, December and March. Check and start up all heating systems in September. Notify the City of any deficiencies or parts which need to be replaced. The following preventive maintenance will be performed on all heating units during the months of September, December and March:

- a. Change all air filters
- b. Lubricate blower and motor bearings
- c. Check belt condition and tension
- d. Check operation of controls and clean contact points
- e. Check to insure that all furnace and heater flues are drawing properly
- f. Check condition of pilot and clean
- g. Check condition of burner for proper flame and adjust
- h. Check gas line pressure
- i. Check manifold pressure
- j. Check combustion
- k. Check fan and limit control
- l. Check pilot safety
- m. Check heat anticipator
- n. Check gas pressure regulator
- o. Check burner operation
- p. Check heat relay
- q. Check safety controls
- r. Check thermocouple output
- s. Check temperature rise through heat exchanger
- t. Set dampers and check fan speed for winter operation
- u. Check for CO2 to supply ducts and around flues
- v. Check damper actuation
- w. Heat Pumps
 - i. Check condenser coils
 - ii. Check evaporator cooling coil and clean
 - iii. Check operating pressures
 - iv. Check Freon charge and leak test units with low charge
 - v. Check thermostat and control
 - vi. Check condenser efficiency and clean contacts
 - vii. Set dampers and check fan speed for summer operation
 - viii. Check safety controls for correct operation and setting
 - ix. Check superheat setting and adjust
 - x. Check for proper oil level and add oil, if required
 - xi. Check voltage and amp draw
 - xii. Check for correct rotation
 - xiii. Check expansion valve and refrigerant flow through drier
 - xiv. Check contactors and starters
 - xv. Check "start and run" capacitors
 - xvi. Check compressor efficiency
 - xvii. Clean condensate drain
 - xviii. Check thermostat and controls (Automated Logic)
 - xix. Change air filter
 - xx. Check damper actuation and thermostats on VAV boxes

- xxi. Check water flow and strainers
 - xxii. Check pumps
 - xxiii. Check inlet and outlet water temps from wells
 - xxiv. Check diverting valves for proper operation
- 1.5 Provide emergency service within four (4) hours of request at specified hourly or over-time rate plus materials.
- 1.6 Furnish the City with a repair order detailing all work performed by location including labor hours and parts replaced along with Invoice for work performed by location to be delivered to Public Works at 3535 Somerset, Prairie Village, KS 66208 when work is completed.
- 1.7 The City, in accordance with City Council Policy No. CP061, will retain the right to obtain competitive pricing on any singular item costing more than \$10,000.
- 1.8 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.
- 1.9 The Contractor will supply a direct contact name, phone number and email address and will notify the City if this contact information changes during the Contract period.
- 2.0 **General**
- 2.1 The signed agreement will be the authorization for the vendor to provide the described services.
- 2.2 Mike Helms, Field Superintendent, at phone-(913)385-4644, fax-(913)642-0117 Email-mhelms@pvkansas.com, will be the City coordinator for the Contractor for providing any service and responding to any special needs.
- 2.3 A permit shall be applied for through the City of Prairie Village Building Inspector's Office for all repairs, at no cost to the Contractor.
- 2.4 The Contractor will contact Public Works to schedule work. All work should be performed between 7:00am through 3:30pm weekdays unless otherwise stated by the City.
- 2.5 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.
- 2.6 All invoices should be grouped by building and are to be sent to Public Works Department, 3535 Somerset Drive, Prairie Village, KS 66208.
- 2.7 The Contractor shall maintain throughout the life of this contract, General Liability Insurance covering any and all actions of the Contractor in the performance of this contract. Minimum limits shall be Bodily Injury \$500,000/\$500,000; Property Damage \$100,000 The Contractor shall maintain throughout the life of this contract, Automobile Liability Insurance which shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on and off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired. Unless otherwise specified, Contractor's insurance shall include Auto Liability of \$300,000 single limit. Contractor shall also be responsible to provide workmen's compensation insurance and benefits for its employees.

- 2.8 The Contractor is providing services to the City as an independent contractor. The Contractor shall be responsible for the death or injury of any employee of the Contractor, while in the performance of service of the terms of this agreement and it shall hold the City harmless and shall indemnify the City for any loss it may have resulting from the Contractor providing the services described in this agreement. The City shall not be responsible for any withholding of taxes or social security for any employee of Contractor, nor shall it provide to any employee of Contractor any fringe benefits of any kind.
- 2.9 This Agreement is for the period of January 1, 2012 through December 31, 2014. Either party may terminate this agreement by giving sixty (60) days prior written notice to the other party.
- 2.10 The Contractor will commence work within ten (10) calendar days from and after receiving the fully executed agreement from the City and will complete all work covered in this contract.
- 3.0 Fees
- 3.1 The fees for the completion of this service are:

LOCATION	2012 Quarterly Fee	2013 Quarterly Fee	2014 Quarterly Fee
Public Safety - 7710 Mission Road			
Spring Maintenance Service	564	570	576
Fall Maintenance Service	564	570	576
Municipal Building - 7700 Mission Road			
Spring Maintenance Service	564	570	576
Fall Maintenance Service	564	570	576
Community Center - 7720 Mission Road			
Spring Maintenance Service	94	95	96
Fall Maintenance Service	94	95	96
Public Works - 3535 Somerset Drive			
Spring Maintenance Service	376	381	385
Fall Maintenance Service	752	760	768
Swimming Pool Facility - 7711 Delmar Street			
Spring Maintenance Service	141	142.50	144
Fall Maintenance Service	141	142.50	144
Geothermal Quarterly Testing	195	195	195

3.2 Additional Fees

DESCRIPTION	2012 PRICING	2013 PRICING	2014 PRICING
Labor Cost per Hour:	94	95	96
Labor Cost per Overtime Hour:	141	142.50	144
Materials - Actual Cost Plus Mark Up %:	35%	35%	35%
Freon - Cost Per Pound for Refrigerant	15	15	15

4.0 Units covered by this agreement

4.1 Municipal Building (City Hall), 7700 Mission Road

MFG	MODEL #	SERIAL #	LOCATION
CH1-Florida HP	EC036 - Horizontal		Basement Ceiling
CH2-Florida HP	EC060 - Horizontal		Basement Ceiling
CH3-Florida HP	EC060 - Vertical		Basement
CH4-Florida HP	EC036 - Vertical		Basement
CH5-Florida HP	EC042 - Vertical		Basement
CH6-Florida HP	EC036 - Horizontal		Upstairs Ceiling
CH7-Florida HP	EC036 - Horizontal		Upstairs Ceiling
CH8-Florida HP	EC036 - Vertical		Mechanical Room
CH9-Florida HP	EC120 - Vertical		Mechanical Room
CH10-Florida HP	EC036 - Vertical		Mechanical Room
CH11-Florida HP	EC042 - Vertical		Mechanical Room
CH12-Florida HP	EC120 - Vertical		Mechanical Room
CH13-Florida HP	EC036 - Horizontal		Attic
CH14-Florida HP	EC036 - Horizontal		Attic

4.2 Community Center, 7720 Mission Road

MFG.	MODEL #	SERIAL #	LOCATION
Florida HP	EC060		Mechanical Room
Florida HP	EC060		Mechanical Room

4.3 Swimming Pool Facility, 7711 Delmar

MFG.	MODEL #	SERIAL #	LOCATION
YORK	N4AHD14A06A	EGFS192429	INSIDE
YORK	H1DB036S06B	EHFM303588	GROUND
YORK	F1SA030R06A	ELCS347675	INSIDE
YORK	H2DH030506A	EFDM239221	ROOF

4.4 Public Works Facilities, 3535 Somerset

MFG.	MODEL #	SERIAL #	LOCATION
TRANE	GPA125A	0G-06327	SHOP
JANITROL	WH100	89GH3810R	SHOP
JANITROL	WH100	89GH3983R	PARTS
LENNOX	LF3E-165-2	8-92020ES	HIGH LIFT
SHENANDOAH	AM-862526	2026	SHOP
TRANE	TUE060A936KO	L305K4RIG	SHOP, CEILING
TRANE	TUE120A960KO	L323T8G1G	SHOP, CEILING
TRANE	TTR025C100A2	L322LCHAF	GROUND
TRANE	TTB060C100AD	L273RBGHF	GROUND
YORK	P4UGD20N12001A	ENXM249132	FURNACE ROOM
YORK	HICF060S06B	MBYM131772	GROUND
REZNOR	F50	AQ131KSN44235	SIGN GARAGE
CARRIER	38CKC030340	1105E08979	GROUND

MFG.	MODEL #	SERIAL #	LOCATION
NORTH - G BUILDING			
BRYANT	565BJ018	5286A26256	GROUND
BRYANT	519DXX024000MAAA	R786441	SHOP - MECH RM
REZNOR	XL60-3	ALL31G8N77873	SHOP - WALL
REZNOR	F250	AQA31K6NO3925	SHOP - WALL
SCHWACK	36C01	NONE	BAY 1 - CEILING
SCHWACK	36C01	NONE	BAY 2 - CEILING
SOUTH - G BUILDING			
BRYANT	565B	5286A25594	GROUND
BRYANT	519XX024000MAAA	R794438	SHOP - MECH RM
SCHWACK	36C01	NONE	BAY 1 - CEILING
SCHWACK	36C01	NONE	BAY 2 - CEILING
REZNOR	XL60-3	ALL31G8N77872	SHOP

4.5 Police Building, 7710 Mission Road

MFG.	MODEL #	SERIAL #	LOCATION
PS1-Florida HP	EC060 - Horizontal		Ceiling
PS2-Florida HP	EC024 - Horizontal		Ceiling
PS3-Florida HP	EC036 - Horizontal		Ceiling
PS4-Florida HP	EC036 - Horizontal		Ceiling
PS5-Florida HP	EC048 - Horizontal		Ceiling
PS6-Florida HP	EC060 - Horizontal		Ceiling
PS7-Florida HP	EC048 - Horizontal		Ceiling
PS8-Florida HP	EC072 - Horizontal		Ceiling
PS9-Florida HP	EC042 - Horizontal		Ceiling
PS10-Florida HP	EC042 - Horizontal		Ceiling
PS11-Florida HP	EC048 - Horizontal		Ceiling
PS12-Florida HP	EC036 - Horizontal		Ceiling
PS13-Florida HP	EC036 - Horizontal		Ceiling
PS14-Florida HP	EC042 - Horizontal		Ceiling
PS15-Florida HP	EC024 - Horizontal		Ceiling
PS16-Florida HP	EC018 - Horizontal		Ceiling
PS17-Florida HP	EC030 - Horizontal		Ceiling
PS18-Florida HP	EC018 - Horizontal		Ceiling
PS19-Florida HP	EC024 - Horizontal		Ceiling
FC-1 AAP Fluid Cooler	AAPFC-358-S Tower		Roof
P1-Pump	ITT 1510-3BC		Mechanical Room
P2-Pump	ITT 1510-3BC		Mechanical Room

5.0 References

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

5.2

Company: Bank Midwest Contact: Jim Fowler
 Phone #: 816-412-6010 Email: J.Fowler@bankmw.com
 Brief Description on Work: Preventive Maintenance, Repair & Replacement of all HVAC Equipment @ Multiple Locations

Company: Clay County Contact: Donna Koontz
 Phone #: 816-792-7727 Email: dKoontz@clayco.gov.com
 Brief Description on Work: Preventive Maintenance, Repair & Replacement of all HVAC Equipment @ Multiple Locations

Company: Community Blood Center Contact: Bruce Spangler
 Phone #: 816-968-4028 Email: wbs@cbc.kc.org
 Brief Description of Work: HVAC Preventive Maintenance, Re

Contractor Contact: Danny McIntyre
 Company Name: O'Dell Service Co
 Address: 2605 NE Industrial Dr
N. Kansas City, Mo 64116
 Telephone Number: (816) 842-3414
 Fax Number: (816) 842-9506
 Email: mcintyredanny@gmail.com

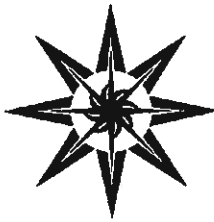
/s/ Danny McIntyre 11-30-11
 Contractor Agent Date

ATTEST:

/s/ _____
 Joyce Hagen Mundy, City Clerk Date

/s/ _____
 Catherine P. Logan, City Attorney Date

/s/ _____
 Ronald L. Shaffer, Mayor Date



PUBLIC WORKS DEPARTMENT

Council Meeting Date: December 19, 2011

CONSIDER PURCHASE OF EQUIPMENT FOR 2011 INTERNATIONAL DUMP TRUCK

RECOMMENDATION

Staff recommends the City Council approve the purchase of necessary equipment for a previously purchased 2011 International Dump Truck from American Equipment Company for \$61,039.00 including the automatic lubrication system.

BACKGROUND

In August, 2011 the City Council approved the purchase of a cab and chassis for a replacement dump truck from Diamond International based on a MARC purchasing contract for the City's Streets maintenance program. This truck has now been manufactured and is ready for the additional equipment necessary for use by the City.

In August City staff thought that the additional equipment would not be acquired until 2012. However, additional analysis showed that it might be possible to acquire the equipment in 2011 and put the truck into service sooner.

In October City staff purchased a Western Ultramount snow plow for this truck for \$4610 through competitive procurement. This type of plow was specified in order to maintain compatibility and interchangeability with other plows owned by the City. Direct purchase of the plow was done to reduce City costs.

In November City staff advertised the package of remaining equipment for the truck (hydraulic system, dump bed, salt spreader and other miscellaneous equipment) for competitive bids. The City sought a single vendor for this package in order to assure compatibility and to promote efficiency and accountability.

Two bids were received by the City for this equipment package on December 2, 2011:

American Equipment Co., Kansas City, KS	Equipment	\$ 57,044
	Automatic Lubrication	3,995
	Total	\$ 61,039

Knapheide Truck Equipment, Kansas City, MO	Equip.	\$ 66,344
	Automatic Lubrication	8,530
	Total	\$ 74,874

City staff recommends inclusion of the automatic lubrication system which was bid as an option. Installation of this system will provide better maintenance on a continuous basis and should reduce future vehicle maintenance expenses.

The final delivery of the completed vehicle will be in the spring of 2012.

FUNDING SOURCES

This purchase will be funded by the remaining funds in the Streets capital vehicle line item (\$ 23,500) and by the City's Equipment Reserve Fund (\$ 37,539).

RELATION TO VILLAGE VISION

CFS3 Streets and Sidewalks

CCF3a Ensure streets and sidewalks are in good condition by conducting maintenance and repairs as needed.

TR3c Ensure the quality of the transportation network with regular maintenance as well as efficient responses to seasonal issues such as snow removal.

ATTACHMENT

Proposed purchase contract with American Equipment Company.

PREPARED BY

Bruce McNabb, Director of Public Works

Date: December 13, 2011

NOTICE TO BIDDERS

Sealed proposals will be received by the City Governing Body of Prairie Village, Kansas at the office of the City Clerk, 7700 Mission Road, Prairie Village, Kansas, until **3:00 PM Central Time on 2 December 2011 for Equipment for a 2011 International Dump Truck.**

All proposals shall be submitted in specially marked sealed envelopes addressed to the City Clerk. At the above stated time and place, all proposals shall be publicly opened and read aloud. Bids received after the designated closing time will be returned unopened.

Copies of the bid documents are available online at www.pvkansas.com/index.aspx?page=363 or at the Public Works Facility located at 3535 Somerset Drive.

Non-resident corporations that are not already registered with the Kansas Secretary of State and all non-resident individuals and partnerships are required by law to register with the Director of Revenue, State Office Building, Topeka, Kansas. A fee of Ten Dollars (\$10.00) for each and every contract will be paid as a precedent to commencing work on the contract. For contracts in excess of Ten Thousand Dollars (\$10,000.00), the foreign contractor shall file with the Director of Revenue an acceptable bond in an amount of ten percent (10%) of the contract.

No bid may be withdrawn within a period of thirty (30) days from and after the date fixed for opening bids.

The City reserves the right to reject any or all bids, and to waive any informalities or irregularities therein.

Joyce Hagen Mundy, City Clerk

BID PROPOSAL submitted by

INSTRUCTIONS TO BIDDERS

1. GENERAL STATEMENT

All proposals shall be made on the forms provided and attached to these contract documents. The proposal must be enclosed in specially marked sealed envelope as instructed in the Notice to Bidders. All proposals are to be addressed to "City Clerk, City of Prairie Village, 7700 Mission Road, Prairie Village, Kansas, 66208.

2. BLANK

3. TAXES

It is the intent of the City to supply the Contractor with a Sale and Compensating Tax Exemption Certificate for use in purchasing materials and supplies used on this proposal. The Contractor shall, in preparing the proposal, omit from the computed costs all appropriate Sales and Compensating Taxes. Copies of all invoices associated with this proposal, and bearing the tax exemption certificate number assigned to this project, shall be furnished to the City. All invoices are held with the City for a period of not less than five years.

4. WITHDRAWAL OF BID

No bidder may withdraw its proposal for a period of thirty (30) days after the date and hour set for the receiving of said proposals. A bidder may withdraw the proposal at any time prior to the expiration of the period during which proposals may be submitted, by written request of the bidder signed in the same manner and by the same person who signed the proposal.

5. ACCEPTANCE OR REJECTION OF PROPOSALS

The City reserves the right to accept the proposal that, in its judgment, is the best bid for the work covered by the proposal. The City reserves the right to award the proposal, or to reject any or all proposals, for any reasons, and to waive irregularities and information in any proposal submitted.

6. SIGNATURES OF BIDDERS

Each bidder shall sign its proposal, using its usual signature and giving its full business address. Proposals by partnerships shall be signed with the partnership name by one of the members of the partnership or by an authorized representative by the signatures and designation of the person signing. Corporation bids require the signature of the president, secretary or other person authorized to bind it in the matter. The names of all persons should also be typed or printed below the signature. A proposal by a person who affixes to the signature the work "president", "secretary", or other designation without disclosing the principal may be held to be the proposal of the individual signing. When requested by the City, verification will be furnished.

7. LOCAL CONDITIONS AFFECTING WORK

Each bidder shall thoroughly and fully inform itself relative to all conditions and factors, local and otherwise, that would affect the prosecution and completion of the intended use and the cost thereof, including the specified equipment available for trading. The bidder shall have been properly investigated and considered in the preparation of every proposal submitted as there will be no subsequent financial adjustment to any contract awarded thereunder, which is based on the lack of such prior information or its effect on the cost of the work.

BID PROPOSAL submitted by

8. BASIS OF AWARD

The decision on the award of this bid proposal will be based on the lowest total net cost closest reasonably meeting the specifications.

9. BID PROPOSAL

The agreement as shown in this document will serve as the bid proposal and as the agreement to provide the requested equipment and/or services. The agreement will not be valid until both the bidder and the City have signed the agreement. When the award is made, the bidder will be sent a copy of the signed agreement and the bidder will begin providing the required services.

10. INTERPRETATION OF CONTRACT DOCUMENTS

If any persons contemplating submitting a proposal is in doubt as to the true meaning of any part of the plans, specifications, proposal, contract documents, conditions, or other parts of these documents, they are to contact Steve Mills, Senior Mechanic at (913) 385-4643, no later than three work days prior to the opening of the bid.

Any interpretation of such documents will be made only by Addendum duly issued. A copy of Addendum will be mailed or delivered for any other explanations or interpretations of such documents which any person presumes to make on behalf of the City before expiration of the ultimate time set for the receipt of bids.

BID PROPOSAL submitted by

To the City of Prairie Village, Kansas:

This Bid Proposal is for an unused current or most recent production model. Any items appearing in the manufacturer's published specifications, to be furnished by the bidder with the bid proposal, are assumed to be the "Bidder's Proposal". Any additions, deletions, or variations from the following specifications or the submitted manufacturer's published specifications must be noted on the bid proposal.

In the Bidder's Proposal, the bidder shall mark either the "Yes" or "No" in the right column with explanation if the bid item is not exactly as specified. The Bidder will provide a written statement to indicate any deviation of the item being bid from the specifications. Bidder's Proposal is to be submitted on these forms only - NOT on vendor's forms. If there is no mark, the City shall consider the proposal to meet or exceed the specifications.

Minor deviations from these specifications will be considered to permit manufacturers to follow their standard manufacturing processes. Deviations will be approved only at the sole discretion of the City and only if such approval, in the opinion of the City, does not adversely affect the operation, maintenance, strength, efficiency, effectiveness or life of the unit or any of its parts. The listing of a deviation will indicate that the bid may be accepted only with such deviation.

The City reserves the right to retain units listed as "Trade-in". All bids shall include all delivery costs FOB to the City of Prairie Village, Kansas. The unit shall be delivered complete and fully operational. The unit must comply with all OSHA standards and any other applicable safety standards. The unit must be properly serviced, free of leaks, and all mechanical adjustments made prior to delivery.

All components of this unit have been carefully chosen to get the most use from a single vehicle. It is the responsibility of the Bidder to oversee the assembly of the components and to ensure that all components function properly. All components will be warranted for at least one year. Factory warranty must be stated with the bid.

The services of a competent technician, thoroughly trained in the use, operation and servicing of the unit, shall be furnished for a minimum period of four hours. The technician shall instruct the City Public Works personnel in the proper use, safety, operation and preventative maintenance of the unit.

The intent of these specifications is to purchase additional equipment as listed in the specification for a 2011 International Dump Truck. The vehicle will be used in the daily operations of Public Works to transport personnel, materials, plowing snow and towing equipment. The truck will be a construction vehicle with dump body used for hauling aggregates, salt spreader, plows and plow frames. The truck will be used off and on highway. All specifications are to be considered as **minimum** requirements, unless otherwise specified.

(See Attachment A, 2011 International Dump Truck Equipment Specifications)

BID PROPOSAL submitted by

The **undersigned Bidder**, having examined the proposed Proposal Documents, Plans, Drawings and all Addenda thereto; and being acquainted with and fully understanding (a) the extent and character of the work covered by this Proposal; (b) the location, arrangement, and specified requirements for the proposed work; and (c) all other factors and conditions affecting or that may be affected by the work,

HEREBY PROPOSES to furnish all required material, supplies, equipment, tools, and plant; to perform all necessary labor and supervision; and to provide all work stipulated in, required by, and in accordance with, the proposed Proposal Documents, Plans, and Drawings referred to therein (as altered, amended, or modified by addenda), in the manner and time prescribed, and that the Bidder will accept in full payment sums determined by applying to the quantities of the following unit, plus or minus any special payments and adjustments provided in the Specifications:

<u>Item</u>	<u>Description</u>	<u>Price</u>
1	Total Cost for 2011 International Dump Truck Equipment	\$ <u>57,044.00</u>
<u>Options:</u>		
2	Auto lube system plumbed to pivot points on bed, hoist and truck	\$ <u>3,995.00</u>

Delivery in 150 calendar days after receipt of order.

SM 12-9-11

BID PROPOSAL submitted by

The undersigned Bidder declares that the Bidder has been regularly engaged in contract work of the class required by the specifications for 60+ years, and respectfully invites your attention to the following work that has been completed under the direction of the Bidder:

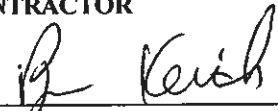
Project	Location	Contact	Telephone Number
City of Lenexa	Lenexa, KS	Chuck	816-268-3555
City of Olathe	Olathe, KS	Danny	913-971-6020

WHEREAS the Contractor has personally examined the location of the proposed work and determined the amount and character of the proposed work, and the material and equipment necessary to complete the same in compliance with these contract documents.

AND WHEREAS the undersigned Contractor hereby declares that the only persons or firms interested in the Proposal as principal or principals is or are named herein, and that no other persons or firms than herein mentioned have any interest in this Proposal or in the Contract to be entered into; and this Proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith, without collusion or fraud.

IN WITNESS WHEREOF, the Bidder has caused this proposal to be submitted on its behalf, thereunto duly authorized, and in the prescribed form and manner, this day and year written below,

CONTRACTOR

By 
 (signed)
Ryan Keith
 (typed name)
Sales Representative
 (typed title)
American Equipment Co.
 (typed company name)

3250 Harvester Rd
 (typed address)
Kansas City, KS 66115
 (typed city, state, zip)
12/1/11
 (typed date)

CITY OF PRAIRIE VILLAGE

By _____
 Ronald L. Shaffer, Mayor

ATTESTED BY:

 Joyce Hagen Mundy, City Clerk

 Catherine P. Logan, City Attorney

2011 International Dump Truck Equipment Specifications

Purchased under the MARC Bid Group 1: Heavy duty truck. Item #5
Any additional information can be obtained from Howard Gentry at Diamond International
7700 NE 38rd Street, Kansas City, MO 64161
816-455-1833

2011 International Dump Truck Bid Information

Dump Truck Specifications:

- International 7300 Work Star cab/chassis - Provided by the City
- GVRW 37,000 LBS
- Front axle 14,000 LBS
- Rear axle 23,000 LBS
- Wheel base 171"
- Cab to axle 96"
- Regular cab "A"
- Engine 7.6 LT 6 cylinder, 285 HP
- Front Hydraulic pump - provision will be provided
- Front bumper delete
- 120,000 PSI frame
- Front tow hooks (2)
- Tires 12R22.5 16 ply
- Spring, 14,000 LBS front
- Spring, 23,000 LBS rear with 4,500 LB auxiliary
- Tilt hood
- 50 gallon fuel tank, step type
- Air suspension driver's seat. Passenger's seat: individual bucket
- Rust proofing cab/chassis
- Philips fender guide mirrors
- Tow command for electric brakes
- Tilt steering
- Allison 3500 RDSP world transmission- 6 speed
- Remote power module (6 factory switches)

Snow Plow Specifications:

- Western ultra mount snow plow - Provided by the City
- 10' Heavy weight plow model # 62302
- 33" blade height
- 7 gauge steel blade
- 6 trip springs
- 2 shock absorbers
- 2"x16" angling rams
- Hydraulic lift cylinder, 2" ram
- Rubber deflector PN# 62124-1
- 24" spring wire blade guides with flags

2011 International Dump Truck Equipment Specifications

BID SPECIFICATIONS FOR TRUCK EQUIPMENT

Snow Plow Installation:

- * Assembly and installation of snow plow on truck YES / NO
- * Plow frame mounted to custom channel steel bumper YES / NO
- * Frame extensions cut back to accommodate hydraulic pump with front protection YES / NO
- * Plow hydraulic connections quick couple type YES / NO
- * Plow to have medium drop speed with float control YES / NO
- * Plow operation controlled by Force America control center YES / NO
- * Plow and accessories to be pre-approved by City YES / NO
- * Installed with truck fully loaded YES / NO

Hydraulic System:

- * Central hydraulic system to control:
 - 1. Bed raise and lower YES / NO
 - 2. Snow plow up, down, left, right and float YES / NO
 - 3. Salt spreader conveyor and spinner YES / NO
- * Hydraulic pump to be mounted on front bumper custom made (channel steel) YES / NO
- * Hydraulic pump to have front protection YES / NO
- * Frame extensions cut back YES / NO
- * Hydraulic pump 30 gallon, 1800 RPM min YES / NO
- * Hydraulic tank mounted behind cab top of frame rails YES / NO
- * Spin on hydraulic filter with restriction gauge YES / NO
- * Hydraulic Tank to have on/off flow valves on both ends of the pump feed hose YES / NO
- * Hydraulic Tank to have on/off ball valve for the tank drain, with plug YES / NO
- * Hydraulic lines to be steel for long straight runs w/short hoses at connection points YES / NO
- * Plow and spreader connections to have quick couple connections YES / NO
- * Force America control system Model# MPJC 1500 3 stick Ultra proportional control YES / NO
- * Heads up display for monitoring system operation YES / NO
- * Third gear lock out programmed into transmission for plowing and spreading YES / NO
- * Hydraulic controls to be pre-approved by City YES / NO
- * Installed with truck fully loaded YES / NO
- * Parts, service and operators manual YES / NO

Dump Bed:

- * 10'x7' dump bed YES / NO
- * 6/8 cubic yard capacity YES / NO
- * 84" inside width YES / NO
- * 96" outside width YES / NO
- * 28" side height YES / NO
- * 38" tailgate height and front height YES / NO
- * 6 panel tailgate YES / NO
- * Vertical side braces on bed YES / NO
- * 1/2 cab shield. A continuous weld across bottom where shield attaches to bed (in & out) YES / NO
- * 12" bolt on spill apron YES / NO
- * 3/16" AR 400 bed floor YES / NO

2011 International Dump Truck Equipment Specifications

Dump Bed (Cont.):

- Warren*
- * 10 gauge bed sides and tail gate YES / NO
 - * 8 gauge steel 4" cross members interlaced through 9" long members YES / NO *-stacked design*
 - * Under body hoist with 8" cylinder YES / NO
 - * All bed pivot points greasable YES / NO
 - * Grip strut rail/step on lower bed rail. Both right and left sides YES / NO
 - * Tuck away step ladder. Mounted left front of bed YES / NO
 - * Air operated release latches for tailgate YES / NO
 - * Pull tarp load cover. Asphalt type YES / NO
 - * Two rear fenders with mud flaps behind the wheels YES / NO
 - * Four-4" winch binders low profile. Welded to the lower bed rail. Must be inline with the spreader tie down points. YES / NO
 - * Four-4" Winch binder straps for spreader tie down YES / NO
 - * 34" winch bar YES / NO
 - * 4 to 6 LED stop/tail/turn lights on rear of truck YES / NO
 - * All rear lighting to be LED, including backup, DOT and clearance lights. YES / NO
 - * Whelen DOT light system 700 series model#22T07DPS, three light system with stainless steel housing and micro freedom light heads. All lights LED. YES / NO
 - * Micro freedom light heads to be mounted to 1/2 cab shield above drivers line of sight YES / NO
 - * Limb guards mounted in front to protect micro freedom light heads YES / NO
 - * Rear stainless steel light housing to be recessed in rear corner post YES / NO
 - * Central electrical junction box (croft trailer PN# 10-160) for bed lighting connections to be mounted inside the right or left frame bed rail. YES / NO
 - * Backup alarm and trailer receptacle wired to central electrical junction box YES / NO
 - * All wire connections to be solder and heat shrink used, unless weather pack connectors are used. YES / NO
 - * Whelen DOT LED light system to be controlled by up lifter switches on the dash YES / NO
 - * Dump bed raise and lower controlled by Force America control center YES / NO
 - * Dump bed painted black YES / NO
 - * Under body rust proofing YES / NO
 - * DOT reflective tape on rear and sides of bed YES / NO
 - * Overall truck height NOT TO EXCEED 9'-9" in height YES / NO
 - * Dump body and accessories to be pre-approved by City YES / NO
 - * Installed with truck fully loaded YES / NO
 - * Parts and service manual YES / NO

Additional Equipment:

- * Large 7 pin trailer receptacle (round pin type) YES / NO
- * Continuous duty solenoid NAPA PN# ST80. Wired to ignition circuit for operation of electrical component (PW two way radio) YES / NO
- * Rear hitch plate (DOT / NTSB) rear impact protection YES / NO
- * 15 Ton swivel pintle hook w/greasable fittings YES / NO
- * Pintle mounted 18" from the ground YES / NO
- * Two rear mounted tow hooks YES / NO
- * Two rear mounted D-rings YES / NO
- * Backup alarm 90 DBA minimum YES / NO

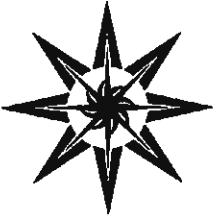
2011 International Dump Truck Equipment Specifications

Additional Equipment (Cont.):

- * Plow lights to be mounted in upper corners of the grill. Using 55 watt driving lights YES / NO
- * Plow lights wired to Force America control center or dash mounted uplifter switches YES / NO
- * Truck decals to match existing style, type and color (reflective blue) YES / NO
- * Decals for both doors and four sets of 4-digit numbers (5430) YES / NO
- * Installed with truck fully loaded YES / NO

V-Box Salt and Sand Spreader:

- * 10' V-Box stainless steel spreader YES / NO
- * Stainless steel spreader stand YES / NO
- * 5.6 cubic yard capacity YES / NO
- * 10 gauge sides YES / NO
- * 7 gauge floor/ sills YES / NO
- * Single auger 7" diameter YES / NO
- * Stainless steel dump over chute YES / NO
- * Stainless spinner plate with stainless 6 vanes YES / NO
- * Top grate screens YES / NO
- * Stainless steel inverted vee YES / NO
- * Stainless steel rear mounted latch bar YES / NO
- * Stainless steel side mounted tie downs to match in line with winch binders welded to bed bottom rail YES / NO
- * Four-4" winch binder straps YES / NO
- * Rear mounted grease line to any front mounted grease fittings YES / NO
- * Pre-wetting system with two 100 gallon tanks with separate on/off valves YES / NO
- * Pre-wetting system pump 12v electric with weather pack connector YES / NO
- * Line strainer between tanks and pump YES / NO
- * Pre-wetting system to operate from Force America control center YES / NO
- * One amber flood light attached to left rear of spreader with weather pack connector YES / NO
- * Amber light wired to Force America control center or dash mounted uplifter switches YES / NO
- * Rubber mounted spreader side shields YES / NO
- * DOT reflective tape on rear and sides of spreader YES / NO
- * Third gear lockout programmed into transmission for spreading and plowing YES / NO
- * Parts, service and operator manuals YES / NO
- * Installed with truck fully loaded YES / NO
- * Spreader and accessories to be pre-approved by City YES / NO



COUNCIL

Council Meeting Date: December 19, 2011

Consider approving an amendment to the contract with Alexander Open Systems for IT Support Services.

SUGGESTED MOTION

Move that the Governing Body approve amendment to the IT support services contract with Alexander Open Systems.

BACKGROUND

The City entered into an agreement with Alexander Open Systems (AOS) to provide IT support services in December 2010 for 2011. Staff planned to go out for bid during 2011 for IT support services for subsequent years; however, due to the implementation of major technology related items, this was deferred to 2012 after these projects have been completed. Alexander Open Systems has agreed to amend the current agreement and extend the rates for 2011 in to 2012.

FUNDING SOURCE

2012 Budget

PUBLIC NOTICE

Not applicable.

Prepared By:
Nicholas Sanders, PHR, IPMA-CP
Human Resources Specialist
Date: December 15, 2011

Jeremy Dautenhahn (AOS)
12851 Foster St
Overland Park, KS 66223
December 13, 2011

Quinn Bennion
City of Prairie Village
7700 Mission Road
Prairie Village, KS 66208

Dear Mr. Bennion:

In reference to the Annual Network Agreement for Network Systems Services previously executed with Alexander Open Systems and The City of Prairie Village, KS dated December, 17, 2007. Alexander Open Systems would like to amend this agreement to extend support through December, 31, 2012. Alexander Open Systems would like to propose that we continue with the rate schedule currently utilized for the Calendar Year 2012 as referenced in the original agreement dated December, 17, 2007 in exchange to committing to spending \$70,000 in AOS services in the 2012 calendar year. The associated rate for Gary Alter is located in **Bold** below.

Rate Schedule:

<u>Skill Level</u>	<u>Rate</u>
First Call Help Desk	\$100.00
Design Architect	\$205.00
Project Manager	\$150.00
Systems Engineer	\$120.00
Sr. Systems Engineer	\$175.00
Systems Consultant	\$215.00

If these terms are acceptable to the City of Prairie Village, please execute this document and return to Alexander Open Systems: Fax # 913-307-2380

Sincerely,

Jeremy Dautenhahn

Accepting for the City of Prairie Village:

Name (Print): _____

Title: _____

Signature: _____

Date: _____

Accepting for Alexander Open Systems:

Name (Print): _____

Title: _____

Signature: _____

Date: _____



COUNCIL COMMITTEE

Council Meeting Date: December 19, 2011

Consider adoption of 2012 Salary Ranges by resolution.

SUGGESTED MOTION

Move that the Governing Body adopt a resolution establishing 2012 compensation ranges for the City of Prairie Village, subject to the review and approval of the City Attorney.

BACKGROUND

The City annually adopts a resolution establishing salary ranges for all employment positions within the City. The proposed ranges continue the process of salary administration begun in 2006 with a comprehensive compensation study. The study resulted in the establishment of market-based ranges for all employment classifications. Each employment classification is assigned a market reference point and minimum and maximum ranges are established as a percentage of the market reference point.

Staff recommends a range adjustment of 1.00% for 2011. This adjustment would apply to all employment classifications, with the exception of seasonal positions. As a result, minimum and maximum for each classification would be adjusted accordingly.

Adoption of the 2012 salary resolution will not automatically increase an employee's salary unless that employee's pay would fall below the new minimum established for the range.

There are five classifications that have both an A and B range. The "A" range applies to employees who were employed with the City at the time the 2006 ranges were put into place. These employees are in "grandfathered" ranges, which will be adjusted annually in the same manner as other ranges. New employees hired into these positions will be administered against the "B" salary range.

Seasonal positions will remain the same as they were in 2011.

FUNDING SOURCE

Not applicable.

PUBLIC NOTICE

Not applicable.

ATTACHMENTS

Proposed Resolution

Prepared By:

Nicholas Sanders, PHR, IPMA-CP

Human Resources Specialist

Date: December 14, 2011

RESOLUTION 2011-18

WHEREAS, the Governing Body of the City of Prairie Village is authorized to establish salary ranges for city positions; and

WHEREAS, it is the desire of the Governing Body that these salary ranges be reviewed annually to ensure appropriate funds are budgeted and the salary ranges remain competitive;

NOW, THEREFORE, be it resolved the Governing Body of the City of Prairie Village, Kansas, hereby adopts the following compensation ranges for 2012:

Compensation generally.

The elected officers, appointive officers and employees of the city shall be compensated within the salary ranges provided in this section. The amount of compensation shall be fixed by the Governing Body in accordance with personnel procedures as adopted by the Governing Body from time to time, provided, however, that the salaries and compensation during calendar year 2012 shall be within and determined by the following ranges:

	2012	
	<u>Minimum</u>	<u>Minimum</u>
000 ADMINISTRATIVE SUPPORT		
Receptionist A	31,093	46,639
Receptionist B	23,258	34,887
Administrative Support Specialist A	31,093	46,639
Administrative Support Specialist B	29,052	43,579
Management Intern	39,253	58,880
Management Assistant	54,188	81,282
Executive Assistant	39,253	58,880
Court Clerk A	31,093	46,639
Court Clerk B	28,073	42,110
Accounting Clerk A	31,093	46,639
Accounting Clerk B	26,931	40,396
Office Manager	40,804	61,206
Code Enforcement Officer	37,703	56,554
Building Inspector	40,886	61,328
Human Resources Specialist	42,273	63,409
Court Administrator	45,864	68,796
Building Official	58,513	87,769
City Clerk	54,269	81,404
Finance Director	79,894	119,841
Assistant City Administrator	72,223	108,335
City Administrator	107,559	161,339
 100 PUBLIC WORKS		
Laborer	24,625	34,765
Maintenance Worker	31,562	44,558
Senior Maintenance Worker	38,065	53,739

Crew Leader	43,614	61,573
Mechanic	33,459	50,189
Construction Inspector	40,886	61,328
Field Superintendent	52,800	79,201
Project Manager	58,513	87,769
Public Works Director	84,546	126,819

200 PUBLIC SAFETY

Records Clerk A	31,093	46,639
Records Clerk B	30,358	45,537
Property Clerk	32,235	48,353
Community Service Officer A	32,072	48,108
Community Service Officer B	30,440	45,660
Dispatcher	34,510	52,780
Communications Supervisor	46,843	70,264
Police Officer	39,253	61,334
Police Corporal	52,698	70,264
Police Sergeant	62,338	83,118
Police Captain	72,713	109,069
Police Chief	83,485	125,227

Seasonal/Part-time Employees

Seasonal/Part-time employees shall be compensated as follows:

Seasonal/Part-Time Employees	<u>Minimum</u>	<u>Maximum</u>
Seasonal Worker (hourly)	8.61	12.84
Lifeguard (hourly)	8.46	12.62
Tennis Assistant (hourly)	8.61	18.27
Concession Stand Worker (hourly)	7.25	9.06
Clerical Assistant (hourly)	9.35	13.72
Assistant Pool Manager (hourly)	9.71	16.16
Bailiff (hourly)	10.95	13.14
Swim/Dive Coaches (season)	2,157	5,930
Synchronized Coaches (season)	1,081	1,942
Assistant Synchro Coaches (season)	701	1,186
Assistant Coaches (season)	1,260	1,574
Pool Manager (season)	9,709	19,942

Employee/Consultant

A person may be compensated in a category defined as "independent contractor consultant". The rate of pay and other terms of employment for an individual in this category will be established and approved by the City Council.

Part-time Appointed Officials

Part-time appointed officials shall be compensated as follows in 2012:

	<u>Minimum</u>	<u>Maximum</u>
Municipal Judge (monthly)	1,219	1,672
Treasurer (monthly)	361	453

Adopted this _____ Day of _____.

Ronald L. Shaffer, Mayor

ATTEST:

Joyce Hagen Mundy
City Clerk

COUNCIL COMMITTEE OF THE WHOLE
December 5, 2011

The Council Committee of the Whole met on Monday, December 5, 2011 at 6:00 p.m. The meeting was called to order by Council President Dale Beckerman with the following members present: Al Herrera, Dale Warman, Ruth Hopkins, Steve Noll, Michael Kelly, Andrew Wang, Laura Wassmer, Charles Clark, David Morrison, Diana Ewy Sharp and David Belz. Steve Noll, Andrew Wang, David Morrison and Mayor Ron Shaffer arrived late. Staff Members present: Wes Jordan, Chief of Police; Bruce McNabb, Director of Public Works; Keith Bredehoeft, Project Manager for Public Works, Katie Logan, City Attorney; Quinn Bennion, City Administrator; Dennis Enslinger, Assistant City Administrator; Lisa Santa Maria, Finance Director, Chris Engel, Assistant to the City Administrator and Joyce Hagen Mundy, City Clerk.

COU2011-58 Consider Approval of the 2012 Joint City/County Legislative Agenda

Chris Engel stated that each year the Council develops and adopts a legislative program that establishes the City's legislative priorities for the upcoming state legislative session. The past few years the Council has adopted a joint City/County platform to assert our common positions with all of our state representatives. The County is requesting this be done for 2012. In October, County officials and city managers met to consider changes to the 2011 platform for 2012.

Mr. Engel noted the following items were removed as they were considered either nonstarter issues this session or resulted in successful legislation during the 2011 legislative session: Local Option for Public Employee Relations Act, 911 Funding Authorizations, Community Improvement Districts, Burden of Proof in Appraisal Hearings.

The recommended changes include an updated statement on KPERS Funding adding new language to strongly urge the State to carefully consider a variety of options to ensure the current unfunded actuarial liability of the plan can be paid. The following two issues are being added:

Tax Policy - To include a statement opposing additional exemptions, support continued funding of existing programs, opposition to a sales tax on professional services or any tax that would threaten our competitiveness with Missouri.

Official Publications on Internet - To include a statement supporting the option of publishing some official publications on the city website instead of paying to publish everything in print.

Dale Warman stressed the importance of letting the legislators know the city's needs and priorities. Chris Engel reminded the Council of the Legislative Breakfast with the legislators and noted the date should be finalized soon.

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

**MOVE THE GOVERNING BODY ADOPT THE 2012 JOINT
CITY/COUNTY LEGISLATIVE PLATFORM
COUNCIL ACTION REQUIRED
CONSENT AGENDA**

COU2011-59 Consider Project Design Agreement with Affinis Corporation for the design of the 2011 Bond Project, the 2012 Paving Program and the 2012 CARS Project.

Keith Bredehoeft stated Affinis Corporation is the City's current design consultant presented the agreement for the design of the 2011 Bond Project, the 2012 Paving program, and the 2012 CARS Project. Affinis has recently performed design for our 2010 and 2011 projects. Affinis has performed very well and with the addition of the 2011 Bond Project and the timeframes associated with it having their familiarity with our process will be advantageous. Their hourly rates are being held at their previous contract levels. Mr. Bredehoeft noted that next year the City will again request proposals for our design consultant.

Budgeted costs for the above projects is as follows-

2011 Bond Project-	\$3,600,000
2012 Paving Program-	\$1,240,000
2012 CARS Project-	\$1,047,000
Total-	\$5,887,000

The 2012 Paving Program and the 2012 CARS Project are a part of the approved 2012 CIP. The 2011 Bond Project was recently approved by Council and will allow for an additional \$3,600,000 to be spent on streets beginning in 2012.

Mr. Bredehoeft noted the contract lists the street locations included in these three projects. Construction is anticipated to begin in late Spring 2012. Funds for this design contract is available in the related 2011 Bond Project, the 2012 Paving Program, and the 2012 CARS project accounts.

Dale Beckerman asked if Affinis would be considered when services were bid next year. Mr. Bredehoeft stated he would expect Affinis to submit a proposal for consideration to continue to provide design services for the City.

Ruth Hopkins made the following motion, which was seconded by Al Herrera and passed unanimously:

MOVE THE GOVERNING BODY APPROVE THE DESIGN AGREEMENT WITH AFFINIS CORPORATION FOR THE DESIGN OF THE 2011 BOND PROJECT, THE 2012 PAVING PROGRAM AND THE 2012 CARS PROJECT IN AN AMOUNT NOT TO EXCEED \$251,410.00

**COUNCIL ACTION REQUIRED
CONSENT AGENDA**

Discussion regarding parks funding a special sales tax initiative

On November 21st the City Council directed staff to prepare language for a possible parks sales tax ballot initiative. Quinn Bennion introduced the language prepared by staff in conjunction with the city attorney noting that the language was drafted in the broadest description of uses with the intent that Council would modify the language. Staff referred to ballot language prepared by other cities for similar elections in recent years.

Mr. Bennion noted the following issues need to be addressed by the Council:

- What is the appropriate percentage increase for the sales tax? = ½% equals \$1M in new annual revenue.
- Will the special sales tax be for a specific purpose which requires a sunset or a general sales which does not require a sunset?
- If a sunset is desired, Mr. Bennion noted a special sales tax allows up to 10 years before a sunset; a general sales tax does not require a sunset but it is allowed.
- Will the question be placed on an election ballot or will a special mail-in ballot be prepared?

Mr. Bennion stated staff talked with the Johnson County Election Office regarding their time requirements. 2012 election dates are April 3 with a March 5th deadline for placement on the ballot and November 6 with August 31st deadline for placement on the ballot. A mail-in ballot can occur anytime but wording needs to be submitted to the County no later than 12 weeks prior. However, the election staff does not believe it could do a mail-in ballot in 2012 due the number and size the general elections during 2012. The cost for a mail-in ballot or placement on the April 3rd election ballot would be approximately \$50,000. There would be no cost to the City to place the question on the November ballot.

Diana Ewy Sharp asked staff for their perspective on sunsets. Mr. Bennion stated he has been involved with four or five ballots. All were for specific projects and therefore had sunsets. If the sales tax would cover general on-going costs, a sunset is optional. The Finance Committee felt there would be higher voter support if there were a sunset.

Ruth Hopkins stated that if the city were to go forward it should wait until November when it would have a better idea of what action the state legislators would be taking regarding taxes and funding.

Charles Clark stated he favored the broad description with one half of the money collected funding on-going large CIP park related costs and one-half funding the parks master plan. He noted the parks master plan's estimated cost is \$14 million which would require 28 years to fund. He stated park infrastructure has not been adequately funded and he feels this needs to be addressed before funding additional park improvements.

Laura Wassmer stated she is in full support of placing the question on a ballot for the residents to decide. She is not comfortable with raising the mill levy or taxes for park improvements without a vote of the people.

Steve Noll stated he is not an advocate of increasing sales taxes, but recognizes the City has minimal resources. He would support a sunset of 10 years. At that time, if desired, the question could again be placed before the residents.

Dale Beckerman asked if language could be built into the ballot language to accommodate a renewal. City Attorney Katie Logan responded she did not believe so that the City would need to start a new ballot process to reconsider the question.

Dale Warman stated he was more alarmed by the lack of funding for major on-going maintenance of park infrastructure than the desire to complete the parks master plan. He supports the funding going toward park infrastructure maintenance projects with any remaining funds directed to park improvements. He agrees with Mrs. Hopkins that the City should wait until November when more will be known about what the state will do with sales taxes and other funding. Dale Beckerman noted the legislature ends in May which would provide sufficient time for placement on the November ballot.

Michael Kelly stated he did not understand the Council's hurry and felt no action should be taken until after the City's budget has been set. He asked if the Park & Recreation committee has had any formal discussions on raising the sales tax. He also has concerns on how it would be administered and projects approved

Charles Clark responded that one-half of the funding would go towards maintenance with the remaining funds going toward implementation of the parks master plan.

David Belz clarified his earlier comments regarding an increase in the mill levy for infrastructure maintenance. This would be to address streets. He does not feel the mill levy should be increased for parks but would like to have the people address the funding of park improvements through their vote on a sales tax increase. He agrees with Mr. Clark that funding should first go towards park maintenance and then any remaining funds toward the implementation of the parks master plan. The Finance Committee felt that by starting the process early recognizing that any tax initiative can be looked upon very negatively and therefore, time is needed to educate the public on the need. Mr.

Belz felt the Council could vote to start the process and then back out if economic conditions worsened.

Katie Logan advised that the action to place the question on the ballot is taken through the adoption of a resolution. If the Council takes action and later decides it does not want to pursue the question it would require a 2/3rds vote of the Governing Body to repeal the resolution.

Michael Kelly felt it would be better to wait until after budget when there will be a clearer financial picture. David Belz responded the Finance Committee felt it would be best to start as soon as possible. Dale Beckerman added this has been discussed for a few year. Laura Wassmer noted she did not expect the budget picture to get any better and doesn't see any advantage in waiting.

Steve Noll agreed that the city does not have the funds for significant improvements in parks and minimal funds for park maintenance. He questioned if the city was limiting itself by saying ½ the sales tax goes toward the parks master plan and also questioned how viable that plan will be ten years from now.

Diana Ewy Sharp stated there is a five year Park CIP prepared each year for park maintenance which would determine how that portion of the sales tax would be spent. The parks master plan administration would come from a recommendation from the Park and Recreation Committee. She noted the parks master plan was created with a 10-15 year window and does not feel it will be outdated.

Charles Clark stated he felt the CIP replacement and maintenance needs to be addressed before any funds are spent on implementation of the parks master plan. He noted in the next 10 to 15 years the city will need to replace its entire pool complex which is over 30 years old.

Michael Kelly asked where the community center fit into the picture.

David Belz responded the community center committee has not decided on its recommendation and does not know what its recommendation will be. They are to address the question of whether or not Prairie Village should build a new community center. He does not feel this process should be delayed for that recommendation.

Mr. Kelly responded he feels the whole picture needs to be considered and its implications as far as increases in mill levy or additional funding needs.

Al Herrera noted that Mr. Kelly was assuming the recommendation of the community center would be to move forward with the community center. He reminded the Council the issue is whether to place the question before the public.

Ruth Hopkins stated her biggest fear is that the people will not see the big picture with the potential for raising the mill levy for street infrastructure and again potentially down

the road for pool or community center improvement/replacement. She is concerned that the residents understand the entire situation when voting.

David Morrison stated at a recent League of Municipalities conference he attended a session on sales tax initiatives and was advised that these usually get approved in Kansas. He feels the city should wait until November to place the question on the ballot so residents will have a clearer picture of the ramifications of any state actions to increase taxes. Mr. Morrison reminded the Council of his past support of having questions related to the increase of taxes be taken to a vote of the people.

Laura Wassmer stressed the need for educating the residents on the true financial picture for the City. She believes the residents think park improvements will continue to happen because they have in the past. The residents need to be educated on the economic challenges faced by the city. She does not see any other way to continue to provide these services and feels it is important that the resident know if they desire to continue to want these improvements there needs to be a dedicated revenue source available for funding the improvements and on-going maintenance.

Diana Ewy Sharp noted none of the Council wants to raise taxes. The Park & Recreation Committee appreciates the investment the city has made with the improvements to Franklin and Weltner Parks, but stated the city has been doing a disservice to park maintenance. A dedicated revenue source is needed to address the upcoming and on-going large scale maintenance costs related to the parks. She noted the expectation has been set that each park in the city will be improved. She added that one of the options for possible funding identified by the parks master plan was a dedicated sales tax. She feels this needs to be taken to the residents for them to decide how they want their money spent.

Dale Warman expressed concern that voters perceive the ballot question as being endorsed by the Council. He would be more supportive of the increase if it included maintenance instead of just funding of the parks master plan improvements.

Dale Beckerman stated he felt the Council needs to clarify what is meant by "maintenance" i.e. is this simply capital maintenance or items of high dollar cost that cannot be covered within the public works budget. He does not feel they necessarily need to be identified specifically, but perhaps categorized.

Laura Wassmer asked if it would make sense to send this back to the Parks and Recreation Committee to put together a proposal with assistance from the Public Works Director.

Diana Ewy Sharp responded no formal vote has been taken by the committee however, she noted this has been discussed since September 2009. She felt the Council needs to address the issues raised by staff and then if they wanted to send it to the committee she would support that.

Charles Clark noted there are too many questions to be answered and they would be better addressed if there was a specific recommendation from the Parks & Recreation Committee. Therefore, he moved the council committee direct the Parks and Recreation Committee to prepare a specific recommendation regarding possible parks funding and sales tax initiative for consideration by the Governing Body. The motion was seconded by Laura Wassmer.

Dale Beckerman recognized former Mayor Sue Weltner and asked for her comments.

Mrs. Weltner thanked the Council for its work and for the approval of the recent improvements to Franklin and Weltner Park. She advised the Council to take into consider the present economy in making its decision. There needs to be maintenance funds for the parks; however, she does not like sales tax increases and particularly those with dedicated funds. The budget should determine what projects are completed each year. She would rather see a mill levy increase than a sales tax increase which impacts all people and noted the city's sales tax rate is getting fairly high. She urged the Council to look at the matter very carefully.

The motion to request a recommendation from the Parks & Recreation committee with a specific proposal for consideration by the Council was voted on and passed by a vote of 9 to 2 with Michael Kelly and Andrew Wang voting in opposition. Ruth Hopkins did not vote.

Report from the neighborhood event committee and discussion

Michael Kelly reported that he and Andrew Wang have met with staff to discuss several possible options but they did not have anything definite to report at this time.

Executive Session

Charles Clark moved pursuant to KSA 74-4319 (b) (2) that the Governing Body, recess into Executive Session in the Council Chamber for a period not to exceed 10 minutes for the purpose of consulting with the City Attorney on matters which are privileged in the attorney-client relationship. Present will be the City Council, City Administrator, Assistant City Administrator, Chief of Police and City Attorney. The motion was seconded by Andrew Wang and passed unanimously.

Charles Clark moved to reconvene the Council Committee of the Whole. The motion was seconded by Andrew Wang and passed unanimously.

STAFF REPORTS

Public Safety

- Chief Jordan reported on a recent Kansas City, KS vehicle pursuit that ended in Prairie Village with the suspect hitting a tree.

- Chief complimented Jay Senter on a recent article on the PV Post regarding vehicle break-ins and an increase in crime during the holidays.
- Shop with a Cop will take place next Wednesday, December 14th. Sufficient donations have been received to allow the police to take seven Prairie Village children shopping followed by pizza back at the station.

Public Works

- Bruce McNabb reported the Tomahawk Trail is under construction with the trail being paved last week.
- WaterOne will be removing the water tower at McCrum in mid-January. Last Friday they removed some trees surrounding the tower. There is a public meeting on January 4th regarding the project.

Adjournment

With no further business to come before the Committee, Council President Dale Beckerman adjourned the Council Committee of the Whole meeting at 7:27 p.m.

Dale Beckerman
Council President



PLANNING COMMISSION

Council Meeting Date: December 19, 2011

Consider Amendments to Zoning Ordinances Chapters 19.02 and 19.44.025

RECOMMENDATION

Recommend the Governing Body adopt Ordinance 2247 amending Chapter 19.02 of the Prairie Village Municipal Code, entitled "Definitions" by amending Section 19.02.235 entitled "Fence" and adding new Sections 19.02.502 entitled "Wall, Retaining" and Section 19.02.503 entitled "Wall, Solid"

Recommend the Governing Body adopt Ordinance 2248 amending Chapter 19.44 of the Prairie Village Municipal Code, entitled "Height and area exceptions" by amending Section 19.44.025 entitled "Fences and Walls"

BACKGROUND

Over the past year, the Commission has spent significant time discussing the issues raised with the construction of walls and fences. Currently the code does not differentiate between the two although the impact on neighboring properties and neighborhoods tends to be greater with solid walls. The Commission held a public hearing on Tuesday, December 6th on proposed amendments to the zoning ordinances that address walls independently. No one was present at the public hearing.

The amendments include new definitions and new language in Section 19.44.025 Fences and Walls. Farm type fences have been added to those fences prohibited. Clarification has been added for the determination of the height of with the height "measured from the finished grade on the high side of the wall". Solid walls will be required to receive site plan approval from the Planning Commission.

ATTACHMENTS

PC2011-08 Staff Report
Draft of PC Minutes of 12/6/11
Ordinances

PREPARED BY

Joyce Hagen Mundy
City Clerk/Planning Commission Secretary

Date: December 9, 2011

MEMORANDUM

TO: Prairie Village Planning Commission
FROM: Ron Williamson, Lochner, Planning Consultant
SUBJECT: **PC 2011-08: Proposed Amendments to Chapter 19.02 Definitions and Section 19.44.025 Fences**
DATE: December 6, 2011 Planning Commission Meeting Project # 011002401

COMMENTS:

At its meeting on November 1, 2011, the Planning Commission authorized a public hearing to consider amending the fence regulations of the Zoning Ordinance. The following is the proposed language for the amended ordinance. New text is in italics and text to be deleted is lined out.

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:

19.02.502 Wall, Retaining - 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.

19.02.503 Wall, Solid - 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.

3. Amend section 19.44.025 as follows:

19.44.025 Fences and Walls

A. Purpose and Intent

1. To buffer or screen uses that may have negative impact on adjacent uses.
2. To provide privacy in outdoor spaces.
3. To provide safety from hazards such as swimming pools, hot tubs, spas and other similar facilities.

B. Design

1. Appearance – Those fences which have surface material, whether it be wood, chain link, metal bars or other permitted material, attached on one side of posts and/or rails, thus producing a finished side and an unfinished side, shall be installed with the finished sides exposed toward the street and adjacent properties. When doubt exists as to which way the surface of the proposed fence shall face, the Building Official shall make the final determination.
2. Prohibited Fences – The installation of **farm type fences such as barbed wire, high tensile wire, wire mesh, welded wire, woven wire, pipe and cable**, electric and razor ribbon fences or any similar type fence shall be prohibited.
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.
4. Decorative Fences – Decorative fences shall be designed so that they are at least 50% open and do not exceed two and a half (2 ½) feet in height. Split rail and wrought iron fences are examples of this type of fence. (Ord. 2117, Sec. 2, 2006)

C. Location

1. Decorative fences may be located in the front yard but shall be located no closer than ten (10) feet from a street right-of-way line.
2. Fences, other than decorative fences, shall not be located in the front yard and may be attached to or extended from the front corner of the dwelling.
3. Fences located on the side street of a corner lot shall not be less than five (5) feet from the right-of-way line except that if an adjacent lot faces the side street, the fence shall be setback from the right-of-way line a distance of fifteen (15) feet or not less than one-half the depth of the front yard of an adjacent building, whichever is the greater setback.
4. If the rear of a through lot is fenced, a gate shall be installed to provide access to the right-of-way.
5. Diagrams depicting the location of fences on various types of lots are attached. (Ord. 2117, Sect. 2, 2006)

D. Retaining Walls

1. Retaining walls shall be designed and constructed to support lateral loads. Applications for retaining walls exceeding four (4) feet in height, whether terraced or not, shall be accompanied by design calculations and plans sealed by a professional engineer licensed in the State of Kansas. Said plans shall be reviewed prior to the issuance of a building permit. Retaining walls shall setback a minimum of two (2) feet from side and rear property lines, and retaining walls exceeding six (6) feet in height shall be required to be setback from side and rear property lines an additional one (1) foot for each two (2) feet, or part thereof, in excess of six (6) feet in height, e.g. a ten (10) foot high retaining wall would be required to set back a minimum of four (4) feet from the property line. Allowances will be made for tie backs to existing grade. Diagrams depicting the location of retaining walls on various types of situations are attached. Any exceptions or deviations from this formula shall require site plan approval by the Planning Commission. (Ord. 2117, sec. 2, 2006)

E. Drainage and Utility Easements

1. Fences and walls shall not restrict natural surface drainage nor be constructed to divert or channel water flow with increased velocity. Fences shall not be constructed in drainage easements if they affect the flow of stormwater.

F. Permits Required

1. All fences, and retaining walls as defined herein, unless otherwise excepted, shall require a building permit. No fence may be erected, constructed or replaced until said permit has been procured from the Building Official. The Building Official may allow minor deviations and adjustments relative to the dimensions set out in this section where topographic or other natural features, utility locations, meters, trees or other conditions so warrant and where the spirit and intent of this section will be preserved.
2. Enclosures erected around compost piles in compliance with the conditions set forth in Chapter 15. Articles 3 of the City Code are excluded from these regulations and shall not require a permit. (Ord. 2117, Sect. 2, 2006)

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, Sect. 2, 2006)

RECOMMENDATION:

It is the recommendation of Staff that the Planning Commission recommend approval of the proposed amendments to the fence regulations to the Governing Body.

PLANNING COMMISSION MINUTES
December 6, 2011

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, December 6, 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, Dirk Schafer, 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

Bob Lindeblad moved for the approval of the minutes of November 1, 2011 with a changing the word "objective" to "subjective" in the first sentence of the last paragraph on page 4. The motion was seconded by Nancy Wallerstein and passed 5 to 0 with Dirk Schafer abstaining as he was not in attendance.

PUBLIC HEARINGS

PC2011-08 Proposed Revisions to PVMC 19.44.025
Entitled "Fences"

Chairman Ken Vaughn reviewed the rules for the scheduled public hearing on proposed revisions to the zoning regulations and called upon Ron Williamson to present the revision.

Ron Williamson reviewed the following proposed revisions:

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.

Further clarification was added to the section on prohibited fences adding the following language: “. . . farm type fences such as barbed wire, high tensile wire, wire mesh, welded wire, woven wire, pipe and cable, . . .”

Clarification as to the measurement of the height of fences built in combination with retaining wall was added to Section 19.44.025B(3) stating that walls and/or berms shall be measured from the finished grade on the high side of the wall.”

Language was added to Section 19.44.025G - Site Plan Approval to allow Planning Commission approval of solid walls or retaining walls.

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)

Chairman Ken Vaughn opened the public hearing to comments. No one was present to address the Commission and the public hearing was closed at 7:05.

Nancy Wallerstein confirmed the proposed changes would not become effective until approved by the City Council and published and thus would not impact the application before the Commission later in the meeting.

Bob Lindeblad stated he is still not a fan of having the Commission review walls through the site plan process, but feels that staff could handle these requests. Ken Vaughn agreed but felt the number of applications would be minimal.

Nancy Wallerstein moved that the Planning Commission recommend approval of the proposed changes to the fence regulations as proposed to the Governing Body. The motion was seconded by Randy Kronblad and passed unanimously.

ORDINANCE 2247

AN ORDINANCE AMENDING CHAPTER 19.02 OF THE PRAIRIE VILLAGE MUNICIPAL CODE, ENTITLED "DEFINITIONS" BY AMENDING SECTION 19.02.235 ENTITLED "FENCE" AND ADDING NEW SECTIONS 19.02.502 ENTITLED "WALL, RETAINING" and SECTION 19.02.503 ENTITLED "WALL, SOLID"

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

Section I. Planning Commission Recommendation.

After having received a recommendation from the Planning Commission and proper notice having been published and hearing held on December 6, 2011, as provided by law and under the authority of and subject to the provisions of the Zoning Regulations of the City of Prairie Village, Kansas, the Zoning Ordinance is amended as set forth in Sections II through III.

Section II. Amendment to Chapter 19.02

Chapter 19.02 of the Prairie Village Municipal Code, entitled "Definitions" is hereby amended by amending Section 19.02.235 to read 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 woven fabric, (including chain link), boards, pickets, 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.

Section III. Amendment to Chapter 19.02

Chapter 19.02 of the Prairie Village Municipal Code, entitled "Definitions" is hereby amended by adding the following new sections to read as follows:

19.02.502 Wall, Retaining

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.

19.02.503 Wall, Solid

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.

Section IV. Repeal of Prior Ordinances.

All ordinances and parts thereof that are inconsistent with any provision of this ordinance are hereby repealed.

ORDINANCE 2248

AN ORDINANCE AMENDING CHAPTER 19.44 OF THE PRAIRIE VILLAGE MUNICIPAL CODE, ENTITLED "HEIGHT AND AREA EXCEPTIONS" BY AMENDING SECTION 19.44.025 ENTITLED "FENCES AND WALLS"

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

Section I. Planning Commission Recommendation.

After having received a recommendation from the Planning Commission and proper notice having been published and hearing held on December 6, 2011, as provided by law and under the authority of and subject to the provisions of the Zoning Regulations of the City of Prairie Village, Kansas, the Zoning Ordinance is amended as set forth in Sections II through III.

Section II. Amendment to Chapter 19.44

Chapter 19.44 of the Prairie Village Municipal Code, entitled "Definitions" is hereby amended by amending Section 19.44.025 to read as follows:

19.44.025 Fences and Walls

A. Purpose and Intent

1. To buffer or screen uses that may have negative impact on adjacent uses.
2. To provide privacy in outdoor spaces.
3. To provide safety from hazards such as swimming pools, hot tubs, spas and other similar facilities.
4. To enhance the quality of appearance of developed land use.

B. Design

1. Appearance - Those fences which have surface material, whether it be wood, chain link, metal bars or other permitted material, attached on one side of posts and/or rails, thus producing a finished side and an unfinished side, shall be installed with the finished sides exposed toward the street and adjacent properties. When doubt exists as to which way the surface of the proposed fence shall face, the Building Official shall make the final determination.
2. Prohibited Fences - The installation of farm type fences such as barbed wire, high tensile wire, wire mesh, welded wire, woven wire, pipe and cable, electric and razor ribbon fences or any similar type fence shall be prohibited.
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 the 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. In addition, fences and walls built on slopes shall comply with the required height measurement along the line of the fence location.

4. Decorative Fences - Decorative fences shall be designed so that they are at least 50% open and do not exceed two and a half (2 ½) feet in height. Split rail and wrought iron fences are examples of this type of fence.

C. Location

1. Decorative fences may be located in the front yard but shall be located no closer than ten (10) feet from a street right-of-way line.
2. Fences, other than decorative fences, shall not be located in the front yard and may be attached to or extended from the front corner of the dwelling.
3. Fences located on the side street of a corner lot shall not be less than five (5) feet from the right-of-way line except that if an adjacent lot faces the side street, the fence shall be setback from the right-of-way line a distance of fifteen (15) feet or not less than one-half the depth of the front yard of an adjacent building, whichever is the greater setback.
4. If the rear of a through lot is fenced, a gate shall be installed to provide access to the right-of-way.
5. Diagrams depicting the location of fences on various types of lots are attached.

D. Retaining Walls

1. Retaining walls shall be designed and constructed to support lateral loads. Applications for retaining walls exceeding four (4) feet in height, whether terraced or not, shall be accompanied by design calculations and plans sealed by a professional engineer licensed in the State of Kansas. Said plans shall be reviewed prior to the issuance of a building permit. Retaining walls shall setback a minimum of two (2) feet from side and rear property lines, and retaining walls exceeding six (6) feet in height shall be required to be setback from side and rear property lines an additional one (1) foot for each two (2) feet, or part thereof, in excess of six (6) feet in height, e.g. a ten (10) foot high retaining wall would be required to set back a minimum of four (4) feet from the property line. Allowances will be made for tie backs to existing grade. Diagrams depicting the location of retaining walls on various types of situations are attached. Any exceptions or deviations from this formula shall require site plan approval by the Planning Commission.

E. Drainage and Utility Easements

1. Fences and walls shall not restrict natural surface drainage nor be constructed to divert or channel water flow with increased velocity. Fences shall not be constructed in drainage easements if they affect the flow of storm water.
2. Fences installed in a utility easement may need to be removed in order to access the utilities. Fences constructed in easements are at the risk of the owner and shall not be the responsibility of the utility or city to replace them.

F. Permits Required

1. All fences, and retaining walls as defined herein, unless otherwise excepted, shall require a building permit. No fence may be erected, constructed or replaced until said permit has been procured from the Building Official. The Building Official may allow minor deviations and adjustments relative to the dimensions set out in this section where topographic or other natural features, utility locations, meters, trees or other conditions so warrant and where the spirit and intent of this section will be preserved.

2. Enclosures erected around compost piles in compliance with the conditions set forth in Chapter 15, Article 3 of the City Code are excluded from these regulations and shall not require a permit.

G. Site Plan Approval

1. As 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 fence that is unique and does not have the locational or design characteristics set out in these regulations

Section III. Repeal of Prior Ordinances.

All ordinances and parts thereof that are inconsistent with any provision of this ordinance are hereby repealed.

Section IV. Effective Date

This ordinance shall take effect and be in force from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED THIS 19th DAY OF DECEMBER, 2011.

/s/ Ronald L. Shaffer
Ronald L. Shaffer, Mayor

ATTEST:
/s/ Joyce Hagen Mundy
Joyce Hagen Mundy
City Clerk

APPROVED AS TO FORM:
/s/ Catherine P. Logan
Catherine P. Logan
City Attorney

MAYOR'S ANNOUNCEMENTS

December 19, 2011

Committee meetings scheduled for the next two weeks include:

Arts Council	12/21/2011	7:00 p.m.
Environmental/Recycle Committee	12/28/2011	7:00 p.m.
Council Committee of the Whole	01/03/2012	6:00 p.m.
City Council	01/03/2012	7:30 p.m.

The Prairie Village Arts Council is pleased to announce a watercolor exhibit by Richard Joslyn and Dr. William Herre in the R. G. Endres Gallery for the month of December.

The Prairie Village Arts Council is pleased to announce a mixed media exhibit of City owned art in the R. G. Endres Gallery for the month of January. The reception will be held on January 13th from 6:30 - 7:30 p.m. The art will be removed on Tuesday, January 17th and the gallery will be closed for maintenance for the remainder of January.

The City offices will be closed December 26th in observance of Christmas and January 2nd in observance of the New Year's Holiday. Deffenbaugh observes both holidays so pick-up each will be delayed one day.

The City will be offering holiday tree drop off sites from December 19th through January 20th at Porter, Franklin, Meadowlake and Harmon parks again this year.

INFORMATIONAL ITEMS
December 19, 2011

1. Planning Commission Minutes - November 1, 2011
2. Police Pension Plan Board Minutes - October 20, 2011
3. Insurance Committee Minutes - November 8, 2011
4. Letter from Sue and Edward Weltner
5. Mark Your Calendars

PLANNING COMMISSION MINUTES
November 1, 2011

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, November 1, 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.

Chairman Ken Vaughn welcomed students from UMKC Henry W. Bloch School of Management. Instructor Sara Copeland noted the students are graduate students in her *Urban Planning & Development Class*. The students introduced themselves and their field of study.

APPROVAL OF MINUTES

Nancy Wallerstein moved for the approval of the minutes of October 4, 2011 as written. The motion was seconded by Bob Lindeblad and passed 4-0 with Randy Kronblad and Nancy Vennard abstaining as they did not attend the October 4th meeting.

PUBLIC HEARINGS

There were no Public Hearings scheduled before the Commission

NON PUBLIC HEARINGS

Discussion of Fence & Retaining Wall Ordinance

This section was analyzed in depth by the Planning Commission in 2005 and amended in 2006. The impetus at that time to amend the fence regulations was a result of variance requests. Retaining walls were not previously addressed and the amended ordinance also included them. One of the main issues was the management of stormwater runoff and the impact of fences and retaining walls on adjacent properties.

Because of the topography of Prairie Village and uniqueness of some lots, the Planning Commission included a section for site plan approval to make adjustments for height and location of fences and walls that do not meet the standard requirements. The Site Plan Approval process was chosen rather than the variance process because the

Planning Commission felt that this issue could be addressed more effectively through site plan approval.

At its regular meeting on April 5, 2011, the following items were discussed:

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.

1. 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 differed. Some allow the maximum fence height in addition to the height of the retaining wall and measure the height from the finished grade on the high side of the fence/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 only allows eight foot high fences within the building envelope.

2. 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.

3. 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.

4. 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. 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 reviewed the following proposed revisions:

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.

Ken Vaughn stated he does not support increasing fence height to 8 feet and feels site plan review of solid walls to be reasonable. He noted a new development may come into the City wanting walls surrounding their development. Mr. Enslinger advised under the current regulations these would be considered as a fence.

Bob Lindeblad stated he does not want walls to come before the Planning Commission but supports the development of clear standards that can be administered through staff. Nancy Vennard noted the problems with the Delmar application were because regulations were not followed.

Randy Kronblad confirmed current regulations do not separate by definition walls and fences and stated he feels they are distinctly different. Marlene Nagel feels it is reasonable to separate fences and walls with there being additional regulation on walls. Nancy Wallerstein stated she does not want to have them separated.

Ken Vaughn said his concern with solid walls is the greater impact they have on adjacent properties and easements/right-of-ways. There need to be standards that can be administered by staff.

Nancy Vennard noted under the proposed regulations walls would require site plan approval. Mrs. Vennard asked how the "building envelop" was defined. Mr. Williamson responded it is defined by the established setbacks.

Bob Lindeblad stated the term "agricultural type fencing" was too subjective. He suggested staff add language identifying more clearly what is meant by the term - "such as . . ." Dennis Enslinger stated staff could handle this administratively with clearer

definitions. Ron Williamson noted if the request was denied by staff it could be appealed by the applicant to the Board of Zoning Appeals.

The consensus of the Commission was not to increase fence height.

Nancy Wallerstein moved the Planning Commission authorize a public hearing on the proposed revisions to fence regulations as presented and discussed with the exception of an increase to fence height from six to eight feet for the December 6, 2011 Planning Commission meeting. The motion was seconded by Randy Kronblad and passed unanimously.

Discussion of Lot Coverage Regulations

In 2001, the Planning Commission recommended and the City Council adopted a maximum lot coverage requirement of 25%. The primary concern at that time was the overbuilding of lots either by expansions or teardown/rebuilds. There was also a discussion about including all impervious areas which would include patios, driveways, etc., in order to address stormwater runoff. The Planning Commission ultimately just addressed building lot coverage. The 25% lot coverage requirement resulted in the request for variances to increase coverage. The Planning Commission revisited the issue in 2003 and increased the maximum lot coverage for buildings from 25% to 30% and excluded decks that were 30" or less in height. Decks 30" or less in height are considered similar to a patio in the building code while decks over 30" in height require railings.

The current definition of Lot Coverage is as follows:

19.02.306 Lot Coverage

"Lot coverage" means that portion of a lot, which is covered by a structure or structures, excluding the first four (4) feet of projecting roof eaves and excluding open, unenclosed and uncovered decks 30 inches or less in height. (Ord. 2019, Sec. 1, 2001; Ord. 2048, Sec. II 2003)

Mr. Williamson noted recent instances where swimming pools have been added to residences creating the appearance of over development. Bath houses and other structures related to the pool are included in the maximum lot coverage, but the pool itself is not. Private pools generally range from 300 - 800 square feet and the deck surrounding the pool is usually at least the same size. Many of the lots in Prairie Village are small and a swimming pool installation with its associated improvements can encompass a backyard. This issue became apparent at the installation at 8162 Delmar. The lot at 8162 Delmar is 15,959 sq. ft. and 30% for lot coverage equals 4,787.7 sq. ft. The house is 3,250 and the pool and deck is approximately 3,100 sq. ft. for a total of 6,350 sq. ft. Therefore, the pool and house coverage exceeds the 30% by $(6,350 - 4,788) = 1,562$ sq. ft. for a total lot coverage of 39.8%.

The ordinance requires the swimming pools be a minimum of 10 feet from any interior side or rear lot line and at least 20 feet from an adjacent residence. The setbacks do control the location but do not control the intensity of development.

Ken Vaughn said he supported including pools. Bob Lindeblad noted that tennis courts are not included and questioned why pools should be included. Nancy Vennard confirmed structures with roofs are included in the lot coverage computation. Mr. Lindeblad stated he never felt it was the intention of the Commission to include patios and pools. He does not want to see the city over-regulating back yards. Randy Kronblad stated his only concern is with the stormwater impact.

Bob Lindeblad stated the 30% lot coverage has not been an issue. Randy Kronblad agreed that lot coverage exceeding 30% would be a rare exception. The Commission agreed that the lot coverage regulations should remain as written.

Discussion of Renewable Energy Regulations

Ron Williamson stated the Planning Commission discussed solar energy regulations in September, 2009. He noted this is an evolving industry and changes are occurring in the design of the installation that makes solar installations more compatible in residential areas.

Wind energy was not really discussed at that time, but since then the City of Overland Park did extensive research and adopted a comprehensive wind energy ordinance in December 2010. The Cities of Lee's Summit, Liberty, Blue Springs and Raymore have also adopted wind energy ordinances.

The Prairie Village Environmental Committee made a detailed review to the Solar Energy Ordinance in August of 2009 and made several suggestions for change.

Ron Williamson advised that Prairie Village is one of the numerous cities across the country that voted to sign the U.S. Mayors Climate Protection Agreement. The overall goal of the agreement is a 7% reduction in greenhouse gas emissions from 1990 levels by 2012. Communities are addressing this in many different ways including land use policies, transportation, utilities, green buildings, renewable energy, etc. He suggested that at some point, the Planning Commission may want to add a Sustainability Chapter to the Village Vision that is all inclusive.

In August 2008, the Board of Zoning Appeals denied a variance for the installation of solar panels based on the current ordinance and requested that the Planning Commission review the ordinance to determine if it needed to be updated. The current ordinance, Chapter 19.50 Solar Energy Systems, was adopted in 1983, so it is over 25 years old. Mr. Williamson noted if the Planning Commission decides to amend this Chapter, it should be renamed "Renewable Energy Systems" and include solar, wind and geothermal.

The major issue that emerges—particularly with solar and wind sources—is the conflict between the commitment to energy reduction and the aesthetics or appearance of the actual installation. Maintaining the quality and character of residential areas has been a priority of the Planning Commission and will be a critical factor in this discussion.

Another issue that emerges is minimizing cost and time to process permits so that people are actually encouraged to reduce energy consumption. Essentially, this means more approvals at Staff level and fewer instances of the Planning Commission and Council approval.

Solar Energy

Mr. Williamson noted the current ordinance only addresses solar collectors as an accessory use. This is very similar to Overland Park and Leawood. Both Overland Park and Leawood ordinances address solar collectors in the accessory use chapter and not as a stand-alone chapter as in Prairie Village. Because Prairie Village is a mature city and has a mature tree canopy, the potential for solar energy for residential properties may be more limited than in other communities. Commercial areas on the other hand have a good potential for incorporating solar energy.

The primary concern with the ordinance as it exists today is that it requires the solar collectors to be integrated into the roof and does not permit the collectors to be installed on racks or project above the roofline. In some instances, in order to take full advantage of the sun, the collectors need to be elevated and turned rather than being integrated into the roof. Some of the more sophisticated installation automatically changes position in order to follow the sun.

The ordinance also prohibits freestanding panels or panel racks. Some of these are small such as those used by utility companies to monitor their systems and those used for outdoor residential lighting. The Overland Park solar regulations allow the installation of solar collectors on the front, rear and side roofs of a building.

The City continues to receive requests from residents to install solar panels. Recently there was a request to install panels on the side of a house rather than the rear. One of the more common requests is to install solar panels in order to charge electric vehicles. The power generated is not tied into the electrical system in the house but is for a single purpose.

The Planning Commission provided the following direction to Staff regarding solar energy:

1. The current ordinance requires all collectors to be roof mounted. Should ground and mounted panels be permitted? Should panels be permitted on the front or roof side of the house? **Not in residential areas for single family residences.**
2. All collectors are required to be integrated into the roof which limits the opportunities to use solar panels because the angle of the dwelling and the pitch of the roof to the sun may not have the best orientation to use solar. Many

ordinances now allow collectors to be placed on a frame with certain height limitations. **No change for single family residences.**

3. Because the current ordinance requires the collectors to be integrated into the roof, they are not permitted to extend above the peak of the roofline. Some newer ordinances permit collectors to extend above the roof line, but generally not in this region. **No change for single family residences.**
4. Utilities are currently using small solar collectors to monitor their installations. These are normally installed in easements or street rights-of-way but are not addressed in the ordinance. These are small units that should be reviewed and permitted by Staff. **Approved.**

Dennis Enslinger confirmed the Commission was supportive of connecting the regulations to the land use, not the zoning district, allowing for non-residential uses on residential zoned property.

Nancy Vennard noted the city needs to continue to look at solar regulations as the industry changes, noting the development of solar shingles. It is important that the city not continue to put up road blocks for residents who want to make energy improvements. Mr. Enslinger noted the biggest obstacle is the current regulations only allow installations in the rear, not on front or on the sides. Also the pitches on many residential roofs are not acceptable for effective solar installations. Ken Vaughn feels the industry will make improvements that will allow for residential installations in the future.

Randy Kronblad asked how solar applications on commercial properties would be addressed. Dennis Enslinger responded by site plan approval or administratively by staff.

The Commission directed staff to prepare revisions to the solar regulations for non-residential uses, no changes to the regulations for single-family homes.

Wind Energy

Currently there is a lot of discussion regarding the use of wind turbines in urban areas. The primary issues are design/aesthetics, noise and wind availability. Prior to pursuing wind energy an applicant needs to have a wind analysis to determine whether enough wind is available in a specific location and how high the unit needs to be in order to produce power. The typical windmill design used to generate commercial power probably is not acceptable in Prairie Village even in a reduced size. Fortunately there are many designs that are sculptured in appearance that would fit into a residential community. Some are very small and might generate only enough power to run individual small appliances while others may be much larger. Many units can be attached to buildings and others may require a pole mounting. The difficult part is determining whether the design is compatible in a residential area. Mr. Williamson

noted the use of smaller applications for individual urban residential use is evolving and it would be difficult to prepare a design standard that would be all inclusive, but still be protective of neighborhood aesthetics. Noise has also been an issue with wind generating units, but as in aesthetic design, this has been addressed and units are now on the market that has a rating of less than 60 Db, which is the level of normal conversation. The application for commercial buildings may be better because it would be easier to integrate them into the design of the buildings.

At this point in time, the request for wind energy systems will probably be minimal, but the design of aesthetically compatible units is evolving rapidly and the demand may increase. Currently wind driven devices are permitted as a Conditional Use Permit for both residential and business uses, but there are no standards. Also the Conditional Use Permit allows an application for any structure while the new Overland Park Ordinance limits the application to non-residential structures but the structures could be located in residential zoning districts on schools, churches, water towers, etc.

Before wind turbines become an issue, it is suggested that a separate listing be included in the Conditional Use Chapter for Wind Turbines on non-residential structures with some standards. In the Overland Park Ordinance, they appear to be treated similar to a cell tower. Depending on the location, a wind turbine may need to be 150 feet in the air in order to reach the height where wind is available.

Ken Vaughn stated the City of Overland Park did an extensive analysis on wind energy. He would like to see their regulations implemented in commercial and office areas, but not in residential areas. Mr. Williamson noted Overland Park does not allow wind turbine installations for single family residences; however, does allow them for non-residential uses in residential areas such as churches and schools.

The Commission directed staff to prepare revisions based on the City of Overland Park regulations.

Geothermal Energy

Geothermal is a below surface installation and has very little effect on the above ground aesthetics in a neighborhood. There are basically two types of installations, vertical loop and horizontal loop. Horizontal requires a large lot area and probably will be used infrequently in Prairie Village. Since most of the lots are small in Prairie Village the vertical loop system will be more common. The holes will probably be bored in the front or side yards and the only negative aspect of a geothermal system is during installation. The drilling rigs are large because the holes may need to be several hundred feet deep and the removal of the drilled out material needs to be properly removed.

Ron Williamson noted there are at least two residential installations in Prairie Village plus the major installation at City Hall and they were handled by Staff approval. It is agreed by the Commission that Geothermal Energy be included in the zoning ordinance and that it remain as a staff approval.

Hybrid Energy

It should be noted that one energy source may not provide all that is required for a particular user and that it is becoming more common to use a combination of the energy sources rather than just one. A provision should be included in the ordinance that permits hybrid installations, i.e. solar, wind and geothermal or a combination thereof.

The Planning Commission authorized Staff to prepare proposed amendments for discussion at the December meeting addressing the following:

1. Change the "Solar Energy Systems" Chapter to "Alternative Energy Systems" and include solar, wind and geothermal in one Chapter.
2. Amendments to the Solar Energy Chapter as recommended by the Planning Commission.
3. Create a separate listing for Wind Turbines as either a Conditional Use Permit or Special Use Permit and include standards.
4. Clarify geothermal as Staff approval.

Annual review of Village Vision

Ron Williamson stated the Kansas Planning Statutes require that the Planning Commission perform an annual review of the Comprehensive Plan (Village Vision) to determine whether it is still valid or whether it should be amended. The Village Vision was officially adopted by the Governing Body May 21, 2007. Village Vision is both a Comprehensive Plan and a Strategic Investment Plan and therefore many of the actions contained within it are items that would not normally be addressed by the Planning Commission.

The Planning Commission reviewed Village Vision at its June 2, 2009 meeting and authorized a public hearing to incorporate the Parks and Recreation Plan 2009 into Village Vision and this was completed in July 2009. The Planning Commission did not recommend other changes in Village Vision, but it was their consensus that the Implementation Chapter needed further discussion and that it would be most appropriate in a joint meeting with the Governing Body which was held September 21, 2009.

Since Village Vision was adopted in 2007, there have been several changes in major properties in Prairie Village that may have a significant impact in the future. The following is a brief discussion of each:

1. Lane4 purchased Prairie Village Center and Corinth Square. The owners have submitted future conceptual plans for both centers and established a Community Improvement District (CID). The Village Vision recommended upgrading of both centers and an entire Chapter was devoted to Corinth Square being redeveloped in a "Town Center" configuration. The current owners are upgrading the center at this time and view the Town Center concept as a long term plan perhaps 30 years from now.

2. Meadowbrook Country Club was sold to new owners who are reestablishing the golf course and club facilities at this time. Because of the economy, future redevelopment are years away, but a redevelopment plan still needs to be prepared.
3. Shawnee Mission School District finally ended its need for Somerset Elementary School. Village Vision recommended the reuse of this property for residential purposes and an assisted living project has been approved for it.
4. The closing and sale of Mission Valley Middle School was not anticipated in 2007 when Village Vision was prepared. This is an 18 acre site that has not been addressed in the Comprehensive Plan and needs to be addressed through a thorough community involvement process. The Planning Area should include a larger area surrounded by Somerset Drive on the west, 83rd Street on the north, Mission Road on the east and the south property line of the school on the south. The City is currently working on an amendment regarding this area.

As the City has been implementing the Bike/Trail Plan as part of the Park Master Plan, it appears that Nall Avenue will be the trail route rather than Roe Avenue as shown in the Park Master Plan. The Park Master Plan will need to be amended to show this change. Input from the Parks & Recreation Committee will be necessary.

If no other changes are suggested, the Park Master Plan will need to be amended to change the trail route from Roe Avenue to Nall Avenue. Mr. Enslinger noted that the trail cannot be constructed the entire length desired along Roe Avenue. The City of Mission has already set a trail in place along their section of Nall. The City of Overland Park has stated they would support a trail along Nall. The proposed trail will have connections at 91st Street with Franklin Park and to Corinth Square Shopping Center.

Bob Lindeblad moved the Planning Commission authorize a public hearing to amend Village Vision at a date to be determined later. The motion was seconded by Nancy Vennard and passed unanimously.

OTHER BUSINESS

Approval of 2012 Meeting and Submittal Schedule

Dennis Enslinger reviewed the proposed 2012 Meeting and Submittal Schedule noting the requirement for submittal approximately three weeks prior to the meeting necessitates the calendar be adopted prior to December for distribution to potential applicants.

Due to the difficulty of staff being required to attend City Council meetings as well as Planning Commission meetings, the conflicting Planning Commission meetings have been moved to the second Tuesday of the Month. In 2012, these are the January, July and September meetings.

The Planning Commission members approved the 2012 meeting schedule as presented.

Next Meeting

Joyce Hagen Mundy announced the December agenda will include site plan approvals for additional antennas on existing towers at St. Ann's, City Hall and the Fire Station at Roe. Dennis Enslinger added there will also be a building line modification and a variance request for a rear yard setback in addition to the public hearing approved this evening.

Mr. Enslinger noted the request for qualifications for the amendment to the comprehensive plan will be sent out November 1st. It is anticipated the meetings in conjunction with the study will be held in January, 2012.

Student Questions

The Commission members answered questions from the UMKC students in attendance.

ADJOURNMENT

With no further business to come before the Planning Commission, Chairman Ken Vaughn adjourned the meeting at 8:30 p.m.

Ken Vaughn
Chairman

**Prairie Village
Police Pension Plan Board Meeting
Minutes**

October 20, 2011 meeting
2PM, Police Department Conference Room

Committee members present: Ivan Washington, Jim Whittier and Quinn Bennion. Also present: Jenny Mosh of Lathrop & Gage, Lana Maudlin of UMB Investment.

Quinn Bennion called the meeting to order. He referenced the meeting outline:

1. Investment Report – UMB Bank
2. Board Member Training – Lathrop & Gage

Investment Report – UMB

Lana Maudlin of UMB handed out a plan performance review report through September 30, 2011. She also distributed two complimentary pages illustrating the 2011 market performance and plan investment allocation through October 19, 2011.

Ms. Maudlin discussed the performance report including the following highlights:

- The market significantly declined in July and has been slow to recover
- There has been some rebound of the market since September
- With the recovery in October, the plan balance is down less than 1%
- The “other managed funds” represents the gold market and has performed very well this year, but appears to have leveled out
- 2012 has a bleak outlook with the nation’s high unemployment rate, slow economic growth, presidential campaigning and fear in the international market
- The pension plan balance on October 19, 2011, was \$9,025,604

The Board asked follow-up questions about the plan’s status and performance compared to the benchmarks. In general, the investments are outperforming the benchmarks. The plan’s compound annual return is not meeting the 8% assumptions. Since 1989, the compound annual return is 7.43%.

Board Member Training – Lathrop & Gage

Jenny Mosh of Lathrop & Gage referred to the training presentation binder that was handed out at the July meeting. Ms. Mosh continued the training session at the point where the Board stopped in July.

The training session followed the training binder and included the following topics:

- Board's responsibility to monitor service providers and evaluate their performance
- Responsibilities of the investment manager
- Role of the plan actuarial services
- Role of the trustee benefit payment services
- Continued monitoring of the distributions and payments
- Indemnification of the members of the Board when acting in their official duties
- Prohibited transactions of the plan

The Board discussed components of the training and agreed that follow-up is needed on the following items:

- The Board should conduct a periodic review of providers and their performance
- There needs to be periodic employee education meetings with plan participants. These meetings could occur in January when SilverStone visits the Board meeting.
- A plan summary should be available to plan participants in paper form and/or on the employee website
- Ensure that M&I is sending 1099-R forms to each retiree receiving distribution from the plan
- Ensure that staff is reviewing the M&I reports and reconciling the balances
- Discuss the validity of the plan's 8% investment return assumption

The Board discussed the next meeting date and tentatively set Thursday, January 19th, 2012.

Meeting adjourned at 3:15PM.

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Minutes prepared and submitted by
Quinn Bennion
City Administrator
October 21, 2011

**City of Prairie Village
Insurance Committee
Minutes**

November 8, 2011 meeting
4:30PM, Multi-Purpose Room

Committee members present: Steve Noll (Chair), Andrew Wang, Tom Cannon, Brett Lane, and Quinn Bennion. Also present: Bob Frankovic of Cretcher Heartland, insurance consultant and broker, Steve Sopinski of Cretcher Heartland. City staff members attending: Lisa Santa Maria.

Steve Noll chaired the meeting and called the meeting to order. The newest member of the insurance committee, Brett Lane, was welcomed. Chairman Noll referred to the meeting agenda:

Agenda

1. Historical Premium and Loss Summary
2. Claims Review
3. 2011 Workers Compensation Experience Mod Review
4. 2011 Coverage Checklist
5. 2012 Market Strategy
6. Benchmarking

Historical Premium and Loss Summary

Bob Frankovic distributed a binder to the committee members that served as a guide for discussion and outlined the meeting agenda. Steve Sopinski provided an overview of the Premium and Loss Analysis. He noted that the City's claims history is very positive.

Claims Review

Steve Sopinski reviewed the recent claims and noted one open claim: the recent worker's compensation injury of a crossing guard. Tom Cannon inquired about the Newcomer claim and requested that staff examine WaterOne's right-of-way permit and ordinance.

2011 Workers Compensation Experience Mod Review

Steve Sopinski referenced the section titled "2011 Experience Modifier Review" in the binder. Steve reported that he will look at the modifier rating for Workers Compensation. The City has experienced very little loss the past few years. Employees appear to be following safety precautions and procedures and the City's efforts to implement and carryout good risk management practices are paying off.

2011 Coverage Checklist

The committee discussed the coverage checklist. Steve Sopinski recently visited with City Hall staff regarding the coverage listing. The committee reviewed the coverage changes including the recent exclusion of flood and earthquake coverage. Bob Frankovic recommended the City consider Fraud Transfer Insurance in the amount of \$500,000 coverage. He provided examples of when the fraud transfer coverage would be helpful including protections for online banking and fund transfers. The cost to the City for the remainder of the coverage year would be \$131.

Bob Frankovic then discussed cyber liability insurance coverage which is not currently covered for the City. The coverage includes a hold harmless if personal data or credit card data is compromised. Currently, the City uses a third party to collect and charge credit card information and the City does not store any of the private information. The committee discussed the value of the coverage and a coverage rate will be provided as part of the renewal package for consideration.

Tom Cannon moved that the committee approve and purchase the fraud transfer insurance for \$131 for the rest of the year. The motion was approved.

2012 Market Strategy

Cretcher Heartland reviewed the strategies for the 2012 renewal. Tom Cannon suggested reviewing the reservation forms for parks, grounds and building facilities to ensure the proper indemnification and protections are included.

Benchmarking

The committee discussed having the Stewardship Report ready for the next meeting, which will be first week in February. If necessary, the committee will call for an Ad Hoc meeting prior to February. Bob Frankovic indicated that we should have firm quotes by February 1st from the incumbent. If not, then we will have to have a full market exercise. Steve Noll (chair) approved Bob Frankovic's recommendation.

Meeting adjourned 6:05PM

Minutes submitted by
Quinn Bennion, City Administrator
Lisa Santa Maria, Finance Director

December 10, 2011

**Board of Johnson Co. Commissioners
111 S. Cherry St. Suite 3300
Olathe, Ks. 66061**

**Environmental Dept. Attention: Cindy Kemper
11811 S. Sunset Dr. Suite 2700
Olathe, Ks. 66061**

**Mayor & Council Prairie Village ✓
7700 Mission Dr.
Prairie Village, KS 66208**

We read with great interest the "Don't Count It Out" article in a recent KC Star issue (copy enclosed). It said much that we feel deserves to be considered.

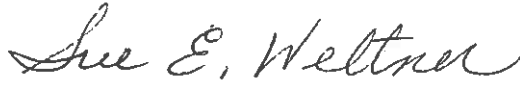
We have watched our trash collection go from a once per week pick up to special barrels, for trash and recyclables with 3 huge trucks coming by each week. Who ever thought that this made any sense economically or even environmentally? Recycling is nice but not very economic except for aluminum cans. In my view, this whole thing has been done to make some people feel good, but it has now gotten out of control.

We have gone from low cost convenient plastic trash bags to expensive paper bags that fall apart if it happens to rain. Now you are proposing to discontinue yard waste altogether apparently under the false premise of a nearly full landfill. We residents don't want messy leaves, wood, and other yard waste left on our lawns, also we fear yard trash would be put in our streets, sewers and parks. We want to keep our


homes and neighborhoods clean and attractive and disposing of yard waste would help do this. We believe our elected representatives were elected to solve the residents problems not mess things up.

If some feel they want to save the world by holding their yard waste in a compost or whatever let them do it, as long as they don't stink up or trash their neighborhood. We suggest that, for the rest of us, you help keep our neighborhoods neat and beautiful by dropping your ban on picking up yard waste and just stick to the business of letting the trash contractors do their job.

Sue E. Weltner



Edward B. Weltner



**7916 Granada
Prairie Village, KS 66208
913-649-1715
eswelt@kc.rr.com**

Trash police?

Don't count it out.

Dec. 6

Danetri Herbert

913 Columnist

No one should be surprised to find a Johnson County bureaucrat digging through trash bins come January. That's when new trash regulations, courtesy of the Johnson County Environmental Department, take effect.

Like Chicken Little, officials ran through the county last year announcing that without reform, the Johnson County Landfill, owned by Deffenbaugh, would be completely full within 10 years — long before its 2027 permit expires.

Arguing that allowing trash haulers to set their own prices and policies would lead to mountains of garbage spilling into the streets, environmental department employees convinced city and county officials to force more regulations on a (mostly) private industry that was doing just fine.

Now that we don't have to worry about errant soda cans eternally resting in the landfill, we do need to spend a few sleepless nights wondering why county officials used outright propaganda to make their point. With little concern for how their hot air would contribute to global warming, county environmental officials launched a long campaign to advocate for stricter garbage regulations last year.

The enviros' smoke-blowing convinced a majority of city councils in Johnson County as well as the Board of County Commissioners that government fiat was the only way to stop the county from becoming a real life version of Pig Pen's living quarters.

Set to take effect in January 2012, the new garbage rules require trash haulers to acquire a costly license and to offer recycling to residents at no extra charge. Of course, the only way haulers can offer the additional service without charge is to raise the price of the base service.

The regulations also will impose pay-as-you-throw pricing controls, and haulers will soon be required to charge customers based on the volume of waste they put on the curb. And yard waste can no longer be taken to the county dump.

No word yet on exactly how haulers or the folks at the landfill will determine whether someone sneaked a few sticks and leaves into garbage bags arriving at the county dump, but residents shouldn't be surprised to find an environmental official lecturing them over a misplaced twig in January. Long before the county stepped in, more and more trash haulers were offering recycling services. Many required an additional fee because it costs extra money to hire more staff, run separate trucks through communities and take recyclables to places other than the landfill.

And still, plenty of Johnson County residents were willing to pay the additional recycling fee without a mandate from the county government. Unfortunately, that didn't stop Johnson County bureaucrats from hopping on their recycling high horses to rescue the Deffenbaugh Landfill.

Whether the new regulations will actually lead to more recycling remains to be seen. In Olathe, trash service is a city utility. Recycling is offered to everyone, but drive through an Olathe neighborhood on trash day, and in many parts of town, fewer than half of the residents even bother putting the city-provided recycling bins on the curb.

But increasing recycling was never really the point for the county's environmental department. Telling private business in Johnson County how to operate was.

Want further proof? Mere months after the enviros celebrated the passage of landfill-saving regulations, a study commissioned by Deffenbaugh Industries determined that the landfill

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has the capacity to be used through 2043 -- far beyond the sky-is-falling-warnings of county bureaucrats. An independent consulting firm confirmed the study's findings.

Now that we've narrowly avoided imagined mountains of recyclables spilling from the county landfill and into our driveways, who will rescue us from the very real river of bull manure coming from Johnson County Environmental Department officials?

Tell a friend (/mail-frontend/2)  Share (<http://www.facebook.com/thisstar>)               

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Comments



Matt Davis

4 hours, 37 minutes ago

This article is pure sensationalism. The author tries to make the Johnson County Environmental Department out to be some big scary government body interested in running everyones lives, while making no relevant points as to why extending the life of the land fill is bad. Diverting recyclables and compostables will ensure that JoCo residents won't have to pay huge monetary and environmental costs to ship their trash elsewhere. Is this author against environmentally friendly practices? Is she writing on behalf of deffenbaugh? Why is lowering our amount of waste such a bad thing? There are only so many landfills to go around if we think we can just throw everything away and forget about it we are dead wrong. Oooohh big scary environmental department telling me to recycle! How about you take some responsibility and decide to live in an eco-friendly way on your own. Thats my opinion.



Sam Abedir

1 hour, 18 minutes ago

The article is not sensationalism. The JoCo and especially the OP councils micromanage to the nth degree. Have you ever wondered why gas costs more in KS? Part of it is higher gas taxes but the other part is the remarkably few number of gas stations in JoCo. Low supply keeps the demand high. Have you ever tried to buy gas on 135th Street? In all of JoCo there is only one gas station on the south side of 135th. If you are driving east on 135th, good luck getting gas. You need to make three left turns to get into any parking lot or gas station.

Have you ever complained about your cell service in JoCo? Especially if you have Sprint? I used to blame Sprint. Then I learned that the same micromanaging government is preventing the erection of new cell towers.

And how do you conclude that "diverting recyclables and compostables will ensure that JoCo residents wont have to pay huge monetary..." All garbage costs will go up because of this - the columnist clearly explained it. And if you dont believe it - ask one of your KCMO friends.

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**Council Members
Mark Your Calendars
December 19, 2011**

December 2011 Richard Joslyn and Dr. William Herre watercolor exhibit in the R. G. Endres Gallery
December 26 City offices closed in observance of Christmas

January 2012 City owned art in the R. G. Endres Gallery
January 2 City offices closed in observance of New Years
January 3 (Tues.) City Council Meeting
January 13 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
January 16 City offices closed in observance of Martin Luther King Day
January 17 (Tues.) City Council Meeting

February 2012
February 6 City Council Meeting
February 10 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
February 20 City offices closed in observance of Presidents' Day
February 21 (Tues.) City Council Meeting

March 2012 Fred Mullett printmaking exhibit in the R. G. Endres Gallery
March 5 City Council Meeting
March 9 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
March 19 City Council Meeting

April 2012
April 2 City Council Meeting
April 14 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
April 16 City Council Meeting

May 2012
May 7 City Council Meeting
May 11 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
May 21 City Council Meeting
May 28 City offices closed in observance of Memorial Day

June 2012 Senior Arts Council exhibit in the R. G. Endres Gallery
June 4 City Council Meeting
June 8 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
June 18 City Council Meeting

July 2012 Dorrance / Higgins / Nye exhibit in the R. G. Endres Gallery
July 2 City Council Meeting
July 4 VillageFest
July 4 City offices closed in observance of Independence Day
July 13 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
July 16 City Council Meeting

August 2012

August 6 City Council Meeting
August 10 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
August 20 City Council Meeting

September 2012

September 3 Ukrainian - Sister City exhibit in the R. G. Endres Gallery
September 3 City offices closed in observance of Labor Day
September 4(Tues.) City Council Meeting
September 14 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.

October 2012

October 1 State of the Arts Exhibit in the R. G. Endres Gallery
October 1 City Council Meeting
October 12 Artist reception in the R. G. Endres Gallery
October 15 City Council Meeting

November 2012

November 5 City Council Meeting
November 9 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
November 19 City Council Meeting
November 22 City offices closed in observance of Thanksgiving
November 23 City offices closed in observance of Thanksgiving

December 2012

December 3 City Council Meeting
December 14 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
December 17 City Council Meeting
December 25 City offices closed in observance of Christmas