

**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
May 19, 2014**

The City Council of Prairie Village, Kansas, met in regular session on Monday, May 19, 2014 at 7:30 p.m. in the Council Chambers at the Municipal Building, 7700 Mission Road, Prairie Village, Kansas.

ROLL CALL

Mayor Ron Shaffer called the meeting to order and roll call was taken with the following Council members present: 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.

Also present were: Wes Jordan, Chief of Police; Keith Bredehoeft, Director of Public Works; 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.

Mayor Shaffer led those present in the Pledge of Allegiance.

PRESENTATION

Presentation from Berberich Trahan on the 2013 Annual Audit

Finance Director Lisa Santa Maria provided a brief introduction on the city's audit process and history. She then introduced Karen Linn, Managing Director with Berberich Trahan to present their findings from the 2013 annual audit of the city's financial records.

Karen Linn explained the audit process noting their review of accounting policies and procedures, significant or unusual transactions, management judgment and accounting estimates. She noted the only significant adjustments made were pension liability and OPEB obligation which were calculated by independent actuarials. Ms Linn commended the city staff for their preparedness and cooperation during the audit process. The audit received an unqualified opinion, which is the highest level designation.

Mayor Shaffer directed the Council members to review the draft audit distributed to them and if they had any questions to contact Lisa Santa Maria and she would relay them to Ms Linn.

PUBLIC PARTICIPATION

Tim Laughlin, 6412 Granada Drive, addressed the Council as a resident of Ward 1 and a member of Homestead Country Club urging the City to take advantage of the opportunity to purchase recently listed undeveloped land from Homestead Country Club for additional park land. He felt the purchase would create a win-win-win situation for residents in the northeast part of the City to have an area park, for the City to purchase a relatively large tract of undeveloped land in a land-locked community and for the Country Club to have the opportunity to continue to work with the City.

Mayor Shaffer welcomed Scoutmaster Jason Wilson and 18 scouts from Troop 299 at Asbury Methodist Church attending the City Council meeting to complete requirements for "Citizenship in the Community" and "Communications" merit badges.

CONSENT AGENDA

Brooke Morehead requested that item #4 be removed from the Consent Agenda. Eric Mikkelson requested item #5 be removed Ashley Weaver moved the approval of the Consent Agenda for Monday, May 19, 2014 with the removal of #4 & #5:

1. Approve Regular Council Meeting Minutes - May 5, 2014
2. Ratify the Mayor's appointment of Carolyn Wassmer as a student representative to the Prairie Village Arts Council.
3. Approve Villagefest contracts for Food Service
4. Removed - Approve an advertising agreement with the Prairie Village Post for promotional and advertising services at a cost of \$1,300
5. Removed - Approve the purchase of three (3) 2014 Ford Police Interceptor Utility Vehicles
6. Approve the submittal of the 2015-2019 County Assistance Roads Systems (CARS) Program

A roll call vote was taken with the following members voting "aye": Weaver, Nelson, Hopkins, Noll, Mikkelson, Wang, Wassmer, Morehead, Runion, McFadden, Odell and Gallagher.

Mrs. Morehead noted that the JazzFest Committee had not taken action to approve the contract and requested that Council action be delayed until action can be taken by the JazzFest Committee. Mayor Shaffer stated this item will be removed and considered at a future meeting.

Eric Mikkelson asked for additional information on MACPP. Chief Jordan stated the Mid America Council of Public Purchasing (MACPP) is a regional bidding process coordinated through the Mid America Regional Council and provides for better bidding of vehicle purchases through cooperative bidding power.

Mr. Mikkelson asked what is done with the vehicles being replaced. Chief Jordan responded the department has found they get the best value through the sale of the vehicles through a website "Purple Wave" after all of the equipment is removed. Mr.

Mikkelson asked if the price was the net of the value after the sale. Chief Jordan replied the purchase price is the total price and does not reflect the later sale of the replaced vehicles.

Eric Mikkelson moved the City Council approve the purchase of three (3) 2014 Ford Police Interceptor Utility Vehicles from Shawnee Mission Ford at a per unit cost of \$25,607. The motion was seconded by Laura Wassmer and passed unanimously.

MAYOR'S REPORT

Mayor Shaffer reported he represented the City at several events during the past weeks including the ribbon cutting for Strouds, MARC Meeting with representatives of the Brookings Institute on the joint economic research completed for MARC noting this would also be discussed at the upcoming MARC Regional Assembly, Prairie Village Grand Order of Crawdaddies 13th annual event raising over \$30,000 for Head Start, the 25th anniversary and graduation for the Leadership Northeast Program, the Tip-a-Cop fund raiser for Special Olympics at Johnny's, Northeast Johnson County Mayors' meeting and Ribbon cutting for Gregory's Fine Floral at 8833 Roe Avenue.

COMMITTEE REPORTS

Park & Recreation

Laura Wassmer reported that the Park & Recreation Committee had their annual tour of the parks last week and she was thrilled to report on the excellent condition of the city's parks. She complimented Public Works on their work trimming the trees, mowing and repairing equipment. Eric Mikkelson echoed Ms Wassmer's comments noting the change in the condition of the parks over the last year has been dramatic and thanked public works for their efforts.

Council Committee of the Whole

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

On behalf of the Council Committee of the Whole, Council President Ashley Weaver moved the City Council authorize the Mayor to sign the Construction Contract with Metro Asphalt, Inc. for Project P5001: The motion was seconded by Laura Wassmer and passed unanimously.

COU2014-17 Consider the purchase of Laptops for Police Department Vehicles

On behalf of the Council Committee of the Whole, Council President Ashley Weaver moved 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. The motion was seconded by Laura Wassmer and passed unanimously.

STAFF REPORTS

Public Safety

- Chief Jordan highlighted the traffic units participation in the texting and seat belt campaign.
- Chief Jordan reported that over \$1400 was raised for Special Olympics at the "Tip-a-Cop" fundraiser.

Public Works

- Keith Bredehoeft announced the public information meeting for the 75th Street Project on May 20th from 5 to 7 pm and for the 71st Street Drainage Project.
- Public Works crews will be doing their annual planting in parks and islands this week.

Administration

- Kate Gunja announced that there will be a public hearing on Thursday, May 22nd to assess the community development and house needs of low income residents in Johnson County.
- The City received notice from Time Warner of several channel changes for channels over 100. Residents will be notified of the changes.
- The mailing for the Sewer Warranty Program will be sent out this week and should be in residents' homes the week of the 28th.
- The Prairie Village Art Fair will be held May 30 - June 1st.

- Trash services will be delayed one day next week as Deffenbaugh observes the Memorial Day holiday.
- Danielle Dulin announced that work on Mission Lane has slowed in preparation for the art fair. They will continue their work on June 2nd.
- The city's parks will be featured by "Live Blue" during the month of June in their "Great Outdoors" campaign.
- The pool will open this weekend.

Brooke Morehead noted that Danielle recently graduated from Leadership Northeast. Ms Dulin encouraged any Councilmember who has not participated in the program to do so.

- Quinn Bennion noted that the Council Committee meeting was adjourned with several budget items remaining and stated these could be covered under Old Business.

OLD BUSINESS

Andrew Wang moved the Council cover the remaining budget items from the Council Committee of the Whole agenda under Old Business. The motion was seconded by Laura Wassmer and passed unanimously.

Significant Budget Considerations

A-10 Parks Master Plan - Bike Routes/Lanes

Keith Bredehoeft stated the proposed CIP Budget does not currently include designated dollars for developing bike routes, maps or plans.

Laura Wassmer asked if there were any streets in the city wide enough to accommodate bike lanes. Keith Bredehoeft responded that there were a few. Steve Noll confirmed that on 71st Street where there is street parking allowed if a bike lane was identified, street parking would be prohibited.

Eric Mikkelson asked if at those locations where a specific lane was not possible if the bike experience could be improved through signage or street markings. Mr. Bredehoeft responded that could be done.

Chief Jordan stated that when he met with the biking group they discussed if current four lane roads were reduced to three lanes the City would consider adding a bike lane. Mr. Bredehoeft noted the lanes need to connect to others. Ted Odell supported looking into this as there are a lot of bike riders in PV, but did not feel additional funding was necessary.

Eric Mikkelson noted that in terms of connectivity, MARC publishes a regional map of bikeways and Prairie Village appears to be somewhat an oasis. He would like to have a connection going north to south and east to west through the City. Mr. Bredehoeft stated his focus was on bike safety. The current Parks Master Plan identifies trail plans. Mr. Mikkelson stated he would like to have a public hearing where the biking community could be heard.

Courtney McFadden urged the Council to further consider the construction of sidewalks and trails throughout the City noting that the city's walkability rating is low and throughout Village Vision you have residents asking for improved walkability.

Laura Wassmer stated that Ward 5 has been one of the most anti-sidewalk areas. Aside from Mission Valley, no other topic has elicited as much emotion and controversy than sidewalks and trails. If this were new development, she would have sidewalks everywhere, but not when you have to retrofit them into existing neighborhoods placing large sidewalks in residents front yards and telling them they are responsible for keeping them clear. It is a great concept, except in reality you are dealing with residents' personal property. She believes there should be sidewalks that connect to other sidewalks, but not 8' wide trails.

Courtney McFadden responded that she is aware of the history, but noted that there are areas in the City and in Ward 5 that are ready for and want sidewalks. For

example the area south of Franklin Park along Roe the sidewalks would all be on the opposite side of residents' privacy fences. The lack of sidewalks makes it difficult to get to Franklin Park. Ms Wassmer responded she does not support 8' wide trails. It is ok to discuss sidewalks, but she does not support a study.

Ted Odell reviewed the existing sidewalk policy. He sees trails as a separate issue and is ok with looking at them where it is possible.

Dan Runion asked about sidewalks on the 75th Street project. Keith Bredehoeft responded there is not sufficient easement the length of the project for trails; however, he noted within the corridor there will be improvements with sidewalks on the north and south side. These are all located primarily within the right-of-way.

Courtney McFadden stated that connectivity increases property value. Eric Mikkelson stated he has heard from residents who want sidewalks. He would like to move forward and talk about common grounds for connectivity.

Quinn Bennion noted that none of the proposed sidewalks/trails in Ward 5 were on private property. They were all within city right-of-way. The proposed Somerset Trail to Franklin Park were all in city right-of-way, not on any private property.

Jori Nelson asked about "share the road" signs. Keith Bredehoeft replied that when there are no designated bike lanes but you have wider roadways these signs are posted for shared vehicle and bike routes. Mrs. Nelson asked if it was a designation that the City would request. Mr. Bredehoeft stated he could look into it.

Ted Odell stated he does not want to put \$75,000 in the budget, but feels the Council needs to continue discussion. Mr. Mikkelson noted that if discussion turns into action, funding would not be available until 2016. He would like to see up to \$25,000 in the 2015 budget for walkability and bike routes.

City Council moved to continue this discussion in conjunction with the CIP budget presentation on June 16th by a vote of 8 to 4.

A-11 Snow Removal on Sidewalks

Ted Odell stated he is concerned with the \$85,000 price tag to contract this service, but would like to look at other alternatives. He is concerned with children walking to schools. Ruth Hopkins expressed her support.

Laura Wassmer noted it would need to be limited to snowfalls of a designated amount for specific areas. Mayor Shaffer asked who would decide what areas.

Steve Noll stated this would be a nightmare to administer. The City would pay a contract price upfront regardless of if the service was provided. It would create an expectation that you would need to be prepared to fulfill. The hardest part would be establishing priority areas.

Ruth Hopkins noted the City of Boston has "Adopt a School" program where volunteers clear school routes. Jori Nelson felt that was a good option. Laura Wassmer suggested the city provide snow blowers to volunteers.

Keith Bredehoeft suggested that some areas could be targeted by staff. The proposed \$85,000 could be spent for private contractors on one storm.

Eric Mikkelson stated that he felt commercial areas should be required by code enforcement to clear their walkways and those surrounding senior citizen complexes.

Andrew Wang moved to discuss this further after the adoption of the 2014 budget. The motion was seconded by Laura Wassmer and passed.

A-13 Island Maintenance and Statuary

Lisa Santa Maria noted there was \$4,000 in the current budget for this. Laura Wassmer stated she, Ruth Hopkins and Ashley Weaver are on the statuary committee

who are looking to identify the most valuable statues in the City by putting together a rating system looking at value of the statue, condition, and best preservation options. After that is determined then there can be a plan prepared. They would also like to see a line-item added to the Municipal Foundation that would allow residents to make donations for this work.

Eric Mikkelson asked if the City owned all of the islands & statuaries in the city. Steve Noll replied there is probably not a clear legal designation on all of the statuaries but particularly on the part of homes association, it is considered to be a city responsibility. Quinn Bennion noted all of the islands are located within City right-of-way and would be considered to be owned by the City.

With funding currently available, it was decided not to take any further action at this time.

Discussion on Employee Salary Pool

Quinn Bennion stated that one of the most difficult decisions he has to make is the annual recommendation for employee compensation. He takes this very seriously, and although there is no set formula, several items are taken into consideration. He looked at labor metrics such as the compensation cost for state and local government which increased 1.9% for the 12-month period ending March 14th. The SSA Cola effective January, 2014 is at 1.5%. He discussed with his peers from other cities what they are recommending and considered the financial status of the city. Being proposed for other Johnson County cities are merit pools of 1%+1.9%, cola to 6% with the average in the 3% to 4% range. Mr. Bennion stated he is recommending a 3.5% salary pool. The city does not have any cola or market adjustments. It is his desire to retain employees and remain competitive in the marketplace.

Each year the city sets salary ranges per position that identify the minimum and maximum an employee is paid. This action does not guarantee an increase in pay unless the employee's pay falls below the minimum. Salary increases are based on annual performance appraisals. Last year's salary pool was 3%. This did not mean every employee received a 3% increase in pay.

Dan Runion asked what a percentage increase represented in actual dollars. Mr. Bennion responded \$68,000 which includes related increases and other related costs such as KPERS and employment taxes.

Brooke Morehead asked about seasonal workers. Mr. Bennion stated the computation was based on the 108 full-time employees. There would be an additional 19 FTE seasonal employees. Mrs. Morehead asked if a comparison was done with non-governmental entities. Mr. Bennion noted the 2006 salary compensation study included both governmental and non-governmental entities. However, he added that there are very few government positions that relate directly to non-government positions; therefore, most of the comparisons are with governmental agencies. He also added that it is generally other governmental agencies who we are competing against for employees.

Laura Wassmer asked why he's recommending 3.5% vs. 3%. Mr. Bennion responded there is no formula. It is based on what others are doing, what is sustainable based on city revenues while staying competitive. Ms Wassmer expressed concern that going up to 3.5% would set an expectation and precedent in employees' minds. She is not sure the city wants to be at the higher end in terms of compensation and would be more comfortable with a 3% increase.

Eric Mikkelson asked if there was a comparative basis for salaries of other area cities with whom we compete. Quinn Bennion stated the city does participate in the MARC compensation study. There is not a clean and clear comparison. A customized commissioned salary study gets closer than a general study. Courtney McFadden agreed that even with similar titled positions it is not always an "apple to apple" comparison.

Quinn Bennion stated he could supply to the Council the results of the MARC study but a more detailed analysis would require a full compensation study. He noted that the cities of Merriam and Shawnee recently had full compensation studies completed. If the council opted to have a compensation study done, his recommendation would be to be committed to follow all the recommendations of the study. Mayor Shaffer noted that only some of the recommendations of the 2006 compensation study were followed.

Laura Wassmer stated she would rather give the money directly to the employees than to spend it on another compensation study. It is difficult to implement all the recommendations and it is a public document.

Dan Runion asked for a history of attrition of employees and possibly the reason for leaving. Mr. Bennion stated he would supply that information.

Ted Odell stated the city has a great reputation due to the services provided by the employees and staff and he feels it is important to retain these employees and remain competitive. He supports the recommendation and moved to approve a 3.5% salary pool for the 2015 budget. The motion was seconded by Steve Noll and passed by a 7 to 5 vote with the following voting in opposition: Runion, Nelson, Mikkelson, Wassmer & Morehead.

Discussion on Funding of Outside Agencies

Quinn Bennion reviewed a chart prepared for the Council showing the 2014 and 2015 budget amounts for funding of outside agencies such as MARC, Chamber, League and the support of city committees.

Brooke Morehead asked why JazzFest was not funded by the City as Villagefest and other committees are. Mr. Bennion responded that five years ago, when the event was formed, the committee stated they were not requesting funds and would raise funding for the event themselves.

Jori Nelson asked what the committees spent their funds on. Mr. Bennion stated that information could be provided to the Council based on 2013 actual expenditures.

Eric Mikkelson asked about the parks committee budget and was advised that it is included as part of the Public Works budget.

Brooke Morehead moved to continue discussion of this item to the June 2nd meeting. The motion was seconded by Jori Nelson.

Quinn Bennion stated that currently the only item on the June 2nd Council Committee agenda is the presentation of the city's operating budget.

NEW BUSINESS

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

ANNOUNCEMENTS

Committee meetings scheduled for the next two weeks include:

Prairie Village Arts Council	05/21/2014	7:00 p.m.
VillageFest Committee	05/22/2014	7:00 p.m.
Environment/Recycle Committee	05/28/2014	7:00 p.m.
Council Committee of the Whole	06/02/2014	6:00 p.m.
City Council	06/02/2014	7:30 p.m.

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The Prairie Village Arts Council is pleased to present an oil and acrylic exhibit by Wayne Wilkes as the May exhibit in the R. G. Enders Gallery

Recreation memberships are on sale through the City Clerk's Office. The pool opens on Saturday, May 24th at 11 a.m.

City offices will be closed Monday, May 26th in observance of the Memorial Day holiday. Deffenbaugh also observes this holiday so trash pick-up will be delayed one day.

The Prairie Village Art Fair will be May 30th through June 1st.

EXECUTIVE SESSION

Ashley Weaver moved pursuant to KSA 75-4319 (b) (1) that the Governing Body recess into Executive Session in the Multi-Purpose Room for a period not to exceed 15 minutes for the purpose of consulting with the City Attorney on matters of pending litigation. Present will be the Mayor, City Council, City Administrator and City Attorney. The motion was seconded by Ruth Hopkins and passed unanimously.

Mayor Shaffer reconvened the meeting at 9:50 p.m.

Ashley Weaver moved pursuant to KSA 75-4319 (b) (6) that the Governing Body, recess into Executive Session in the Multi-Purpose Room for a period not to exceed 40 minutes for the purpose of discussing possible acquisition of property. Present will be the Mayor, City Council, City Administrator, Assistant to the City Administrator and City Attorney. The motion was seconded by Laura Wassmer and passed unanimously.

Mayor Shaffer reconvened the City Council meeting at 10:30 p.m.

ADJOURNMENT

With no further business to come before the City Council the meeting was adjourned at 10:30 p.m.

Joyce Hagen Mundy
City Clerk