

CITY OF PRAIRIE VILLAGE

March 4, 2013

Council Committee Meeting 6:00 pm

City Council Meeting 7:30 pm



**COUNCIL COMMITTEE OF THE WHOLE
Council Chambers
March 04, 2013
6:00 PM**

AGENDA

CHARLES CLARK, COUNCIL PRESIDENT

AGENDA ITEMS FOR DISCUSSION

Discussion regarding 2014 Budget - Overview of Significant Items
Quinn Bennion & Lisa Santa Maria

***Council Action Requested the same night**

Significant Budget Proposals Proposed 2014 Budget

At the February 2, 2013 Council Work session, the City Hall staff was asked to compile a list of Significant Budget Proposals for discussion in regards to the Proposed 2014 Budget. The following Significant Budget Proposals have been identified for discussion by Council and staff.

| Item | Description | Background / Description of Project | Estimated Budget Amount 2014 |
|------|--|--|---------------------------------------|
| A 1 | Community Center Feasibility Study | Determine what additional action is needed. If Council wants to proceed, additional project funds will be needed in the CIP budget. | \$ - |
| A 2 | Develop a plan for parks funding and more park/green space (Parks Master Plan) | Discussed by Finance, Council and Parks and Rec Committee. Sales tax initiative not pursued in 2012. Staff and Parks and Rec Committee are recommending adding projects. Staff anticipates parks funding to be between \$200,000 - \$300,000 annually in the CIP budget for several years. More information and a presentation will occur in May from the Parks and Rec Committee. | \$ (250,000) |
| A 3 | Address Emerald Ash Borer infestation | <p>Currently being researched. The Tree Board discussed this item in January and will provide a recommendation in the coming months.. There needs to be a decision to treat and / or remove street trees.</p> <p>Contract to remove trees depends on the dbh (thickness) of the tree. Prices vary from \$140-\$1215. The average of the cost of arterial avenues and minor streets is \$575. For 737, trees that is \$423,775 total. This is also assuming our 2013 contract agreement rate.</p> <p>The cost for a single treatment on average is \$87.02 (using city labor). Because the treatment works for two years the true annual cost is \$43.51 per tree or \$33,540.87 a year excluding admin and training costs.</p> <p>The estimate represents spreading the cost over 5 years.</p> | \$ (100,000) |
| A 4 | Rental licensing program enhancement | Estimated cost includes a staff position for inspection and program administration for possible interior inspections. There is also a one-time cost for a vehicle and other equipment. Cost could be offset with a fee increase. There are currently 800 rental properties license. | \$ (65,000) |
| A 5 | Review necessity of pet licenses / enumeration | Explore revenue and cost of administering animal licensing program and enumeration. Also discuss the benefits and drawbacks of licensing pets. Savings would be nominal, but would enable staff to focus on other priorities. | \$ - |
| A 6 | Explore the purchase of the city's street light and /or traffic signal system | <p>Currently KCPL owns the street lights and signal systems. The city pays an annual tariff for the use. Several neighboring cities have found it cost effective (long term) to purchase these systems through the issue of bonds.</p> <p>2013 Budget: Street lights - \$690k Traffic signals - \$680k</p> | |

**Significant Budget Proposals
 Proposed 2014 Budget**

| | | | |
|------|--|---|-------------|
| A 7 | Comprehensive Compensation Study | Recommended if Council desires to review employee salary and benefits structure. Full study includes pay, insurance and retirement plans. | \$ (30,000) |
| A 8 | Pool closing on weekdays after start of school | Closing the pool Mon-Thurs after the start of schools, would save wages of concession and life guards less lost revenue. | \$ 8,000 |
| A 9 | WC Insurance Coverage | Explore joining KERIT instead of traditional Worker's Compensation coverage. Kerit is first dollar coverage with no deductibles. Savings amount reflects transferring to KERIT and cancellation penalty. The Insurance Committee explored the possibility of joining the KERIT insurance pool for workers comp insurance on three occasions and has not recommended a change. | \$ 30,000 |
| A 10 | Accelerate Street Maintenance | Accelerate street maintenance with a bond issue or a mill levy increase. With the current assessed valuation estimate for 2012, 1 mill would raise \$282,170. | \$ - |
| A 11 | Video System - Police Department | Replacement units for in-car video/audio systems. 13 units - \$78,000 13 installations - \$5,200 Total = \$83,200 | \$ (83,200) |
| A 12 | Mill levy increase | This is an option even though the preference is not to. With the current assessed valuation estimate for 2012, 1 mill would raise \$282,170. | \$ 282,170 |

Totals (208,030)

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Council Chambers
March 04, 2013
7:30 PM**

- 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 - February 19, 2013
- 2. Approve Claims Ordinance 2903
- 3. Approve the agreement with Phil Jay for music and emcees services at the Mayor's Holiday Party on December 13, 2013 for \$625.00

By Committee

- 4. Approve the Allocation of \$26,708 from the Equipment Reserve Fund to Pay for an Upgrade to the School Zone Beacon System (Council Committee of the Whole Minutes - February 19, 2013)
- 5. Authorize the Mayor to sign the Construction Contract with William White & Sons Construction Co. for Project CONC2013, 2013 Concrete Repair Program for \$730,000.00 (Council Committee of the Whole Minutes - February 19, 2013)
- 6. Authorize the Mayor to sign the Construction Contract with Vance Brothers, Inc. for Project P5000, 2013 Crack Seal/Micro Surfacing Program for \$289,000 (Council Committee of the Whole Minutes - February 19, 2013)

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

Community Center Feasibility Study Committee

Discussion and Consideration of Community Center Feasibility Study

Environment/Recycle Committee - Ruth Hopkins

VIII. STAFF REPORTS

IX. OLD BUSINESS

Consider Final Plat for PV Shopping Center

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 385-4616, no later than 48 hours prior to the beginning of the meeting.

If you are unable to attend this meeting, comments may be received by e-mail at cityclerk@pvkansas.com

**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
February 19, 2013**

The City Council of Prairie Village, Kansas, met in regular session on Tuesday, February 19, 2013, 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: Ashley Weaver, Steve Noll, Andrew Wang, Laura Wassmer, Brooke Morehead, Charles Clark, David Morrison, Ted Odell and David Belz.

Also present were: Wes Jordan, Chief of Police; Keith Bredehoeft, Interim Public Works Director; David Waters for City Attorney Katie Logan; Quinn Bennion, City Administrator; Dennis Enslinger, Assistant City Administrator; Lisa Santa Maria, Finance Director; Joyce Hagen Mundy, City Clerk.

Mayor Shaffer led all those present in the Pledge of Allegiance and asked for a moment of silence in response to the explosion at JJ's restaurant at the Plaza that occurred earlier in the evening.

PUBLIC PARTICIPATION

With no one else to address the Council Public Participation was closed.

CONSENT AGENDA

Charles Clark moved the approval of the Consent Agenda for February 19, 2013:

1. Approve the Regular Council Meeting Minutes - February 4, 2013
2. Approve the purchase of two (2) 2013 Ford Police Interceptor Sedans, and two (2) Ford Police Interceptor Utility vehicles with the City of Mission Hills paying for one of the utility vehicles under the 2013 MACPP Metro Bid with Shawnee Mission Ford at a cost of \$79,500

3. Approve a multi-jurisdictional agreement among the City of fairway, Kansas, the City of Mission, Kansas, the City of Overland Park, Kansas, the City of Roeland Park, Kansas, the City of Prairie Village, Kansas, the City of Westwood, Kansas and the City of Mission Hills, Kansas for the Rock Creek Watershed Planning & Management Study.
4. Approve the following recreation contracts: Omega Soccer for use of Franklin Park for two soccer camps; Johnson County Park & Recreation District - 2013 Learn to Swim Program Participation Agreement, 2013 City of Prairie Village Day Camp Agreement and 2013 City of Prairie Village Pool Usage Agreement
5. Authorize the Mayor to execute the Final Plat for Saint Ann's Catholic Church subject to the conditions required by the Planning Commission.

A roll call vote was taken with the following members voting "aye": Weaver, Noll, Wang, Wassmer, Morehead, Morrison, Clark, Odell and Belz.

MAYOR'S REPORT

Mayor Shaffer reported he attended the following events on behalf of the City: Kansas City Chamber Kick-Off; City Hall Day in Topeka, NARC Annual Conference and Board Meeting in Washington, D.C.; NE Mayor's meeting and participated in the Leadership Northeast Mayors' Roundtable. Mayor Shaffer shared a book created by the third grade students at Briarwood Elementary entitled "The ABC's of Prairie Village". Mayor Shaffer also noted the recent recognition given to the Café Provence Restaurant in Prairie Village by USA Today.

COMMITTEE REPORT

Council Committee of the Whole

COU2013-05 Consider approval of an amendment to the Prairie Village Employee Handbook - 1.7 Residency Requirement

On behalf of the Council Committee of the Whole, Charles Clark moved the City Council approve an amendment to the Prairie Village Employee Handbook to modify the residency requirement of the Public Works Director and Chief of Police positions to require Johnson

County residency. The motion was seconded by Steve Noll and passed by a vote of 7 to 2 with Wang and Odell voting in opposition.

STAFF REPORTS

Public Safety

- Chief Jordan reported on a joint press conference with the KC Police Department & the City of Leawood announcing the arrest of an individual for more than 15 recent burglaries in the area. The arrest was the result of technology and strong cooperation between the three departments.

Public Works

- Keith Bredehoeft reported the Public Works staff is preparing for the forecast snow storm later in the week and will operate split 12 hour shifts beginning Wednesday evening.
- 2013 street projects will begin in the middle of March. He noted three streets have sidewalk petitions being considered.

Administration

- Dennis Enslinger announced the next Legislative Breakfast will be held on Saturday, March 9th with Representative Bollier speaking.
- Due to the forecast snow, Tuteru has cancelled the citizen information meeting scheduled for Thursday evening. They are working on a new date for the meeting. This will be posted on the website when it becomes available.
- Mr. Enslinger highlighted several of the bills currently being discussed by the State Legislature including HB2271 on Elections, SB109 on lobbying, HB101 on public funds to promote sustainable development funds and HB2111 weapons in public buildings. The Council authorized Mr. Enslinger to express the City's opposition to HB2271 and 109.
- Lisa Santa Maria provided an updated budget calendar and reminded council members of the scheduled discussion of large ticket budget items on March 4.
- David Waters reported the KS Supreme Court has denied the appeal of the Charter Ordinance 25 protest petition submitted in 2009. This ordinance is now valid as all of the appeals have been heard. It was reported that \$13,400 was spent by the City in legal fees for the court case and two appeals of the protest petition.
- Quinn Bennion reported Notify JoCo will hold a press conference next Tuesday as the program goes live. Prairie Village will continue to also use Code Red during the transition.
- More than 140 applications were received for the Assistant to the City Administrator position. Staff is reviewing applications and will interview candidates in the next few weeks.
- Staff is preparing the RFP for the Public Works Director search and working with the Mayor on putting together the selection committee.

OLD BUSINESS

Consider Final Plat for Prairie Village Shopping Center

Dennis Enslinger reported the staff continues to meet with property owners for the Prairie Village Shopping Center Plat and applicant has requested deferral to the March 4, 2013 City Council Meeting. Mr. Enslinger indicated that he does not feel the issues will be resolved by March 4th and may need to be continued again or returned to the Planning Commission.

Charles Clark moved to continue action on this item to the March 4, 2013 City Council Meeting. The motion was seconded by Laura Wassmer and passed unanimously.

NEW BUSINESS

Request from Lane4 regarding staff determination on CID reimbursement

Dennis Enslinger stated that when the Corinth Square CID was approved the concept for Developer Projects was that they were for public enhancements to the center and were to be “permanent” public improvements. Based upon this intent and the description contained in Exhibit C of the agreement, staff made the determination that the CID could reimburse only a portion of the sign costs under the Developer Project reimbursement provisions of the agreement. The Tenant Improvement provisions of the agreement allow for reimbursement of tenant improvements at a rate of 50% above the “Base Amount” as defined in the agreement.

Under the current determination, staff has approved reimbursement of \$32,045.44 under the Developer Project provisions for the signs. The Developer is requesting reimbursement of \$154,904.12 and has asked the Council to reconsider the staff determination.

Ted Odell asked what the total reimbursement request for this project. Mr. Enslinger responded he did not have the exact number, but it was approximately \$3.5 million for the project without the Hen House portion. Mr. Enslinger added that if there is not sufficient money

in the CID account for reimbursement, the CID funds pays interest until there is sufficient funding.

Jeff Berg with Lane4 stated they respectfully disagree with Mr. Enslinger's interpretation that the signage is a tenant improvement and not an enhancement to the center. He stated "tenant improvements" are designed to attract new tenants or to retain existing tenants. The signage was directly the result of the site exterior improvements causing the existing signage to be replaced. He noted that since the existing signage had already been paid for by the tenants, they could not be charged for the replacement sign. If the tenant wanted enhancements to their signage, they were assessed for those costs. He also noted new tenants will be assessed for the cost of their signage. They believe the shopping center remodel could not be done without installing all new signage and therefore, the cost for that signage is reimbursable under the project reimbursement provisions of the agreement.

Charles Clark stated as a member of the negotiating team, he concurs with Mr. Enslinger's interpretation.

Mr. Odell and Mr. Belz questioned Mr. Berg's contention that the new signage was required as part of the remodel and therefore should be covered at 100% under the development portion of the agreement.

Dennis Enslinger explained that in areas where there are more than one tenant, the code requires the property owner to establish sign standards to ensure some level of consistency in the signage. The sign criteria are determined by the owner and approved by the Planning Commission.

David Belz stated he felt the new signage would have been with or without CID funding. Mr. Berg responded it would not have been done all at once, but would have been phased in as tenants upgraded or moved in.

Laura Wassmer stated signage is a cost of doing business - tenants have to have signs. She would be comfortable with splitting the contested portion of the reimbursement.

Brooke Morehead asked who owned the signs - Lane4 or the tenant. Mr. Berg felt the owner would as they had paid for them.

Quinn Bennion asked what percentage of improvements at the center was paid for with private funding vs. CID. Mr. Berg responded he did not have that information.

Mayor Shaffer confirmed an earlier disagreement on the reimbursement for the roofing on Johnny's.

Charles Clark moved the City Council affirm Mr. Enslinger's interpretation and approval of CID reimbursement request by Lane4 for the Corinth Square CID project. The motion was seconded by David Morrison and passed unanimously.

Ted Odell noted with the early estimates of CID funding of approximately \$500,000 per year reimbursement requests over \$3 million will require significant interest costs.

ANNOUNCEMENTS

| | | |
|--------------------------------|------------|-----------|
| Prairie Village Arts Council | 02/20/2013 | 7:00 p.m. |
| JazzFest Committee | 02/21/2013 | 6:30 p.m. |
| Environment/Recycle Committee | 02/27/2013 | 7:00 p.m. |
| VillageFest Committee | 02/28/2013 | 7:00 p.m. |
| Council Committee of the Whole | 03/04/2013 | 6:00 p.m. |
| City Council | 03/04/2013 | 7:30 p.m. |

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The Prairie Village Arts Council is pleased to announce an oil painting exhibit by Richard Findley in the R. G. Endres Gallery for the month of February.

The City offices will be closed on Monday, February 18th in observance of President's Day. Trash services will **not** be delayed this week.

The annual large item pick-up has been scheduled. Homes on 75th Street and north of 75th Street will be collected on Saturday, April 13th. Homes south of 75th Street will be collected on Saturday, April 20th.

ADJOURNMENT

With no further business to come before the City Council, the meeting was adjourned at 8:28 p.m.

Joyce Hagen Mundy
City Clerk

CITY TREASURER'S WARRANT REGISTER

DATE WARRANTS ISSUED:

Warrant Register Page No. 1

March 4, 2013

**Copy of Ordinance
2903**

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 |
|-------------------------------------|----------------|------------|---------------------|
| <u>EXPENDITURES:</u> | | | |
| Accounts Payable | | | |
| 4243-4328 | 2/1/2013 | 299,787.02 | |
| 4329-4332 | 2/8/2013 | 3,558.42 | |
| 4333-4396 | 2/15/2013 | 102,080.19 | |
| 4397 | 2/19/2013 | 269.08 | |
| 4398 | 2/21/2013 | 122,439.76 | |
| | | | |
| Payroll Expenditures | | | |
| 2/8/2013 | | 256,960.58 | |
| 2/22/2013 | | 265,324.92 | |
| | | | |
| Electronic Payments | | | |
| Electronic Pmnts | 2/5/2013 | | 8,405.58 |
| Electronic Pmnts | 2/6/2013 | | 484.13 |
| Electronic Pmnts | 2/7/2013 | | 91.12 |
| Electronic Pmnts | 2/11/2013 | | 597.94 |
| Electronic Pmnts | 2/12/2013 | | 730.71 |
| Electronic Pmnts | 2/14/2013 | | 4,257.58 |
| Electronic Pmnts | 2/20/2013 | | 242.92 |
| Electronic Pmnts | 2/22/2013 | | 2,207.16 |
| Electronic Pmnts | 2/25/2013 | | 4,257.58 |
| Electronic Pmnts | 2/26/2013 | | 1,230.29 |
| | | | |
| TOTAL EXPENDITURES: | | | 1,463,617.97 |
| | | | |
| Voided Checks | | | |
| Fitness Equipment Inc | | # 4275 | (231.00) |
| | | | |
| TOTAL VOIDED CHECKS: | | | - |
| | | | |
| GRAND TOTAL CLAIMS ORDINANCE | | | 1,485,891.98 |

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

Passed this 4th day of March 2013.

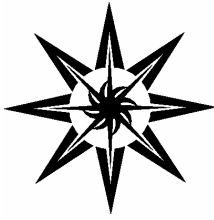
Signed or Approved this 4th day of March 2013.

(SEAL)

ATTEST: _____

City Treasurer

Mayor



ADMINISTRATION DEPARTMENT

Council Meeting Date: March 4, 2013

CONSENT AGENDA: Consider Agreement with Phil Jay for Music and Emcee Services at the Mayor's Holiday Party on December 13, 2013 for \$625.00

RECOMMENDATION

Recommend the Council approve the agreement with Phil Jay for music and emcee services at the Mayor's Holiday Party on December 13, 2013 for \$625.00.

BACKGROUND

Phil Jay has been the DJ for the past seven years at the Mayor's Holiday Party. He has agreed to provide music and emcee services at the party again this year for the same price as last year.

FUNDING SOURCE

01-01-99-7014-016

ATTACHMENTS

1. Agreement

PREPARED BY

Jeanne Koontz, Deputy City Clerk
February 28, 2013

PHIL JAY

2111 E. Santa Fe
Olathe, Kansas 66062
(913) 782-9667
philiaydj@hotmail.com

CONTRACT AGREEMENT

Date: 2-14-13

Phil Jay agrees to provide music & emcee services for the following event, and further agrees to abide by the terms agreed upon below:

CLIENT: THE CITY OF PRAIRIE VILLAGE

ADDRESS: 7700 MISSION ROAD -- PRAIRIE VILLAGE, KS. 66208

HOME PHONE: _____ WORK PHONE: 913 385 4662

TYPE OF EVENT: _____ DATE OF EVENT: DEC. 13, 2013

HOURS (start and end times) _____

LOCATION/ADDRESS Homestead Country Club

TOTAL FEE FOR UP TO A MAXIMUM OF 4 HOURS OF MUSIC \$ 625.00

LESS NON-REFUNDABLE DEPOSIT \$ NONE

BALANCE DUE UPON ARRIVAL OF DEEJAY \$ 625.00

Client must supply two banquet tables (6 or 8 feet in length) for our set up. If event is outdoors, overhead shelter must be provided. The rate for extra hours of music over & above the agreed upon hours in this contract is \$150 per hour. The client agrees that the deposit is non-refundable. The client further agrees that if the event is canceled for any reason, less than 30 calendar days prior to the contracted date, the client will owe Phil Jay 50% of the agreed upon total fee less the deposit. If any event is canceled for any reason less than 2 weeks prior to the contracted date, 80% of the agreed upon fee is due to Phil Jay less the deposit. All cancellations must be put in writing, dated, and mailed to Phil Jay with the signature of the client on said letter. Liability of Phil Jay shall not exceed total agreed upon cost of DJ services. No refunds will be given for any event that ends earlier than the agreed upon end time. Any verbal or physical abuse inflicted upon Phil Jay during event, may result in immediate termination of services with client liable for full agreed upon fee. If for any reason Phil Jay cannot appear due to health problems or other emergencies, a comparable deejay will be supplied.

YOUR NAME (Printed) _____ SIGNATURE _____

REPRESENTING _____ DATE Phil Jay

PHIL JAY PROD. REPRESENTATIVE SIGNATURE _____

**** VERY IMPORTANT **** DO NOT make checks payable to Phil Jay Productions....

All checks MUST be made payable to Phil Jay (not Phil Jay Productions)

Mail to: Phil Jay
2111 E. Santa Fe
Olathe, KS 66062

**COUNCIL COMMITTEE
TUESDAY, FEBRUARY 19, 2013
6:00 P.M.
Council Chambers**

AGENDA

CHARLES CLARK, COUNCIL PRESIDENT

AGENDA ITEMS FOR DISCUSSION

Presentation of general overview of retirement plans for city employees
Jenny Cascone Mosh and Quinn Bennion

COU2013-07 Consider allocation of funds for upgrade of school zone beacon system
Sgt. James Carney

COu2013-08 Consider approval of a contract with William White & Sons
Construction Company for the 2013 Concrete Repair Program
Keith Bredehoeft

COU2013-09 Consider approval of a contract with Vance Brothers, Inc. for the 2013
Crack Seal/MicroSurfacing Program
Keith Bredehoeft

Follow-up from Council Work Session
Quinn Bennion

Discuss Comprehensive Plan Amendment Process
Dennis Enslinger

COUNCIL COMMITTEE OF THE WHOLE
February 19, 2013

The Council Committee of the Whole met on Tuesday, February 19, 2013 at 6:00 p.m. in the Council Chambers. The meeting was called to order by Council President Charles Clark with the following members present: Mayor Ron Shaffer, Ashley Weaver, Steve Noll, Andrew Wang (late), Laura Wassmer, Brooke Morehead, David Morrison, Charles Clark, Ted Odell and David Belz. Staff Members present: Wes Jordan, Chief of Police; Captains Tim Schwartzkopf and Wes Lovett, Sgt. James Carney; Keith Bredehoeft, Interim Public Works Director; David Waters for City Attorney Katie Logan; Quinn Bennion, City Administrator; Dennis Enslinger, Assistant City Administrator; Lisa Santa Maria, Finance Director; Nic Sanders, Human Resources Specialist and Joyce Hagen Mundy, City Clerk.

Presentation of general overview of retirement plans for city employees

Quinn Bennion stated in response to a request by Council at the February 2nd Council Work Session, staff has asked Jenny Mosh with Lathrop & Gage to present a general overview of the city's pension plans. Mr. Bennion noted one of the significant management decisions is the determination of appropriate compensation and benefits for employees. The pension plans were created to be equitable to employees and competitive with other public entities. Mr. Bennion noted that unique to public retirement plans there are state statutes providing direction as to what can be done. He noted once enrolled in KPERS (Kansas Public Employees Retirement System) neither the city non employee can opt out. State and municipal code requires cities to provide a retirement program for police.

Mr. Bennion noted that some changes were made to employee benefits during the recent review of the employee handbook. Tonight's presentation is informational, if the Council seeks to look further into pension plans, he recommends that it do so as part of a full compensation and benefit study by an outside consultant.

Jenny Mosh stated the Police Pension Plan was established in 1966 as a defined benefit plan with benefits determined by a formula of 2.5% of final average salary times years of service after 25 years. The plan guarantees payment for 120 months for a surviving beneficiary and for the life of a retired officer. Ms Mosh noted as a qualified plan the plan has to meet standards of federal tax code and be approved by the IRS every five years. The next review will be January 31, 2014. The plan is not subject to the requirements of ERISA. The funding mechanism is administered by M&I Bank. The police officers pay 4% of their salary into the plan. The city contribution is determined by an actuary each year. The plan is administered by a Police Pension Board currently chaired by Steve Noll with a resident member and a police department representative.

Ms Mosh noted the Police Pension Plan can be changed; however, she reviewed restrictions as to what changes can be made.

Quinn Bennion noted Prairie Village is one of a few current Kansas cities with their own private police pension plan. All other cities participate in KP&F (Kansas Police & Fire) or KPERS (Kansas Public Employee Retirement System) administered by the state.

Charles Clark noted the number of vested officers currently on the plan is 47. The benefits for these members cannot be changed. Mr. Clark stated in the early 2000, the city was not contributing to the fund. The large contributions reflected in 2010-2012 were required to make up for the earlier lack of funding.

David Belz asked why other cities have gone to KP&F. Steve Noll responded it is easier. They do not have the responsibility of managing the plan. He noted there is a significant cost involved in closing out a plan.

Laura Wassmer asked what the benefit was for KP&F. Quinn Bennion responded it was a more enriched plan for the employee. Ms Wassmer asked if it would be less expensive to the city at some point. Mr. Bennion noted KP&F employees currently pay in 7% of salary with cities paying approximately 18% as the employer contribution.

David Belz felt there was merit in looking further into KP&F. Andrew Wang agreed and feels this should be discussed in detail at some point in time. Steve Noll responded that there is no simple answer and that parallel plans would be required until no officers remained on the existing plan. This can certainly be considered, but noted the answers will not be available in short term.

Quinn Bennion commended the previous board members for adequately funding this plan.

Quinn Bennion noted that any fulltime employee not covered by the police pension plan is covered by KPERS. The KPERS Board and State Legislature have 100% control of this plan. The amount paid into the plan and the plan benefits are determined by the state. The City currently pays a rate of 7.34%. Mr. Bennion noted that prior to 2005 the employee contribution to the plan was significantly more than the city contribution.

In the 1980's the city created a supplemental pension plan for non-commissioned police personnel to balance the retirement benefits of employees. Prior to 2009 this was a pooled plan with a formula determining contributions and benefits. In 2009 the city closed this plan and created a self-managed 401a plan for employees through ING. Unlike KPERS, the city has 100% control over this plan.

Laura Wassmer asked how long it has been since the city's pension plans have been compared with those of other cities. Mr. Bennion responded the last comparison was part of the 2006 comprehensive benefit study. He again encouraged the Council if they wanted to pursue possible changes; this should be done through a full comprehensive benefit study conducted by an outside agency.

COU2013-07 Consider allocation of funds for upgrade of school zone beacon system

Sgt. James Carney stated the Police Department researched various options to improve the reliability and capability of the school zone beacon system throughout the City. He reviewed the current process followed to program the existing system and the challenges it presents. The current pager-based system must be programmed twice a year because the pager system cannot handle the amount of data transfer needed for a full year schedule for each location, programming takes at least one hour per school (twice a year), there is no confirmation back to programmer of acceptance of data, every beacon in every school zone must be physically checked to verify they are working, and there is no way to remotely trouble-shoot when a beacon is malfunctioning. Sgt. Carney also noted that he has been advised the longevity of service for pager based systems is questionable.

Staff determined this goal could be achieved with an upgrade to the current Eltec brand system as opposed to purchasing an entirely new system. The upgrade would entail replacing the time clocks in each beacon cabinet with a new system that uses internet/intranet and RF technology, eliminating the need for the pager system and pager fees. The upgrade would also include an omni-directional antenna to communicate with the beacons and associated software. This will require the upgrade of thirteen (13) Eltec brand school zone beacons from pager-based communications to Ethernet-based communications for \$22,780 (Eltec hardware/software -- \$19,280; installation/testing -- \$3,500). Staff also recommends approval of funds not to exceed \$1,500 to hire a contractor to install the omni-directional antenna. The purchase was approved as part of the 2013 budget.

David Belz confirmed the project would be funded from the equipment reserve fund.

Brooke Morehead asked if the project was bid or if this was the only quote received. Sgt. Carney responded they did not go out to bid as this was not the purchase of a new product but an upgrade of existing equipment. They did receive quotes on the installation and testing with lowest bid selected to provide that service.

David Morrison made the following motion, which was seconded by David Belz and passed unanimously:

**MOVE THE CITY COUNCIL APPROVE THE ALLOCATION OF
\$26,708 FROM THE EQUIPMENT RESERVE FUND TO PAY
FOR AN UPGRADE TO THE SCHOOL ZONE BEACON SYSTEM
COUNCIL ACTION REQUIRED
CONSENT AGENDA**

COU2013-08 Consider approval of a Contract with Wm White & Sons Construction for the 2013 Concrete Repair Program

Keith Bredehoeft stated on February 8, 2013, the City Clerk opened bids for Project CONC2013, 2013 Concrete Repair Program. The following three bids were received:

| | |
|----------------------|----------------|
| William White & Sons | \$710,978.25 |
| O'Donnell & Sons | \$922,925.75 |
| Freeman Concrete | \$1,277,085.00 |
| Engineer's Estimate | \$746,910.00 |

This program consists of repairs to deteriorated concrete sidewalk, curb and ADA ramps. Location of work includes streets in the City's yearly maintenance Districts. Not all streets in the following areas will require work. They are Districts 23 (71st. to 75th. Mission to Roe), 13 (71st to 75th Roe to Nall), 61 (83rd to 87th Roe to Nall) and 64 (83rd to 89th Reinhardt to Roe). The City will also be repairing deteriorated concrete at Harmon, Santa Fe and Taliaferro Parks along with approximately ten miscellaneous locations.

City staff has reviewed the bids for accuracy and found no errors. Funding is available in the Capital Infrastructure Program Project CONC2013. Mr. Bredehoeft noted the low bidder is the same contractor that provided this work in 2012 and did excellent work for the city.

Brooke Morehead noted recent concern expressed by a resident regarding the quality of concrete and asked if that had been addressed. Mr. Bredehoeft responded the city has not had any recent problems with its concrete. He noted there has been problems with the concrete mixture applied fifteen years ago.

Steve Noll made the following motion, which was seconded by Laura Wassmer and passed unanimously:

Move to authorize the Mayor to sign the Construction Contract with William White & Sons Construction Co. for Project CONC2013, 2013 Concrete Repair Program for \$730,000.00.

**COUNCIL ACTION REQUIRED
CONSENT AGENDA**

COU2013-09 Consider approval of a contract with Vance Brothers, Inc. for the 2013 Crack Seal/Micro Surfacing Program

Keith Bredehoeft stated on February 8, 2013, the City Clerk opened bids for Project P5000, 2013 Crack Seal/Micro Surfacing Program. One bid was received from Vance Brothers, Inc. in the amount of \$279,107.40. The engineer's estimate for the project was \$292,778.80.

This contract consists of two separate maintenance programs at various locations throughout the City; a Micro Surfacing program which is a maintenance tool to assist in preserving the existing asphalt pavement, thus extending the pavements life cycle; and a Crack Seal program which seals existing cracks in the asphalt pavement. Sealing cracks and joints helps to prevent water from entering the base of the pavement.

There is \$289,000.00 budgeted for this project and the contract will be awarded for that amount. Locations of work will be adjusted (increased) to utilize the \$289,000 budget.

City staff has reviewed the bid for accuracy and found no errors. Funding is available in the 2013 Capital Infrastructure Program Project P5000.

Ted Odell asked why there was only one bid received. Mr. Bredehoeft responded this has been the case for the past several years. There is a large company out of Wichita that has bid in the past, but they generally only do large projects, such as those in Overland Park. The other companies providing this service are smaller companies who are not comfortable contracting jobs as large as Prairie Village. Mr. Bredehoeft noted that Vance Brothers has done this work for the city for the past several years and has submitted a competitive bid in line with the engineer's estimate.

Steve Noll made the following motion, which was seconded by Ted Odell and passed unanimously:

Move to authorize the Mayor to sign the Construction Contract with Vance Brothers, Inc. for Project P5000, 2013 Crack Seal/Micro Surfacing Program for \$289,000.

**COUNCIL ACTION REQUIRED
CONSENT AGENDA**

Follow-up from Council Work Session

Quinn Bennion stated at the February 2nd City Council Work session, the Council reviewed the status and priority of current projects. Those completed were acknowledged and active projects were reviewed. The following changes were made:

#6 - Explore a more proactive approach to the location of wireless tower facilities in PV and on city property was reclassified as inactive.

#11 - Multipurpose room enhancements were reclassified as completed.

Staff was asked to schedule items for council action and consideration. A tentative schedule was presented for consideration

A review of items currently not being addressed was reviewed and the following changes were made:

#4 - Develop comprehensive plan amendment for Meadowbrook property - moved to active status.

#5 - Organize the Tour de Prairie Village bike race/fundraiser - removed from current consideration.

#6 - Rental licensing program to include interior inspections - moved to active status.

#7 - Explore the reestablishment of the Prairie Village Development Council - removed from consideration.

#9 - Explore the purchase of the city's street light and/or traffic signal system - moved to active status.

#15 - Comprehensive review of committees, role and structure - moved to active status.

#18 - Review of necessity of pet licenses/enumeration - moved to active status.

Ted Odell noted his comments were much broader than the addition of interior inspections for rental property licensing, such as creating a home ownership incentive.

Brooke Morehead noted the discussion of #4 development of Comprehensive Plan amendments used Meadowbrook property as an example and was intended to be broader.

Quinn Bennion noted he would make the changes. Charles Clark advised the Council if in a closer reading of the information they discovered any other changes they should let staff know.

Discuss Comprehensive Plan Amendment Process

Dennis Enslinger noted the discussion at the Council Work Session regarding possible comprehensive plan amendments and requested clarification on the process and scope the Council wanted followed as it could have budget implications. He noted amendments have been done solely by outside consultants, amendments have been drafted by city staff and a combination of both.

Brooke Morehead stated she would like to see any large area with the potential of redevelopment including such information as location, ownership, size, plans of owners, demographics of the area, etc. Mr. Enslinger responded that staff has the ability to gather that information and noted there is very little undeveloped land in the city. Mrs. Morehead stated she would also like to consider possible change of current public properties such as schools and churches.

Quinn Bennion noted that some cities have created plans that identify possible areas of redevelopment, but cautioned the council on how these could be perceived by the public noting the city's experience with discussion on redeveloping 75th Street.

Dennis Enslinger stated Prairie Village has not taken a proactive role on redevelopment, but has chosen to work with property owners as they seek to develop their property placing a heavy emphasis on what the owner wants to do.

David Morrison stated he felt there should be a process in place for the possible future development of a park.

Dennis Enslinger stated there are future land use maps included in comprehensive plans that focus on key development areas. This was not done in the last comprehensive plan. It is harder to do this in smaller cities as an identified general area can more easily be identified as a particular land parcel unlike larger cities where the identified area covers several parcels in a general area. He stated the parks master plan states that there should be a park in the northern section of the city.

Quinn Bennion noted that the past two comprehensive plan amendments have not been completed. Redevelopment of both Mission Valley and 75th Street were not carried through due to resident objections.

Dennis Enslinger noted the current comprehensive plan designation for the Corinth Square Shopping Center was not followed. The comprehensive plan called for higher density and mixed use.

David Morrison stated he felt the city's hands were tied because the City did not have available options identified.

Dennis Enslinger stated the City could do a major amendment to the Comprehensive Plan identifying areas where the city wants more residential, commercial or higher density development.

Charles Clark noted the difficulty in redevelopment if the property owner is not in agreement with the comprehensive plan as was the case with Corinth Square.

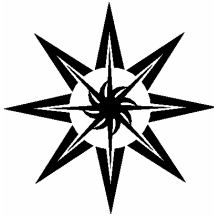
Dennis Enslinger stated comprehensive plans can be successful in directing development if the City is willing to commit to the plan regardless of neighborhood or developer opposition. He noted the comprehensive plan for the City of Mission identified the type of development it wanted for the vacated Mission Center. It has taken eight years but they have a development that is in compliance with their plan.

He is a strong support of comprehensive plans as they set expectations but the City must be willing to be ahead of the game and willing to hold strong to their plan.

Adjournment

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

Charles Clark
Council President



ADMINISTRATION DEPARTMENT

Council Meeting Date: March 4, 2013

Committee Reports: Discussion and Consideration of Community Center Feasibility Study

INTRODUCTION

City Council will discuss the Community Center Feasibility Study dated December 11, 2012, and determine the next course of action. Staff seeks direction from Council regarding future actions steps or to determine not to pursue implementation of the study at this time.

BACKGROUND

The Community Center Committee was established in early 2010 to explore the feasibility of a community center in Prairie Village. The Committee selected 360 Architecture to complete the feasibility study. The City funded 66% of the study(\$36,000) with the Shawnee Mission School District and Johnson County Park and Recreation District splitting the remaining 33% (\$10,000 each). The total cost of the study was \$56,000.

As part of the feasibility study, 360 Architecture completed a market analysis and a citizen survey to determine overall interest in a community center-type facility, desired program elements and what the respondent would be willing to support financially.

The feasibility study proposes three options for a facility located at Harmon Park adjacent to the Prairie Village Pool. Option One provides for the construction of a community center and natatorium with an indoor 50 meter natatorium pool. Option Two provides for the construction of a community center and natatorium with an indoor 25 meter x 25 yard natatorium pool. Option Three provides for the construction of a community center.

Various potential partners were identified during the study such as the YMCA, Shawnee Mission School District, Blazers Swim Club and Johnson County Park & Recreation District. While there is interest in a joint venture, none of the potential partners has made a formal commitment to help fund the construction and ongoing operation of the facility.

FINANCIAL IMPACT

Estimated Project Costs

Option 1: \$43,890,000 - Community Center/Natatorium with 50 meter pool

Option 2: \$41,849,000 - Community Center/Natatorium with 25 m x 25 yd pool

Option 3: \$5,122,000 - Community Center only

Estimated Yearly Operation & Maintenance Costs

Option 1: \$3,033,000 - Community Center/Natatorium with 50 meter pool

Option 2: \$2,821,000 - Community Center/Natatorium with 25 m x 25 yd pool

Option 3: \$710,000 - Community Center only

Estimated Yearly Revenue

Option 1: \$2,246,000 - Community Center/Natatorium with 50 meter pool

Option 2: \$2,101,000 - Community Center/Natatorium with 25 m x 25 yd pool

Option 3: \$420,000 - Community Center only

ATTACHMENTS

1. Link to Community Center Feasibility Study

<http://www.pvkansas.com/Modules/ShowDocument.aspx?documentid=2687>

PREPARED BY

Jeanne Koontz

Deputy City Clerk

March 1, 2013

MAYOR'S ANNOUNCEMENTS
March 4, 2013

Committee meetings scheduled for the next two weeks include:

| | | |
|--------------------------------|------------|-----------|
| Insurance Committee | 03/05/2013 | 3:00 p.m. |
| Planning Commission | 03/05/2013 | 7:00 p.m. |
| Tree Board | 03/06/2013 | 6:00 p.m. |
| Jazz Fest Committee | 03/07/2013 | 6:30 p.m. |
| Sister City Committee | 03/11/2013 | 7:00 p.m. |
| Parks & Recreation Committee | 03/13/2013 | 7:00 p.m. |
| Council Committee of the Whole | 03/18/2013 | 6:00 p.m. |
| City Council | 03/18/2013 | 7:30 p.m. |

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The Prairie Village Arts Council is pleased to announce an mixed media exhibit by Jere Hanney in the R. G. Endres Gallery for the month of March. The reception will be held on March 8th from 6:30 to 7:30 p.m.

Recreation sales begin April 1st.

Storm Debris/Limb Drop-off at Porter Park from March 1st - March 17th.

The annual large item pick-up has been scheduled. Homes on 75th Street and north of 75th Street will be collected on Saturday, April 13th. Homes south of 75th Street will be collected on Saturday, April 20th.

INFORMATIONAL ITEMS
March 4, 2013

1. Planning Commission Agenda - March 5, 2013
2. Prairie Village Arts Council - January 16, 2013
3. Jazz Fest Committee - January 17, 2013
4. Police Pension Board - January 17, 2013
5. Environment and Recycle Committee - January 23, 2013
6. Village Fest Committee - January 23, 2013
7. Mark Your Calendars

**PLANNING COMMISSION AGENDA
CITY OF PRAIRIE VILLAGE
TUESDAY, MARCH 5, 2013
INDIAN HILLS MIDDLE SCHOOL
6400 MISSION ROAD
7:00 P. M.**

- I. ROLL CALL
- II. APPROVAL OF PC MINUTES - February 5, 2013
- III. PUBLIC HEARINGS
 - PC2013-02 Ordinance Revisions to Section 19.25 "Overlay Zoning District" to adopt Design Guidelines for Countryside East Homes Assn
Applicant : City of Prairie Village
 - PC2013-03 Request for Special Use Permit for Private School
7235 Mission Road
Applicant: Arnie Tulloch with HTK Architects on behalf of St. Ann's Catholic School
- IV. NON-PUBLIC HEARINGS
 - PC2013-101 Site Plan Approval - Roe 89 Shops
8825 & 8839 roe Avenue
Zoning: CP-1
Applicant: Gastinger Walker Harden
 - PC2013-106 Site Plan Approval
7870 Howe Circle
Zoning: R-P-1b
Applicant: Hickok Dible Company
 - PC2013-107 Monument Sign Approval
8801 Nall Avenue
Zoning: R-1a
Applicant: SignCraft, Inc. for Hillcrest Covenant Church
 - PC2013-108 Site Plan Approval - Antennas
3921 West 63rd Street
Zoning: R-1a
Applicant: Black & Veatch for AT&T
- V. OTHER BUSINESS
- VI. ADJOURNMENT

Plans available at City Hall if applicable

If you can not be present, comments can be made by e-mail to

Cityclerk@Pvkansas.com

***Any Commission members having a conflict of interest, shall acknowledge that conflict prior to the hearing of an application, shall not participate in the hearing or discussion, shall not vote on the issue and shall vacate their position at the table until the conclusion of the hearing.**

Prairie Village Arts Council
Wednesday, January 16, 2013
7:00 p.m.
City Hall Council Chambers

Minutes

The Prairie Village Arts Council met at 7:00 p.m. in the City Council Chambers at City Hall. Members present: Randy Kronblad, Chair, Pam Marshall, Lindsey Rosemann, Jack Shear, Truss Tyson, and Julie Flanagan. Ian Arnold arrived at 7:20 p.m. Staff: Dennis Enslinger.

Minutes

The minutes were approved as submitted with the addition of the notation which piece donated and to whom. In addition, there was a notation of the date change.

Financial Reports

Mr. Enslinger presented the financial reports for the city budget Prairie Village Municipal Foundation accounts.

City Council Report

Council Member Wassmer noted that the City Council is dealing with the open carry provision. She also noted that the Public Works Director has resigned and that City will be looking for a new Public Works Director. The Park and Recreation Committee reviewed the Community Center Study and the City Council will be reviewing this study at the January 22nd meeting.

Exhibit/Receptions

January Exhibit/Reception – Eileen McCoy, December 14, 2012; there were approximately 30 people in attendance.

February Exhibit/Reception – Richard Joseph Findley, February 8, 2013. 6:30-7:30 p.m.
Volunteers: Art Weeks. Pam Marshall, Shelly Trewolla, Julie Flanagan.

Mr. Enslinger noted there were still seven months open for artists in 2013. Staff has sent out three pending applications and has not received confirmation on these applications. The most pressing months are March, May and June.

Randy has one possible artist and will get in touch with him.

New Business

Mr. Enslinger noted that Randy Kronblad will be resigning from the Arts Council and a Chair. Shelly Trewolla has agreed to chair the Arts Council and the Mayor will be appointing her at the January 22nd City Council meeting.

Old Business

Dennis Enslinger provided an update on the Corinth Shopping Center percentage for the arts project. Mr. Enslinger indicated he had received an email from Lane4, Jeff Berg, stating they were working with a new artist Mathew Dehaemers. Mr. Enslinger provided images of the artist's work from his website www.mathewdehaemers.com. Mr. Berg also indicated in the email

that they had planned on meeting with the artist the week of the 14th to discuss budget and development of a concept plan.

The Arts Council would like to see the direction prior to the commitment by Lane4. Send him an email.

Meeting was adjourned at 7:45 p.m.

JAZZ FEST COMMITTEE
January 17, 2013
7:00 p.m.

Present: Jack Shearer, Gloria Shearer, Donelea Hespe, Mike Polich, Dan Andersen, Kate Fields, JD Kinney, Larry Kopitnik, Diane Mares, Peggy Wright, Doug Couch, Brooke Morehead, Chris Huff and Jeanne Koontz.

Fundraising

Jack Shearer stated that the major purpose of tonight's meeting is to finalize the fundraising contract so it may be presented to the City Council for approval. He noted the importance of going to the City Council with unanimous agreement. There are two separate requests that need to be made to the City Council. The first request is for the Council to approve the contract with Brenda Pelofsky for fundraising services. The second request is for a loan of \$10,000 to cover the contract with Ms. Pelofsky. The committee made a preliminary presentation to Council on Monday, January 7th. The primary feedback were concerns about the amount of money and the concept of hiring a fundraiser seemed foreign.

Jack Shearer presented the 2013 proposed budget. It assumes Ms. Pelofsky will raise \$75,000 in sponsorships. After all the expenses are paid, \$10,000 will be donated to Heartland Habitat for Humanity and the loan will be repaid to the City, leaving a reserve of \$22,000.

The committee reviewed Kate Fields' letter and Jack Shearer's reference checks on Ms. Pelofsky. These items will be included in the information given to Council.

Jack Shearer outlined the provisions of the contract. Ms. Pelofsky will only get paid for new sponsors and the \$10,000 fee will be paid in monthly installments. Ms. Pelofsky will receive a 10% bonus on all funds raised over \$25,000. Brooke Morehead asked Jack if he approached Ms. Pelofsky regarding a lower fee of \$5,000 and higher commission of 15%. Mr. Shearer said he had not but the committee can decide if this is something they want to pursue. Brooke Morehead noted that her suggested arrangement would be more performance based. Diane Mares suggested showing the modified contract to Ms. Pelofsky prior to bringing it to Council.

Dan Andersen said he does not think the contract will be approved if the committee is requesting a loan of \$10,000. Chris Huff said he would also like to move forward without asking for money from the Council. Peggy Wright asked what the City will be liable for. Jack Shearer said he believes with \$3,500 in the bank, the committee has enough to cover the first two months of payments. After that time, the committee would either have sponsor money to pay the monthly payment or if the contract is not working could cancel the contract. Mr. Shearer said he believes the City would not be liable for anything.

Jack Shearer moved the committee withdraw the request for seed money. The motion was voted on and passed.

Brooke Morehead suggested the contract be with Brenda Pelofsky & Associates not Brenda Pelofsky. Peggy Wright, Dan Andersen and Kate Fields agreed.

Talent

Larry Kopitnik presented his ideas on talent. He believes he will need roughly \$20,000 for talent.

Next Meeting

The next meeting will be on Thursday, February 21st beginning at 6:30 p.m. at Dan's house.

Adjournment

The meeting was adjourned at 8:00 p.m.

PRAIRIE VILLAGE ENVIRONMENT AND RECYCLE COMMITTEE

Minutes, January 23, 2013

A presentation by MARC (Mid-America Regional Council) on the Smart Lights for Smart Cities program, open to the public, was held before our meeting began. This was useful information for our committee, considering the energy savings involved in using LED streetlights. Pete Jarchow, for the steering committee, then called the meeting to order at about 7:45 p.m. Attending were Pete, Anne-Marie Hedge, Karin McAdams, Dennis Enslinger, Thomas O'Brien, Ashley Weaver, Nicholas Garcia, Sarah Garcia, Margaret Goldstein, Deborah English, Penny Mahon, Polly Swafford and Ben Claypool, a new member.

The minutes from November were approved as written.

Reports and business

- **Community Gardens**

- Nothing is growing at this time.
- The leadership team has formed and is highly efficient. There are two groups: The Cherokee Christian gardens will not expand this year, and the Harmon garden will expand only slightly.
- There is no news about removing the tree: the Tree Board meets on February 2, and the garden will be on the agenda.

- **Community Forum:** There is nothing to report except the date, which will be October 3.

- **Earth Fair:**

- The biggest news is that the SME library is eagerly preparing their book sale. Book donors can bring their contributions to PVERC meetings, to Margaret Goldstein's house, or to the SME library. To do the latter, call Kathi Knop at 913-993-6617, and she will send a student to pick the books up.
- Dennis asked the committee to create a budget at the next meeting, which will be on Thursday, January 31, at the PV community center.

- **Other business:**

- Dennis updated the group on several issues:
 - There will be a meeting concerning the Mission Valley property on January 24, and a public hearing in March.
 - People are working on proposals for a new community center. The cost would be very high.
 - Work has begun on the Village Shops remodeling.
 - The City Council has approved the right to public protest whenever a Special Use permit is filed. That would include issues like the Mission Valley one.
- Public Works – In light of Bruce McNabb's resignation, it will be difficult to discuss ways to study pre-emergent herbicide use this year. Keith Bredehoeft, the acting director, may be able to attend our next meeting but has little background in this subject.
- Budget
 - This year's budget will be around \$8,000 and probably does not need to be used for e-recycling.

- Committees should submit budgets for the year. Last year the Earth Fair spent about \$3300, including \$1500 for the director. The forum spent \$725, and the food waste program at Normandy Court will be about \$940.
- The Community Gardens should spend the rest of their grant money in 2013, which would leave them needing to be a line item in the PVERC budget in 2014. They will do well to follow closely the city spending cycle.
- Overland Park is doing an e-recycling extravaganza on April 27 and will be needing volunteers.
- Pastor Aaron Roberts from Colonial UCC Church in Prairie Village is leading a tree-planting event on April 14, designed to help those who have lost trees due to drought. He would like advice about who would benefit most from it. It was suggested that they give away trees at Village Fest. Perhaps there could be a talk about tree care, especially in drought conditions.
- Ben's daughter's Girl Scout troop is interested in an earth-related project. Trash pick-up in a park might be effective and safe, and it would be especially educational if they displayed what they picked up at a table at the Earth Fair. Perhaps they could show which of those items were recyclable.
- Free mulch will be available on April 6 at Santa Fe Park, by the water tower.

The meeting adjourned at 8:40

The next meeting will be held on February 27 at 7:00 p.m.

Respectfully submitted,

Karin McAdams

VILLAGEFEST COMMITTEE

January 24, 2013

The VillageFest Committee met January 24, 2013 at 7:00 pm. Present and presiding, Marianne Noll. Members present: Beth Cavanaugh, Susan Forrest, Cindy Clark, Patty Jordan, Dale Warman, Toby Fritz, Ted Fritz, Danielle Dulin, Terri McGovern, Deke Rohrbach, Byron Roberson, and Jeanne Koontz.

Introduction of Members

Committee members introduced themselves. A boy scout from Rockhurst Troop 118 was in attendance to earn his Citizenship and the Community Badge.

Minutes

Toby Fritz moved approval of the minutes of the July 26, 2012 meeting. The motion passed unanimously.

Review of recommendations from 2012

All activities will begin at 9:00 am and end at 1:00 pm. The pancake breakfast will begin at 7:30 am and end at 11:00 am. Susan Forrest will ask the food vendors if they want to operate from 9:00 am to 1:00 pm.

The pancake breakfast will need a tent for the coffee and sausage table and the committee will provide water jugs. The masons will make coffee this year. The committee will need to provide the coffee. Deke Rohrbach will contact the Roasterie to see if they will donate coffee. Beth Cavanaugh suggested asking Great Harvest. Marianne Noll said that McDonald's was willing to donate two years ago.

There will be two activities at the Craft Center instead of three. Strollers will not be allowed inside the Community Center. Stroller Parking will be available outside. A volunteer will be needed to monitor the strollers. The Craft Center needs a sign that says "Children's Craft Center (12 and under)".

Food Vendors must provide their own generators. Electricity will not be provided. Additional picnic tables are needed near Hy-Vee.

A tent needs to be placed on both sides of the stage for the DJ and sound equipment. Deke Rohrbach noted the DJ added a lot to the main stage. The large tent that says Bank of Prairie Village will be placed in front of the stage for shade. Deke Rohrbach stated the performers need shade on the stage.

Chairs can be placed in the lobby of the Police Department for people to sit.

The committee needs to determine if it is possible to get the sound from the main stage or pancake breakfast to the parking lot. The people at the craft fair and the rides are missing the announcements.

Coolers with water and soft drinks will be placed at the Information Booth for the volunteers. Beth Cavanaugh will research lunch options for the volunteers.

Danielle Dulin will coordinate a pie contest.

The petting zoo trailer needs to be parked so that it is not blocking the way.

Marianne Noll is working on getting a student committee member.

Budget Report

Marianne Noll asked everyone to review the budget. The Craft Center only needs \$400 this year. The other \$100 will be applied toward the pie contest. Cindy Clark suggested handing out temporary tattoos.

Staff Reports

A. Administration

Jeanne Koontz reported that the following acts have expressed interest for 2013: Grego's Balloons, Rex Nolen - Food Vendor and Shrine Clowns, and Clement McCrae Puppets. The committee agreed to ask back the Shrine Clowns and Clement McCrae Puppets. Susan Forrest will contact Rex Nolen about being a food vendor. The committee decided not to ask back Grego's Balloons.

Jeanne Koontz reported that the following acts have been booked for 2013: Chris Cakes pancakes, Fun Services - rock wall and trackless train, and the stage.

B. Public Works

No report.

C. Police Department

No report.

D. Fire Department

No report.

Planning Group Assignments

A. Entertainment - Deke Rohrbach

The committee decided to ask back Jim Cosgrove and Funky Mama.

B. Craft Center - Patty Jordan

C. Crafts - Cindy Clark

Cindy Clark said she has 66 contacts.

D. Patriotic Service - Marianne Noll

E. Food Vendors - Susan Forrest

F. Information Booth - Beth Cavanaugh

G. Volunteers - Beth Cavanaugh

H. Decorations -

Marianne Noll stated the Prairie Village Lions Club donated large flags that we can use to line Mission Rd.

I. Sponsorships - Jeanne Koontz & Marianne Noll

J. Marketing - Jeanne Koontz & Marianne Noll

K. Bike Rodeo - Adam Taylor

L. Fingerprinting - Masonic Lodge

M. Community Spirit Award - Toby Fritz

N. History Display - Ted Fritz

Ted Fritz stated he is considering putting together a poster on Native American tribes that came through Prairie Village. He also said he is willing to do buttons again and suggested purchasing a button machine.

O. Wow Item -

Marianne Noll asked the committee to think about the wow item.

Other Business

Patty Jordan will contact Home Depot to see if they would be willing to come again.

The next meeting is February 28, 2013 at 7:00 pm. The meeting adjourned at 8:15 pm.

Marianne Noll
Chair

**Council Members
Mark Your Calendars
March 4, 2013**

March 2013

March 4 Jere Hanney exhibit in the R.G. Endres Gallery
City Council Meeting
March 8 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
March 9-13 National League of Cities Conference in D.C.
March 18 City Council Meeting

April 2013

April 1 Dale Cole and Rick Scaletty exhibit in the R.G. Endres Gallery
City Council Meeting
April 12 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
April 15 City Council Meeting

May 2013

May 6 City Council Meeting
May 10 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
May 20 City Council Meeting
May 27 City offices closed in observance of Memorial Day

June 2013

June 3 City Council Meeting
June 14 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
June 17 City Council Meeting

July 2013

July 1 Senior Arts Council exhibit in the R.G. Endres Gallery
City Council Meeting
July 4 City offices closed in observance of Independence Day
July 4 VillageFest
July 12 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
July 15 City Council Meeting

August 2013

August 5 City Council Meeting
August 9 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
August 19 City Council Meeting

September 2013

September 2 City offices closed in observance of Labor Day
September 3 City Council Meeting
September 13 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
September 16 City Council Meeting
September 25 Shawnee Mission Education Foundation Fall Breakfast

October 2013

October 7 State of the Arts Exhibit in the R. G. Endres Gallery
City Council Meeting
October 11 Artist reception in the R. G. Endres Gallery 6:00 - 8:00 p.m.
October 21 City Council Meeting

November 2013

November 4 Greater Kansas City Arts Association exhibit in the R. G. Endres Gallery
City Council Meeting
November 8 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
November 12 - 16 National League of Cities Conference in Seattle, WA

November 18 City Council Meeting
November 25 City offices closed in observance of Thanksgiving
November 26 City offices closed in observance of Thanksgiving

December 2013

December 2 City Council Meeting
December 13 Artist reception in the R. G. Endres Gallery 6:30 - 7:30 p.m.
December 16 City Council Meeting
December 25 City offices closed in observance of Christmas