

Members of the Governing Body will participate by video call-in only due to the COVID-19 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, September 20, 2021
6:00 PM**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

V. PRESENTATIONS

Legislative update from Senator Ethan Corson

Climate Action KC presentation

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 September 20. 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 September 20 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 - September 7, 2021
2. Approval of expenditure ordinance #3006

VIII. COMMITTEE REPORTS

IX. MAYOR'S REPORT

X. STAFF REPORTS

XI. OLD BUSINESS

XII. NEW BUSINESS

COU2021-65 Consider extending ordinance requiring the wearing of face coverings or masks during the COVID-19 public health emergency and recovery
David Waters

COU2021-66 Consider plan for hybrid (virtual and in-person) Council meetings
Tim Schwartzkopf

COU2021-67 Consider design amendment with Affinis Corporation for the design of MIRD0007 Phase 2 - Mission Road at 68th Street flood control project
Cliff Speegle

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

COU2021-68 Consider ordinance banning conversion therapy of minors
Inga Selders / Equality Kansas

COU2021-69 Consider location for city owned electric vehicle charging station
Keith Bredehoeft

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT

If any individual requires special accommodations - for example, qualified interpreter, large print, reader, etc., please notify the City Clerk at 913-385-4616, 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.

**Regional
CLIMATE ACTION PLAN**

**NET ZERO
REGION
BY 2050**

Guiding thoughts



1. So much of what we need to do, we want to do.



2. We have already proven we can do this.



3. Solutions must match the scale of the challenge.



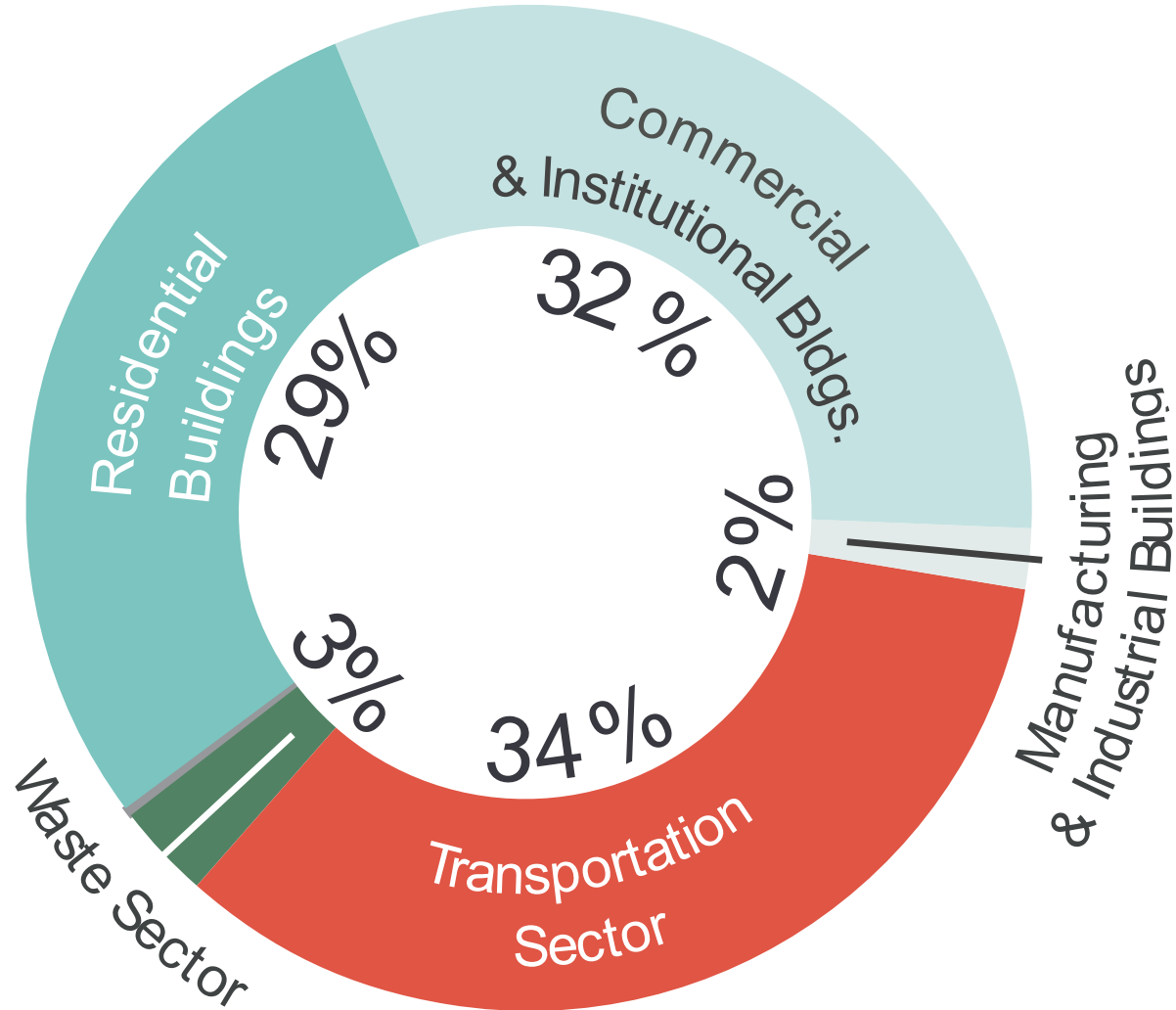
4. Leadership comes from all of us.



5. Do no harm. Doing nothing is harmful.
Doing a lot is possible.



GHG Inventory



Energy

Grid-based electrical power
Building energy efficiency

Transportation

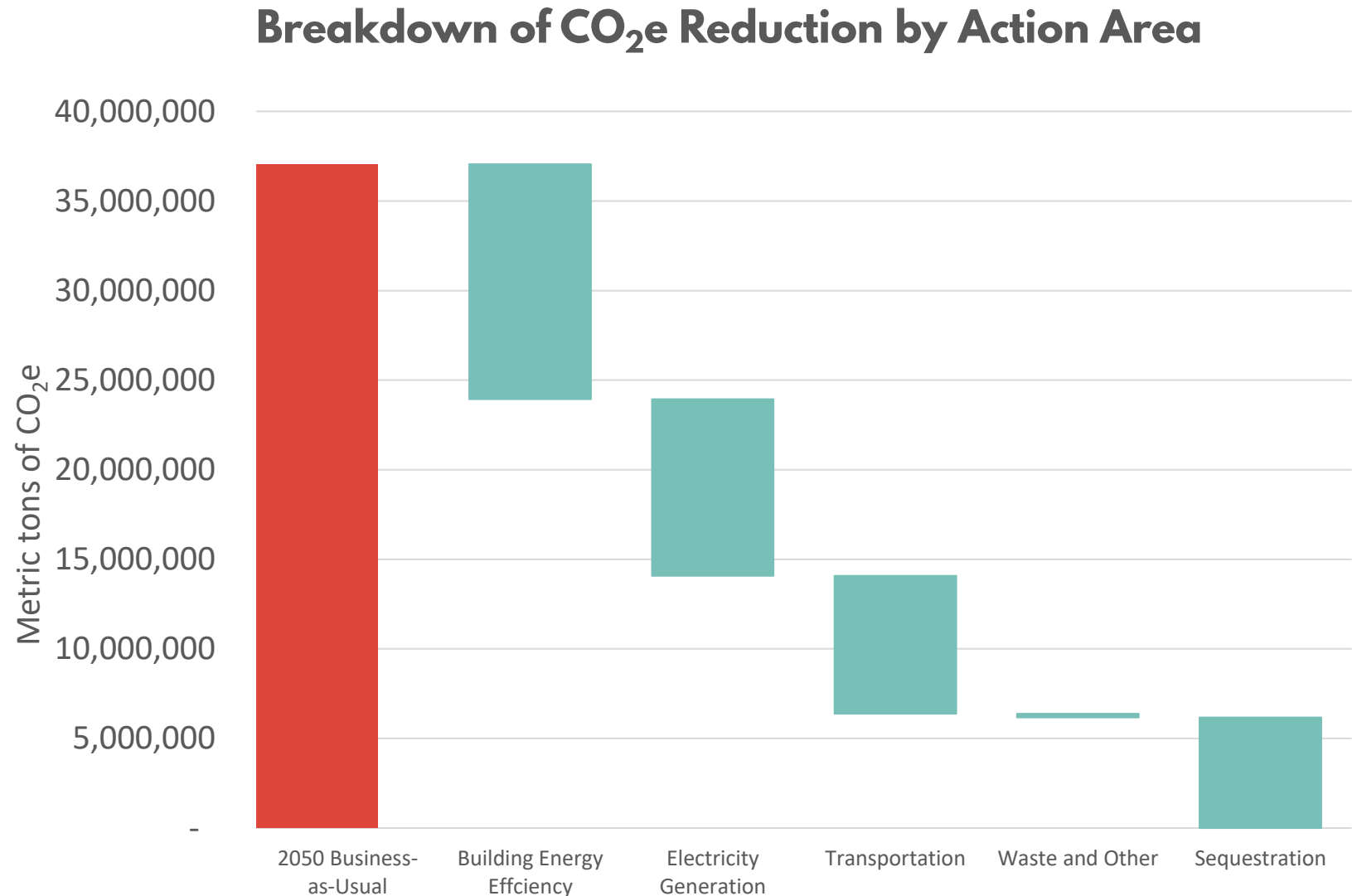
On-road transportation fuel use

Waste

Organic waste and wastewater

GHG Mitigation

- 37 million metric tons of CO₂e must be reduced by 2050.
- Actions in the energy, transportation, and waste sectors reduce GHG by 83%.
- Sequestration will offset remaining emissions.



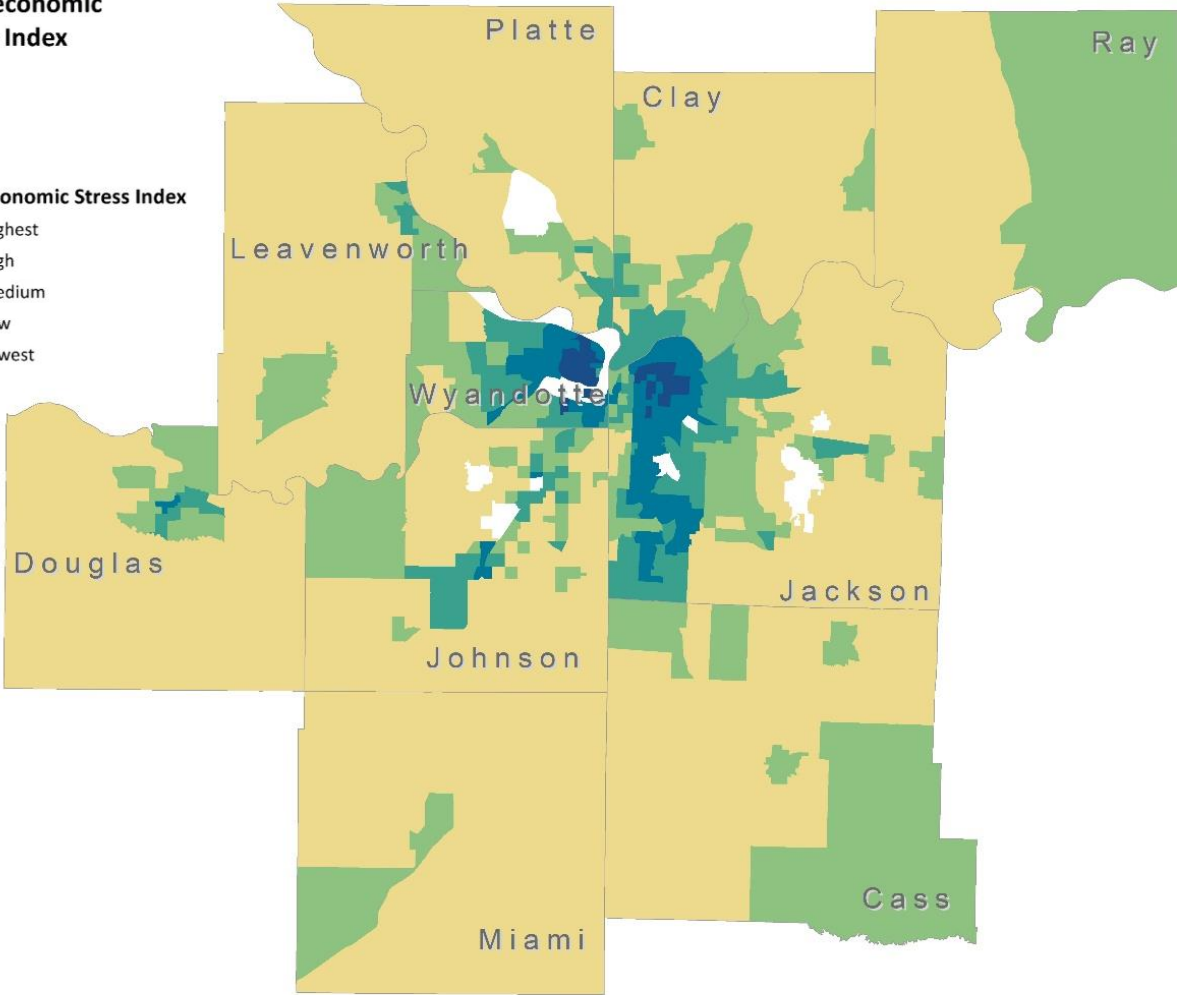
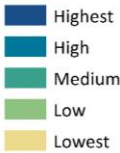
Climate Risk & Vulnerability

Risk Matrix

Hazard		Probability	Consequence
Flooding	⚠️	High	High
Extreme heat	⚠️	High	High
Drought	⚠️	High	High
Severe storms		High	Moderate
Tornados		Moderate	High
Severe winter storms		Moderate	Moderate

Regional
Socioeconomic
Stress Index

Socioeconomic Stress Index



Action Areas



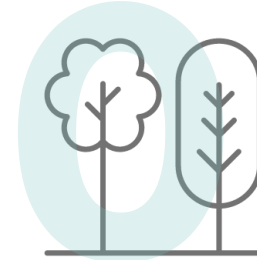
**Collaboration
& Leadership**



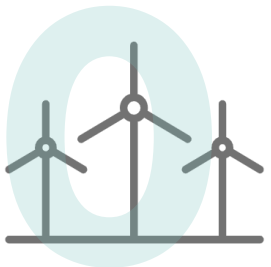
**Innovation
& Finance**



**Community
Resilience**



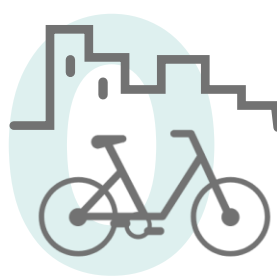
**Urban
Greening**



**Renewable
Energy**



**Energy
Efficiency**



**Transportation
& Land Use**



**Industry &
Resource
Management**



**Food
& Agriculture**

System Linkages



Let's Celebrate Prairie Village's Wins

- Established Environmental Committee '89
- Tree Committee: tree planting programs (Arbor Day Foundation tree give away)
- New city public works building – aiming for LEED platinum certified
- Exterior Housing Grant: 20% up to \$2,500 for homes > \$275,000
- Sustainability Grant: 20% match up to \$2,500 with no cap on home value
- Dynamhex software investment to review specific emissions footprint
- % Wind power from Evergy
- Thermal powered City Hall
- Sustainable updates to City Hall
- Solar-powered park facilities
- LED streetlights
- New impervious coverage limits '19
- City fleet: switching to Hybrid and/or EV
- EV stations: four locations
- Full-time Arborist on City staff
- Tree Protection Ordinance
- Composting preferred pricing from local vendors
- JoCo Contain the Rain participation: rain barrels and native plant reimbursement
- Neighborhood native plant sales
- Expanding acceptable native plantings provided they are properly tended
- Local farmers markets
- Considered Evergy's solar lease program
- Two community gardens
- Bike-friendly streets

What Else Can Prairie Village Do?

- **Endorse the Climate Action Plan**
- **Leverage Your Green Team: City staff, Environmental Committee, tree committee possibly other community members to deliver on new or existing initiatives**
 - **Consider hiring a consultant or sustainability coordinator to focus full time on these initiatives.**
 - **Green Media Kit: community members and businesses**
 - **Expand current Sustainability Grant amount and eligibility to include more of the community**
 - **Native tree placement project: SW corners of homes, reduce head islands in parking lots**
 - **Add tree maintenance team member to support arborist**
 - **Review tree ordinance fine amounts**
 - **Consider consultant assessment of 2021 energy conservation code impacts on cost and taxes.**
 - **Review land use and development patterns for “greening” opportunities**
 - **Complete streets program**



Regional CLIMATE ACTION PLAN

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@climateactionkc | #climateactionkc



NET ZERO
REGION
BY 2050

**Regional
CLIMATE ACTION PLAN**

Thank you



**NET ZERO
REGION
BY 2050**



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
SEPTEMBER 7, 2021**

The City Council of Prairie Village, Kansas, met in regular session on Tuesday, September 7, 2021, at 6:00 p.m. Due to the COVID-19 pandemic, Councilmembers attended a virtual meeting via the Zoom software platform. Mayor Mikkelsen 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, Ian Graves and Terrence Gallagher. Staff present via Zoom: Byron Roberson, Chief of Police; Keith Bredehoeft, Public Works Director; Cliff Speegle, Public Works; City Attorney David Waters, attorney with Lathrop & Gage; Graham Smith, Gould Evans; Wes Jordan, City Administrator; Jamie Robichaud, Deputy City Administrator; Tim Schwartzkopf, Assistant City Administrator; Meghan Buum, Assistant City Administrator; Nickie Lee, Finance Director; Adam Geffert, City Clerk.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mr. Nelson made a motion to approve the agenda for September 7, 2021. Mrs. Myers seconded the motion, which passed unanimously.

PRESENTATIONS

Representative Stephanie Clayton provided a legislative update to the Council.

PUBLIC PARTICIPATION

- Vicki Riffle, 3627 Somerset Drive, spoke in favor of a proposed civic center.

With no one else present to address the Council, public participation was closed at 6:19 p.m.

PUBLIC HEARING

Hearing to exceed revenue neutral rate and 2022 budget hearing

- Steven Johnson, Kansas House Representative - 108th District, Saline County, provided information about pension funding bonds.



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- Ms. Lee gave a summary of the 2022 budget, including information about the revenue neutral rate.
- John Beeder, 8428 Delmar Lane, shared concerns about rising property tax rates in the City, and spoke in favor of a mill levy reduction.

With no one else present to address the Council, the public hearing was closed at 6:36 p.m.

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 - August 16, 2021

Mr. Nelson made a motion to approve the consent agenda as presented.

Mrs. Myers made a motion to amend, requesting that a notation be added to indicate that public speaker Dr. Jameelah Lang was a Ph.D., rather than a medical doctor. Mr. Runion seconded the motion.

A roll call vote was taken with the following votes cast: “aye”: Herring, Limbird, Myers, Reimer, Runion, McFadden, Gallagher; “nay”: J. Nelson, Selders, R. Nelson, Poling, Graves. The motion passed 7-5.

COMMITTEE REPORTS

Planning Commission

PC2021-117: Consider approval of revised preliminary development plan for Meadowbrook shopping center at 5300 W. 95th St.

Graham Smith, planning consultant with Gould Evans, stated that the applicant was requesting approval of a preliminary development plan for a partial tear down of an existing building, construction of a new two-story building, cosmetic changes to all existing buildings, and associated site improvements at the Meadowbrook Shopping Center. The property is zoned CP-1, Planned Restricted Business, which requires a preliminary development plan and a final development plan for redevelopment.

In this case, a new two-story building will replace the northeast corner of the existing building on the west half of the site. The front portion of the building and the existing building on the east half of the site will remain and be refaced. The primary use for the new building will be a childcare center, and the remaining tenant spaces will be unchanged as to their general uses (retail, service and office uses).



Mr. Smith reviewed the “Golden Factors” that must be considered for a revised preliminary development plan:

1. The character of the neighborhood;
2. The zoning and uses of property nearby;
3. The suitability of the property for the uses to which it has been restricted under its existing zoning;
4. The extent that a change will detrimentally affect neighboring property;
5. The length of time of any vacancy of the property;
6. The relative gain to public health, safety and welfare by destruction of value of the applicant’s property as compared to the hardship on other individual landowners;
7. City staff recommendations;
8. Conformance with the Comprehensive Plan; and
9. Approval of the preliminary and final development plans

Mr. Smith stated that the Planning Commission voted unanimously to recommend approval of the preliminary development plan with the following conditions:

1. Amended landscape plan approved by staff with the following changes:
 - a. 94th Terrace street trees coordinated with on-street parking options in condition #2;
 - b. Additional landscape to screen four trash enclosure areas on 94th Terrace;
 - c. Eight street trees be added to the 95th Street frontage, and preservation of the five existing street trees;
2. On-street parking on 94th Terrace be subject to further review and approval by Public Works and the applicant should consider forgoing on-street parking at this time;
3. Public Works approves drainage study and/or a drainage permit prior to building permits being issued;
4. Signs included the plan are conceptual; any future signs are subject to sign permits meeting City standards; and
5. Approval conditioned upon approval of the revised preliminary development plan by the City Council.

Mrs. McFadden made a motion to accept the Planning Commission’s recommendation and approve PC2021-117, a revised preliminary development plan for the Meadowbrook shopping center located at 5300 W. 95th Street. The motion was seconded by Ms. Limbird.

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, Gallagher, Mikkelsen. The motion passed unanimously.



Finance Committee

COU2021-64: Consider approval of a resolution authorizing the offering for sale of special obligation tax increment revenue refunding bonds (Meadowbrook TIF project) of the City of Prairie Village, Kansas

Jeff White, with the City's financial advisor Columbia Capital, said that in 2015, Van Trust Real Estate, along with the Johnson County Government, the City of Prairie Village, and the Johnson County Park & Recreation District announced their intent to work together on the Meadowbrook Park redevelopment project. Currently, many elements of the park are complete and the Tax Increment Finance (TIF) district is performing above expectations.

In 2016, the City issued two series of bonds to finance land acquisition and public infrastructure costs related to Meadowbrook Park and Village Project:

- \$11.3 million - General Obligation (GO) Bonds
- \$8.135 million - Special Obligation (SO) TIF Revenue Bonds

Although TIF revenues have been sufficient to make debt service payment to date, the City's general fund remains obligated to repayment on the GO bonds. The success of the project and a very strong municipal market provide an opportunity to eliminate the City's exposure to the project and restructure the GO debt to SO bonds.

Columbia Capital recommended the City refund both 2016 bond series in a single series of SO refunding bonds. The Finance Committee reviewed this recommendation on August 19, 2021 and recommended it be brought to City Council for approval. The proposed resolution would express the City Council's intention to "go-to-market" and have staff work together with advisors, counsel and others to prepare a refunding bond transaction for the market. If approved, Council will take action in October 2021 to finalize the sale and amend the development agreement where necessary.

Ms. Nelson asked if the bond sale would negatively impact the City's 'Aaa' bond rating. Mr. White noted that it should actually strengthen the rating, and that the total cost of the debt would be reduced.

Mrs. McFadden made a motion to approve Resolution 2021-14 authorizing the offering for sale of special obligation tax increment revenue refunding bonds (Meadowbrook TIF project) of the City of Prairie Village, Kansas. The motion was seconded by Mr. Graves. A roll call vote was taken with the following votes cast: "aye": Herring, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, McFadden, Graves, Gallagher; "nay": J. Nelson, Runion. The motion passed 10-2.

Discussion of the City bond capacity



Adam Pope, with Columbia Capital Management, shared information about the City's debt capacity. He noted that City currently had three series of bonds outstanding for street improvement, streetlights and the construction of the Public Works facility. As of 2024, both the street improvement and streetlight bonds will be fully paid off. If the City decided to capitalize the \$760,000 difference between its current monthly debt payment and the reduced amount once the two bonds are paid off over the course of 30 years, it would result in \$15.4 million in net proceeds. Further, the City could issue as much as \$20 million in debt over 30 years before its bond rating fell from 'Aaa' to 'Aa+'.

- Mr. Herring reported that the Tree Board met on September 1. The Tree Board's fall seminar will be held on October 13.
- Mr. Graves said that the Environmental Committee met on August 25. The committee was considering ways that it could participate in events throughout the region to share information, such as the City of Mission's environmental fair in 2022.
- Ms. Reimer shared that the United Community Services' Drug and Alcohol Council met on August 19 for training on the upcoming annual grant funding cycle for 2022. Interviews with prospective grantees will begin on September 21.
- Ms. Selders stated that the JazzFest Committee had to cancel the annual event due to guidance from the Kansas Department of Health and Environment for large outdoor events. A total of \$12,193.66 was spent on non-refundable fees to vendors and performers.

Ms. Selders also said that the Diversity Committee met in August, at which the Mayor joined the group to discuss the new Affordable Housing ad-hoc committee. A potential ban on conversion therapy was also discussed, as was demographic data of police stops in the City.

MAYOR'S REPORT

- The Mayor provided an update on the COVID-19 pandemic, stating that the vaccination rate of Johnson County residents 12 and over had increased to 60.2%, and in Prairie Village, the rate had increased to 64.2%. The Center for Disease Control data, which included Johnson County residents that had been vaccinated out of state, had increased to approximately 70%. New cases had plateaued, and percent positives, hospitalizations and deaths had fallen.
- The Mayor attended the Shawnee Mission School District's "State of the Schools" luncheon on August 19.
- The Mayor participated in the Lancer Day parade, held on September 3.
- The Johnson County / Wyandotte County Mayors group met in Prairie Village on September 1.



PRAIRIE VILLAGE KANSAS

- The “Puppy-Palooza” event was held earlier in the evening to close out the pool season.
- The Mayor noted that Chief Roberson had been appointed to the Johnson County Criminal Justice Advisory Council, and that the Financial Department had been awarded the “triple crown” award from the Government Financial Officers’ Association for transparency and excellence in City finances.
- The first meeting of the ad-hoc Affordable Housing Committee will be held on September 16.
- The Mayor will attend a Johnson County Charter Commission meeting on September 13.
- Tamara Day, local business owner and star of HGTV’s “Bargain Mansions”, will give a presentation at the Northeast Johnson County Chamber of Commerce lunch on September 16.
- The newly constructed skate park ribbon-cutting ceremony will be held on September 15.
- The Corinth Quarter ribbon-cutting ceremony will be held on September 16.
- The Mayor noted that the application period for the Teen Council was underway.

STAFF REPORTS

- Chief Roberson reported that the Police Department would participate in a national event called “Faith in Blue” on October 9. In addition, the first Prairie Village K-9 officer will be named “Blitz”, based on the results of an online recent poll.
- Mr. Bredehoeft stated that the skate park would open by the end of the week. Additionally, the various street repair projects throughout the City continued, including 71st Street between Belinder Avenue and State Line Road, and State Line Road between 71st Street and 75th Street.

OLD BUSINESS

There was no old business to come before the Council.

NEW BUSINESS

COU2021-61

Consider Resolution 2021-13 approving a tax rate of mill levy rate in excess of the revenue neutral rate for the 2022 budget year

Mayor Mikkelson noted that funding the 2022 budget with existing services and approved decision packages would not require an increase to the mill levy rate, but would exceed the revenue neutral rate due to revenue that will be received from increased property valuations. The revenue neutral rate is the tax rate in mills that generates the same property tax in dollars as the previous tax year using the current tax year’s total assessed



valuation. In Prairie Village, the revenue neutral rate would be 18.386 mills, whereas the 2022 recommended budget has a total mill rate of 19.321, flat with the 2021 rate.

Ms. Limbird made a motion to approve Resolution 2021-13 approving a tax rate of mill levy rate in excess of the revenue neutral rate for the 2022 budget year. Mr. Poling seconded the motion.

After further discussion, a roll call vote was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Reimer, McFadden, Graves, Gallagher; “nay”: Myers, Runion. The motion passed 10-2.

COU2021-62 Consider 2022 budget adoption

Mr. Poling made a motion for the City Council to adopt the 2022 budget as certified in the amount of \$38,834,206 with ad valorem tax in the amount of \$9,526,762. Mr. Graves seconded the motion.

Mr. Runion made a motion to amend the motion by eliminating the \$500,000 contingency fund and to reduce the mill levy rate accordingly. The motion was seconded by Mrs. Myers. A roll call vote was taken with the following votes cast: “aye”: Myers, Runion; “nay”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Reimer, McFadden, Graves, Gallagher. The motion failed 10-2.

After further discussion, a roll call vote on the original motion was taken with the following votes cast: “aye”: Herring, J. Nelson, Selders, R. Nelson, Poling, Limbird, Reimer, McFadden, Graves, Gallagher; “nay”: Myers, Runion. The motion passed 10-2.

COU2021-63 Consider reappointment of City Administrator

Mayor Mikkelson said that under the terms of the Municipal Code, the following positions within the City are appointive positions with four-year terms: City Attorney, Assistant City Attorney, Municipal Judges, City Prosecutor, City Clerk, City Treasurer, City Administrator, Deputy City Administrator, Director of Public Works, City Architect and Chief of Police. The Mayor requested the City Council ratify the reappointment of Wes Jordan to serve as the City Administrator.

Ms. Selders made a motion to ratify the appointment of Wes Jordan as City Administrator. Mrs. McFadden seconded the motion, which passed unanimously.

After Council approval, Mayor Mikkelson swore in Mr. Jordan as City Administrator.



COU2021-61 Consider memorandum of understanding with Bird Rides, Inc., for a one year pilot program

Mr. Bredehoeft stated that the Council Committee of the Whole had recommended approval of the MOU with Bird Rides at its September 7, 2021 meeting. Mike Butler was present to answer questions from Council.

Mr. Poling made a motion to authorize the Mayor to sign the memorandum of understanding with Bird Rides, Inc., for a one year pilot program. The motion was seconded by Mr. Nelson.

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

Mayor Mikkelson voted “aye” to provide the tiebreaking vote. The motion passed 7-6.

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. Reimer and passed unanimously.

COUNCIL COMMITTEE OF THE WHOLE

Discussion on returning to in-person / hybrid Council meetings

Mr. Schwartzkopf stated that Council had directed staff to prepare a plan to return to in-person or hybrid meetings at its May 3, 2021 meeting. On May 14, a power surge caused significant damage the audio/visual equipment in the Council Chamber. The equipment was replaced and became operationally ready the week of August 16, 2021.

Mr. Schwartzkopf noted that chairs had been moved to allow for social distancing and up to 15 people could be seated in the gallery. Four staff members would be able to sit at a work table on the south side of the room. Staff recommended that masks be mandatory for all in-person participants.

Additionally, the new equipment would allow for a hybrid option with both in-person and virtual attendees, including individuals that wished to speak during public participation. For this option, staff recommended in-person attendees be allowed to speak first during public participation followed by those attending virtually.

After discussion, Mr. Poling made a motion to proceed with implementing a hybrid model. Ms. Selders seconded the motion. A roll call vote was taken with the following votes cast: “aye”: Herring, Selders, R. Nelson, Poling, Limbird, Myers, Reimer, Graves, Gallagher; “nay”: J. Nelson, Runion, McFadden. The motion passed 9-3.



Discuss MIRD0007 - Mission Road at 68th Street flood control project budget

Mr. Speegle stated that the proposed project would address roadway and home flooding issues along Mission Road north of Tomahawk Road caused by the flooding of Brush Creek. A preliminary engineering study was completed in 2018 to secure Johnson County Stormwater Management Program (SMAC) funding for the project, which will fund 50% of the project costs. Preliminary design began in the spring of 2021 with construction anticipated to start in the summer of 2022.

The 2018 study established a project budget based on an engineering solution that would raise Mission Road between 68th Terrace and 67th Terrace in order to keep Brush Creek's flow east of Mission Road. As preliminary design and analysis progressed in 2021, it was determined that additional channel modifications and retaining walls were also needed. The project originally budgeted \$2,500,000 for construction. The addition of the channel modifications and retaining walls, along with miscellaneous construction cost increases, raised the overall construction estimate to \$3,650,000.

The Johnson County SMAC program agreed to adjust the overall project budget to account for the project cost increase in its 2022 budget. City stormwater funds would need to account for the remaining 50% of the increase. The project is anticipated to be bid for construction in early 2022. At that time, the final bid cost will be used to determine the funding transfer amount required from the 2022 Drainage Program to MIRD0007. It is estimated that up to \$600,000 would be added to the project funding from City funds. Funds are available in the 2022 drainage program for this transfer and only the amount necessary for construction will be transferred at the time of bid award.

Mr. Herring moved that the City Council end the Council Committee of the Whole portion of the meeting. The motion was seconded by Ms. Reimer and passed unanimously.

EXECUTIVE SESSION

At 9:55 p.m., Mrs. McFadden made a motion for the City Council recess into executive session for a period of 20 minutes for a discussion of the acquisition of real property, pursuant to K.S.A. 75-4319(b)(6). The Governing Body, City Administrator, Deputy City Administrator, Assistant City Administrators, and Financial Director will be present, either in person or via video conference. The motion was seconded by Mr. Herring, and passed unanimously.

The open meeting resumed at 10:15 p.m.



PRAIRIE VILLAGE
KANSAS

ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

Mr. Nelson made a motion to adjourn the meeting. Ms. Nelson seconded the motion, which passed unanimously.

Mayor Mikkelson declared the meeting adjourned at 10:16 p.m.

Adam Geffert
City Clerk

ATTEST: Concheykramer 9.10.21 ATTEST: Wahner 9/2/2021
City Treasurer Finance Director



COU2021-65: Consider extending ordinance requiring the wearing of face coverings or mask during the COVID-19 public health emergency and recovery

BACKGROUND

The current face covering/mask ordinance expires at midnight on September 30, 2021. City Staff has received a minimal amount of complaints, and the Police Department has not issued any tickets to anyone for violating the ordinance.

City Staff reached out to Johnson County Department of Health and Environment, (JCDHE) and they provided feedback in part as follows:

While the overall trends might suggest that the current wave is subsiding, it is important to note that the current levels are as high as they were in late January and early February of 2020. Based on current data, Johnson County is still classified as being in the “High” community transmission category (see https://covid.cdc.gov/covid-data-tracker/#county-view|Kansas|20091|Risk|community_transmission_level). And although the vaccination coverage level among Johnson County residents is higher than the state overall, rates in surrounding counties in the KC metro area are substantially lower. With approximately 62.4% of the population in Johnson County fully vaccinated (according to CDC data, which is more complete than what we have), and assuming that everyone who has been infected with COVID-19 is immune, we are still left with a lot of people in the community who are susceptible to infection.

JCDHE would fully support extending the mask mandate.

OPTIONS

1. No action and the ordinance will expire by default.
2. Extend the current ordinance with a new date of expiration.
3. Amend the current ordinance with any changes and a new date of expiration.

ATTACHMENTS

Current Ordinance
Ordinance with new date of expiration

PREPARED BY

Tim Schwartzkopf
Assistant City Administrator
September 15, 2021

ORDINANCE NO. 2454

AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CITY OF PRAIRIE VILLAGE, KANSAS; AMENDING CHAPTER 11 (PUBLIC OFFENSES & TRAFFIC), ARTICLE 2 (LOCAL REGULATIONS) OF THE CODE OF THE CITY OF PRAIRIE VILLAGE TO REQUIRE THE WEARING OF MASKS OR OTHER FACE COVERINGS DURING THE COVID-19 PUBLIC HEALTH EMERGENCY AND RECOVERY.

WHEREAS, the governing body of the City of Prairie Village, Kansas, prioritizes the protection of the health, safety, welfare and economic well-being of residents and visitors of the City of Prairie Village;

WHEREAS, COVID-19 is a disease caused by a novel coronavirus, previously unknown in humans, and is presently understood to cause, among other things, upper-respiratory tract illnesses that can range from mild to severe, spread quickly, and may cause death, particularly in older adults and persons with chronic medical conditions;

WHEREAS, on July 19, 2021, the United States Department of Health and Human Services issued a "Renewal of Determination that a Public Health Emergency Exists" related to COVID-19, such public health emergency having been initially declared January 27, 2020;

WHEREAS, after a steady trend of decreasing metrics, recent weeks have seen the numbers of COVID-19 cases, hospitalizations, and deaths spike in Kansas and across the nation;

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), Johnson County, Kansas, is currently an area where there is a "high" level of community transmission of COVID-19;

WHEREAS, this worrying trend of increased COVID-19 spread is a danger to the health and safety of residents and visitors to the City of Prairie Village, and also presents a serious threat to reopening and reviving the City's economy;

WHEREAS, on July 27, 2021, the CDC issued updated certain recommendations related to the COVID-19 pandemic, such that in addition to recommending the wearing of masks for unvaccinated persons, the CDC now recommends that even fully-vaccinated people wear a mask in public indoor settings in areas of substantial or high transmission, such as in Johnson County, Kansas;

WHEREAS, the City of Prairie Village must remain flexible to account for the evolving nature and scope of the unprecedented public health emergency posed by COVID-19, while also simultaneously safely, strategically, and incrementally facilitating economic recovery and revitalization; and,

WHEREAS, for the aforementioned and other reasons, the governing body of the City of Prairie Village is acting pursuant to its constitutional home rule authority to provide for the health, safety, welfare and economic well-being of residents and visitors of the City of Prairie Village, by requiring that masks or other face coverings be worn as described in this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PRAIRIE VILLAGE, KANSAS:

Section 1. A new Section 11-222 is hereby established in Chapter 11 (Public Offenses & Traffic), Article 2 (Local Regulations) in the Code of the City of Prairie Village, Kansas, as follows:

11-222 WEARING MASKS IN PUBLIC PLACES OF BUSINESS DURING THE COVID-19 PUBLIC HEALTH EMERGENCY AND RECOVERY.

A. Mask or other face coverings; definitions.

(1) "Mask or other face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is simply wrapped around the lower face. A mask or other face covering can be made of a variety of synthetic and natural fabrics, including cotton, silk, or linen, and may include a plastic face shield. Ideally, a mask or other face covering has two or more layers. A mask or other face covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, bandanas, t-shirts, sweatshirts, or towels.

(2) "Public space" means:

(a) any indoor space or area that is open to the public; this does not include private residential property or private offices or workspaces that are not open to customers or public visitors.

(b) The term "public space" shall not include (i) churches, synagogues, mosques, or other places of religious worship, (ii) public or private schools, or (iii) public buildings or facilities owned or operated by any unit of government or political subdivision other than the city itself, including but not limited to those buildings or facilities owned or operated by the county, the school district, the state, or the federal government, or any agency or division thereof.

(c) Notwithstanding anything in this Section 11-222 to the contrary, this Section 11-222 shall not apply to any public space or any other business or organization covered by this Section 11-222 which, as a condition of entry into such public space, business, or organization, requires reasonable proof that every person (regardless of age) entering such public space has received all doses of the then-available COVID-19 vaccines, per the minimum requirements for full vaccination established by such vaccine maker or applicable governing authority.

B. Mask or other face coverings; when required; exemptions.

(1) All persons in the city shall cover their mouths and noses with masks or other face coverings when they are in the following situations:

- (a) Inside any indoor public space; or
 - (b) Obtaining services from the healthcare sector in settings, including but not limited to, a hospital, pharmacy, medical clinic, laboratory, physician or dental office, veterinary clinic, or blood bank, unless directed otherwise by an employee thereof or a health care provider.
- (2) The persons responsible for all businesses or organizations in the city must require all employees, customers, visitors, members, or members of the public to wear a mask or other face covering as follows:
- (a) Employees, when working in any space visited by customers or members of the public, regardless of whether anyone from the public is present at the time;
 - (b) Employees, when working in any space where food is prepared or packaged for sale or distribution to others;
 - (c) Employees, when working in or walking through common areas, such as hallways, stairways, elevators, and parking facilities;
 - (d) Customers, members, visitors, or members of the public, when in a facility managed by the business or organization; or
 - (e) Employees, when in any room or enclosed area where other people (except for individuals who reside together) are present and are unable to maintain a 6-foot distance except for infrequent or incidental moments of closer proximity.
- (3) The following individuals are exempt from wearing masks or other face coverings in the situations described in subsections B(1) and B(2):
- (a) Persons age five years or under—children age two years and under in particular should not wear a face covering because of the risk of suffocation;
 - (b) Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering—this includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
 - (c) Persons who are deaf or hard of hearing, or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication;

- (d) Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines;
 - (e) Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service;
 - (f) Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking;
 - (g) Athletes who are engaged in an organized sports activity that allows athletes to maintain a 6-foot distance from others with only infrequent or incidental moments of closer proximity;
 - (h) Persons who are engaged in an activity that a professional or recreational association, regulatory entity, medical association, or other public-health-oriented entity has determined cannot be safely conducted while wearing a mask or other face covering;
 - (i) Persons engaged in religious services, ceremonies or activities;
 - (j) Persons engaged in an activity or event held or managed by the Kansas Legislature;
 - (k) Persons engaged in a court-related proceeding held or managed by the Kansas Judiciary; and
 - (l) Persons engaged in any lawful activity during which wearing a mask or other face covering is prohibited by law.
- (4) It shall be an affirmative defense to any prosecution under subsection B(1) or B(2) that the person in violation is an individual listed under subsection B(3).

C. Mask or other face coverings; penalties; enforcement.

- (1) The knowing and willful failure or refusal to comply with the requirements of this Section 11-222 shall be an unclassified violation. Any fine imposed for a violation of this section shall not exceed \$25.00.
- (2) The person responsible for any business or organization that does not comply with Section 11-222 includes a sole proprietor, or any officer, partner, member, manager, director, or other supervisor for the business or organization, who may be held

jointly and severally responsible for such violation with respect to any enforcement of the violation.

- (3) This Section 11-222 may be enforced by the police department, with appropriate proceedings following citation in municipal court.

D. Mask or other face coverings; Federal/state/county orders.

The provisions of this Section 11-222 shall not apply to the extent such provisions directly conflict with any current or subsequent orders issued by the United States Federal government (or agency thereof), the State of Kansas (or agency thereof), the Governor of the State of Kansas, Johnson County, Kansas, the Local Health Officer of Johnson County, Kansas, or other applicable authorities, including but not limited to Johnson County Board of Health Order No. 001-21 dated August 5, 2021.

E. Mask or other face coverings; effective term. The provisions of this Section 11-222 shall be in effect until 11:59 p.m. on September 30, 2021, unless further extended by ordinance of the governing body.

F. Mask or other face coverings; severability. Severability is intended throughout and within the provisions of this section. If any subsection, sentence, clause, phrase, or portion of this section is held to be invalid, illegal, or unconstitutional by any court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this section.

Section 2. This ordinance shall take effect and be enforced from and after its passage, approval, and publication as provided by law.

PASSED by the City Council of the City of Prairie Village, Kansas, on August 16, 2021.

APPROVED by the Mayor on _____, 2021.

CITY OF PRAIRIE VILLAGE, KANSAS

Eric Mikkelsen, Mayor

ATTEST:

Adam Geffert, City Clerk

ORDINANCE NO. 2455

AN ORDINANCE AMENDING AND EXTENDING SECTION 11-222(E) OF THE CODE OF THE CITY OF PRAIRIE VILLAGE TO REQUIRE THE WEARING OF MASKS OR OTHER FACE COVERINGS DURING THE COVID-19 PUBLIC HEALTH EMERGENCY AND RECOVERY.

WHEREAS, the governing body of the City of Prairie Village, Kansas, prioritizes the protection of the health, safety, welfare and economic well-being of residents and visitors of the City of Prairie Village;

WHEREAS, COVID-19 is a disease caused by a novel coronavirus, previously unknown in humans, and is presently understood to cause, among other things, upper-respiratory tract illnesses that can range from mild to severe, spread quickly, and may cause death, particularly in older adults and persons with chronic medical conditions;

WHEREAS, on July 19, 2021, the United States Department of Health and Human Services issued a "Renewal of Determination that a Public Health Emergency Exists" related to COVID-19, such public health emergency having been initially declared January 27, 2020;

WHEREAS, after a steady trend of decreasing metrics, recent weeks have seen the numbers of COVID-19 cases, hospitalizations, and deaths spike in Kansas and across the nation;

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), Johnson County, Kansas, is currently an area where there is a "high" level of community transmission of COVID-19;

WHEREAS, this worrying trend of increased COVID-19 spread is a danger to the health and safety of residents and visitors to the City of Prairie Village, and also presents a serious threat to reopening and reviving the City's economy;

WHEREAS, on July 27, 2021, the CDC issued updated certain recommendations related to the COVID-19 pandemic, such that in addition to recommending the wearing of masks for unvaccinated persons, the CDC now recommends that even fully-vaccinated people wear a mask in public indoor settings in areas of substantial or high transmission, such as in Johnson County, Kansas;

WHEREAS, the City of Prairie Village must remain flexible to account for the evolving nature and scope of the unprecedented public health emergency posed by COVID-19, while also simultaneously safely, strategically, and incrementally facilitating economic recovery and revitalization;

WHEREAS, Section 11-222 of the Code of the City of Prairie Village, Kansas, as adopted pursuant to Ordinance No. 2454, specified that the requirements of Section 11-222 would expire on September 30, 2021, unless further extended by ordinance of the Governing Body; and

WHEREAS, for the aforementioned and other reasons, the governing body of the City of Prairie Village is acting pursuant to its constitutional home rule authority to provide for the health, safety, welfare and economic well-being of residents and visitors of the City of Prairie Village, by requiring that masks or other face coverings be worn as described in this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PRAIRIE VILLAGE, KANSAS:

Section 1. That Section 11-222(E) of the Code of the City of Prairie Village, Kansas, is hereby deleted in its entirety and amended to read as follows:

E. Mask or other face coverings; effective term. The provisions of this Section 11-222 shall be in effect until 11:59 p.m. on [REDACTED], 2021, unless further extended by ordinance of the governing body.

Section 2. This ordinance shall take effect and be enforced from and after its passage, approval, and publication as provided by law.

PASSED by the City Council of the City of Prairie Village, Kansas, on September 20, 2021.

APPROVED by the Mayor on _____, 2021.

CITY OF PRAIRIE VILLAGE, KANSAS

Eric Mikkelsen, Mayor

ATTEST:

Adam Geffert, City Clerk



COU2021-66: Consider plan for hybrid (virtual and in-person) Council meetings

RECOMMENDATION

Make a motion to approve the hybrid meeting plan for council meetings

BACKGROUND

At the September 7 council meeting, the Council directed staff to bring back a plan to implement hybrid council meetings. City staff will be ready to implement this format at the first meeting in October, 2021. The following is a general plan and other guidelines to begin this meeting format.

General Overview:

- Members of the Governing Body will have the choice to be in-person or virtual.
- There will be no minimum number required to be in-person.
- Governing Body members will be encouraged to let City Staff know of their intention to appear in-person prior to the meeting for planning purposes.
- At the discretion of the Mayor and City Administrator (or designee), meeting format could be modified in keeping with the best interest of health and safety of attendees.
- This hybrid meeting format can begin at the Governing Body's discretion. City Staff will be ready to go in October, 2021.

Council Room:

- Currently, no changes to the dais seating for the Governing Body. If attendance allows, we can space out seating for those members present.
- In the gallery, there will be a maximum of 15 people, not including City Staff and the Governing Body. This will allow for social distancing for members of the public. If needed, we can use the hallway or MPR as overflow. Also, if we are at capacity we can move people in and out for public participation so they can directly address the Governing Body.
- Currently, masks will be mandatory for anyone in City facilities.

Public participation:

- We would recommend those members of the public attending in-person be allowed to speak first during public participation followed by anyone attending virtually.

City Staff:

- City Staff may be present in the Council Room, or also attending virtually from their office. If needed, they can come in and address the Council in person.
- Information Services personnel will be present during the first hybrid meeting in case there are any technical issues. They can be there at subsequent meetings, if necessary.

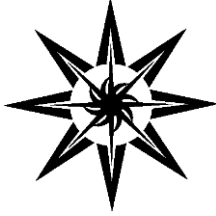
Security:

- Police personnel will resume their normal security detail for hybrid meetings.

Best practices:

- City Staff will assist with meeting facilitation, by monitoring for any raised hands or other activities of virtual participants.
- In an effort not to talk over one another, Council members should raise their hand and wait to be called. This will help the Mayor or Council President in facilitating the meeting.
- The audio/visual system cameras will focus more closely on members that are speaking. Be mindful, there is a slight delay with this feature.
- Lastly, remember to think inclusion for remote participants.

PREPARED BY
Tim Schwartzkopf
Assistant City Administrator
September 13, 2021



PUBLIC WORKS DEPARTMENT

Council Meeting Date: September 20, 2021

COU2021-67: CONSIDER DESIGN AMENDMENT WITH AFFINIS CORP FOR THE DESIGN OF MIRD0007 PHASE 2- MISSION ROAD AT 68TH STREET FLOOD CONTROL PROJECT

RECOMMENDATION

Move to approve the phase 2 design amendment with Affinis Corp for final design, construction documents, and permitting of the MIRD0007 - Mission Road at 68th Street Flood Control Project in the amount of \$299,938.00.

BACKGROUND

A preliminary engineering study was completed in 2018 to secure Johnson County stormwater funding for this project that will remove homes and roadways flooding along Mission Road. Funding was approved by the County and project design began in March of 2021.

The previously approved agreement (Phase 1) was for preliminary design development, topographic survey, early permit coordination, and stakeholder engagement. Phase 2 includes final design, public involvement, project permitting with various agencies, sub-consultant costs, construction documents, and construction services.

Construction is anticipated to begin in the summer of 2022.

FUNDING SOURCE

Funding is currently available in the MIRD0007 for all design costs.

Phase 1 Design	\$ 99,255
Phase 2 Design	<u>\$299,938</u>
Total Design Fee	\$399,193

SMAC Funding	\$199,597
Prairie Village Funding	<u>\$199,597</u>
Total Design Funding	\$399,193

The Johnson County Stormwater Management Program is funding 50% of the project's design and construction costs as part of their flood control program. The current construction cost estimate is \$3,250,000. The total project budget is \$3,650,000.

ATTACHMENTS

1. Design Amendment with Affinis

PREPARED BY

Cliff Speegle, Project Manager

September 14, 2021

AGREEMENT FOR PROFESSIONAL SERVICES AMENDMENT #1

This AMENDMENT ("Amendment") shall amend and become a part of the Agreement for Professional Consultant Services for design services dated February 16, 2021 between the City of Prairie Village, Kansas 66208, ("City") and Affinis Corp ("Consultant") providing design services for Project MIRD0007 – Mission Road and 68th Street Storm Drainage Project ("Project").

SCOPE OF SERVICES

City and Consultant hereby agree that Consultant's Scope of Services under the Agreement is amended by adding the services specifically described below for the additional compensation set forth in Exhibit A.

COMPENSATION

For the additional Scope of Services specifically set forth in this Amendment, the City shall pay the Consultant the following fee incurred, in addition to the fee(s) set forth in the Agreement:

The Consultant's Scope of Services is hereby increased \$299,938.00 from the original contract amount of \$99,255.00, for a new maximum fee of \$399,193.00.

TERMS AND CONDITIONS OF SERVICE

All provisions of the original Agreement not specifically amended herein shall remain unchanged.

IN WITNESS WHEREOF: the parties hereto have executed this Agreement to be effective as of the date first above written.

City:

City of Prairie Village, Kansas

By: _____

Eric Mikkelson, Mayor

Address for giving notices:

City of Prairie Village
7700 Mission Road
Prairie Village, Kansas 66208

Telephone: 913-385-4600

ATTEST:

Adam Geffert, City Clerk

Consultant:

Affinis Corp

By _____

Kristen Leathers-Gratton, PE

Address for giving notices:

Affinis Corp
8900 Indian Creek Parkway, Suite 450
Overland Park, KS 66210

Telephone: 913-239-1110

APPROVED AS TO FORM BY:

David Waters, City Attorney

Exhibit A: Supplemental Scope of Services
Brush Creek at Mission Road and 68th Street Flood Control Project – Part 2 (MIRD0007)

I. Introduction

The supplemental scope of services (“scope”) for Brush Creek at Mission Road and 68th Street Flood Control Project (MIRD0007) (“project”) is considered Part 2 and includes detailed design tasks to prepare construction documents for this project. The Part 2 tasks for this scope will be performed by Affinis Corp (“Consultant”) for the city of Prairie Village, KS (“City”) and include: utility coordination, additional survey, preliminary design documents, final design documents, construction documents, project bidding, and construction services. The project extents are along Mission Road from the Tomahawk Road intersection to the south side of the 67th Street intersection, and within Brush Creek from the Tomahawk Road bridge to approximately 67th Terrace.

II. General Design Requirements

The Consultant shall furnish and perform the various professional duties and services required for the construction of the project as outlined in this scope. All plan development stages shall be completed no later than the current project's schedule, exclusive of delays beyond the Consultant's control.

The consultant shall confirm that the design alternatives in Part 1 of the Project are in conformity with the following criteria:

- City's Design and Construction Standards.
- City's Project Procedures Manual.
- Johnson County Stormwater Management Program (SMP) requirements.
- Current version of the Manual on Uniform Traffic Control Devices (MUTCD) as adopted by the City.
- Applicable Federal Emergency Management Agency (FEMA), U.S. Army Corps of Engineers (USACE), and State of Kansas Division of Water Resources (DWR) design criteria.

The design plans shall be signed and sealed by the licensed professional engineer responsible for the preparation of the design plans. Right-of-way and easement descriptions shall be signed and sealed by the licensed land surveyor responsible for the preparation of these descriptions.

III. General Survey Requirements

Vertical Control: Elevations for plans must be obtained from a benchmark on the Johnson County Vertical Control Network. Show the datum benchmark and elevation of the datum benchmark on the plans.

Horizontal Control: Section Corner and quarter section corner locations must be referenced to the Johnson County Horizontal Control Network. As part of the design survey all section corners and quarter section corners within the project area and others used for project control must be located, reference and state plane coordinates determined with GPS equipment. The coordinates and referenced ties shall be shown on the plans and the standard corner reference report submitted to the Kansas State Historical Society, the County Engineer, and cities project engineer within 30 days of the survey as required by state law. If a Johnson County Horizontal Control marker may be damaged by construction the County public works department should be notified prior to the bid letting.

Plan Notes - Johnson County Control Bench Marks: Any Johnson County benchmarks, Johnson County horizontal control monuments and any section corner and quarter section corners within the area surveyed for the project must be conspicuously indicated on the plans. All bench marks and section and quarter section corners and property pins within the construction limits shall include a note for the re-establishment of the monuments.

Hazardous Materials: It is acknowledged by both parties that Affinis's scope of services does not include any services related to hazardous or toxic materials. In the event Affinis or any other party encounters hazardous or toxic materials at the project site, or should it become known in any way that such materials may be present at the project site or any adjacent areas that may affect the performance or Affinis's services, Affinis may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the City retains, at their cost, appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the hazardous or toxic materials.

IV. Supplemental Scope of Services

The scope associated with Part 2 of this project is broken out by phase, task, and sub-task, and is described in detail below. Within each phase, all tasks will be completed by the Consultant or by a subconsultant of the Consultant, unless otherwise noted.

Phase 1: Detailed Design

This phase involves the data collection and analysis for the development of 60% plans. The following tasks are associated with Phase 1: Detailed Design.

Task 1.1: Project Management and Coordination

This task involves project coordination through the entirety of the project (Phases 1-4) and includes the following elements:

- A. Develop detailed design schedule for the entire project. Include at least the following benchmarks in the schedule:
 - 1. Additional survey complete.
 - 2. Utility coordination meetings.
 - 3. Public involvement meetings.
 - 4. Agency permit applications submitted.
 - 5. 60% plans complete.
 - 6. Easement/Right-of-way documents to city.
 - 7. Final plans submitted for review.
 - 8. Project ready for bid.
- B. Prepare monthly project progress reports and invoices (an 8-month duration is assumed for Part 2).

- C. Internal project team progress meetings (12 meetings assumed for Affinis, Vireo will attend 4 meetings). The city is welcome to join these meetings for project updates and to coordinate specific project design elements.

Task 1.2: Additional Field Data Collection

- A. Survey Data Collection – Perform design and cadastral surveys as required to prepare plan and profile sheets in order to provide sufficient control, location, and land information necessary to prepare a complete set of construction plans and to prepare any legal descriptions required for easement acquisition. All surveys and point coordinates for the project must tie into and be in the Kansas State Plane (North Zone). Cadastral surveys shall include locating the position of pertinent PLSS corners (including quarter and sixteenth corners) pertaining to the project and shall conform to the accuracy standards as set forth by the Kansas State Board of Technical Professions. All survey data must be provided to city in digital format allowing insertion into AutoCad environment using standard field book format (PNEZD comma delimited).

It is assumed that private property access will be granted so that field survey data can be collected. The Consultant will be responsible for notifying private property owners about field survey activities. The additional areas to be surveyed include:

- An additional 200-feet north on Mission Road, including the 67th Street intersection and the church parking lot area along Mission Road. Create a map of this additional area to discuss limits with the City.
- Backyard areas (2 lots deep) west of Mission Road between West 67th Terrace and south of West 69th Terrace.
- An additional 50-feet west on the three side streets that tie into Mission Road.
- Additional area within the right-of-way west of the Tomahawk Road/Mission Road intersection.

Specific survey work items included in this scope is as follows:

1. Field survey.
 - a. Establish land corners, and horizontal and vertical control
 - b. Field surveys – including shots at pavement tie-in locations, back of curb, edge of pavement, pavement markings, sanitary sewer (including in-structure photos), fences, trees (species and size), landscape plantings, building corners, and other unique features in the project area to create project mapping
 - c. Contact utilities and field locate all utilities in the project areas
 - d. Survey existing visible property corners and include in mapping
 - e. Prepare and submit to governmental agencies a certified land corner record for each section corner recovered and used on this project

- B. Ownership and abutting property information:

1. Secure plats.
2. Obtain ownership information. The Consultant shall obtain ownership information from Johnson County's records. The Consultant will contract with a city approved

title company for ownership information investigations and obtain full ownership and encumbrance reports for each property where new permanent drainage easements are required by this project (ownership and encumbrance reports for 20 properties are assumed). The costs associated with ownership information investigations shall be included in the total compensation fee for this project.

- a. Provide spreadsheet related to ownership including:
 - (1) Owner Name.
 - (2) Address.
 - (3) Site Address.
 - (4) Easements.
 - (5) Square Footage.
- b. Title information will be provided in electronic format.
3. Record drawings for previous projects in the vicinity of this project will be provided by the city.
- C. Prepare base map at a scale of 1:20 showing contours at 2-foot intervals, property lines, owner information, existing utility information (from locates), and visible features.
- D. Geotechnical Investigation – the Consultant shall contract with a city approved geotechnical subconsultant for subsurface investigations (i.e. soil properties and depth to bedrock) and foundation recommendations for the entire project. The costs associated with the work shall be paid by the Consultant to the geotechnical subconsultant. This cost shall be included in the total compensation fee as outlined in Exhibit B. Specific work tasks to be performed by the geotechnical subconsultant include:
 1. Four (4) boring locations that extend down to bedrock or a depth of 15 feet, whichever comes first.
 2. Provide for any geological and geotechnical investigations to determine required pipe foundations in accordance with applicable requirements.
 3. Provide a written report summarizing information found and make recommendations on what is needed for the project.
- E. Utility potholing – this scope does not include any coordination with a subconsultant to perform utility potholing, but does include surveying utility pothole locations performed by others. Up to six (6) utility pothole locations will be surveyed.

Task 1.3: Storm Sewer System Design and Hydraulic Modeling

- A. Determine drainage areas, runoff characteristics, and 10-year and 100-year peak flow rates to all proposed inlets and pipes in the project area. Model the proposed Mission Road storm sewer in PC-SWMM to adequately size the system. Include the 10-year and 100-year hydraulic gradelines on the pipe profiles. Includes swale design calculations.
- B. Pavement spread calculations as needed to determine structure size and spacing.

- C. Finalize the HEC-RAS modeling for Brush Creek to reflect the final design corridor for Mission Road and Brush Creek. This modeling effort will package the Brush Creek hydraulics modeling together for permit agency submittals. This task includes modeling the low flow channel to determine channel dimensions and wall heights.

Task 1.4: 60% Plans

This task includes the preparation of 60% plans that include the following plan elements:

- A. Cover sheet, legend and abbreviations, and general notes.
- B. Typical sections and preliminary project quantities.
- C. Survey references.
- D. Right-of-way and easement plans.
- E. Plan and profile sheets:
 - 1. Plan scale = 1:20.
 - 2. Profile scale H = 1:20; V = 1:5.
 - 3. Property lines and owner information.
 - 4. Display location of existing utilities and underground facilities in the base map. Reference station location of existing utilities to the base line of the proposed improvements in the plan and profiles.
 - 5. Landmark items to be protected or removed by project (fences, trees, shrubs, landscape beds, etc).
 - 6. Permanent drainage easement and temporary construction easement limits.
 - 7. 10-year and 100-year hydraulic grade lines on pipe profiles
- F. Roadway lane transition design
- G. Driveway replacements (horizontal layout only).
- H. Grading plan for Brush Creek channel and yard grading areas.
- I. Cross sections for Brush Creek channel, wall, and Mission Road, and backyard drainage swales at 25-foot intervals.
- J. Drainage calculations summary
- K. Preliminary intersection design (assumes the Mission Road intersections at Tomahawk Road, West 69th Terrace, West 68th Street, West 67th Terrace, and West 67th Street only). This task includes designing the three triangle islands that tie sides streets to Mission Road.

Intersection details will include pavement dimensions, stations and offsets, curb return stations, elevations, curb type (wet/dry), drainage arrows, and grid of final surface elevations for major intersections and gutter control for minor intersections on critically flat slopes
- L. Preliminary retaining wall design (for walls on one or both sides of Brush Creek only), including the wall alignment, profile, and details.

- M. Parking lot grading plan and design.
- N. Preliminary traffic control plan and construction phasing, including roadway and sidewalk detours.
- O. Preliminary lighting plans will be additional service. City plans to use the on-call contractor for any project revisions.
- P. Pavement markings and permanent signage plan.
- Q. Property restoration and driveway schedule.
- R. Preliminary landscape plans for the Brush Creek Channel, the greenspace between Mission Road, the stream channel, and three triangle islands. These plans include planting layouts and details for the areas disturbed in the Brush Creek corridor and the triangle islands. Placement of the statues, monuments, and pots in the triangle islands is also included. Vireo will also assist with stream channel design including flood benches, and aesthetics of all site features including retaining walls.
- S. Preliminary details and city standard details
- T. Quality control review of 60% plans and submittal of 60% plans to the City
- U. Field Check Meeting for 60% Plans: Following the city review of the 60% plans, three (3) Affinis staff and one (1) Vireo staff will attend one (1) field check review meeting with the appropriate city staff at the project site to review the 60% plans.

Task 1.5: 60% Plan Opinion of Probable Construction Cost

This task includes the development of a preliminary opinion of probable construction cost (OPCC). This cost will be itemized by unit of work and including a 10% construction contingency.

Task 1.6: Easement Documents

- A. Describe easements necessary to complete project.
 - 1. Furnish legal descriptions sealed by an RLS licensed in the state of Kansas. Legal descriptions are also to be provided in a digital format compatible with Microsoft Word.
 - a. Submit 8 1/2 x 11-inch exhibits and legal descriptions of each property required for easement acquisition to the city. Up to twenty (20) properties are included in the scope.
 - b. Revise legal descriptions, tract maps and/or easement descriptions prior to acquisition and construction as requested by the city. Assume five (5) of the tracts change ownership.
 - 2. Furnish an ownership and easement spreadsheet to include Owner Name; Owner Address; Site Address and proposed easements to include type and square footage.
 - 3. Prepare the city's easement documents/forms.

B. Tract maps:

1. Prepare tract maps (20 tract maps assumed) to identify takings for each ownership. Maps to show the following:

- a. Title block, including a graphical scale and north arrow.
- b. Ownership boundaries and information.
- c. Existing landmarks items protected or removed by the project (trees, buildings, fences, shrubs, landscape beds, etc.).
- d. Existing rights-of-way and easements.
- e. Proposed takings identified with text and graphically.
- f. Legend for taking type.

- C. Individual Easement Meeting: Following the field check meeting, two (2) Affinis staff will attend up to three (3) individual meetings with property owners to discuss project improvements and easements. These will be scheduled by the city and attendance will be at the request of city.

Task 1.7: Permitting and Approvals

Prepare the necessary applications, exhibits, drawings, and specifications for the city's execution and submittal of the permit applications. Each task also assumes up to two (2) follow up conversations with each permitting agency following the permit submittal, responding to one (1) round of agency review comments for each permit submittal, and one (1) resubmittal of the permit application package for each permit. Permit fees for the permits identified below shall be paid for by the Consultant and the fee amount shall be included in the total compensation fee as outlined in Exhibit B. Permit fee amounts are based on our understanding of the permits required on this project. Permit fee amounts do not include costs associated with mitigation measures as required by a specific permit. Permit submittals assumed for this project are as follows:

- A. Kansas Department of Health and Environment – NPDES Construction Permit Notice of Intent (NOI) and a Stormwater Pollution Prevention Plan (SWPPP) for the project.
- B. SMP preliminary and final submittals.
- C. USACE – Nationwide 404 Permit, including the permit application and all applicable figures needed to accompany the permit.
 - a. Brush Creek stream assessment – as part of the USACE permit submittal, the Consultant shall work with Vireo who will perform a stream assessment of Brush Creek in the project area. The costs associated with the work shall be paid by the Consultant to Vireo and are included in the total compensation fee as outlined in Exhibit B. Affinis is responsible for preparation or submittal of the Section 404 permit application.
 - b. Includes an Endangered Species Act compliance evaluation and agency consultation, as required by FEMA.
 - c. Includes an ordinary high-water mark determination.

- d. Vireo shall provide a written report summarizing their findings and include design recommendations for the project to minimize and, if needed, mitigate adverse impacts.
- D. Kansas Division of Water Resources (DWR) Permit – based on conversations with DWR staff, a floodplain fill permit is assumed.
- E. FEMA Conditional Letter of Map Revision (CLOMR) during the design process.
 - 1. Create figures and exhibits necessary for the public notification process. It is assumed that public communications and notifications are the responsibility of the City, however, some assistance from the Consultant is assumed.
 - 2. Prepare CLOMR application and assemble submittal package for the City to sign and submit to FEMA.
- F. FEMA Letter of Map Revision (LOMR) once the project has been constructed.
 - 1. Conduct structure verification survey of features constructed with this project.
 - 2. Update hydrology and hydraulics model with as-built information from constructed elements.
 - 3. Prepare LOMR application and assemble submittal package for the City to sign and submit to FEMA.

Task 1.8: Utility Coordination and Public Meetings

- A. Following the completion of the 60% plans, this task includes the submittal of information, coordination with utilities, and tracking utility relocation progress throughout the duration of the project.
 - 1. Submit the 60% plan information to utilities in the project area and coordination with utilities once the 60% plan information has been reviewed. This would include correspondence and phone conversations with utilities.
 - 2. Tracking the progress of utility relocations and communicating this progress with the city.
- B. Utility Coordination Meetings: Meet with utility companies to coordinate relocations during project design. Two (2) utility coordination meetings with Affinis staff are assumed in this task. This effort includes meeting preparation (including the necessary exhibits) and communication, attendance at meetings, and preparation and distribution of meeting minutes, as appropriate. These meetings are assumed to be virtual meetings.
- C. Public Meetings: Prepare for and attend two (2) public meetings. The first meeting will present 60% plans and easements needed for the project. The second meeting is to discuss the final plans and preliminary project construction schedule. It is assumed that these meetings will be virtual and coordinated by the city. The city will prepare and send the meeting notifications to property owners. This task includes preparing exhibit(s) with aerial background to show project improvements. Vireo will develop 2 renderings of proposed conditions for the second public meeting including a plan view of the park and a cross-section extending from the east side of Brush Creek to the west side of Mission Road showing the channel changes.

Phase 2: Final Design

Following the completion of the Phase 1 elements, the city review process, and the field check review (see Task 1.4), Phase 2 involves the preparation of final plans and a project manual. The following tasks are associated with Phase 2: Final Design.

Task 2.1: Final Plans

Prepare final plans, incorporating all 60% plan comments from city staff. At a minimum, the final plans shall include all information from the 60% plans plus the following detailed design additions:

- A. Update cover sheet, legend, general notes, typical sections, and survey references.
- B. Project quantities.
- C. Plan and profile sheet updates.
- D. Grading plan and swale cross sections.
- E. Driveway replacements – full design.
- F. Property restoration schedule.
- G. Erosion control plans.
- H. Finalize intersection (up to 5 intersections) design.
- I. Traffic control plan, and construction phasing including roadway and sidewalk detour routing for each phase of the project.
- J. Pavement marking and permanent signage plans.
- K. Structural design for up to four (4) monument bases where it is assumed that the existing monuments will be removed and reset.
- L. Streambank stabilization – analyze and design streambank stabilization measures in Brush Creek.
- M. Final retaining wall design.
- N. Final landscape plans including planting plans, statue and monument plans, plant palettes, schedules, and notes. Vireo will use the Mission Hills Open Channel Master Plan as a guide for plantings along the stream channel.
- O. Final parking lot grading plans.
- P. Standard details, miscellaneous details, and non-standard details.

- Q. Quality control review and submittal of final plans, project manual, and final opinion of probable construction cost. No hard copies of the final plans or project manual will be provided.

Task 2.2: Project Manual

- A. Review the technical specifications and special provisions provided by the city and modify as needed to address specific elements of this project. Incorporate the front-end documents provided by the city into a single and complete project manual PDF.

Task 2.3: Final Opinion of Probable Construction Cost

- A. Prepare and submit a final opinion of probable construction cost for the project along with the final plans to the city for review.

Task 2.4: Project Bid Plans

- A. After all comments from the city on the final plans are received, the final plans will be updated to address all remaining outstanding review comments. Signed and sealed bid plans will be prepared.
- B. Submit a PDF file of the complete set of signed and sealed bid plans and project manual. No hard copies of the bid plans or project manual will be provided. AutoCAD drawing files of the final plans will be supplied to the city upon request.

Phase 3: Bidding Services

Following the completion of the project bid plans (Phase 2), Phase 3 involves the project bidding process. The following task is associated with Phase 3: Bidding Services.

Task 3.1: Bidding Services

- A. Provide the city with the electronic information of the plans, specifications, and contract documents needed to bid the project.
- B. Respond to questions from contractors regarding the bid plans.
- C. Prepare written addenda to the bidding documents as required and or requested.
- D. Prepare for and attend pre-bid meeting (virtual meeting assumed) and bid opening (in-person meeting assumed).
- E. Assist city in analyzing bids and making recommendations for award of the construction contract.

Phase 4: Construction Services

Following the completion of the project bidding (Phase 3), Phase 4 involves services provided during project construction. The following task is associated with Phase 4: Construction Services.

Task 4.1: General Construction Services

- A. Prepare for and attend a pre-construction conference with city representatives, the successful bidder, and utility companies (in-person meeting assumed).
- B. Answer questions from the contractor regarding the design and interpretation of the plans. Provide consultation concerning conditions encountered during construction that conflict with or were not addressed by the bid plans.
- C. Review shop drawings.
- D. Be available for discussion and consultation during the construction phase, as needed by the city. Vireo will attend 2 site visits to observe plant installation. Any additional construction observation services are not part of this contract.
- E. Participate in final walk-through inspection.
- F. Prepare plan revisions as necessitated by conditions encountered in the field during construction.
- G. Provide city with a complete set of record drawings for the Project. The record drawings shall be provided as a digital copy. The city's construction representative shall provide the Consultant with documentation of plan revisions, field modifications, or information necessary to prepare the record drawings. The final record drawings will include
 - 1. All change orders.
 - 2. Minor design changes.
 - 3. Changes made in the field by city representatives and are marked on the construction plan set.
 - 4. Submit updated PDF files of the revised sheets.
- H. Post Construction Monumentation: Provide post-construction survey monumentation for property pins that are disrupted by construction activities. Monumentation shall be documented per city approved standard format.

Additional Services: Task items not included in this scope, but could be performed as an additional service:

- Provide field staking for proposed storm sewer structures (as needed)
- Provide field staking of rights-of-way and/or easements prior to acquisition and construction (as requested by the city) and meet with the city to identify easement and right-of-way locations
- Easement layout to include property lines and owner information, subdivision names, lots and sites address.
- Signal design
- Lighting design and plans including roadways, parking lots, and trails
- Commercial entrance design for church parking lot entrances
- ADA ramp details including spot grades and geometrics
- Sanitary sewer interceptor design and plans (included any necessary additional survey)
- Pedestrian bridge structural assessment, rehabilitation, or design
- Tomahawk Road bridge retrofit or design
- Park lookout area near Tomahawk Road
- Comprehensive Schliffke Park planning or design
- Design for park benches and trash receptacles
- Utility potholing
- Monument design and detailing
- Construction observation services beyond what is described in this scope

V. Schedule

- A. Assuming notice to proceed with the Part 2 scope by September 7, 2021, the Consultant hereby agrees to submit 60% plans (Phase1) by November 24, 2021. Easement descriptions and tract maps will be submitted by December 17, 2021. Final plans and bid documents (Phase 2) will be submitted by April 15, 2022. A more detailed project schedule will be provided at the first project progress meeting.

	Brush Creek at Mission Road and 68th Street Flood Control Project (Part 2)									Date:	9/14/2021	Exhibit B				
	MIRD0007									Client:	Prairie Village					
	City of Prairie Village, Kansas									Project:	Mission Road					
										Made By:	BPS, ALR, JAM, JLF					
Tasks	Principal	Project Manager	Engineer II	Intern	Design	Design	CADD	Land	Survey Crew	Survey Crew	Proj. Rel.	LABOR	LABOR	DIRECT EXPENSES & REIMBURSABLES		TOTAL
												HOURS	COSTS	ITEM	COST	FEE
	\$260.00	\$180.00	\$145.00	\$120.00	\$150.00	\$120.00	\$105.00	\$125.00	\$110.00	\$90.00	\$90.00					
PHASE 1: DETAILED DESIGN																
1.1 Project Management and Coordination																
A Design schedule		1	2									3	\$ 470			\$ 470
B Monthly progress reports and invoices		8									4	12	\$ 1,800			\$ 1,800
C Internal project team meetings (12 meetings assumed)		6	6		6	3	6					27	\$ 3,840			\$ 3,840
1.2 Additional Field Data Collection																
A Survey data collection		2	4				24		52	52		134	\$ 13,860	Mileage	\$ 250.00	\$ 14,110
B Ownership and abutting property info (20 O&E Reports assumed)							16			16		32	\$ 3,120	O&E Reports	\$ 5,000.00	\$ 8,120
C Prepare base map							16	16				32	\$ 3,680	Traffic Control	\$ 500.00	\$ 4,180
D Geotechnical Investigation (4 boring locations)			6					2	4	4		16	\$ 1,920	Geotech Sub	\$ 7,500.00	\$ 9,420
E Utility potholing (survey only)								2	4	4		10	\$ 1,050			\$ 1,050
1.3 Storm Sewer System Design and Hydraulic Modeling																
A Storm sewer system design (PC-SWMM)		4	24	40								68	\$ 9,000			\$ 9,000
B Pavement Spread Calculations			6									6	\$ 870			\$ 870
C H&H modeling (Finalize HEC-RAS)		4	40		8							52	\$ 7,720			\$ 7,720
1.4 60% Plans																
A Cover sheet, legend and abbreviations, and general notes							2					2	\$ 210			\$ 210
B Typical sections and preliminary project quantities			4		2		12					18	\$ 2,140			\$ 2,140
C Survey references							2					2	\$ 210			\$ 210
D Right-of-way and easement plans					1		8					9	\$ 990			\$ 990
E Plan and profile sheets					32		40					72	\$ 9,000			\$ 9,000
F Roadway lane transition design					6							6	\$ 900			\$ 900
G Driveway replacement (layout)					2		8					10	\$ 1,140			\$ 1,140
H Grading plan (Brush Creek channel and yards)					24		4					28	\$ 4,020			\$ 4,020
I Cross Sections					8		4					12	\$ 1,620			\$ 1,620
J Drainage Map and calculations summary							2					2	\$ 210			\$ 210
K Preliminary intersection design (5 intersections)					10		10					20	\$ 2,550			\$ 2,550
L Preliminary retaining wall design			24		16		8					48	\$ 6,720			\$ 6,720
M Parking lot grading plan and design					4		16					20	\$ 2,280			\$ 2,280
N Preliminary traffic control plan						40						40	\$ 4,800			\$ 4,800
O Preliminary lighting plans													\$ -			\$ -
P Pavement markings and permanent signage						32						32	\$ 3,840			\$ 3,840
Q Property restoration and driveway schedule							4					4	\$ 420			\$ 420
R Preliminary landscape plans					2		16					18	\$ 1,980	Vireo	\$ 20,600.00	\$ 22,580
S Details and City Standard details					2		8					10	\$ 1,140			\$ 1,140
T Quality control review and submittal to City	4		2									6	\$ 1,330			\$ 1,330
U Field Check Meeting (3 Affinis will attend)		3	6		4							13	\$ 2,010			\$ 2,010
1.5 60% Plan Opinion of Probable Construction Cost		2	12	4	2		4					24	\$ 3,300			\$ 3,300
1.6 Easement Documents																
A Easement descriptions (20 properties)								30				30	\$ 3,750			\$ 3,750
B Tract maps (20 tract maps assumed)							40	10				50	\$ 5,450			\$ 5,450
C Individual easement meetings (2 Affinis will attend 3 meetings)		3	3									6	\$ 975			\$ 975
1.7 Permitting and Approvals																
A KDHE Notice of Intent and SWPPP				6	2							8	\$ 1,020			\$ 1,020
B SMP preliminary and final submittals		4	8									12	\$ 1,880			\$ 1,880
C USACE Nationwide 404 Permit		4	24		8							36	\$ 5,400			\$ 5,400
D Kansas DWR Permit		8	40		8							56	\$ 8,440	DWR Permit	\$ 600.00	\$ 9,040
E FEMA CLOMR		16	50		8							74	\$ 11,330	CLOMR Fee	\$ 8,500.00	\$ 19,830
F FEMA LOMR		16	50		8		8		24	24		130	\$ 16,970	LOMR Fee	\$ 10,500.00	\$ 27,470
1.8 Utility Coordination and Public Meetings																
A Utility coordination		8	24	16								48	\$ 6,840			\$ 6,840
B Utility coordination meetings (2 Virtual utility coordination mtgs assumed)		4	4		2							10	\$ 1,600			\$ 1,600
C Public Meeting (2 public meetings assumed)		4	4		2							10	\$ 1,600			\$ 1,600
Reimbursables														Printing	\$ 150	\$ 150
														Mileage	\$ 200	\$ 200
Subtotal Phase 1 - Hours	4	97	343	66	167	75	258	60	84	100	4	1258				
Subtotal Phase 1 - Cost	\$ 1,040	\$ 17,460	\$ 49,735	\$ 7,920	\$ 25,050	\$ 9,000	\$ 27,090	\$ 7,500	\$ 9,240	\$ 9,000	\$ 360		\$ 163,395		\$ 53,800	\$ 217,195

		Brush Creek at Mission Road and 68th Street Flood Control Project (Part 2)										Date: 9/14/2021	Exhibit B					
		MIRD0007										Client: Prairie Village						
		City of Prairie Village, Kansas										Project: Mission Road						
												Made By: BPS, ALR, JAM, JLF						
		Principal	Project Manager	Engineer II	Intern	Design	Design	CADD	Land	Survey Crew	Survey Crew	Proj. Rel.	LABOR	LABOR	DIRECT EXPENSES & REIMBURSABLES	TOTAL		
Tasks		\$260.00	\$180.00	\$145.00	Engineer II	Tech. II	Tech. I	Technician II	Surveyor II	Member II	Member I	Support	HOURS	COSTS	ITEM	FEE		
PHASE 2: FINAL DESIGN																		
2.1	Final plans																	
A	Updated cover sheet, legend, typical sections, gen notes, and survey references					2		2					4	\$ 510		\$ 510		
B	Project quantities			4		2		8					14	\$ 1,720		\$ 1,720		
C	Plan and profile sheet updates					16		8					24	\$ 3,240		\$ 3,240		
D	Grading plan (Brush Creek channel, yards & swale cross sections)					12		8					20	\$ 2,640		\$ 2,640		
E	Driveway replacements – full design					4		8					12	\$ 1,440		\$ 1,440		
F	Property restoration schedule and driveway schedule			4		2		8					14	\$ 1,720		\$ 1,720		
G	Erosion control plans					1		4					5	\$ 570		\$ 570		
H	Final intersection (up to 5) design					24		16					40	\$ 5,280		\$ 5,280		
I	Traffic control plan and construction phasing						16						16	\$ 1,920		\$ 1,920		
J	Pavement marking and permanent signage plans						8						8	\$ 960		\$ 960		
K	Structural Design for existing monument bases (4)			24		2		16					42	\$ 5,460		\$ 5,460		
L	Streambank stabilization			24		16							40	\$ 5,880		\$ 5,880		
M	Final retaining wall design			32		16							48	\$ 7,040		\$ 7,040		
N	Final landscape plans, bench locations and details			4		8		16					28	\$ 3,460	Vireo	\$ 8,981.60		
O	Final parking lot grading plans					4		8					12	\$ 1,440		\$ 1,440		
P	Details and City Standard details					4		8					12	\$ 1,440		\$ 1,440		
Q	Quality control review and submittal	4		2									6	\$ 1,330		\$ 1,330		
2.2	Project Manual																	
A	Prepare project manual		4	12	4								20	\$ 2,940		\$ 2,940		
2.3	Final Opinion of Probable Construction Cost																	
A	Prepare final OPCC		2	12		4							18	\$ 2,700		\$ 2,700		
2.4	Project Bid Plans																	
A	Prepare bid plans			4				16					20	\$ 2,260		\$ 2,260		
B	Submit bid plans and project manual			2									2	\$ 290		\$ 290		
	Reimbursables														Printing Mileage	\$ 150 \$ -		
	Subtotal Phase 2 - Hours	4	6	124	4	117	24	126	0	0	0	0	405					
	Subtotal Phase 2 - Cost	\$ 1,040	\$ 1,080	\$ 17,980	\$ 480	\$ 17,550	\$ 2,880	\$ 13,230	\$ -	\$ -	\$ -	\$ -	\$ 54,240		\$ 9,131.60	\$ 63,372		
PHASE 3: BIDDING SERVICES																		
3.1	Bidding Services																	
A	Electronic file transmittal			4		2							6	\$ 880		\$ 880		
B	Respond to questions during the bid process			8		8							16	\$ 2,360		\$ 2,360		
C	Prepare written addenda		4	4									8	\$ 1,300		\$ 1,300		
D	Pre-bid meeting (virtual meeting) and bid opening (in-person meeting)		4										4	\$ 720		\$ 720		
E	Assistance with analyzing bids		2	4									6	\$ 940		\$ 940		
	Reimbursables														Printing Mileage	\$ - \$ 40		
	Subtotal Phase 3 - Hours	0	10	20	0	10	0	0	0	0	0	0	40					
	Subtotal Phase 3 - Cost	\$ -	\$ 1,800	\$ 2,900	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,200		\$ 40	\$ 6,240		
PHASE 4: CONSTRUCTION SERVICES																		
4.01	General Construction Services																	
A	Attend pre-construction conference (in-person meeting)		2	2									4	\$ 650	Vireo	\$ 473.80		
B	Respond to contractor questions		4	8									12	\$ 1,880		\$ 1,880		
C	Review shop drawings			4	8								12	\$ 1,540		\$ 1,540		
D	Construction consultation		4	4									8	\$ 1,300	Vireo	\$ 947.60		
E	Final walk-through inspection		2	2									4	\$ 650		\$ 650		
F	Plan revisions to address field conditions			8		8							16	\$ 2,360		\$ 2,360		
G	Prepare record drawings					4		8					12	\$ 1,440		\$ 1,440		
H	Post construction monumentation								2	8	8		18	\$ 1,850		\$ 1,850		
	Reimbursables														Mileage Printing	\$ 40 \$ -		
	Subtotal Phase 4 - Hours	0	12	28	8	12	0	8	2	8	8	0	86					
	Subtotal Phase 4 - Cost	\$0	\$2,160	\$4,060	\$960	\$1,800	\$0	\$840	\$250	\$880	\$720	\$0	\$ 11,670		\$ 1,461	\$ 13,131		
GRAND TOTAL HOURS		8	125	515	78	306	99	392	62	92	108	4	1789					
GRAND TOTAL FEE		\$2,080	\$22,500	\$74,675	\$9,360	\$45,900	\$11,880	\$41,160	\$7,750	\$10,120	\$9,720	\$360	\$235,505		\$64,433	\$299,938		



DIVERSITY COMMITTEE

Council Committee of the Whole Meeting Date: September 20, 2021

COU2021-68: Consider ordinance banning conversion therapy of minors

BACKGROUND

At the August 18, 2021 Diversity Committee meeting, Taryn Jones, a representative from Equality Kansas, gave a presentation on the negative effects conversion therapy has on minors in the LGBTQ community. After some discussion, a formal motion was made to move this topic to the Council to consider enacting an ordinance prohibiting conversion therapy in Prairie Village. The motion was approved unanimously by the Diversity Committee.

Taryn Jones from Equality Kansas will be giving a presentation to the Council.

ATTACHMENTS

City of Roeland Park Ordinance - Sec. 11-401 Conversion Therapy of Minors Prohibited

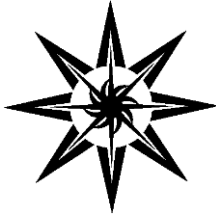
PREPARED BY

Tim Schwartzkopf
Assistant City Administrator
September 3, 2021

Sec. 11-401. Conversion Therapy of Minors Prohibited.

- (a) *Policy.* The City of Roeland Park, Kansas has a compelling interest in protecting the physical and psychological well-being of minors, including but not limited to lesbian, gay, bisexual, transgender and/or questioning youth, from exposure to the serious harms and risks caused by conversion therapy or reparative therapy by licensed providers. These provisions are exercises of the police power of the City for the public safety, health and welfare; and its provisions shall be liberally construed to accomplish that purpose.
- (b) *Definitions.* As used in this section, the following terms shall have the meaning indicated in this subsection.
 - (1) *Conversion therapy or reparative therapy* means any practice or treatment that seeks to change an individual's sexual orientation or gender identity, including efforts to change behaviors or gender expressions or to eliminate or reduce sexual or romantic attractions or feelings toward individuals of the same gender. Conversion therapy shall not include counseling that provides support and assistance to a person undergoing gender transition, or counseling that provides acceptance, support and understanding of a person or facilitates a person's coping, social support, and development, including sexual orientation-neutral treatment interventions to prevent or address unlawful conduct or unsafe sexual practices, as long as such counseling does not seek to change sexual orientation or gender identity.
 - (2) *Gender identity* means the gender-related identity, appearance, expression, behavior or mannerisms or other gender-related characteristics of an individual, with or without regard to the individual's designated sex at birth.
 - (3) *Minor* means a person less than 18 years of age.
 - (4) *Provider* means any licensed medical or mental health professional including, but not limited to, licensed professional counselors, licensed psychologists, licensed clinical social workers, provisionally licensed professional counselors, provisional and temporary licensed psychologists, licensed and provisionally licensed marital and family therapists, psychiatrists, certified substances abuse counselors, certified school counselors, behavior analysts and any professional licensed under Chapter 65 of the Kansas Statutes.
 - (5) *Sexual orientation* means the preference of practice of homosexuality, heterosexuality, asexuality, and bisexuality, or some combination thereof, by consenting adults, or as perceived by others, but not including sexual preference or practice between an adult and a minor.
- (c) *Prohibited practice.* It shall be unlawful for any provider to provide conversion therapy or reparative therapy to a minor if the provider receives compensation in exchange for such services.
- (d) *Penalty.* Any person that violates any provision of this section shall be subject to the civil penalty prescribed in Section 11-101 of the municipal code of Roeland Park, Kansas, but in no instance shall a violation of this Article be punishable by imprisonment.

(Ord. No. 996, § 1, 6-1-2020)



PUBLIC WORKS DEPARTMENT

Council Meeting: October 4, 2021

Council Committee Meeting: September 20, 2021

COU2021-69: CONSIDER LOCATION FOR CITY OWNED ELECTRIC VEHICLE CHARGING STATION

RECOMMENDATION

Approve the parking lot adjacent to the Harmon Park Skate Park for the location to install a public electric vehicle charging station.

BACKGROUND

Included in the 2020 CIP is a project to install, on city property, an electrical vehicle charging station for the general public use. This would be similar to all the Evergy charging station that have been installed over the last several years. They will operate under the Charge Point network similar to the others in Prairie Village including the public charging station at the new Public Works building. The attached drawing shows two possible locations adjacent to the Harmon Park Skate Park for the charging stations. It is anticipated to install two chargers utilizing 4 parking stalls.

FUNDING SOURCE

Funding in the amount of \$20,000 is available in the 2020 CIP for this project.

ATTACHMENTS

Drawing showing charging station locations

Picture of a charging station

PREPARED BY

Keith Bredehoeft, Public Works Director

September 16, 2021



LOCATION 1

LOCATION 2

POWER SOURCE



Due to restricted access to City Hall, most meetings will be held virtually. Please continue to check <http://pvkansas.com> for access details.

MAYOR'S ANNOUNCEMENTS

Monday, September 20, 2021

Environmental Committee	09/22/2021	5:30 p.m.
City Council	10/04/2021	6:00 p.m.
Planning Commission	10/05/2021	7:00 p.m.
Arts Council	10/06/2021	5:30 p.m.
Parks and Recreation	10/13/2021	5:30 p.m.
Tree Board Fall Seminar	10/13/2021	7:00 p.m.
Pension Board of Trustees	10/14/2021	2:00 p.m.
City Council	10/18/2021	6:00 p.m.

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INFORMATIONAL ITEMS
September 20, 2021

1. Board of Zoning Appeals meeting minutes – April 6, 2021
2. Planning Commission meeting minutes – August 3, 2021
3. Tree Board meeting minutes – August 4, 2021
4. Arts Council minutes – August 11, 2021
5. Diaper Needs Awareness Week proclamation

**BOARD OF ZONING APPEALS
CITY OF PRAIRIE VILLAGE, KANSAS
MINUTES
TUESDAY, APRIL 6, 2021**

ROLL CALL

The meeting of the Board of Zoning Appeals of the City of Prairie Village, Kansas was held on Tuesday, April 6, 2021, at 6:30 p.m. Due to the COVID-19 pandemic, Board members attended a virtual meeting via the Zoom software platform. Chair Patrick Lenahan called the meeting to order at 6:30 p.m. with the following members present: Jonathan Birkel, Nancy Wallerstein, Greg Wolf and Melissa Brown.

Also present via Zoom in their advisory capacity to the Board of Zoning Appeals were: Chris Brewster, Gould Evans; Jamie Robichaud, Deputy City Administrator; Mitch Dringman, City Building Official, Ron Nelson, Council Liaison, and Adam Geffert, City Clerk/Board Secretary.

APPROVAL OF MINUTES

Mr. Wolf moved for the approval of the minutes of the January 5, 2021 Board of Zoning Appeals meeting as presented. Ms. Brown seconded the motion, which passed 5-0.

PUBLIC HEARINGS

BZA2021-02 Variance of required side setback for garage addition
 5209 W. 65th Place
 Zoning: R1-A

Mr. Brewster stated that the applicant was requesting a variance from Section 19.06.015 to allow for the addition of a 22' wide by 30' deep garage. The required side setback for an R-1A property totals seven feet, with at least 20% of the lot width between both sides. The proposed addition would be 5' 8" from the north lot line. Due to the skew of the front building line (orienting to an internal corner) and the irregular-shaped lot, only a small portion of the proposed structure would encroach into the minimum side setback. The remainder of the addition would meet the setback requirements. The existing structure sits 14' from the opposite side lot line, and as proposed would be just under the 20% combined setback (approximately 19.25%). All other requirements of the R-1A district would be met.

The home was built in 1947, and preceded the adoption of the zoning ordinance. The addition would place a front-oriented two-car garage on the northeast side of the home. The proposed garage would sit back from the remainder of the front building line of the living space by 12 feet.

Mr. Brewster added that the zoning ordinance required the Board to find that all five of the following factors be met to grant a variance:

1. Uniqueness - That the variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zone or district; and is not created by an action or actions of the property owner or the applicant.
2. Adjacent Property - That the granting of the permit for the variance would not adversely affect the rights of adjacent property owners or residents.
3. Hardship - That the strict application of the provisions of these regulations from which a variance is requested will constitute an unnecessary hardship upon the property owner represented in the application.
4. Public Interest - That the variance desired will not adversely affect the public health, safety, morals, order, convenience, prosperity, or general welfare.
5. Spirit and Intent of the Regulation - That the granting of the variance desired would not be opposed to the general spirit and intent of these regulations.

Property owner Stephanie Allen, 5209 W. 65th Place, and Jack Cullen were present at the meeting. She noted that her surrounding neighbors were supportive of the project.

Mr. Birkel asked what would be done with the existing garage in the rear. Ms. Allen stated that eventually it would be converted to living space, but would be used for storage initially. Mr. Birkel noted that the depth of the proposed garage was very large, and suggested that storage space could be built underneath it, thereby reducing its depth and eliminating the need for a variance. Ms. Allen said that she did not wish to build space under the garage due to the additional cost, and preferred having the garage pushed as far forward as possible.

Mr. Lenahan opened the public hearing at 6:46 p.m. With no one present to speak, Mr. Lenahan closed the public hearing at 6:47 p.m.

Board members reviewed each of the factors required to grant a variance approval, and the majority felt that all were met. Mr. Birkel said that he did not believe the “hardship” factor was met, and therefore would not be voting in favor of granting the variance.

Mr. Wolf made a motion to approve the variance, subject to the following conditions:

1. That the variance be granted only to the extent shown on the submitted site plans (approximately 1’ 4” for the northwest corner of the building and approximately 19.25% cumulative side setbacks as measured at the front setback line).

2. The variance, if approved, be recorded with the County Register of Deeds within one year of approval.

Ms. Brown seconded the motion, which passed 4-1, with Mr. Birkel in opposition.

OTHER BUSINESS

ADJOURNMENT

Chair Patrick Lenahan adjourned the meeting of the Board of Zoning Appeals at 6:57 p.m.

Adam Geffert
City Clerk/Board Secretary

PLANNING COMMISSION MINUTES AUGUST 3, 2021

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, August 3, 2021 at 7:00 p.m. Due to the COVID-19 pandemic, Commission members attended a virtual meeting via the Zoom software platform. Vice-Chair James Breneman called the meeting to order at 7:00 p.m. with the following members present: Jonathan Birkel, Patrick Lenahan, Melissa Brown, and Nancy Wallerstein.

The following individuals were present via Zoom in their advisory capacity to the Planning Commission: Graham Smith, Gould Evans; Jamie Robichaud, Deputy City Administrator; Ron Nelson, Council Liaison; Adam Geffert, City Clerk/Planning Commission Secretary.

APPROVAL OF MINUTES

Mrs. Wallerstein moved for the approval of the minutes of the July 13, 2021 regular Planning Commission meeting. Mr. Lenahan seconded the motion, which passed 4-0, with Mr. Birkel in abstention.

PUBLIC HEARINGS

PC2021-117 Preliminary Development Plan and Final Development Plan Applications
Meadowbrook Shopping Center
5300 W. 95th Street
Zoning: CP-1
Applicant: Patrick Reuter, Klover Architects

Mr. Graham Smith, planning consultant with Gould Evans, stated that the applicant was requesting approval of a preliminary development plan and a final development plan for a partial tear down of an existing building, construction of a new two-story building, cosmetic changes to all existing buildings, and associated site improvements at the Meadowbrook Shopping Center. The property is zoned CP-1, Planned Restricted Business, which requires a preliminary development plan and a final development plan for redevelopment.

In this case, the applicant is proposing an increase in the floor area that is beyond 10%, and an increase in the building height greater than 4' or 10% - each requiring a new preliminary development plan. These changes are associated with the new two-story building that will replace the northeast corner of the existing building on the west half of

the site. The front portion of the building and the existing building on the east half of the site will remain and be refaced.

The primary use for the new building will be a childcare center, and the remaining tenant spaces will be unchanged as to their general uses (retail, service and office uses).

The specific changes proposed in the preliminary development plan include:

- A new building (“Building H”) in the north central portion of the existing building footprint, which will be a two-story, 14,000 square feet building proposed for daycare.
- A replacement of the northwest portion of the existing building with an 8,445 square feet playground.
- Reconfiguration of the courtyard space associated with new Building H and the remaining Building B on the east of the site and Building A on the southwest side of the site.
- Removal of approximately 13 spaces of building-front parking on the north side of new Building H.
- The addition of 21 spaces of on-street parking and curb and sidewalk reconfiguration on the north side of 94th Terrace, abutting the site.
- Cosmetic changes to the facades of the existing remaining buildings.

Due to the minor changes to the overall plan, and primarily cosmetic changes to the existing buildings and site, the preliminary development plan and final development plan were submitted together for consideration.

Mr. Smith reviewed the “Golden Factors” that the Planning Commission must consider for a revised preliminary development plan:

1. The character of the neighborhood;
2. The zoning and uses of property nearby;
3. The suitability of the property for the uses to which it has been restricted under its existing zoning;
4. The extent that a change will detrimentally affect neighboring property;
5. The length of time of any vacancy of the property;
6. The relative gain to public health, safety and welfare by destruction of value of the applicant’s property as compared to the hardship on other individual landowners;
7. City staff recommendations;
8. Conformance with the Comprehensive Plan; and
9. Approval of the preliminary and final development plans

He added that staff recommended approval of the revised preliminary development plan and final development plan subject to the following conditions:

1. Prior to issuing building permits, the landscape plan be amended and approved by staff with the following changes:
 - a. The street trees on 94th Terrace be coordinated with the approved option in regard to on-street parking in condition 2 below.

- b. Additional shrubs or perennial plants be allocated to the four trash enclosure areas on 94th Terrace.
 - c. 8 street trees (or acceptable alternates) be added to the 95th Street frontage, along with preserving the 5 existing street trees.
 - d. Approximately 65 to 70 shrubs be added to the parking perimeter along 95th Street, along with preserving the existing shrubs at the entry.
- 2. On-street parking on 94th Terrace is subject to further review and approval by Public Works, and 3 alternative options should be considered:
 - a. Use striping for on-street parking on the south side within existing curb and sidewalk configurations and supplement with additional street trees; or
 - b. Use striping for on-street parking on the south side within the existing curb configuration, but relocate the sidewalk with a wider landscape median and plant new street trees; or
 - c. Forego on-street parking at this time.
- 3. Public works approves any required drainage study and/or a drainage permit in association with the work prior to building permits being issued.
- 4. Signs included in the plan are conceptual; any future signs are subject to sign permits and otherwise need to meet City sign standards applicable to this property.
- 5. The Planning Commission approval of the final development plan is conditioned upon the subsequent final approval of the revised preliminary development plan by the City Council.

Mr. Birkel asked if the parking proposed for 94th Terrace was required; Mr. Smith stated it was not, as the site already exceeded the necessary number of parking spaces. Mrs. Wallerstein shared concerns about traffic flow for drop-off and pick-up at the proposed daycare facility. Mr. Breneman stated that he was opposed to the parallel parking spots on 94th Terrace.

Patrick Reuter of Klover Architects, 8813 Penrose Lane, Lenexa, and Eric Gonsler of the R.H. Johnson Company, 2215 Brookwood Road, Mission Hills, were present to discuss the project. Mr. Reuter stated that the proposed parallel parking on 94th Terrace was initially included based on discussions with City staff and the guidance provided in Village Vision 2.0. He added that a daycare drop-off lane could be added if needed. Mr. Gonsler noted that parents would be able to drop off children at the daycare from both the north and south side of the building. Mrs. Wallerstein stated this would be unlikely, since most daycare facilities only have a single entrance for safety purposes.

Mr. Breneman opened the public hearing at 7:46 p.m. With no one present to speak, Mr. Breneman closed the public hearing at 7:47 p.m.

Planning Commission members reviewed the “Golden Factors” and found that the project met all required criteria. However, they felt that more information was needed in regard to traffic flow in and out of the day care facility before they would feel comfortable approving the final development plan.

After further discussion, Mr. Lenahan made a motion to continue the final development plan portion of the application to the next meeting. Mr. Birkel seconded the motion, which passed 5-0.

Mr. Lenahan made a motion to recommend approval of the preliminary development plan to the City Council with staff conditions, including Option 2-C in regard to eliminating the on-street parking on 94th Terrace. Mrs. Wallerstein seconded the motion, which passed 5-0.

NON-PUBLIC HEARINGS

PC2021-116 New Building Signage and Monument Sign Application / Conditional Use Permit - Drive-up Service (Non-Food and Beverage)
3500 W. 75th Street
Zoning: C-0
Applicant: Ron Shaffer, RLS Architects

Mr. Smith stated that the applicant was requesting approval for the following items:

1. A conditional use permit for a drive-up automated teller machine (ATM);
2. A revision to previously approved sign standards for a multi-tenant office building, for the addition of a wall sign; and
3. A new monument sign.

The conditional use permit application for the proposed drive-up ATM was reviewed first. Mr. Smith noted that an accessory use for a drive-up service was an appropriate use at the location. The ATM would be placed at the northeast corner of the lot, and include:

- A 6' x 10' canopy, approximately 11' high;
- The ATM located under the canopy;
- Replacement of 6 parking spaces to locate the facility and configure the access lane;
- A 1' 8" façade on the canopy incorporating backlit signs on all sides;

Mr. Smith went over several staff recommendations that should be considered before the Planning Commission approved the conditional use permit. Most dealt with the relationship of the ATM to nearby residential properties, and could be addressed by the applicant submitting additional design details and specifications for the proposal:

1. No backlit lighting should be allowed on the north and west edges of the canopy, and any material on these sides should be neutral or muted earth tones that blend in with the landscape to minimize impacts on residential property.
2. Any lighting of signs on the south and east edges of the canopy, and any under-lighting of the canopy, should be limited to only lighting that is sufficient for security. No light spill or glare should occur beyond the immediate service area.
3. The north edge should include a dense evergreen screen between the kiosk/canopy and the fence. The screen should be at least as high as the canopy.

4. No audio service prompts should be permitted, and noise shall otherwise be mitigated through either the technology or design of the canopy.
5. Materials and colors of the canopy should be specified - particularly as it relates to the residential property and minimizing impacts on residential property. A combination of muted colors, complimentary materials, landscape, and/or a lower-profile canopy should be considered.

Mr. Birkel asked if illumination should be removed from the east side of the ATM canopy as well, to prevent light spill to the homes facing the parking lot across Windsor Road. Mrs. Wallerstein shared concerns about traffic flow through the parking lot, suggesting that the curb for the ATM be extended.

Ron Shaffer, RLS Architects, and Dan Smith, property owner, were present to discuss the project. Both agreed to remove the lighting from the east side of the canopy, and to extend the curb on which the ATM would sit one stall to the west.

Ms. Brown made a motion to approve the Conditional Use Permit for the ATM, with staff recommendations, as well as limiting lighting to only the south side of the kiosk and extending the curb one parking stall to the west. Mrs. Wallerstein seconded the motion, which passed 5-0.

Mr. Smith next reviewed the multi-tenant building sign plan. He noted that the plan was a revision of a previously approved sign standard, originally approved in 2013. A monument sign was approved in 2014, and an amendment to the sign plan to add a sign to the front of the building was approved in 2017. The applicant is requesting a new 50 square feet wall sign on the south end of the east elevation at the mid-point of the building, between the windows of the first and second story.

Mr. Smith noted that the proposed building sign did not meet the current sign plan for the building in the following ways:

1. It does not use dark bronze cut out letters, with limited letter sizes;
2. It exceeds the 30 square feet per sign limit (though it does meet the overall sign size requirements);
3. It does not meet the criteria for an amendment to the sign plan because the proposed sign does not use the recommended guidelines for coordinating multiple signs on a building, and does not propose other strategies to coordinate this sign with the existing sign or any future or replacement signs on the building.

Mr. Shaffer asked that the signage portion of the application be continued to the next Planning Commission meeting so the applicant had a chance to further review the approved sign plan from 2017.

Mr. Lenahan made a motion to continue the building signage portion of the application to the September meeting. Mr. Birkel seconded the motion, which passed 5-0.

Mr. Shaffer asked that the monument sign portion of application also be continued to the next Planning Commission meeting.

Mr. Lenahan made a motion to continue the monument sign portion of the application to the September meeting. Mr. Birkel seconded the motion, which passed 5-0.

PC2021-118 New Monument Sign Application
The Village at Mission
7105 Mission Road
Zoning: R-1B
Applicant: Joe Tindall, GrandMark Signs, LLC

Mr. Smith said that the applicant was requesting approval of a monument sign associated with an adult senior living facility. The monument sign would be similar in scale, design, and location to the previous monument sign on the site. However, all new monument signs require approval by the Planning Commission, based on the zoning ordinance.

Mr. Smith noted that staff recommended approval of the new monument sign, subject to the following conditions:

1. Planning Commission approves an exception for the 13.5" diameter logo on the brick pillar;
2. The applicant specify the pillar cap material prior to Planning Commission approval; and
3. The current landscape be retained or replaced with similar low-level ground cover and ornamental plants, to be verified at the time of permits.

Joe Tindall with GrandMark Signs, 15301 W. 109th Street, Lenexa, was present to discuss the project. He stated that the pillar caps would be made of stone.

Mrs. Wallerstein made a motion to approve the new monument sign with staff recommendations. Mr. Birkel seconded the motion, which passed 5-0.

OTHER BUSINESS

ADJOURNMENT

With no further business to come before the Commission, Vice-Chair James Breneman adjourned the meeting at 9:11 p.m.

Adam Geffert
City Clerk/Planning Commission Secretary

August 4, 2021 Prairie Village Tree Board Meeting Minutes

Board members attending Zoom meeting: Chad Herring, Deborah Nixon, Frank Riott, Mark Morgan, Kevin Dunn, Kim Biagioli, Kellen Jenkins, and Tricia Suellentrop

Other Attendees: Beth Held James Carney, Bridget Tolle, Kristin Riott, Whitney Wilson, and Sarah Crowder

1) MARC Regional Climate Change Plan

- Prairie Village residents, Kristin Riott and Whitney Wilson, talked to the board as representatives of the MARC Regional Climate Change Plan. They are seeking feedback from the Tree Board before the two of them present their recommendations to the PV City Council. (Notes taken by Kristin at August meeting are included in the Tree Board's September meeting packet.)
- MARC came out with regional plan in March 2021.
- Kristin and Whitney talked about the need for the city to develop a strategic plan to deal with threats to the tree canopy. Kristin said there are pretty good estimates on canopy coverage on PV public lands but not good figures for private land. She said that many of our older trees are aging out.
- Frank asked if it would help to target certain areas in PV where the canopy is declining faster, i.e., rate some as green, others as yellow, and those most at threat would be red.
- James said that the city was still waiting on an outside contractor to provide GPS software that would allow Public Works to map public trees more easily. Public Works has been waiting for over a year.
- Kristin said that MARC would like to see city include climate change considerations in its strategic plan for the tree canopy (e.g., using more weather-tolerant native trees)
- Kristin and Whitney don't have a firm date set to appear before city council but should probably be early this fall.

2) Fall Tree Planting Project

- Sarah Crowder with the Heartland Tree Alliance talked to the board about upcoming fall volunteer tree planting. Tree Board has worked with HTC since 2017 on the volunteer planting of trees in city right of way areas.
- Sarah and board members talked about reaching out to several neighborhood homes associations including Prairie Fields to see what neighborhoods are interested.
- Sarah said that homes associations would help contact residents to see who wants one of the trees. There will be about 15 trees planted this fall.
- Sarah discussed problems with newly planted blackgum trees with Bridget and said that other species would be planted this year: tulip trees, Kentucky coffee trees, swamp white oaks. No firm date set for tree planting but will be some time in October or November.

3) June 2, 2021 Tree Board minutes were approved.

4) Fall Seminar

-Deb Nixon thought she had a speaker lined up for fall seminar earlier this summer but that speaker backed out. She talked to Susan Mertz, Director of Horticulture at Powell Gardens who recommended Evan Mills at Powell who manages their woodland gardens. Evan has an ag. science degree from MU. He will be giving a 30 minute presentation on shade gardening. Deb also asked Mark Morgan to give an update on PV's state champion trees and Frank will be talking about PV's new tree protection ordinance at the seminar. The city will be hosting the virtual event which will be held at 7 p.m. on October 13th. Deb is writing articles to let people know about the seminar in the Village Voice and Kansas City Gardener.

5) Volunteer Waivers, KOMA Training, and CPOO1 Explanation

- Tree Board members need to fill out volunteer waivers and send them to Bridget by email or regular mail. Bridget included KOMA Training and CPOO1 Explanation in August meeting packet. KOMA and CPOO1 together provide rules and regs for people serving on PV city committees including Tree Board.

6) Old Business

-Community Gardeners group is asking city's permission to have a Siberian elm removed that stands near garden plots in Harmon Park. Several board members went to the site before August meeting and didn't think the tree caused a problem for the gardeners. Bridget had evaluated the tree earlier this year and found it to be healthy. Environmental committee had already given its okay to remove the tree but Tree Board is opposed to the removal. Kevin said that he would let Community Gardeners representative know of our decision. The Tree Board's decision will not ultimately decide the fate of the tree.

-Villagefest was a drive-through event on July 4th. Kevin said it was well attended and he gave out more than 200 handouts to drivers.

-Follow up to June meetings brainstorming session. Kevin said a few themes were repeated during the brainstorming session: the need for Tree Board to get its message out to more people including stakeholders connected to the city, the need to protect the tree canopy, and the reality that our time is limited and that we may want to focus on a few projects and do them well. Following up on the outreach theme, Kevin said that several members had talked about having a presence on Facebook including Kim and Tricia who said they would be willing to work on a Facebook page. After some discussion, the board agreed that it made the most sense to get our message out on the city's Facebook page and not try to start our own Facebook page. Kevin said he would communicate with city's CIO Ashley Freiburg about getting Tree Board info out on city's Facebook site.

7) New Business

Kevin will be taking meeting minutes on September 1st and appointed Frank to run September meeting and come up with the agenda.

PRAIRIE VILLAGE ARTS COUNCIL | MEETING MINUTES
Zoom
Wednesday, August 11, 2021 5:30 PM

BUSINESS MEETING

Bonnie Limbird called the meeting to order at 5:30 after 15 minutes of social time to catch up with one another. Council members present were Bonnie Limbird, Trudy Williams, Terrence Gallagher, Sherrod Taylor, Jessie Cartwright, Kathy Clark, Julie Hassel, Al Guarino, Shelly Trewolla, Sheila Evans, Karin Jones, Lisa Frey, and Nancy Kalikow Maxwell.

Jessie Cartwright and Kathy Clark moved and seconded respectively to approve the **Agenda**. The agenda was approved unanimously.

Public Participation none.

Sherrod Taylor and Kathy Clark moved and seconded respectively to approve the **Consent Agenda**. The Consent Agenda was unanimously approved.

Terrence gave a **City Council Update**, including the

Current Year Financial Update: Bonnie pointed out the new transactions. There was no discussion.

Old Business: Bonnie asked all members who hadn't watched the KOMA and committee videos to do that ASAP and get the volunteer waiver to her or Nickie.

Motion to adjourn the business meeting was presented by Jessie, seconded by Sherrod, and the meeting was adjourned at 6:00 PM.

PLANNING COMMITTEE AS A WHOLE

EVENT REPORT

August-September Virtual Art Show - Al and Julie said the show is live and social media posts are going out regularly.

September JazzFest Liaison - Al said again that he would send out a signup sheet for volunteers to work the tent. He found several pieces of artwork to display for sale in the tent.

October-November State of The Arts - The call is live. Ada Koch is our juror. As of the meeting, no entries had been submitted, but Shelly reassured Julie and Al that most artists wait until the last few days on all of the calls. After much discussion, the Council voted to cancel the in-person event, but will hang the winning entries in the gallery this year. Al will update the CaFÉ call online.

Chamber in Chamber - No plans until COVID resolved.

2022 Shows - Bonnie asked if anyone had a particular artist they'd like to work with. No volunteers yet. We can assign when it gets closer.

Marketing - Marketing current online show and upcoming State of the Arts. Al & Julie are utilizing the Marketing spreadsheet to get the word out about the call for entry.

Ongoing/Future Meeting:

- The outdoor TuffShed is installed! Waiting on latch hardware.

The Planning Committee as a Whole meeting ended around 7:00 PM.

END

CITY OF PRAIRIE VILLAGE

Proclamation

Diaper Need Awareness Week – September 27 through October 3, 2021

WHEREAS, diaper need, the condition of not having a sufficient supply of clean diapers to keep babies and toddlers clean, dry, and healthy, can adversely affect the health and well-being of babies, toddlers, and their families; and

WHEREAS, national surveys and research studies report that one in three families struggle with diaper need, and 48 percent of families delay changing a diaper to extend the available supply; and

WHEREAS, infants and toddlers go through six to 12 diapers each day during the two to three years they wear diapers; and

WHEREAS, purchasing enough diapers to keep a baby or toddler clean, dry, and healthy can consume 14 percent of a low-wage family's post-tax income, making it difficult to obtain a sufficient supply; and

WHEREAS, during the COVID-19 pandemic, diaper banks across the country saw enormous increases in demand for diapers and expanded their distribution of diapers by an average of 86 percent; and

WHEREAS, a daily or weekly supply of diapers is generally an eligibility requirement for babies and toddlers to participate in child care programs and quality early-education programs that enable children to thrive and parents to work; and

WHEREAS, without enough diapers, babies and toddlers risk infections and health problems that may require medical attention resulting in medical costs, and parents may be prevented from accessing child care needed to go to work or school, thereby destabilizing the family's economic prospects and well-being; and

WHEREAS, the people of Prairie Village recognize that diaper need is a public health issue, and addressing diaper need can lead to economic opportunity for the city's families and communities and improved health for children, thus ensuring all children and families have access to the basic necessities required to thrive and reach their full potential; and

WHEREAS, Prairie Village acknowledges trusted community-based organizations such as HappyBottoms, that recognize the importance of diapers in ensuring health and providing economic stability for families and thus distribute diapers to families through various channels; and

WHEREAS, these diaper banks and their staff and volunteers continue to serve on the front lines of the COVID-19 pandemic response, helping families in our communities weather the crisis; and

WHEREAS, while experiencing double, triple, or greater increase in demand for diapers due to the pandemic and economic shutdown, these diaper banks continue to do everything in their ability to increase diaper distributions and support children and families in need of immediate assistance; and

WHEREAS, now that our state is recovering from the pandemic, diaper banks are playing a critical role in supporting families and advancing our collective economic growth;

Now, therefore, I, Eric Mikkelsen, Mayor of the City of Prairie Village, do hereby proclaim the week of September 27th through October 3rd, 2021 as

DIAPER NEED AWARENESS WEEK

in the City of Prairie Village, thank the aforementioned diaper banks, their staff, volunteers and donors, for their courageous service during the crisis, and encourage the citizens of the City of Prairie Village to donate generously to diaper banks, diaper drives, and support those organizations that collect and distribute diapers to families struggling with diaper need, so that all of the City's children and families can thrive and reach their full potential.

Mayor Eric Mikkelsen

Adam Geffert, City Clerk