

**CITY COUNCIL
CITY OF PRAIRIE VILLAGE**

October 16, 2017

The City Council of Prairie Village, Kansas, met in regular session on Monday, October 16, 2017 at 7:30 p.m. in the Council Chambers at the Municipal Building, 7700 Mission Road, Prairie Village, Kansas.

ROLL CALL

Mayor Laura Wassmer called the meeting to order and roll call was taken with the following Council members present: Chad Herring, Jori Nelson, Serena Schermoly, Steve Noll, Andrew Wang, Sheila Myers, Brooke Morehead, Dan Runion, Courtney McFadden and Terrence Gallagher.

Staff present: Tim Schwartzkopf, Chief of Police; Keith Bredehoeft, Public Works Director; Melissa Prenger, Senior Project Manager; Katie Logan, City Attorney; Wes Jordan, City Administrator; Lisa Santa Maria, Finance Director; Amy Hunt, Human Resources Manager and Joyce Hagen Mundy, City Clerk.

INTRODUCTION OF STUDENTS & SCOUTS

No scouts or students were in attendance.

PRESENTATIONS

2017-2018 Teen Council

Mayor Wassmer welcomed the following members of the 2017-2018 Teen Council: Jack Mikkelson (Shawnee Mission East), Carly Hendrickson (Shawnee Mission East) and Lauren Wittek (St. Teresa's Academy). Daniel Long (Shawnee Mission East)

was ill and unable to attend. For the benefit of those in attendance, Mayor Wassmer explained that teen council members attend City Council and Committee meetings, conduct a public service project, attend a community meeting, interact with Public Works and Police Department operations and participate in the Teen Council Summit Joint Meeting with Overland Park and Olathe Teen Council members.

Mayor Wassmer noted the following 2016-17 Teen Council members were returning in an advisory capacity to the new teen council: Zoe Renee Nason, Helen Sun, Luke Hafner, Scout Rice and Tyler Ruzich.

PUBLIC PARTICIPATION

With no one present to address the City Council public participation was closed at 7:40 p.m.

CONSENT AGENDA

Jori Nelson moved for the approval of the Consent Agenda for Monday, October 16, 2017 as presented:

1. Approval of the regular City Council meeting minutes - October 2, 2017
2. Approval claims ordinance
3. Approval the purchase of a replacement F-550 truck from Shawnee Mission Ford, purchase and assembly truck equipment from Krantz of Kansas City and KC-COMM, Inc. and authorization to dispose of Asset #1355 by auction
4. Adoption of Ordinance 2369 adopting the 2017 Uniform Public Offense Code for Kansas Cities and Ordinance 2370 adopting the 2017 Standard Traffic Ordinance for Kansas Cities, with certain changes, additions and deletions
5. Ratification of the Mayor's appointment of Pamela Jorgensen and Ellie Green to the Prairie Village Tree Board with terms expiring in January, 2018

A roll call vote was taken with the following members voting "aye": Herring, Nelson, Schermoly, Noll, Wang, Myers, Morehead, Runion, McFadden and Gallagher.

Mayor Wassmer called upon Don Baker with Water Resources, Inc. for the continuation of his presentation from the earlier Council Committee meeting on the flooding concerns in the area of 68th Street and Mission Road.

Mr. Baker reviewed the current FEMA Flood Zone Map designating the location of properties within the 100 year flood zone. He noted there is only a 2.5” difference between this area and that of a 50-year event. He explained that properties located within the identified “floodway” must build homes one foot above the flood zone. Mission Road lies within the flood zone.

Mr. Baker reviewed several historic projects and studies conducted on Brush Creek beginning with the Bank Stabilization Project in 1998-2000 to the 2007-2008 Tomahawk Road Bridge Replacement.

Keith Bredehoeft stated there are challenging situations created along Brush Creek and the next step is to have a study conducted to determine what can be done to address these. SMAC funding is available to cover 75% of the cost of a study. Staff recommends moving forward to conduct a study over the next six months and report back with possible options for action. He stressed that the roadway flooding is separate and different from the home flooding.

Jori Nelson moved the City Council approve an agreement with Water Resources, Inc. to conduct a preliminary study of potential solutions for Brush Creek flooding. The motion was seconded by Terrence Gallagher.

Sheila Myers asked what the cost would be for the study. Mr. Bredehoeft replied that with SMAC covering 75% of the cost he would estimate the city cost to be \$10,000.

Chad Herring stated that he was supportive of the motion and feels that the city needs to be proactive in addressing these concerns. He confirmed that staff supported

Mr. Baker to do the study. Mr. Bredehoeft replied that Don's extensive knowledge of this area and Prairie Village would make Water Resources the recommended choice by staff to conduct the study.

Brooke Morehead reconfirmed that the study would meet the criteria for SMAC grant funding. The motion was voted on and passed unanimously.

COMMITTEE REPORTS

Council Committee of the Whole

COU2017-41 Consider renewal of City's health, dental and vision insurance providers

Amy Hunt, Human Resources Manager, reported that renewal rates for employee health insurance are a 3.25% increase due to mandatory Affordable Care Act (ACA) taxes and fees. The City currently contracts with United Healthcare (UHC) for its employee health insurance plans. The plan year ends in December and consequently, renewals were sought from UHC for the 2018 plan year. The renewal is based on the claims incurred by plan participants over the twelve month period of July 2016 - July 2017; the City's loss ratio for the first half of 2017 was 52.3%.

Employee insurance premiums are funded through the General Fund. The 2018 budget anticipated an increase in City premium contributions of 10%. The renewal rates of 3.25%, 0%, and 0% for the health, dental, and vision plans, fit within the budgeted funds. The health 2018 renewal cost of \$1,227,424 is \$32,927 less than the 2018 budgeted amount of \$1,260,351.

Andrew Wang asked if there was any data confirming that the city's level of participation in premium payment was appropriate. Mrs. Hunt replied that the independent compensation and benefits study conducted earlier this year, verified that the funding level by the city was appropriate. Mr. Jordan added that earlier this year,

based on the compensation study, the level of city funding for family coverage was increased.

Dan Runion confirmed that there were no changes in the plan coverage or deductibles required.

Sheila Myers moved the City Council renew the following insurance plans and rates as presented for 2018 coverage year: United Health Care as the City's health insurance provider, Delta Dental of Kansas City as the City's dental insurance provider and Superior Vision as the City's vision insurance provider. The motion was seconded by Chad Herring and passed unanimously.

COU2017-42 Consider approval of a SMAC engineering design contract with Affinis Corp for the Reinhardt & 84th Terrace drainage project

Melissa Prenger stated that this area was surveyed and resident questionnaires were sent to residents to better understand the issues. Modeling of storm sewer system and resident questionnaires confirmed street flooding and the potential for homes to flood during significant rainfall events. The County has approved SMAC funding this Prairie Village/Leawood project at 75% of design and construction. Prairie Village and Leawood will share costs proportioned to the construction in each City, which is approximately 50%. The City's estimated cost share for design and construction is \$385,000.

This design contract is a continuation of a Preliminary Engineering Study that was completed by Affinis in January of 2017. Plans are scheduled to be completed early next year with a construction start in the spring of 2018 with funding available in the Capital Improvement Program of \$19,590.

Dan Runion asked if the contract would evaluate different options. Mrs. Prenger replied that it will evaluate three solutions, one required by SMAC. Additional options will be looked at because of the large number of inlets involved with the project.

Cliff Speegle with Affinis reviewed a map of the location showing the multiple lines and inlets involved in the project, noting that some will be replaced, some repaired and some new lines added. Mrs. Prenger added that construction plans will be created for the recommended solution.

Brooke Morehead confirmed that this project does not have any impact on the channel project being done in conjunction with the School District at Corinth Elementary School.

Serena Schermoly moved the City Council approve the Engineering Design contract with Affinis Corp in the amount of \$156,710 for REIST0001 Reinhardt & 84th Terrace Drainage project (SMAC). The motion was seconded by Chad Herring and passed unanimously.

MAYOR'S REPORT

Mayor Wassmer stated she chaired the recent Johnson/Wyandotte County Mayors meeting and encouraged the council members to attend the upcoming holiday social sponsored by the Johnson/Wyandotte Mayors at Lake Quivira. Over the past two weeks she was involved in interviews for the position of Assistant City Administrator. A candidate was selected and accepted. Mayor Wassmer invited Jamie Shockley to the podium. Ms. Shockley stated it was an intensive interview process and that she was honored to have been selected to serve as Assistant City Administrator for Prairie Village. For the past three years, she has been the Assistant City Administrator for the

City of Tonganoxie and prior to that served as a Strategic Communications Analyst for the City of Olathe. She has a Masters degree in Public Administration from the University of Kansas along with six year of government experience. Ms. Shockley looks forward to joining the city the end of November.

Mayor Wassmer stated she also attended the Shawnee Mission Education Foundation Breakfast along with other Council members and staff. She was pleased to attend the 11th annual Prairie Village State of the Arts event last Friday and thanked everyone involved in this unique event.

STAFF REPORTS

Public Safety

- Chief Schwartzkopf reported that Saturday, October 28th the City will participate in the “Drug Take-back Program” with a drug drop-off site in front of the police department from 10 a.m. to 2 p.m.

Public Works

- Keith Bredehoeft reported the work on Mission Road south of 75th Street is nearing completion.
- Staff is meeting to prepare for the purchase of the property at 67th and Roe the end of the month.
- The landscape plants along Mission Road 71st to 75th Street will be planted soon.

Administration

- Lisa Santa Maria distributed and reviewed the city’s Third Quarter Financial Statement. The city is doing well in most categories. The report will be posted on the city’s website.

Dan Runion questioned the unrestricted reserve funds. Mrs. Santa Maria replied the city’s goal is to have these at 25%. They are currently at 35-40% and she predicts they will be at 30% at the end of the year.

- Wes Jordan asked for direction from the Council on how staff is to proceed regarding electric charging stations.

Mayor Wassmer stated she felt it made more sense to seek out First Washington and VanTrust to place charging stations on their properties than to have them at the municipal complex. She supports having them in Prairie Village, but does believe that the municipal complex is the best location.

Cindy Marine noted that the charging stations at Corporate Woods were privately funded, but agrees that commercial locations are preferred.

Courtney McFadden asked about possible spots in the school parking lot. Mr. Jordan noted that although partially funded by the city, that lot is entirely the property of the school district.

Serena Schermoly felt that Harmon Park could be a possible location and asked if staff could come back with a recommended location. Mayor Wassmer felt the majority of use would be by people shopping or using the parks. The electric charging stations could facilitate more use of the parks and shopping centers. The biggest challenge to a location on the municipal campus is the loss of needed parking spaces.

Andrew Wang states he would only support charging stations on private property. Cars will spend most of their time at work or commercial sites. He cannot see someone spending two hours at City Hall to charge their car. He doesn't see any small communities having any "range anxiety" to get from place to place. Charging stations need to be located on major highways. Jori Nelson stated that with the movie theatre and number of restaurants at the Village Shopping Center she felt it would be a good location.

Courtney McFadden suggested that the Environment/Recycle Committee come back to the Council with recommended locations. Terrence Gallagher noted the library would be a potential site. Sheila Myers reported that Google states that some vehicles

can be charged in 30 minutes. Chad Herring agreed with Mrs. McFadden to get a recommendation from the Environment/Recycle Committee. He does feel that charging stations could serve as a magnet to bring people into shopping centers and feels that the shopping center owners should be approached. This is an economic development opportunity.

- Wes Jordan reported that dialog continues with Johnson County Park and Recreation regarding possible partnerships for recreational programming. The next step would be the formation of a partnership agreement.
- Staff has met regarding the public information session for Village Square and is proposing two sessions (November 14 and 16) to be held at City Hall. BBN representatives will be present. The sessions will be publicized in the Village Voice, with yard signs and via social media.
- The closing on the purchase of the church property at 67th & Roe is on schedule for the end of the month. The church is making good progress removing items.

OLD BUSINESS

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

NEW BUSINESS

COU2017-43 Consider approval of an agreement with The Clark Enersen Partners for the Public Works building assessment

Melissa Prenger stated that Public Works recently requested proposals from firms to provide professional services to conduct an assessment of buildings at their location to allow them to proactively plan for the maintenance, repair, and long term replacement of the facilities . Two firms submitted proposals. Based on their original proposals, the selection committee chose The Clark Enersen Partners who visited the site and proposed a very good process for evaluating the different buildings/facilities at Public Works..

Mrs. Prenger stated the purpose of this project is to :

- Inspect, document and grade the condition of the facilities;
- identify and document deficiencies therein and corrective actions;

- identify code compliance deficiencies and corrective actions;
- provide useful life information and determine where each structure/system/major component falls within its life cycle;
- develop prioritization systems for current conditions and identified deficiencies, i.e. immediate, one year, five year, and ten years;
- prepare cost estimates for corrective actions based on scoring and appropriate escalations;
- identify opportunities for cost savings, increasing system efficiencies and performance, and cost avoidance.

Chad Herring moved the City Council approve the professional services agreement with The Clark Enersen Partners for the Public Works Building assessment project in the amount of \$22,500. The motion was seconded by Serena Schermoly.

Dan Runion asked for clarification on the project. Melissa Prenger replied that the study will look at the facilities and recommend whether they can be repaired or if they need to be replaced. It is a tool for use in planning future capital improvements. Mr. Runion asked if costs would be factored in. Keith Bredehoeft replied the project identifies the needs and staff will then plan how and when to address them. Mr. Runion confirmed that approval of the agreement did not commit the city to take action. Mrs. Prenger replied the plan evaluates the buildings and provides recommendation on how the city can best invest in its buildings/facilities.

Brooke Morehead expressed concern that only two proposals were received. Mrs. Prenger noted that there are not a lot of firms that provide these services. Staff contacted the cities of Merriam, Lenexa and Overland Park who have used these services for recommendations on who to send requests for proposals to. Only four firms were identified.

Terrence Gallagher asked what the firm would be looking at. Mrs. Prenger replied they will look at the structural condition of the buildings, access and operational functionality.

The motion was voted on and passed unanimously.

COU2017-43 Consider approval of an agreement with Guarantee Roofing, Inc. for the City Hall Roof Repair

On October 6, 2017, the City Clerk opened bids for Project BG51 0001, City Hall Roof Repair with two bids received. The low bid was that of Guarantee Roofing in the amount of \$79,612 and the other bid was from Delta Innovative Services in the amount of \$112,000.

Staff reviewed the bids, confirmed references, and recommends awarding the project to the low bidder Guarantee Roofing, Inc. This project involves repairing decking and placing a new white TPO (Thermo Plastic Overlay) material in the flat areas of the roof of City Hall. The repairs will address leaks that have penetrated the existing roof material. Mayor Wassmer confirmed that the white material will not be visible from the street. Chad Herring asked what the life expectancy was for the product. Melissa Prenger replied it has a 15 to 20 year life expectancy.

Terrence Gallagher added that this product reflects the sun and should also provide cooling cost savings. Mrs. Prenger stated that funding is available in the Capital Infrastructure Program BG51 0001 budget for construction at \$140,000. The contract will be awarded at \$79,612.00.

Serena Schermoly moved the City Council authorize the Mayor to sign the construction contract with Guarantee Roofing, Inc. for Project BG51 0001: City Hall Roof Repair in the amount of \$79,612. The motion was seconded by Terrence Gallagher and passed unanimously.

Ward Meeting

Jori Nelson announced that Ward 1 would be holding a Ward meeting on

Wednesday, October 18th at City Hall.

EXECUTIVE SESSION

Sheila Myers moved pursuant to the nonelected personnel matter exception to the Kansas Open Meetings Act, KSA 75-4319 (b) (1), that the Governing Body, recess into Executive Session for twenty (20) minutes for the purpose of discussing candidates for employment. Present will be the Mayor, City Council, City Administrator and City Attorney. The open meeting will resume in the City Council Chambers at 8:55 p.m. The motion was seconded by Andrew Wang and passed unanimously.

Mayor Wassmer stated “It is 8:55 p.m. and the City Council meeting is reconvened in open session from executive session where no binding action was taken.

ANNOUNCEMENTS

Committee meetings scheduled for the next two weeks:

Environment/Recycle Committee	10/25/2017	5:30 p.m.
Tree Board Meeting	11/01/2017	6:00 p.m.
Council Committee of the Whole	11/06/2017	6:00 p.m.
City Council	11/06/2017	7:30 p.m.

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The Prairie Village Arts Council is pleased to present the 11th annual State of the Arts Exhibit in the R.G. Endres Gallery during the month of October.

Save the Date for the Annual National League of Cities Conference in Charlotte, November 15-18, 2017.

Save the Date for the Annual NEJC Chamber Gala on Saturday, November 18 at the Overland Park Marriott.

Save the Date for the Mayor’s Holiday Tree Lighting on Thursday, November 30th from 6 p.m. to 7 p.m. at Corinth Square Shopping Center.

Save the Date for the Prairie Village Foundation’s annual Gingerbread House event on Sunday, December 3rd.

Save the Date for the Annual Volunteer Appreciation Event on Friday, December 8th at 6:30 p.m. at Milburn Country Club.

ADJOURNMENT

Brooke Morehead moved that the City Council meeting be adjourned. The motion was seconded by Steve Noll and passed unanimously. With no further business to come before the City Council the meeting was adjourned at 8:55 p.m.

Joyce Hagen Mundy
City Clerk