

Members of the Governing Body will participate by video call-in only due to the COVID19 pandemic. The public will be able to view the meeting at <https://www.facebook.com/CityofPrairieVillage>

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Council Chambers
Monday, April 05, 2021
6:00 PM**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF THE AGENDA**
- V. **PRESENTATIONS**

SevenDays Week 2021 proclamation

Teen Council presentation
Sydney Newton / Macy Cherra

VI. **PUBLIC PARTICIPATION**

If you would like to speak live during the public participation portion of the meeting, please notify City Clerk Adam Geffert at cityclerk@pvkansas.com, and provide your name, address, and email address prior to 3 p.m. on April 5. The City will provide you with a link to join the meeting and will call on those who signed up to speak for up to 3 minutes once public participation begins.

To submit written comment to Council, please email cityclerk@pvkansas.com prior to 3 p.m. on April 5 to be shared with Councilmembers prior to the meeting.

VII. **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. Approval of regular City Council meeting minutes - March 15, 2021
- 2. Consider pool painting bids
- 3. Consider Change Order #2 with McCownGordon for the GMP for construction of the Public Works facility (BG700002)

VIII. COMMITTEE REPORTS

Environmental Committee

COU2021-35 Consider revisions to Council Policy 001
Ian Graves / Piper Reimer

IX. MAYOR'S REPORT

X. STAFF REPORTS

XI. OLD BUSINESS

XII. NEW BUSINESS

COU2021-36 Consider adding new historic trail signage in Prairie Village
Keith Bredehoeft / Mark Morgan

COU2021-37 Consider agreement with Johnson County for enforcement of County
Health Order
David Waters

COU2021-38 Consider 2021-2022 insurance renewals
Nickie Lee

Consider approval of 2022 budget requests:
VillageFest
JazzFest
Arts Council
Diversity Committee
Environmental Committee
2022 Decision packages
Nickie Lee / Wes Jordan

XIII. COUNCIL COMMITTEE OF THE WHOLE (Council President presiding)

Discuss the 2021 Prairie Village pool complex modified opening plan
Meghan Boom

Discussion and consideration of new residential sustainability grant
program
Jamie Robichaud

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT

If any individual requires special accommodations - for example, qualified interpreter, large print, reader, etc., please notify the City Clerk at 385-4616, 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.

CITY OF PRAIRIE VILLAGE

Proclamation

SevenDays Week 2021

April 13 through April 25, 2021

Whereas, The Faith Always Wins Foundation is a local organization working to make a difference against hateful acts through kindness and interfaith dialogue;

Whereas, The foundation's event entitled "SevenDays Make a Ripple, Change the World" is an annual series of events demonstrating how hatred, bigotry, and ignorance can be overcome by kindness, respect, and understanding;

Whereas, SevenDays continues the healing journey following the murders of Dr. William Corporon, his grandson Reat Underwood, and Teresa LaManno outside Jewish facilities in April 2014;

Whereas, SevenDays engages all people to discover commonalities and overcome evil with acts of kindness. Their vision is to make a ripple to change the world by connecting communities;

Whereas, Prairie Village is committed to be a community where kindness is key and understanding is paramount, and stands in strong partnership to support this worthy outreach effort;

Now, therefore, I, Eric Mikkelsen, Mayor of the City of Prairie Village, do hereby designate

April 13 through 25, 2021 as "SevenDays Week"

in The City of Prairie Village, and I call upon all citizens and civic organizations to support the pillars of The Faith Always Wins Foundation – Kindness, Faith, and Healing – and participate in SevenDays virtual events.

Mayor Eric Mikkelsen

Adam Geffert, City Clerk

**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
MARCH 15, 2021**

The City Council of Prairie Village, Kansas, met in regular session on Monday, March 15, 2021, at 6:00 p.m. Due to the COVID-19 pandemic, Councilmembers attended a virtual meeting via the Zoom software platform. Mayor Mikkelson presided.

ROLL CALL

Roll was called by the City Clerk with the following Councilmembers in attendance remotely via Zoom: Chad Herring, Jori Nelson, Inga Selders, Ron Nelson, Tucker Poling, Bonnie Limbird, Sheila Myers, Piper Reimer, Dan Runion, Courtney McFadden, and Ian Graves. Staff present via Zoom: Byron Roberson, Chief of Police; Melissa Prenger, Public Works; City Attorney David Waters, attorney with Lathrop & Gage; Wes Jordan, City Administrator; Jamie Robichaud, Deputy City Administrator; Tim Schwartzkopf, Assistant City Administrator; Meghan Boom, Assistant City Administrator; Nickie Lee, Finance Director; Adam Geffert, City Clerk.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Ms. Reimer made a motion to approve the agenda for March 15, 2021. Mr. Nelson seconded the motion, which passed 11-0.

PRESENTATIONS

Jeremy Knoll, architect with BNIM, gave a presentation on the 2021 International Energy Conservation Code, highlighting differences between it and the 2018 version of the code.

Stuart Little and Mallory Lutz of Little Government Relations provided an update on recent activity in the Kansas Legislature.

Mayor Mikkelson read a proclamation declaring March 2021 Women's History Month, and recognized the many women who had made contributions to the City.

PUBLIC PARTICIPATION

No requests to address the Council were received.

CONSENT AGENDA

Mayor Mikkelson asked if there were any items to remove from the consent agenda for discussion.



1. Approval of regular City Council meeting minutes - March 1, 2021
2. Approval of Expenditure Ordinance #3000
3. Approval of committee appointments

Mrs. McFadden made a motion to approve the consent agenda as presented. A roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Runion, McFadden, Graves. The motion passed 11-0.

COMMITTEE REPORTS

- **Planning Commission**

PC2020-104 Consider Ordinance 2446 to adopt the Tree Protection Ordinance

Mr. Brewster provided background on the ordinance, noting the Tree Board had initially requested that the City Council consider adopting an ordinance to protect trees in August 2020. The Council directed staff to review the proposed ordinance developed by the Tree Board and draft a final version for consideration. After further revisions by staff, the updated draft ordinance was presented to the Tree Board and Environmental Committee in late 2020 for further review and input. Finally, a public hearing was held at the March 2021 Planning Commission meeting, at which the Commission recommended the ordinance for approval. If approved by Council, the new regulations would be incorporated into the recently adopted landscape standards and go into effect on June 1, 2021.

Mrs. McFadden made a motion to approve Ordinance 2446 adopting the tree protection standards as presented. Mr. Poling seconded the motion.

Mr. Runion asked what the budget impact of the ordinance would be. Mayor Mikkelson stated that Public Works was already considering hiring another maintenance worker due to the increase in grounds keeping duties with the opening of Wassmer Park. If Council approved the addition of another position, the City’s part-time arborist, who also performed maintenance tasks, would become a full-time arborist to handle the additional responsibilities brought about by the ordinance.

Ms. Nelson asked if there was a size requirement for replacement trees that were planted when an existing tree was removed. Mr. Brewster said that there was, and that when very large trees were removed, multiple trees would be required to be planted.

After further discussion, a roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, McFadden, Graves, Mikkelson; “nay”: Runion. The motion passed 10-1.



- **Parks and Recreation Committee**

Consider approval of a change to pool hours for the 2021 pool season

Ms. Buum stated that the Parks and Recreation Committee discussed options to address the shortage of lifeguards available for the 2021 pool season. Staff proposed a change in age requirements for lifeguards, allowing 15 year-olds to serve as lifeguards as is done in many surrounding communities. In order to make this change, the pool hours would need to be reduced because the Kansas Department of Labor prohibited children under 16 to work more than eight hours in one day. The new proposed hours would be noon to 8:00 p.m. daily, rather than 11:00 a.m. to 8:00 p.m. Ms. Buum added that the American Red Cross allowed 15 year-olds to be certified as lifeguards.

Mrs. McFadden made a motion to approve the proposed change to the 2021 swimming pool hours of operation. Mrs. Myers seconded the motion.

Some Councilmembers shared concerns with having 15 year-olds serve as lifeguards due to the responsibility required, as well as whether the pool should be opened at all due to the ongoing pandemic. Ms. Buum said a presentation would be given at the April 5 Council meeting to discuss how the pool would open, but that the motion being considered was only related to the change in pool hours and hiring 15 year-old lifeguards.

After further discussion, a roll call vote was taken with the following votes cast: "aye": Selders, R. Nelson, Poling, Limbird, Myers, Reimer, McFadden, Graves; "nay": Herring, J. Nelson, Runion. The motion passed 8-3.

- Ms. Reimer said that she and Teen Council members took a tour of City Hall and the Police Department the previous week. The Teen Council would make a presentation on the experiences that small businesses in the City had during the pandemic at the April 5 City Council meeting.
- Mr. Poling stated that the Parks and Recreation Committee met on March 10 to discuss the new shelter and restrooms and Taliaferro Park as well as the conversion of a tennis court at Windsor Park to a pickleball court. The Committee was also working with the Diversity Committee and Arts Council to install mural artwork on an existing wall at the pool complex.
- Mr. Runion said the Police Pension Committee would meet on Thursday, March 18 at 2:00 p.m.



MAYOR'S REPORT

- The Mayor provided an update on the COVID-19 pandemic, noting that Governor Kelly stated Kansas would move to stages 3 and 4 of its COVID vaccination plan on March 22. As of March 12, over 104,000 residents of Johnson County had received at least one dose of the vaccine, with approximately 60,000 having received two doses. The percent positive rate in Johnson County had fallen to 3.2%, though hospitalizations and deaths had seen minor increases.
- The Mayor said that the United States Congress had passed the third economic stimulus and recovery plan, and that money had been allocated for cities. Specific details would be made available at a later date.
- The Mayor stated that Prairie Village had a very high participation rate in the 2020 census, with a response rate of 83.3%.
- The Mayor and Public Works staff met with Village Presbyterian Church to discuss the forthcoming drainage project at 68th and Mission Road.
- The Mayor noted that the fourth quarter budget report was included in the packet. Revenues were down due to a lack of pool revenue, but expenses were far lower than anticipated.
- The Mayor reported that the Brighton Gardens senior living facility was being purchased by the Tintera Group. An expansion of the facility was planned.
- The Mayor said that the new Corinth Quarter shopping center was expected to open in the late summer or fall. The development already had lease agreements in place for over 50% of the available space. He added that two new restaurants were planned for the former Standees location at the Village Shops, and the U.S. Bank building was anticipated to undergo significant renovations to add additional tenants.
- The Mayor said that he would host an Environmental, Social and Governance webinar within the next month, sponsored by Climate Action KC. The date and time of the meeting was yet to be determined.

STAFF REPORTS

- Ms. Robichaud reported that 24 applications for the exterior grant program had been received and approved, and that up to ten more could still be accepted.
- Ms. Prenger provided an update on the conceptual study for remodeling City Hall, which was included in the 2021 capital improvement plan (CIP). She noted that the building was constructed in 1971 and expanded in 1984, and that the Police Department building was added in 1996. She shared issues with the current layout of the building, including the lack of private restroom facilities for staff and limited office space, particularly in light of the COVID pandemic. Further, an energy audit report was nearly completed, which would include a recommendation to install solar panels and lighting retrofits in City Hall and the Police Department buildings.

A contract with a local architect totaling \$30,000 would be brought before Council at a later meeting for review and approval. Ms. Prenger added that funding could also be available through the COVID relief bill.



- Mr. Schwartzkopf noted that a tornado had touched down in southern Johnson County earlier in the day, and explained that some portions of the City heard tornado sirens because they were part of a zone that also covered areas farther to the south.

OLD BUSINESS

Ms. Nelson made a motion to have staff begin working on updating the 2018 energy code to the 2021 energy codes within the next 90 days. The motion was seconded by Mr. Poling.

Ms. Robichaud stated that she and the Building Official had already purchased the 2021 codebooks and planned to give a report to Council at a later date.

After further discussion, Mr. Herring made a motion to amend the motion to request that staff give a report on progress toward implementing the 2021 energy portion of the building code in 90 days. Mr. Nelson seconded the motion. A roll call vote was taken with the following votes cast: “aye”: Herring, R. Nelson, Reimer, Runion; “nay”: J. Nelson, Selders, Poling, Limbird, Myers, McFadden, Graves. The motion failed 7-4.

A roll call vote on the original motion was taken with the following votes cast: “aye”: J. Nelson, Poling, Reimer, Runion; “nay”: Herring, Selders, R. Nelson; Limbird, Myers, McFadden, Graves. The motion failed 7-4.

NEW BUSINESS

COU2021-29

Consider an Ordinance approving a private outdoor event at the Meadowbrook Inn as a special event and authoring the sale, consumption and possession of alcoholic liquor and cereal malt beverages within a defined temporary extension of premise

Mr. Geffert stated that the applicant was seeking to hold a private event at Meadowbrook Inn on April 9, which would include an Airstream trailer parked on Meadowbrook Parkway that would serve alcohol to guests. Kansas state statues required City approval for events with a premise extension to serve alcohol on a public street or sidewalk. The event was related to the auto show that Council had approved at the previous meeting, and would take place the prior evening.

Due to gathering restrictions related to the pandemic, a mass gathering plan was submitted to the Johnson County Health Department, and received approval. Mr. Geffert added that short-term special use permits for these types of events were typically placed on the consent agenda, but because of the pandemic, staff felt it was appropriate for Council to have the opportunity to discuss the proposal.

Mr. Herring made a motion to approve Ordinance 2447, approving a private outdoor event at Meadowbrook Inn on Friday, April 9, and authorizing the sale, consumption and

possession of alcoholic liquor and cereal malt beverages within the boundaries of a barricaded area of the event. Mrs. Myers seconded the motion.

Ms. Reimer and Ms. Nelson shared their objections to holding large gatherings during the COVID pandemic.

After further discussion, a roll call vote was taken with the following votes cast: “aye”: Herring, R. Nelson, Poling, Myers, McFadden, Graves; “nay”: J. Nelson, Selders, Limbird, Reimer, Runion. The motion passed 7-5, with Mayor Mikkelson providing the required seventh vote.

COU2021-30 Consider design agreement with Affinis Corporation for the design of the 2021 residential street program

Ms. Prenger said that Public Works requested proposals from firms to provide engineering services for Prairie Village from 2021 through 2023 in November 2020. The Affinis Corporation was selected as the City’s design consultant from the three firms interviewed. Affinis had provided services for the City for the past several years and performed well. This agreement was for the design of the 2021 Residential Street Program. Ms. Prenger stated that construction was anticipated to begin in the spring of 2021, and that funding for the project was included in the 2021 CIP.

Mr. Nelson made a motion to approve the design agreement with Affinis Corporation for the design of the 2021 Paving Program in the amount of \$120,870. Ms. Reimer seconded the motion, which passed 11-0.

COU2021-31 Consider approval of design agreement with BBN Architects, Inc. for the design of park improvements at Harmon Park

Ms. Prenger said that in January 2021, Council directed staff to proceed with the design of an inclusive playset at Harmon Park in a location consistent with the 2009 Master Plan. The current CIP funding of \$575,000 for the project included design and construction of the playset; the project would also incorporate the relocation of the practice tennis courts, parking stalls, and new internal sidewalk connectivity when removing the old playground. The additional scope would be fully funded in the 2022 CIP.

Mrs. Myers made a motion to approve the design agreement with BBN Architects, Inc., for the design of park improvements associated with the construction of the Harmon Park inclusive playset in the amount of \$77,910. Ms. Selders seconded the motion, which passed 11-0.

Mrs. Myers made a motion that the City Council move to the Council Committee of the Whole portion of the meeting. The motion was seconded by Ms. Nelson and passed 11-0.

COUNCIL COMMITTEE OF THE WHOLE

COU2021-32 Consider participating in the United Community Services Racial Equity in Cities pilot program

Mr. Schwartzkopf said that at the February 17, 2021 Diversity Committee meeting, Julie Brewer from United Community Services of Johnson County (UCS) gave a presentation on the Racial Equity in Cities pilot program, scheduled to launch in 2021. After discussion, a formal motion was made for the Council to consider joining the pilot program, which passed unanimously. The estimated cost in 2021 for Prairie Village to join would range between \$7,000 - 9,000; future costs were not yet known.

Julie Brewer gave a presentation about the pilot program, noting that UCS would provide planning support and technical assistance to local jurisdictions as they pursued racial equity, diversity and inclusion initiatives. Additionally, investments would be made in anti-racism/equity education, and to develop a public policy framework for racial equity. Funding would primarily come from jurisdictions and private foundation grants.

Mr. Runion made a motion to recommend approval of the expenditure to join the program to Council. Mr. Herring seconded the motion, which passed 11-0.

Mrs. Myers moved that the City Council end the Council Committee of the Whole portion of the meeting. The motion was seconded by Ms. Nelson and passed 11-0.

Mr. Poling moved that the Council approve the expenditure to join the Racial Equity and Cities pilot program. The motion was seconded by Mr. Runion.

Mr. Runion made a motion to amend the motion to cap the expenditure at \$9,000 for 2021. The motion was seconded by Ms. Nelson, and passed 10-1, with Mr. Poling in opposition.

The original motion as amended passed 11-0.

ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

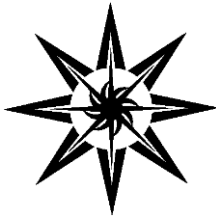
Mr. Runion made a motion to adjourn the meeting. The motion was seconded by Ms. Nelson, and passed 11-0.

Mayor Mikkelsen declared the meeting adjourned at 9:58 p.m.

Adam Geffert



City Clerk



PUBLIC WORKS DEPARTMENT

Council Meeting Consent Agenda Date: April 5, 2021

COU2021-33 CONSIDER POOL PAINTING BIDS

RECOMMENDATION

Staff recommends the City Council approve the bid from In and Out Painting for pool painting in the amount of \$72,215.00 and to transfer \$22,215 from Park Reserve to Project BG850004.

BACKGROUND

The 2021 Public Works CIP provides for the painting of the lap, adult, and diving pools. The project will include a surface preparation and applying new paint.

Bids were requested from 4 companies and three submitted bids. Below are the three companies who submitted bids.

In and Out Painting	\$72,215.00
Commercial Waterproofing, Inc.	\$73,972.00
Distinctive Quality Painting	\$40,781.00

Distinctive Quality Painting is the clear low bid but they withdrew their bid after being questioned about the blast cleaning specification. After better understanding the project specifications they chose to withdraw their bid. Given this, the low bid changed to In and Out painting for \$72,215.00. In and Out has painted our pool in the past and we are comfortable with them performing this work. The 2021 CIP included \$50,000 for this project. Initially we anticipated a power wash cleaning of the pools but based on the paint manufacturers recommendation we included the requirement of a surface blast to better ensure paint adhesion. This additional work is the primary cause of the low bid being above the planned funding in the CIP.

This work will be completed this spring before the pools are filled with water.

FUNDING SOURCE

2021 CIP Project BG850004-	\$50,000.00
Transfer from Park Reserve To BG850004 -	<u>\$22,215.00</u>
Total Project Funding	\$72,215.00

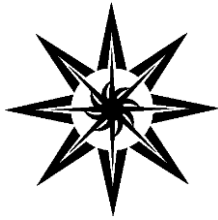
ATTACHMENTS

None

PREPARED BY

Keith Bredehoeft, Director of Public Works

April 1, 2021



PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 5, 2021

COU2021-34 CONSIDER CHANGE ORDER NO. 2 WITH McCOWNGORDON FOR THE GMP FOR CONSTRUCTION OF THE PUBLIC WORKS FACILITY (BG700002)

RECOMMENDATION

Move to approve Change Order No. 2 with McCownGordon for the GMP for the Public Works Facility in the amount of \$75,000.

BACKGROUND

At the July 6, 2020 Council Meeting the Governing Body approved amendment #4 with McCownGordon which was the final amendment for the project and contained the guaranteed maximum price (GMP).

Staff updated the Governing body on two other items in the memo for the July 6th meeting, 1) the Fuel Island and 2) the Contingency within the existing project funding. Per the memo:

- 1) FUEL ISLAND: Currently the fuel island has been turned off and is being monitored by City Staff per state requirements. New communications and connections from the new building to the fuel island will be established meeting the state requirements. In order to do this the contractor attempted to confirm that the existing conduit could be used. Unfortunately, upon investigation, the conduit in the ground around the fuel island has collapsed and cannot accept new wiring. A discussion will be brought back before the Council for a project to update the facilities and bring the fuel island on line in 2021.
- 2) The funds anticipated to be left after all project related expenses are incurred are in the Owner Contingency of \$75,000. This line item is reserved for necessary expenses not anticipated at the start of a project.

McCownGordon has reached out to fuel island contractors to receive quotes on the work required to bring the fuel island on line this year. The conduit will require replacement and this does require underground work around the fuel island in the vicinity of pavement replacement already in the site work plan for the facility.

The lowest responsible bid for this work came in at \$74,447 and staff requests at this time to move the Owner Contingency of \$75,000 into the project contract for this expense bringing the total contract amount to \$8,571,555.32.

FUNDING SOURCE

In February 2021, there was change order to the contract in the amount of \$10,302.32. This change order incorporated additional work that was funded by outside sources. No city funding was used for this change order. This brought the contract to a total of \$8,496,555.32.

Funding is available in the contingency of the CIP project BG70 0002 to fund the Fuel Island's restoration to full service.

ATTACHMENTS

1. Change Order No. 2 with McCownGordon

PREPARED BY

Melissa Prenger, Senior Project Manager

March 31, 2021

**CITY OF PRAIRIE VILLAGE
PUBLIC WORKS DEPARTMENT
CONSTRUCTION CHANGE ORDER NO. 2**



City's Project: BG700002 | PVPW Facility

Date Requested: March 31, 2021

Contract Date: Oct 21, 2019

Contractor's Name: McCown Gordon

REQUIRED CHANGES TO PRESENT CONTRACT

Contract Quantity	Previous Amount	Unit	Item Description	Adj. Quant.	Unit Price	Adjusted Amount
0	\$0.00		FUEL ISLAND - COMPLETE RESTORATION OF SERVICE	1	\$75,000.00	\$75,000.00
						\$0.00

TOTAL \$0.00

TOTAL \$75,000.00
NET Increase \$75,000.00

EXPLANATION OF CHANGE - This change order is to cover the following items:

Detention underdrain corrections were addressed and funded by Bartlett and West. Fiber Conduit for JCW Facility was added at request of JCW and funded by JCW. Work is made part of the contract for purposes of warranties or management of sub-contractors. This change order is being executed to reflect the inclusion of the outside funding into the contract.

The Consultant does **not** anticipate a related Engineering Change Order.

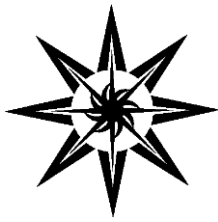
	Contract Value	Contract Days
Original Contract	\$8,486,253.00	
Current Contract including previous Change Orders	\$8,496,555.32	
NET This Change Order	\$75,000.00	
New Contract Price	\$8,571,555.32	

Contractor
McCown Gordon

Date

Keith Bredehoeft, Public Works Director
City of Prairie Village, KS

Date



ENVIRONMENTAL COMMITTEE
Council Meeting Date: April 5, 2021

COU2021-35

Consider revisions to Council Policy 001

RECOMMENDATION

The Environmental Committee requests Council approval to meet ten times per year.

BACKGROUND

The committee requests more frequent meetings to be able to better plan community events, to coordinate articles for publication in the Village Voice, and to have more frequent, routine coordination with City Council.

The Environmental Committee will not meet in July. The November and December meetings will be combined and held during the first week in December.

ATTACHMENTS

Council Policy 001

PREPARED BY

Ashley Freburg
Public Information Officer/Deputy City Clerk

Date: March 29, 2021



City Council Policy: CP001 - City Committees

Effective Date: April 5, 2021

Amends: February 1, 2021

Approved By: Governing Body

I. PURPOSE

To establish public committees which will allow citizen involvement and provide recommendations to the Governing Body.

II. RESPONSIBILITY

- a. Except as otherwise provided herein, the Mayor, with the consent of the City Council, will be responsible for appointing members to serve on the committees established by this policy.
- b. The Mayor will appoint a City Council Member to serve as Committee Chair and a City Council Member to serve as Vice-Chair for the Parks and Recreation Committee, Environmental Committee, Prairie Village Arts Council, Insurance Committee, Finance Committee, and Diversity Committee. Both Council Members will be voting members.
- c. The Mayor will appoint a City Council Member to serve as a voting member of the Pension Board of Trustees without the consent of the City Council, and will appoint one additional voting member to the Pension Board of Trustees, with the consent of the City Council.
- d. The Mayor will appoint a City Council Member to serve as a voting member of the Tree Board without the consent of the City Council.
- e. The Mayor will appoint a City Council Member as a nonvoting "Council Liaison" to the VillageFest Committee and JazzFest Committee.
- f. The Mayor will appoint a City Council Member as a "Council Liaison" nonmember observer to the Planning Commission/Board of Zoning Appeals.
- g. Vacancies will be filled for the unexpired term by appointment by the Mayor with the consent of the City Council, where applicable.
- h. Each Council Member, Committee Chair, and Council Liaison (except Council Liaison to the Planning Commission/Board of Zoning Appeals) will set direction, attend meetings, communicate the Governing Body's direction, priorities, and policies, prepare committee budget, in consultation with City staff, manage city resource requests, including the budget and staff time, and report back any necessary information and recommendations to and from the City Council.
- i. City staff will be responsible for publicizing meeting notices, providing budget and policy oversight, and assisting with committee objectives, as needed. They will attend meetings at their discretion. Committees will normally be responsible for taking their own minutes and submitting them to the Staff Liaison, once approved by the Committee.
- j. Committee members will have responsibility for a majority of administrative tasks and cannot delegate to City staff without prior approval from the Committee Chair, Vice-Chair, or City Administration.

- k. All committee meetings, including subcommittee meetings and special meetings, are considered open meetings if a quorum is present, as defined by Kansas Open Meetings Act.
- l. Committee meetings will be held on public property unless permission is granted from the Mayor and Committee Chair. The Committee Chair and/or Vice-Chair must be present at the business meetings.

III. APPOINTMENT PROCESS

- a. The following process is outlined as a guide for committee appointments. Minor adjustments may be made by the Mayor and City Administrator.
- b. Advertise opportunities in October, November, and December in the Village Voice, City website, news release, etc.
- c. Applications are due by January 1; online applications preferred. All materials will be sent to the City Council once the application period has closed.
- d. Committee Chair Council Liaison and City staff representative discuss incumbents, attendance and contributions to the committee along with applications and vacancies, and may interview candidates. The Committee Chair and Council Liaison for each committee, except the Planning Commission/Board of Zoning Appeals, will recommend appointments to the Mayor.
- e. For Planning Commission/Board of Zoning Appeals, the selection committee will consist of the Mayor, Planning Commission Council Liaison, Deputy City Administrator, Planning Consultant, and Council President. The selection committee will recommend appointments to the Mayor.
- f. Mayor will make the final determination of recommended appointees for all committees.
- g. Recommended appointments will be included in the agenda packet prior to the Council meetings.
- h. Mayoral appointment of Council members to serve on committees, as directed by this policy, will typically become effective in January.
- i. Applicants who are not selected or approved will be notified by City administration.
- j. Appointments will typically be presented and voted on at a City Council meeting in February.
- k. In the event of vacancies after the regular annual appointments, the applicants who submitted applications during the prior application process will be first considered, and vacant positions will be re-advertised, if needed.
- l. All appointed Committee Members and non-appointed Volunteers must sign a liability/photo waiver and a Code of Conduct acknowledgement prior to serving on a Committee or volunteering for the City.

IV. REMOVAL PROCESS

The following process is outlined as a guide for the removal of a committee member. This does not apply to the members of the Planning Commission, whose removal is governed by Ord. 1901; PVMC 16, Article 1 and the adopted bylaws of the Planning Commission. Appointees serve at the pleasure of the Governing Body. A committee member may be removed prior to the expiration of his or her

term by the recommendation of the Council Liaison and City Administrator, with final approval by the Mayor. All committee members are expected to attend meetings and are subject to the code of conduct as outlined in this policy. This removal process applies to appointed committee members and non-appointed committee volunteers.

V. **COMMITTEE GUIDELINES**

- a. Length of Terms - All committee terms will be approximately two years depending on the appointment schedule set forth above, except for Planning Commission, Civil Service Commission, and Tree Board, who, by code, serve for three years, and Committee Chairs, Council Liaisons, and youth representatives, who serve for an approximate one-year term. All committee members and youth representatives will serve without compensation.
- b. Attendance - All committee members must attend 75% of meetings held in a calendar year. A member who does not meet attendance requirements may be subject to removal prior to the end of the appointed term. Members who are unable to attend a meeting must notify the Committee Chair or Staff Liaison in advance to ensure a quorum will be present.
- c. City Operation Committees include the Insurance Committee, Pension Board/Employee Retirement Committee, Finance Committee, Tree Board, Parks and Recreation Committee, and the Civil Service Commission.
- d. Event Committees include the JazzFest Committee and the VillageFest Committee, which are responsible for specific city-sponsored events.
- e. Lifestyle Committees include the Environmental Committee, Arts Council, and the Diversity Committee.
- f. Statutory Committees include the Planning Commission, Board of Zoning Appeals, and the Board of Code Appeals as required by Kansas Statutes.
- g. Committee Resources - City Council reviews and approves the committee budget each year. No committee is allowed to lend or transfer given funds to another committee or another organization without staff approval except The Prairie Village Foundation. The committee budget is for specific items or events, which are the responsibility of that committee. If additional funds are needed, committee representatives must make a request to the City Council. No committee may use its funds to contribute funding support to another organization outside of required membership dues without specific City Council approval.
- h. If a committee desires additional staff time for an event, initiative, or program, that request will be communicated to the City Administrator through the Committee Chair or Council Liaison. Any significant new program or proposal that requires staff time or additional funding will need to come before the City Council to obtain City Council approval before the committee may proceed.
- i. Special meetings may be called by the Committee Chair, with approval of the Mayor, along with required public notification.
- j. A quorum for each committee is a majority of the then sitting, voting members of each committee.
- k. Notice of all meetings must be posted on the City's website.

VI. CODE OF CONDUCT

Committee members are subject to the following ethical standards of conduct, which will be reviewed annually with committee members following new committee appointments.

- a. Members are bound to observe the highest standards of professionalism and to discharge faithfully the duties of their committee, regardless of personal consideration, recognizing that public interest must be their primary concern.
- b. The conduct in official affairs must be beyond reproach. Members are expected to promote positive interactions with fellow committee members, City staff, and the community. A member's actions or statements should not discredit, embarrass, or reflect poorly on the City.
- c. No committee member shall engage in any business or transaction or shall have a financial or other personal interest which is incompatible with the proper discharge of duties.
- d. Members are encouraged to vote in any and all elections for which they are eligible; however, committees and members thereof should not use such committees or their individual memberships thereof to raise money, influence elections, or otherwise act as organized political organizations in their capacities as committees or committee members.
- e. As volunteers, members do not have enforcement authority and shall not get involved in enforcement actions that would otherwise be handled by a City department.
- f. Committees and members thereof shall not set up accounts, financial or otherwise, without prior committee or City approval and without coordination with City staff.

I. POLICY

There are established public committees with the following requirements for membership, meetings and duties:

1. Insurance Committee

- a. The Insurance Committee will consist of a voting Chair and Vice-Chair, each a City Council Member appointed by the Mayor without the consent of the City Council. The Mayor, with the consent of the City Council, appoints three other voting members who have an insurance background.
- b. The Insurance Committee will meet during the day as needed and adjourn no later than 6:00 p.m.
- c. The Insurance Committee will monitor and discuss insurance issues relating to the City and recommend insurance bid award, when applicable.

2. Pension Board of Trustees/Employee Retirement Board

- a. The Pension Board of Trustees/Employee Retirement Board will consist of three voting members. One member will be a council member who is appointed by the Mayor, without the consent of the City Council. One

member will be appointed by the Mayor, with the consent of the City Council. One voting member will be designated by the Police Department employees, with a term of service until the appointment of successor.

- b. The Pension Board of Trustees/Employee Retirement Board will meet as needed during the day and adjourn no later than 6:00 p.m.
- c. The Board has the powers and duties as designated in the Prairie Village, Kansas Police Department Revised Retirement Plan.

3. Finance Committee

- a. The Finance Committee will consist of six voting members, including a Chair and Vice-Chair, who are City Council Members, appointed by the Mayor without the consent of the City Council.
- b. The Finance Committee will meet as needed during the day and adjourn no later than 6:00 p.m.
- c. The Finance Committee will counsel and recommend policies and activities to the Governing Body and as directed by the Governing Body, including but not limited to, management of financial resources, financial/investment policies and provide direction and guidance to staff on financial issues.

4. Tree Board

- a. The Tree Board will consist of eight voting members appointed by the Mayor with the consent of the City Council. A City Council Member will be appointed by the Mayor, without the consent of the City Council, to serve as a voting member. All voting members are appointed by the Mayor with the consent of the City Council.
- b. The Tree Board will normally meet at 6:00 p.m. six times per year.
- c. The Tree Board will study, investigate, assess, counsel and recommend to the Governing Body, and as directed by the Governing Body, a policy relating to trees, shrubs and other plantings upon city-owned property; to promote and preserve the beautification of the City; to provide the protection of the public health and safety; and to protect and encourage the preservation of trees, shrubs and plantings. (Ord. 1911, & 2075)

5. Parks and Recreation Committee

- a. The Parks & Recreation Committee will consist of voting members who serve as Chair and Vice-Chair, each a City Council Member appointed by the Mayor without the consent of the City Council. Ten other voting members who include one from each ward, two at-large, a tennis representative, and a swim representative are appointed by the Mayor with the consent of the City Council. There may be two non-voting youth representatives.
- b. The Parks & Recreation Committee will normally meet at 5:30 p.m. six times per year.
- c. The Park & Recreation Committee will counsel and recommend policies and activities to the Governing Body, and as directed by the Governing Body,

including, but not limited to, recreational activities in the parks, intergovernmental agreements pertaining to park and recreation facilities, use of park system facilities, development of park system facilities, short and long-range plans for city parks, operations and activities related to the park system. (Ord. 1541 & 1875)

6. Police Civil Service Commission

- a. The Police Civil Service Commission will consist of five voting members appointed by the Mayor with the consent of the City Council. A Chair will be designated by the Mayor, without the consent of the City Council. Members will not hold any other public office of the City.
- b. The Civil Service Commission will meet as needed and adjourn no later than 6:00 p.m.
- c. The Civil Service Commission responsibilities, as established in PVMC 1-807 & 1-808, including, but not limited to, assisting in determining qualifications and fitness of applicants for the position of commissioned police officer, for promotion of officers; and further will serve as an appeals board for commissioned officers. (Ord. 1468 & 1614)

7. JazzFest

- a. The JazzFest Committee is an open committee and the volunteer committee members are not appointed by the Mayor. A City Council Member will be appointed by the Mayor, without the consent of the City Council, to serve as the non-voting Council Liaison. A Chair will be appointed by the Mayor without the consent of the City Council.
- b. The JazzFest Committee will meet at 5:30 p.m. as needed.
- c. The JazzFest Committee will coordinate and host the annual JazzFest event.

8. VillageFest

- a. The VillageFest Committee is an open committee and the volunteer committee members are not appointed by the Mayor. A City Council Member will be appointed by the Mayor, without the consent of the City Council, to serve as the non-voting Council Liaison. A Chair will be appointed by the Mayor without the consent of the City Council.
- b. The VillageFest Committee will meet at 5:30 p.m. as needed.
- c. The VillageFest Committee will coordinate and host the annual VillageFest event.

9. Prairie Village Arts Council

- a. The Prairie Village Arts Council will consist of a voting Chair and Vice-Chair, each a City Council Member appointed by the Mayor without the consent of the City Council. Twelve additional voting members appointed by the Mayor, with consent of the City Council, will also serve on the Committee. There may be two non-voting youth representatives.

- b. The Prairie Village Arts Council will meet at 5:30 p.m. each month, as needed.
- c. The Prairie Village Arts Council will counsel and implement policies and activities to the Governing Body and as directed by the Governing Body, including, but not limited to, promotion and development of the arts in Prairie Village and development of cultural activities for the city.

10. Environmental Committee

- a. The Environmental Committee will consist of a voting Chair and Vice-Chair, each a City Council Member appointed by the Mayor without the consent of the City Council. Twelve additional voting members shall be appointed by the Mayor, with the consent of the City Council. There may be two non-voting youth representatives.
- b. The Environmental Committee will normally meet at 5:30 p.m. ~~ten times per year. every other month.~~ **The committee will not meet in July, and the November and December meetings will be combined.**
- c. The Environmental Committee will implement policies and activities as directed by the Governing Body, including, but not limited to, maintaining and enhancing air quality, reducing waste disposal in landfills, increasing awareness of the need to conserve natural resources and generally educating the public on methods to protect the environment.

11. Diversity Committee

- a. The Diversity Committee will consist of a voting Chair and Vice-Chair, each a City Council Member appointed by the Mayor without the consent of the City Council. Nine additional voting members shall be appointed by the Mayor, including a representative from the Planning Commission, with the consent of the City Council. A non-voting representative from the Police Department shall serve on the committee. There may be two non-voting youth representatives.
- b. The Diversity Committee will normally meet at 5:30 p.m. every other month.
- c. The Diversity Committee will implement policies and activities as directed by, and make recommendations to, the Governing Body, including, but not limited to, attracting and retaining diverse residents through housing and development policy, the arts, sustainability, affordability, events, policing, infrastructure, recruiting and hiring, funding, and communication. The mission includes diversity of race, religion, color, sexual orientation, gender identity, national origin, disability and more.

12. Planning Commission/Board of Code & Zoning Appeals

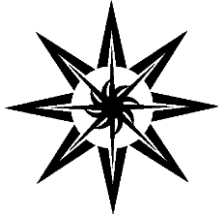
- a. The Planning Commission/Board of Code & Zoning Appeals will consist of seven voting members including a Chair, Vice-Chair and five other voting members all residing in or within three (3) miles of Prairie Village. Preference will be given to Prairie Village residents. All voting members are appointed by the Mayor with the consent of the City Council. The Chair and

Vice-Chair will be elected once per year by the Commission, with different leadership elected for the Board of Code & Zoning Appeals. The term of appointment on the committee will be three years. A Council Liaison appointed by the Mayor, without the consent of the City Council, will attend meetings as a nonmember observer.

- b. The Planning Commission will meet on the First Tuesday of the month at 7 p.m. The Board of Code & Zoning Appeals will meet as needed at 6:30 p.m. on the First Tuesday of the month.
- c. The duties of the Planning Commission are described in PVMC Chapter XVI covering such responsibilities as Comprehensive Plan, subdivision & zoning regulations, approval of plats. (Ord. 1901; PVMC 16, Article 1 and their adopted bylaws). The duties of the Board of Zoning Appeals are described in PVMC 19.54 covering the hearing of requests for variances to the zoning regulations and appeals of an interpretation of the zoning regulations (Ord. 1409; PVMC 19.54).

13. Ad Hoc Committee

- a. The Mayor will appoint a voting Chair and voting members to serve on Ad Hoc Committees, as needed, and without the consent of the City Council. Meetings of the committee will be held as designated by the Mayor, the Governing Body and/or the Chair of the committee. These committees will continue to meet as long as necessary, but will not be considered permanent committees.
- b. The Committee will discuss issues as requested by the Mayor and/or the Governing Body. Ad Hoc Committees will be established by the Mayor to discuss a particular subject and make recommendations related to the subject matter to the Mayor and Council.



PUBLIC WORKS DEPARTMENT

Council Meeting Date: April 5, 2021

COU2021-37 CONSIDER ADDING NEW HISTORIC TRAIL SIGNAGE IN PRAIRIE VILLAGE

BACKGROUND

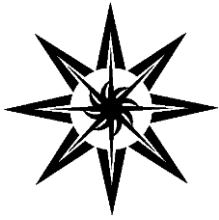
Mark Morgan, a resident of the Prairie Fields subdivision, proposed the idea of adding signs to better mark the exact locations that historical trails crossed through his neighborhood. Since that initial discussion, he has performed significant trail research. During that process, the focus changed to better mark the trails throughout Prairie Village, instead of just Prairie Fields. Mr. Morgan is now ready to show the City Council his ideas and get direction on continuing this effort and installing the signs.

As the project expanded to the entire City, the number of signs increased, so Mr. Morgan is asking the City to fund these signs. The installation and purchase of the signs could be absorbed in the Public Works operations budget. The total cost would be approximately \$6,000.00.

PREPARED BY

Keith Bredehoeft, Public Works Director

April 1, 2021



ADMINISTRATION/CITY ATTORNEY

Council Meeting Date: April 5, 2021

COU2021-37 Consider agreement with Johnson County for Enforcement of County Health Order

RECOMMENDATION:

RECOMMEND THE CITY COUNCIL APPROVE GOVERNMENT ENFORCEMENT SERVICES AGREEMENT FOR JOHNSON COUNTY LOCAL HEALTH OFFICER ORDERS AND COUNTY BOARD OF HEALTH ORDERS, IN SUBSTANTIALLY THE FORM INCLUDED IN THE AGENDA PACKET.

BACKGROUND:

On November 13, 2020, the Johnson County Board of County Commissioners, sitting as the Johnson County Board of Public Health, adopted Johnson County Board of Public Health Order No. 002-20 (the "Original Health Order"). Among other things, the Original Health Order established certain social distancing requirements and limitations on gatherings for individuals, businesses, and activities. The Original Health Order became effective in all of Johnson County as of 12:01 A.M. on Monday, November 16, 2020, and remained in effect through March 31, 2021.

The Original Health Order was issued by the County pursuant to certain statutory authority, namely K.S.A. 65-119. This type of order could generally be enforced by the district attorney pursuant to K.S.A. 65-127 and, depending on the situation, K.S.A. 65-129. However, there had been concern over the practical ability to enforce such rules given the backlog of cases currently pending in district court (which has seen eliminations of or, at best, severe reductions in, trials).

However, pursuant to K.S.A. 19-101d, the Board of County Commissioners has the power to enforce certain of its "resolutions" by prosecution in the Johnson County Codes Court. To help alleviate district court pressures, and presumably to better allow the County to enforce its own Original Health Order, on November 19, 2020, the County adopted Resolution No. 108-20 establishing noncompliance with the Original Health Order (and future health orders) as a violation of the Johnson County Code.

That notwithstanding, there was some question as to whether the County could enforce its own resolutions in Johnson County Codes Court within city limits, absent an agreement by the applicable city to allow for that (as cities generally have their own home rule powers within their borders). Accordingly, the County had requested that cities within Johnson County approve an agreement with the County allowing for County enforcement of the Original Health Order, as incorporated into the County Code. That agreement (the "Original Agreement") was approved by the City Council on December 7, 2020.

With the expiration of the Original Health Order, on March 25, 2021, the County issued a new Public Health Order of the Johnson County Local Health Officer (the "New Health Order"). The New Health Order does not contain a mass gathering limitation, but does include social

distancing requirements and also includes a face-mask requirement. The New Health Order is effective through April 30, 2021, unless otherwise amended, revoked or replaced.

As the Original Agreement only allowed for County enforcement of the Original Health Order, a new agreement as to the New Health Order is presented tonight to the City Council for consideration and approval (the "New Agreement"). The New Agreement is substantially similar to the Original Agreement, and merely updates the Original Agreement to reflect the terms of the New Health Order. As with the Original Agreement:

- The County, and not the City, will be responsible for enforcement of the New Health Order within the City limits. The City agrees to reasonably cooperate with the County in the sharing of information related to enforcement, and to also assist in educating its citizens as to the requirements of the New Health Order.
- The New Agreement is limited only to the New Health Order. No other orders would be covered by this New Agreement (there are not currently any in effect, but if there should be, the County and the City could amend the New Agreement appropriately).

Either party can terminate the New Agreement at any time, if deemed in the best interests of the City or County.

ATTACHMENTS

Government Enforcement Services Agreement for Johnson County Local Health Officer Orders and County Board of Health Orders

PREPARED BY
David E. Waters
City Attorney

Date: April 5, 2021

**GOVERNMENT ENFORCEMENT SERVICES AGREEMENT
FOR JOHNSON COUNTY LOCAL HEALTH OFFICER ORDERS AND COUNTY
BOARD OF HEALTH ORDERS**

by and between:

JOHNSON COUNTY, KANSAS

and

THE CITY OF PRAIRIE VILLAGE, KANSAS

This Agreement made and entered into this day of ~~December~~April, 2020 2021, by and between **Johnson County, Kansas** ("County") and the **City of Prairie Village, Kansas** ("City").

WITNESSETH:

WHEREAS, County and City ("Parties") desire to protect the health and safety of their citizens; and

WHEREAS, the Local Health Officer is appointed by Johnson County pursuant to K.S.A. 65-201 and, is directed and authorized by statute to act to prevent the spread of any infectious, contagious, or communicable disease; and

WHEREAS, pursuant to K.S.A. 65-201, the Board of County Commissioners of Johnson County, Kansas acts as the County Board of Health for Johnson County; and

WHEREAS, pursuant to K.S.A. 65-119, the Local Health Officer and the County Board of Health are charged with exercising and maintaining supervision over infectious or contagious disease within Johnson County ~~and are "empowered and authorized to prohibit public gatherings when necessary for the control of any and all infectious or contagious disease";~~ and

WHEREAS, ~~pursuant to K.S.A. 65-201, as amended by Kansas Senate Bill No. 40 (2021), the Johnson County Local Health Officer ~~or may propose, and~~ the County Board of Health may issue-~~ certain health orders in furtherance of these objectives; and

WHEREAS, ~~on March 25, 2021, the Johnson County Board of County Commissioners, sitting as the Johnson County Board of Public Health, adopted ~~Johnson County Board of a certain Public Health Order No. 002-20 ("Health Order") on November 13, 2020~~ of the Johnson County Local Health Officer (the "Health Order");~~ and

WHEREAS, ~~the~~ County ~~had previously~~ adopted Resolution 108-20 on November 19, 2020, establishing noncompliance with the Health Order as a violation of the Johnson County Code; and

WHEREAS, pursuant to K.S.A. 19-101d, the Board of County Commissioners has the power to enforce all resolutions passed pursuant to county home rule powers. ~~Noncompliance,~~

and noncompliance with the Health ~~Orders-Order~~ may be prosecuted in Johnson County Codes Court and violations shall incur fines pursuant to Johnson County Code Part II, Chapter I, Section 1-7 and Part II, Chapter II, Article IX; and

WHEREAS, Resolution 108-20 is effective within all of the unincorporated areas of Johnson County, Kansas, and within any cities whose governing bodies have agreed to contract with the County for such services; and

WHEREAS, County and City are authorized to enter into an agreement for services pursuant to K.S.A. 12-2908; and

WHEREAS, County and City deem it in the interest of public health and safety to enforce the Health Order within the corporate city limits of City.

NOW, THEREFORE, in consideration of the mutual promises and covenants recited herein, the parties do agree as follows:

1. The County shall provide enforcement of the Health Order within the city limits of City, pursuant to Resolution 108-20. Amendments to the Health Order or other health orders issued by the Johnson County Board of Public Health or the Johnson County Local Health Officer may be included in this Agreement if the City agrees in writing to include those specific orders. The Parties agree that the form and scope of the City's subsequent agreement to include amendments to the Health Order or other health orders within the scope of this Agreement will be as authorized by the City's governing body in its sole discretion.
2. All expenses necessary to the operation of said enforcement shall be paid and provided for by the County. Notwithstanding the foregoing, nothing in this Agreement shall be construed so as to require County to pay for any of City's expenses incurred during any investigation, prosecution, or assistance in enforcement of the Health Order.
3. The County and City shall each designate a liaison as the point of contact under this Agreement.
4. By entering into this Agreement, the governing body of the City has consented to the County exercising local legislation and administration limited to the enforcement of the Health Order within the corporate limits of the City, such that at the time of this Agreement, the Agreement does not infringe upon the City's home rule powers, pursuant to Article 12, Section 5 of the Kansas Constitution and K.S.A. 19-101a(4).
5. The City consents to the County's jurisdiction to prosecute violations of the Health Order that occur within the City's corporate boundaries in the Johnson County Court, pursuant to Johnson County Code Part II, Chapter I, Section 1-7 and Part II, Chapter II, Article IX. The City shall defer all prosecutorial decisions to the County and fines collected as a result of said prosecutorial efforts shall be retained

by the County and the City shall make no claim or demand for any portion of any fines collected by the County as a result of enforcement activity within the corporate boundaries of the City.

6. The City agrees to aid County in educating and promoting awareness of the Health Order within its city limits. The City further agrees to aid County in reporting, investigating, and testifying as to the noncompliance of the Health Order. The Parties agree that the City retains the sole, discretionary authority to decide what "aid", "educating", "promoting awareness", reporting", "investigating" to provide to County. Prior to County issuing a citation within City's city limits, County will have a general expectation that City will have provided records and documentation sufficient to support a determination by County to issue a citation. In recognition of the varying circumstances that may occur on these matters, the City and County may enter into separate related agreements or memoranda of understanding. Also, the City and County may confer to arrive at other informal written or unwritten approaches to determine processes to coordinate with one another to effectuate this Agreement.
7. The following terms and conditions shall cover how the parties will handle records matters that are likely to arise within this Agreement:
 - A. City shall be responsible for responding to Kansas Open Records Act ("KORA") requests received by City. County shall be responsible for responding to KORA requests received by County.
 - B. When the County files a uniform complaint and notice to appear in County Codes Court and a defendant or a defendant's legal counsel completes a discovery request, County would ultimately be responsible for completing the discovery request response, but would rely upon assistance from City to ensure that all documents responsive to the discovery request could be provided in a timely fashion. County would gather and prepare to distribute to the defendant any documents County would possess that may be responsive to the request pursuant to state law, which may include but not be limited to records generated by City. County will also contact City to request that City provide County any and all records that may be responsive to the discovery request, which would also include any potentially exculpatory evidence. City would expeditiously locate such records and would not unreasonably withhold any such records, but would instead provide the documents as soon as practicable. County would then deliver the records responsive to the discovery request to the defendant or the defendant's legal counsel.
8. Either party to this Agreement shall have the right to terminate this Agreement upon notice to the other as set forth hereinafter. Written notice of termination issued on lawful authority of the terminating party shall be given in writing and termination shall become effective upon the non-terminating party's receipt of such notice of termination. Notice shall be sent to:

COUNTY: Director of Department of Health and
Environment
Health Services Building
11875 S. Sunset Drive, Suite #300
Olathe, KS 66061

and Johnson County Legal Department
Attn: Chief Counsel
111 S. Cherry Street, Suite 3200
Olathe, Kansas 66061

CITY: City of Prairie Village, Kansas
Attn: City Administrator
7700 Mission Road
Prairie Village, Kansas 66208

9. The right of the County and the City to enter into this Agreement is subject to the provisions of the cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and all other laws of the State of Kansas. This Agreement shall be construed and interpreted so as to ensure that the County and the City shall at all times stay in conformity with such laws, and as a condition of this Agreement either party reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such laws.

10. That certain previous Government Enforcement Services Agreement for Johnson County Local Health Officer Order and County Board of Health Orders dated December 1, 2020, is hereby terminated and shall be of no further force or effect.

11. ~~10.~~ This Agreement contains the entire agreement between the parties relating to the subject matter hereto. No amendment, waiver or modification of this Agreement shall be effective unless reduced to writing and signed by the authorized officers of each of the parties hereto, except to the extent this Agreement would authorize supplemental documents in conjunction with this Agreement, as described within Section 7 of this Agreement.

12. ~~11.~~ In the event that any provision of this Agreement is held to be unenforceable, the remaining provisions shall continue in full force and effect.

13. ~~12.~~ This Agreement shall become effective upon signature of approval of both parties and upon compliance of City with the provisions indicated within Section 5 of this Agreement, and shall continue in force and effect until terminated by either party as provided in Section 8 or Section 9 of this Agreement.

14. ~~13.~~ This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

~~{Signature Page Follows Directly}~~

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

JOHNSON COUNTY, KANSAS

By: _____
Ed Eilert, Chairman

APPROVED AS TO FORM:

By: _____
Printed Name: _____
Title: Assistant County Counselor

ATTEST:

By: _____
Lynda Sader, Deputy County Clerk

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Eric Mikkelsen, Mayor

APPROVED AS TO FORM:

By: _____
David E. Waters
City Attorney

ATTEST:

By: _____
Adam Geffert, City Clerk

**GOVERNMENT ENFORCEMENT SERVICES AGREEMENT
FOR JOHNSON COUNTY LOCAL HEALTH OFFICER ORDERS AND COUNTY
BOARD OF HEALTH ORDERS**

by and between:

JOHNSON COUNTY, KANSAS

and

THE CITY OF PRAIRIE VILLAGE, KANSAS

This Agreement made and entered into this day of April, 2021, by and between **Johnson County, Kansas** ("County") and the **City of Prairie Village, Kansas** ("City").

WITNESSETH:

WHEREAS, County and City ("Parties") desire to protect the health and safety of their citizens; and

WHEREAS, the Local Health Officer is appointed by Johnson County pursuant to K.S.A. 65-201 and, is directed and authorized by statute to act to prevent the spread of any infectious, contagious, or communicable disease; and

WHEREAS, pursuant to K.S.A. 65-201, the Board of County Commissioners of Johnson County, Kansas acts as the County Board of Health for Johnson County; and

WHEREAS, pursuant to K.S.A. 65-119, the Local Health Officer and the County Board of Health are charged with exercising and maintaining supervision over infectious or contagious disease within Johnson County; and

WHEREAS, pursuant to K.S.A. 65-201, as amended by Kansas Senate Bill No. 40 (2021), the Johnson County Local Health Officer may propose, and the County Board of Health may issue, certain health orders in furtherance of these objectives; and

WHEREAS, on March 25, 2021, the Johnson County Board of County Commissioners, sitting as the Johnson County Board of Public Health, adopted a certain Public Health Order of the Johnson County Local Health Officer (the "Health Order"); and

WHEREAS, the County had previously adopted Resolution 108-20 on November 19, 2020, establishing noncompliance with the Health Order as a violation of the Johnson County Code; and

WHEREAS, pursuant to K.S.A. 19-101d, the Board of County Commissioners has the power to enforce all resolutions passed pursuant to county home rule powers, and noncompliance with the Health Order may be prosecuted in Johnson County Codes Court and violations shall incur fines pursuant to Johnson County Code Part II, Chapter I, Section 1-7 and Part II, Chapter II, Article IX; and

WHEREAS, Resolution 108-20 is effective within all of the unincorporated areas of Johnson County, Kansas, and within any cities whose governing bodies have agreed to contract with the County for such services; and

WHEREAS, County and City are authorized to enter into an agreement for services pursuant to K.S.A. 12-2908; and

WHEREAS, County and City deem it in the interest of public health and safety to enforce the Health Order within the corporate city limits of City.

NOW, THEREFORE, in consideration of the mutual promises and covenants recited herein, the parties do agree as follows:

1. The County shall provide enforcement of the Health Order within the city limits of City, pursuant to Resolution 108-20. Amendments to the Health Order or other health orders issued by the Johnson County Board of Public Health or the Johnson County Local Health Officer may be included in this Agreement if the City agrees in writing to include those specific orders. The Parties agree that the form and scope of the City's subsequent agreement to include amendments to the Health Order or other health orders within the scope of this Agreement will be as authorized by the City's governing body in its sole discretion.
2. All expenses necessary to the operation of said enforcement shall be paid and provided for by the County. Notwithstanding the foregoing, nothing in this Agreement shall be construed so as to require County to pay for any of City's expenses incurred during any investigation, prosecution, or assistance in enforcement of the Health Order.
3. The County and City shall each designate a liaison as the point of contact under this Agreement.
4. By entering into this Agreement, the governing body of the City has consented to the County exercising local legislation and administration limited to the enforcement of the Health Order within the corporate limits of the City, such that at the time of this Agreement, the Agreement does not infringe upon the City's home rule powers, pursuant to Article 12, Section 5 of the Kansas Constitution and K.S.A. 19-101a(4).
5. The City consents to the County's jurisdiction to prosecute violations of the Health Order that occur within the City's corporate boundaries in the Johnson County Court, pursuant to Johnson County Code Part II, Chapter I, Section 1-7 and Part II, Chapter II, Article IX. The City shall defer all prosecutorial decisions to the County and fines collected as a result of said prosecutorial efforts shall be retained by the County and the City shall make no claim or demand for any portion of any fines collected by the County as a result of enforcement activity within the corporate boundaries of the City.

6. The City agrees to aid County in educating and promoting awareness of the Health Order within its city limits. The City further agrees to aid County in reporting, investigating, and testifying as to the noncompliance of the Health Order. The Parties agree that the City retains the sole, discretionary authority to decide what "aid", "educating", "promoting awareness", reporting", "investigating" to provide to County. Prior to County issuing a citation within City's city limits, County will have a general expectation that City will have provided records and documentation sufficient to support a determination by County to issue a citation. In recognition of the varying circumstances that may occur on these matters, the City and County may enter into separate related agreements or memoranda of understanding. Also, the City and County may confer to arrive at other informal written or unwritten approaches to determine processes to coordinate with one another to effectuate this Agreement.
7. The following terms and conditions shall cover how the parties will handle records matters that are likely to arise within this Agreement:
 - A. City shall be responsible for responding to Kansas Open Records Act ("KORA") requests received by City. County shall be responsible for responding to KORA requests received by County.
 - B. When the County files a uniform complaint and notice to appear in County Codes Court and a defendant or a defendant's legal counsel completes a discovery request, County would ultimately be responsible for completing the discovery request response, but would rely upon assistance from City to ensure that all documents responsive to the discovery request could be provided in a timely fashion. County would gather and prepare to distribute to the defendant any documents County would possess that may be responsive to the request pursuant to state law, which may include but not be limited to records generated by City. County will also contact City to request that City provide County any and all records that may be responsive to the discovery request, which would also include any potentially exculpatory evidence. City would expeditiously locate such records and would not unreasonably withhold any such records, but would instead provide the documents as soon as practicable. County would then deliver the records responsive to the discovery request to the defendant or the defendant's legal counsel.
8. Either party to this Agreement shall have the right to terminate this Agreement upon notice to the other as set forth hereinafter. Written notice of termination issued on lawful authority of the terminating party shall be given in writing and termination shall become effective upon the non-terminating party's receipt of such notice of termination. Notice shall be sent to:

COUNTY: Director of Department of Health and
Environment
Health Services Building
11875 S. Sunset Drive, Suite #300
Olathe, KS 66061

and Johnson County Legal Department
Attn: Chief Counsel
111 S. Cherry Street, Suite 3200
Olathe, Kansas 66061

CITY: City of Prairie Village, Kansas
Attn: City Administrator
7700 Mission Road
Prairie Village, Kansas 66208

9. The right of the County and the City to enter into this Agreement is subject to the provisions of the cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and all other laws of the State of Kansas. This Agreement shall be construed and interpreted so as to ensure that the County and the City shall at all times stay in conformity with such laws, and as a condition of this Agreement either party reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such laws.
10. That certain previous Government Enforcement Services Agreement for Johnson County Local Health Officer Order and County Board of Health Orders dated December [REDACTED], 2020, is hereby terminated and shall be of no further force or effect.
11. This Agreement contains the entire agreement between the parties relating to the subject matter hereto. No amendment, waiver or modification of this Agreement shall be effective unless reduced to writing and signed by the authorized officers of each of the parties hereto, except to the extent this Agreement would authorize supplemental documents in conjunction with this Agreement, as described within Section 7 of this Agreement.
12. In the event that any provision of this Agreement is held to be unenforceable, the remaining provisions shall continue in full force and effect.
13. This Agreement shall become effective upon signature of approval of both parties and upon compliance of City with the provisions indicated within Section 5 of this Agreement, and shall continue in force and effect until terminated by either party as provided in Section 8 or Section 9 of this Agreement.

14. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

JOHNSON COUNTY, KANSAS

By: _____
Ed Eilert, Chairman

APPROVED AS TO FORM:

By: _____
Printed Name: _____
Title: Assistant County Counselor

ATTEST:

By: _____
Lynda Sader, Deputy County Clerk

CITY OF PRAIRIE VILLAGE, KANSAS

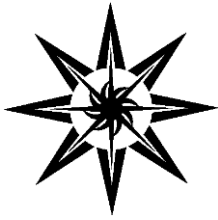
By: _____
Eric Mikkelsen, Mayor

APPROVED AS TO FORM:

By: _____
David E. Waters
City Attorney

ATTEST:

By: _____
Adam Geffert, City Clerk



INSURANCE COMMITTEE

Council Meeting Date: April 5, 2021

COU2021-38: Consider 2021-2022 Insurance Renewals

RECOMMENDATION

Insurance Committee Recommends the City Council approve the renewal of all of the City's insurance needs with Travelers and HDI Specialty (Cyber Liability) for the coverage year May 2021 to May 2022.

Traveler's coverage for year May 2021 to May 2022 will include:

- Property
- Inland Marine
- General Liability
- Employment Benefits Liability
- Law Enforcement Liability
- Public Entity Management Liability
- Employment Practices Liability
- Auto Liability / Auto Physical Damage
- Umbrella
- Crime/Kidnap & Ransom
- Fiduciary Liability
- Worker's Compensation
- Treasurer Bond - Courtney Kramer

HDI Specialty coverage for year May 2021 to May 2022:

- Cyber Liability

SUGGESTED MOTION

Recommend the City Council approve the insurance renewal policy and rates with Travelers and HDI Specialty at a renewal rate not to exceed \$373,394 for the upcoming coverage year.

BACKGROUND

The Insurance Committee met on December 2nd to discuss the City's insurance needs. The renewal options were discussed at the March 16th meeting. The City and Hub's Safety & Loss control department along with Traveler's Insurance Company's safety department continue to plan out training for City employees.

Overall, the renewal represents an increase of \$13,405 or 3.72%. The proposed policy is very similar to the current plan, with the exception of an increase to the Wind/Hail deductible from \$50,000 to \$100,000 based on Hub's recommendation resulting in \$15,000 in renewal savings.

The Property and Casualty coverage rate decreased \$10,328 or 22.44% due to increasing the hail deductible and Worker's Compensation decreased \$4,503 or 3.48% due to reclassification of several worker compensation classification codes.

Note this does not include the new Public Works Facility, which will be added at the time of completion and included in the 2022 budget.

FUNDING SOURCE

The premiums are budgeted in the general fund in 2021 and the renewal amount will be budgeted as part of the 2022 budget process. With coverage starting in May, both budget years will be affected by the renewal amount. The deductible amounts will be taken from insurance reserve fund.

ATTACHMENTS

- Premium Comparison

PREPARED BY:

Nicole Lee, Finance Director

Date: March 31, 2021

City of Prairie Village Premium Comparison

Coverage	Carrier AM Best Rating	Expiring Premium	Renewal Premium
Property	Travelers A++ XV	\$46,027	\$35,699
Inland Marine	Travelers A++ XV	\$6,301	\$6,678
General Liability	Travelers A++ XV	\$19,522	\$20,891
Employee Benefits Liability	Travelers A++ XV	\$381	\$381
Law Enforcement Liability	Travelers A++ XV	\$40,620	\$43,078
Public Entity Management Liability	Travelers A++ XV	\$5,575	\$5,489
Employment Practices Liability	Travelers A++ XV	\$13,617	\$19,250
Automobile Liability	Travelers A++ XV	\$40,502	\$49,185
Automobile Physical Damage	Travelers A++ XV	\$17,592	\$21,189
Cyber Liability	HDI Specialty A XV	\$4,747	\$5,216
Umbrella	Travelers A++ XV	\$27,025	\$32,291
Crime & Kidnap & Ransom	Travelers A++ XV	\$4,180	\$4,438
Fiduciary Liability	Travelers A++ XV	\$4,269	\$4,481
Workers' Compensation	Travelers A++ XV	\$129,499	\$124,996
Treasurer Bond- Courtney Kramer	Travelers A++ XV	\$132	\$132
GRAND TOTAL		\$359,989	\$373,394



VILLAGEFEST COMMITTEE

Council Meeting Date: April 5, 2021

Consider funding for VillageFest in the 2022 budget

BACKGROUND

VillageFest features a variety of family attractions, including a patriotic ceremony, live entertainment, bounce houses, mechanical rides, a petting zoo, pony rides, arts, crafts, and more. While the specific details of the event have varied through the years, one thing has remained constant: VillageFest has offered all entertainment and attractions at no cost to the community. Attendance at VillageFest has continued to grow through the years. The VillageFest Committee strives to plan a quality festival while maintaining fiscal prudence.

The VillageFest Committee has sought to supplement funding for the event through community donations since 2002. The funds are donated through the Prairie Village Foundation and have ranged from \$5,000-\$8,000 per year.

The committee anticipates a return to the typical festival in 2022, and a budget with applicable history is attached. The 2020 and 2021 VillageFest events do not reflect a typical event due to the COVID-19 pandemic, and have been removed from the budget history for a more accurate comparison.

The committee respectfully requests City Council maintain a \$20,000 allocation for VillageFest in 2022. The 2022 income and expenses are projected to be similar to those incurred in previous years. Any increased charges or additions to the festival will be accommodated through Foundation funding.

ATTACHMENTS

VillageFest Budget 2017-2022

PREPARED BY

Meghan Buum
Assistant City Administrator

March 26, 2021

VillageFest Budget 2017 - 2022

EXPENSES

Item/Activity	2022 Proposed	2019 Actual	2018 Actual	2017 Actual
Entertainment				
Mr. Stinky Feet	\$ 1,800	\$ 1,600	\$ 900	\$ 1,600
Janie Next Door	\$ 275	\$ 275	\$ 275	\$ 275
Headliner/Generator/Sound	\$ 2,000	\$ 1,992	\$ 1,992	\$ 1,992
DJ Services	\$ 800	\$ 800	\$ 800	\$ 800
Singer	\$ 100	\$ 100	\$ 100	\$ 100
Marching Falcons	\$ 400	\$ -	\$ 400	\$ 400
Total Entertainment	\$ 5,375	\$ 4,767	\$ 4,467	\$ 5,167
Family Activities				
Petting Zoo	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Clement McCrae Puppets	\$ 1,000	\$ 915	\$ 915	\$ 915
Craft Center Supplies	\$ 500	\$ 686	\$ -	\$ 296
Face Painter - Sister Act	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Pony Rides	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Inflatables	\$ 2,100	\$ 2,080	\$ 2,060	\$ 2,060
Petting Zoo Cups & Sanitizer	\$ 20	\$ 20	\$ -	\$ -
Fun Services	\$ 5,200	\$ 5,170	\$ 5,895	\$ 3,945
Sister Act Wacky Hair	\$ 720	\$ 720	\$ 720	\$ 720
Giggles n Jiggles LLC	\$ 650	\$ 650	\$ 650	\$ 650
Pie Contest	\$ 500	\$ 357	\$ 11	\$ 82
Pinball Machines	\$ -	\$ -	\$ -	\$ -
History Display	\$ -	\$ 400	\$ 435	\$ 435
Mr. Bones	\$ 800	\$ 800	\$ 800	\$ 800
Craft Vendor Area	\$ 50	\$ -	\$ -	\$ -
Slip & Slide	\$ 1,000	\$ 959	\$ 358	\$ 424
Euston's Project	\$ 500	\$ -	\$ -	\$ 575
Yard Games	\$ 250	\$ 209	\$ 499	\$ -
Amazing Alex Ballon Twister	\$ 400	\$ 320	\$ 320	\$ -
Car Show	\$ 250	\$ -	\$ -	\$ -
3 and Under Area	\$ 500	\$ 739	\$ -	\$ -
Total Family Activities	\$ 18,240	\$ 17,825	\$ 15,644	\$ 14,703
Pancake Breakfast				
Chris Cakes	\$ 4,000	\$ 3,615	\$ 4,032	\$ 3,000
Coffee Vendor	\$ 200	\$ 253	\$ 253	\$ 198
Start-up Cash	\$ -	\$ -	\$ -	\$ -
Total Pancake Breakfast	\$ 4,200	\$ 3,868	\$ 4,285	\$ 3,198
Advertising				
The Pitch Ad	\$ -	\$ -	\$ -	\$ -
Banner/Printing	\$ 500	\$ 738	\$ 93	\$ 549
Total Advertising Budget	\$ 500	\$ 738	\$ 93	\$ 549
Supplies/Misc. Expenses				
Stage	\$ 1,050	\$ 1,027	\$ 1,027	\$ 1,027
Balloons and décor	\$ 850	\$ 813	\$ 618	\$ 618
Give-aways	\$ 50	\$ 68	\$ -	\$ -
Community Service Awards	\$ 200	\$ 150	\$ 250	\$ 200
VF Shirts	\$ 200	\$ -	\$ -	\$ 618
Shirt Contest Prize	\$ -	\$ -	\$ -	\$ -
Tents and Tables	\$ 200	\$ -	\$ 183	\$ -
Volunteer Hospitality	\$ 400	\$ 401	\$ 281	\$ 36
PayPal Fees-sponsor payments	\$ 25	\$ -	\$ -	\$ -
Total Supplies	\$ 2,975	\$ 2,458	\$ 2,358	\$ 2,498
Wow Event				
TBD	None	Planes	Planes	
\$ 3,000	\$ -	\$ 1,000	\$ -	
Total Wow Event	\$ 3,000	\$ -	\$ 1,000	\$ -
TOTAL	\$ 34,290	\$ 29,656	\$ 27,846	\$ 26,115

VillageFest Budget 2017 - 2022

Funding Source	INCOME			
	Budget	2019 Expected	2018 Actual	2017 Actual
City Allocation	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00
Food Vendor Fee	\$ 700.00	\$ 875.00	\$ -	\$ 700.00
Foundation Funds	\$ 8,000.00	\$ 9,500.00	\$ 5,000.00	\$ 7,000.00
"Friends of VillageFest"	\$ 800.00		\$ 500.00	\$ 370.00
Craft Vendor Fees	\$ 500.00	\$ 400.00	\$ 275.00	\$ 350.00
Pancake Breakfast	\$ 4,500.00	\$ 3,965.00	\$ 4,420.00	\$ 995.00
Euston's Donation	\$ -	\$ -	\$ -	\$ 288.00
TOTAL:	\$ 34,500.00	\$ 34,740.00	\$ 28,195.00	\$ 27,703.00



JAZZFEST COMMITTEE

City Council Meeting Date: April 5, 2021

Consider funding for the Prairie Village Jazz Festival in the 2022 budget

BACKGROUND

The Prairie Village Jazz Festival began as a vision of a few and has grown into a recognized community event drawing thousands of people to Prairie Village on the Saturday following Labor Day. The festival has created a favorable reputation throughout the area reflecting positively on the City for its support of quality jazz artists from the area musicians.

The Prairie Village Jazz Festival is funded through corporate sponsorships, nominal gate fees, and financial and in-kind support from the City. The committee has developed a successful and consistent operations plan for the event; staying within budget and building reserves to cover the ever present risks of bad weather causing the cancellation of the festival or having attendance severely impacted by weather.

Attached is a historical budget. The festival did not take place in 2020 due to COVID 19. Plans for 2021 are still in development and modifications to attendance numbers will need to be taken into account. The planning committee anticipates a typical festival in 2022, and respectfully requests city budget funding in the amount of \$10,000 in 2022 to provide a consistent base on which the festival can continue to operate and grow.

ATTACHMENTS

JazzFest Budget 2019 - 2022

PREPARED BY

Meghan Buum
Assistant City Administrator

March 29, 2021

JAZZFEST ANALYSIS

3/30/2021

	2022 Budget	2021 Budget	2019 Actual
INCOME			
Budget allowance from PV	\$ 10,000	\$ 10,000	\$ 10,000
Opening Balance	\$ 7,500	\$ 22,940	\$ 11,742
Sponsorships and donations	\$ 10,000	\$ 5,000	\$ 24,388
Sales			\$ -
Total Income before Event	\$ 27,500	\$ 37,940	\$ 46,130
Admission Fees	\$ 9,250	\$ 5,000	\$ 9,437
Box Supper Fees		\$ 2,500	
Food Truck Commissions	\$ 650	\$ -	\$ 650
Merchandise Sales	\$ 200	\$ 200	\$ 839
Raffle	\$ 425	\$ 200	\$ 444
Tips	\$ 350	\$ 150	\$ 338
Pop/Water sales	\$ 800	\$ 400	\$ 800
Adult Beverage Sales	\$ 9,500	\$ 5,000	\$ 9,876
Misc Credit Card sales	\$ 350	\$ 150	\$ 455
Total Income Day of Event	\$ 21,525	\$ 13,600	\$ 22,838
Total Income	\$ 49,025	\$ 51,540	\$ 68,968
EXPENSES			
Talent	\$ 12,000	\$ 10,400	\$ 15,000
Stage/Audio Equipment	\$ 18,800	\$ 18,800	\$ 18,544
Tent/Furniture Rental	\$ 5,700	\$ 5,700	\$ 5,150
Advertising/marketing	\$ 3,050	\$ 3,000	\$ 2,340
Banners/Yard Signs	\$ 875	\$ 875	\$ 1,238
Catering & Food	\$ 2,250	\$ 4,000	\$ 2,483
Event Expenses	\$ 4,250	\$ 4,500	\$ 7,241
Merchandise Expenses	\$ 2,045	\$ 2,000	\$ 4,033
Total	\$ 48,970	\$ 49,275	\$ 56,028



Consider Approval of 2022 Proposed Arts Council Funding

BUDGETARY CONSIDERATION

The City Council approved a budget of \$35,260 for the Arts Council in 2021. This amount included \$14,500 in funding from the City. The remainder of the funds come from cash reserves and the revenue the Arts Council brings in from entry fees, donations, and art and ticket sales each year.

The Arts Council would like to request the same contribution for their 2022 budget from the City in the amount of \$14,500. Their 2022 budget has not yet been finalized due to the uncertainty of COVID impacts on normal events, but they will bring the proposed 2022 budget to the City Council for approval once it is finalized. The City has budgeted \$14,500 for the Arts Council for the last several years.

2020 presented challenges for the Arts Council in terms of programming; however, they were able to turn the majority of their events into virtual events and even added some new programming, such as a virtual Mr. Stinky Feet Show and a virtual performance called “My Patriotic Valentine.” In 2021, the Arts Council continues to plan for virtual events and is also in the process of planning an Art Walk this summer, which will include a self-guided walking tour of the statues throughout the City. The Arts Council continues to need funds to support their regular programs, which includes the following:

- State of the Arts
- Future of the Arts
- Chamber Music Series
- Juried Photography Competition
- State of Senior Arts
- Special Olympics Art Show
- The Prairie Village Arts Fair
- Monthly Art Exhibits

Attachments:

- 2020 Year-End Financial Report
- 2021 Adopted Budget

PREPARED BY

Jamie Robichaud
Deputy City Administrator
Date: March 30, 2021

PV ARTS COUNCIL | PROPOSED 2021 BUDGET - APPROVED BY ARTS COUNCIL 3/11/2020

Description	2017 Actual	2018 Actual	2019 ACTUAL	2020 Budgeted	2020 So Far	2021 Proposed
<i>Beginning Balance</i>	\$16,028	\$13,036	\$16,280	\$4,881	\$1,631	\$1,631.31
City Contribution	0.00	13,500.00	14,500.00	14,500.00	14,500.00	14,500.00
Donations	3,374.00	4,312.00	2,250.00	3,000.00	2,000.00	4,000.00
Entry Fees	5,106.00	5,214.00	7,505.00	7,000.00	97.00	9,000.00
Cafe' Software (4 Calls, SOA, AOP, SOSA, Mon.)						
FlipCause						
Art Sales	3,902.00	2,360.00	3,152.00	2,500.00		3,000.00
Merchandise Sale	336.00	240.00	144.00	1,000.00		200.00
Interest income	10.00	12.00	10.00	20.00		10.00
Transfer from Gallery	0.00	756.00	0.00	0.00		0.00
Alcohol Sales	0.00	0.00	543.00	0.00		0.00
Wine Tasting	0.00	0.00	0.00	4,000.00		0.00
Ticket Sales (Chamber in the Chamber)	0.00	0.00	496.00	5,000.00	352.00	2,000.00
Sponsorships						2,550.00
Total Revenue	\$12,728.00	\$26,394.00	\$28,600.00	\$37,020.00	\$16,949.00	\$35,260.00
State of the Arts (includes food)	5,638.00	5,973.00	6,668.00	6,500.00		6,700.00
Future of the Arts (includes food)	2,004.00	2,255.00	2,484.00	3,500.00	1,014.00	2,500.00
The Art of Photography (includes food)	0.00	1,350.00	1,035.00	3,200.00		3,000.00
Seniors art Competition (includes food)	0.00	0.00	3,389.00	3,000.00		3,500.00
Special Olympics Art Show (includes food)	0.00	0.00	0.00	3,000.00		100.00
Grants	0.00	0.00	0.00	300.00		60.00
Chamber Music Series	0.00	0.00	3,265.00	3,600.00	1,000.00	4,000.00
Software	1,050.00	1,050.00	1,300.00	1,500.00		1,400.00
Cafe' Software (4 Calls, SOA, AOP, SOSA, Mon.)						
FlipCause						
Merchandise expense	385.00	205.00	351.00	1,000.00		0.00
Marketing	180.00	3,775.00	12,705.00	5,000.00		2,860.00
Website						4,140.00
Jazz Fest Event	324.00	600.00	0.00	1,000.00		500.00
Pay Pal Fees (Change to FlipCause?)	0.00	0.00	0.00	20.00		0.00
Misc. Expense	2,635.00	0.00	613.00	500.00		0.00
Monthly receptions	1,504.00	1,902.00	1,267.00	2,850.00		3,000.00
Wine / Liquor	0.00	1,193.00	1,118.00	1,000.00		
PV Art Fair	2,000.00	1,841.00	1,500.00	2,300.00		2,000.00
Summer events	0.00	Marketing Exp.	0.00	500.00		500.00
Irish Fest	0.00	Marketing Exp.	0.00	0.00		0.00
Gallery Maintenance		896.00	4,304.00	1,500.00		1,000.00
Total Expenses	\$15,720.00	\$21,040.00	\$39,999.00	\$40,270.00	\$2,014.00	\$35,260.00
Balance	-\$2,992.00	\$5,354.00	-\$11,399.00	-\$3,250.00	\$14,935.00	\$0.00
<i>Ending Balance</i>	\$13,036.00	\$18,390.00	\$4,881.31	\$1,631.31	\$16,566.31	\$1,631.31

Changes to Budget through Arts Council Consent Agenda & Motion - Jan. (moved money from one line item to another)

Changes to Budget through Arts Council Motion - Feb. (moved money from one line item to another)

PV Arts Council 2020 Budget - Year End Financial Report

**Starting Balance as of 01/01/2020 =
\$4,882**

Revenues

Description	2020 Budget	2020 Actual	% Budget Collected	Budget Remaining
Donations	\$ 3,000	\$ 2,000	67%	\$ 1,000
City Contribution	14,500	14,500	100%	\$ -
Entry Fees	7,000	9,720	139%	\$ (2,720)
Art Sales	2,500	194	8%	\$ 2,306
Merchandising	1,000	14	1%	\$ 986
Ticket Sales	5,000	352	7%	\$ 4,648
Alcohol Sales	-	-	0%	\$ -
FlipCaue Sales	-	2,525	0%	\$ (2,525)
Wine Tasting	4,000	-	-	\$ 4,000
Interest Income	20	12	61%	\$ 8
Total	\$ 37,020	\$ 29,317	79%	\$ 7,703

Expenditures

Description	2020 Budget	2020 Actual	% Budget Spent	Budget Remaining
State of the Arts	\$ 6,500	\$ 3,700	57%	\$ 2,800
Future of the Arts	4,000	1,479	37%	\$ 2,521
Grants	700	-	0%	\$ 700
Café Software	1,500	-	0%	\$ 1,500
Merchandising/Sales	1,000	-	0%	\$ 1,000
Marketing/Website	5,000	4,755	95%	\$ 245
Jazz Fest Booth	1,000	-	0%	\$ 1,000
Pay Pal Fees	20	-	0%	\$ 20
Sales Tax/Artist Portion FC	-	800	0%	\$ (800)
Misc Expenses	500	-	0%	\$ 500
Monthly Receptions	2,400	805	34%	\$ 1,595
Art of Photography Event	2,350	3,750	160%	\$ (1,400)
State of Senior Arts Event	3,000	-	0%	\$ 3,000
Special Olympics Arts Show	3,000	-	0%	\$ 3,000
Chamber Music Series	4,000	1,000	25%	\$ 3,000
Gallery Maintenance	1,500	18	1%	\$ 1,482
Wine	1,000	206	21%	\$ 794
Summer Events	500	-	0%	\$ 500
PV Art Fair	2,300	-	0%	\$ 2,300
Total	\$ 40,270	\$ 16,514	41%	\$ 23,756

12/31/2020 = \$17,685



DIVERSITY COMMITTEE

City Council Meeting Date: April 5, 2021

Consider approval of the Diversity Committee budget request for 2022

BACKGROUND

In 2019, Mayor Mikkelson initiated the Diversity Task Force. On February 1, 2021, the Governing Body formally approved the Diversity Committee as a standing City Committee.

At their February 17, 2021 meeting, the Diversity Committee made a recommendation to request \$10,000.00 in the 2022 budget for Committee expenses. Since this Committee is new, there are some unknowns on specific items that will be supported through this budget request. Initiatives that could be supported through this budget could include, but not limited to; training, town hall meetings, art, education, and/or festivals in the future. More specific details will be discussed during future Diversity Committee meetings.

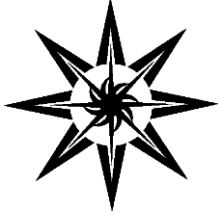
The Diversity Committee respectfully requests city budget funding in the amount of \$10,000 in 2022.

ATTACHMENTS

None

PREPARED BY

Tim Schwartzkopf
Assistant City Administrator
March 16, 2021



ADMINISTRATION

City Council Meeting Date: April 5, 2020

Consider Approval of the Environmental Committee 2022 Budget Request

BACKGROUND

The Environmental Committee's primary objective is to educate and increase awareness among Prairie Village residents of the importance of preserving and protecting the environment and its natural resources. The Committee is committed to exemplary environmental stewardship of Prairie Village.

The Committee will advise and make recommendations to the City Council that will allow implementation of environmental management practices. The goal is to provide a healthy and sustainable environment and enhance the quality of life for our residents. We will demonstrate our environmental dedication through the participation and hosting of special events. In previous years, the Committee's major events have been Earth Fair and the Community Forum.

In 2022, the Committee may add such new events as a recycling drop off event, stream cleanup, participation in JazzFest, and possible collaboration with other organizations on joint environmental initiatives.

The Environmental Committee requests City Council maintain an \$8,000 budget for 2022, which is similar to requests from prior years.

Year	Expenses
2022 Proposed	\$8,000
2021 Adopted	\$8,000
2020 Actual	\$0*
2019 Actual	\$ 331
2018 Actual	\$3,090
2017 Actual	\$5,535
2016 Actual	\$5,756

*The Environmental Committee's 2020 budget funds were carried over to 2021 to be used as payment for the Dynamhex system. Dynamhex uses spatial data, mathematical modeling and analytics to help cities track and reduce carbon emissions.

ATTACHMENTS

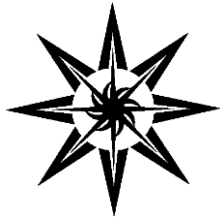
None

PREPARED BY

Ashley Freburg

Public Information Officer/Deputy City Clerk

Date: March 29, 2021



ADMINISTRATION DEPARTMENT

Council Meeting Date: April 5, 2021

2022 Decision Packages

Attached please find the 2022 Preliminary Decision Packages.

The Preliminary Decision Package list for the 2022 Budget includes:

- Public Works FTE
- Civic Center Feasibility Study
- Sustainability Grants
- Energy Efficiency Audit Implementations
- 5-Year Salary Survey
- Police Department Canine Unit
- Carbon Emissions Tracking Services
- Annual Diversity Training
- Exterior Grant Program
- Building Permit Software

ATTACHMENTS: 2022 Preliminary Decision Packages

Prepared by:

Nicole Lee

Finance Director

Date: April 1, 2021

Decision Package Requests – 4/5/2021 Council Presentation

Decision Packages (not ranked)	Funding Source	Description	Estimated Amount
Public Works FTE (Staff)	General Fund	Funding for Maintenance Worker; would be an ongoing cost + Vehicle	\$64,000
Civic Center Feasibility Study (Mayor)	General Fund	Public Engagement & Site Design	\$75,000
Sustainability Grants (Council)	General Fund	Grants for qualifying home improvements. 2021 Funding is \$20,000.	TBD
Energy Efficiency Audit Implementations (Staff)	General Fund	Proposals will be included in April 19 presentation	TBD (Presentation on 4/19)
5-Year Salary Survey (Council/Staff)	General Fund	Update to 2017 salary study; will ensure full time salary ranges are not below \$15/hour	\$25,000
Police Department Canine Unit (Staff)	General Fund	Start up cost for canine unit; ongoing costs are estimated at \$5,000/year	\$27,000
Carbon Emissions Tracking Services (Environmental Committee)	General Fund	Ongoing costs for Dynamhex software, which tracks the City's, residents' and business owners' carbon footprints in real time	\$12,000

Decision Package Requests – 4/5/2021 Council Presentation

Annual Diversity Training (Council)	General Fund	To be determined training program for Council, committees and staff	\$10,000
Exterior Grant Program (Council)	General Fund	Increase annual funding. 2021 funding is \$74,000	TBD
Permit Software Maintenance (Staff)	General Fund	New building permit software maintenance agreement and ongoing expense	\$20,000

**Note – If approved, the Building Software would be purchased with remaining Cares Funds at an estimated cost of \$30,000 and not impact the budget*

**Staff Decision Packages – Are specific to Department Operations in providing City Services. The requests have been vetted by the City Administrator and Finance Director for approval consideration.*

**Council Decision Packages – Are requests for consideration received by Councilmember(s) and/or the Mayor for approval consideration.*



Council Committee of the Whole

Meeting Date: April 5, 2021

Discuss the 2021 Prairie Village pool complex modified opening plan

BACKGROUND

City Staff has developed tentative plans for a modified operating structure in response to the COVID-19 pandemic based on guidelines set by the Johnson County Department of Health and Environment (JDHE) and the Centers for Disease Control (CDC). Due to the unique nature of changing public health recommendations, this plan is subject to change.

ATTACHMENTS

Detailed pool modifications

PREPARED BY

Meghan Buum

Assistant City Administrator

Date: March 31, 2021

Category	Guidance from JCDHE/CDC	PV Pool Protocol
Gathering size	CDC does not have a standard formula to determine how many people can maintain social distancing in and around the water. Industry guidelines determine COVID capacity at ranging from 36 sq ft/person to a more conservative 144 sq ft/person	Conservative pool estimate: complex size of 68,680 sq ft (does not include large green space), which would allow 477 patrons in the complex at any given time
		Average capacity in 2019 was around 575 total per day
		Will set capacity at roughly 400 and adjust as needed
Patron Compliance	Counting people, enforcing social distancing and cleaning/sanitizing are not allowed while on duty watching the swimmers in the pool.	Entries will be counted by front desk operations attendants
		Deck management will fall under the duties of the assistant managers
Social Distancing	The public should be asked to respect 6-foot social distancing from others (except those in their party) with only infrequent or incidental moments of closer proximity.	Deck chairs will be configured in pairs, placed 6 feet apart from other chairs
		Physical cues will be placed areas where lines could form (upon entry, slides, diving boards, concession areas, etc) to denote proper distance
		Plexiglass barriers at counter
		Occupancy limits on shared spaces (bathrooms, locker areas, breakrooms, etc)
		One way entry/exit
		Encourage patrons to come "swim ready" to reduce impact on locker rooms and bathrooms
Masking	Wearing a mask will still be required when not in the water and where social distancing is not possible, both inside and outdoors.	Will require masks as outlined by the county.
		Half the tables in concession area will be closed to allow safe removal of masks for eating and drinking
		Masks will be available for patrons who do not have them.
Signs & Messages	Signage is required at each entrance to the pool stating: "Maintain 6-foot social distancing between parties". It will be up to each pool owner/operator to determine how many people will safely fit inside the pool enclosure. The sign does not have to be fancy or commercially made.	Will use CDC developed materials on A-frame at entrance and throughout complex in highly visible locations
		Broadcast announcements will be made over the PA system on a frequent basis
Cleaning & Sanitizing	According to the CDC, frequently touched surfaces should be cleaned and sanitized.	Shared objects and frequently touched surfaces (such as doorknobs, handrails, drinking water fountains, faucets, bathroom surfaces, diaper-changing stations, and structures for climbing or playing) will be properly disinfected at least daily.
		Hand hygiene will be encouraged with sanitizer stations throughout the pool complex
		Wipe stations will be available throughout the complex for patrons to sanitize pool chairs and lounges prior to use
		Professional Bio-Protect application on frequently touched surfaces



Discussion and Consideration of New Residential Sustainability Grant Program

BACKGROUND

At the January 4, 2021 City Council meeting, the City Council moved and approved a motion to roll over the remaining funds from the 2020 Exterior Grant Program in the amount of \$20,000 and apply those funds to a new sustainability grant program that would be developed by staff and brought back to the Council at a later date. Since that time, staff has conducted research and developed the attached grant proposal for the City Council's consideration. The grant would be available to all one and two-family dwellings in the City who wish to make energy efficiency improvements to their home. The grant program proposal requires all energy efficiency improvements to be in compliance with the 2021 International Energy Conservation Code, which is the most recent building code standards available to measure energy-efficiency. These requirements would require grant recipients to go above and beyond what is currently required in our municipal code.

A summary of the proposed grant program is as follows:

- No appraised value maximum to be eligible to participate
- 20% match from the City with a minimum investment by the property owner of \$2,500
- The maximum city match is \$2,500
- All applications will be submitted to the Codes Department, which will then be reviewed by the Building Official for compliance with the 2021 International Energy Conservation Code
- Eligible projects would include the following:
 - A home energy audit by a certified auditor
 - Solar installations
 - Wind power installations
 - Energy-efficient HVAC or water heater
 - Energy-efficient windows or doors
 - Insulation
 - Geothermal heating and cooling
 - Duct sealing
- Homeowners would only be eligible to receive grant funding through this program once every 10 years (which is the same requirement for the Exterior Grant program)
- No code violations can be present in order to receive grant funding

Additional details about the proposed grant program are included in the attached documents.

ACTION NEEDED

Provide direction to staff on additional program modifications and whether the program should move forward for final adoption at the next City Council meeting or if it should be sent to the Environmental Committee for further review and input at their next meeting before coming back for final consideration.

PREPARED BY

Jamie Robichaud
Deputy City Administrator
Date: March 31, 2021

City of Prairie Village
Residential Sustainability Grant Program
2021 Guidelines

Purpose

The purpose of the Residential Sustainability Grant program is to encourage residents to reduce their carbon footprint by improving the energy efficiency of their homes.

Program Overview

- The City will provide a 20% match for energy efficiency improvements for one- and two-family dwellings with a minimum \$2,500 investment by the property owner.
- Reimbursement amounts from the City will be a minimum of \$500 and a maximum of \$2,500.
- Energy-saving improvements must meet the 2021 International Energy Conservation Code
- The residential sustainability grant can be used in conjunction with the Exterior Grant (but one project cannot be funded by both programs).

Program Eligibility

- The project must be at a one- or two-family dwelling.
- Eligible improvements include, but are not limited, to the following: home energy audit by a certified auditor, solar power, wind power, energy-efficient HVAC or water heater, energy-efficient windows or doors, insulation, geothermal heating and cooling, and duct sealing.
- All improvement projects must meet the requirements of the 2021 IECC as outlined on the attached specification sheet.
- The Building Official is granted the authority to determine if a proposed project meets the overall eligibility and purpose of the grant program.
- All improvements must conform to the City of Prairie Village municipal code.
- Contractors utilized to perform the improvements must have an active contractor's license through the City and Johnson County.
- Property owner must be current on all property taxes in Prairie Village
- The property receiving grant funding must be free of code violations.

Process

- The program will be managed by the Codes Department.
- The property owner will submit an application to the City, and all applications will be reviewed in the order they are received until all grant funds are exhausted.
- The application must include all bids for the improvements, including all project specification sheets.
- The application and project specification sheets will be reviewed by the Building Official for compliance with the 2021 International Energy Conservation Code (per the attached specifications)
- Application approval must occur prior to the start of work, and applicants will only be approved after a code enforcement officer has confirmed that no code violations are present at the property.
- The property owner is responsible for ensuring that all required permits have been obtained. All permits must be in place prior to any work taking place.
- Work must be completed within 120 days of application approval and no later than November 1.

Reimbursement Process

- Property owner must notify the Codes Department upon project completion and final invoices being paid. Copies of eligible receipts totaling at least \$2,500 must be submitted.
- Codes staff will schedule a post-project inspection to verify project completion in accordance with required specifications and confirm no exterior code violations are present.

**City of Prairie Village
Residential Sustainability Grant
Required Project Specifications**

All eligible grant projects must be done in compliance with the 2021 International Energy Conservation Code (IECC). A completed application form must be submitted along with the product specification sheet for all products being used in the project. Below is an overview of the required specifications for various types of projects. Projects not listed on this sheet will be reviewed for compliance with the 2021 IECC and must be accomplishing the goal of improving the energy-efficiency of the home.

Windows/Doors/Fenestration

- Fixed windows/fenestration must have a maximum *U*-factor of 0.36
- Operable windows/fenestration must have a maximum *U*-factor of 0.30
- Entrance doors must have a maximum *U*-factor of 0.63
- Must have a maximum SHGC (solar heat gain coefficient) of 0.40

Skylights

- Must have a minimum *U*-factor of 0.50
- Must have a maximum SHGC of 0.40

Air Conditioners

- Room air conditioner casement only must have a minimum efficiency of 9.5 CEER
- Room air conditioner casement – slider must have a minimum efficiency of 10.4 CEER
- All air conditioners must comply with ANSI/AHAM RAC-1

Furnace

- Warm-air furnaces (gas-fired) must have a minimum efficiency of 80% AFUE or 80%*E*_c
- Warm-air furnaces (gas-fired) must comply with DOE 10 CFR Part 430 or ANSI Z21.47

Solar

- All solar power installations require a building permit and must be constructed in accordance with Chapter 19.50 of the City's zoning regulations, including the following:
- The design of any solar energy system shall generally be compatible with the character of the neighborhood or district, the architectural design of the buildings, and situated on a site in a manner that minimizes potential negative impacts on adjacent property or public streetscapes. Compatibility shall be evaluated as follows:
 - Systems mounted on pitched roof structures or vertical walls shall not project more than five inches off the surface of the roof or wall and be generally parallel to the roof pitch or vertical wall.
 - Systems mounted on flat roofs shall be setback from the roof edge a distance equal to the amount they project off the roof deck, or be concealed from street level or ground level of adjacent property by a parapet. Any panels or accessory equipment that projects more than two feet off the roof deck shall be screened in the same manner as other rooftop accessory building equipment.
 - Framing, mounting racks, piping, conduits or other associated equipment shall be designed, located or use colors to minimize the visibility from streetscapes or adjacent property, and blend with the overall design of the building.
 - Ground mounted solar panels shall be located behind the front building line, and be setback from adjacent property by at least ten feet. No ground-mounted equipment shall exceed eight feet high. All ground-mounted equipment shall be screened from adjacent property and the street by fences, landscape or a combination of both. This provision shall not apply to solar energy facilities attached

to utility poles, light fixtures or other similar accessory structures provided they be designed in a manner that integrates the energy collecting components into the design of the structure in a manner that does not significantly alter the appearance of the structure, when compared to other similarly functioning accessory structures.

- No solar panel shall be mounted in a location where it could create additional glare on adjacent sites or otherwise damage plants or structures on adjacent property from reflectiveness or heat sources. Panels in locations with the potential to contribute to this situation may satisfy this requirement with manufacturer's specifications that demonstrate minimal glare, reflectiveness and heat gain.
- Any solar energy system that does not meet the standards of this section may only be permitted with a site plan, approved by the planning commission according to the procedures and criteria of [chapter 19.32](#).

Water-Heating Equipment

- Water heaters (electric, ≤ 12 kW) must have a required performance of 0.93 – 0.00132V, EF (tabletop ≥ 20 gallons and ≤ 120 gallons), 0.960 – 0.0003V, EF (resistance ≥ 20 gallons and ≤ 55 gallons), or 1.061 – 0.00168V, EF (grid-enabled > 75 gallons and ≤ 120 gallons)
- Water heaters (electric, ≤ 12 kW) must comply with DOE 10 CFR Part 430
- Water heaters (electric, > 12 kW) must comply with ANSI Z21.10.3
- Water heaters (electric, ≤ 24 amps and ≤ 250 volts) must have a required performance of 2.057 – 0.00113V, EF (heat pump > 55 gallons and ≤ 120 gallons)
- Water heaters (electric, ≤ 24 amps and ≤ 250 volts) must comply with DOE 10 CFR Part 430
- Storage water heaters (gas, $\leq 75,000$ Btu/h) must have a required performance of 0.675 – 0.0015V, EF (≥ 20 gallons and < 55 gallons), or 0.8012 – 0.00078V, EF (> 55 gallons and ≤ 100 gallons)
- Storage water heaters (gas, $\leq 75,000$ Btu/h) must comply with DOE 10 CFR Part 430
- Storage water heaters (gas, $> 75,000$ Btu/h and $\leq 155,000$ Btu/h, $< 4,000$ Btu/h/gal) must have a required performance of 80%.
- Storage water heaters (gas, $> 75,000$ Btu/h and $\leq 155,000$ Btu/h, $< 4,000$ Btu/h/gal) must comply with ANSI Z21.10.3
- Instantaneous water heaters (gas, $> 50,000$ Btu/h and $< 200,000$ Btu/h) must have a required performance of 0.82 – 0.0019V, EF ($\geq 4,000$ (Btu/h)/gal and < 2 gal)
- Instantaneous water heaters (gas, $> 50,000$ Btu/h and $< 200,000$ Btu/h) must comply with DOE 10 CFR Part 430
- Instantaneous water heaters (gas, $\geq 200,000$ Btu/h) must have a required performance of 80%
- Instantaneous water heaters (gas, $\geq 200,000$ Btu/h) must comply with ANSI Z21.10.3

Due to COVID-19 restrictions, most meetings will be held virtually. Please continue to check <http://pvkansas.com> for access details.

MAYOR'S ANNOUNCEMENTS
Monday, April 5, 2021

BZA/Planning Commission	04/06/2021	6:30 p.m.
Arts Council	04/07/2021	5:30 p.m.
Tree Board	04/07/2021	6:00 p.m.
JazzFest Committee	04/08/2021	5:30 p.m.
City Council	04/19/2021	6:00 p.m.
Diversity Committee	04/21/2021	5:30 p.m.
Finance Committee	04/22/2021	4:00 p.m.
VillageFest Committee	04/22/2021	5:30 p.m.

=====

INFORMATIONAL ITEMS
April 5, 2021

1. Environmental Committee minutes - January 27, 2021
2. VillageFest minutes - January 28, 2021
3. Large-item pickup reminder
4. April Plan of Action

Members in Attendance:

Chair - Ian Graves

Co-chair - Piper Reimer

City staff liaison Ashley Freburg

Committee Members – Stephanie Alger, Magda Born, Sarah Bradley, Richard Dalton, Beth Held, SueAnn Heim, Nathan Kovac, and Penny Mahon

Council member Ian Graves is the new committee chair. Council member Piper Reimer is now co-chair. Piper introduced herself. Each committee member spoke briefly about themselves for introduction purposes.

Public Information Officer Ashley Freburg is the new city staff member appointed to the Environmental Committee.

Minutes

A motion was made to approve the prior meeting minutes and approved unanimously.

New business:

Committee members discussed the initiatives they would like to pursue in 2021.

Native Plant Sale

Last year a native plant sale was held in June in the parking lot of the swimming pool complex. Committee members expressed interest in holding the sale closer to Earth Day. During the meeting, SueAnn reached out to Stacia Stelk at DeepRoots KC who indicated they were interested in holding the event Saturday, April 10. Ashley will look into the proper steps to reserve the parking lot. Committee members expressed interest in advertising the event in the March/April Village Voice, which has a deadline of February 5.

Environmental initiatives list

Nathan mentioned it might be a good idea to come up with a list of recent environmental initiatives and actions in Prairie Village.

Website

Ian stated the Environmental Committee's page on the City's website is significantly out of date. Members were asked to email Ian and Piper with updates.

Police Vehicles

Nathan expressed interest in having the police department look at purchasing a Tesla Model Y to try it out in their fleet. Nathan stated there have been favorable results to the Model 3 from other departments that tried it, and the Model Y is the lower cost SUV version. New York has also added a Model Y to their fleet.

Cardboard recycling

The committee discussed cardboard recycling and reuse. Members specifically discussed an influx in cardboard from Amazon and other vendors as more people are working and shopping from home due to the COVID-19 Pandemic. Committee members discussed the possibility of returning Amazon boxes to the retailer for reuse.

Penny brought up the possibility of an Educational campaign on buying local, which would reduce the need for cardboard packaging.

Native plant reimbursement program

A committee member suggested an educational campaign about buying native plants and a reimbursement program for doing so.

SMSD For Trees

SueAnn mentioned a Shawnee Mission School District service project called SMSD For Trees. The project aims to plant trees. The committee might want to consider promoting or assisting. The planting will take place April 24.

Community Garden

Ian discussed his experiences attempting to secure a community garden plot. He inquired how many more plots would be needed to meet demand. Committee members discussed the possibility of increasing the number of garden plots, allowing people to volunteer their private property, and edible lawns.

Fireworks

Piper asked whether the committee wished to express an opinion on the possibility of the City of Prairie Village hosting a fireworks event at Meadowbrook Park. The committee did not discuss the topic, but may do so at a future meeting.

EV Charging Stations

Nathan mentioned that 20k per EV charger far exceeds what is needed when we are not trying to sell the electricity. Electricity sold at the chargers is sold for twice the residential rate. If the city is okay with putting in a charger and not trying to charge for the power, then we should be able to see the cost come down to around \$2,000 per charger for our other parks where power is already available.

Old Business

Recycling prior to large item pickup

The Large Item Pickup will begin April 10 and be split over four weekends. A majority of the committee was interested in doing some recycling event but not necessarily before the large item pickup date.

Chemical use in parks

VillageFest Committee Meeting
January 28, 2021
Via Zoom

Attendance

- Amber Fletcher, Alex Fletcher, Meghan Buum, Lissa Haag, Ted Fritz, Corbin Trimble, Dale Warman, Patty Jordan, James Carney, Susan Forrest, Teresa Stewart

Notes

- The committee discussed options for the 2021 event
 - It is looking unlikely that we will be able to hold traditional VillageFest again as the challenges remain similar to those faced in 2020. The vaccination timetable remains uncertain. Predictions on gathering restrictions are virtually impossible to make at this time.
 - 2021 would be the 25th year which would typically be a large celebration.
 - The committee would like to do something, but what we're not sure yet. There may not be the same interest in doing a drive through or alternate event like last year.
- Meghan asked about the desire to incorporate a fireworks display at Meadowbrook Park.
 - A display was approved in 2020 and may be on the table again in 2021
 - Might not have staff to set up both VillageFest and fireworks.
 - Teresa Stewart made a motion to keep VillageFest at City Hall, separate from any potential fireworks display. Patty Jordan seconded the motion, and it passed unanimously.
- Options for 2022
 - Celebrate next year as a big 25th event?
 - Start in July 2021 to make plans for a larger event in 2022?

Next Committee Meeting

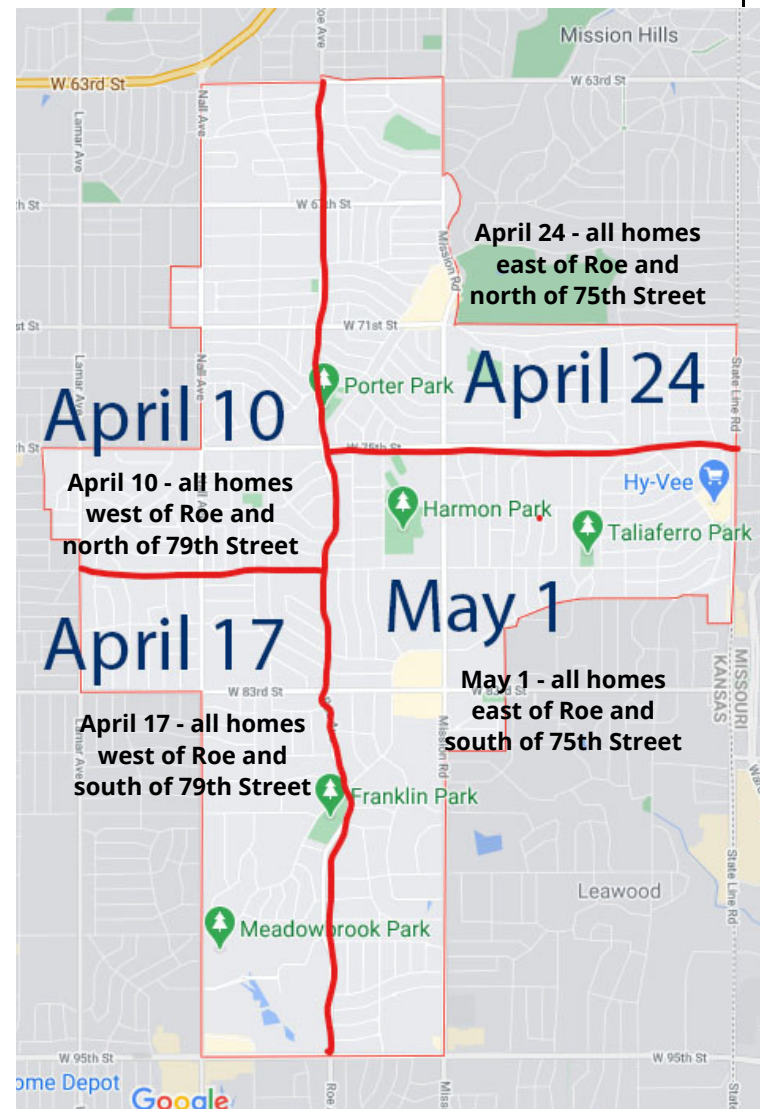
- February 25, 2021

LARGE ITEM PICKUP



PRAIRIE VILLAGE, KANSAS

It's time to get rid of unwanted junk from your garage or basement during Prairie Village's annual large item pickup.



The dates for this year's large item pickup are:

- April 10 - all homes west of Roe & north of 79th St.
- April 17 - all homes west of Roe & south of 79th S.
- April 24 - all homes east of Roe & north of 75th St.
- May 1 - all homes east of Roe & south of 75th St.

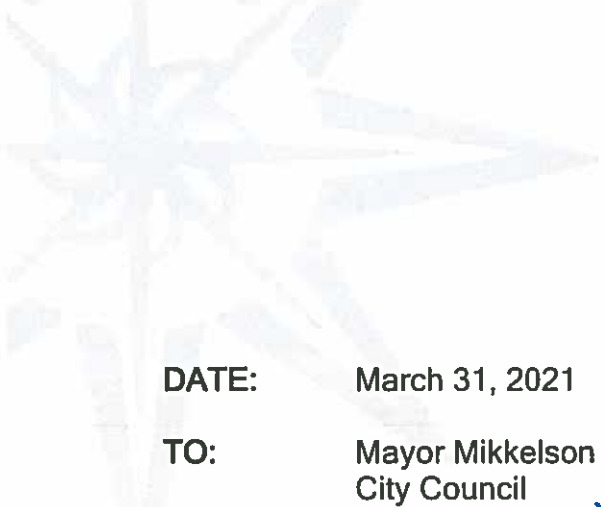
Items must be at the curb by 7:00 a.m.

Items collected include:

- Appliances
- Railroad ties (4' or less in length)
- Fencing (cut into 3' x 4' sections. Bundle loose pickets for easy collection.)
- Furniture
- Carpet (cut into 4' x 4' sections)

Items should be no larger than a standard-size refrigerator. Republic will pick up refrigerators, freezers, air conditioners, and ice makers; however, the refrigerant must be removed. Loose items should be bundled. This pickup is not for items that can be collected by regular trash and recycling services.

For complete large item pick-up rules visit www.pvkansas.com/largeitempickup. If you have additional questions, call Republic Services at 913-281-4343.



THE CITY OF PRAIRIE VILLAGE

STAR OF KANSAS

DATE: March 31, 2021

TO: Mayor Mikkelson
City Council

FROM: Wes Jordan 

SUBJECT: APRIL PLAN OF ACTION

The following projects will be initiated during the month of April:

- Internal Accounting Policy/Vendor Process Changes - Nickie (04/21)
- Regional Benchmarking Initiative - Ashley (04/21)
- Insurance Renewal Presentation - Nickie/Wes (04/21)
- Village Voice Articles - Staff (04/21)
- 2022 Budget Process - Staff (04/21)
 - Department Budget Reviews by Line Item - Nickie/Wes
 - Equipment Reserve Fund - Staff
 - Healthcare/Benefit Costs - Jamie/Cindy
 - Merit Pool - Staff
- Teen Council Graduation - Meghan (04/21)
- Insurance Committee Vacancy - Nickie (04/21)
- American Rescue Plan Act Fund Uses & Expiration - Staff (04/21)
- Summer Tennis Programs & Registration - Meghan (04/21)
- Pool Mural Project - Meghan (04/21)
- Special Use Permit/Brighton Gardens - Jamie/Chris/Adam (04/21)
- Special Use Permit/Destination Pet - Jamie/Chris/Adam (04/21)
- Meadowbrook Phase II Park Planning - Jamie/Meghan (04/21)

In Progress

- 2022 Budget Process - Staff (03/21)
 - Decision Packages
 - Insurance Cost Assumptions
 - Personnel Assumptions
 - Reappraisal Projections
 - Preliminary Revenue Estimates Report
- Review Alternative Changes to the Marijuana Ordinance - Tim (02/21)
- 2021 International Energy Conservation Code - Jamie/Mitch (03/21)
- Special Event Coordinator Hiring Process - Meghan (01/21)

- PV Foundation Meeting - Meghan (03/21)
- Large Item Pickup Coordination/Promotion - Adam/Ashley (03/21)
- Consider Smoking Ban in Parks - Meghan (03/21) [Park & Rec Agenda]
- VillageFest Feasibility and Planning - Meghan (03/21)
- JazzFest Feasibility and Planning - Meghan (03/21)
- Pool Opening Plan - Meghan (01/21)
- "SevenDays" Project Support - Meghan (03/21)
- 2021 Pool Staffing/Hiring - Meghan/Suzanne (01/21)
- Orientation Process for New Volunteer Committee Members - Staff (12/20)
- Geothermal Software Upgrade - PW (10/20)
- E/V Charging Station Installation - PW (10/20)
- Dynamhex Implementation - Ashley (10/20)
- Historic Trail Signage - Keith (09/20)
- Bias Training - Tim/Byron (07/20)
- Energy Efficiency Audit Public Buildings - David McAuliffe (04/20)
- PW New Facility Planning - Keith (09/19)
- Memorial Plaques in Parks Criteria Review - Staff (08/19)
- JOCO Municipalities Housing Study Task Force - Jamie (07/19)
- Research Viability of Interior Rental Inspections - Jamie (06/19)
- Statuary Maintenance Plan - Meghan (05/19)
- Personnel Policy Updates - Cindy/Jamie (07/18)
- Organization of City Records/Contracts - Adam (05/19)
- Sculpture Unveiling - Meghan/Bonnie/Keith (11/19) [removed from being delayed]

Completed

- 2021 Budget Process - Staff (03/21)
 - Council Goals & Objectives
 - Committee Funding Requests
- 2021 Exterior Grant Applications - Jamie/Penny/Cindy (03/21)
- Renewable Energy Addendum w/Everygy & Update - Wes/David (03/21)
- IS Tech Specialist Hiring Process - Tim Schwartzkopf (03/21)
- 2020 Financial Audit - Nickie (03/21)
- 2020 Annual Report - Ashley/Staff (02/21)
- Annual Statements of Financial Interest - Adam (02/21)
- 2020 Audit Preparation - Nickie (02/21)
- Master Personnel Spreadsheet Updates - Cindy/Jamie/Nickie (01/21)
- Tree Protection Zoning Consideration - Staff (08/20)
- 2018 Building Code Adoption - Jamie/Mitch (01/20)
 - Property Maintenance Code Revisions - Jamie (03/19)
 - Contractor's License Requirements/Revisions - Jamie (03/19)
- Sustainability Grant Program - Jamie (02/20)

Tabled Initiatives

- 20/20 Fitness Business Introduction to Council - Wes (04/20) [delayed]
- Civic Center Action Plan - Staff (03/20) [on hold]
 - Bond Capacity Discussion w/Council - Jeff White [completed]
 - Framework of Partnership Agreements with YMCA & Library
 - MOU - Public Engagement & Site Design
- Review & update the City Code/Ordinances
- Review & Update City Policies
- Review of Smoking Ordinance/e-cigs
- Single Use Plastic Bag Discussion - Staff (02/20) [pending Council direction]