



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
JANUARY 18, 2022**

The City Council of Prairie Village, Kansas, met in regular session on Monday, January 18, 2022, at 6:00 p.m. Due to the COVID-19 pandemic, Councilmembers attended a virtual meeting via the Zoom software platform. Mayor Mikkelson presided.

ROLL CALL

Roll was called by the City Clerk with the following Councilmembers in attendance: Chad Herring, Cole Robinson, Inga Selders, Ron Nelson, Lauren Wolf, Bonnie Limbird, Dave Robinson, Piper Reimer, Greg Shelton, Courtney McFadden, Ian Graves, and Terrence Gallagher. Staff present: Byron Roberson, Chief of Police; Keith Bredehoeft, Director of Public Works; Cliff Speegle, Public Works; City Attorney David Waters, attorney with Lathrop & Gage; Wes Jordan, City Administrator; Jamie Robichaud, Deputy City Administrator; Tim Schwartzkopf, Assistant City Administrator; Meghan Buom, 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 January 18, 2022. Ms. Reimer seconded the motion, which passed unanimously.

PRESENTATIONS

- County Commissioner Becky Fast gave a presentation on several topics, including road construction projects for 2022, stormwater and wastewater management, mental health services and affordable housing.
- Dr. Sanmi Areola, Director of the Johnson County Department of Health and Environment, provided an update on the current state of the COVID-19 pandemic.

PUBLIC PARTICIPATION

None

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 - January 3, 2022
2. Approval of expenditure ordinance #3010
3. Consider purchase request for police vehicles
4. Consider approval of the 2022 SuperPass interlocal agreement and swim meet letter of understanding
5. Consider interlocal agreement with Johnson County for Nall Avenue, 79th Street to 83rd Street (NAAV0004)

Mr. Herring made a motion to approve the consent agenda as presented. A roll call vote was taken with the following votes cast: “aye”: Herring, C. Robinson, Selders, Nelson, Wolf, Limbird, D. Robinson, Reimer, Shelton, McFadden, Graves, Gallagher. The motion passed unanimously.

COMMITTEE REPORTS

- **Finance Committee**

COU2022-05 Consideration of proposed incentive package to assist with recruitment and retention of City employees

Mr. Nelson stated that the Finance Committee met on January 11, 2022 and voted unanimously to recommend approval of additional incentives to help with recruitment and retention of City staff. Mr. Jordan said that the City had been struggling to fill open positions, particularly in the Police Department, which currently had eight officer vacancies. Competition from other government agencies and the private sector were also making it difficult to recruit qualified candidates for all City positions. The proposed incentives would do the following:

1. Allow sworn police officers to participate in the City’s supplemental retirement plan - approximately \$182,841 annually
2. Provide all full-time employees with a one-time inflation bonus of 3.8% - \$259,051 one-time cost
3. Offer a sign-on bonus for new hires - \$26,500 one-time cost
4. Offer a time-in-service bonus of 5% to all employees on their 3rd anniversary and every subsequent three years - approximately \$104,121 annually

Ms. Lee added that the cost of the proposed one-time incentives could be covered with General Fund excess fund balance as a result of revenues exceeding budgeted amounts in 2021. The General Fund forecast anticipated maintaining at least a 35% fund balance, exceeding the City’s minimum fund balance requirement of 25%. The ongoing cost could be absorbed through salary savings due to vacancies during the 2022 budget year, and would then be built into the budget in future budget years, beginning in the 2023 budget.



Mrs. McFadden made a motion to approve the Finance Committee's recommendation to authorize the establishment of an employee incentive package to assist in addressing recruitment and retention of City employees as presented. A roll call vote was taken with the following votes cast: "aye": Herring, C. Robinson, Selders, Nelson, Wolf, Limbird, D. Robinson, Reimer, Shelton, McFadden, Graves, Gallagher. The motion passed unanimously.

- Ms. Limbird said that the Celebrating Strength and Diversity art exhibit was in place at the Meadowbrook Park clubhouse. An artist reception would be held on February 2, and the exhibit would remain in place until April 1. She added that the R.G. Endres Gallery at City Hall had recently been repainted in preparation for the Arts Council of Johnson County's "Shooting Stars" competition for high school artists in March.
- Mr. Cole Robinson stated that he attended his first meeting as Council Trustee of the Pension Board of Trustees/Employee Retirement Board the previous week. At the meeting, United Missouri Bank gave a quarterly report on the fund, which had outperformed expectations.
- Mr. Gallagher reported that the Parks and Recreation Committee was in the process of putting together a five-year capital improvement plan for all City parks, with a goal of presenting the plan to Council in March, 2022.
- Ms. Reimer shared that Teen Council members were preparing presentations to give to Council later in the spring.
- Ms. Selders said that the Martin Luther King, Jr. Day celebration initially planned for January 16 had been postponed until February 26.

MAYOR'S REPORT

- The Mayor stated that he and staff had met with Senator Ethan Corson to discuss the City's 2022 legislative agenda, and would also be meeting with Representative Sharice Davids in the near future.
- The Mayor spoke to several state legislators at the Johnson County / Wyandotte County Mayors' meeting on January 5.
- The Johnson County Charter Commission met and discussed proposed amendments to the Charter.
- The Mayor attended the MARC Board of Directors Meeting and the United Community Services Board meeting.
- The Mayor and City staff met with representatives from the Prairie Village YMCA, who will give a presentation on the status of the property at an upcoming Council meeting.
- The Mayor attended a Johnson County Board of County Commissioners virtual town hall to discuss regional COVID mitigation strategies.



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- Helen Taliaferro, wife of former Mayor Roe Taliaferro, recently passed away at the age of 96, just a few weeks after her husband.
- A First Suburbs Coalition meeting will take place virtually on January 21.
- The Mayor noted that both the upcoming League of Kansas Municipalities Day in Topeka and Council Work Session events would likely be modified due to the recent surge in COVID cases.

STAFF REPORTS

None

OLD BUSINESS

There was no old business to come before the Council.

NEW BUSINESS

COU2022-06 Consider reappointment of City Attorney David Waters

Mayor Mikkelson stated that Mr. Waters was appointed as the Prairie Village City Attorney in February 2019, after serving for several months in an interim capacity. If reappointed by Council, Mr. Waters' proposed fees for the upcoming two-year term would remain unchanged.

Mr. Nelson made a motion to approve the Mayor's recommendation to appoint David Waters as the City Attorney for a two-year term. Mrs. McFadden seconded the motion, which passed 11-0, with Mr. Dave Robinson absent due to technical issues.

COU2022-08 Consider approval of changes for the 2022 exterior grant and residential sustainability grant program

Ms. Robichaud noted that at the January 3 Council Committee of the Whole meeting, the committee directed staff to increase the appraised value maximum for the exterior grant program in 2022 to \$350,000 and eliminate the \$25 application fee. The Committee also requested that staff review the sustainability grant specifications to ensure the requirements set a high standard for energy efficiency improvements. The City's Building Official and Senior Building Inspector reviewed these specifications and made the following recommended changes:

- Set the minimum efficiency for all central air conditioners at 14 SEER and clarify that window/room air conditioning units are not eligible to be reimbursed through the grant program
- Increase the minimum efficiency for warm-air furnaces from 80% to 92%
- Add minimum R-value requirements for insulation as follows:



- For basement joist insulation: fiberglass must have minimum R-value of R30 and spray foam must have minimum R-value of R15
- For attic insulation, a minimum R-value of R60
- Increase the required performance for both storage and instantaneous water heaters from 80% to 90%

In addition to the above recommendations, staff will work with the Environmental Committee in 2022 to take a closer look at the program and find further opportunities for improvement to bring back to the Council for consideration during 2023 program considerations.

Staff recommended the following changes for 2022:

- Increase the appraised value maximum for the 2022 exterior grant program from \$275,000 to \$350,000
- Remove the \$25 application fee for the exterior grant program
- Update sustainability grant specifications

Ms. Reimer made a motion to approve the recommended changes to the 2022 exterior grant and residential sustainability grant programs as presented. Mr. Shelton seconded the motion, which passed unanimously.

COU2022-09 Consider approval of consulting services agreement with McGrath Human Resources for the completion of a comprehensive compensation and benefits study

Ms. Robichaud said the City Council budgeted \$25,000 in the 2022 budget to complete a compensation and benefits study. In 2017, the Council directed staff to perform a compensation and benefits study every 5 years to ensure the City continues to offer competitive wages and benefits to City employees.

Staff issued a request for proposals in November 2021 to qualified consulting firms and received six proposals in return. The selection committee, which included Mayor Mikkelsen and Finance Chair Ron Nelson and City staff, interviewed the top three respondents in December. After checking references, the selection committee recommended that the City enter into an agreement with McGrath Human Resources.

McGrath will make recommendations for updating the City's pay classification system, confirm the City's pay philosophy with the City Council, establish benchmark compensation and benefit data from the external market, complete an analysis of the existing salary schedule and progression through the system, complete a compression and internal equity analysis, complete a total compensation analysis to include wages and benefits, and integrate all data collected to develop a comprehensive compensation system that will update the City's current compensation system to align with the Council's compensation philosophy. Services will also include providing a cost estimate and implementation options.



Ms. Robichaud noted that the compensation and benefits study was anticipated to be completed in time for Council consideration in conjunction with 2023 budget discussions. The total cost of the study would be \$25,675 plus travel expenses.

Mrs. McFadden made a motion to approve the consulting services agreement with McGrath Human Resources for completion of a comprehensive compensation and benefits study. Mr. Graves seconded the motion, which passed unanimously.

COU2022-11 Consider approval of change order #1 with Superior Bowen for stormwater work at 5424 W. 86th Street

Mr. Speegle stated that an existing corrugated metal storm pipe currently ran west to east through the rear yard of 5424 W. 86th Street. The pipe served to drain water from Nall Avenue into an open channel west of Briarwood Elementary School. The pipe is at the end of its life and was included in the drainage repair program (DRAIN-21X) to be replaced having shown signs of deterioration. A small sinkhole in the rear yard of the property developed around the pipe in the summer, and the hole continued to increase in size in the fall as staff worked to finalize design and easements for other DRAIN-21X project locations.

Mr. Speegle noted that moving the project to Superior Bowen's active contract would allow for immediate construction, which should be substantially complete by the end of January with landscape restoration items remaining for the spring.

The original contract for the 2021 residential street rehabilitation program was executed on May 17, 2021 in the amount of \$2,910,000. The change order would increase the contract amount by \$128,875.40 to \$3,038,875.40. Mr. Speegle said additional funding was available in the DRAIN-21X project fund.

Mrs. McFadden made a motion to approve the change order with Superior Bowen for the 2021 Residential Street Rehabilitation Program (PAVP2021) in the amount of \$128,875.40. Mr. Dave Robinson seconded the motion, which passed unanimously.

COU2022-12 Consider purchase of replacement street sweeper and disposal of asset #5424

Mr. Bredehoeft stated that the purchase of a new street sweeper had been included in the Public Works equipment reserve fund to replace the current sweeper, which was 10 years old. He said that street sweepers often have many mechanical issues once they reach five years of age, and that if approved, this purchase would be made with a guaranteed buyback from the equipment provider, Key Equipment and Supply Company, after five years. Additionally, the provider will give the City \$35,000 in trade-in value for the outgoing sweeper.



Mr. Herring made a motion to approve the purchase of a replacement street sweeper with a five-year parts and labor service warranty and a guaranteed buyback at five years from Key Equipment and Supply Company, as well as disposal of asset #5424 by trade-in. Mr. Nelson seconded the motion, which passed unanimously.

COVID-19 Discussion

Mr. Jordan stated that Coronavirus Aid, Relief, and Economic Security (CARES) Act funds were fully spent in 2021 for COVID-related expenditures, but that American Rescue Plan Act (ARPA) funding was still available for current and future expenses. Mr. Schwartzkopf added that a small number of COVID test kits for residents were purchased on January 4, and were expected to arrive from the vendor later in the week. Additionally, KN-95 masks were procured from the state for staff and visitors to City Hall.

Ms. Selders suggested that additional funding be allocated for COVID-related materials such as KN-95 masks and test kits for residents.

Mrs. McFadden made a motion to authorize staff to spend up to \$25,000 of existing ARPA funds for emergency purchases related to the COVID-19 pandemic for the year 2022. Mr. Nelson seconded the motion, which passed unanimously.

Mrs. McFadden made a motion for the City Council to 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

COU2022-07 Consider 2022 recreation fee schedule

Ms. Buum said that, per Council direction, staff annually reviewed recreation fees to ensure they are reasonable and keep pace with any operational increases. The Parks & Recreation Committee voted at its January 12, 2022 meeting to recommend the following changes to the fee schedule in 2022:

- Removal of the pool rental fee - The previous fee of \$350 does not cover the staffing costs for after-hours rentals of approximately \$600. Additionally, pool rentals are increasingly burdensome on a limited staff. In 2018 and 2019, two outside rentals took place each year.
- Addition of commercial use tennis court rental fee - When the commercial use fee was added for field rentals, a comparable fee was not set for tennis courts. City staff has observed an increasing number of commercial types of use. The committee agreed that a commercial policy would be appropriate.



Ms. Buum added that in 2016, the Parks and Recreation Committee voted to review aquatic membership fees every three to five years. The most recent changes had been made in 2019, so no adjustments were anticipated for 2022.

Mrs. McFadden made a motion to approve the 2022 recreation fee schedule as approved by the Parks and Recreation Committee. Ms. Wolf seconded the motion, which passed unanimously.

COU2022-10 Consider approval of revisions to CP509 - swimming pool schedule

Ms. Buum said that in 2021, in an effort to recruit more lifeguards, City staff recommended a noon opening for all pools within the pool complex to make it possible to hire 15-year-old lifeguards. Children under the age of 16 may not work more than eight hours in one day, nor more than 40 hours in one week. Previously, the City only hired 16-year-old guards to account for the longer workday with an 11 a.m. opening time. That effort proved successful, as one third of the lifeguard staff hired was age 15, which played a large part in running a complete operation in 2021.

Due to these successes in hiring, as well as a more streamlined operation, staff recommended formally adopting the noon opening time moving forward. Additionally, the Council Policy was in need of the following general updates:

Current practices that were not in written policy, including:

- Reduced hours beginning in August
- Slide/diving area closure during dive meets
- 6 p.m. closure on Fourth of July

New changes to the special pool hours, including:

- Adjustment of pool closure for swim meets to begin at 4:00 p.m. from 4:30 p.m.
- 5:00 p.m. closure on Labor Day to allow pool staff more time for closing operations (currently closes at 6:00 p.m.)

Mr. Gallagher made a motion to approve the proposed revisions to CP509 - Swimming Pool Schedule, establishing new hours for the regular season and clarifying current practice for reduced and special hours. Ms. Reimer seconded the motion, which passed 11-1, with Mr. Herring in opposition.

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



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ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

Mayor Mikkelson declared the meeting adjourned at 8:39 p.m.

Adam Geffert
City Clerk