



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
May 21, 2018**

The City Council of Prairie Village, Kansas, met in regular session on Monday, May 21, 2018, at 6:00 p.m. in the Council Chambers at the Municipal Building, 7700 Mission Road, Prairie Village, Kansas. Mayor Laura Wassmer presided.

ROLL CALL

Roll was called by the City Clerk with the following Council Members in attendance: Chad Herring, Jori Nelson, Serena Schermoly, Ronald Nelson, Tucker Poling, Andrew Wang, Brooke Morehead, Dan Runion, Courtney McFadden, Ted Odell and Terrence Gallagher.

Staff present: Tim Schwartzkopf, Chief of Police; Captains Ivan Washington and Byron Roberson; Keith Bredehoeft, Public Works Director; Melissa Prenger, Senior Project Manager; James Carney, Field Superintendent; Katie Logan, Acting City Attorney; Wes Jordan, City Administrator; Jamie Robichaud, Assistant City Administrator; Alley Porter, Assistant to the City Administrator and Joyce Hagen Mundy, City Clerk. Also present were Chris Brewster, City Planning Consultant, Stacey Hammond with Berberich Trahan & Company, and Jason Morado with ETC.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Brooke Morehead moved the approval of the agenda for May 21, 2018 as presented. The motion was seconded by Serena Schermoly and passed unanimously.

INTRODUCTION OF STUDENTS & SCOUTS

A boy scout from Troop 98 was in attendance for his communications badge.

PRESENTATIONS

Introduction of New and Promoted Public Works Employees

James Carney acknowledged the promotions of Chris Kraft to mechanic and Robert Turner to Crew Leader. He welcomed and introduced the following new Public Works Employees: Bridget Tolle, Colby Brim, Juan Guevara and Patrick Lisky.

Presentation of 2017 Audit

Stacey Hammond, with Berberich, Trahan and Company, presented the results of their audit of the City's 2017 Financial Statements. The audit found the financial statements for the year ending December 31, 2017, presented fairly in all material respects in accordance with accounting principles generally accepted. Ms. Hammond reviewed the findings of the audit with the City Council and commended the City staff for their excellent recordkeeping.



PUBLIC PARTICIPATION

With no one was present to address the City Council, public participation was closed at 6:10 p.m.

CONSENT AGENDA

Mayor Wassmer asked if there were any items to be removed from the consent agenda and discussed.

Dan Runion moved for the approval of the Consent Agenda of May 21, 2018:

Approval of the regular City Council meeting minutes for May 7, 2018

Approval of Claims Ordinance 2966

Approval of Interlocal Agreement with the City of Overland Park for 95th & Roe stormwater improvements (Meadowbrook SMAC)

Approval of the purchase of digiTICKET electronic ticket software at a cost of \$40,659.37

A roll vote was taken with the following votes cast: “aye” Herring, J. Nelson, Schermoly, R. Nelson, Poling, Morehead, Runion, McFadden, Odell and Gallagher.

COMMITTEE REPORTS

Planning Commission

PC2018-01 Consider approval of Homestead Country Club Special Use Permit

City Planning Consultant Chris Brewster stated a new permit is required due to renovations proposed on the site that include enclosing four tennis courts, adding a fitness center, restaurant and offices to the existing clubhouse. Initial concerns with the drainage impact of these changes have been addressed by a drainage study/plan approved by the City which will include the use of underground detention facilities and rain gardens.

A public hearing was held on May 21, 2018 with the Planning Commission unanimously recommending approval of the requested Special Use Permit subject to conditions outlined in Ordinance 2385, which included conditions from the current special use permit as well as additional conditions addressing drainage, lighting and landscaping. The permit will be issued for a period of five years.

Questions were raised regarding the lighting, landscaping and mass of the building. Dennis Hulsing, owner of the club, responded that the new lighting to be installed on the south would be directional lighting meeting the requirements of the Commission. The lighting on the north would be replaced with new directional lighting by the end of 2019.

Serena Schermoly moved the Governing Body adopt Ordinance 2385 approving a Special Use Permit for the operation of a country club/private club at 6510 Mission Road. The motion was seconded by Ron Nelson.



A roll call vote was taken with the following votes cast: “aye” Herring, J. Nelson, Schermoly, R. Nelson, Poling, Wang, Morehead, Runion, McFadden, Odell, Gallagher and Wassmer.

Comprehensive Plan

Jamie Robichaud noted the discussion of the Comprehensive Plan at the May 7th Council Committee of the Whole meeting was meant to provide direction to staff to move forward with the proposed process for updating the Comprehensive Plan. Direction to staff generally does not require a formal motion. If the Council chooses to move forward with directing staff to begin the process, the next step would be for staff to come back to the Council with a detailed process and scope of services to be completed by Gould Evans, as well as a detailed budget. Mrs. Robichaud stated the goal would be to present this information to the Council for approval in June.

Chad Herring moved the Council direct staff to move forward establishing the scope for the proposed comprehensive plan. The motion was seconded by Serena Schermoly and passed by a vote of 11 to 1 with Mr. Odell voting in opposition.

MAYOR’S REPORT

Mayor Wassmer stated she recently attended the following events on behalf of the City: Northeast Johnson County Mayor’s meeting and graduation ceremonies for the 2018 Leadership Northeast Program including Prairie Village Assistant City Administrator Jamie Robichaud and Human Resources Manager Amy Hunt.

STAFF REPORTS

Public Safety

- Chief Schwartzkopf thanked Councilmen Tucker Poling and Terrence Gallagher for their attendance at the National Police Officers Memorial Day ceremony held on May 15th.
- The department has prepared a security plan that due to its nature will need to be presented to the Council in executive session. Chief asked for direction as to the best time to do so. Council agreed the presentation should be done prior to a City Council meeting.
- Chad Herring asked for an update on the recent car break-ins. Chief reported there were 13-14 reported break-ins last week and all of the vehicles were unlocked. He stressed the importance of individuals locking their vehicles. Tucker Poling commended the department on their prompt and professional response to these events.

Public Works

- Keith Bredehoeft reported the municipal campus parking lot will be paved this Wednesday, May 23.
- The city is still awaiting clearances for the demolition permit for the church at 67th & Roe.



- In recognition of Public Works Week the department will be hosting its second annual “Touch a Truck” event featuring public works operations and equipment on Wednesday, May 23rd from 4:30 to 6:30 p.m.

Administration

- Alley Porter reported 1651 pool memberships have been sold to date, an increase of approximately 300 memberships.
- Terrence Gallagher asked for an update of lifeguard hiring. Mrs. Porter replied she believes the City will be able to hire 60 guards. The process is continuing.
- Wes Jordan reported on his joint presentation at the Congress for the New Urbanism with Justin Duff on the Meadowbrook project. The presentation was well received with a growing interest in private/public partnerships.
- Wes Jordan reviewed upcoming agenda items for the June 4th meeting.

OLD BUSINESS

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

NEW BUSINESS

COU2018-27 Consider award of the construction contract for the 2018 CARS Program
Melissa Prenger stated the 2018 CARS program includes work on Mission Road, 85th Street to 95th Street, which will be done in conjunction with the City of Leawood, and Roe Avenue, 67th Street to 75th Street. She added the scope of the Mission Road work has been changed due to scheduled work in this area by Johnson County Wastewater. The work will focus on concrete work and a refreshing of the pavement. A full mill and overlay will be delayed until after Johnson County Wastewater completes their work. Two bids were received for the project with the low bid being submitted by O’Donnell & Sons Construction in the amount of \$2,267,586.90. Mrs. Prenger stated the contract would be awarded for \$2,400,000, which is the budgeted amount for this project.

Chad Herring moved the City Council authorize the Mayor to execute the construction contract with O’Donnell and Sons Construction Company for the 2018 CARS Program in the amount of \$2,400,000. The motion was seconded by Tucker Poling and passed unanimously.

Dan Runion moved the City Council go into the Council Committee of the Whole portion of the meeting. The motion was seconded by Ron Nelson and passed unanimously.

COUNCIL COMMITTEE OF THE WHOLE

Council President Dan Runion presided over the Council Committee of the Whole.

Discussion of the 2018 City of Prairie Village Citizen Survey Draft Report

Alley Porter distributed copies of the draft report on the statistical survey. She noted the results of the on-line survey will be received later. Acknowledging the size of the report, Mrs. Porter stated that Jason Morado with ETC will provide an overview of the report for



the Council. The report will be made available to the public on the city's website. The Council will discuss the survey in detail and how to proceed at a later meeting.

Jason Morado stated the purpose of the survey was fourfold: to objectively assess citizen satisfaction with the delivery of City services; to set a baseline for future surveys; to compare Prairie Village's performance with other communities regionally and nationally and to help determine priorities for the community.

Mr. Morado reviewed the methodology followed by ETC in conducting the survey and noted the excellent return of surveys with more than 700 surveys completed representing all areas of the city. The confidence level for the survey responses is 95% with a 3.7% margin for error.

The following major findings were reflected in the survey:

- Residents have a very positive perception of the City
- The City is moving in the right direction
- Satisfaction with City services is much higher in Prairie Village than in other communities
- The top community priorities
 - Maintenance of city streets, sidewalks and infrastructure
 - Enforcement of codes and ordinances

Council members sought clarification on who was included in the KC Metro and national benchmark comparisons and some of the ratings compared to the City's last survey. Mr. Morado stressed that Prairie Village ranked 39% above the national average and 32% above the KC metro average in the overall quality of services provided. Mr. Morado responded that some benchmarking was done with the city's 1999 study and noted that methodology used in 1999 was different and added the general perception of government has changed.

When asked how often a survey should be conducted, Mr. Morado responded the average length of time between surveys is two years.

After reviewing survey findings, Staff agreed to post the Citizen Survey on the website and continue discussion at a later meeting date.

2018 Preliminary Budget

Dan Runion acknowledged the new process followed for the preparation of the 2018 budget with staff preparing an "all in number" proposed budget and presenting it to the Finance Committee. Wes Jordan reviewed the evolution of the new process and thanked the Finance Committee for its participation in the process.

The "all in number" for expenditures in the 2019 General Fund represents a 2% increase in comparison to the 2018 budget - \$23,361,519 versus \$22,890,562. The Mill levy rate remains at 19.311. The proposed budget is under the tax lid cap. The operations budget



remains relatively flat or decreased. General Fund Contingency remains at \$500,000 (25% of fund balance). Finance Director Lisa Santa Maria reviewed the proposed department budgets, mill levy comparisons, and revenue and expenditure trends for 2015 - 2019. The total 2019 budget is \$39,134,704.

Wes Jordan presented the proposed Personnel Services portion of the budget noting that many items included in this category are required and not under the city's control. He reviewed the compensation study strategies approved last year and their impact on the budget. The proposed merit pool is 3.25%. The amount budgeted for health insurance reflects a 4% decrease due to a change in budget forecasting and projected favorable rates for the renewal of employee coverage. PD pension funding was discussed by the Police Pension Board with the Board recommending the City increase the annual contribution from \$620,000 to \$750,000. This change was approved by the Finance Committee and is reflected in the proposed budget.

Lisa Santa Maria presented the proposed contract services, commodities and capital outlay budgets. Chief Schwartzkopf noted the funding proposed for police body cameras is included in response to the legislature considering requiring them. These funds would serve as seed money to start the program, which is estimated to cost \$80,000 to \$100,000, if mandated by the State. Currently only the motorcycle units and SRO's have body cameras. Chief also addressed questions regarding the addition of security cameras at 83rd & Mission and at Harmon Park. Mrs. Santa Maria noted that outside agency funding generally follows the amounts budgeted for 2018. Mr. Jordan explained the increases in MARC and NE Johnson County Chamber funding.

Jamie Robichaud presented the solid waste budget which reflects an increase of 2.9% for 2019 increasing the residential rate charged per household from \$16 per month to \$17.25 per month. She noted the residential rates for 2017 and 2018 were subsidized by the City with excess fund balance that is no longer available.

CIP Presentation

Melissa Prenger reviewed the current 2018 Capital Improvement Projects and the 2018 condition summary on City infrastructure showing more than 90% of drainage infrastructure being rated as good or excellent. The street ratings for arterial streets were 71% good/excellent; residential streets 72%; curbs 97% and ramps 71%. Mrs. Prenger stated it costs one million dollars to improve a street rated as poor/fair to a good/excellent rating. The City has 100 miles of street infrastructure. Each year one to two miles of street fall into the poor/fail category. The current waiting period for those streets to be addressed is five years.

Mrs. Prenger shared a map showing the location of fair and poor streets within the city and reviewed the past five years rating history and projected history with the requested funding level of \$3M for the residential street program.



Keith Bredehoeft reviewed the proposed 2019 Capital Improvement Program of \$7,264,000 as follows:

Park Program	\$1,245,000
Drainage Program	\$ 850,000
Street Program	\$4,394,000
Building	\$ 50,000
Miscellaneous	\$ 725,000

Changes from the preliminary CIP presented earlier included funding for Salt Barn Roof (\$50,000); reduction to drainage program (-\$50,000) and increase to the residential street rehabilitation program funding level to \$3,000,000

Mr. Bredehoeft responded to questions noting that the Mission Road drainage project is being considered for SMAC funding and is not included in the 2019 CIP. The Delmar/Fontana project is in the design stage with anticipated construction in early 2019. The public works facilities study is still being conducted and findings would be brought to Council at a later meeting.

Lisa Santa Maria reviewed the funding sources for the Capital Infrastructure Fund, which includes a \$5.1M transfer from the General Fund along with special highway funds, stormwater utility funds and special parks funds.

Decision Packages

Lisa Santa Maria introduced the following decision packages:

- Codes Specialist Position (\$75,000)
- Infrastructure funding (funding above \$3,000,000)
- PD Pension Fund (funding above \$750,000)
- Funding for the Arts (\$51,551)
- Dark Store Theory Reserve
- Exterior Grant Program (funding beyond 2019)
- Comprehensive Plan Update (\$50,000 - \$80,000)
- Bike/Pedestrian Master Plan (\$50,000)

Mayor Wassmer noted that additional funding added for these items would require removal of funds elsewhere in the budget. Lisa Santa Maria noted there is estimated to be \$276,575 in unused expenses in the Economic Development Fund. These funds could be used for funding the Exterior Grant Program, Comprehensive Plan and Bike/Pedestrian Master Plan. Mayor Wassmer restated the \$276,575 should only be spent on one-time expenditures and any items requiring on-going funding needs to be built into the budget.

The status of Village Square (pending improvements recommended for Harmon Park) and its impact on the 2019 CIP was asked. Mr. Bredehoeft replied the 2019 CIP funding of the all inclusive playground equipment and the skate park replacement was part of the previous current park master plan. Discussion will be held at a later date concerning



Village Square. Mayor Wassmer added the two budgeted items for Harmon Park have been in the Parks Master Plan for years and are included independent of Village Square.

Mr. Bredehoeft added that although the funding is independent, the decisions on Village Square could possibly impact the placement of both the playground and skate park. A final decision will need to be made this year in order for the design and construction of these items in 2019.

Mr. Bredehoeft stated the \$50,000 included for the Bike/Pedestrian Master Plan is not for the implementation for the plan but to allow the process to start in 2019 with further implementation in subsequent years.

Ron Nelson moved to adjourn the Council Committee of the Whole portion of the meeting and return to the City Council meeting. The motion was seconded by Jori Nelson and passed unanimously.

ANNOUNCEMENTS

ADJOURNMENT

Brooke Morehead moved for the adjournment of the City Council meeting. The motion was seconded by Ron Nelson and passed unanimously. With no further business to come before the City Council, the meeting was adjourned at 9:05 p.m.

Joyce Hagen Mundy
City Clerk