

**COUNCIL COMMITTEE OF THE WHOLE**  
**May 19, 2014**

The Council Committee of the Whole met on Monday, May 19, 2014 at 6:00 p.m. in the Council Chambers. The meeting was called to order by Council President Ashley Weaver with the following members present: Mayor Ron Shaffer, Ashley Weaver, Jori Nelson, Ruth Hopkins, Steve Noll, Eric Mikkelson, Andrew Wang, Laura Wassmer, Brooke Morehead, Dan Runion, Courtney McFadden, Ted Odell and Terrence Gallagher. Staff Members present: Wes Jordan, Chief of Police; Keith Bredehoeft, Public Works Director; Katie Logan, City Attorney; Quinn Bennion, City Administrator; Kate Gunja, Assistant City Administrator; Lisa Santa Maria, Finance Director; Danielle Dulin, Assistant to the City Administrator; Nic Sanders, Human Resources Manager and Joyce Hagen Mundy, City Clerk.

**\*COU2014-16 Consider approval of a contract with Metro Asphalt, Inc. for the 2014 Street Repair Program**

Keith Bredehoeft stated that on April 18, 2014, the City Clerk opened bids for Project P5001, 2014 Street Repair Program. Four bids were received:

Metro Asphalt, Inc.	\$130,074.25
McConnell & Associates Corp.	\$150,500.00
Little Joe's Asphalt, Inc.	\$171,417.45
McAnany Construction Inc.	\$312,200.00
Engineers Estimate	\$149,385.00

This program consists of asphalt street repairs at various locations throughout the City addressing areas where settlement or deterioration has occurred, and making repairs to those areas. There is \$150,000 budgeted for this project and the contract will be awarded for that amount. Locations of repairs will be adjusted (increased) to utilize the \$150,000 budget.

City staff has reviewed the bids for accuracy and found no errors. Funding is available in the 2014 Capital Infrastructure Program Project P5001.

Jori Nelson asked about the location of the work. Mr. Bredehoeft replied there were several locations throughout the city and that he could get her a map.

Brooke Morehead questioned the accuracy of the bid specifications. Mr. Bredehoeft responded that the bid specifications were created based on staff estimates to complete work on the selected streets (see engineer's estimate). Since the low bid came in lower than the estimate more work will be able to be done with the \$150,000 budgeted for the project.

Laura Wassmer made the following motion, which was seconded by Brooke Morehead and passed unanimously:

**MOVE THE CITY COUNCIL AUTHORIZE THE MAYOR TO SIGN  
THE CONSTRUCTION CONTRACT WITH METRO ASPHALT, INC.  
FOR PROJECT P5001: 2014 STREET REPAIR PROGRAM IN THE  
AMOUNT OF \$150,000.00.**

**COUNCIL ACTION TAKEN  
05/19/2014**

**COU2014-17 Consider Purchase of Laptops for Police Department Vehicles**

Tim Kobe, Police Communications Supervisor, stated the Department's current laptops were put into service in 2009 and that the XP platform that is no longer supported by Microsoft. Microsoft is not providing security support and updates, the system is vulnerable to viruses and the potential compromise of sensitive information.

The Department has worked with the IT Committee to allocate the needed funds as part of the Equipment Reserve Fund to replace the laptops and docking stations in each marked patrol unit. The laptops are part the Intergraph Network, a multiagency initiative, which exclusively uses Panasonic brand laptops. Quotes were received from the two most predominate Panasonic vendors - Turn-Key Mobile and CDW-G. In addition to the actual purchase costs have been included for warranty, memory upgrade, docking stations and adaptors, hard drives and installation. The installation and upgrades will be done by the city's IT consultant. A cost breakdown is reflected below:

Costs Estimates:

20 laptops (this includes two backup computers to mitigate downtime)	\$40,320
3-year warranty	3,900
memory upgrade	2,100
18 docking stations	10,368
DC adaptors	2,879
hard drives	2,300
installation costs (\$83 per vehicle)	1,411
3% contingency	1,898
<b>TOTAL</b>	<b>\$65,176</b>

Mission Hills Reimbursement: \$13,000 (approximately)

Eric Mikkelson asked if it would be possible to load the new operating system on the existing laptops. Mr. Kobe replied it is possible, but he believes it will cause other issues. He noted that other agencies have chosen to make the change to Windows 7.

Andrew Wang stated he had IT responsibilities for his company and feels it is reasonable for the City to purchase new laptops rather than simply upgrade from XP to Windows 7. He asked how often claims had been made on the warranty. Mr. Kobe responded that there have not been any recent claims made, noting that most of the problems have been able to be resolved by in-house IT. Mr. Wang asked if the warranty was needed. Nic Sanders responded that purchasing the

warranty is considered to be a "best practices" decision. He noted the laptops are in and out of vehicles on a regular basis. Panasonic has a very good warranty program.

Terrence Gallagher asked what would be done with the current laptops. Nic Sanders responded they would likely be sold through "Purple Wave" or donated to Goodwill. He noted five to six years is a long time for a laptop and they have nominal value.

Eric Mikkelson asked Mr. Sanders if he agreed with Mr. Wang. Mr. Sanders responded that it is more cost effective in the long term to purchase a new operating system with a new laptop.

Eric Mikkelson asked if Mission Hills had approved the purchase and their payment. Chief Jordan responded it was approved by the Mission Hills City Council at their last meeting. He noted that most other agencies have a three year rotation on this equipment and the City has gotten almost twice that lifespan. He stated the cost of the new units is 50% less than the cost of the original units five years ago.

Ted Odell made the following motion, which was seconded by Andrew Wang and passed unanimously:

**MOVE THE CITY COUNCIL APPROVE THE PURCHASE OF 20  
PANASONIC LAPTOP COMPUTERS FROM TURN-KEY MOBILE  
AND INSTALLATION, HARDWARE AND LABOR AT A TOTAL  
COST NOT TO EXCEED \$65,176.00**

**COUNCIL ACTION TAKEN  
05/19/2014**

### **2015 Budget Overview and Significant Budget Considerations**

Quinn Bennion stated the budget presentation will cover the following five components: 1) Introduction, 2) Presentation of Updated Revenue Forecast, 3) Significant Budget Considerations, 4) Discussion on Salary Pool and 5) Funding of outside agencies.

#### **Introduction**

Mr. Bennion stated the proposed budget is fiscally sound, maintains the current level of services, staffing levels remain the same (except for additional .5 Codes position approved last month) and there is no increase in mill levy. Staff is looking Council feedback and direction. He noted the items on the significant budget considerations are not included in the proposed budget. The money taken from the CIP in the past to fund the bond debt will be returned to the CIP for needed infrastructure maintenance.

#### **Presentation of Revenue Projections**

Lisa Santa Maria noted that the budget follows the reporting requirements of the state. with all funds rolled up into the following four categories: Personnel Services; Contract Services; Commodities and Capital Outlay. Revenue projections are based on 2013 actual. The General Fund revenue is projected to increase by 8.4% due to the shift from bond interest back into the General Fund. She noted without this the projected increase would be approximately 2%. Sales tax is projected to increase by 4.3% with an increase of 1.9% projected on assessed property valuations. Charge for services is projected to increase 2.4%

The impact of the shift of \$830,000 from the Bond & Interest Fund to the General Fund was reflected in the General Fund Property Tax projections. These funds were diverted from the city's CIP funds over the past years to cover the interest for the bonds issued for CIP projects. These funds will now be returned to the CIP budget.

### **Significant Budget Items**

Quinn Bennion noted these items are not currently included in the proposed budget. They were reviewed by the Finance Committee at their meeting last week. If any of these items are to be added to the budget, it needs to be determined now so the necessary adjustments can be made in the proposed budget to fund the items.

Council members stated they wanted to discuss further the following items:

- A-2 City Publication - Village Voice
- A-5 Purchase of Green Space
- A-7 Closing the pool on weekdays after the start of school
- A-10 Parks Master Plan - Bike Friendly routes & lanes
- A-11 Snow removal on sidewalks

### **A-2 City Publications**

Brooke Morehead stated she would like to discuss going to a magazine format similar to that used by the City of Mission and others. Quinn Bennion stated this was discussed three years by the Communications Committee. Some of the concerns expressed were maintaining the integrity of the City and what type of advertising should be allowed. At that time the advertising cost would offset the printing, but the City would be responsible for the mailing costs. Andrew Wang added that the magazine would go out quarterly as opposed to the Bi-monthly Village Voice.

Laura Wassmer added that the cost savings sufficient to merit the change. She noted the Village Voice is easily read and citizens are able to find the information they need. Andrew Wang noted there were also concerns with the editorial comments.

Ruth Hopkins stated the magazine would be a huge benefit to our businesses and the city would retain control. She knows of other cities that have gone with the magazine format and love it.

Ted Odell noted currently the costs are approximately the same and asked if it would require more funds to have additional issues. Quinn Bennion responded that he felt both options would have similar costs.

Since funding was in the proposed budget, the committee decided to discuss this further after the adoption of the budget.

### **A-5 Purchase of Green Space**

Lisa Santa Maria noted the \$300,000 cost is for projected bond and maintenance costs and that this would be an on-going cost. Laura Wassmer confirmed this was not for the purchase of land. Quinn Bennion stated this was formulated for future implementation of the Parks Master Plan as a way to set aside money for possible future purchase.

Eric Mikkelson stated there was \$1.9 million in the Economic Development Fund that could be used for this purpose. Mr. Mikkelson presented and distributed information on the economic value of park land although he felt the intangible value was as significant although immeasurable.

The information distributed reported that property values of homes immediately adjacent to park land increase as much as twenty percent with a ripple effect of increased property values for homes as far as half a mile from the park. He stated that parks attract and retain retirees and attract residents with young families. He warned the Council of the opportunity cost of delaying action to at least prepare for possible future purchase.

Ted Odell felt it was important to look at parks but there has to be a balance between the Parks Master Plan and city infrastructure. He questioned adding \$300,000 to the budget for a reserve. He would like to see creative funding options explored for funding not increasing city debt. Eric Mikkelson responded a hybrid solution with bonding, partnerships with the county, state or federal grant or even a public/private partnership.

Laura Wassmer stated she was not comfortable setting money aside at this time when there was no plan in place. Courtney McFadden confirmed this was a reserve and not for purchase. Ruth Hopkins stated it was her understanding that this was for maintenance. Lisa Santa Maria stated the figure was computed based a bond purchase with the funds being used to cover bond costs, interest and on-going maintenance.

Eric Mikkelson emphasized the need to proactively plan to be able to take advantage of future opportunities. He felt with the money in the economic development fund and the money coming back to the CIP that this was viable. He didn't feel it had to be \$300,000 and asked if there was a number that the Council would feel more comfortable with.

Laura Wassmer responded that it was premature and unnecessary as it was untied to any purchase or plan. She suggested that it would be better spent increasing the park maintenance budget to handle current needs.

Quinn Bennion noted that if any land were purchased it would take at least one budget cycle and the funding for maintenance could be added at that time.

The City Council decided to discuss this further in conjunction with the discussion of the CIP budget on June 16th.

#### **A-7 Early Pool Closing**

Lisa Santa Maria stated that in the past it has been difficult to staff the pool after school started and attendance has been low. Based on projected attendance and staff costs closing the pool on weekdays after the start of school would result in an estimated cost savings of \$8,000. Quinn Bennion noted the Prairie Village is one of only a few cities that do not close pools after the start of school.

Ted Odell felt that is was not a lot of money for the amenity it provides to our residents during what is generally one of the hottest months of the year. Brooke Morehead noted the extensive use of the pool by older residents and lap swimmers. She felt it would be a bad PR move for the city.

Terrence Gallagher stated there was no direct relationship between weather temperatures and attendance. The statistics presented show that the pool is being used.

Danielle Dulin stated there were not any problems staffing the hours last year due to a younger staff that did not leave the area to return to college and the incentive in place for working hours in August. Laura Wassmer stated that if the city is not having problems staffing the pool it should not be closed early.

The City Council agreed to keep the current hours of operation.

**COU2014-15 Consider Agreement for Information Technology Services with Johnson County Department of Technology and Innovation**

During the May 5, 2014 Council Committee of the Whole meeting, staff discussed the idea of moving information technology services to the Johnson County Department of Technology and Innovation (JoCo IT). The current information technology consultant, Alexander Open Systems (AOS), has been with the City for more than ten (10) years and provides twelve (12) hours of on-site services per week.

Nic Sanders noted that moving to JoCo IT shifts towards a ‘shared services’ model and allows for increased shared services with the County and other agencies increasing efficiency, service and lowering operating cost. Mr. Sanders provided historical IT Services for the past three years and the following estimates for 2014 and 2015:

	<b>AOS status quo</b>	<b>JoCo IT option</b>
2015 Estimated	75,000	71,420
2014 Estimated	72,000	74,362* + 36,000 (AOS)

*\* Includes one-time implementation cost of \$40,026. Remainder of the year is prorated.*

JoCo IT would provide 24x7 support, better buying power for software and hardware, as well as potential future benefits of backup and disaster recovery, phone and internet services, and SPAM and internet content filtering.

Several other northeast agencies utilizing JoCo IT including: Consolidated Fire District 2, City of Roeland Park, City of Mission, City of Mission Hills and the City of Fairway

Mr. Sanders stated Information technology services are funded through the General Fund. The 2014 budget included \$85,000 for this expense; the proposed budget for 2015 will include \$75,000. The one-time implementation fees of \$40,026 will be expensed from the Information Technology/Equipment Reserve Fund.

Nic Sanders introduced Jerry Swingle with Johnson County IT to answer questions.

Terrence Gallagher asked if they would be involved with the PD laptops discussed earlier. Mr. Sanders responded that would be determined by when the city goes live with their services. Mr. Swingle noted that are already providing that support for other police departments in the area.

Ruth Hopkins asked with the recent comments made regarding the county budget if Mr. Swingle felt confident that they would continue to be funded sufficiently to handle the increased workload. Mr. Swingle replied that the program uses a cost recovery model and with the addition of the agreement with Prairie Village they will be able to station a staff person in northeast Johnson County.

Steve Noll confirmed that after the transition the city would only use the services of Johnson County IT and not AOS. Mr. Swingle added JoCoIT would act as a liaison between vendor supported software used by the City.

Eric Mikkelson stated the cost figures presented do not reflect a cost savings and noted that it would take ten years to recoupe the additional startup costs. Nic Sanders responded that JoCoIT will provide enhanced services to the City as it will provide 24/7 365 day coverage as opposed to 12 hours of coverage a week. He added there are long term advantages to the proposed partnership.

Courtney McFadden expressed concern with some of the language in the agreement related to standards of equipment and possibly requiring the city to purchase additional equipment.

Mr. Swingle noted the draft agreement was prepared over a year ago and since that time it has been determined that the City's hardware is up to date and no additional changes are foreseen. They are willing to review and change the language. Nic Sanders added JoCoIT is serving as a vendor for the City which has control as to what purchases or actions it takes. They may recommend changes to lower costs.

Terrence Gallagher asked for clarification on "Tier 1" support and questioned the city's ability to use its in-house expertise. Nic Sanders responded that he is "Tier 1". Quinn Bennion stated the current process for maintenance or problems is to go to Nic as the initial contact. This process will not change.

Eric Mikkelson expressed concern with the agreement noting that it is very favorable to the County and specifically referenced language related to warranties and indemnification and liability. Katie Logan that the language in contracts between governmental agencies and those of private business are different especially as it relates to indemnification and liability. She will review the contract prior to its approval by the City Council. Mr. Bennion noted that action on this is not required this evening and it will be on the June 2nd agenda. He asked if the Council would like it on the Committee agenda or the Council agenda. Staff was directed to bring it back on the committee agenda.

## **ADJOURNMENT**

Laura Wassmer moved to adjourn the Council Committee of the Whole meeting. The motion was seconded by Ruth Hopkins and passed unanimously. The meeting was adjourned at 7:25 p.m.

Ashley Weaver  
Council President