

City Council Meeting



April 3, 2006

Dinner provided by:

Oklahoma Joe's Barbecue

Wood-Smoked Combo

Brisket and Smoked Turkey, BBQ Sauce

BBQ Beans, Potato Salad, and Cole Slaw

Bread and Pickle Tray

Ice Cream Cake from Mely's

LEGISLATIVE/FINANCE COMMITTEE

Monday, April 3, 2006
6:30 p.m.
MULTI-PURPOSE ROOM

RUTH HOPKINS

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**TO CONSIDER THE PLACEMENT OF “NO STANDING”
REGULATORY SIGN FOR THE DRIVEWAY OF 3535
SOMERSET DRIVE**

LEG2006-02

Legislative/Finance Committee

Issue:

Should the City of Prairie Village place “No Standing” regulatory signs to control the driveway approach to 3535 Somerset Drive?

Background:

The Police Department recently received a request from the Director of Public Works, which requested the placement of “No Standing” signs in a 20 foot zone on either side of the driveway entrance to their facility.

The reason for the request stems from a problem of limited vision of Public Works vehicles as they exit their driveway onto Somerset Drive. The limited vision is caused by the Preschool business that exists just east of the aforementioned driveway location. The business does not have the parking lot capacity required to temporarily store vehicles that are at that location to pick up students. Thus, vehicles are stopped on the south side of Somerset in a westerly direction as they wait for vehicles to exit the business parking lot. This process causes a backup west of the business to the point that it blocks the clear view triangle that is necessary for vehicles to exit safely from Public Works.

The Manual of Uniform Traffic Control Devices (MUTCD) does not have warrants for the placement of such signs. City Council Policy #410 regarding traffic control devices does not address “No Standing” signs.

Recommendation:

STAFF RECOMMENDS THAT THE CITY OF PRAIRIE VILLAGE APPROVE THE PLACEMENT OF “NO STANDING” SIGNS 20 FEET EAST AND WEST OF 3535 SOMERSET DRIVE.

Counostanding//

PK2005-18: Consider Concession Stand Fees

Background:

Staff sent out notice in January asking for bids on concession stand service. The City received two responses. The company chosen as the winner offered a lower or equal price on nearly every item included on the menu. Staff also believes service levels will not be affected by the change in vendors. The City will be using US Foodservice as its concession vendor for the 2006 summer season.

Financial Impact:

US Foods offered prices which were lower or equal to those offered in previous years on a per unit basis. For this reason, the profit per item sold at the concession stand will increase or remain the same for a majority of items. Staff has also presented fees which are the same as in 2005.

Program Impact:

A representative from US Foods will be in attendance to answer your questions or take suggestions for additional items to be served in the concession stand.

Recommendation:

Recommend approval of PK2006-18: Consider Concession Stand Fees as presented in Attachment A.

Food Items	Description	Per Unit	2006 Price	Profit per Item
Hot Dog	Hot Dog with foil wrap and bun	\$0.52	\$2.00	\$1.48
Cheese Pizza, Single Serving	5 in. Pizza and Plate	\$0.77	\$2.00	\$1.23
Pepperoni Pizza, Single Serving	5 in. Pizza and Plate	\$0.92	\$2.00	\$1.08
Soft Pretzel	Pretzel and Plate	\$0.42	\$0.75	\$0.33
Nachos	Chips, Nacho Tray and Cheese	?	\$1.75	?
Extra Cheese	Extra Cheese	?	\$0.50	?
Jalapeno Peppers	Jalapeno's per large can	\$3.97	\$0.25	?
Big Chocolate Chip Cookies	1 Cookie	\$0.26	\$0.75	\$0.49

Chips	Description	Per Unit	2006 Price	Profit per Item
Doritos, Cool Ranch single	1 bag	\$0.32	\$0.75	\$0.43
Doritos, Nacho Cheese single	1 bag	\$0.32	\$0.75	\$0.43
Cheetos, single	1 bag	\$0.32	\$0.75	\$0.43
Guy's Potato Chips, single	1bag	\$0.32	\$0.75	\$0.43

Candy	Description	Per Unit	2006 Price	Profit per Item
Hershey bars	1 Bar	\$0.44	\$0.75	\$0.31
Plain M&M	1 Package	\$0.44	\$0.75	\$0.31
Peanut M&M	1 Package	\$0.44	\$0.75	\$0.31
Resse's Peanut Butter Cups	1 Package	\$0.44	\$0.75	\$0.31
Snickers'	1 Bar	\$0.44	\$0.75	\$0.31

Frozen Foods	Description	Per Unit	2006 Price	Profit per Item
Drumstick	1 Cone	\$0.37	\$0.75	\$0.38
Mango Italian Ice	1 Cup	\$0.27	\$0.75	\$0.48
Lime Italian Ice	1 Cup	\$0.27	\$0.75	\$0.48
Stawberry Italian Ice	1 Cup	\$0.27	\$0.75	\$0.48
Ice Cream Cup - chocolate	1 Cup	\$0.24	\$0.50	\$0.26
Ice Cream Cup - vanilla	1 Cup	\$0.24	\$0.50	\$0.26
Ice Cream Sandwich	1 Sandwich	\$0.25	\$1.00	\$0.75
Dippin Dots	1 Package	\$2.00	\$3.00	\$1.00

Drinks	Description	Per Unit	2006 Price	Profit per Item
Bottled Water	30 for 8.32	\$0.25	\$1.00	\$0.75
Gatorade/Sport Drink	1 Bottle	\$0.71	\$1.50	\$0.79
Large Soda	22 oz Soda and Cup	\$0.40	\$1.00	\$0.60
Small Soda	12 oz Soda and Cup	\$0.25	\$0.75	\$0.50

Cup of Ice	1 12 oz Cup	\$0.05	\$0.10	\$0.05
Juice Stop Smoothie	1 12 oz Smoothie	NA	NA	NA

Other Items	Description	Per Unit	2006 Price	Profit per Item
Granola bars	1 Bar	\$0.26	\$0.75	\$0.49
Fruit Cup	1 Fruit Cup	\$0.44	\$1.00	\$0.56
Swim Diaper		?	\$1.00	?

PK2006-19: Consider Dive Team Program Addition

Background:

Our dive coach recommended a way to increase the level of instruction offered for dive team participants. The proposal includes offering semi-private dive lessons taught by the Dive Team Head Coach. She said she received a number of requests for this service throughout the season in 2005.

Financial Impact:

The program would be structured in a manner to increase revenue for the Dive Team program. Cost of the program for dive team participants would be \$10.00 per ½ hour session. Ideally, each ½ swim lesson provided by the coach would generate \$20.00. It is expected that the coach would receive \$8.00 of the total \$10.00 charged, leaving \$2.00 for the City.

Program Impact:

The Dive Lesson program would be administered as follows. Lessons could be scheduled for ½ hour from 11:00 a.m. – 12:00 p.m., Monday through Thursday. The Head Coach would be available for the two ½ hour time slots for two children at a time. The lessons would be taught in the diving well which does not open until 12:00 p.m. It is understood that the Johnson County Park and Recreation District also uses this pool during these hours and the dive coach would be expected to work around the swim lessons. Lessons would be available to Dive Team participants and their family members only. The Head Coach will ensure lessons are structured and taught in an effective manner.

Recommendation:

Recommend approval of an addition to the dive team program by offering lessons to be taught by the Dive Team Coach for a fee of \$10.00 per ½ hour per participant and limited to two participants per ½ hour per coach.

LEG2006-XX: Consider Hillcrest Covenant Church Soccer Camp

Background:

Hillcrest Covenant Church, 8801 Nall Avenue in Prairie Village, has contacted the City about reserving the Franklin Park Soccer Fields to hold a soccer camp. Because the church will be sponsoring a camp they were asked to complete a contract similar to that which the City has with British Soccer. The church agreed to all parts of the contract but is asking the City to waive the \$10.00 per participant fee charged to camps because they are a non-profit organization.

For timing reasons, Hillcrest Covenant Church representatives requested this issue not be brought to the Parks & Recreation Committee and move directly to the Legislative/Finance Committee.

Program Impact:

The church would like to hold the camp Monday – Friday from 9:00 a.m. to 12:00 p.m. on Franklin Park Fields A and B during the week of July 17 through July 21. Currently, there are not any conflicts for the fields at this time.

Financial Impact:

If the City waives the \$10.00 per participant fee, the City will receive \$0.00 for this event. Hillcrest does not have an estimate of the number of participants for this camp.

Recommendation:

There is no recommendation for approval of this camp or for the waiving of the per participant contract fee because this contract was not reviewed by the Parks & Recreation Committee.

If the Committee wished to approve the contract including a waiver of the fee the following motion could be made:

MOTION

RECOMMEND THE CITY COUNCIL APPROVE THE CONTRACT WITH HILLCREST COVENANT CHURCH TO HOLD A SOCCER CAMP IN FRANKLIN PARK DURING THE WEEK OF JULY 17 THROUGH JULY 21 AND TO WAIVE THE \$10.00 PER PARTICIPANT CONTRACT FEE.



March 23, 2006

Dear City Council:

The purpose of this letter is to request that the \$10 per participant fee be waived for a soccer camp we are sponsoring at Franklin Park on July 17-21 from 9 am to 12 pm. Victory Soccer Camp run by Goran Hunjak and Hillcrest Covenant Church are both not-for-profit organizations and as such have limited budgets. Our desire is to provide a service to the children of Prairie Village and surrounding communities.

Your consideration of this request and a prompt reply would be most appreciated.

Sincerely,

Patricia A. Croasmun
Children's Pastor

Don S. Mapes
Executive Pastor

POLICY / SERVICES COMMITTEE
Meeting Cancelled for Lack of Agenda Items to Consider
See Council Committee Agenda

COUNCIL COMMITTEE

Monday, April 3, 2006

6:30-7:30 p.m.

“Council Chambers”

- **Relationship with Planning Commission**
Vertical integration or horizontal?
- **Duties of City Council**
Emphasis on policy making v. managing city
- **Inter-workings of City Council**
Relationships with each other.
Planning sessions without a paid facilitator
- **Long Range Vision**
Redevelopment
Eminent Domain
School Crossings
Mixed land use
Council size; Terms
Integration w Comprehensive Plan
Succession Planning for key personnel

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Monday, April 3, 2006
7:30 p.m.**

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PRESENTATION OF CHECKS TO COUNCIL MEMBERS

V. PUBLIC PARTICIPATION

VI. 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 – March 20, 2006
2. Authorize the Mayor to issue the following Proclamations:
“Johnson County Library Foundation Day” April 6, 2006
“Fair Housing Month” April 2006
“Arbor Day” April 28, 2006
3. Approve agreements with United Systems Technology, Inc. for animal licensing programming revisions and creation of a new report.

By Committee:

4. Approve participation with Johnson County and other cities in the county in a smoking ban survey project at a cost to the City of \$500 financed with a transfer from the 2006 contingency fund. (Legislative/Finance Committee Minutes, March 6, 2006)
5. Approve the amendment to the interlocal agreement between Johnson County and the city for stormwater project 190709: Somerset, Delmar, Fontana drainage for an amount not to exceed \$321,700 for preliminary and final design. (Council Committee of the Whole Minutes, March 20, 2006)
6. Adopt an ordinance amending Chapter XIII, Article I *Sidewalks* of The Prairie Village Municipal Code; approve amendments to council Policy CP204 entitled *Sidewalks* and delete Council Policy CP205 entitled *Maintenance of Sidewalks*. (Council Committee of the Whole Minutes, March 20, 2006)

VII. COMMITTEE REPORTS

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. ANNOUNCEMENTS

XI. ADJOURNMENT

If any individual requires special accommodations -- for example, qualified interpreter, large print, reader, hearing assistance -- in order to attend the meeting, please notify the City Clerk at 381-6464, Extension 4616, no later than 48 hours prior to the beginning of the meeting.

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

CONSENT AGENDA

CITY OF PRAIRIE VILLAGE, KS

Monday, April 3, 2006

CITY COUNCIL
CITY OF PRAIRIE VILLAGE
March 20, 2006

The City Council of Prairie Village, Kansas, met in regular session on Monday, March 20, 2006, at 7:30 p.m. in the Council Chambers of the Municipal Building.

ROLL CALL

Mayor Ron Shaffer called the meeting to order and led those present in the pledge of allegiance. The following Council members were present: Al Herrera, Bill Griffith, Ruth Hopkins, Steve Noll, Greg Colston, Andrew Wang, Laura Wassmer, Jeff Anthony, Wayne Vennard, Diana Ewy Sharp and David Belz.

Also present were: Barbara Vernon, City Administrator; Charles Grover, Chief of Police; Bob Pryzby, Director of Public Works; Doug Luther, Assistant City Administrator; Josh Farrar, Assistant to the City Administrator and Joyce Hagen Mundy, City Clerk.

PUBLIC PARTICIPATION

Mayor Shaffer recognized a student from Johnson County Community College attending the Council meeting for her honors government class.

CONSENT AGENDA

Jeff Anthony moved approval of the Consent Agenda for Monday, March 20, 2006:

1. Approve Regular Council Meeting Minutes - March 6, 2006
2. Authorize the Mayor to issue the following Proclamations:
 "Crime Victims' Week" April 23-29, 2006
 "National Volunteer Week" April 23-29, 2006
3. Approve the renewal of the vending services agreement between the City of Prairie Village and Priority Vending, Inc. to provide vending machine services to City facilities for a period of one year
4. Adopt Ordinance 2116 repealing Ordinance 2111 and adopt Resolution 2006-02 establishing compensation ranges for the City of Prairie Village
5. Approve the disposal of Unit 80, Unit 030 and Unit 448 (Public Safety Police Vehicles) through Nationwide Auction Service
6. Approve amendments to Personnel Policy #1010 entitled "Workers Compensation"
7. Approve amendments to Personnel Policy #920 entitled "Call Back Pay"
8. Approve the establishment of Personnel Policy #1097 entitled "Flu Shots"
9. Approve amendments to Personnel Policy #800 entitled "Recruitment and Selection"
10. Approve Agreement between the City of Prairie Village and the City of Mission, Kansas for Assistance in Code Enforcement Services
11. Approve amendment to City Council Policy #CP001 entitled "Public Committees" by eliminating Section V.A.(1) Citizens Advisory Committee on Community Standards and renumber section V.A.

A roll call vote was taken with the following members voting "aye": Herrera, Griffith, Hopkins, Noll, Colston, Wang, Wassmer, Anthony, Vennard, Ewy Sharp and Belz.

COMMITTEE REPORTS

Policy/Services Committee

POL2004-16 Consider Project 190708: Tomahawk Road from Roe Avenue to Nall Avenue

Steve Noll reported Engineering Change Order #2 is for additional design work resulting from the changes in the design criteria for SMAC projects. The additional work will extend all storm sewer laterals and add a new cell to the reinforced concrete box under Nall Avenue. The Change Order results in an increase in cost as well as an increase of 60 days to the contract. Johnson County SMAC has approved the expanded work and will cover 75% of the additional design costs.

On behalf of the Policy/Services Committee, Steve Noll moved the City Council approve Engineering Change Order #2 for Project 190708: Tomahawk Road from Roe to Nall Avenue with the Larkin Group for an increase of \$122,700.00, bringing the new contract total to \$334,700.00 and adding 60 days to the length of the agreement. The motion was seconded by Greg Colston and passed unanimously.

Legislative/Finance Committee

LEG2005-38 Consider proposed ordinance revisions to PVMC 19.44.025 entitled "Height and Area Exceptions - Fences"

The original recommendation from the Planning Commission was returned by the Legislative/Finance Committee with direction to reconsider the following three issues: 1) The retaining wall setback should be eliminated, 2) The 5-foot setback off the front corner of the dwelling be eliminated and 3) the permitting process needs to be refined to be less time-consuming for residents seeking to obtain a fence permit.

The Planning Commission returned their recommendation with a refined permitting process. However, they felt the retaining wall setback and the 5-foot off the front corner of a dwelling should be retained. The Legislative/Finance Committee requested the Planning Consultant add drawings reflecting the retaining wall setback regulations to make them clearer to the general public and are recommending the proposed revisions be adopted without the 5-foot setback off the front corner of a dwelling.

Therefore, on behalf of the Legislative/Finance Committee, Ruth Hopkins moved the City Council adopt Ordinance 2117 amending Chapter 19.44 of the Prairie Village Municipal Code, entitled "Height and Area Exceptions" by amending Section 19.44.025 entitled "Fences". The motion was seconded by Wayne Vennard.

Al Herrera confirmed fences could be constructed at the front corner of a house according to the proposed regulations, which is against the recommendation of the Planning Commission.

A roll call vote was taken with the following votes cast: "aye" Herrera, Griffith, Hopkins, Noll, Colston, Wang, Wassmer, Anthony, Vennard, Ewy Sharp and Belz.

Council Committee of the Whole

POL2005-29 Consider City Council Policy CP015 "Selection of Professional Consulting Services"

Jeff Anthony reported that at an earlier committee meeting the Council discussed revisions to the City's Council Policy for the selection of professional consultants. Concern was expressed with the amount of time and study involved by committee members particularly in the selection of architects and engineers and the limited background and expertise of some of the committee members. Under the new policy a smaller selection committee of two persons and a staff member will conduct the initial evaluations and interviews. The policy was also revised to coordinate with the city's existing purchasing policy. The Council felt in some circumstances they preferred the existing policy; however, felt the proposed revisions would be beneficial for the selection of architect/engineering consultants.

On behalf of the Council Committee of the Whole, Jeff Anthony moved the City Council adopt a new Council Policy as presented for the selection of professional architect/engineer consulting services for non-appointed City positions. The motion was seconded by Greg Colston.

Ruth Hopkins asked if action was needed immediately. Mr. Pryzby responded he has two consultant positions to fill and needs to begin the process as soon as possible.

The motion was voted on and passed unanimously.

OLD BUSINESS

Villagefest Committee

During the budget worksessions, the committee requested additional funding for the 2006 Villagefest celebration as it will be the 10th anniversary of Villagefest. One of the items being considered was the co-sponsoring of fireworks with the Meadowbrook Country Club. The details had not been finalized and the motion for funding approved by the Council was made contingent upon reaching an agreement with Meadowbrook. Josh Farrar stated an agreement was not reached with the Country Club and the committee is seeking clarification on what funding is available for the 2006 event.

The motion approving funding states: "The Council approve the requested budget request of \$55,000 for the 2006 budget contingent upon reaching an agreement with the Meadowbrook Country Club for a shared fireworks display." Mr. Farrar stated a strict reading of the motion as made would preclude the Villagefest Committee from spending the additional \$20,000 budgeted for 10th Anniversary activities such as an orchestra, big name band, patriotic speaker and publicity.

Diana Ewy Sharp stated the committee was seeking \$15,000 for partnering with Meadowbrook on the fireworks. The committee is investigating the possibility of ground display of fireworks to be held the evening before the 4th. Al Herrera asked when the committee would know if this alternative would be available. Mrs. Ewy Sharp responded within two weeks.

Ruth Hopkins stated she felt strongly the \$15,000 was clearly tied to having the joint fireworks with Meadowbrook.

Bill Griffith asked for the breakdown on past Villagefest events. Mrs. Ewy Sharp responded historically the committee has had \$15,000 budgeted and received an additional \$5,000 in corporate sponsorships. The additional \$20,000 was requested to make this the 10th Anniversary of Villagefest special and \$15,000 for the fireworks. She noted an additional \$5,000 was added to the budget for extra personnel costs that would have been needed for the fireworks display. Mr. Griffith stated that really \$20,000 were direct fireworks costs.

Mr. Griffith stated his reading of the motion has the committee back to square one without any clearly designated funding and the fireworks dead.

Laura Wassmer stated the \$15,000 was clearly for fireworks related costs and felt the budget should be reduced to \$35,000.

David Belz asked for additional information on the alternate fireworks. Mrs. Ewy Sharp stated they would be freestanding fireworks done perhaps on the hillside behind the skate park and coordinated with music.

Diana Ewy Sharp moved the Council approve a budget request of \$55,000 for the 2006 Villagefest 10th Anniversary Celebration. There was no second and the motion died.

Bill Griffith moved to approve an allocation of \$20,000 for the 2006 Villagefest celebration. The motion was seconded by Steve Noll. Mrs. Wassmer stated that would not allow for special events recognizing the 10th anniversary of Villagefest and the 55th anniversary of the City.

Diana Ewy Sharp moved to amend the motion increasing the allocation to \$35,000. The motion was seconded by Laura Wassmer.

Ruth Hopkins asked if the \$35,000 request would be a one-time request or an on-going request. Mrs. Ewy Sharp stated the request is to make the 10th anniversary celebration bigger and better and stated this would not be an on-going request.

Jeff Anthony called the question, which was voted on and passed.

A vote was taken on the amendment to the motion increasing the budget allocation from \$20,000 to \$35,000. The motion passed by a vote of 8 to 3 with Griffith, Colston and Anthony voting "nay".

The motion as amended approving an allocation of \$35,000 for the 2006 Villagefest celebration was voted on and passed by a vote of 7 to 4 with Griffith, Hopkins, Colston and Anthony voting "nay".

Al Herrera asked Mrs. Ewy Sharp to have the committee get cost information on the alternative fireworks display for informational purposes.

Committee Agenda Items

Jeff Anthony expressed concern with the extensive listing of committee agenda items on the Council Committee of the Whole assignments dating back to 1995. He feels it is imperative that the Council begin to address these policy and vision items and not wait for someone else to determine the City's vision. He noted the listing contains several items that will become hot issues in the next three to five years and need to be seriously addressed by the Council now. Bill Griffith recommended that Mr. Anthony as Council President and his successor see that these items are placed on the committee agenda.

NEW BUSINESS

There was no New Business to come before the Council.

ANNOUNCEMENTS

Mayor Shaffer highlighted the information distributed to Council regarding the Johnson County Leadership Summit to be held on Friday, March 31st. He encouraged all Council members that are able to attend. The event will include several excellent speakers and cover important municipal issues.

Bob Pryzby announced that he has hired a new Field Operations Superintendent, Mike Helms, with extensive experience both in the municipal environment and

construction industry. He replaces Roger Wyatt and will begin within the next few weeks.

Council members attending the National League of Cities Conference in Washington, D.C. reported on the activities and issues covered at the conference including video and cable franchising, the deficit, defining "blight" and the repeal of sales tax on new commercial equipment. Mayor Shaffer stressed the importance of following the activities going on at the State Legislative Sessions in Topeka.

Committee meetings scheduled for the next two weeks include:

Environmental Recycle Committee	03/22/2006	7:00 p.m.
VillageFest Committee	03/23/2006	7:00 p.m.
Policy Services Committee	04/03/2006	6:00 p.m.
Legislative Finance Committee	04/03/2006	6:00 p.m.
Council	04/03/2006	7:30 p.m.

The Prairie Village Arts Council is pleased to feature a watercolor exhibit by Virginia Fortner in the R.G. Endres Gallery during the month of March.

The first Johnson County Leadership Summit is on Friday, March 31, 2006 at the Ritz Charles Conference Facility in Overland Park. It runs from 8:00 a.m. to 4:30 p.m. Please contact Lauren if you plan to attend.

The Sixth Annual Earth Fair co-sponsored by the Prairie Village Environmental/Recycle Committee and the Shawnee Mission East Environmental and Recycling Committee will be on Saturday, April 8th from 10 a.m. to 3 p.m. at Shawnee Mission East High School.

The 50th Anniversary books, **Prairie Village Our Story**, and Prairie Village Gift Cards continue to be sold to the public.

Mark your Calendar the Large item pick-up has been scheduled for Saturday, April 22, 2006.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:10 p.m.

Joyce Hagen Mundy
City Clerk

CITY OF PRAIRIE VILLAGE

WHEREAS, the Johnson County Library was established with a county-wide citizen referendum on November 4, 1952, by a margin of four to one; and

WHEREAS, the grassroots development of this library by the Johnson County Citizens Library Committee, a group of citizens representing every corner of the county, worked through a classical political process to obtain this vote;

WHEREAS, the Johnson County Library now serves a population area of more than 500,000 with 13 facilities; circulates more than 6 million items each year, and is the largest public library in the State of Kansas; and

WHEREAS, the Johnson County Library has consistently ranked as one of the top libraries in the country for libraries of its size and in 2006 was recognized by the Institute of Museum and Library Services for its exemplary programs and services; and

WHEREAS, the citizens of the City of Prairie Village, of Johnson County, Kansas, and all Johnson County Library patrons regardless of residence, expect and deserve continued excellence from their library for decades to come;

NOW, THEREFORE, I, Ronald L. Shaffer, Mayor of The City of Prairie Village, do hereby proclaim April 6, 2006 to be

JOHNSON COUNTY LIBRARY FOUNDATION DAY

IN WITNESS THEREOF, I hereunto set my hand and cause the Seal of The City of Prairie Village, Kansas to be affixed this 3rd day of April, 2006.

Ronald L. Shaffer, Mayor

City Clerk

Date

CITY OF PRAIRIE VILLAGE

WHEREAS, the Congress of the United States passed the Civil Rights Act of 1968, of which Title VIII declared that the law of the land would now guarantee the rights of equal housing opportunity; and

WHEREAS, the City of Prairie Village is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all, and today, many realty companies and associations support fair housing laws; and

WHEREAS, the Fair Housing groups and the U. S. Department of Housing & Urban Development have, over the years, received thousands of complaints of alleged illegal housing discrimination and found too many that have proved upon investigation to be violations of the fair housing laws; and

WHEREAS, equal housing opportunity is a condition of life in our City that can and should be achieved,

On this third day of April, 2006, I, Ronald L. Shaffer, Mayor of the City of Prairie Village on behalf of its citizens, do hereby proclaim the month of APRIL as

'FAIR HOUSING MONTH'

and express the hope that this year's observance will promote fair housing practices throughout our City.

Mayor Ronald L. Shaffer

City Clerk

Date

CITY OF PRAIRIE VILLAGE

Arbor Day 2006

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, trees can reduce the erosion of our precious topsoil by the wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees wherever they are planted, are a source of joy and spiritual renewal.

NOW THEREFORE, I, Ronald L. Shaffer, Mayor of Prairie Village, Kansas, do hereby proclaim April 28, 2006 as

Arbor Day

In the City of Prairie Village, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Mayor Ronald L. Shaffer

City Clerk

Date

Consider Computer Programming Services for Licensing Software

Background:

The City uses a customized business and animal licensing program created by United Systems Technology, Inc. (USTI). After working with the standard software reports, staff discussed how the reports could better meet our needs, provide for more complete and effective use of the information available.

USTI was contacted regarding the desired changes and has submitted a proposal for the programming changes. An additional animal license report is being requested that will combine all the information needed by the Animal Control Officers and City Clerk Staff to verify animal ownership and license status.

Financial Impact:

Funds have been budgeted in the City Clerk's budget for computer programming and upgrades under contract services.

Recommendation:

Approve the agreements with United Systems Technology, Inc. for the animal license programming revisions and creation of a new report as requested at a cost of \$300 with funding from the City Clerk's Budget Account 01-05-38-5160

**COUNCIL ACTION REQUIRED
CONSENT AGENDA**



**PROFESSIONAL SERVICES AGREEMENT
(USSR1.9408)**

Date: 3/24/2006	# of Pages: 2
To: Kelly Cox	Fax Back To: Debbie Jones
Co./Dept.: The City of Prairie Village	Co./Dept.: United Systems Technology
Phone #: 913-381-6464	Phone #: 519-641-4712
Fax #: 913-381-7755	Fax #: 519-641-4714

March 24, 2006

Kelly Cox
The City of Prairie Village
7700 Mission Road

SR No.: 30912
Service Type: Programming

Prairie Village, KS 66208

This PROFESSIONAL SERVICES AGREEMENT (SR) is made by and between United Systems Technology, Inc., hereinafter referred to as "USTI" (an Iowa corporation), and The City of Prairie Village, hereinafter referred to as "CUSTOMER".

CUSTOMER hereby orders and USTI hereby agrees to provide up to 3 hours of Professional Services as described in the Services to be Provided section of this document at the SR Rate of \$100 per hour for an estimated fee, hereinafter referred to as the SR Fee, of \$300. USTI further agrees to use its best efforts to schedule completion of this service within 30 business day(s) of the date this agreement is received signed by USTI.

SERVICES TO BE PROVIDED

USTI agrees to provide, and Customer agrees to accept, the following Professional Services, subject to the terms and conditions contained in the PROFESSIONAL SERVICES AGREEMENT TERMS AND CONDITIONS (USSR2.9408) document attached hereto:

Professional Services - add a report that contains the following information: Tag Number, Owner Name, Owner Address, Owner Zip Code, Owner Phone Number, Pet Name, Pet Type, Breed, Spay/Neutered, Vet, Vac Date, 3 Year Date (User Defined Field 3), Rabies Tag # (User Defined Field 2) and Renewal Date. Sort by Renewal Date. Renewal Date range criteria.

ACCEPTANCE

I have read and understood this PROFESSIONAL SERVICES AGREEMENT, including the SERVICES TO BE PROVIDED and the TERMS AND CONDITIONS and agree that this document constitutes the complete and exclusive statement of the agreement between the parties, and all prior agreements for these specific services, oral or written are superseded.

If not accepted within 30 days, this proposal shall be void and non-binding.

ACCEPTED BY:

United Systems Technology, Inc.

Name: _____
Signature: *D Jones*
Title: *Lead Prof. Serv*
Date: 3-24-06

ACCEPTED BY:

The City of Prairie Village

Name: _____
Signature: _____
Title: _____
Date: _____

SERVICE REQUESTS TERMS AND CONDITIONS (USSR2.9408)

Fees and Expenses:

The professional fees for the above described services are estimated to be the SR Fee identified in the signature page of the agreement (USSR1.9408). If, after beginning delivery of the service, it is determined that the cost of delivery of the service will exceed the estimate, work will be suspended until a written price or service change is approved by the Customer.

Fees for the above services are based on our standard billing rate identified as SR Rate in the signature page of this agreement (USSR1.9408), with a four (4) hour minimum professional fee at the SR Rate applicable for all on-site services.

All out-of-pocket expenses including, but not limited to, airfare, auto rental, hotel/motel, meals, mileage, tolls and parking will be billed at the actual cost incurred by USTI.

USTI will invoice both the professional fees and out-of-pocket expenses upon delivery of the services unless this agreement is for an amount estimated to exceed \$5,000.00 in which case interim progress billing will be utilized.

All invoices are due and payable within 30 days from the date of invoice. Invoices which are over 30 days past due will incur a service charge of one and one-half percent (1 ½%) per month or eighteen percent (18%) per year.

Expected Completion Date:

The services outlined above are expected to be completed by the Expected Completion Date identified in the signature page to this agreement (USSR1.9408). USTI will make every effort to assure timely completion of this Professional Service and also to accommodate Customers' desires regarding scheduling, but makes no guarantees in this regard.

Scheduling and Schedule Changes:

USTI will make every effort to assure timely and professional completion of each Professional Service. USTI does not guarantee service delivery dates. USTI will not be responsible for any loss of service hours due to transportation schedules or other causes beyond its control. However, USTI will bill only for the actual hours of service provided to the customer, with the exception that on-site training services will not be scheduled or billed for less than four (4) hours of professional services.

With regard to on-site training, the Customer understands that specific USTI personnel resources will have been made available to accommodate the scheduled dates of training. Therefore, if the Customer cancels on-site training services less than seven (7) calendar days prior to the first day of the scheduled service delivery, regardless of cause, a late cancellation fee equal to the professional fee for eight (8) hours of service will be charged. Further, if such cancellation occurs after the USTI representative begins travel, the client will be responsible for one day of training plus all travel expenses occurred.

Results:

USTI cannot guarantee the results of Professional Services or that these Professional Services will be the only ones necessary to accomplish your objectives.

Even though USTI cannot guarantee results, we do guarantee that:

- We have based our proposal upon our understanding of your requirements at this time.
- The USTI Programmers and Trainers will be adequately trained, will have all of the essential materials necessary to complete their tasks, and will conduct themselves in a professional and organized manner.
- Should any material deviation from this professional level of service arise, USTI will issue a credit for the agreed upon number of hours during which trained was deficient.

If, subsequently, it is determined that additional services are necessary to satisfy your requirements, as they are now understood by you.

Ownership:

USTI retains ownership and all rights to say and all programming that may be authored as a result of this agreement. No other party shall have the right to copy programming developed under this agreement, except to make backups, or to provide access to programming developed under this agreement to any other party without the written consent of United Systems Technology, Inc.

Separate Services:

All Professional Services (whether installation, training, programming, or other) performed under this agreement are separate and distinct from all USTI Licensed Application Software Products and any prior or future Professional Services proposed herein (particularly as it relates to programming services) with prior or future Professional Services or with new releases of USTI Licensed Applications Software Products. Any such integration service must be quoted separately.

No Customer Support for Programming Services:

USTI and Customer understand and agree that any Programming Services that may be described herein are separate and distinct from all USTI License Application Software products, including any Licensed Applications Product(s) that may be identified in the SERVICES TO BE PROVIDED section of this proposal. Any Programming Services provided under this agreement are NOT covered by the Customer Support Agreement for any Licensed Application Software Product(s) identified above nor for any other USTI Licensed Application Software Product(s).

USTI will provide toll-free telephone assistance and programming error correction on any programming provided under this agreement, as described in the Services to be Provided section, for 90 days from the date the completed work is shipped to the Customer. After that time USTI may, at its sole discretion, provide additional support on a contract or hourly basis.

**LEGISLATIVE/FINANCE COMMITTEE
MARCH 6, 2006
MINUTES**

LEG2006-03: Consider request for funding from Johnson County for smoking survey

Johnson County Commissioner Dolores Furtado, Commissioner of the Fourth District, asked cities in the County to participate in the cost of a survey to determine how Johnson County residents would react if a "No Smoking " Ordinance is approved for the entire County. Commissioner Furtado chairs the Health of the Public and Wellness Task Force initiative to restrict smoking in Public Places in Johnson County, including restaurants and bars.

The Model Ordinance developed by the Task Force is similar to the one adopted for Prairie Village.

After reviewing activities in the county, the Task Force decided there is a need for a citizen survey , jointly funded by cities and the county, to learn how county residents react to the current situation and how they would react if smoking were restricted. Popular opinion indicates that citizens would cross the state and/or county line if they could not smoke in businesses in this county. The Task Force would like to find out if that perception is correct.

They propose to retain ETC Institute to conduct a statistically valid survey . ETC would conduct 800 ten minute interviews for a cost of \$13,760. The County would like a commitment from Prairie Village to provide \$500 toward the cost of the project.

This amount is not included in the Prairie Village budget for 2006. If participation is approved, it would require a \$500 reduction of the Fund Balance for 2006.

Wayne Vennard made the following motion which was seconded by Laura Wassmer and passed with five "yes" and one "no" (Ewy Sharp) vote.

**APPROVE PARTICIPATION WITH JOHNSON COUNTY
AND OTHER CITIES IN THE COUNTY IN A SMOKING
BAN SURVEY PROJECT AT A COST TO THE CITY OF
\$500 FINANCED WITH A TRANSFER FROM THE
2006 CONTINGENCY FUND.**

**COUNCIL ACTION REQUIRED
CONSENT AGENDA**

**RUTH HOPKINS
CHAIRPERSON**

COUNCIL COMMITTEE OF THE WHOLE

March 20, 2006

The Council Committee of the Whole met on Monday, March 20, 2006 at 6:00 p.m. The meeting was called to order by Council President Jeff Anthony with the following members present: Mayor Ron Shaffer, Al Herrera, Bill Griffith, Ruth Hopkins, Steve Noll, Greg Colston, Andrew Wang, Laura Wassmer, Pat Daniels, Wayne Vennard, Diana Ewy Sharp and David Belz. Staff members present: Barbara Vernon, City Administrator; Charles Grover, Chief of Police; Bob Pryzby, Director of Public Works; Doug Luther, Assistant City Administrator and Joyce Hagen Mundy, City Clerk

POL2004-15: Consider Project 190709: Somerset, Delmar, Fontana Drainage

Bob Pryzby reported this project qualifies as a Stormwater Management Advisory Council (SMAC) funded project. An Interlocal Agreement was executed last July for the project. It provided for the preparation of a concept report with several options for this project. That phase is now complete and the next phase is for preliminary and final design. An amended agreement has been prepared by Johnson County for this phase of the project for approval by the City. The agreement provides for funding by Johnson County in an amount not to exceed \$321,700. Mr. Pryzby noted City funds are available in the City's Capital Infrastructure for the City's share of the work.

Diana Ewy Sharp made the following motion which was seconded by Laura Wassmer and passed unanimously:

**RECOMMEND THE CITY COUNCIL APPROVE THE AMEND-
MENT TO THE INTERLOCAL AGREEMENT BETWEEN
JOHNSON COUNTY AND THE CITY FOR STORMWATER
PROJECT 190709: SOMERSET, DELMAR, FONTANA
DRAINAGE FOR AN AMOUNT NOT TO EXCEED \$321,700
FOR PRELIMINARY AND FINAL DESIGN**

**COUNCIL ACTION REQUIRED
CONSENT AGENDA**

COU2005-20 Consider Sidewalk Municipal Code and Policy Changes

Bob Pryzby reviewed proposed changes to the Prairie Village Municipal Code XIII Article 1 entitled "Sidewalks" and to City Council Policies CP204 entitled "Sidewalks" and CP205 entitled "Maintenance of Sidewalks".

The changes to the Municipal Code Chapter XIII Article 1 "Sidewalks" include the following:

- Removal of the word "reconstruction" as it is not an activity pursued by the City. Mr. Pryzby noted "repairs" are the common work activity.
- Requiring the subdivision developer to construct sidewalks on all sides of a street regardless of the street classification as this avoids the controversy about constructing a sidewalk in later years.
- Requiring the Public Works Director to establish sidewalk grades and not the City Clerk.
- Removal of the petition for construction or reconstruction of sidewalks as a petition can be presented by residents at any time or the residents can approach the Governing Body at any time.

- Added "Damage by Others" that was not addressed.
- Added "Removal of Snow, Debris, Litter and Weeds" that was not addressed, but has been the subject of complaints to Public Works.

Jeff Anthony questioned how the damage by others addressed in the proposed code was different from water damages discussed last month and the Council agreed to share the costs. Mr. Pryzby responded that damage to the sidewalks by activities of the residents is more severe than the water damage and noted that once the water damage is addressed it will not reoccur.

Bill Griffith asked if property owners across the country are responsible for maintenance of sidewalks. Mr. Pryzby responded this is universal and noted that 95% of cities also assess property owners for the construction of sidewalks.

Andrew Wang stated he had been told at one time the City plowed sidewalks and asked if this was accurate. Mr. Pryzby responded this has not been done while he has been here. Barbara Vernon stated many years ago, more than 30, this was done by Homes Associations. Mr. Pryzby stated this is not feasible without purchasing specific sidewalk plowing equipment and hiring more employees.

Wayne Vennard asked if the street classifications were defined. Mr. Pryzby responded they are located in another city code and follow the designations of the MUTCD.

David Belz confirmed the residents still have the ability to petition. The public always has the ability to address the Council directly.

Bob Pryzby reviewed the changes to City Council Policy CP204 entitled "Sidewalks" include the following:

- Removal of repetitive phrases.
- Removal of the petition for construction or reconstruction of sidewalks as a petition can be presented by residents at any time or the residents can approach the Governing Body at any time.
- Removal of "Construction by Others" as it is provided for in the Municipal Code Chapter XIII Article 1 entitled "Sidewalks", as amended.
- Clarified the City responsibility for replacement and repair of sidewalks that have deteriorated due to natural conditions.
- Amended the Construction requirements to minimum of five feet width and to construct a ramp as required by the *American with Disabilities Act*.
- Removal of the Section "Special Circumstances" as this is a policy of the City Council and the City Council can waive or modify any parts of the policy as an administrative matter.

Laura Wassmer said she felt the Council would be addressing the design features separately, noting she felt a 5-foot sidewalk may not be possible in all locations. Mr. Pryzby responded he did not feel there is a noticeable difference between a 4-foot and a 5-foot sidewalk and noted the ability to place the sidewalk at the curb. He felt the minimum should be set at 5' acknowledging there could be situations where it would need to be less.

Mayor Shaffer asked the width of the sidewalk in Franklin Park. Mr. Pryzby stated the sidewalk was 4 feet wide and noted the City has received several complaints from residents wanting a wider sidewalk.

Greg Colston arrived.

Pat Daniels felt the four foot width of existing sidewalks is appropriate especially in areas with smaller lots and front yards. He expressed concern with retrofitting the sidewalks and questioned the need for a higher standard than the current City standard. He also stated he does not like to have sidewalks located at the curb and does not feel a 5-foot sidewalk would be aesthetic.

Bob Pryzby responded from his experiences and knowledge of the City he disagrees and noted there will be instances when deviations from the policy will be necessary particularly in heavily treed areas.

Diana Ewy Sharp said she supports the wider sidewalks to accommodate individuals walking side by side and stated this is a frequent issue in the parks.

David Belz stated he does not feel the width of the sidewalk is the issue for residents. The residents do not want to give up part of their front yard for a sidewalk and do not want the responsibility for the maintenance of a sidewalk. He feels the sidewalk width should be one that would accommodate most walkers.

Bob Pryzby stated that with the adoption of the revised Council Policy and revisions to the municipal code City Council Policy CP205 entitled "Maintenance of Sidewalks" can be deleted as the provisions of that policy are provided for in either the Municipal Code or other City Policies. He also reviewed for informational purposes Administrative Policy AP204 entitled "Sidewalks", which details procedure for staff relative City Council Policy CP204.

The financial impact of the adoption of the proposed revisions will be some reduction in staff administrative time implementing the proposed Municipal Code Chapter XIII Article 1 *Sidewalks* and Council Policy CP204 *Sidewalks*.

Bill Griffith stated the issue appears to be the width of the sidewalk. Mr. Pryzby stated many communities are building five-foot sidewalks which are ADA compliant. The ADA regulations require that sidewalks have the capability to allow two wheelchairs to pass at least every 250 feet, which requires a 5-foot sidewalk.

Pat Daniels asked if existing sidewalks were grandfathered. Mr. Pryzby responded there is no grandfathering in ADA and stated any improvement made or new sidewalk constructed needs to meet the ADA requirements.

Laura Wassmer asked if driveways had any impact on this regulation. Mr. Pryzby responded they do not qualify as a passing lane as there is no ability to control the slope of a driveway.

Mayor Shaffer stated he has received several complaints on the sidewalk in Franklin Park not being wide enough. Mr. Pryzby noted when improvements are made to the park the sidewalks will have to be brought into compliance.

Wayne Vennard made the following motion which was seconded by Bill Griffith.

**RECOMMEND THE CITY COUNCIL ADOPT AN ORDINANCE
AMENDING CHAPTER XIII, ARTICLE I *SIDEWALKS* OF
THE PRAIRIE VILLAGE MUNICIPAL CODE; APPROVE
AMENDMENTS TO COUNCIL POLICY CP204 ENTITLED
SIDEWALKS AND DELETE COUNCIL POLICY CP205
ENTITLED *MAINTENANCE OF SIDEWALKS*.
COUNCIL ACTION REQUIRED
CONSENT AGENDA**

Jeff Anthony stated on behalf of his constituents who do not want sidewalks constructed on their property he would be voting against the motion.

The motion was voted on and passed by a vote of 10 to 1.

POL2005-29 Consider City Council Policy CP015 entitled "Selection of Professional Consulting Services"

Bob Pryzby reviewed proposed changes to City Council Policy CP015 entitled "Selection of Professional Consulting Services" which basically follow the policy used by the City of Overland Park. The policy establishes the process of selecting professional consultants for non-appointed City positions.

Appointed City positions are City Administrator, Assistant City Administrator, Chief of Police, Director of Public Works, City Clerk, City Treasurer, City Attorney, Assistant City Attorney, City Prosecutor and Municipal Court Judges.

The changes to City Council Policy CP015 "Selection of Professional Consulting Services" are as follows:

- Added definitions to describe the type of professional services and the types of committees
- Added new language to the policy as discussed with the Policy/Services Committee
- Added policy for limits of securing professional services
- Moved the Procedures to the AP015a "Consulting Services - Selection"

Mr. Pryzby stated the consultants are evaluated first on their qualifications and experience. There is no discussion of fees or rates until the individual/firm has been determined to be qualified then they are asked to submit fees.

The purchasing rules of the City have been incorporated into the proposed policy. The selection committee has been changed from the policy/services committee to a committee of two Council persons and the Department Manager having jurisdiction of the work involved.

Pat Daniels said he struggles with evaluating qualifications first stating he would like a schedule of fees up front. Mr. Pryzby stated these are professionals and their professional associations feel strongly that the firms and individuals should be judged on their qualifications.

Mayor Shaffer stated requests for proposal from some Missouri public clients he has dealt with have requested that fees be submitted with proposals.

Ruth Hopkins asked why the policy was being changed. Steve Noll noted problems experienced in the past including the amount of time and study needed to conduct the interviews, the difficulty experienced by committee members knowing what to look for and the critical parameters for consideration.

Mr. Pryzby noted a very significant amount of time goes into preparing a proposal and preparing for the interview which in turn requires a significant amount of time and involvement for those reviewing the proposals and conducting the interviews. He noted he has had difficulty getting that level of involvement from six committee members as well as the difficulty of scheduling a time when six individuals can meet to do the interviews.

Jeff Anthony stated the proposed policy transfers some of the responsibility from committee to staff. It does not take ultimate control away from the Council. Mr. Pryzby stated the intent of the change is to reduce the number of Council persons involved in the early stages of selection. It keeps the Council involved in line with the guidelines established by the purchasing policy.

Ruth Hopkins was concerned with the Council not seeing the other choices. Steve Noll replied the Council can request a presentation. Greg Colston stated he supports cutting back the number of people involved in the preliminary selection. He does not feel the Council needs to go through the entire process.

Pat Daniels stated most organizations favoring selection based on qualifications are professionals; however, he hasn't heard any comments from the other side of the coin. He acknowledged this establishes an architectural frame of reference but questioned how productive the process is. He feels the only way to make a competent decision is having knowledge of the firm or relying on staff or references themselves.

Bob Pryzby noted all the selection committee is doing is determining if the firms/individuals are qualified. Then fees are received from all qualified firms. He does not place a lot of weight on references as they are generally individuals that firms know will make positive statements. He will generally talk with colleagues who have worked with the firms.

Bill Griffith confirmed under the proposed policy only two Council members would be involved in the entire process and the Council would not get involved until way down the decision making process. He feels there has to be some demarcation where the decision has to come to the entire Council. He does not like the decision process to be 90% complete before Council sees any information. All the background information is in the heads of the two committee members and staff person. The Council members do not have the full scope and therefore are at a disadvantage when making a decision.

Bob Pryzby stated it needs to be stressed on the Department Manager to get the Council the necessary information without them having to sit in on the interviews.

Bill Griffith stated he feels better with six Council persons getting the information directly than with two. Mr. Pryzby stressed his difficulty in getting six persons to invest the time in reviewing the proposals and doing the interviews. Mr. Griffith suggested a dollar value be established for review by the committee.

David Belz shared his experience during the selection of the storm drainage consultant. He stated he received several large books to review and noted the knowledge to accurately review them did not come with the books. He did not feel he even had the knowledge to know what questions to ask, much less to evaluate their responses. He stated he would welcome two or three, who knew what they were doing and could ask the proper questions and be able to relay that information to the Council. However, it comes down to having a level of trust in those individuals.

Steve Noll stated the process as it exists is extremely time consuming, a minimum of one hour per interview, and requires a high level of engagement to know what the individuals are talking about and a general committee of Council members with varying backgrounds have not been able to provide that commitment. He feels two individuals with the knowledge and commitment would be better than a committee of six struggling committee members.

Ruth Hopkins asked if the selection committee would be the same two individuals. Mayor Shaffer stated he felt they would vary depending on the expertise needed for the particular area being considered. Mrs. Hopkins questioned if the Council is not involved in the process, how do they become educated and step up to the next level rather than remaining in the dark. She stated she feels more comfortable with half of the Council engaged rather than two. Mayor Shaffer reminded her of the difficulty getting six individuals engaged in the process. Mrs. Hopkins then questioned if this action fixes the wrong problem.

Pat Daniels stated at some point the Council has to rely on people and have a certain degree of trust, but noted that does not relieve the Council of doing their homework to gather all the information they can.

Laura Wassmer asked if this policy made more sense for technical areas than for other areas. She said she can see its value for architects, pension, and insurance consultants but not as well for others. She felt the entire Council should be involved in the selection of the Planning Consultant, Visioning Consultant, etc. However, she is grateful for Steve Noll's expertise the past several years in the selection of an insurance consultant.

Mr. Pryzby presented the option of having staff review the proposals and select those to be interviewed with the Council doing the interview. However, he stressed the need to be fair to those firms preparing proposals to give them ample time for their presentations and interviews. He noted, generally, several weeks are spent preparing the proposals and then for the interviews.

Wayne Vennard noted the dollar amounts in the policy seemed appropriate and suggested the City try the new policy out for a few months.

David Belz stated that even though there were six people on the Policy/Services Committee at least half of them were relying on the more experienced members to ask the right questions. It was helpful for him to be exposed to the process. Mr. Pryzby stated a primary consideration is the length of time involved in the process. He feels people reporting results and explaining information can get the Council members to the level needed for an educated decision.

Bill Griffith suggested the new policy be restricted to the selection of consultants for Capital Improvement Projects and if it works well the policy can be expanded later to include all professional consultants. He is hearing from members that they feel it makes good sense for technical consultants, but that they want to be involved in the selection of non-capital program consultants.

Mr. Pryzby asked for a clarification on the term "technical" noting the policy does not define technical. It was agreed that the new policy would address architects and engineers and the existing policy would remain in place for non-capital project related consultants.

Mr. Pryzby reviewed for informational purposes the proposed revisions to the Administrative Policy AP015a "*Consulting Services - Selection*". This policy establishes the procedures to be followed during the selection process.

Bill Griffith made the following motion, which was seconded by Al Herrera and passed unanimously:

**RECOMMEND THE CITY COUNCIL ADOPT A NEW COUNCIL
POLICY AS PRESENTED FOR THE SELECTION OF PROFESSIONAL
ARCHITECT/ENGINEERING CONSULTING SERVICES FOR
NON APPOINTED CITY POSITIONS.**

**COUNCIL ACTION TAKEN
MARCH 20, 2006**

Ruth Hopkins noted that last fall the Council discussed meeting only as a Council Committee of the Whole. All Council members would receive the same information and prevent polarization. At that time she did not support the concept feeling there were too many agenda items to be completed with only one committee. However, staff felt it could be done and she would like to have the concept revisited. She sees the value of the concept and would support its implementation.

COU2006-01 Consider Personnel Committee

Barbara Vernon stated late last year, during discussions about retaining a consultant to conduct a salary and benefits study for the City, a few members of the Council said they thought the Council should have a Personnel Committee. Mayor Shaffer asked one of the proponents of this idea to prepare a summary of goals and objectives such a committee would have and provide some idea of who would serve on the committee.

Following is the proposal submitted to the Mayor:

Membership:

Two Council members, two department managers, four staff personnel and one or two outside consultants.

Meeting Dates:

Bi-monthly

Duties:

Stay informed of new laws and regulations

Promote and communicate to department managers proper techniques for:

- Hiring
- Orientation
- Reviewing
- Maintenance of employee files
- Firing

Examine sources of comparative information re: salary ranges, benefits, etc. and compare to Prairie Village policies and procedures.

Periodically review job descriptions

Discuss problems/opportunities internally (i.e. health insurance, benefits)

Mrs. Vernon stated until about twenty years ago, the City had a Personnel Committee. The membership included two Council members and personnel professionals from the community (it was similar to the current Insurance Committee). They considered personnel policy recommendations and financial commitments of the City for personnel, such as salary increases and benefits. The committee structure was reorganized under Mayor Taliaferro because Council members wanted a committee system that would allow more time for discussion of policy issues, leaving research and administrative operations to professional staff. The personnel committee issues, policies and finance, were divided between the two Council Committees, Policy/Services and Legislative/Finance.

More than ten years ago the City Council approved budget funds to hire a part-time Human Resources Director. The individual hired had recently retired after 30 years of service as the Personnel Director for the City of Kansas City, Missouri. He spent his first few years in Prairie Village establishing systems and some procedures, but he spent most of his time working with employees. This was a period of transition in some of the departmental units so he kept busy during his four-hour days counseling on employee problems and with problem employees. He left abruptly in December of 2002.

Faced with a sudden vacancy in the position, we began investigating what was being done, not being done and needed to be done. The first time we hired for this position, we hired for experience. This time we decided we needed more specific identification of what was needed in the position at this point in the life of this City. A personnel consultant was retained to conduct a study of current procedures, records, and practices in order to make recommendations of changes needed and to identify the knowledge level an individual would need to fill the personnel position in this City. Specific recommendations were implemented immediately. The consultant recommended the City hire an individual certified by the Society for Human Resource Professionals as a Professional Human Resource practitioner (PHR). That was also done.

The City's senior management staff reviewed the duties recommended for a new Personnel Committee. Following is a listing of the ways in which those duties are currently managed.

Stay informed of new laws and regulations.

Laws and regulations for the various departments differ. For example, in Public Safety, laws and regulations related to police work change frequently. Police personnel are kept informed about these changes through meetings and publications. Part of the Police Chief's job description is to keep informed and implement changes needed in departmental practices and recommend policy changes that are needed. The same is true in the Public Works Department. Chemical and equipment manufacturers routinely update safety procedures and requirements. It is the responsibility of the Public Works Director to implement those procedures and others related to his departmental operations.

Keeping informed about laws and regulations of a general nature is the responsibility of the PHR and all senior managers. We closely follow changes and implement policy and/or procedural changes when required. The Policy/Services committee, and ultimately the Council, approves policy changes recommended by staff. A recent example is the new Workers Compensation Policy. A new state statute allows a city to require a drug/alcohol test after every workplace accident, denying payment to those employees who test positive. Management and the

Policy/Services recommended that tests be given only when there is reasonable suspicion of impairment.

Currently, members of the City's senior management staff are responsible and held accountable for staying informed of changes needed, implementing changes that are administrative and informing the Policy/Services Committee when change in policy is recommended. Compensation issues are referred to Legislative/Finance.

Promote and communicate to department heads proper techniques for hiring, orientation, reviewing, maintenance of employee files and firing.

The Human Resources Director and senior management staff are responsible for these procedures. They are trained for this, they attend conferences, read literature and conduct research that is specific to their procedures. When they have additional questions, they contact the City Attorney who confers with attorneys specializing in labor law.

Examine sources of comparative information re: salary ranges, benefits, etc. and compare to PV policies and procedures: Periodically review job descriptions; Discuss problems/opportunities internally (i.e. health insurance, benefits)

The Legislative/Finance Committee recently approved a formal compensation/benefit policy as a result of the consultant's study that policy will be recommended to Council. Procedures necessary to implement the policy will then be adopted and followed by management staff. The study will also recommend annual compensation/benefit comparisons by staff with a periodic in-depth study by a consultant. The consultant is also reviewing/updating job descriptions.

The City has an employee benefits committee which meets regularly. Management employees who work with this committee keep elected officials fully informed of their recommendations.

Barbara Vernon reviewed her recommendation with the committee as follows:

Continue to hire individuals who are well educated, trained and experienced in their fields.

Continue to make policy decisions and to hold managers responsible and accountable for properly managing their administrative duties.

Continue to retain professional consultants to review and evaluate specific operations. For example she noted each year the City authorizes an audit of financial records, every three years the Public Safety department is examined by CALEA for recertification of every aspect including the complete personnel function (reviews, policies, practices and job descriptions), every year the American Red Cross certifies operating procedures and equipment before the pool opens and during the season and the City's liability insurance carrier annually has a professional risk management consultant audit City property and risk management procedures in the City.

Mrs. Vernon stated if the Council is concerned about the Personnel function (procedures, policies, job descriptions, compensation practices, etc.) her recommendation would be to adopt a policy requiring periodic review of the personnel function by a professional personnel consultant.

Bill Griffith asked who the Human Relations Manager reports to. Mrs. Vernon replied he reports to the Assistant City Administrator. Mr. Griffith stated he does not feel a standing committee is needed.

Jeff Anthony stated he feels the City needs a compensation committee to act as a sounding board. He feels there should be a committee getting a top-side look at what is going on, what employee issues are. He does not feel this information is known to all Department Heads. The committee makeup would provide a wide background of experiences and expertise including personnel persons. He does not see the committee's role to tell staff what to do on a day to day basis. There needs to be an outside sounding board.

Ruth Hopkins questioned how the committee would get this information. Mr. Anthony responded at open forums, from staff and employees. He stated personnel costs are the largest budget line item and he feels there needs to be a higher level of review. He repeated he is not proposing micro-managing the staff.

Diana Ewy sharp stated she is leaning towards support of Jeff's idea. She feels it is important for the Council to have a clear big picture of what is happening. She stated there are big issues coming up personnel-wise for this community and feels the Council should be looking ahead at how they will address them.

Laura Wassmer stated she understands the issue but doesn't see how this can be effectively addressed by a committee. It is difficult to get into specifics with a committee. She understands and agrees with the need for some action, but is not sure what would be the best route to take Mrs. Ewy Sharp agreed that a committee may not be the best vehicle.

Pat Daniels stated concern specifically with the number of good people leaving the City and agrees that the issue merits more discussion.

Laura Wassmer suggested Council members try to identify specific issues. Diana Ewy Sharp stated this may be done better after the City receives the report of the benefits consultant.

The Council agreed to continue discussion on this issue.

Council President Jeff Anthony adjourned the meeting at 7:30 p.m. and announced the City Council meeting would convene in five minutes.

Jeff Anthony
Council President

**Amendment to the Interlocal Agreement
Between Johnson County, Kansas, and the
City of Prairie Village for a Stormwater Management Project
Known as Improvements on Dyke Branch:
Somerset, Delmar, Fontana Drainage south of 83rd Street
(DB-11-013)**

This Amendment to Interlocal Agreement is entered into as of the _____ day of _____, 2006 by and between the Board of County Commissioners of Johnson County, Kansas ("Board") and the City of Prairie Village, Kansas ("City").

Recitals

1. The Board and the City entered into that certain interlocal Agreement dated August 25, 2005, covering a certain Stormwater Management Project identified as improvements on Dyke Branch - Somerset, Delmar, Fontana Drainage south of 93rd Street (DB-11-013).
2. The funding commitment of the Board set forth in the Agreement is limited to an amount not to exceed Seventy-Six Thousand Dollars (\$76,000) which the parties now desire to increase to Three Hundred Twenty-One Thousand Seven Hundred Dollars (\$321,700).
3. On _____, the City authorized its Mayor to enter into this Amendment.

Agreement

1. The Interlocal Agreement is hereby amended by replacing the words "Seventy-Six Thousand Dollars (\$76,000)" in Sub Paragraph 2 titled, "Estimated Project Cost", Page 2, with Three Hundred Twenty-One Thousand Seven Hundred Dollars (\$321,700)."
2. The Interlocal Agreement is hereby amended by replacing the words "Seventy-Six Thousand Dollars (\$76,000)" in Sub Paragraph 3 titled, "Option to Terminate", second paragraph on page 3, with "Three Hundred Twenty-One Thousand Seven Hundred Dollars (\$321,700)."
3. Except as specifically amended by this Amendment, all the terms and provisions of the Interlocal Agreement and any prior Amendments to the Interlocal Agreement, shall remain unchanged and in full force and effect.

**Board of County Commissioners of
Johnson County, Kansas**

City of Prairie Village, Kansas

Annabeth Surbaugh, Chairman

Ronald L. Shaffer, Mayor, Mayor

Attest:

Attest:

Casey Joe Carl
Clerk of the Board

City Clerk

Approved as to form:

Approved as to form:

Robert A. Ford
Assistant County Counselor

City Attorney

AN ORDINANCE AMENDING CHAPTER 13 OF THE PRAIRIE VILLAGE MUNICIPAL CODE, 2003, ENTITLED "STREETS AND SIDEWALKS" BY REPEALING THE EXISTING ARTICLE 1 ENTITLED "SIDEWALKS" AND ADOPTING A NEW ARTICLE 1 ENTITLED "SIDEWALKS".

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

Section I.

The existing Chapter 13, Article 1, of the Prairie Village Municipal Code, 2003, entitled "Sidewalks" is hereby repealed.

Section II.

Chapter 13 of the Prairie Village Municipal Code, 2003, entitled "Streets and Sidewalks" is hereby amended by adopting a new Article 1, entitled "Sidewalks" to read as follows:

ARTICLE 1. SIDEWALKS

- 13-101. **PERMIT REQUIRED.** It shall be unlawful to construct any sidewalk within the city until the plans first have been approved by the governing body and a permit issued for such work by the director of public works.
- 13-102. **CONSTRUCTION BY ABUTTING OWNER.** Nothing in this article shall be construed to prohibit the owner of property abutting a proposed sidewalk from constructing a sidewalk at no cost to the city. Such person shall obtain a permit in accordance with section 13-101 of this article.
- 13-103. **CONSTRUCTION BY SUBDIVISION DEVELOPER.** In subdivisions, sidewalks shall be constructed at the developer's expense on both sides of all streets. Such contractor shall obtain a permit in accordance with section 13-101 of this article.
- 13-104. **SIDEWALK GRADE.** All sidewalks constructed in the city shall be constructed on the grade established by the Director of Public Works.
- 13-105. **SAME; SPECIFICATIONS.** All sidewalks shall be constructed in accordance with standard plans and specifications hereby adopted by reference and filed in the office of the city clerk as provided by K.S.A. 12-1802.
- 13-107. **OBSTRUCTING SIDEWALKS.** It shall be unlawful for any person to build or construct any step or other obstruction, whether temporary or permanent, or to store, leave or allow to be left any implements, tools, merchandise, goods, containers, benches, display or show cases, on any sidewalks or other public ways in the city or to obstruct the same longer than is necessary for loading or unloading any such article or object.
- 13-108. **SAME; EXCEPTION.** The director of public works may authorize the granting of temporary permits in connection with a building or moving permit for

limited times only to the owner of property abutting on any sidewalk to use or encumber such sidewalk or public way of the city during the construction of any building or improvement thereon. No permit shall be issued for such purpose until plans for warning and safeguarding the public during such use of sidewalks shall have been submitted by the owner or his or her contractor and approved by the governing body.

13-109 **DAMAGE BY OTHERS** Any person(s) who damages or causes there to be damages to any City sidewalk shall repair or replace the damaged sections as directed by the Director of Public Works.

13-110 **REMOVAL OF SNOW, DEBRIS, LITTER AND WEEDS.** The property owner abutting a City sidewalk, at their cost, will be responsible for maintaining the sidewalk as to:

1. Snow removal as defined in City Municipal Code Chapter 13 Article 4 *Snow and Ice*
2. Removal of any debris and/or litter that may have fallen on the sidewalk
3. Removal of any weeds and/or grass that is on the sidewalk.

Section III

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

PASSED AND APPROVED THIS _____ day of _____, 2006

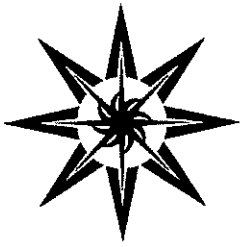
Ronald L. Shaffer, Mayor

ATTEST:

APPROVED AS TO FORM:

Joyce Hagen Mundy
City Clerk

Charles E. Wetzler
City Attorney



City Council Policy: CP204 - Sidewalks

Effective Date: April 3, 2006

Amends: September 5, 2000

Approved By: City Council

I. PURPOSE

A. To establish a Public Works policy for the construction, reconstruction, maintenance and repair of City sidewalks.

II. RESPONSIBILITY

A. Director of Public Works

III. POLICY

A. All arterial streets will have sidewalks constructed on both sides of the street.

B. All collector streets will have sidewalks constructed on both sides of the street

C. All local streets will have sidewalks constructed on one side of the street.

D. Sidewalks may be constructed one side of street as part of a street resurfacing project

E. Sidewalks installed by the City will be financed by the City

F. A notice of intent to construct a sidewalk will be sent to property owners before design work is begun.

G. The City of Prairie Village will repair or replace and pay the entire cost for sidewalks on public streets within the City limits of Prairie Village that have deteriorated due to natural conditions, except as otherwise provided by Prairie Village Municipal Code Chapter XIII Article 1 SIDEWALKS.

IV. CONSTRUCTION

A. All constructed sidewalks shall have a minimum width of five feet

B. When a sidewalk terminates at a street pavement, a ramp shall be constructed in accordance with the latest provisions of the American with Disabilities Act.

MAYOR'S ANNOUNCEMENTS

Monday, April 3, 2006

Committee meetings scheduled for the next two weeks include:

Board of Code Appeals	4/04/2006	6:00 p.m.
Planning Commission	4/04/2006	7:00 p.m.
Tree Board	4/05/2006	6:00 p.m.
Sister City	4/10/2006	7:00 p.m.
Park & Recreation Committee	4/12/2006	7:00 p.m.
Council Committee of the Whole	4/17/2006	6:00 p.m.
City Council	4/17/2006	7:30 p.m.

=====

The Prairie Village Arts Council is pleased to feature a mixed media exhibit by Ms. Bobbi Toyne and Bess Duston in the R.G. Endres Gallery during the month of April. The opening reception will be held on Friday, April 14th from 6:30 p.m. to 7:30 p.m.

The date for The City's Annual Large Trash pick-up day has been set for April 22, 2006.

The City's Tree Board will host an Arbor Day Celebration at Franklin Park near the Rose Garden on April 29th.

Recreational Memberships will go on sale at the City Clerk's Office on May 1st. Council Members should turn their applications in to the City Clerk for processing.

Prairie Village Gift Cards are on sale at the Municipal Building. This is a great way to encourage others to "Shop Prairie Village."

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

INFORMATIONAL ITEMS

April 3, 2006

1. City Administrator's Report – March 29, 2006
2. Planning Commission Agenda – April 4, 2006
3. VillageFest Committee Minutes –February 23, 2006
4. Police Pension Plan Board of Trustees Minutes – February 24, 2006
5. Legislative/Finance Committee Minutes – February 27, 2006.
6. Supplemental Retirement Plan Advisory Board Minutes – February 27, 2006
7. Tree Board Minutes – March 8, 2006
8. VillageFest Committee Minutes – March 23, 2006
9. Building Plan Review – 3308 W 71st Street
10. Mark your Calendar
11. Council Committee Agenda
12. Employee Noteworthy
13. City of Prairie Village Employee Pool Membership Application
14. Old Mission Lodge presentation to the Police Department

CITY ADMINISTRATOR'S REPORT

March 29, 2006

Legislature:

The current version of the eminent domain bill is very restrictive. According to this new version, the bill will prohibit eminent domain for economic development in most instances unless the project is approved by the Legislature. It would also provide for only two appraisers (currently three are required) one selected by the condemning authority and one by the landowner. There are no qualifications established for the appraiser and the judge has no role in the selection process. The two appraisals would be averaged and compensation would be at least 200% of the average of the two appraisals. The average does not have to have any relation to fair market value.

This City has not used condemnation extensively. My only experience with it has been when an infrastructure improvement project required an easement or just a small piece of ground. If the property owner did not agree to the City's terms, condemnation proceedings were started so the project would not be delayed. The way I read this legislation, even in minor situations like this, the Legislature (a group not known for speedy decisions) would have to approve the project before the condemnation could even begin and the property would cost 200% over the average of the appraisals provided by the City and the owner. There is the possibility that the value could be inflated before applying the 200% multiplier.

This version of the bill will be costly for government at all levels - local, county and state - when applied to road, bridge, storm drainage, sidewalk and park projects.

Insurance:

Last year the City authorized Synergetic Solutions Inc. to conduct an audit of the Workers Compensation insurance experience modification factor. The arrangement was that they would perform the audit and receive as compensation a portion of any overpayments the City had made. They audited records between 5/1/2001 and 10/12/2005. Based on their thorough audit, they were unable to identify any issues that would have resulted in a refund.

When the auditor called with the results she added, the City's agent is doing a very good job for you!

Everest Communications:

For the past few years, residents have called to ask why the City will not let Everest provide service to this community. The answer has been they have not applied and, when asked, have told me they have to complete installations in other communities but plan to come to Prairie Village in 2006.

We recently learned that Aquila is in the process of selling Everest which makes the future even more uncertain.

Parks and Recreation:

At the end of last season, the City's long time swimming pool manager announced that she would not be able to return this year. Josh recently hired Joel Rios who has been a pool manager for

several years. The Prairie Village facility is larger than others he has managed, but he knows the basics which are most important for this job.

Josh Farrar managed the swimming pool, tennis VillageFest and Sister City programs for the past three years. He also managed Emergency Management and other projects. We have never had a person in that position who received as many complements from the public as he received. Josh is leaving to become an Assistant City Manager in Ashland, Virginia. He will be missed.

Public Works:

Bob Pryzby submitted the skate park project to the American Concrete Association for consideration in their annual Awards Program.

Bob and Chief Grover continue to meet with the group from Cherokee Drive who want a traffic calming option on their street. They are reviewing and discussing the various options that are possibilities for resolving their issues with traffic on the street.

Public Safety:

Chief Grover said the murder decision in the Liz Wilson case is being appealed. He said this is not unusual in cases like this which are based on circumstantial evidence.

Sgt. Greg Hudson has been accepted into the Northwest Staff and Command School .

Two new dispatchers and one new CSO have been hired and are in training.

Review process for CALEA recertification is in the planning stages. They plan to have the on-site review during the first two weeks of September, 2006.

Planning :

The first draft of the Strategic Investment Plan was delivered to Steering Committee members last week. A Steering Committee meeting with the consultants is scheduled next week on the evening of April 6th.

Last year the Council adopted a Resolution establishing a moratorium on amendments to the City's zoning regulations because the City was engaged in a process to revise the comprehensive plan. The moratorium expired earlier this month with no applications turned away or postponed.

Personnel:

Several council members have requested information about why employees leave City employment. During the past three years 45 employees have separated from the City. Total numbers for the three year period and average percent of the total for each reason are:

Unable to perform the job	7	16%	Personal and unknown	11	25%
Seek other employment	16	36%	Retirement	4	9%
Moved from the area	6	13%	Return to school	1	2%

Codes Department:

Doug prepared an explanation of the problems surrounding construction of the new home at 3308 W. 71st Street. As a result of the investigation some procedures have been changed, those changes are also included in the document which is included in the packet.

**PLANNING COMMISSION AGENDA
CITY OF PRAIRIE VILLAGE
MUNICIPAL BUILDING - 7700 MISSION ROAD
TUESDAY, APRIL 4, 2006
Council Chambers
7:00 P. M.**

I. ROLL CALL

II. APPROVAL OF PC MINUTES – March 7, 2006

III. PUBLIC HEARINGS

**PC2006-02 Proposed Revisions to Zoning Regulations to allow
Sale of Cereal Malt Beverages at Service Stations
Applicant: City of Prairie Village**

**PC2006-03 Proposed Revisions to Prairie Village Subdivision
Regulations adding a new Chapter 18.18 entitled
“Building Line Modification”
Applicant: City of Prairie Village**

**PC2005-05 Reconsideration of Request for Special Use Permit for
Communication Antennas at 69th Terrace & Roe
(McCrum Park)
Applicant: Cingular Wireless**

IV. NON-PUBLIC HEARINGS

**PC2006-101 Revised Site Plan Approval
79th Street Shops
7910 State Line Road
Applicant: Connor Treanor, Block & Company**

**PC2006-106 Request for Building Line Modification
8910 Delmar Street
Applicant: Greg & Victoria Muehlebach**

V. OTHER BUSINESS

Discussion on revisions to Temporary Sign Regulations

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

**VILLAGEFEST 2006 Committee
Meeting Minutes
Thursday February 23, 2006**

The VillageFest Committee met February 23, 2006 in the Community Center. Present: Ann Lilak, Chair and committee members Diana Ewy Sharp, Doug Sharp, Ed Roberts, Bob Pisciotta, Ann Bontrager, Jim Hanson, Dennis Rice and Amy Haulmark. Chris Andrews was present representing Johnson County Fire District No.2. Staff present: Barbara Vernon and Sgt. Steve Hunter.

Minutes

Bob Pisciotta moved approval of VillageFest minutes from January 26, 2006. The motion was seconded and passed with a unanimous vote.

Updates:

Fireworks – Meadowbrook Country Club

Terry Rozelle, Chairman of the Meadowbrook Country Club Board attended the meeting. Diana Ewy Sharp explained that when she met last year with representatives of the Club, they talked about having a major band kickoff the evening which would end with a fireworks display. At the time they agreed that details needed to be worked out. Diana said a sub-committee of VillageFest and Club members should begin working on the details. She said the City does not have an appropriate place for a fireworks display but would like to join forces with the club to sponsor a display for the entire community to enjoy.

Rozelle said his major concern is that the golf course could be damaged. The Club has 500 – 600 members of all ages attending their annual event. They usually have a band from 4:00 p.m. until the fireworks begin. The Club members will not authorize this cooperative event unless they are convinced the golf course will be protected and the City will provide enough security to keep people off the 18 holes on the course. Greens cost \$50,000 each, damages can be costly to repair. He said the Club usually has 2,000 – 3,000 people around the outside of their fence on July 4th to watch the fireworks. These people sometimes climb the fence and club members have to make them leave the greens. He said he does not know how the City will be able to prevent problems with a crowd of 10,000. He said parking around the area is already full, there is no available space for additional vehicles. Rozelle said the Club spends \$6,000 for a twenty minute fireworks show for their members. It is important that the members have preferred seating for this event which is their biggest of the year.

Diana said she believes the most significant issue is where to put 10,000 people. The Country Club wants Prairie Village residents limited to only one small spot on the grounds. She said they had discussed the possibility of having food and drink vendors on the grounds for the public.

Terry Rozelle said food sale would not be allowed. The best scenario would be to open a section of fence on the south side of the property near the 11th hole fairway. That area would handle many people, giving them room to spread out. Vehicles would have to be directed to the Price Chopper and Big Lots parking areas across 95th Street. If it rains no one will be allowed on the grounds. He thinks they will need at least 17 City volunteers to run people off the grounds to protect the greens. Terry said he thinks the Club would like to help if they can. The Board will meet Saturday to consider the idea.

Committee members agreed to discuss this again at the March meeting.

Corporate Sponsors

Ann reported that she has received verbal approval for sponsorships from Intrust Bank, Panera Bread, Brighton Gardens and Highwoods Properties.

She has been approached by Renewal by Anderson, a firm that wants to be a sponsor. They will pay the \$750 fee if they can have a booth where their windows can be displayed. They are not a Prairie Village business but provide a lot of windows for Prairie Village homes.

Committee members discussed whether this is appropriate for the event. General consensus was that the request should be granted.

Discuss ideas from January

Train Show

Jim Hanson reported that Bob Davis at Bruce Smith Drugs has a display to exhibit but the hang-up is he does not have the complete setup. He is working on it and will have it ready for the event.

Brass Band/Orchestra

Joel Crown and Bob Pisciotta are working on this.

Pre-Fourth of July Night

Ann is talking to a director who may be able to provide a forty piece orchestra to play either the evening before the 4th or after the Patriotic Service. They do not want to play during the heat of the day. Diana said having an event on July 3rd could cause a logistical problem because that is when everything is set up. They agreed to table this to the March meeting.

Kite Demonstration Team

Committee members agreed against this idea.

Full Scale Parade – Tie into City’s 55th Anniversary

Since the City has nothing planned for the anniversary, this idea will be eliminated.

Family Fun Walk

Amy Haulmark said she was once involved in a tot trot for charity. Children who entered paid a \$10 entrance fee which in Prairie Village could be donated to the Holiday Tree Fund. She will continue working on the idea.

Impersonators

Bob Pisciotta is working on this

Fire Brigade/Muster

Chris Andrews said this idea should be eliminated from the list.

Animal Haven Pet Adoption

Ann is working on this.

Mayor’s Holiday Tree Fundraiser

Amy will work this into the tot trot. Panera Bread will donate a door prize. Ann will also have a box set up at the Info Booth for donations.

Skydivers

John Capito is working on this.

PD Motorcycles

Sgt. Hunter said the bikes will be on display.

PD Baseball Throw with Radar for Speed

Sgt. Hunter is working on this

Red Cross Blood Unit

Amy is on this one. There may be a problem with having the KU Medical Van at the event because of the budget cuts at KU.

Golf/Tennis Tournament

Doug Sharp is working on the golf tournament.

Josh Farrar is working on a tennis tournament.

Skate Demonstration

Kathy Peterson has contacted skaters for the event.

Entertainment

Bob Pisciotta has this under control, He will bring ideas back to the March meeting for discussion.

Marilyn Maye at Patriotic Service

Ann reported that Ms. Maye will charge \$2,800 to sing three songs. Committee members agreed this was too much and suggested Ann try to negotiate a lower fee.

Shriners

Ed Roberts said he has had no luck contacting them and feels they are not interested in attending this event because they have other events on July 4th. Ann urged him to continue trying. He will contact a group in Missouri.

Antique Biplane Flyover

John Capito is working on this.

Ann Bontrager suggested the theme of 55th anniversary would lend itself to a promotional program by Hen House or other Prairie Village businesses. Suggestions: 5# for the 55th, throwing things with 55 on them from the helicopter, etc.

Project Coordinator/Sub Committee Updates:

Patriotic Service

Nathan Grasner will not be able to sing the Star Spangled Banner at the event. Ann is trying to get a well known speaker. Ann and Mayor Shaffer invited General Richard Myers to participate.

K-9 Unit

Sgt. Hunter said the K-9 group from Johnson County will attend. They will need a tent.

Channel 41

Sgt. Hunter is talking to Channel 41 about having their helicopter at the event. Sherry Small is considering attending that day.

Publicity

Six Homes Associations will have articles in their Newsletters. Star 102 has not been contacted yet.

Quilt Show

Ann Bontrager said she is on schedule

Entertainment

Jim Cosgrove, the petting zoo and the ponies are committed to participating again. Bob is working on other entertainment, trying to get a big band headliner.

Fly By

John Capito is working on this. Diana said she will talk to Dennis Moore.

Mascots

Doug Sharp said it may be possible to get the K.C. Brigade players to attend.

Volunteers

Ann said she needs someone to accept responsibility for this.

Committee shirts

Ann will ask Kathy Frankum to make these arrangements

Food Vendors

HyVee has agreed to be a vendor again.

Consolidated Fire District #2 Demonstrations/Displays

Chris Andrews said they will have an antique fire truck on display. Their demonstration will be a car fire, they will ask the Mayor to extinguish the flames.

Decorations

Kathy Peters is working on the decorations

Pancake Breakfast

Ed Roberts said Josh has talked to Chris Cakes

Information Booth

Jim Bernard will handle this booth.

Hospitality

Doug Sharp said Johnny's will provide food for the hospitality room

Car Show

The owner of OP Jeep Eagle reportedly has antique cars. It is being checked into.

Chris Andrews said if the committee is interested, he can bring the District's bucket truck and let the Mayor throw balls or something to the crowd from the bucket.

The meeting adjourned at 8:45 pm.

**PRAIRIE VILLAGE POLICE PENSION PLAN
BOARD OF TRUSTEES**

February 24, 2006

Minutes

The Police Pension Plan Board of Trustees met Friday, February 24, 2006. Present: Steve Noll, James Whittier and Captain Tim Schwartzkopf. Also present: Barbara Vernon and K.C. Matthews.

Minutes

Captain Schwartzkopf moved approval of the minutes of the August 29, 2005 Board meeting.

James Whittier seconded the motion which passed unanimously.

Review of Portfolio Performance

K.C. Matthews, representing United Missouri Bank, reported that the Portfolio value at the beginning of the year was \$7.8 million. At yearend the balance was \$7.8 million but by February 23, 2006 the value was \$8.1 million.

He said the allocation of assets in the portfolio is in compliance with the Board's policy. The current distribution of assets is 64% equity, 30% fixed income and 6% cash.

Year to date return on the portfolio investment during 2005 was 6.36%. Equities increased in value 9.11%, fixed income investments increased 2.15% .

Matthews said investments are performing well and he expects that performance to continue through the year.

There being no further business, the meeting was adjourned.

Steve Noll
Chairman

**LEGISLATIVE/FINANCE COMMITTEE
27 FEBRUARY, 2006
MINUTES**

The Legislative/Finance Committee met in the City Council Chambers at 5:15 pm. Members present: Co-Chairs Bill Griffith and Ruth Hopkins, Laura Wassmer, Diana Ewy Sharp, Wayne Vennard, and Andrew Wang. Also present: Barbara Vernon, Doug Luther, and Steve Stein.

Mr. Stein reported that the purpose of this meeting is to follow-up on the committee's discussion during the 6 February meeting: to determine a compensation philosophy and define the geographic market within which the City would most likely compete for employees. These two items will serve as the foundation upon which the City's salary ranges for the various employment classifications will be based.

Mr. Stein said salary ranges established through this study will include salary data from at least three survey sources for each job classification. In addition, salary ranges for some positions will include comparisons to both public and private sector employers. Salary ranges for most positions will be benchmarked against the local market. However, some exempt and management level positions will be evaluated in light of regional and/or national market conditions.

Committee members inquired about how non-pay issues, such as health insurance and other benefits will be evaluated. Mr. Stein said a benefits prevalence study is underway to provide this information. Since the actual dollar value of benefits can vary substantially by both employer, and the particular benefit mix selected by employees, the study will use local employers for comparison and will be able to provide the City with a sense of whether or not the benefits offered to employees in Prairie Village are comparable to those offered by other employers.

Mr. Vennard said he generally agrees with the compensation philosophy recommended by Mr. Stein. He said it is reasonable and reflects common-sense compensation practices.

Mr. Stein stated that, within salary ranges, employers can choose to lag or lead the market. He recommends the City establish its ranges based on the median values which will be determined during the survey. This will ensure the city is competitive with the overall market.

Committee members stated that a large number of employees have left the City over the past several years, and expressed a desire to better understand why employees leave. Mr. Luther said exit interviews are conducted, either with a manager or the Human Resources Specialist. However, obtaining candid comments from departing employees often difficult. Committee members said

Human Resources should conduct all exit interviews in an effort to obtain the most candid responses possible.

Ms. Wassmer noted that employees often leave for reasons other than pay, such as benefits, working environment, etc. Mr. Luther agreed, noting that, over the years, employees have left for a variety of reasons including relocation of a spouse, retirements, performance related issues, and termination.

Committee members asked if an employee attitude survey has been conducted. Mr. Luther said a survey has not been conducted for the past several years. Mr. Stein said a survey should be considered for the future. However, it is not required in order to establish salary ranges based on the competitive market.

Mrs. Hopkins asked about the process being used to update job descriptions. Mr. Stein said employees and their supervisors have completed detailed position description questionnaires, which are being used to update job descriptions, many of which are out of date and do not accurately reflect employees' actual job duties and responsibilities. Mr. Stein said revised job descriptions will be completed in mid-March.

Mr. Griffith noted that once salary ranges are established, they will be out of date for use in future years as market conditions change. Mr. Stein said the new ranges will also come with a method to pulse check the salary market, allowing ranges to move, if necessary, from year to year.

Committee members emphasized that, in communicating the new ranges to employees, the City needs to include the total cost, including benefits.

Committee members confirmed that, at the conclusion of the study, the City will receive: updated salary ranges based on current market data, a clear understanding of whether or not the city's employee benefits package is comparable to other local employers, and updated job descriptions.

Committee members directed Mr. Stein to proceed with the market study based on the compensation philosophy and market pricing strategy presented at the meeting.

There being no further business, the meeting adjourned.

Ruth Hopkins
Co-Chair

Bill Griffith
Co-Chair

**PRAIRIE VILLAGE SUPPLEMENTAL RETIREMENT PLAN
ADVISORY BOARD**

**Minutes
February 27, 2006**

The Supplemental Retirement Plan Advisory Board met February 27, 2006. Present: Steve Noll and Bill Griffith. Also present: Barbara Vernon, Lance Zimmerman and Sheree Yoder from M&I.

Minutes

Bill Griffith moved approval of the minutes of the February 7 and August 30, 2005 meetings. The motion passed with a unanimous vote.

Financial Report from M & I

Sheree Yoder explained that she was formerly with United Missouri Bank and is currently head of portfolio advisory services with M&I.

She said the portfolio for this plan increased 5.59% in 2005. Beginning market value of the portfolio was \$1.9 million, by yearend it was \$2.2 million. Current allocation is 85% in the MAAP Growth Balanced Fund, 11% in Fixed income and 4% in Cash and equivalents.

The portfolio includes three bonds that were purchased when the funds were managed by United Missouri Bank. Ms. Yoder said they will keep those investments so they will mature at full value.

Ms. Yoder said the current economic expansion has lasted five years which is the longest growth period since World War II.

2006 Contribution

Bill Griffith moved approval of the annual contribution to the Plan as calculated by staff. Steve Noll seconded the motion which passed unanimously.

Discussion of Financial Report by Board members

Members noted the earnings of this portfolio have not kept pace with those of the Police Pension Plan. They discussed the possibility of considering another investment manager at the next meeting.

There being no further business at hand, the meeting adjourned.

Steve Noll
Chairman

TREE BOARD
City of Prairie Village, Kansas

MINUTES

Wednesday - March 8, 2006, 6:00PM Meeting
City Hall - Multi-Purpose Room
7700 Mission Road

Board Members: Cliff Wormcke, Jack Lewis, Jim Hansen, Gregory VanBooven, Deborah Nixon, John Capito, Laura Deaver

Other Attendees: Pat Daniels, Bob Pryzby

- 1) Review and Approve minutes from February 1, 2006 meeting. - Approved on a motion by Jack Lewis and Cliff Wormcke.
- 2) Sub-Committee Report
 - 2.1) Arboretum:
 - a) Update on Completion of Inventory - Jack Lewis gave Bob the plan for Windsor Park.
 - 2.2) Fall Seminar
 - a) Continue Discussion of 2006 Event - Greg VanBooven reported no change from last meeting.
 - 2.3) Arbor Day
 - a) Outline Event - Greg VanBooven confirmed Saturday April 29 at Franklin Park near the rose garden.
 - 2.4) Earth Day
 - a) Discussion - Reminded the date is April 8 at SME
- 3) Compare Tree List from Kansas Forestry Service to Arboretum list - Deborah will discuss at next meeting
- 4) Park & Recreation Meeting Discussion - Comments are that a liaison meeting with other committees on activities would be helpful on a 3 or 4 month basis. Could be just a meeting of committee chairs to improve communications. The consensus was that there is a lack of understanding of each committee's responsibility. Suggest a review with City Council to clarify responsibilities.
- 5) Old Business - Reviewed letter to Mr. Geoff Vallejo.
- 6) New Business - Received invite to the City of Paola Tree Fest and Arbor Day Celebration.
- 7) The next meeting - April 5 at 6PM in the Multi-Purpose Room.

**VILLAGEFEST 2006 Committee
Meeting Minutes
Thursday, March 23, 2006**

The VillageFest Committee met March 23, 2006 in the Community Center. Present: Ann Lilak, Chair and committee members Joel Crown, Ed Roberts, Amy Haulmark, Jim Hanson, Bob Pisciotta, Dennis Rice, Shawn Hickey, and Kathy Peterson. Staff: Joshua Farrar, Bob Pryzby, Barbara Vernon, Cpt. Wes Jordan, Sgt. Greg Hensen. Chris Andrews was present representing Johnson County Fire District No. 2. John Capito was in attendance representing the Tree Board.

Minutes

Bob Pisciotta moved approval of the minutes from Thursday, February 23, 2006. Joel Crown seconded the motion which passed unanimously.

Updates

- a. **Fireworks** – Ann asked Committee members to review the memo from Diana. She explained that the Committee has \$30,000 available which is the original request minus \$15,000 for fireworks and \$5,000 for personnel costs.
- b. **Corporate Sponsorships** – Ann told the Committee she has received \$3,500 in sponsorships. The money will be distributed as follows:

KC Wolf	\$575	Sluggerrr	\$600
Sizzle	\$60	Party Adventures	\$1,150
Uncle Sam on Stilts	\$450	Bruce Smith Railroad Exhibit	\$100
10 th Anniversary Logo	\$235	Citywide Mailing	\$205
Color Guard	\$125		

Ann still expects to receive \$1,000 from Highwoods, \$750 from Renewal Windows, and \$750 from Nations Title. John Capito said he does not believe the color guard can accept payment. Ann said she would find out and reallocate the \$125 if necessary.

List of Confirmed Ideas

- 1. **Brass Band/Orchestra** – The Committee discussed having this from 10 to 11 a.m. They also discussed reducing the number to 25 because 40 will be a very tight fit on the stage. Ann will call Jim Funkhouser and discuss the details.
- 2. **July Third Event** – The Committee decided this idea was not feasible.
- 3. **Family Fun Walk/Tot Trot** – Amy Haulmark said she looked into this idea and felt it would be too much work. Joel Crown said he spoke to two people willing to volunteer to help set up a 5K run. The Committee also felt this would require more manpower than they have available.

4. **Impersonators** – Bob Pisciotta will report back in April.
5. **Animal Haven Pet Adoptions** – Ann Lilak emailed this group but has not heard back yet.
6. **Mayor's Holiday Tree Fundraiser** – Ann reported they will have a box at the information booth. The Committee also discussed decorating a small Christmas tree in coordination with this activity. Panera Bread donated two lunch certificates to be raffled for this event.
7. **Sky Divers** – John Capito is looking into this and the proposed time is 1:00 p.m.
8. **P.D. Motorcycles** – Cpt. Jordan said the motorcycles are a “yes” and he will work on the ball throw activity. Sgt. Hensen will find out more about having the T-Bird club in attendance.
9. **Red Cross Blood Unit** – Amy Haulmark said they will be in attendance from 9:00 a.m. through 1:00 p.m. They will arrive at 7:30 a.m.
10. **Golf/Tennis Tournaments** – Both of these activities have been cancelled.
11. **Shriners** – Ed Roberts reported the Shriners will make their Calliope available for the event. He will work out a time with the Shriners.
12. **Antique Biplane Flyover** – John Capito said the antique biplanes are set but it would help to offer some money for gas. John will explore the amount needed and report back. He will tell the owners they should arrive at 12:00 noon. John also talked about getting the A-10 and the Committee decided on a time of 10:00 a.m.


VillageFest 2006

- a. **Quilt Show** – Ann was not in attendance. Because there is a Council meeting on July 3rd, if she wishes to set up early, Ann will need to come in before 6:00 p.m.
- b. **Skate Board Park** – Kathy Peterson said they will not be inviting Escapist back but she is talking to the SRO, Ivan Washington, about getting local skaters to do a demonstration.
- c. **Community Spirit Award** - The announcement will be on the City website soon and will have a notice in the P&R Brochure.
- d. **Entertainment** – Bob Pisciotta spoke to Alan Rommelfanger and he suggested a few acts. Ann asked Bob to continue with these contacts. Bob also suggested that Angel Rattay would be an option for the 1:00 – 2:00 p.m. slot. The Wilders may be another option for this time slot. The Committee decided Miller Marley would be invited back if they are willing to accept an 8:30 to 9:00 a.m. time slot. The Committee also decided to invite Clement McCrae Puppets back. The Committee discussed whether or not to ask the Marching Cobras. Ultimately, they decided the Cobras are a big draw. They asked Josh to talk to the Cobras about their tardiness at past events.
- e. **Family Activities/Inflatables** – Bob Pisciotta reported he had confirmations from the petting zoo and pony rides, Beaks n Wings, for four inflatables from Wacky Banana, and he will be in contact with Vodvill Entertainment.

- f. **Fly-by's** – This is in Congressman Moore's hands at this point.
- g. **Mascots** – Mascots are tentatively scheduled and awaiting funding.
- h. **Children's Parade** – Joel Crown is working on this.
- i. **Creativity Center** - Ann asked if anyone knew Tracy Hill. The Committee did not know her and Ann will follow up.
- j. **Patriotic Service** – Bob Dole, Lance Armstrong, and Colonel Myers have all turned Ann down. She is waiting for an answer from one more speaker.
- k. **Volunteers** - Dennis Rice and Shawn Hickey will take over this sub-committee.
- l. **Publicity** – Amy Haulmark reported she has VillageFest notices in six Homes Association newsletters. She is talking to Star 102. Ann reported that Tom Lawrence will MC the event again.
- m. **Committee Shirts** – Ann reported that Kathy Frankum will provide shirts again. The Committee decided to postpone a discussion about color. The vests are available in the basement of City Hall.
- n. **Food Vendor Participation** – HyVee is ready to participate.
- o. **Public Works Demonstrations** – Bob Pryzby said he will develop the Public Works demonstration.
- p. **Public Safety Demonstration** – Chris Andrews will work with Cpt. Jordan. Channel 41 helicopter is still in the air.
- q. **Consolidated Fire District #2** – The Fire Dept. is working on burning a car.
- r. **Decorations** – Ann Lilak suggested having some balloon arches. The Committee thought it was a good idea but also worried about wind.
- s. **Student Essay Contest** – Notice for the contest was put in the P&R Brochure and is already on the website.
- t. **Pancake Breakfast** – Chris Cakes is ready to participate.
- u. **Information Booth** – Ann will talk to Jim Bernard.
- v. **Hospitality** – Doug Sharp was not in attendance.
- w. **Car Show** – The Mustangs will be in attendance.
- x. **KU Med Van** – Art Dick was not in attendance, but the Committee discussed whether the van was necessary with the Red Cross in attendance. The Committee will wait to see if the KU Van can come back.
- y. **City Committees** – John Capito said the Tree Board will be in attendance. Josh Farrar said the Sister City Committee is looking forward to the event. Ann Lilak spoke to Margaret Thomas of the Environment Committee. Their two goals are for complete recycling and offering more healthy food including organic. The Committee discussed the food idea and felt the decision was up to HyVee on what types of food to offer. The Committee also discussed the fact that this is a festival and certain types of food are associated with the event.
- z. **Train Show** – Jim Hanson said he has been in contact with the owner of Bruce Smith Drugs and they are excited to participate.

The meeting adjourned at 8:25 p.m.

CITY OF PRAIRIE VILLAGE

TO: BARBARA VERNON
FROM: DOUG LUTHER 
SUBJECT: BUILDING PLAN REVIEW
DATE: 3/28/2006
CC:

The problems surrounding the tear-down and construction of a new home at 3308 W. 71st Street revealed several failures in the Codes Administration Department's plan review and inspection functions. Following a review of these functions, changes have been implemented to heighten the scrutiny construction plans receive during the permitting process and increase the vigilance of field inspections.

In the case of the home on 71st Street, failures were the result of inattentiveness to plan review and inspection procedures which were already in place. A more conscientious plan review by the Building Official and inspection by the Inspector would have identified violations and sought to correct them before construction on the new home had progressed.

This review identified several stages at which errors should have been identified and corrected. These include:

- **Demolition** - The owner of the property demolished the home without obtaining a demolition permit. The City issued a stop work order upon learning of the unauthorized demolition. Obtaining a permit prior to demolition would have allowed for an orderly tear-down and rebuilding process.
- **Site Plan Review** - During the site plan review the Building Official is responsible for verifying compliance with the City's Zoning and Subdivision Regulations. A failure to verify the front building line setback with the platted setback for this property led to the improper issuance of a building permit and an "after the fact" request for a building line modification and elevation review by the Planning Commission. The Commission's review and approval of both of these items should have occurred *before* construction of the new home commenced.
- **Field Inspection** - At the time the footings for the garage at 3308 W. 71st Street were inspected, the Building Inspector should have recognized the error and halted construction.

In response, the following steps have been taken to prevent situations like the one on 71st Street from occurring in the future.

Plan Review Process

The construction plan review documents now require the individual reviewing the construction drawings to also verify that he/she has conducted a zoning review, including checking the plat map corresponding to the proposed construction site. .

A separate Plan Review Checklist is being developed to address new home construction. Unlike remodeling projects, the City's zoning regulations place specific requirements on "tear down" projects. Adherence to this checklist will address issues unique to new home construction, particularly those regarding the first floor elevation of new structures.

Any changes necessary to demonstrate compliance with Zoning and Subdivision Regulations will require re-submittal of site plan documents.

Note, however, that this review *will not* address subdivision or homes association restrictions. The City's Subdivision regulations specifically prohibit the City from enforcing private deed restrictions.

Field Inspection Process

Two new steps have been added to the field inspection process for remodeling and new home construction.

First, Codes Administration Staff will take a set of approved construction plans into the field with them for all remodeling and new home construction projects. The City requires contractors to provide inspectors with a set of approved plans on-site, however, these plans are not always available or legible. As a result, permit applicants will be required to submit three sets of construction drawings for all remodeling and new construction projects rather than the two sets which are currently required.

Second, a site inspection will be conducted prior to an inspection for footings or any other permanent structures on the property. During this inspection, the Inspector will physically measure the distances between the location of the proposed footing/foundation wall and all property lines, comparing these measurements to those on the approved construction drawings. Deviations from the approved site plan will require re-submittal and re-approval of site plans. No further construction will be permitted until a revised site plan is reviewed and approved. No changes to site plans will be permitted "in the field."

Impact on Permitting and Inspection Process

Increased vigilance, while necessary, may impact the pace at which remodeling and new home construction progress. Likely effects of the changes noted above will include:

Increased re-submittals - Approving construction permits with "informational comments" is a common practice. Contractors are allowed to sign a statement stating that they will comply with these conditions in order to receive a permit. Informational comments are used to expedite the permitting process and limit the number of times contractors must re-submit construction plans. Informational comments help expedite the permitting

process. However, they will not be permitted for any items regarding compliance with the City's Zoning and Subdivision Regulations.

Increased Stop Work Orders - Construction inspectors typically estimate distances in the field when determining whether or not building setbacks are in accordance with an approved site plan. Under these revised procedures, inspectors will physically verify setbacks. This should not significantly increase the amount of time required for inspections. However, no longer permitting site plan deviations in the field may lead to issuing more stop work orders, halting construction until contractors re-submit and staff re-examines revised site plan documents..

Residential remodeling and "tear down" projects in Prairie Village will continue and likely increase. Implementing these changes will help ensure these projects comply with the City's Zoning and Subdivision regulations. Adherence to these matters both during the plan review and field inspection process will provide multiple opportunities for Codes Administration Staff to review, identify, and correct potential violations.

Council Members
Mark Your Calendars
April 3, 2006

April, 2006	Ms. Bobbi Toyne & Bess Duston mixed media exhibit in the R.G. Endres Gallery
April 4	General Election
April 8	Earth Day at Shawnee Mission East High School
April 11	State of the County luncheon at the Ritz Charles
April 14	Prairie Village Arts Council reception for art exhibit
April 17	Council Committee of the Whole – 2007 PW Capital Projects Budget
April 17	City Council Meeting
April 20	April Lunch and Learn, 11:30 a.m. at the Holiday Inn, 7240 Shawnee Mission Parkway.
April 22	Large Trash Item Pick-up
April 28	New Prairie Village business – Donacyn Travel and Cruise - Ribbon Cutting
April 29	Prairie Village Arbor Day Celebration – Franklin Park near the Rose Garden
May, 2006	Studio West pastel exhibit in the R.G. Endres Gallery
May 1	City Council Meeting
May 8	Budget Work session – Public Works & Public Safety
May 12	Prairie Village Arts Council reception for art exhibit
May 15	Council Committee of the Whole – 2007 Budget presentations – Admin., Ct. & Parks
May 15	City Council Meeting
May 25	Budget Work session if needed
May 29	City Offices closed in observance of Memorial Day
June 2006	Kevin Spykerman oils and illustrations exhibit in the R.G. Endres Gallery
June 5	City Council Meeting
June 9	Prairie Village Arts Council reception for art exhibit
June 12	Budget Work session if needed
June 19	Budget Work session at Council Committee of Whole if needed
June 19	City Council Meeting
June 26	Budget Work session if needed
July 2006	Pat Deeter watercolor and pastels exhibit in the R.G. Endres Gallery
July 3	City Council Meeting
July 4	City Offices closed in observance of 4 th of July
July 4	Villagefest
July 17	City Council Meeting
August 2006	John Roush, Mike Walsh and Doug Bennett pastel exhibit in the R.G. Endres Gallery
August 7	City Council Meeting
August 21	City Council Meeting
September 2006	Dale Cole's Photography exhibit in the R.G. Endres Gallery
September 4	City Offices Closed observance of Labor Day

September 5 Tuesday City Council Meeting
September 18 City Council Meeting

October 2006 Senior Arts Council mixed media exhibit in the R.G. Endres Gallery
October 2 City Council Meeting
October 7-10 League of Kansas Annual Conference in Topeka
October 16 City Council Meeting

November 2006 Mid-America Pastel Society's exhibit in the R.G. Endres Gallery
November 6 City Council Meeting
November 7 Johnson County Election
November 20 City Council Meeting
November 23-24 City offices closed in observance of Thanksgiving

December 2006 Marearl Denning photography and ceramics exhibit in the R.G. Endres Gallery
December 1 Mayor's Holiday Gala
December 4 City Council Meeting
December 5-9 NLC Congress of Cities Conference in Reno Nevada
December 18 City Council Meeting
December 25 City Offices Closed in observance of Christmas

ANIMAL CONTROL COMMITTEE

AC96-04 Consider ban the dogs from parks ordinance (assigned 7/15/96)

COMMUNICATIONS COMMITTEE

COM2000-01 Consider redesign of City flag (assigned 7/25/2000)

COM2000-02 Consider a brochure to promote permanent local art and history (assigned Strategic Plan for 1st Quarter 2001)

COM2000-04 Consider the installation of marquees banners at City Hall to announce upcoming civic events (assigned Strategic Plan for 1st Quarter of 2001)

COMMUNITY STANDARDS COMMITTEE**COUNCIL COMMITTEE**

COU99-13 Consider Property Audits (assigned 4/12/99)

COU2000-42 Consider a proactive plan to address the reuse of school sites that may become available (assigned Strategic Plan for 4th Quarter 2001)

COU2000-44 Provide direction to PVDC regarding its function / duties (assigned 2000 Strategic Plan)

COU2000-45 Review current City definition for blight and redefine it where appropriate (assigned 2000 Strategic Plan)

COU2004-10 Develop programs to promote and encourage owner occupied housing (transferred from PVDC on 3/15/2004)

COU2004-11 Identify potential redevelopment areas and encourage redevelopment proposals (transferred from PVDC on 3/15/2004)

COU2004-12 Pursue development of higher value single-family housing (transferred from PVDC on 3/15/2004)

COU2004-13 Proactively encourage redevelopment to increase property values (transferred from PVDC on 3/15/2004)

COU2004-14 Meet with the Homes Association of the Country Club District (HACCD) to obtain their input regarding deed restrictions (transferred from PVDC on 3/15/2004)

COU2005-15 Consider planning meetings for the Governing Body (assigned 9/6/2005)

COU2005-16 Consider how to improve Council's effectiveness as a team (assigned 9/6/2005)

COU2005-17 Consider how to expand leadership opportunities for Council (assigned 9/6/2005)

COU2005-18 Develop a school zone policy (assigned 9/6/2005)

COU2005-19 Consider committee term limits for elected officials and residents (assigned 9/6/2005)

COU2005-20 Develop a sidewalk policy (assigned 9/6/2005)

COU2005-21 Develop a policy for use of Fund Balance (assigned 9/6/2005)

COU2005-22 Consider Council mentoring program (assigned 9/6/2005)

COU2005-23 Consider sponsoring social events with other jurisdictions (assigned 9/6/2005)

COU2005-24 Develop and improve parliamentary procedures (assigned 9/6/2005)

COU2005-25 Consider changing procedure for selecting Council President (assigned 9/6/2005)

COU2005-27 Consider concept of Outcomes Measurement or Quantifying Objectives (assigned 9/6/2005)

COU2005-28 Consider more effective public notice of Council and Committee vacancies (assigned 9/6/2005)

COU2005-29 Consider service to remove oak pollen in gutters and curbs (assigned 9/6/2005)

COU2005-30 Consider \$500 deposit from landlords for remediation of code violations (assigned 9/6/2005)

COMMITTEE AGENDA

April 3, 2006

- COU2005-44 Consider YMCA Partnership (assigned 12/14/2005)
- COU2006-01 Consider Request for Special Use Permit for Communication Antennae at McCrum Park (assigned 12/7/2006) – returned to Planning Commission
- COU2006-02 Consider 2007 Capital Equipment Program (assigned 3/3/2006)

LEGISLATIVE/FINANCE COMMITTEE

- LEG2000-07 Consider current policies and procedures for code violations (Transferred from CCW 3/18/2002)
- LEG2000-25 Review fee schedules to determine if they are comparable to other communities and where appropriate (assigned Strategic Plan for 1st Quarter of 2001)
- LEG2003-12 Consider Resident survey - choices in services and service levels, redevelopment (assigned 8/7/2003)
- LEG2004-31 Consider Lease of Park Land to Cingular Wireless (assigned 8/31/2004)
- PK2005 -11 Consider Use of right-of-way island at Somerset and Lee Blvd (assigned to L/F Committee)
- LEG2005-49 Consider Building Permit and Plan Review Fees (assigned 12//21/2005)
- LEG2006-02 Consider placement of "No Standing" regulatory signs at 3535 Somerset (assigned 1/23/2006)
- LEG2006-03 Consider request for funding from Johnson County for Smoking Survey (assigned 2/1/2006)
- LEG2006-04 Consider request for amendment to ordinance to allow service stations to sell cereal malt beverages (assigned 2/1/2006) Sent to Planning Commission 2/21
- LEG2006-05 Consider Compensation Study (assigned 2/2/2006)
- LEG2006-06 Consider 2006 Minor Home Repair Program (assigned 2/6/2006)
- LEG2006-09: Compensation Study Report (assigned 3/28/2006)**
- LEG2006-10: Consider Concession Stand prices (assigned 3/28/2006)**
- LEG2006-11: Consider Dive Team Program Addition (assigned 3/28/2006)**
- LEG2006-12: Consider Hillcrest Covenant Church Soccer Camp (assigned 3/28/2006)**

PARKS AND RECREATION COMMITTEE

- PK97-26 Consider Gazebo for Franklin Park (assigned 12/1/97)
- PK2003-06 Consider Capital Improvement Plan for 2004-2006 (assigned 8/13/2003)

PLANNING COMMISSION

- PC2000-01 Consider the inclusion of mixed-use developments in the City and create guidelines criteria and zoning regulations for their location and development (assigned Strategic Plan)
- PC2000-02 Consider Meadowbrook Country Club as a golf course or public open space – Do not permit redevelopment for non-recreational uses (assigned Strategic Plan 2nd Qtr 2001)
- COU2006-01 Consider Request for Special Use Permit for Communication Antennae at McCrum Park (assigned 12/7/2006)**
- LEG2006-04 Consider request for amendment to ordinance to allow service stations to sell cereal malt beverages

POLICY/SERVICES

- POL2003-14 Consider Project 190845: Mission Road 75th St to 79th St (CARS) (assigned 7/3/2003)
- POL2004-08 Consider Project 190841: Mission Road-71st to 75th (CARS) (assigned 2/25/04)
- POL2004-09 Consider Project 190848: Mission Rd – Somerset to 83rd (CARS) (assigned 2/25/2004)
- POL2004-10 Consider Project: 190847: 2005 Street Paving Program (assigned 2/25/2004)
- POL2004-15 Consider Project 190709: Somerset, Delmar to Fontana (assigned 8/26/2004)
- POL2004-16 Consider Project 190708: Tomahawk Road Nall to Roe (assigned 8/26/2004)
- POL2004-18 Consider Sidewalk Policy (assigned 9/18/2004)
- POL2005-02 Consider Project 190616: Harmon Park Skate Facility (assigned 1/31/2005)
- POL2005-03 Consider Project 190850: Reeds Street – 69th to 71st St. (assigned 1/31/2005)
- POL2005-04 Consider Project 190809: 75th Street and State Line Road (assigned 2/1/2005)
- POL2005-11 Consider Project 190715: 2005 Storm Drainage Repair Program (assigned 6/2/2005)
- POL2005-12 Consider Project 190854: 2005 Pavement Repair Program (assigned 6/2/2005)
- POL2005-13 Consider Project 191012: 2005 Concrete Repair Program (assigned 6/2/2005)
- POL2005-14 Consider Project 190852: 2005 Crack/Slurry Seal Program (assigned 6/2/2005)
- POL2005-21 Consider Project 190851: 2006 Paving Program Sidewalks (assigned 8/30/05)
- POL2005-23 Consider Project 190857: Roe Avenue – 95th to 91st Street (CARS) (assigned 8/28/2005)
- POL2005-30 Consider Project 190855: Tomahawk Road Bridge (assigned 11/1/2005)
- POL2005-33 Consider establishment of school crossing guard policy (assigned 11/14/2005)
- POL2005-34 Consider Project 190717: 2006 Storm Drainage Repair Program (assigned 11/20/2005)
- POL2006-10 Consider Project 190858: 2006 Crack/Slurry/Microsurfacing Program (assigned 3/2/2006)
- POL2006-11 Consider Project 191014: 2006 Concrete Repair Program (assigned 3/2/2006)

PRAIRIE VILLAGE ARTS COUNCIL

- PVAC2000-01 Consider a brochure to promote permanent local art and history (assigned Strategic Plan for the 1st Quarter of 2001)

NOTEWORTHY

April, 2006

APRIL BIRTHDAYS & ANNIVERSARIES

Birthday Wishes to...

Jason Kuder	Police	04/09
Suzanne Lownes	Public Works	04/12
Adela Diaz	Municipal Court	04/16
Bettina Jamerson	Municipal Court	04/16
Tom O'Connor	Public Works	04/19
Timothy Kobe	Police	04/19
Joyce Hagen Mundy	City Clerk	04/28
Benjamin Micheel	Police	04/29

We appreciate your years of service...

Susan Glenn	Police	17 years
Jeff Gouvion	Public Works	9 years
Ryan King	Public Works	17 years
Bob Pryzby	Public Works	12 years
Daniel Stewart	Police	6 years
Daniel Timmons	Public Works	8 years
Thomas Trienens	Public Works	2 years

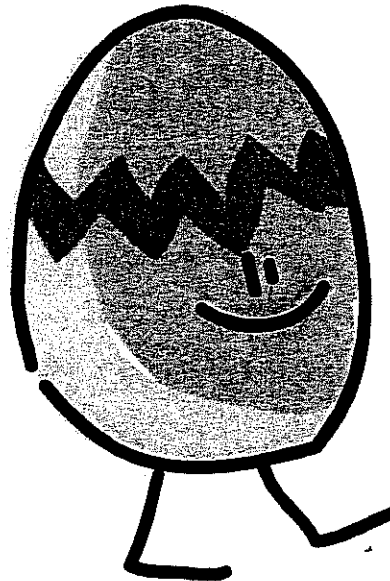
Prescription Drug List Changes Effective May 1, 2006

UnitedHealth Pharmaceutical Solutions is committed to providing an affordable pharmacy benefit with choice and affordable access to medicines that improve health and well being. Part of our efforts in this area is the thoughtful management of our Prescription Drug List (PDL). We continually evaluate clinical evidence and physician feedback to identify opportunities to take costs out of the system – not just shift costs to consumers.

We consider a medication's total health care value when making tier placement decisions. This means we do not automatically differentiate between generic and brand name medications; instead, we evaluate a particular medication's clinical efficacy, cost, and pharmacoeconomic (outcomes and health care cost offset) factors.

The grid (located on other side) provides an overview of PDL changes that will become effective May 1, 2006.

We will send notification letters to members who have taken a maintenance medication that is moving to a higher tier if they filled that prescription between January 1, 2006 to March 10, 2006. Member notification will begin April 1, 2006. Consistent with established policy, we will not send notification letters to members taking a maintenance medication that is moving to a lower tier because this is a positive PDL change for the members.



Please welcome...

Our new CSO, Roger Blanchard. He started March 13th

and

Rosa Pennock. She is with Municipal Court. She started March 27th.

and

6 Mike Helms. He is with Public Works. He starts April 3rd.

5/1/06 PDL Changes

<i>Up-tiering Changes</i>			<i>Down-tiering Changes</i>
Generic medications Tier 1 to Tier 2	Brand medications Tier 2 to Tier 3	Brand medications Tier 3 to Tier 4*	Brand medications Tier 3 to Tier 2
<p>Anti-infective</p> <ul style="list-style-type: none"> ▪ clarithromycin ▪ metronidazole vag. gel <p>Cancer</p> <ul style="list-style-type: none"> ▪ leuprolide <p>Depression</p> <ul style="list-style-type: none"> ▪ paroxetine <p>Diabetes</p> <ul style="list-style-type: none"> ▪ glipizide/metformin ▪ glyburide/metformin <p>Gastrointestinal</p> <ul style="list-style-type: none"> ▪ glycopyrrolate ▪ mesalamine (enema) 	<p>ALS-Lou Gehrig</p> <ul style="list-style-type: none"> ▪ Rilutek <p>Anti-Infective</p> <ul style="list-style-type: none"> ▪ Vfend <p>Arthritis</p> <ul style="list-style-type: none"> ▪ Ridaura <p>Bladder Pain</p> <ul style="list-style-type: none"> ▪ Elmiron <p>Cancer</p> <ul style="list-style-type: none"> ▪ Casodex ▪ Gleevec ▪ Temodar ▪ Xeloda <p>Chest Pain</p> <ul style="list-style-type: none"> ▪ Nitrodur <p>Cystic Fibrosis</p> <ul style="list-style-type: none"> ▪ Pulmozyme ▪ Tobi <p>Depression</p> <ul style="list-style-type: none"> ▪ Paxil CR ▪ Wellbutrin SR <p>Dermatology</p> <ul style="list-style-type: none"> ▪ Oxsoralen-Ultra ▪ Thalomid <p>Gastrointestinal</p> <ul style="list-style-type: none"> ▪ Carafate suspension ▪ Kristalose ▪ Sandostatin <p>Growth Hormone</p> <ul style="list-style-type: none"> ▪ Genotropin <p>Hypnotic</p> <ul style="list-style-type: none"> ▪ Restoril 7.5, 22.5 mg <p>Immune Deficiency</p> <ul style="list-style-type: none"> ▪ Actimmune <p>Ophthalmic</p> <ul style="list-style-type: none"> ▪ Acular/LS/PF ▪ Aiocril ▪ Alomide ▪ Ciloxan oph. oint. ▪ Cosopt ▪ Diamox sequels ▪ Tobrex ophth. oint. ▪ Tobradex <p>Oral Contraceptive</p> <ul style="list-style-type: none"> ▪ Mircette <p>Parkinson's</p> <ul style="list-style-type: none"> ▪ Comtan <p>Seizures</p> <ul style="list-style-type: none"> • Diastat 	<p>Fertility</p> <ul style="list-style-type: none"> • Menopur • Repronex <p>Growth Hormone</p> <ul style="list-style-type: none"> • Genotropin <p>Hypnotic</p> <ul style="list-style-type: none"> • Ambien CR 	<p>Cholesterol</p> <ul style="list-style-type: none"> ▪ Triglide* <p>Diabetes</p> <ul style="list-style-type: none"> ▪ ActoPlusMet* <p>Fertility</p> <ul style="list-style-type: none"> ▪ Luveris <p>Growth Hormone</p> <ul style="list-style-type: none"> ▪ Humatrope ▪ Tev-tropin <p>Ophthalmic</p> <ul style="list-style-type: none"> ▪ Zylet* <p>* Effective 3/1/06</p>

* Applicable for 4-Tier benefit plans only

Personnel Policy #275 provides swimming pool memberships at no cost to employees, spouses and their children living in the same home. Please return your application to the City Clerk's office for processing.

**City of Prairie Village Employee
2006 Prairie Village Pool Membership Application**

PLEASE NOTE: The 2006 Pool Membership Application has Changed. Please read all instructions.

Please print all information requested --- incomplete forms will delay the application process. If purchasing a family swimming membership, please indicate the number of family members on the membership and list the name and birth date of each family member. Each family member 1 year of age and older is required to have a pool ID card.

Only new pool members must get a new membership ID card in 2006. If you have your membership ID from 2005 you may renew your membership by mail or in person. Enroll in person at the Prairie Village Municipal Building, 7700 Mission Road. Please bring your application in as early as possible to avoid long delays. A photo ID card will be issued on the day you submit your application and payment. You may also mail your completed application and payment to: City Clerk's Office, 7700 Mission Road, Prairie Village, KS 66208.

Applicant Information	Last Name		First name	Home Phone No.
	Address			Work Phone No.
	City	State	Zip Code	Driver's License No.
	Family Emergency Contact Name & Telephone Number			Date of Birth

RESIDENT		NON-RESIDENT	
Individual	\$62	Individual	\$133
2 Person Family	\$123	Family Membership (2+)	\$256
Family Membership (3+)	\$128	Sr. Citizen (Age 60 and Over)	\$87
Sr. Citizen (Age 60 and Over)	\$46	Child	\$87
10 Swim Card	\$40		
Please include \$1 processing fee if applying by Mail		Please include \$1 processing fee if applying by Mail	
	\$1		\$1

TOTAL ENCLOSED: \$ _____

TOTAL ENCLOSED: \$ _____

Please List all members of your nuclear family to be included on the membership.

Name	Birth Date	Will you need a new ID card? Y or N
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

FOR OFFICE USE ONLY: Total Amt Rcvd \$ _____ Ck _____ Cash _____ Card _____ Rcvd By _____ Date _____

My signature on this form certifies that I have reviewed and understand all the pool rules and the statements listed below and agree to follow them. I also attest all persons noted on this form are my dependents and part of my nuclear family.

APPLICANT STATEMENT: I attest all persons on my membership (as noted above) are part of my nuclear family.

Signed: _____

Dated: _____

ASSURANCE STATEMENT

I have reviewed the Prairie Village Pool Rules and Regulations. I assume the responsibility and will pay for any damage to the Prairie Village Pool, equipment and grounds that I or my family members cause. In addition, I understand that if I or any member of my family violates the Prairie Village Pool Rules and Regulations and/or federal, state and/or local laws, the violator's membership can be canceled by the Prairie Village Pool Manager on Duty or Prairie Village Administration without prior notice and the violator may be subject to prosecution or otherwise held responsible for such violation.

WAIVER

I shall indemnify and hold the City of Prairie Village harmless from and against any loss, cost or damage of any nature arising from the action of any person listed on this application as a member against Prairie Village, its agents or its employees, in connection with or around the Prairie Village Pool Complex immediately prior to, immediately after, and during the period of use.

Signed: _____ **Dated:** _____

Notice: Anyone seeking modifications to the Prairie Village Pool Membership Application Process or the Prairie Village Pool Rules and Regulations for a qualified individual with a disability must contact the ADA Coordinator, 3535 Somerset Drive, Prairie Village, Kansas 66208, (913) 385-4640, or TDD (800) 766-3777, or FAX (913) 642-0117.



OLD MISSION LODGE No. 153 A. F. & A. M. MAR 23 2006

MEETS FIRST AND THIRD MONDAYS

5201 WEST 75TH STREET

SHAWNEE MISSION, KANSAS

MAILING ADDRESS
P.O. BOX 1102
MISSION, KANSAS
66222

Prairie Village Police Department
7710 Mission road
Prairie Village, Kansas 66208

March 21, 2006

Dear Chief Grover,

Old Mission Masonic Lodge No. 153 of Prairie Village would like to honor you and your department for their many years of outstanding public service to the community.

A certificate will be presented at a reception and refreshments served by Old Mission Lodge NO. 153 to you and the Prairie Village Police Department on Thursday, April 20, 2006 between 1-4 P.M., at the Northeast Kansas Masonic Center, 5201 W.75th Street, Prairie Village, Kansas.

Your staff is welcome to drop in any time between 1-4 P.M. on that day. Your presence is requested at 1 P.M. for the presentation.

Sincerely,

Lyn E. Beyer
Master – Old Mission Lodge No. 153