

The public may attend the meeting in person or view it online at
<https://www.facebook.com/CityofPrairieVillage>.

**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Monday, October 3, 2022
6:00 PM**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

V. INTRODUCTION OF STUDENTS AND SCOUTS

VI. PRESENTATIONS

Gun Safety Awareness proclamation

Ukraine briefing - Andrew Meyer, Stand with Ukraine KC

Dolce Bakery introduction - Eric Brown and Kathleen Cussen

Introduction of Teen Council members:

- David Allegri, Shawnee Mission East
- Ainsley Pyle, Shawnee Mission East
- Abigail Swanson, Shawnee Mission East
- Sneha Thomas, Shawnee Mission East
- Ava Van Alstyne, St. Teresa's Academy

VII. PUBLIC PARTICIPATION

Participants may speak for up to three minutes. To submit written comment to the Council, please email cityclerk@pvkansas.com prior to 3 p.m. on October 3. Comments will be shared with Councilmembers prior to the meeting.

VIII. 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 19, 2022

IX. COMMITTEE REPORTS

X. **MAYOR'S REPORT**

XI. **STAFF REPORTS**

XII. **OLD BUSINESS**

XIII. **NEW BUSINESS**

COU2022-69 Ad Hoc Civic Center Committee

- Consider updated market sustainability research proposal
- Consider memorandum of understanding with the YMCA to collaborate in studying the market feasibility of building a community civic center

Ian Graves / Mark Hulet / Wes Jordan

COU2022-68 Consider updates to City Council Policy: CP028 - remote participation for public meetings

David Waters

XIV. **COUNCIL COMMITTEE OF THE WHOLE** (Council President presiding)

COU2022-70 Finance Committee

- Presentation by Victoria McGrath
- Discuss the 2022 compensation/classification study and consider recommendations of implementation from the Finance Committee

Ron Nelson / Wes Jordan

**An executive session is planned during this business item*

COU2022-71 Consider traffic calming on Cherokee Drive from 71st Terrace to 71st Street
Keith Bredehoeft

Discussion of Variety KC donation for Harmon Park inclusive play equipment

Melissa Prenger

XV. **ANNOUNCEMENTS**

XVI. **ADJOURNMENT**

CITY OF PRAIRIE VILLAGE

Proclamation

Gun Safety Awareness Day – October 10, 2022

WHEREAS, 4.6 million children in the United States live in homes with at least one gun; and

WHEREAS, gun violence continues to plague families throughout the metropolitan area, including Johnson County; and

WHEREAS, the Prairie Village Police Department and its officers are among those working with Grandparents for Gun Safety to curb that violence through programs like “Lock it for Love”, promoting safe, secure storage of firearms; and

WHEREAS, the Colonial Church in Prairie Village is the chosen venue for Grandparents’ 9th annual community forum focusing on how to successfully advocate for progress on social issues including gun safety; and

WHEREAS, the community forum will feature keynote speaker Josh Koskoff, a nationally recognized attorney who recently won justice for families of Sandy Hook victims in a landmark settlement with gun manufacturer Remington.

Now, therefore, I, Eric Mikkelson, Mayor of the City of Prairie Village, pledge the City’s ongoing support for Grandparents for Gun Safety and others working to find ways to protect all children and their families from gun violence, and hereby proclaim Monday, October 10, 2022 as **Gun Safety Awareness Day** in the City of Prairie Village, Kansas.

Mayor Eric Mikkelson

Adam Geffert, City Clerk



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
SEPTEMBER 19, 2022**

The City Council of Prairie Village, Kansas, met in regular session on Monday, September 19, at 6:00 p.m. 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; City Attorney David Waters, attorney with Spencer Fane LLP; Wes Jordan, City Administrator; Tim Schwartzkopf, Assistant City Administrator; Jason Hannaman, Finance Director; Adam Geffert, City Clerk.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mr. Gallagher made a motion to approve the agenda for September 19, 2022. Ms. Limbird seconded the motion, which passed unanimously.

INTRODUCTION OF STUDENTS AND SCOUTS

There were no students or scouts present at the meeting.

PRESENTATIONS

The Mayor read a proclamation recognizing the week of September 17 through 23, 2022 as Constitution Week in the City of Prairie Village.

Chief Roberson swore in new Officer Marandah Scott and acknowledged the promotion of Officer Sarah Magin to Corporal.

PUBLIC PARTICIPATION

Prior to public participation, Mayor Mikkelson shared information about how the City's 2040 comprehensive plan known as Village Vision 2.0 was developed, and how recommendations from the Ad Hoc Housing Committee were derived from that process.



PRAIRIE VILLAGE KANSAS

The following residents voiced concerns regarding certain proposals recommended by the Ad Hoc Housing Committee.

- Mark Johnson, 4905 Somerset Drive
- Sue Jasperse, 7906 Reinhardt Lane
- Barb Wheeler, 5204 W. 81st Street
- John Stacy, 8200 Briar Street
- Chet Hanson, 4620 W. 72nd Street
- Steve Snitz, 4310 W. 70th Terrace

The following individuals spoke in support of the Ad Hoc Housing Committee's recommendations:

- John Wilinski, 4520 W. 71st Terrace
- Dennis Solis, 7339 Mission Road

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 - September 6, 2022
2. Approval of expenditure ordinances #3017 and #3018
3. Consider approval of Resolution #2022-15 declaring it to the intent of the Governing Body to vacate the right-of-way adjacent to 4401 Somerset Drive
4. Consider bid award for 2022 tree trimming program

Mr. Nelson 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

- Ms. Selders reported that Captain Ivan Washington from the Police Department had begun serving as a liaison for the Diversity Committee. She also shared information about upcoming planned events, and the decision to allow public participation at Diversity Committee meetings.
- Ms. Reimer stated that September 19 was the deadline for Teen Council applications for the 2022-23 session. She also noted that the Environmental Committee had a table at the "Go Green 2022" event held on September 17 in the City of Mission. Lastly, she shared that the UCS Drug and Alcoholism Council had



reviewed applications from 23 agencies seeking grant funding, and that selections would be made in October.

- Mr. Gallagher said that the Parks and Recreation Committee met with BBN Architects to kick off the universal branding and signage project at City parks. He added that QR codes that link to additional park information may be included on signs.
- Mr. Dave Robinson provided a recap of the JazzFest event held on September 10, noting that rain had dramatically reduced attendance, but that all artists still performed.
- Ms. Limbird shared that the Arts Council's State of the Arts event was held on September 9, and that works by artists over the age of 50 were currently on display at City Hall. She added that nine cash prizes had been awarded.
- Mr. Shelton said that the Tree Board's fall tree seminar would be held on October 5 at the Meadowbrook Clubhouse.

MAYOR'S REPORT

- Mayor Mikkelson said that he had attended the following events since the previous Council meeting:
 - The Johnson County Department of Health and Environment's health summit on September 9
 - The Lancer Day parade on September 9
 - The Public Works open house event on September 13
 - The Johnson County Library's "Library Lets Loose" fundraising event on September 17
- The Mayor reported that he would be attending the following events in the next week:
 - A Prairie Village Foundation meeting on September 20
 - The Shawnee Mission Education Foundation annual breakfast on September 22
 - A Northeast Johnson County Chamber of Commerce sponsored ribbon-cutting event for "Body20", a new business in Corinth Quarter on September 22
 - The Prairie Fields HOA annual block party on September 24
- The Mayor noted that he had met with several residents to talk about the Ad Hoc Housing Committee's recommendations.



- The Mayor recognized Councilmember Lauren Wolf for being appointed to the MARC Active Transportation Programming Committee.
- The Mayor stated that he would be speaking to a UMKC honors class with other Mayors on the topic of political leadership and ethics on September 21.

STAFF REPORTS

- Chief Roberson provided a summary of the Doggie Dash event, noting that there were approximately 50 human participants along with 25 dogs.
- Mr. Bredehoeft shared information about the Public Works open house, noting that a representative from the U.S. Green Building Council presented the City with a certificate recognizing the building's LEED Platinum certification.

OLD BUSINESS

There was no old business to come before the Council.

NEW BUSINESS

COU2022-66 Consider Google Fiber franchise ordinance and related agreements

Mr. Waters said that in 2016, the City and Google Fiber entered into a “video service provider agreement” pursuant to K.S.A. 12-2021 *et seq.*, which was passed by the Kansas Legislature to expedite and facilitate the delivery of video services in the state. Pursuant to that agreement, Google Fiber operated as a video service provider (VSP). Recently, the company decided to stop providing video television services and no longer operate as a video service provider but continue to provide broadband and internet services. As a result, Google’s ability to utilize the City right-of-way would be governed by K.S.A. 12-2001, the general “franchise” statute used to provide utilities with access.

Mr. Waters added that Google had negotiated this form of franchise (similar to those in place for other franchisees of the City) with a group of local city attorneys, including Prairie Village. The main difference between operations under the video service provider model and the franchise model would be in the fees payable to the City. Under the previous VSP agreement, Google Fiber paid an annual fee of 5% of its gross revenues for video services. Under the new franchise, Google Fiber would pay the City a fee equal to 2% of its gross revenues for broadband internet services provided through network facilities located in the City right-of-way. Google Fiber and the City expect that this will increase the fees payable to the City.

Additionally, Mr. Waters recommended minor “clean-up” amendments to two other agreements the City had in place with Google Fiber: a network cooperation and services agreement, and a structure attachment and conduit occupancy agreement. The



amendments simply reference that Google Fiber’s authorizations would now fall under the franchise ordinance, and would make all agreements expire on December 31, 2033, subject to two five-year renewals.

Mr. Herring made a motion to approve Ordinance #2476, to Google Fiber Kansas, LLC, a contract franchise to construct, operate, and maintain communications service facilities with the City right-of-way. Mr. Nelson seconded the motion. 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.

Mr. Herring made a motion to approve the first amendment to the network cooperation and services agreement with Google Fiber Kansas, LLC. Ms. Reimer seconded the motion, which passed unanimously.

Mr. Herring made a motion to approve the first amendment to the structure attachment and conduit occupancy agreement with Google Fiber Kansas, LLC. Ms. Reimer seconded the motion, which passed unanimously.

COU2022-67 Consider approval of contract with McConnell and Associates for Windsor Park tennis court resurfacing

Mr. Bredehoeft said that two bid were received for the project, both of which were significantly higher than the engineer’s estimate:

- PrimeTime Contracting \$ 169,000.00
- McConnell and Associates \$ 156,482.40

He noted that the current bid environment continued to be challenging based on several factors. For this project, the specialty work not normally included with a tennis court resurfacing was nearly three times higher than expected. As a result, staff removed some items, such as concrete trail construction, from the contract. Those items would instead be constructed in conjunction with the roadway and parking lot work on Windsor Street from Cherokee Drive to 75th Street by a different contractor.

The agreement as presented would include the court overlay, resurfacing, and a fencing change to create an ADA accessible entrance at the court. The reduced bid from McConnell and Associates totaled \$104,739. Because the total remained higher than the budgeted total by \$15,000, park reserve funds would be transferred into the project.

Ms. Reimer asked whether any of the courts would be marked for pickleball. Mr. Bredehoeft said one of the existing tennis courts would be marked for four pickleball courts, while the other existing court would remain marked for tennis.



Mr. Gallagher made a motion to approve the agreement with McConnell and Associates in the amount of \$104,739.40 for Project BG930001, Windsor Park tennis court resurfacing. Ms. Limbird seconded the motion, which passed unanimously.

Mr. Nelson 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 Mr. Shelton and passed unanimously.

COUNCIL COMMITTEE OF THE WHOLE

COU2022-68 Consider updates to City Council Policy CP028 - remote participation for public meetings

Mr. Waters stated that the Kansas Attorney General had recently released new guidance regarding virtual public meetings. The guidance required cities to provide a physical place for the public to attend a meeting in-person, even if the meeting was held virtually.

As a result, Mr. Waters recommended revisions to the City's remote meeting policy that specifically added language to provisions on predominantly remote meetings that "to the extent required by KOMA and any regulations, temporary or otherwise, issued in accordance with KOMA, the City shall provide an in-person alternative means to access and view the public meeting." He asked if Councilmembers wished to consider other changes, such as modifying the two-meeting limit for individual remote attendance, and whether remote attendance was appropriate for executive sessions.

Mr. Waters added that as the policy was currently drafted, the only time a fully remote meeting would be permitted was in a situation in which the Mayor had declared a state of local emergency, or if a chairperson in coordination with the City Administrator felt there was an applicable rule or regulation permitting a meeting to be held remotely.

Several Councilmembers stated that, while they preferred attending in-person, having the flexibility to attend remotely in certain situations was valuable. Mrs. McFadden disagreed, noting that the ability to attend remotely could be abused. She also shared concerns about confidentiality issues during executive sessions. Ms. Wolf added that providing the discretion to limit remote attendance at executive sessions would be beneficial.

Mayor Mikkelson asked if a meeting could be held when a quorum wasn't physically present but could be attained with remote participants. Mr. Waters stated it would be allowable so long as the date, time and location of the meeting had been shared with the public.

After further discussion, Mr. Waters said that he would incorporate the Committee's suggestions into the draft policy and present the updates for further discussion at an upcoming meeting.



PRAIRIE VILLAGE
KANSAS

Prior to leaving the Council Committee of the Whole, Mr. Dave Robinson shared concerns with the current process of limiting public participation to three minutes per person. He suggested finding a gentler method to inform speakers when their time is up. Mayor Mikkelson addressed Mr. Robinson's concerns, stating that he believed the current protocols gave speakers appropriate notice of remaining time.

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

ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

Mayor Mikkelson declared the meeting adjourned at 8:16 p.m.

Adam Geffert
City Clerk



AD-HOC CIVIC CENTER COMMITTEE

City Council Meeting Date: October 3, 2022

**COU2022-69: CONSIDER MEMORANDUM OF UNDERSTANDING WITH THE YMCA
TO COLLABORATE IN STUDYING THE MARKET FEASIBILITY
OF BUILDING A COMMUNITY CIVIC CENTER.**

RECOMMENDATION

The Ad-Hoc Civic Center Committee unanimously recommended on May 19, 2022, to approve a Memo of Understanding with the YMCA to collaborate again to resurvey the community in gauging the level of support in building a new YMCA/Community Recreation Center. The Ad-Hoc Civic Center Committee also recommended to conduct a second Market Feasibility Study with Wiese that will closely replicate the study completed in 2019.

MOTION

Move to approve the attached MOU with the YMCA to collaborate in conducting a second Market Feasibility Study for a cost not to exceed \$30,000.

BACKGROUND

The City of Prairie Village, in partnership with the YMCA of Greater Kansas City and Johnson County Library had previously entered into a Memo of Understanding to conduct a Market Feasibility Study to measure community support of building a new YMCA/Community Recreation and Library. The Market Sustainability Study was completed by Wiese Research Group and presented to Council in January of 2020. As staff was preparing for the next steps of the project the COVID Pandemic occurred and the Council elected to place the project on hold.

Due to the extended time frame of the completion of the last study in relation to going through a pandemic, Wiese Research Group recommended components of the survey specific to the Civic Center be recompleted in order to affirm validation of previous community support. The questions specific to the Library would not be necessary regarding funding. Therefore, another MOU is necessary with YMCA as that step in the process is completed again.

The total sample size for the phone phase of the 2019 study was n=400 respondents across the entire market area. The Ad Hoc Civic Center Committee is proposing a smaller sample option of n=300 respondents (\$27,500 versus \$33,900). In addition, a supplemental sample of those living within the city limits of Prairie Village will be surveyed online, providing what is expected to be approximately n=600 respondents. The city will invite residents to participate by mailing each household a postcard containing a link to the web-based survey.

A representative from Wiese could not attend this meeting.

BUDGET

The YMCA has agreed to fund 33% of the survey costs. Staff would recommend that Economic Development funds be used to cover this expense.

Budget Estimates

Phone Sample:	n=300	n=400
Online Sample:	n=600	n=600
Interview Length	10-min	10-min
Est. Cost	\$27,500	\$33,900

Attachments:

- 1) Memo of Understanding with the YMCA
- 2) 2022 Wiese Market Sustainability Research Proposal
- 3) Redline/Clean version of proposed survey tool
- 4) 2019 Completed Market Sustainability Study
- 5) Ad-Hoc Civic Center Committee draft meeting minutes from May 19, 2022

PREPARED BY

Wes Jordan
City Administrator
September 27, 2022

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU") is entered into this ____ day of _____, 2022, by and between the **City of Prairie Village, Kansas** with its principal office located at 7700 Mission Road, Prairie Village, Kansas 66208 ("the City") and the **YMCA of Greater Kansas City, a Missouri not-for-profit corporation** ("the YMCA"). The City and the YMCA are occasionally referred to in this MOU individually as "Party" and collectively as "Parties."

RECITALS

A. The City is a Kansas municipal corporation and is authorized to enter into this MOU by the powers vested in it by Article 12, Section 5 of the Kansas Constitution.

B. The YMCA is a charitable organization exempt from federal taxation pursuant to section 501(c)(3) of Title 26 of the United States Code. The YMCA owns property on which the Paul Henson Family YMCA is operated at 4200 W. 79th Street, Prairie Village, Kansas.

C. The City and the YMCA deem it to be in their best interests to explore cooperating in the development, construction and operation of a community recreation and wellness center ("Project") as a part of the City's indoor recreation plan and the strategic plan of the YMCA.

D. The Parties accordingly desire to enter into this MOU to set forth the terms pursuant to which they will collaborate in studying the market feasibility of constructing the Project. The City and the YMCA intend to share responsibilities reasonably and in good faith with a mutual intent to promote the general public welfare through development and operation of programs and facilities for the Project, and the City and the YMCA consider it appropriate to memorialize certain preliminary expectations and understandings to better assure the possibility of studying, planning for, and implementing the Project.

AGREEMENTS

NOW, THEREFORE, for the mutual promises and covenants contained herein, the Parties incorporate by reference the Recitals set forth above in this MOU and agree as follows:

1. PROJECT STUDY.

A. The Parties agree to collaborate on a plan to study the possibility of constructing the Project on City land that is in close proximity to the City's Harmon Park, swimming pools, and tennis courts or on the YMCA land on which the Paul Henson YMCA resides ("Project Study"), taking into account the plans of the City and the YMCA.

B. The area designated for the Project Study ("Project Study Area") is shown as indicated on the attached diagram attached hereto and incorporated herein by reference as Exhibit A.

C. The Project Study may consist of three phases: (I) Market Sustainability Study; (II) Community Engagement Evaluation; and (III) Project Site Design Study. This MOU

only sets forth expectations and understandings for the Market Sustainability Study phase. The Community Engagement Evaluation phase and the Project Design Study phase, if pursued by the Parties, will be governed by separate MOUs.

2. MARKET SUSTAINABILITY STUDY.

A. The Parties will procure third-party consultants or professionals to provide and conduct a market sustainability study of the Project with an anticipated commencement date of November 1, 2022 (“Market Sustainability Study”). The City and the YMCA will cooperate to select consultants or professionals to conduct the Market Sustainability Study.

B. The Market Sustainability Study's purpose is to: provide a thorough analysis of the current level of services and amenities in the area similar to those that would exist at the Project; identify existing gaps in services and recommend methods where the Project can fill those gaps; propose what the Project may provide patrons in terms of services and function; explore how the City and the YMCA could mutually benefit from locating the Project in the Project Study Area; describe how the Project could be operated in an economically viable manner; and seek feedback from participants as to which services and amenities they would use and to what extent they would be willing to pay for such services and amenities.

C. The Parties estimate the cost to procure the Market Sustainability Study will be not more than \$30,000. The Parties commit to share in the costs of this Market Sustainability Study in amounts not more than the following (or in equivalent portions if the total cost is less than \$30,000):

1. City – \$20,100.00 (67%)
2. YMCA – \$9,900.00 (33%)

D. The City and the YMCA will collaborate on messaging and communications during the Project Study and the Market Sustainability Study. The Parties' messaging and communications with the public will be cohesive and coordinated by the City, with the prior consent of the YMCA.

E. Upon completion of the Market Sustainability Study, the City and the YMCA will consider the results of the Market Sustainability Study. Each Party, at that Party's sole discretion, will determine the feasibility of that Party participating in the Project or further studying the Project in future phases of the Project Study as described in Section 1.C.

F. The City and the YMCA agree to diligently pursue the Market Sustainability Study. In the event the Parties intend, based upon each Party's sole, respective discretion, to proceed with Phase II, the Community Engagement Evaluation, and Phase III, the Project Site Design Study, then the Parties will consider additional memoranda of understanding to initiate those phases of the Project Study. However, the Parties are under no obligation to participate in Phase II, the Community Engagement Evaluation, Phase III, the Project Site Design Study, or the future development, construction, or operation of the Project. If either Party chooses not to participate in those next steps, the Parties shall no longer be bound by this MOU.

3. PROJECT EXPECTATIONS. The City and the YMCA recognize the potential Project implementation is based on financial support and approval from the community, including, but not limited to, capital fundraising by the YMCA. The underlying intent of this MOU is that the YMCA would play a key role in operational management of the Project facility. Should the Market Sustainability Study validate community support, the specifics of the operational management terms and framing of responsibilities would be outlined as part of future phased planning. The Parties will continue to work together to outline and detail specifics of the terms as approved by the Governing Body of the City and the Board of Directors of the YMCA.

4. ADDITIONAL PARTNERS. The City and the YMCA will review opportunities for additional partners in the Project. The City and the YMCA must mutually agree for any new partners to be a part of the Project. This section would not apply to already known potential partners such as the Johnson County Library, Shawnee Mission School District, and/or other cities such as Mission Hills, Kansas.

5. APPROVAL OF THIS MOU. Each Party represents and warrants that this MOU has been properly authorized and approved to be effective.

6. NO LIMITATION OF POWER.

A. Nothing in this MOU shall be construed as a limitation on the ability of the City to exercise its governmental functions or to diminish, restrict or limit the police powers of the City granted by the Constitution of the State of Kansas and the United States, statutes, or by general law.

B. Nothing in this MOU shall be construed as a limitation on the powers, rights, authority, duty and responsibility conferred upon and vested in the City or the YMCA by the laws and Constitution of the state of Kansas and the United States.

7. COOPERATION. The Parties agree to exercise good faith and cooperate with each other to conduct the Project Study.

8. NOTICES. Any notice, request, approval, demand, instruction, or other communication to be given to either party hereunder, unless specifically stated otherwise herein, shall be in writing and shall be conclusively deemed to be delivered (i) when personally delivered, (ii) when deposited in the U.S. mail, sent by certified mail return receipt requested, (iii) when sent by overnight courier, or (iv) when sent by facsimile with a confirmed receipt, but in all cases addressed to the parties as follows:

To CITY: Wes Jordan, City Administrator
7700 Mission Road
Prairie Village, KS 66208
Phone: (913) 385-4621
E-mail: wjordan@pvkansas.com

With a Copy to: David E. Waters
Spencer Fane LLP
6201 College Boulevard

Overland Park, KS 66211
Phone: 913.327.5189
Email: dwaters@spencerfane.com

To YMCA: Mark Hulet
YMCA of Greater Kansas City
3100 Broadway, Suite 1020
Kansas City, Missouri 64111
Phone: 816.360.3318
Email: MarkHulet@KansasCityYMCA.org

With a Copy to: Amanda Yoder
Lathrop GPM LLP
2345 Grand Blvd, Suite 2200
Kansas City, Missouri 64108
Phone: 816.460.5810
Email: amanda.yoder@lathropgpm.com

9. GENERAL MATTERS.

A. This MOU shall be governed by and construed under the laws of the State of Kansas.

B. No party shall assign this MOU without the written consent of all Parties.

C. The recitals set forth above are true and correct and are incorporated herein by reference and made a part of this MOU. This MOU constitutes the entire agreement between the Parties and supersedes all prior agreements, whether written or oral, covering the same subject matter. This MOU may be modified or amended only upon written instrument executed by the Parties required to consent to such amendment.

D. The signatories to this MOU covenant and represent that each is fully authorized to enter and to execute this MOU on behalf of the named party.

E. It is agreed that nothing in this MOU is intended to, nor does it create or establish a joint venture between the Parties, or as constituting any agency relationship.

F. Nothing contained in this MOU shall be construed to confer upon any other party the rights of a third-party beneficiary.

The parties have executed this MOU on the date first written above.

[Remainder of page intentionally left blank; Signature Pages and Exhibit A follow]

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Eric Mikkelson, Mayor

Attest:

City Clerk

Approved As To Form:

YMCA OF GREATER KANSAS CITY

By: _____

Name: _____

Title: _____

EXHIBIT A
PROJECT STUDY AREA DIAGRAM





A subsidiary of The MSR Group

12020 Shamrock Plaza
Suite 200 PMB 97953
Omaha, NE 68154
wreasearch.com

YMCA of Greater KC and City of Prairie Village Market Sustainability Research Proposal April 7, 2022

BACKGROUND

The following outlines the project specifications, assumptions, scope of work to be performed by Wiese Research Group (WRG), and cost estimates for conducting research on behalf of the YMCA of Greater Kansas City and the City of Prairie Village. This research will essentially replicate the study completed in Nov-Dec 2019 (or portions thereof), which consisted of telephone surveys with a cross section of adults who reside in the potential service area for the new YMCA community and civic center being considered, supplemented by online surveys with those who live within the city limits of Prairie Village.

SAMPLING DESIGN

Geographically speaking, the market area to be surveyed for this project has been defined by the following Kansas and Missouri zip codes: 66202, 66204, 66205, 66206, 66207, 66208, 66212, 64112, 64113, and 64114. Essentially all adults age 18+ who reside within this market area will be eligible to participate in the study.

WRG will obtain the necessary sample lists within the designated area to be surveyed and establish target quotas by geography and age/gender groups that reflect actual population characteristics. If the final obtained sample varies appreciably from these quotas due to difficulties in filling some particularly hard to reach population segments, statistical weighting would be utilized to adjust the total sample to be representative of the target market.

The total sample size for the *random* phone phase of the 2019 study was n=400 respondents across the entire market area. That sample size is being proposed again, along with a smaller sample option of n=300 respondents. In addition, a supplemental sample of those living within the city limits of Prairie Village will be surveyed online, providing what is expected to be another n=600 or so respondents, depending on the actual number of households invited and response rate achieved during this *supplemental* phase.

Given this sampling approach, the total number of phone and online surveys completed will of course “over represent” the City of Prairie Village residents. Therefore, WRG will utilize the online survey data only when presenting results for Prairie Village proper (to boost the sample size for that segment when combined with the phone data).

METHOD OF SAMPLE CONTACT

Given the types of information desired and the need for quantifiable and projectable results, telephone will be the sample contact methodology for the *random* phase of this study. Trained and experienced interviewers from WRG's staff will collect the data, with each interviewer working on this project fully briefed on the proper administration of the questionnaire prior to sample contact.

In addition, those residing within the city limits of Prairie Village will have the opportunity to complete the survey online. For this supplemental phase, the city will invite residents to participate by mailing each household a postcard containing a link to the web-based survey. WRG will provide the online survey link (to be printed on the postcard) and host the online data collection.

SURVEY INSTRUMENT

The questionnaire to be utilized for this study will be essentially the same survey administered in 2019, which averaged approximately 15 minutes (on-phone administration time). However, a somewhat shorter version of this survey is also possible should it be determined that updating results for certain question items is no longer needed. Therefore, WRG has provided budget estimates assuming either a 10-minute or 15-minute survey length.

DATA ANALYSIS AND DELIVERABLES

Upon completion of the data collection, WRG will code, clean, and process the results. Tabular Results will be generated showing frequency and percentage findings for the total sample, as well as across relevant demographic segments. These crosstabs will be provided to the client as a reference document, along with the raw data file (if desired).

From analysis of the crosstabs and accompanying statistics, WRG will prepare a Summary Report that will include a graphic presentation of the results along with a narrative discussion of key findings. WRG will also be available to present the results of this study, by phone or in person, at a meeting designed for this purpose.

BUDGET ESTIMATES

Given the scope of work and sample options outlined herein, the budget estimates to complete this research project are as follows (+/-10%):

Budget Estimates for Proposed Options				
Phone Sample:	n=300	n=400	n=300	n=400
Online Sample:*	n≈600	n≈600	n≈600	n≈600
Interview Length:	10-Minute	10-Minute	15-Minute	15-Minute
Estimated Cost:	\$27,500	\$33,900	\$30,400	\$37,500

*Additional surveys with City of Prairie Village residents only ("n" will depend on response rate).

The preceding budgets include all costs associated with this research project, except for any travel time and travel expenses (mileage to/from Omaha) incurred by a WRG Associate for client-requested in-person meetings. However, it should be noted that these amounts are still only estimates based on an assumed survey length. If the 2019 questionnaire is shortened and/or modified, the survey will need to be pilot tested before a firm cost quote can be provided.

WRG's normal billing procedure is to send an invoice for one-half of the estimated total project cost up front, with the balance due once the scope of work agreed upon has been completed.

INTRODUCTION:

Good afternoon/evening, my name is ____ from Wiese Research, ~~calling on behalf of~~ conducting a survey for the City of Prairie Village, ~~the~~ YMCA, and Johnson County Library, ~~to assess the community's needs post-Covid as they relate to conducting a survey about~~ wellness ~~and~~, recreation, ~~and community~~ services, ~~and could really use your help~~. I can assure you; this is not a sales call; we just need your opinions. First...

1 Respondent

XX (CELL OWNER UNDER 18) (THANK & TERMINATE)
(INSERT STANDARD INTRO SCREEN DISPOS)

SQ1. To confirm I dialed into one of the qualified areas for this study, can I please have your zip code?
(OPEN-ENDED) (VERIFY ZIP CODE VIA READ BACK ON NEXT SCREEN)

1 64112

2 64113

3 64114

4 66202

5 66204

6 66205

7 66206

8 66207

9 66208

10 66212

96 (OTHER) (EXPLAIN OUT OF AREA, THANK & TERM)

97 (REFUSED) (THANK & TERMINATE)

SQ2. And to ensure we represent all age groups in the study, can I please have your age? (OPEN-ENDED)
(IF "REFUSED" – SAY:) I just need your age range, for quota purposes, in order to continue. (THEN READ CATEGORIES)

1 Under 18 (THANK & TERMINATE)

2 18 to 24

3 25 to 34

4 35 to 44

5 45 to 54

6 55 to 64

7 65 or older

8 (STILL REFUSED) (THANK & TERMINATE)

SQ3. Gender (RECORD ONLY– DO NOT ASK)

(ASK ONLY IF CANNOT DETERMINE BY VOICE:) To confirm, am I speaking with a male or female?

1 Male

2 Female

3 (Other)

This call may be recorded for quality control purposes only.

1. Are there any children under 18 living in your household? (OPEN-ENDED)

1 Yes

2 No

2. Does anyone in your household currently have a membership to any gym, health club, recreation or fitness center? **(OPEN-ENDED)**

- 1 Yes
- 2 No **(SKIP TO Q4)**
- 3 **(NOT SURE) (SKIP TO Q4)**

3A. To which gym, health club, recreation or fitness centers do you or other household members belong? **(OPEN-ENDED) (ACCEPT UP TO 3 REPLIES)**

- 1 Barre Fitness
- 2 City Gym KC
- 3 Genesis Health Club
- 4 Jewish Community Center
- 5 Matt Ross Community Center
- 6 Orange Theory
- 7 Paul Henson YMCA in PRAIRIE VILLAGE
- 8 Planet Fitness
- 9 Prairie Life Fitness
- 10 Red Bridge YMCA
- 11 Title Boxing
- 12 Woodside
- 13 YMCA **(SPECIFY YMCA FULL NAME & LOCATION:)**
- 96 **(OTHER – SPECIFY FACILITY NAME AND TOWN:)**
- 97 **(REFUSED)**
- 98 **(NO OTHERS)**
- 99 **(DON'T KNOW) (SKIP TO Q4)**

3B. **(IF ONLY ONE MENTION IN Q3A, SAY:)** Is that membership for an individual, you and a spouse, or a family?
(IF 2+ MENTIONS IN Q3A, SAY:) Are those memberships for an individual, you and a spouse, or a family?
(OPEN-ENDED – ACCEPT MULTIPLE REPLIES)

- 1 Individual
- 2 Respondent and spouse
- 3 Family (includes single parent plus dependents)
- 4 **(DON'T KNOW)**

4. During the past 12 months, have you or others in your household used or been to... **(INSERT A-~~CB~~)**

A The Prairie Village pool complex?

B The Paul Henson YMCA in Prairie Village?

~~C The Corinth **(KOR-inth)** branch of the Johnson County Library in Prairie Village?~~

- 1 Yes
- 2 No
- 3 **(NOT SURE)**

6. **(READ SLOWLY)** At the present time, the City of Prairie Village, in partnership with the YMCA and Johnson County Library, is considering construction of a NEW Community and Civic Center facility located near City Hall, at Harmon Park. This would REPLACE the Paul Henson YMCA and include a full range of recreation and fitness facilities, gymnasium, indoor pools, wellness programs, public meeting rooms, a large gathering or reception space with a kitchen, as well as a new library on the same campus or nearby that would replace the existing Corinth **(KOR-inth)** branch.

How likely would YOU OR OTHERS IN YOUR HOUSEHOLD be to use this new Prairie Village YMCA Community and Civic Center, assuming the cost was what you considered to be reasonable? Do you think you **(READ RESPONSES)**

(IF “DON’T KNOW” SAY:) I’m sorry, don’t know is not an option for this question...just your best guess is fine.

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

(ASK Q6A IF Q6=4-5. OTHERWISE SKIP TO Q6B)

6A. Why are you NOT likely to use this new Prairie Village YMCA Community and Civic Center?

(OPEN-ENDED & CLARIFY ANY VAGUE RESPONSES – RECORD SPECIFIC REASONS)

(ASK Q6B IF Q6=3. OTHERWISE SKIP TO Q6C)

6B. What would your likelihood to use this new Prairie Village YMCA Community and Civic Center depend on?

(OPEN-ENDED & CLARIFY ANY VAGUE RESPONSES – RECORD SPECIFIC REASONS)

(IF Q6=4-5, SKIP TO Q9. OTHERWISE, ASK:)

7. Next, I’m going to mention several possible facility features and amenities that a new Prairie Village Community Center YMCA could include. For each one, please rate how important having that feature would be for YOU OR SOMEONE IN YOUR HOUSEHOLD, using a 1 to 10 scale where “1” equals NOT AT ALL IMPORTANT and “10” equals EXTREMELY IMPORTANT. **(ROTATE A-W) (REPEAT SCALE AS NEEDED)**

A Cardio equipment

~~B Climbing wall~~

~~C (OMITTED)~~

~~D Cool water lap pool~~

~~E Free weights~~

F Gymnasium

G Indoor recreation or family pool

~~H Indoor warm water therapy pool~~

I Indoor lap or competitive swim pool

J ~~Machine weights and s~~Strength training equipment

K Outdoor recreation pool and spray park

L Sauna and steam room

~~M Teaching kitchen~~

N Walking track

O Whirlpool

~~P Women-only fitness area~~

~~Q Family/youth fitness area~~

R Teen center with computers, interactive games, café and fitness

S Lazy river

T Drop-in childcare while parents workout

U Multi-use meeting rooms open to the public

~~V Large community gathering or reception space with a kitchen~~

~~W Public library on the same campus~~

- 1 Not at all important
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10 Extremely important
- 11 **(DON'T KNOW)**

8. Now, I'm going to mention several possible programs and services that could be offered at this Prairie Village Community Center YMCA. For each one, please tell me how likely YOU OR SOMEONE IN YOUR HOUSEHOLD would be to use that program or service in the next few years, assuming the cost was reasonable. The first one is...**(INSERT A-Y / ROTATE GROUPS)**

(READ RESPONSES THE FIRST FEW TIMES, THEN AS NEEDED)

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

SWIMMING

~~A Adult swimming lessons~~

B **(ASK ONLY IF Q1=1)** Youth swimming lessons

C Indoor lap swimming

D Group water exercise classes

E Competitive swimming

F Lifeguard classes

G Lazy river

EXERCISE/ FITNESS/ WEIGHT LOSS

~~H Family exercise classes~~

I Group exercise classes for individuals of all ages

J **(ASK ONLY IF Q1=1)** Youth exercise classes

K Group exercise classes for seniors

L Starter fitness programs

M Weight loss programs

N Martial arts

SPORTS

O Adult sports leagues

P Sports leagues for seniors

Q **(ASK ONLY IF Q1=1)** Youth sports leagues

HEALTH EDUCATION

~~R Health education classes~~

~~S Nutrition and healthy cooking classes~~

~~T **(ASK ONLY IF Q1=1)** Youth obesity prevention program~~

OTHER

U Programs for individuals with special needs

V Senior activities such as card clubs, field trips, and seminars

W **(ASK ONLY IF Q1=1)** Teen leadership programs

X **(ASK ONLY IF Q1=1)** Youth enrichment programs

Y **(ASK ONLY IF Q1=1)** Drop-in childcare while parents workout

- 1 Would you DEFINITELY use that program
- 2 PROBABLY use
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

9. As you may know, a variety of different types of memberships are available to anyone interested in joining a YMCA. If you and/or others in your household WERE TO EVER CONSIDER joining or using the proposed Prairie Village YMCA, which of the following types of memberships would BEST describe your household?

(READ RESPONSES)

(IF “DON’T KNOW” SAY:) I’m sorry, don’t know is not an option for this question...just your best guess is fine.

- 1 One adult
- 2 One adult with children
- 3 Two adults
- 4 Two adults with children
- 5 One senior age 65+
- 6 Two seniors age 65+

10. How likely would you be to consider a membership for **(INSERT Q9 REPLY)** to this new Prairie Village YMCA if the cost was **(INSERT A-C/ D-F/ G-I/ J-L/ M-O AS APPROPRIATE, UNTIL “DEFINITELY WOULD” REPLY OBTAINED, THEN SKIP TO Q11)**

(READ RESPONSES)

(IF “DON’T KNOW” SAY:) I’m sorry, don’t know is not an option for this question...just your best guess is fine.

(IF Q9=1, ASK A-C)

- A \$59 per month
- B \$54 per month
- C \$49 per month

(IF Q9=2-3, ASK D-F)

- D \$80 per month
- E \$75 per month
- F \$70 per month

(IF Q9=4, ASK G-I)

- G \$89 per month
- H \$84 per month
- I \$79 per month

(IF Q9=5, ASK J-L)

- J \$51 per month
- K \$46 per month
- L \$41 per month

(IF Q9=6, ASK M-O)

- M \$75 per month
- N \$70 per month
- O \$65 per month

- 1 Do you think you DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

11. **(READ SLOWLY)** It's possible that this Prairie Village Community Center YMCA could partner with a hospital in the area and also provide MEDICAL-BASED programs designed to prevent or help manage various chronic diseases or health issues, such as blood pressure management, cardiac rehab, weight loss management, or arthritis therapy, just to name a few. Please tell me how likely YOU OR SOMEONE IN YOUR HOUSEHOLD would be to use these types of MEDICAL-BASED programs if offered at the Prairie Village Community Center YMCA, assuming a reasonable cost. Do you think you **(READ RESPONSES)**

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT
- 6 **(NOT SURE)**

~~12. Again, assuming a reasonable cost, how likely would you or someone in your household be to use any of these types of medical-based programs at this Prairie Village Community Center YMCA IF RECOMMENDED BY A PHYSICIAN? Do you think you **(READ RESPONSES)**~~

- ~~1 DEFINITELY would~~
- ~~2 PROBABLY would~~
- ~~3 Might~~
- ~~4 Probably NOT~~
- ~~5 Or, definitely NOT **(SKIP TO Q14)**~~
- ~~6 **(NOT SURE)**~~

~~13. And assuming a doctor did recommend or refer you to one of these medical-based programs at this Prairie Village Community Center YMCA, how likely would you be to pay **(INSERT A-C IN ORDER UNTIL "DEFINITELY WOULD" REPLY OBTAINED, THEN SKIP TO Q14) (READ RESPONSES)**~~
~~(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.~~

- ~~A \$250 for a 12-week program?~~
~~B What if the cost was \$150 for a 12-week program?~~
~~C What if the cost was \$99 for a 12-week program?~~

- ~~1 Do you think you DEFINITELY would~~
- ~~2 PROBABLY would~~
- ~~3 Might~~
- ~~4 Probably NOT~~
- ~~5 Or, definitely NOT~~
- ~~6 **(NOT SURE)**~~

~~14. As mentioned earlier, the Johnson County Library is considering closing its existing Corinth branch and is considering placing a new library on the SAME CAMPUS as the proposed Prairie Village YMCA Community and Civic Center. Another option would be to place this new library at a SEPARATE LOCATION. For you personally, would you prefer that the new library in Prairie Village be ...**(READ RESPONSES – ROTATE ORDER OF 1-2)**~~

- ~~1 On the same campus **(SKIP TO Q15)**~~
- ~~2 A separate location~~
- ~~3 Or, does that not really matter to you one way or the other? **(SKIP TO Q15)**~~
- ~~4 **(NOT SURE) (SKIP TO Q15)**~~

~~14A. If you knew that placing the new library on the SAME CAMPUS as the YMCA Community and Civic Center would lower the cost to operate the branch, would you **(READ RESPONSES)**~~

- ~~1 Still prefer a separate location for the library~~
- ~~2 Or, would locating the library on the same campus be fine~~
- ~~3 **(NOT SURE)**~~

~~15. How likely are you or others in your household to use a NEW Johnson County Library branch in Prairie Village?
Do you think you (READ RESPONSES)~~

- ~~1 DEFINITELY will~~
- ~~2 PROBABLY will~~
- ~~3 Might~~
- ~~4 Probably NOT (SKIP TO Q18)~~
- ~~5 Or, definitely NOT (SKIP TO Q18)~~
- ~~6 (NOT SURE)~~

~~16. If you had a choice, would you prefer that this new library branch in Prairie Village (READ RESPONSES –
ROTATE ORDER OF 1-2)~~

- ~~1 Have the same look and feel as the current branch~~
- ~~2 Have a more contemporary or modern design~~
- ~~3 Or, does that not really matter to you one way or the other?~~
- ~~4 (NOT SURE)~~

~~17. Next, please rate how important the following LIBRARY features would be for you or someone in your household, using a 1 to 10 scale where “1” equals NOT AT ALL IMPORTANT and “10” equals EXTREMELY IMPORTANT. (ROTATE A-D) (REPEAT SCALE AS NEEDED)~~

- ~~A Free Wi-Fi~~
- ~~B Small study rooms where 4-6 people could meet~~
- ~~C Large meeting rooms where 20-40 people could meet~~
- ~~D Drive-thru option for picking up and/or returning materials~~

- ~~1 Not at all important~~
- ~~2~~
- ~~3~~
- ~~4~~
- ~~5~~
- ~~6~~
- ~~7~~
- ~~8~~
- ~~9~~
- ~~10 Extremely important~~
- ~~11 (DON'T KNOW)~~

(ASK Q18 IF SQ1=4-9 – POTENTIAL PRAIRIE VILLAGE RESIDENT . OTHERWISE SKIP TO DEMOS)

18. Do you live within the city limits of Prairie Village? **(OPEN-ENDED)**

- 1 Yes
- 2 No **(SKIP TO DEMOS)**
- 3 **(NOT SURE)**

19. In order to construct the proposed YMCA Community and Civic Center, the City may need to increase taxes for a time period of up to 30 years. If the amount of tax increase was what you considered to be reasonable, what type of tax change would you be most likely to support? **(READ RESPONSES)**

- 1 Sales tax
- 2 Property tax **(SKIP TO Q19B)**
- 3 A combination of both property and sales tax **(SKIP TO Q19C)**
- 4 Or, would you not support a tax increase of any type **(SKIP TO Q19D)**
- 5 **(DON'T KNOW/REFUSED) (SKIP TO Q20)**

(IF Q19=1, ASK:)

19A. Why do you prefer the SALES TAX funding option?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=2, ASK:)

19B. Why do you prefer the PROPERTY TAX funding option?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=3, ASK:)

19C. Why do you prefer the COMBINATION OF BOTH PROPERTY AND SALES TAX funding option?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=4, ASK:)

19D. Why would you NOT support a tax increase of any type?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=4, SKIP TO Q21. OTHERWISE ASK:)

20. Again, in order to fund the construction of the proposed YMCA Community and Civic Center, would you support some type of increased tax if the MONTHLY AMOUNT you had to pay was **(INSERT A-E IN ORDER UNTIL "YES" REPLY OBTAINED, THEN SKIP TO Q21)? (READ RESPONSES AS NEEDED)**

A Above \$30 per month

B What about up to \$30 per month?

C What about up to \$20 per month?

D What about up to \$15 per month?

E What about up to \$10 per month?

1 Yes – willing to pay that amount

2 No – would NOT pay that amount

3 **(NOT SURE/DEPENDS)**

21. Are you currently a registered voter? **(OPEN-ENDED)**

1 Yes

2 No

3 **(DON'T KNOW)**

21A. How likely are you to vote on this issue if there was a special mail-in ballot sent to all registered voters in Prairie Village? Do you think you would **(READ RESPONSES)**

1 Definitely vote

2 Probably vote

3 Might

4 Probably NOT vote

5 Or, definitely NOT vote

6 **(DON'T KNOW/REFUSED)**

(DEMOS)

And now I have just a few last questions for classification purposes only.

(ASK Q22 ONLY IF Q9=7. OTHERWISE SKIP TO Q23)

22. Which of the following BEST describes your household? **(READ RESPONSES)**

- 1 One adult
- 2 **(READ ONLY IF Q1=1)** One adult with children
- 3 Two adults
- 4 **(READ ONLY IF Q1=1)** Two adults with children
- 5 One senior age 65+
- 6 Two seniors age 65+
- 7 **(OTHER – SPECIFY:)**

23. Do you own or rent your current residence? **(OPEN-ENDED)**

- 1 Own
- 2 Rent
- 3 **(REFUSED)**

24. What is your current marital status? **(READ RESPONSES)**

- 1 Married/living with partner
- 2 Single
- 3 Widowed, divorced, or separated
- 4 **(REFUSED)**

25. Considering all wage earners for your household, was your total household income, before taxes, in 2018...?
(READ RESPONSES)

- 1 Under \$50,000
- 2 \$50,000 to under \$75,000
- 3 \$75,000 to under \$100,000
- 4 \$100,000 to \$150,000
- 5 Or, over \$150,000
- 6 **(REFUSED)**

That concludes the interview. I just need to verify that I reached you at **(INSERT PHONE NUMBER)**
(IF NOT CORRECT, RECORD NUMBER:)

In case my supervisor wants to verify I completed this survey, can I
please have your first name? **(RECORD NAME)**

Thanks so much for your time and opinions – have a great evening/day!

INTRODUCTION:

Good afternoon/evening, my name is ____ from Wiese Research, conducting a survey for the City of Prairie Village, YMCA, and Johnson County Library, to assess the community's needs post-Covid as they relate to wellness and recreation services. I can assure you; this is not a sales call; we just need your opinions. First...

1 Respondent

XX **(CELL OWNER UNDER 18) (THANK & TERMINATE)**
(INSERT STANDARD INTRO SCREEN DISPOS)

SQ1. To confirm I dialed into one of the qualified areas for this study, can I please have your zip code?
(OPEN-ENDED) (VERIFY ZIP CODE VIA READ BACK ON NEXT SCREEN)

1 64112

2 64113

3 64114

4 66202

5 66204

6 66205

7 66206

8 66207

9 66208

10 66212

96 **(OTHER) (EXPLAIN OUT OF AREA, THANK & TERM)**

97 **(REFUSED) (THANK & TERMINATE)**

SQ2. And to ensure we represent all age groups in the study, can I please have your age? **(OPEN-ENDED)**
(IF "REFUSED" – SAY:) I just need your age range, for quota purposes, in order to continue. **(THEN READ CATEGORIES)**

1 Under 18 **(THANK & TERMINATE)**

2 18 to 24

3 25 to 34

4 35 to 44

5 45 to 54

6 55 to 64

7 65 or older

8 **(STILL REFUSED) (THANK & TERMINATE)**

SQ3. Gender **(RECORD ONLY– DO NOT ASK)**

(ASK ONLY IF CANNOT DETERMINE BY VOICE:) To confirm, am I speaking with a male or female?

1 Male

2 Female

3 (Other)

This call may be recorded for quality control purposes only.

1. Are there any children under 18 living in your household? **(OPEN-ENDED)**

1 Yes

2 No

2. Does anyone in your household currently have a membership to any gym, health club, recreation or fitness center? **(OPEN-ENDED)**

- 1 Yes
- 2 No **(SKIP TO Q4)**
- 3 **(NOT SURE) (SKIP TO Q4)**

3A. To which gym, health club, recreation or fitness centers do you or other household members belong? **(OPEN-ENDED) (ACCEPT UP TO 3 REPLIES)**

- 1 Barre Fitness
- 2 City Gym KC
- 3 Genesis Health Club
- 4 Jewish Community Center
- 5 Matt Ross Community Center
- 6 Orange Theory
- 7 Paul Henson YMCA in PRAIRIE VILLAGE
- 8 Planet Fitness
- 9 Prairie Life Fitness
- 10 Red Bridge YMCA
- 11 Title Boxing
- 12 Woodside
- 13 YMCA **(SPECIFY YMCA FULL NAME & LOCATION:)**
- 96 **(OTHER – SPECIFY FACILITY NAME AND TOWN:)**
- 97 **(REFUSED)**
- 98 **(NO OTHERS)**
- 99 **(DON'T KNOW) (SKIP TO Q4)**

3B. **(IF ONLY ONE MENTION IN Q3A, SAY:)** Is that membership for an individual, you and a spouse, or a family? **(IF 2+ MENTIONS IN Q3A, SAY:)** Are those memberships for an individual, you and a spouse, or a family? **(OPEN-ENDED – ACCEPT MULTIPLE REPLIES)**

- 1 Individual
- 2 Respondent and spouse
- 3 Family (includes single parent plus dependents)
- 4 **(DON'T KNOW)**

4. During the past 12 months, have you or others in your household used or been to... **(INSERT A-B)**

- A The Prairie Village pool complex?
B The Paul Henson YMCA in Prairie Village?

- 1 Yes
- 2 No
- 3 **(NOT SURE)**

6. **(READ SLOWLY)** At the present time, the City of Prairie Village, in partnership with the YMCA and Johnson County Library, is considering construction of a NEW Community and Civic Center facility located near City Hall, at Harmon Park. This would REPLACE the Paul Henson YMCA and include a full range of recreation and fitness facilities, gymnasium, indoor pools, wellness programs, public meeting rooms, a large gathering or reception space with a kitchen, as well as a new library on the same campus or nearby that would replace the existing Corinth **(KOR-inth)** branch.

How likely would YOU OR OTHERS IN YOUR HOUSEHOLD be to use this new Prairie Village YMCA Community and Civic Center, assuming the cost was what you considered to be reasonable? Do you think you **(READ RESPONSES)**

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

(ASK Q6A IF Q6=4-5. OTHERWISE SKIP TO Q6B)

6A. Why are you NOT likely to use this new Prairie Village YMCA Community and Civic Center?

(OPEN-ENDED & CLARIFY ANY VAGUE RESPONSES – RECORD SPECIFIC REASONS)

(ASK Q6B IF Q6=3. OTHERWISE SKIP TO Q6C)

6B. What would your likelihood to use this new Prairie Village YMCA Community and Civic Center depend on?

(OPEN-ENDED & CLARIFY ANY VAGUE RESPONSES – RECORD SPECIFIC REASONS)

(IF Q6=4-5, SKIP TO Q9. OTHERWISE, ASK:)

7. Next, I'm going to mention several possible facility features and amenities that a new Prairie Village Community Center YMCA could include. For each one, please rate how important having that feature would be for YOU OR SOMEONE IN YOUR HOUSEHOLD, using a 1 to 10 scale where "1" equals NOT AT ALL IMPORTANT and "10" equals EXTREMELY IMPORTANT. **(ROTATE A-W) (REPEAT SCALE AS NEEDED)**

- A Cardio equipment
- F Gymnasium
- G Indoor recreation or family pool
- I Indoor lap or competitive swim pool
- J Strength training equipment
- K Outdoor recreation pool and spray park
- L Sauna and steam room
- N Walking track
- O Whirlpool
- R Teen center with computers, interactive games, café and fitness
- S Lazy river
- T Drop-in childcare while parents workout
- U Multi-use meeting rooms open to the public

- 1 Not at all important
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10 Extremely important
- 11 **(DON'T KNOW)**

8. Now, I'm going to mention several possible programs and services that could be offered at this Prairie Village Community Center YMCA. For each one, please tell me how likely YOU OR SOMEONE IN YOUR HOUSEHOLD would be to use that program or service in the next few years, assuming the cost was reasonable. The first one is...**(INSERT A-Y / ROTATE GROUPS)**

(READ RESPONSES THE FIRST FEW TIMES, THEN AS NEEDED)

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

SWIMMING

- B **(ASK ONLY IF Q1=1)** Youth swimming lessons
- C Indoor lap swimming
- D Group water exercise classes
- E Competitive swimming
- F Lifeguard classes
- G Lazy river

EXERCISE/ FITNESS/ WEIGHT LOSS

- I Group exercise classes for individuals of all ages
- J **(ASK ONLY IF Q1=1)** Youth exercise classes
- K Group exercise classes for seniors
- L Starter fitness programs
- M Weight loss programs
- N Martial arts

SPORTS

- O Adult sports leagues
- P Sports leagues for seniors
- Q **(ASK ONLY IF Q1=1)** Youth sports leagues

OTHER

- U Programs for individuals with special needs
- V Senior activities such as card clubs, field trips, and seminars
- W **(ASK ONLY IF Q1=1)** Teen leadership programs
- X **(ASK ONLY IF Q1=1)** Youth enrichment programs
- Y **(ASK ONLY IF Q1=1)** Drop-in childcare while parents workout

- 1 Would you DEFINITELY use that program
- 2 PROBABLY use
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

9. As you may know, a variety of different types of memberships are available to anyone interested in joining a YMCA. If you and/or others in your household WERE TO EVER CONSIDER joining or using the proposed Prairie Village YMCA, which of the following types of memberships would BEST describe your household?

(READ RESPONSES)

(IF “DON’T KNOW” SAY:) I’m sorry, don’t know is not an option for this question...just your best guess is fine.

- 1 One adult
- 2 One adult with children
- 3 Two adults
- 4 Two adults with children
- 5 One senior age 65+
- 6 Two seniors age 65+

10. How likely would you be to consider a membership for **(INSERT Q9 REPLY)** to this new Prairie Village YMCA if the cost was **(INSERT A-C/ D-F/ G-I/ J-L/ M-O AS APPROPRIATE, UNTIL “DEFINITELY WOULD” REPLY OBTAINED, THEN SKIP TO Q11)**

(READ RESPONSES)

(IF “DON’T KNOW” SAY:) I’m sorry, don’t know is not an option for this question...just your best guess is fine.

(IF Q9=1, ASK A-C)

- A \$59 per month
- B \$54 per month
- C \$49 per month

(IF Q9=2-3, ASK D-F)

- D \$80 per month
- E \$75 per month
- F \$70 per month

(IF Q9=4, ASK G-I)

- G \$89 per month
- H \$84 per month
- I \$79 per month

(IF Q9=5, ASK J-L)

- J \$51 per month
- K \$46 per month
- L \$41 per month

(IF Q9=6, ASK M-O)

- M \$75 per month
- N \$70 per month
- O \$65 per month

- 1 Do you think you DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

11. **(READ SLOWLY)** It's possible that this Prairie Village Community Center YMCA could partner with a hospital in the area and also provide MEDICAL-BASED programs designed to prevent or help manage various chronic diseases or health issues, such as blood pressure management, cardiac rehab, weight loss management, or arthritis therapy, just to name a few. Please tell me how likely YOU OR SOMEONE IN YOUR HOUSEHOLD would be to use these types of MEDICAL-BASED programs if offered at the Prairie Village Community Center YMCA, assuming a reasonable cost. Do you think you **(READ RESPONSES)**

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT
- 6 **(NOT SURE)**

(ASK Q18 IF SQ1=4-9 – POTENTIAL PRAIRIE VILLAGE RESIDENT . OTHERWISE SKIP TO DEMOS)

18. Do you live within the city limits of Prairie Village? **(OPEN-ENDED)**

- 1 Yes
- 2 No **(SKIP TO DEMOS)**
- 3 **(NOT SURE)**

19. In order to construct the proposed YMCA Community and Civic Center, the City may need to increase taxes for a time period of up to 30 years. If the amount of tax increase was what you considered to be reasonable, what type of tax change would you be most likely to support? **(READ RESPONSES)**

- 1 Sales tax
- 2 Property tax **(SKIP TO Q19B)**
- 3 A combination of both property and sales tax **(SKIP TO Q19C)**
- 4 Or, would you not support a tax increase of any type **(SKIP TO Q19D)**
- 5 **(DON'T KNOW/REFUSED) (SKIP TO Q20)**

(IF Q19=1, ASK:)

19A. Why do you prefer the SALES TAX funding option?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=2, ASK:)

19B. Why do you prefer the PROPERTY TAX funding option?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=3, ASK:)

19C. Why do you prefer the COMBINATION OF BOTH PROPERTY AND SALES TAX funding option?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=4, ASK:)

19D. Why would you NOT support a tax increase of any type?

(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=4, SKIP TO Q21. OTHERWISE ASK:)

20. Again, in order to fund the construction of the proposed YMCA Community and Civic Center, would you support some type of increased tax if the MONTHLY AMOUNT you had to pay was **(INSERT A-E IN ORDER UNTIL "YES" REPLY OBTAINED, THEN SKIP TO Q21)? (READ RESPONSES AS NEEDED)**

- A Above \$30 per month
- B What about up to \$30 per month?
- C What about up to \$20 per month?
- D What about up to \$15 per month?
- E What about up to \$10 per month?

- 1 Yes – willing to pay that amount
- 2 No – would NOT pay that amount
- 3 **(NOT SURE/DEPENDS)**

21. Are you currently a registered voter? **(OPEN-ENDED)**

- 1 Yes
- 2 No
- 3 **(DON'T KNOW)**

21A. How likely are you to vote on this issue if there was a special mail-in ballot sent to all registered voters in Prairie Village? Do you think you would **(READ RESPONSES)**

- 1 Definitely vote
- 2 Probably vote
- 3 Might
- 4 Probably NOT vote
- 5 Or, definitely NOT vote
- 6 **(DON'T KNOW/REFUSED)**

(DEMOS)

And now I have just a few last questions for classification purposes only.

(ASK Q22 ONLY IF Q9=7. OTHERWISE SKIP TO Q23)

22. Which of the following BEST describes your household? **(READ RESPONSES)**

- 1 One adult
- 2 **(READ ONLY IF Q1=1)** One adult with children
- 3 Two adults
- 4 **(READ ONLY IF Q1=1)** Two adults with children
- 5 One senior age 65+
- 6 Two seniors age 65+
- 7 **(OTHER – SPECIFY:)**

23. Do you own or rent your current residence? **(OPEN-ENDED)**

- 1 Own
- 2 Rent
- 3 **(REFUSED)**

24. What is your current marital status? **(READ RESPONSES)**

- 1 Married/living with partner
- 2 Single
- 3 Widowed, divorced, or separated
- 4 **(REFUSED)**

25. Considering all wage earners for your household, was your total household income, before taxes, in 2018...?
(READ RESPONSES)

- 1 Under \$50,000
- 2 \$50,000 to under \$75,000
- 3 \$75,000 to under \$100,000
- 4 \$100,000 to \$150,000
- 5 Or, over \$150,000
- 6 **(REFUSED)**

That concludes the interview. I just need to verify that I reached you at **(INSERT PHONE NUMBER)**
(IF NOT CORRECT, RECORD NUMBER:)

In case my supervisor wants to verify I completed this survey, can I
please have your first name? **(RECORD NAME)**

Thanks so much for your time and opinions – have a great evening/day!



Market Sustainability Study

Summary Report December 2019

INTRODUCTION TO THE SUMMARY REPORT

In preparing this summary of research findings, the intent has been to present the information deemed most important and to discuss those findings in a way that will be meaningful and understandable to the reader. Since summaries by their very nature are not comprehensive, it cannot be expected that all results of potential value will be thoroughly discussed or presented in this report. Therefore, the reader should consider not only this document, but also the comprehensive Tabular Results, provided under separate cover, for a more thorough review of the findings.

For this report, Wiese Research Group (WRG) has relied on its professional research experience in selecting data for presentation and, where deemed appropriate, has forwarded some possible interpretations regarding how these results might influence planning or decision making. It is important to emphasize, however, that these interpretations are certainly not meant to be the only possible conclusions that can be drawn from the information obtained in this study. Further, no final recommendations or suggested courses of action have been included. Rather, the City of Prairie Village, the YMCA of Greater Kansas City, and the Johnson County Library must consider these results, along with information and knowledge possessed outside the scope of this study, when making final determinations and decisions based on the research.

The format of this report consists of a bullet-point discussion of selected findings alongside charts and graphs providing a “visual” presentation of the results. This is preceded by a brief description of the study methodology employed for this research.

STUDY DESCRIPTION

STUDY METHODOLOGY

BACKGROUND & STUDY OBJECTIVES

The City of Prairie Village, in partnership with the YMCA of Greater Kansas City and Johnson County Library, is considering the construction of a new Community and Civic Center that would replace existing facilities and offer a full range of services. To assist in determining the feasibility and market demand for such a facility, a research study was conducted to provide an assessment of the community's support for and likely utilization of a new YMCA Community and Civic Center located near City Hall at Harmon Park. More specifically, the following objectives were accomplished in this study:

- *Obtained market penetration levels for health club and fitness facilities currently utilized by residents in this market, as well as the types of memberships possessed (individual, two adults, family).*
- *The incidence of use during the past 12 months was measured for the existing Prairie Village pool complex, the Paul Henson YMCA, and the Corinth Branch of the Johnson County Library.*
- *Estimated the likelihood to utilize a Community and Civic Center YMCA located in Prairie Village, assuming a reasonable cost, and then at specified price points (for various types of memberships). These results were then used to estimate potential membership units and revenue.*
- *Assessed the relative importance consumers place on specific features and amenities that are currently under consideration for the new facility.*
- *Measured potential demand for (likelihood to use) specific exercise/activity options the facility could offer.*
- *Gauged the likelihood to consider using medical-based programs if provided at the center, as well as the impact recommendations from a physician could have on program utilization. Three price points for a 12-week program were also evaluated.*
- *Preferences for the new library location (same campus as the community center or not) and for specific library features was ascertained.*
- *Support for funding the proposed YMCA Community and Civic Center through a tax increase was explored, along with the type of tax change one would be most likely to favor.*

STUDY METHODOLOGY

SAMPLING DESIGN

With any research study, it is critically important to accurately define and understand the population to be studied. The population is the group from which all sampling takes place and to which the results must eventually be projected. Since this was a general community study, the “population of interest” included essentially all adults residing within the proposed new facility’s potential trade area (defined by zip codes).

Sampling for this project was completed in two phases. First, n=400 *phone surveys* were completed using samples drawn from both cell/wireless and listed household (landline) phone numbers across the entire trade area. To ensure that a representative cross-section of the community was interviewed during this phase, geographic and age/gender quotas were established based on population statistics for the survey area and these quotas were met to the extent possible given the available sample. The chart below shows the geographic distribution of the obtained phone sample by zip code, which closely matched the actual household proportions. Total results for this *random* phase were then statistically weighted to more accurately represent the age profile of residents in the area (see “*Weighting Procedure*” chart in Appendix A).

Zip Code	Town	Household Count	% Of Total Households	Obtained Sample*	% Of Obtained Sample
64112	Kansas City, MO	5,623	7%	12	3%
64113	Kansas City, MO	4,921	6%	28	7%
64114	Kansas City, MO	12,479	15%	52	13%
66202	Mission, KS	8,612	10%	47	12%
66204	Overland Park, KS	9,337	11%	37	9%
66205	Mission, KS	6,294	8%	41	10%
66206	Leawood, KS	4,311	5%	24	6%
66207	Overland Park, KS	5,900	7%	35	9%
66208	Prairie Village KS	10,423	13%	55	14%
66212	Overland Park, KS	15,469	18%	69	17%
TOTAL		83,369	100%	400	100%

**Prior to weighting the results by age.*

STUDY METHODOLOGY

A second *supplemental* sampling phase was also conducted to provide those living within the city limits of Prairie Village an opportunity to complete the survey online. A total of 10,541 postcards with a link to the web-based survey were mailed to households, yielding an additional n=632 valid *online surveys*, which were then used to “boost” the Prairie Village proper sample. This online survey data was also statistically weighted by age (*see Appendix A*) and has been included throughout this report only when results for those residing within the Prairie Village city limits are being considered.

ACCURACY OF RESULTS

The accuracy of research results when random sampling is utilized is a function of both the sample size as well as the obtained results for any given question. The chart below depicts the error ranges achieved for the total Prairie Village proper sample of n=714 (phone and online combined), the total random phone sample of n=400, as well as for selected subsample sizes, given various obtained result percentages.

EXPECTED STANDARD ERROR RANGES FOR SELECTED SAMPLE SIZES*									
Sample Size	For Obtained Results Of ...								
	10%	20%	30%	40%	50%	60%	70%	80%	90%
n=714	±2.2	±2.9	±3.4	±3.6	±3.7	±3.6	±3.4	±2.9	±2.2
n=400	±2.9	±3.9	±4.5	±4.8	±4.9	±4.8	±4.5	±3.9	±2.9
n=200	±4.2	±5.5	±6.4	±6.8	±6.9	±6.8	±6.4	±5.5	±4.2
n=150	±4.8	±6.4	±7.3	±7.8	±8.0	±7.8	±7.3	±6.4	±4.8
n=100	±5.9	±7.8	±9.0	±9.6	±9.8	±9.6	±9.0	±7.8	±5.9
n=50	±8.3	±11.1	±12.7	±13.6	±13.9	±13.6	±12.7	±11.1	±8.3
*Ranges expressed as percentage points at the 95% confidence level.									

It can be seen from the preceding chart that the *maximum* standard error range for n=400 respondents is ±4.9 percentage points (50% result) at the 95% confidence level, with error ranges diminishing on a continuum as the obtained result percentages for that sample size move closer to one end (e.g., 10%) or the other (e.g., 90%). Of course, when findings for smaller sub-samples are being considered, results are subject to a greater margin of error.

STUDY METHODOLOGY

METHOD OF SAMPLE CONTACT

As mentioned, telephone was the sample contact methodology for the *random* phase. Calling took place from WRG’s central interviewing facilities, using its own staff of trained and experienced interviewers. Each interviewer working on this project was fully briefed on the proper administration of the questionnaire prior to sample contact, and interviews in progress were monitored by supervisors and recorded to ensure accuracy.

The questionnaire administered to respondents averaged 14-15 minutes on the phone. A copy of this survey instrument can be found in Appendix B, and all results presented in this document include a question number reference should the reader wish to review the exact wording of a specific item on the survey.

For the *supplemental* online phase, the City of Prairie Village invited residents to participate via a postcard which contained a link to the web-based survey. The postcards were designed, printed and mailed by the City (*see Appendix C for copy of postcard*). WRG handled the web-survey programming, provided the survey link, and hosted the online data collection.

DATA COLLECTION DATES

All phone interviewing and online data collection for this project was completed between November 13 and December 16, 2019. Research results are in one way much like a financial balance sheet prepared for a business in that they represent the situation only at a given point in time. Consumer awareness, opinions, and behaviors can and often do change over time. Therefore, when referring to these study results, it is important to keep in mind the time period during which data was collected.

SAMPLE CHARACTERISTICS

To provide greater insight into who was “listened to” in this study from a demographic standpoint, the reader is referred to the sample characteristics chart on the following page. This chart shows the profile of the 400 respondents surveyed (by phone) during the random phase and across the entire survey area, along with that of the 714 respondents in Prairie Village proper (phone and online combined), after statistical weighting.

SAMPLE CHARACTERISTICS

Category	% of Total Random Sample (n≈400)*	% of Prairie Village Proper Sample (n≈714)*
GENDER		
Male	45%	41%
Female	55%	59%
AGE		
18 to 34	22%	24%
35 to 44	16%	16%
45 to 54	16%	16%
55 to 64	19%	18%
65 Or Older	27%	26%
HOUSEHOLD INCOME		
Under \$50,000	23%	10%
\$50,000 To \$75,000	23%	16%
\$75,000 To \$100,000	18%	17%
\$100,000 to \$150,000	18%	25%
Over \$150,000	18%	32%

Category	% of Total Random Sample (n≈400)*	% of Prairie Village Proper Sample (n≈714)*
OWN/RENT		
Own	86%	93%
Rent	14%	7%
MARITAL STATUS		
Married/Living With Partner	62%	72%
Single	22%	15%
Widowed/Divorced/Separated	16%	13%
CHILD UNDER 18 IN HOUSEHOLD		
Yes	31%	34%
No	69%	66%
PRAIRIE VILLAGE CITY LIMITS		
Live Within City Limits	23%	100%
Outside City Limits	77%	--

*Based on those responding.

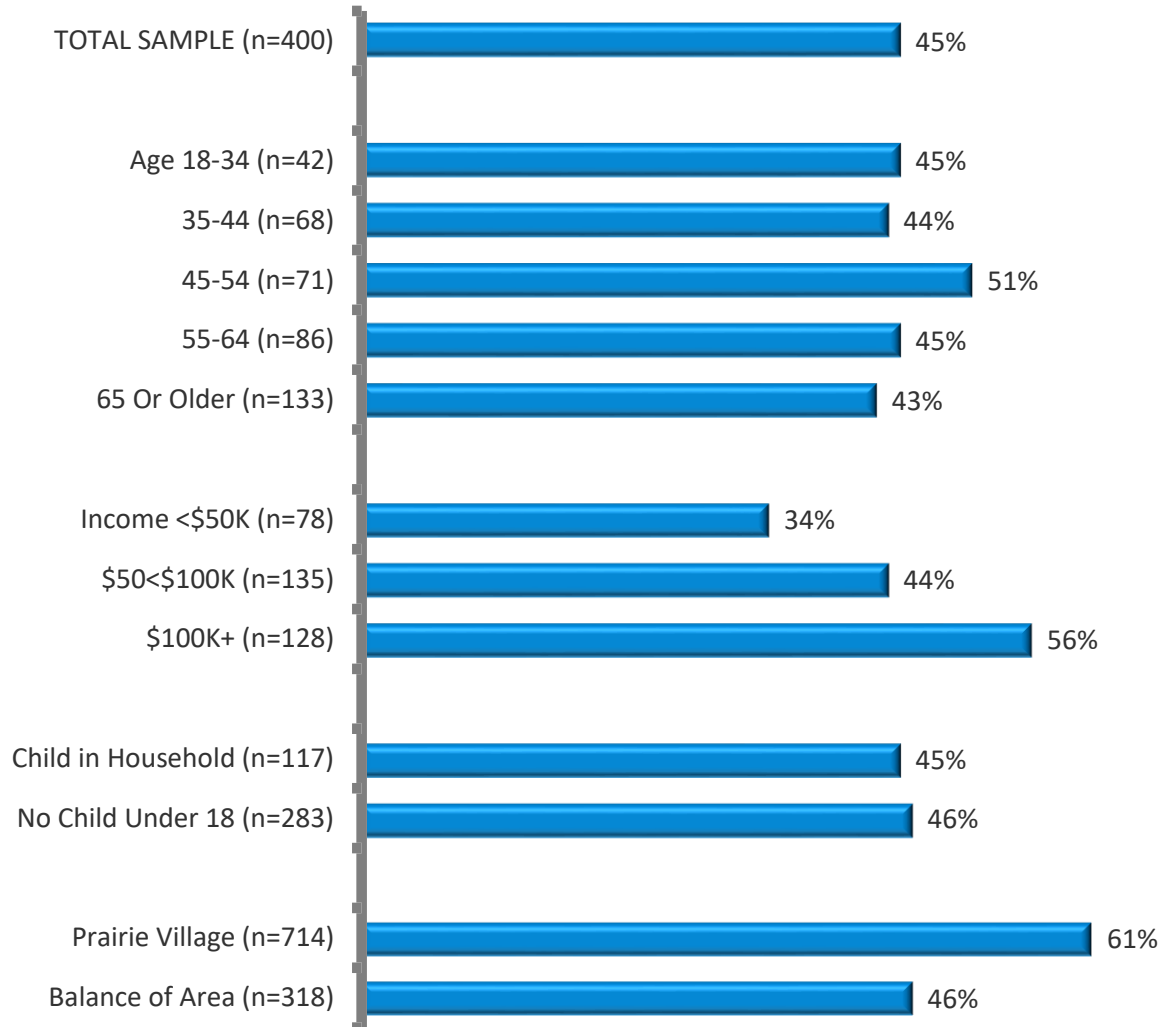
All percentages here and throughout the report have been weighted by age.
(Reference: SQ2, SQ3, Q1, Q18, Q23-25)

STUDY FINDINGS

INCIDENCE OF HEALTH CLUB OR FITNESS CENTER MEMBERSHIP BY ANYONE IN HOUSEHOLD

Results here would project that approaching one-half of the households in this area possess at least one membership to a health club or fitness center.

BASE: Total sample segments.

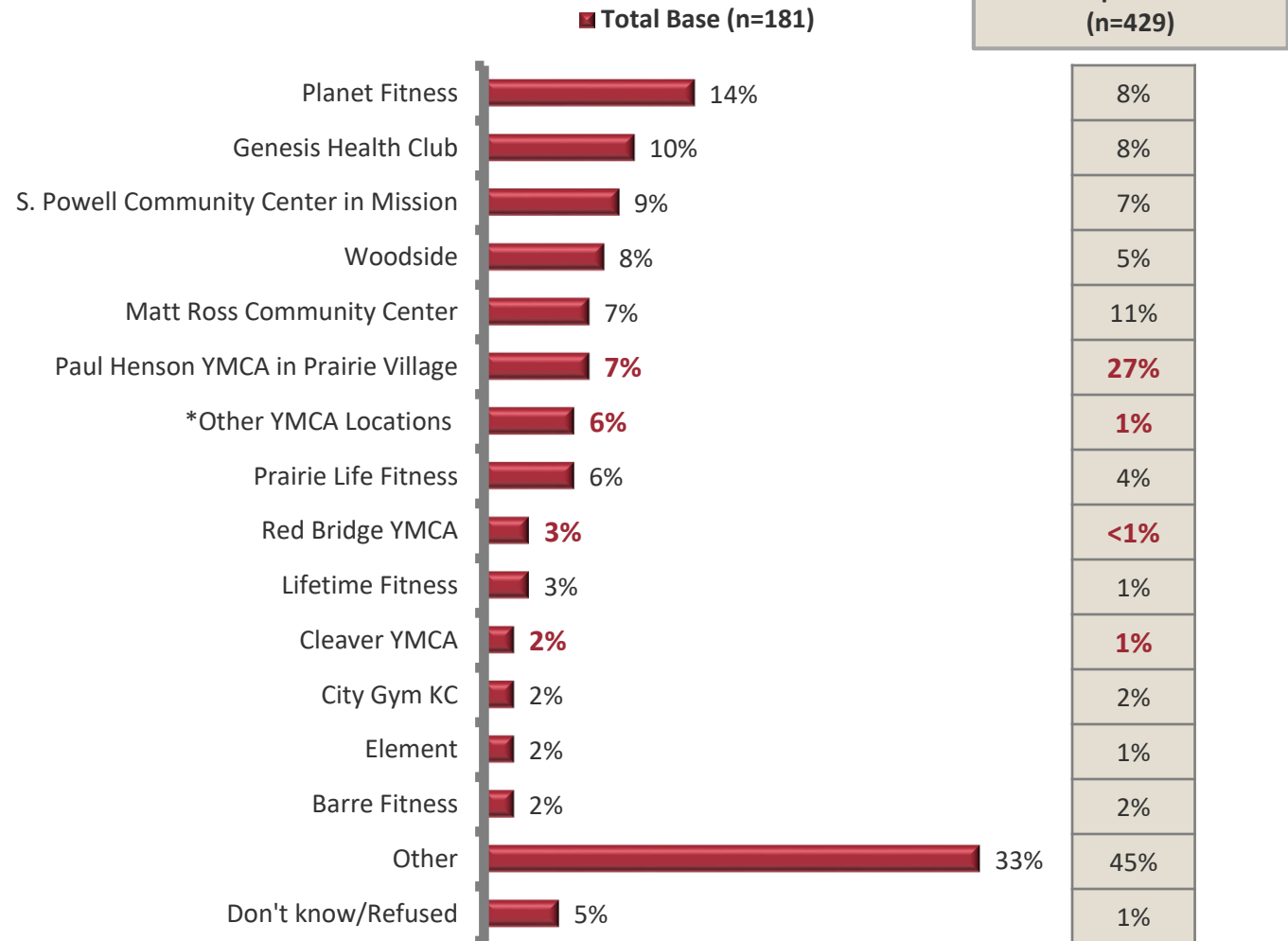


(Reference: Q2)

HEALTH CLUB OR FITNESS CENTER MEMBERSHIP SHARES

Collectively, several YMCA locations account for the largest share of current memberships (18%), followed closely by Planet Fitness, when the total trade area is considered.

BASE: Those with a current health club/fitness center membership.



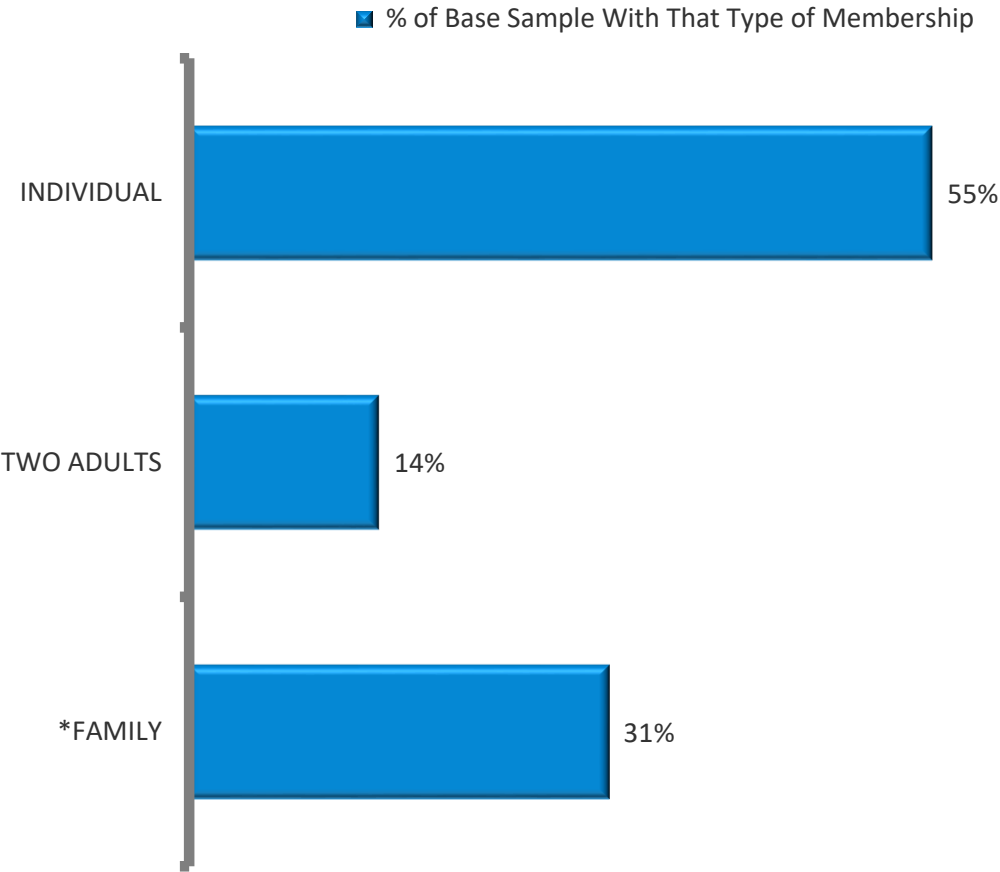
*Includes 1% YMCA-unspecified mentions. Multiple (3) replies accepted.
(Reference: Q3A)

TYPE OF HEALTH CLUB/FITNESS CENTER MEMBERSHIPS POSSESSED BY HOUSEHOLD

Individual memberships are currently the most prevalent in this market, with a majority (55%) of households belonging to a health club possessing this type of membership. By comparison, two adult memberships are far less common.

- While not shown here, expected differences were found in these results by age, marital status, and having a child in the household (i.e., single, younger and older residents are more likely to have individual memberships, while family memberships are more common among middle-aged residents with children).

BASE: Those with a current health club/fitness center membership/(n=181).

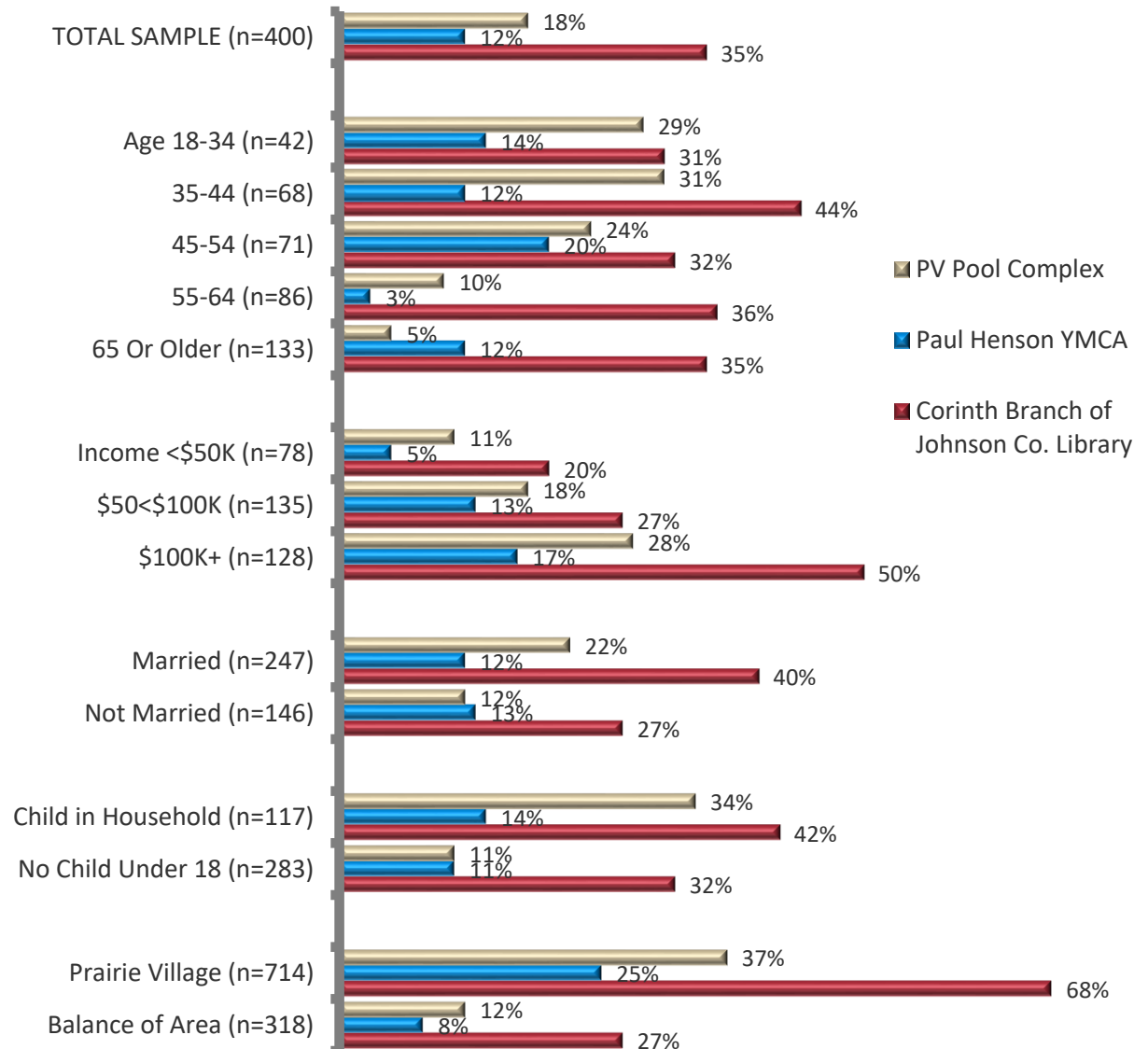


*Includes memberships for single parent plus dependent(s).
Multiple (3) replies accepted.
(Reference: Q3B)

USE OF EXISTING PRAIRIE VILLAGE FACILITIES DURING THE PAST 12 MONTHS

When the total trade area is considered, relatively small percentages of households have used either the Prairie Village Pool Complex (18%) or Paul Henson YMCA (12%) in the past 12 months, while fully one-third (35%) reported using the Corinth Library Branch.

BASE: Total sample segments.



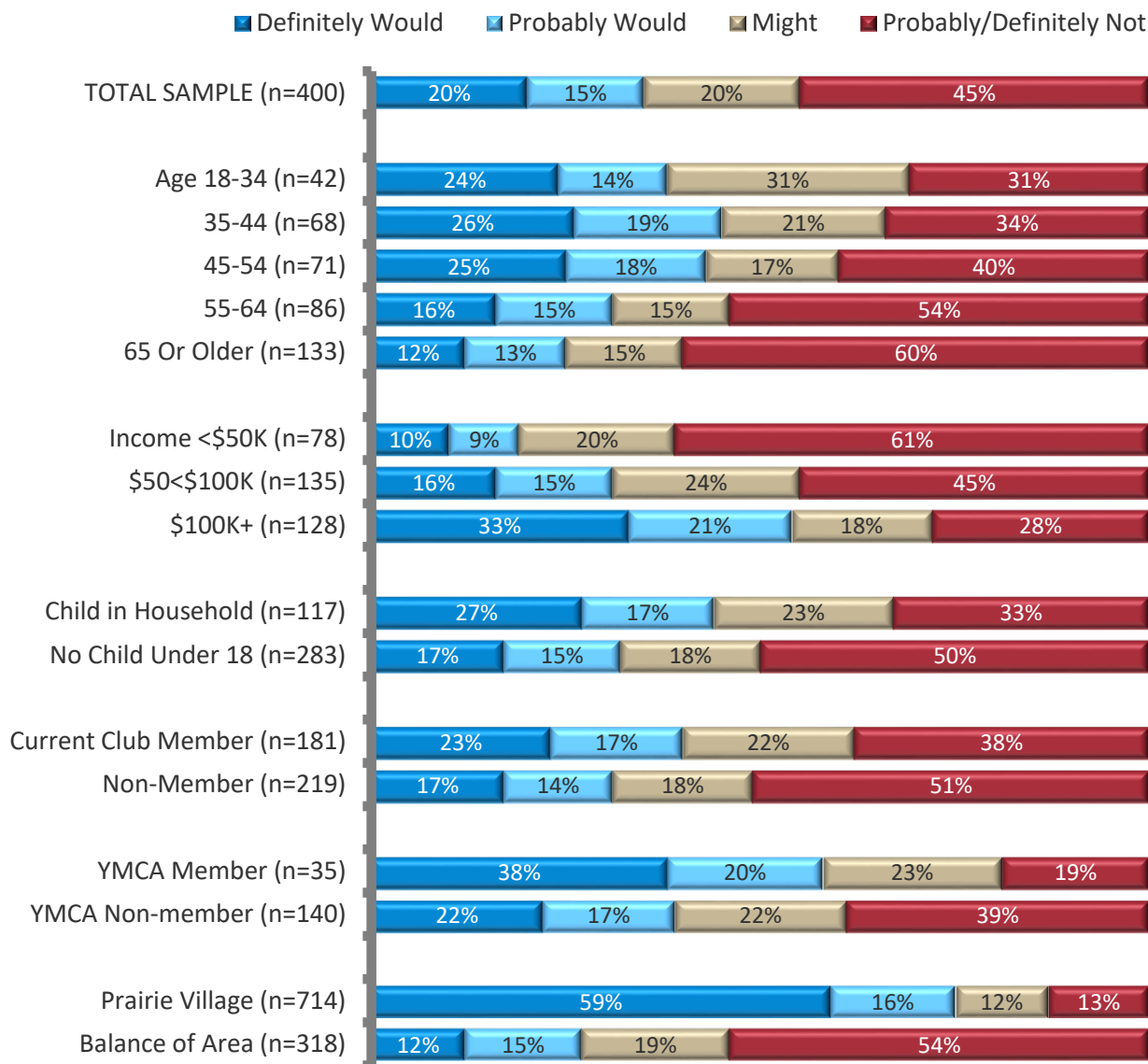
(Reference: Q4A-C)

LIKELIHOOD TO USE NEW PRAIRIE VILLAGE COMMUNITY AND CIVIC CENTER (Assuming Reasonable Cost)

Based on the description provided, and assuming a reasonable cost, just over one-third of respondents indicated they would at *least probably* use the proposed new facility, including 20% who said they *definitely would*.

- Openness to at least considering this new Community and Civic Center decreases with age and, as would follow, there is a stronger likelihood to use the facility among households with children. As income increases, so does the propensity to use the proposed center.
- Current health club or fitness center membership does *not* diminish potential interest, and it is encouraging to see that current YMCA members (most of whom used the Paul Henson location) are very likely to use this new facility.
- While not nearly as strong as those in Prairie Village, potential interest in this new Community and Civic Center among those residing in the balance of the area is meaningful as well.

BASE: Total sample segments.

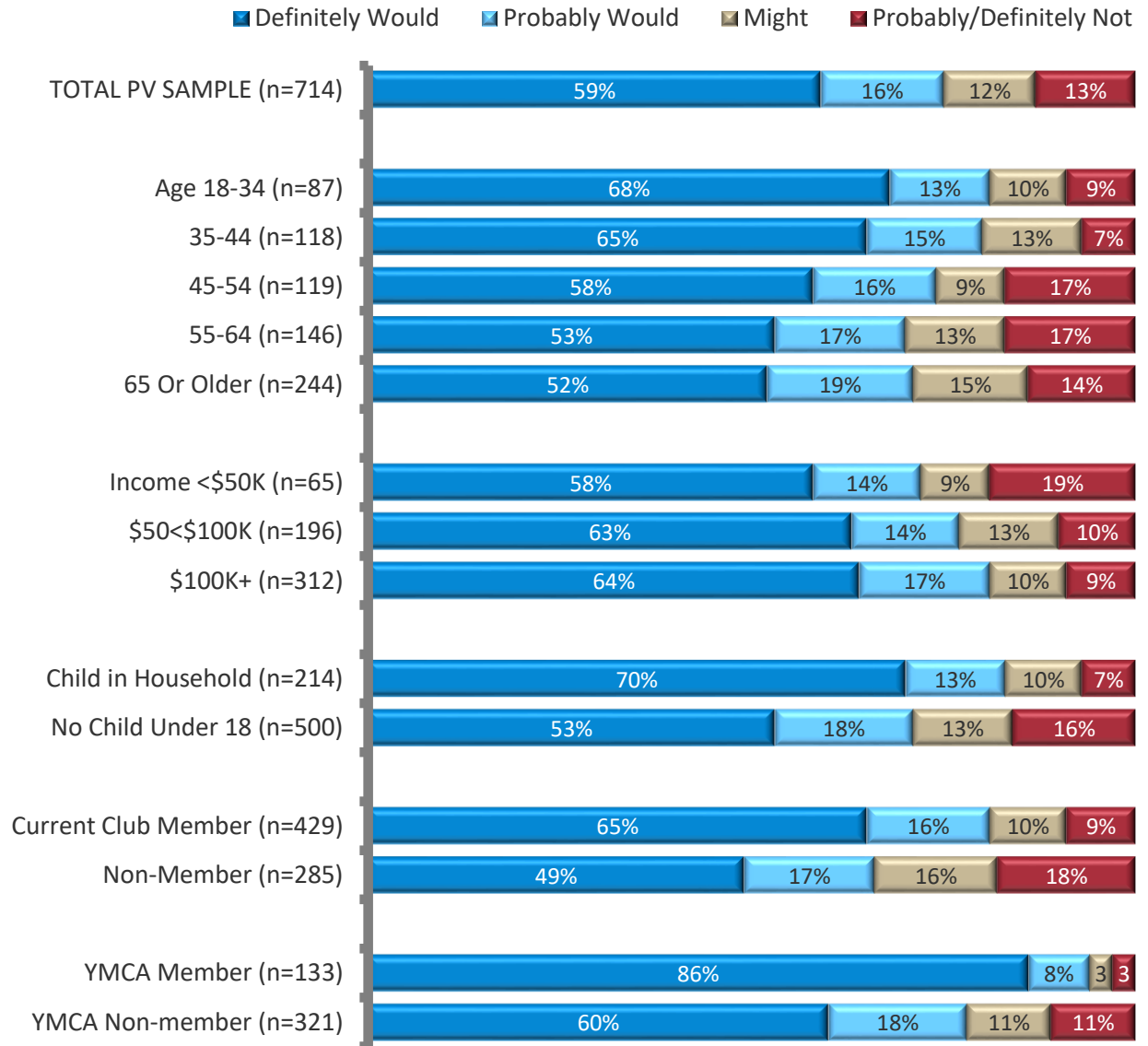


(Reference: Q6)

LIKELIHOOD TO USE NEW PRAIRIE VILLAGE COMMUNITY AND CIVIC CENTER AMONG PRAIRIE VILLAGE PROPER RESIDENTS (Assuming Reasonable Cost)

Potential interest in the proposed new YMCA Community and Civic Center among households in Prairie Village proper is quite strong “across the board,” with relatively few of these residents not open to at least considering using this facility, assuming a reasonable cost.

BASE: Prairie Village residents only segments



(Reference: Q6)

WHY ARE YOU NOT LIKELY TO THIS USE NEW PRAIRIE VILLAGE YMCA COMMUNITY AND CIVIC CENTER?

The most common reason volunteered for *not* being likely to use a new YMCA Community and Civic Center located in Prairie Village was inconvenient location (too far away).

- After location concerns, belonging elsewhere (use another gym) and having no need/no interest were the next most prevalent reasons volunteered. Other much smaller segments cited cost, health reasons, age, and having no time.

BASE: Those who “probably/definitely would not” use a new Prairie Village YMCA Community and Civic Center.

VOLUNTEERED RESPONSE	% BASE SAMPLE MENTIONING (n=190)
Inconvenient Location	56%
Belong Elsewhere (Use Another Gym)	29%
No Need/No Interest	14%
Cost	7%
Health Reasons	5%
Age	4%
No time	3%
No Use for Library (go to another)	2%
Other	5%

Multiple (3) replies accepted.
(Reference: Q6A)

WHAT WOULD YOUR LIKELIHOOD TO USE THE NEW PRAIRIE VILLAGE YMCA COMMUNITY AND CIVIC CENTER DEPEND ON?

Turning to what one's potential interest might depend on, not surprisingly price or cost-related factors were cited most often, followed by location/distance concerns and activities or programs offered.

BASE: Those who "might" use a new Prairie Village YMCA Community and Civic Center.

VOLUNTEERED RESPONSE	% BASE SAMPLE MENTIONING (n=79)
Price/Fees/Cost-Related	42%
Actual Distance/Location	26%
Activities/Programs Offered/Amenities	23%
Library	8%
My Time Constraints	7%
Convenience (Unspecified)	5%
Pool	4%
Event/Meeting Space Available	4%
Hours of Operation	3%
Parking	2%
My Health	2%
Senior Services	2%
All Other Replies	9%
Don't Know	5%

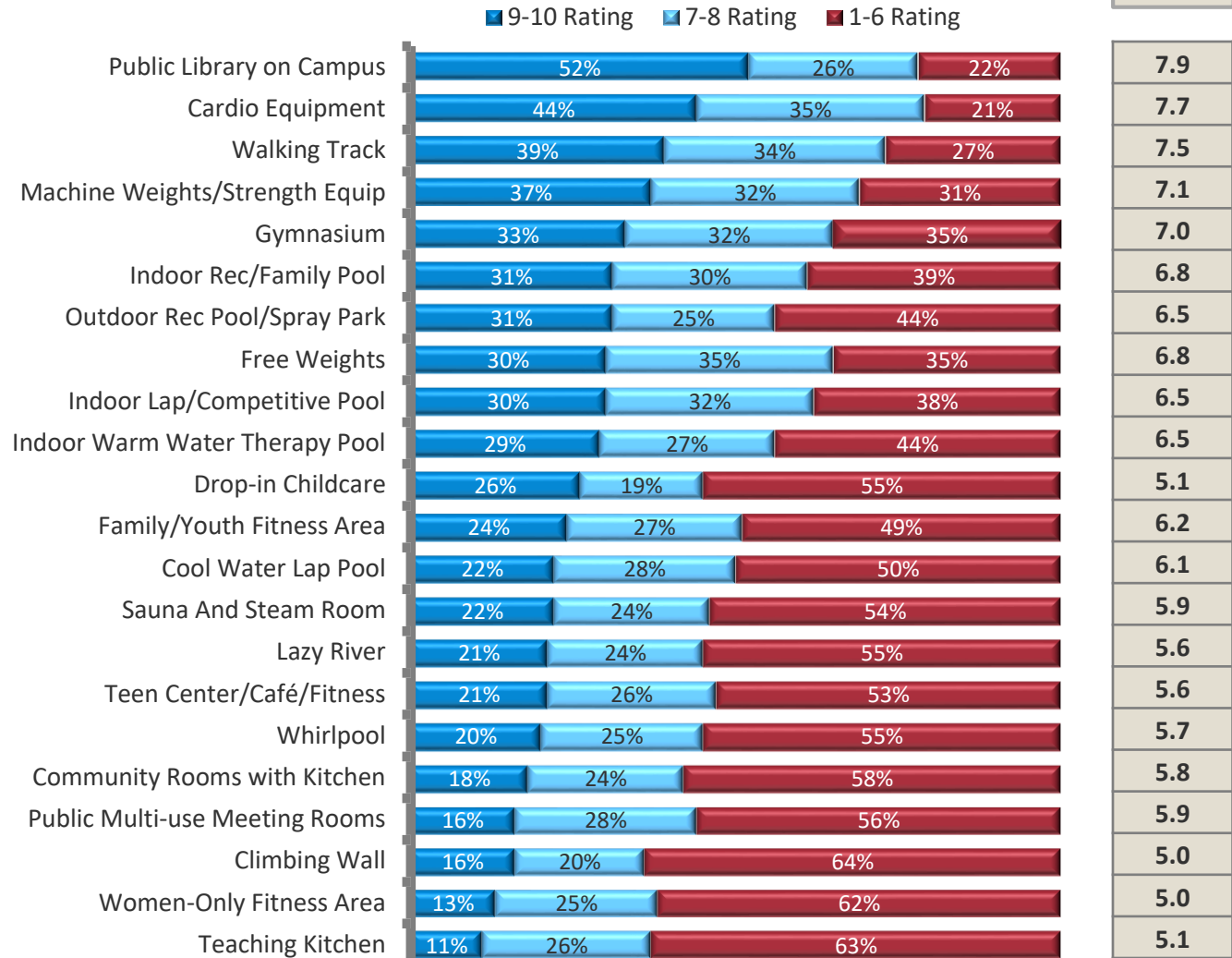
Multiple (3) replies accepted.
(Reference: Q6B)

IMPORTANCE OF POSSIBLE FEATURES/AMENITIES TO INCLUDE IN CENTER (Among Potential Interest Segment)

Library on campus, cardio equipment, and walking track are the most important features and amenities to include in the new center, followed by machine weights/strength equipment, gymnasium, several pool/water features, and free weights.

BASE: Those who at least might use new facility, able to rate (n≈209).

10-POINT SCALE: 1 = NOT AT ALL IMPORTANT to 10 = EXTREMELY IMPORTANT



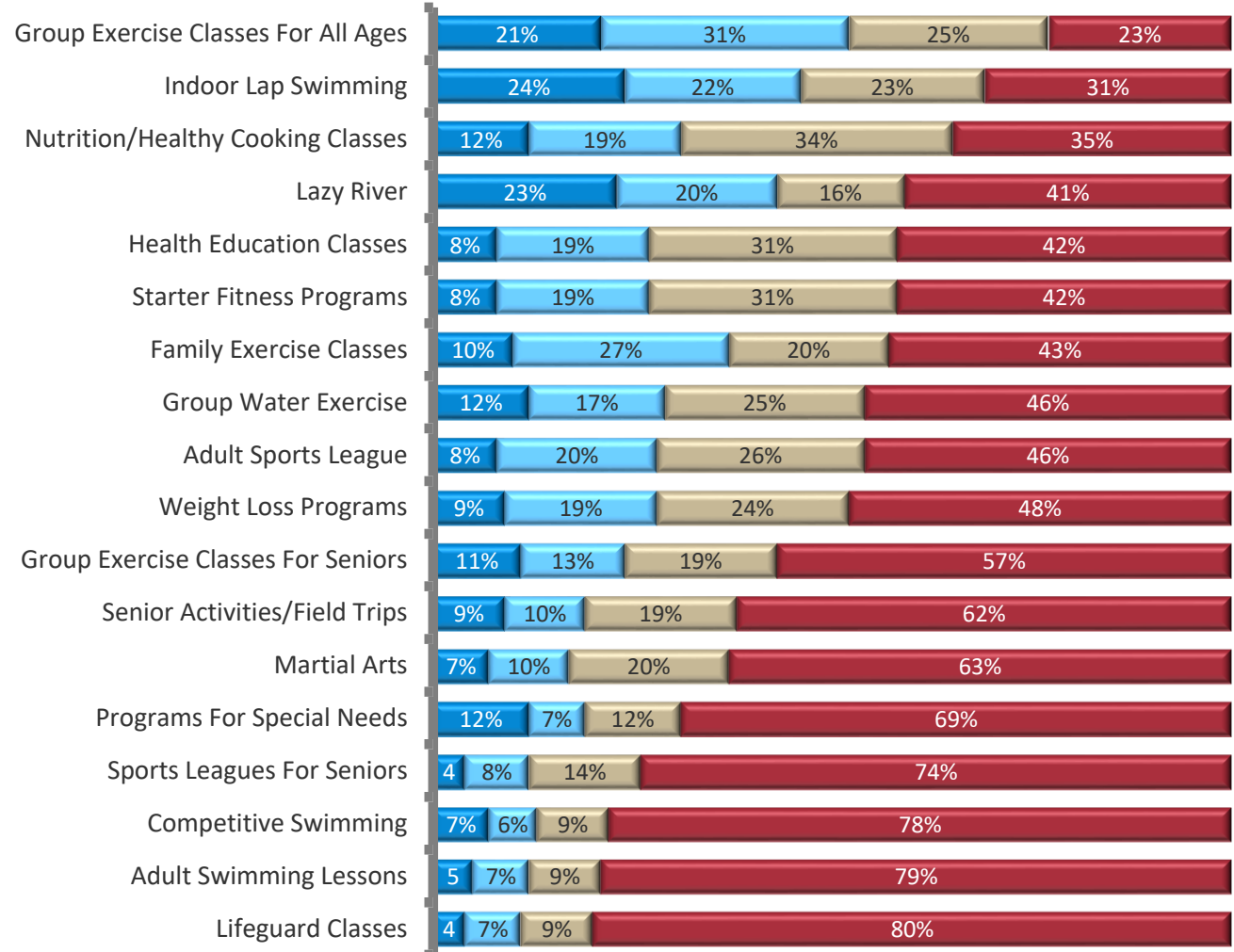
(Reference: Q7)

LIKELIHOOD TO USE SELECTED PROGRAMS/SERVICES IN NEXT FEW YEARS (Among Potential Interest Segment)

Group exercise classes for all ages, indoor lap swimming, and nutrition/healthy cooking classes are of potential interest (at least might use) to the greatest number of likely patrons.

BASE: Those who at least might use new facility (n=210).

■ Definitely Use ■ Probably Use ■ Might Use ■ Probably/Definitely Not



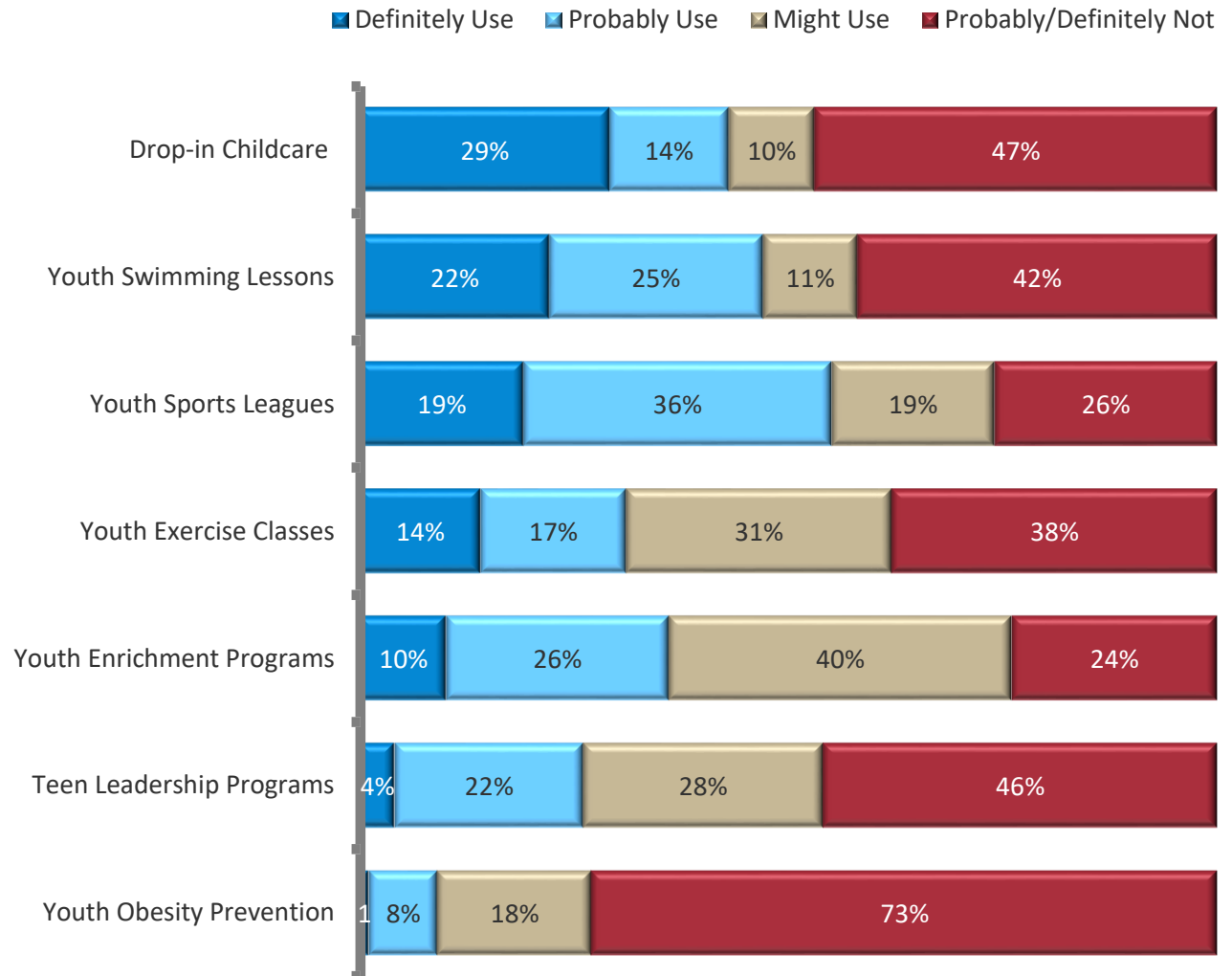
(Reference: Q8)

LIKELIHOOD TO USE SELECTED *YOUTH* PROGRAMS/SERVICES (Among Potential Interest Segment With Children Under 18)

Several of the youth programs and services evaluated, including drop-in childcare (while parents work out) have fairly broad appeal among the potential interest segment with children under 18 in the household.

- Relatively speaking, the *youth* programs garnering the highest levels of potential interest include swimming lessons, sports leagues, exercise classes, and enrichment programs.
- Drop-in childcare tends to fall at one end of the scale or the other, suggesting that those who need it (have younger children) would likely use it, if offered.

BASE: Those with children under 18 in household who at least might use new facility (n=78).



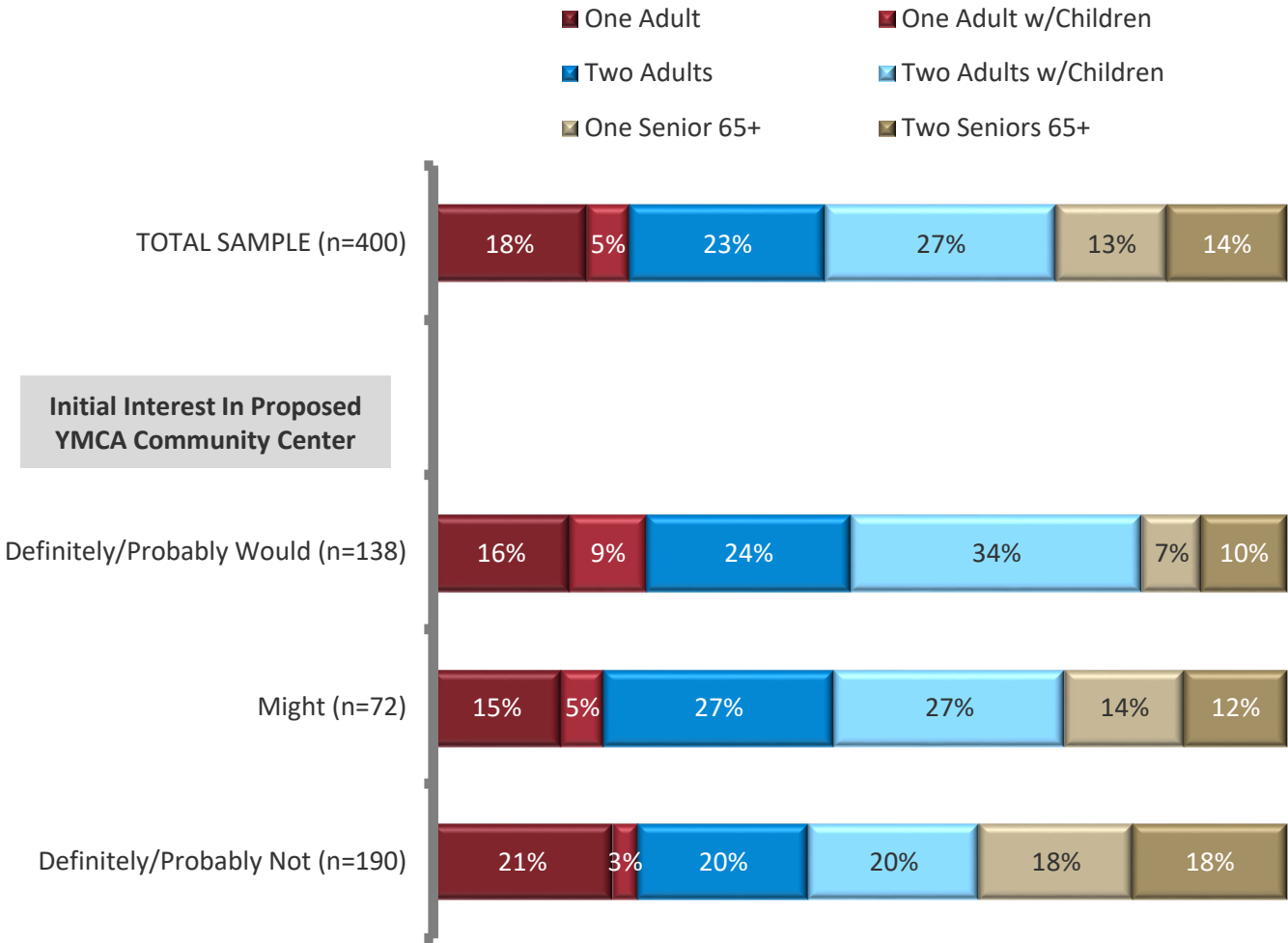
(Reference: Q8)

TYPE OF YMCA MEMBERSHIP THAT BEST DESCRIBES HOUSEHOLD

While earlier results showed that the largest share of gym membership types that already exist in this market are for individuals, potential YMCA memberships are far more likely to come from households comprised of two adults (with or without children.)

- Replies to this question determined the type of membership respondents were asked to consider when measuring price sensitivity, and these results follow.

BASE: Total sample segments.

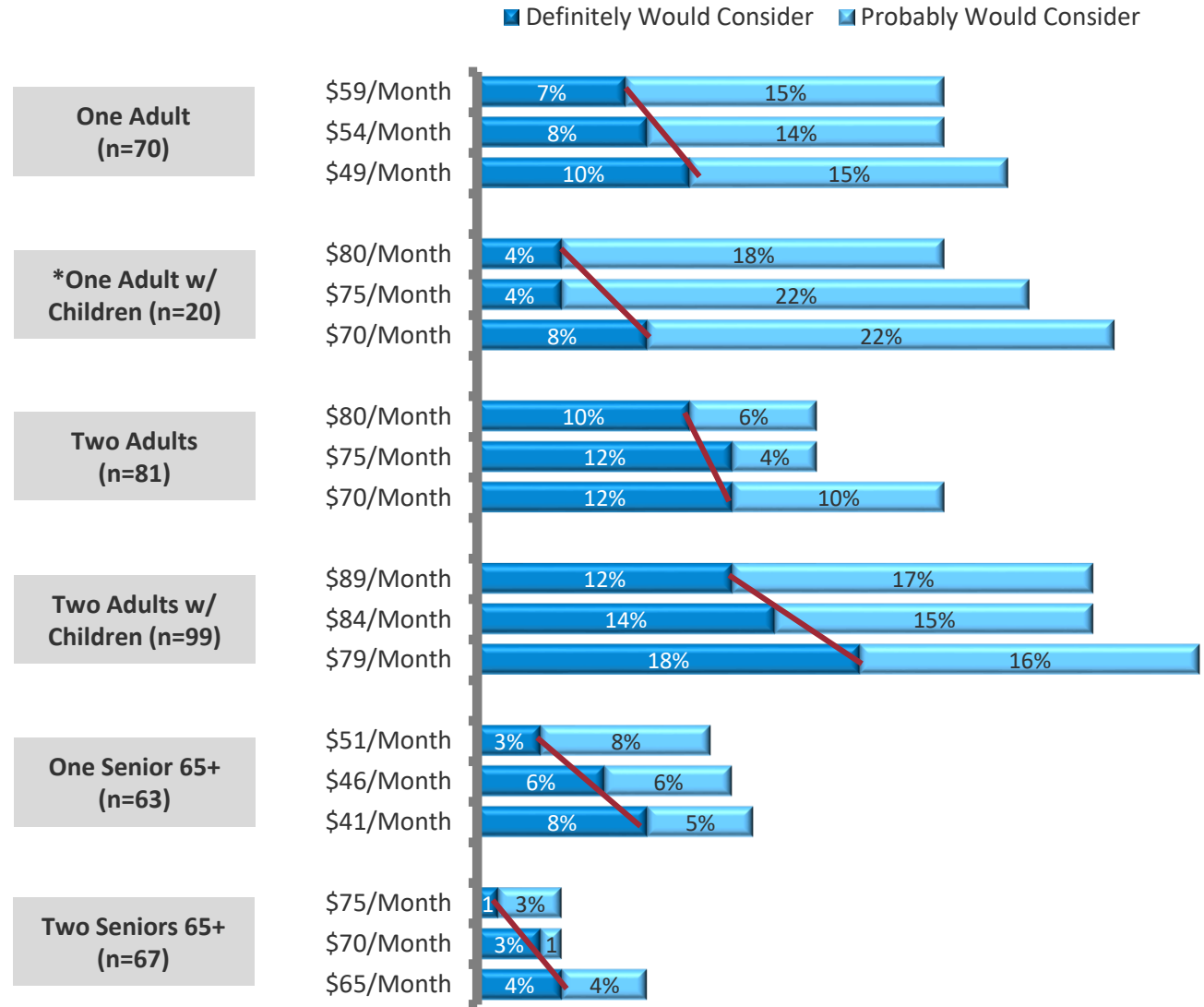


(Reference: Q9)

LIKELIHOOD TO CONSIDER PRAIRIE VILLAGE YMCA AT SPECIFIED MONTHLY PRICE POINTS BY TYPE OF MEMBERSHIP

Although based on small sample sizes, it appears that the greatest price sensitivity exists among those most likely to consider a membership for *one or two adults with children* and for *one or two seniors 65+*, while demand for *two adult* memberships (no children) is more price inelastic.

BASE: Total sample segment. *Caution: Small sample size.



(Reference: Q10)

ESTIMATED NUMBER OF HOUSEHOLDS PROJECTED TO JOIN PRAIRIE VILLAGE YMCA BY TYPE OF MEMBERSHIP AT VARIOUS PRICE POINTS

The projections presented here provide what are considered to be *conservative*, *moderate*, and *aggressive* estimates of potential membership units for the Prairie Village YMCA Community and Civic Center, based on stated intentions (factored down to predict behavior).

TYPE OF MEMBERSHIP	% Of Total By Type	# Of Households By Type	CONSERVATIVE ESTIMATE (30% Definitely)			MODERATE ESTIMATE (40% Definitely + 5% Probably)			AGGRESSIVE ESTIMATE (50% Definitely + 10% Probably)		
			% w/High Potential and # Of Households Projected To Join At...			% w/High Potential and # Of Households Projected To Join At...			% w/High Potential and # Of Households Projected To Join At...		
			High Price	Mid Price	Low Price	High Price	Mid Price	Low Price	High Price	Mid Price	Low Price
One Adult	18%	15,006	315 2.1%	360 2.4%	450 3.0%	540 3.6%	585 3.9%	720 4.8%	750 5.0%	810 5.4%	975 6.5%
One Adult With Children	5%	4,168	50 1.2%	50 1.2%	100 2.4%	104 2.5%	113 2.7%	179 4.3%	158 3.8%	175 4.2%	258 6.2%
Two Adults	23%	19,175	575 3.0%	690 3.6%	690 3.6%	825 4.3%	959 5.0%	1016 5.3%	1074 5.6%	1227 6.4%	1342 7.0%
Two Adults With Children	27%	22,510	810 3.6%	945 4.2%	1216 5.4%	1283 5.7%	1441 6.4%	1801 8.0%	1733 7.7%	1913 8.5%	2386 10.6%
One Senior 65+	13%	10,838	98 0.9%	195 1.8%	260 2.4%	173 1.6%	293 2.7%	379 3.5%	249 2.3%	390 3.6%	488 4.5%
Two Seniors 65+	14%	11,672	35 0.3%	105 0.9%	140 1.2%	70 0.6%	152 1.3%	210 1.8%	93 0.8%	187 1.6%	280 2.4%
TOTAL	100%	83,369	1,883 2.3%	2,345 2.8%	2,856 3.4%	2,995 3.6%	3,543 4.2%	4,305 5.2%	4,057 4.9%	4,702 5.6%	5,729 6.9%
Average Monthly Fee (All Types):			\$78.76	\$72.77	\$67.64	\$78.28	\$72.58	\$67.46	\$78.07	\$72.44	\$67.46
Projected Revenue Per Month:			\$148,298	\$170,640	\$193,174	\$234,440	\$257,152	\$290,398	\$316,721	\$340,612	\$386,477

- Researchers tend to agree that when measuring potential interest, the “definitely would” responses are the best metric for predicting actual behavior. However, the ability to convert even those intentions into actual enrollment and/or program participation will depend on several factors, and these memberships will not occur overnight. Factors impacting both initial and eventual membership levels include everything from the ability to create awareness and interest through a strong marketing campaign, to the design of the facility itself and successful execution of specific programs.

LIKELIHOOD TO CONSIDER PRAIRIE VILLAGE YMCA AT MONTHLY PRICE POINTS BY TYPE OF MEMBERSHIP *AMONG PRAIRIE VILLAGE PROPER RESIDENTS*

When only residents in Prairie Village proper are considered, it appears that the greatest price sensitivity exists for *one senior 65+* memberships, while demand for *one adult with children* memberships appear to be price inelastic (although the small sample size here should be noted).

BASE: Total Prairie Village sample segment. *Caution: Small sample size.



(Reference: Q10)

ESTIMATED # OF HOUSEHOLDS PROJECTED TO JOIN YMCA BY TYPE OF MEMBERSHIP AT VARIOUS PRICE POINTS *AMONG PRAIRIE VILLAGE PROPER RESIDENTS*

The projections presented here provide *conservative, moderate, and aggressive* estimates of potential membership units for the Prairie Village YMCA Community and Civic Center *among Prairie Village proper residents only*, based on stated intentions (factored down to predict behavior).

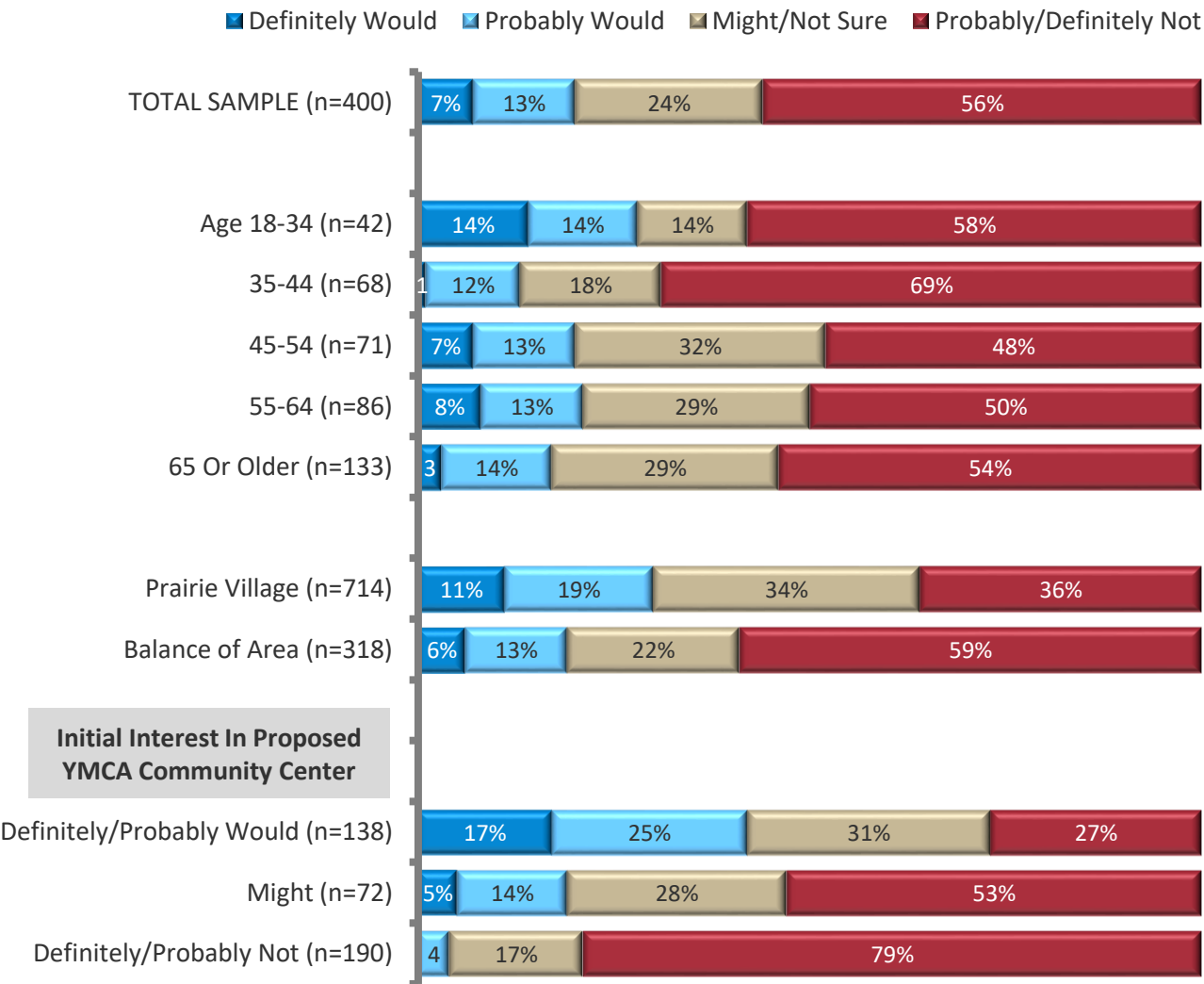
TYPE OF MEMBERSHIP	% Of Total By Type	# Of Households By Type	CONSERVATIVE ESTIMATE (30% Definitely)			MODERATE ESTIMATE (40% Definitely + 5% Probably)			AGGRESSIVE ESTIMATE (50% Definitely + 10% Probably)		
			% w/High Potential and # Of Households Projected To Join At...			% w/High Potential and # Of Households Projected To Join At...			% w/High Potential and # Of Households Projected To Join At...		
			High Price	Mid Price	Low Price	High Price	Mid Price	Low Price	High Price	Mid Price	Low Price
One Adult	16%	1,687	71 4.2%	81 4.8%	111 6.6%	108 6.4%	121 7.2%	164 9.7%	145 8.6%	160 9.5%	214 12.7%
One Adult With Children	3%	316	7 2.1%	7 2.1%	7 2.1%	13 4.0%	13 4.0%	13 4.2%	19 5.9%	19 5.9%	20 6.3%
Two Adults	25%	2,635	182 6.9%	206 7.8%	245 9.3%	264 10.0%	292 11.1%	350 13.3%	343 13.0%	379 14.4%	453 17.2%
Two Adults With Children	31%	3,268	324 9.9%	343 10.5%	402 12.3%	461 14.1%	484 14.8%	565 17.3%	595 18.2%	624 19.1%	725 22.2%
One Senior 65+	11%	1,160	31 2.7%	49 4.2%	66 5.7%	50 4.3%	75 6.5%	97 8.4%	68 5.9%	101 8.7%	128 11.0%
Two Seniors 65+	14%	1,476	71 4.8%	75 5.1%	97 6.6%	105 7.1%	114 7.7%	143 9.7%	139 9.4%	151 10.2%	189 12.8%
TOTAL	100%	10,541	686 6.5%	761 7.2%	928 8.8%	1001 9.5%	1099 10.4%	1,332 12.6%	1309 12.4%	1434 13.6%	1,729 16.4%
Average Monthly Fee (All Types):			\$80.25	\$74.46	\$68.80	\$79.91	\$74.15	\$68.58	\$79.73	\$74.00	\$68.48
Projected Revenue Per Month:			\$55,051	\$56,665	\$63,848	\$79,986	\$81,495	\$91,353	\$104,363	\$106,122	\$118,404

LIKELIHOOD TO USE MEDICAL-BASED PROGRAMS AT YMCA IN PRAIRIE VILLAGE (Assuming Reasonable Cost)

The likelihood to use medical-based programs designed to prevent or help manage chronic diseases or health issues, if offered at the new center, was also explored and results here suggest that interest in these types of programs is more limited.

- Interestingly, these types of programs do *not* appear to have greater appeal among the older population (although respondents age 35-44 were decidedly less interested in medical-based programs). Further, no significant differences were found in these results by gender, income, child in household, or marital status.
- Those residing within the city limits of Prairie Village and, as would follow, respondents who demonstrated greater potential interest in the new Community Center YMCA as earlier described show a higher propensity to use these medical-based programs, which is perhaps to be expected.

BASE: Total sample segment.



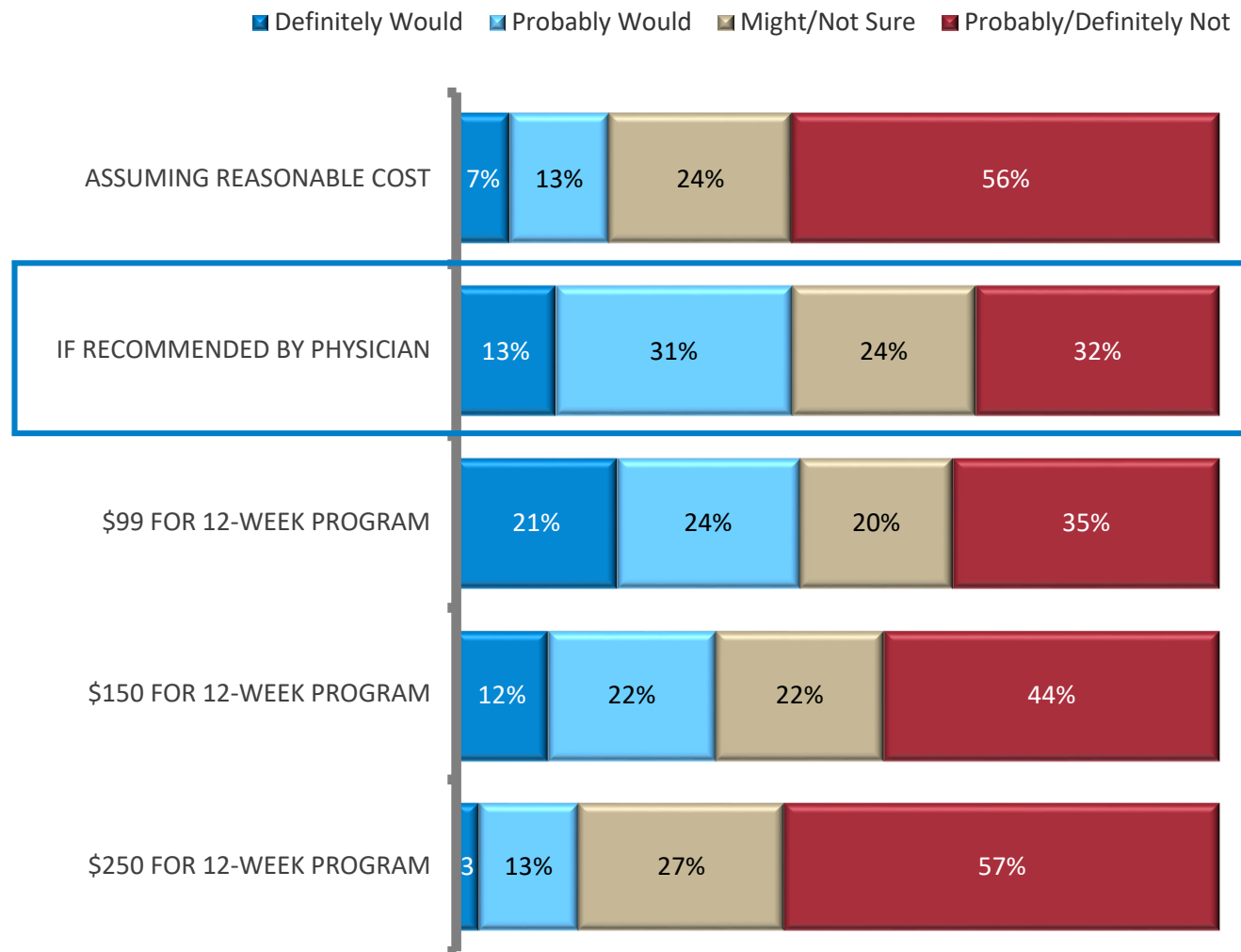
(Reference: Q11)

LIKELIHOOD TO USE MEDICAL-BASED PROGRAMS AT YMCA IN PRAIRIE VILLAGE IF RECOMMENDED BY PHYSICIAN AND AT VARIOUS PRICE POINTS

The impact of a physician recommendation on potential utilization of medical-based programs at a new Prairie Village YMCA is notable, but this impact diminishes as program cost increases.

- If recommended by their physician, over 4 in 10 residents surveyed said they *at least probably would* use medical-based programs at the YMCA (13% definitely would), assuming a reasonable cost.
- Further questioning regarding what a 12-week program might cost shows that the \$99 price point seems more than reasonable, while a \$250 program would certainly restrict usage to a much smaller share of the market.

BASE: Total sample/(n=400).

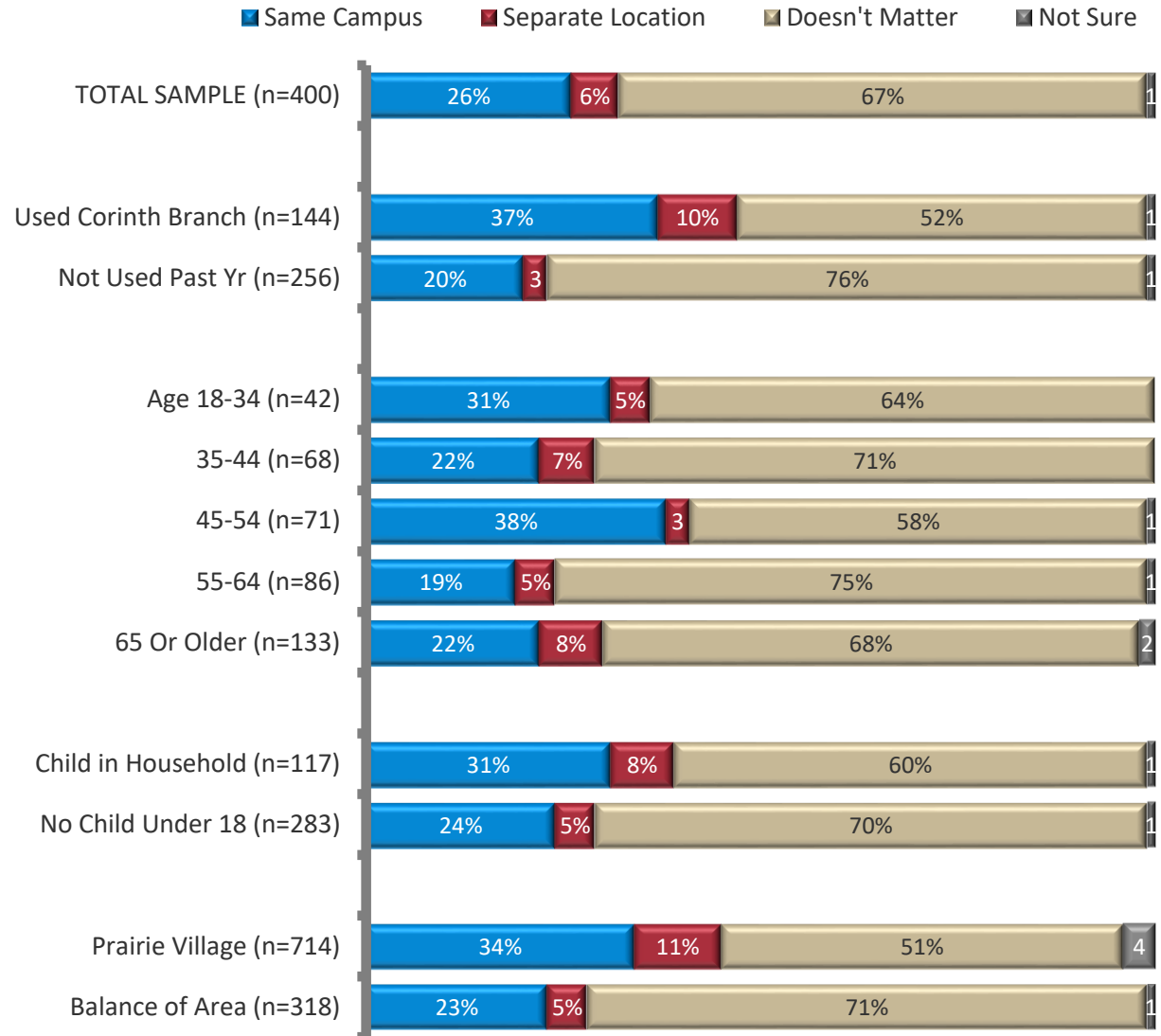


(Reference: Q11, Q12, & Q13A-C)

LOCATION PREFERENCE FOR NEW JOHNSON COUNTY LIBRARY BRANCH

While a solid majority said it doesn't really matter one way or the other, those with a preference were decidedly more in favor of placing the new library branch on the same campus as the proposed Community and Civic Center versus a separate location.

BASE. Total sample segments.



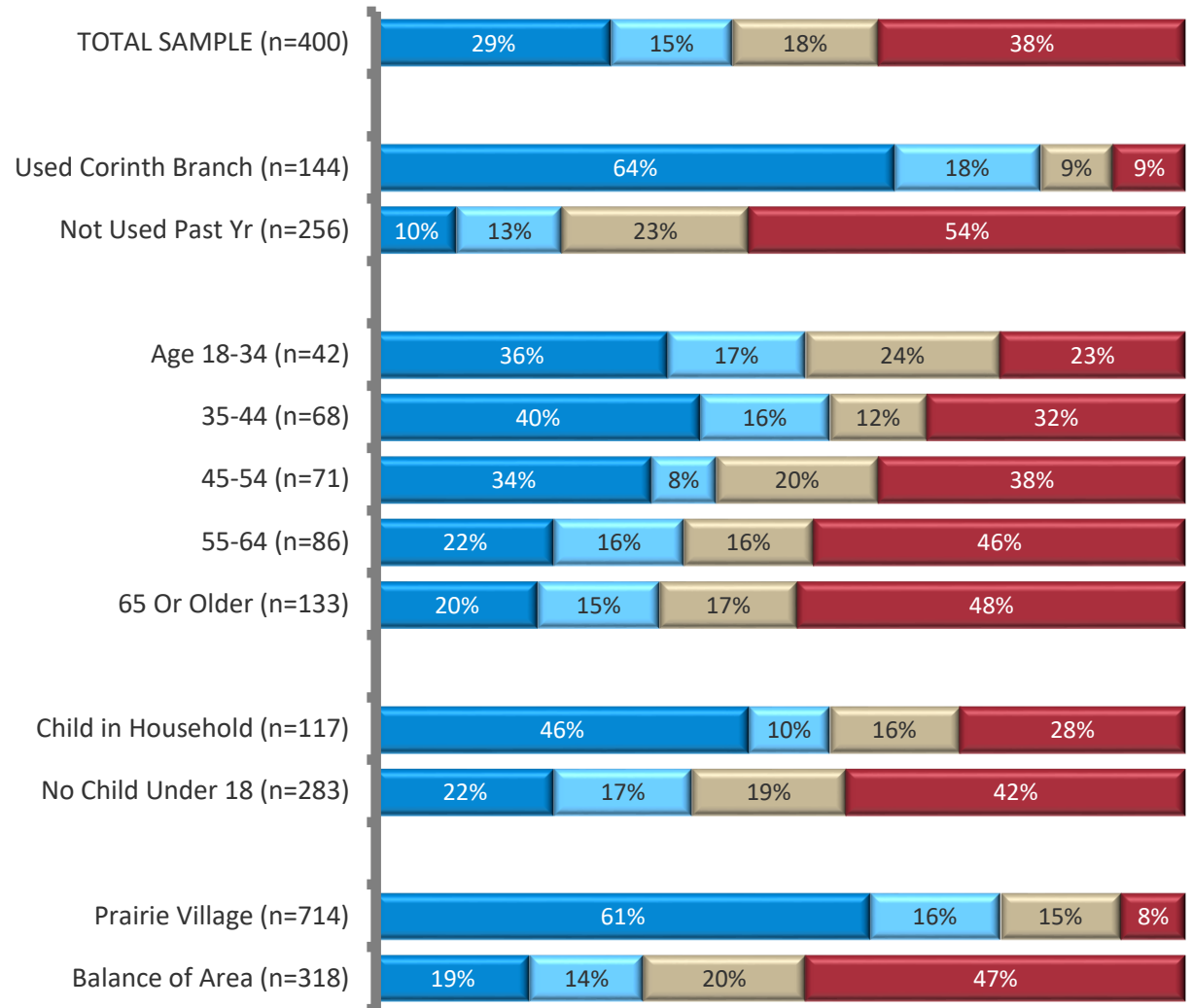
(Reference: Q14)

LIKELIHOOD TO USE NEW JOHNSON COUNTY LIBRARY BRANCH IN PRAIRIE VILLAGE

Results here would suggest that nearly one-half of the residents in the total trade area *at least probably will* use a new JCL branch in Prairie Village, with past utilization of the existing Corinth branch being the strongest predictor of future patronage.

BASE: Total sample segments.

■ Definitely Will ■ Probably Will ■ Might/Not Sure ■ Probably/Definitely Not

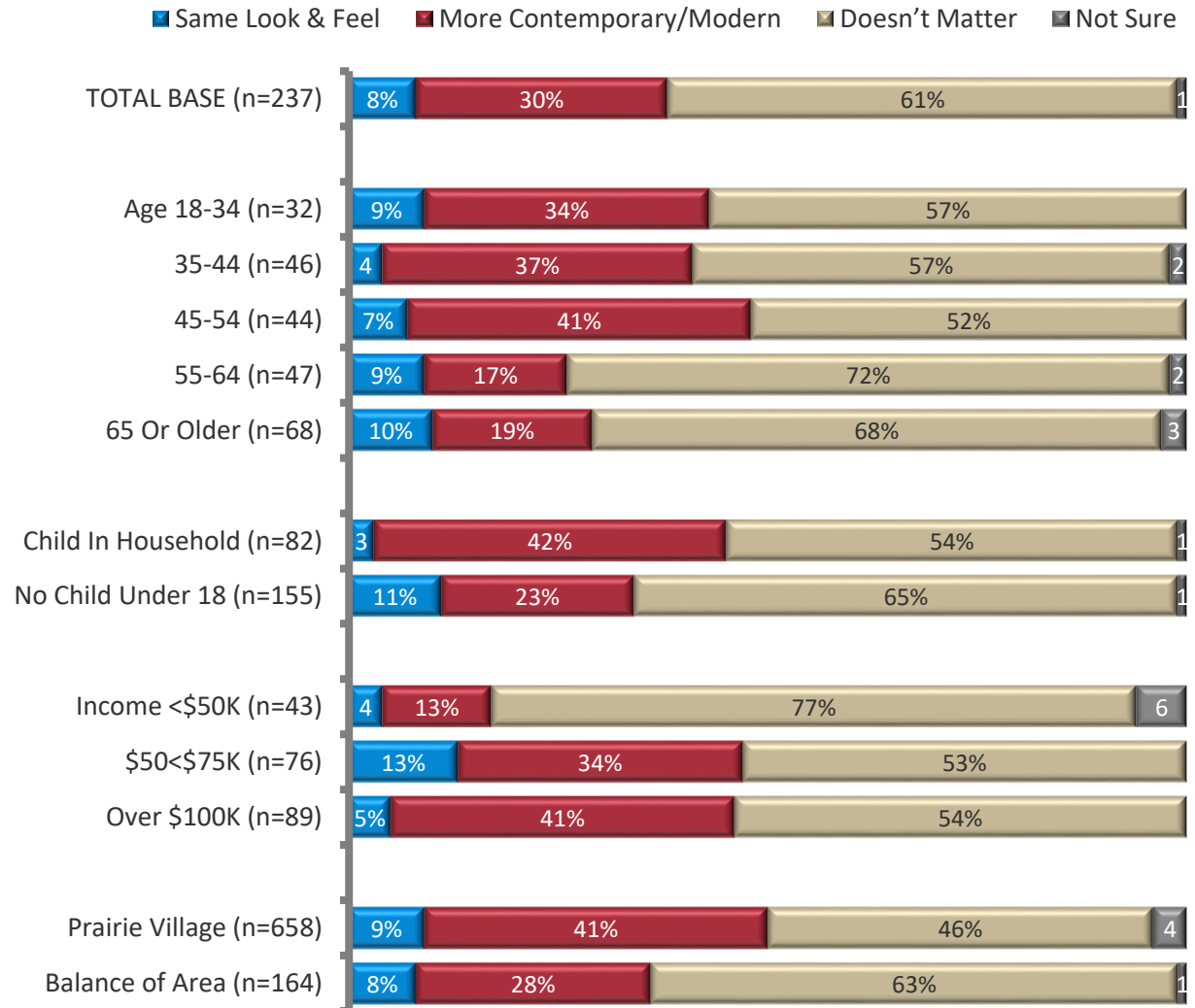


(Reference: Q15)

PREFERENCE FOR NEW LIBRARY BRANCH DESIGN

When presented with these two choices, the tendency was to prefer a “more contemporary and modern design” for the new JCL library in Prairie Village over the “same look and feel as the current branch” and this was true to varying degrees across the board.

BASE: Those who at least might use new JCL branch in Prairie Village.



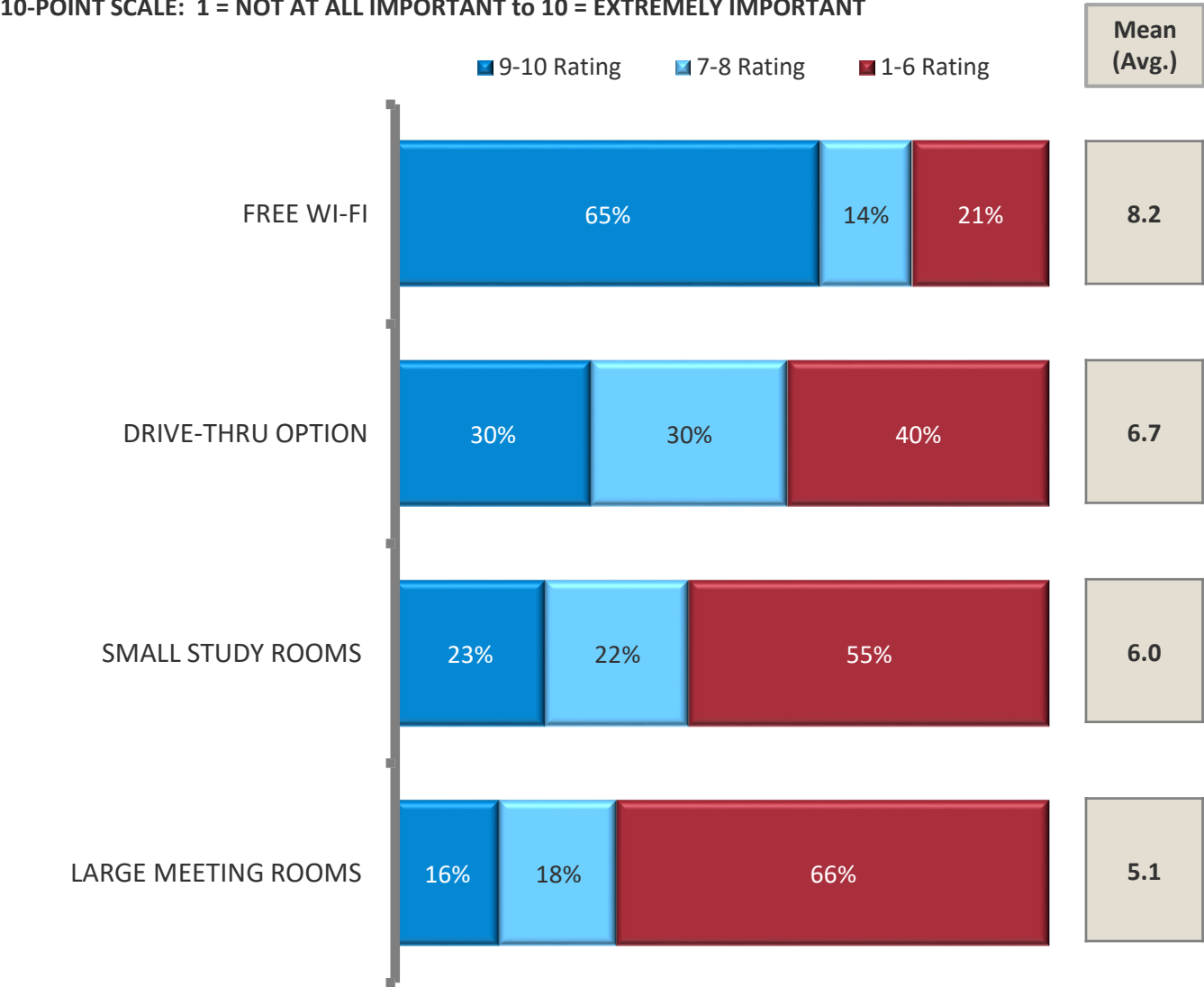
IMPORTANCE OF SELECTED LIBRARY FEATURES



The importance of offering free Wi-Fi at the new JCL library branch in Prairie Village is clearly indicated by these findings.

- While not as critical as free Wi-Fi, the drive-thru option for picking up and/or returning materials would also be a “plus” for a meaningful segment of potential patrons.
- One would logically expect that having small study rooms and large meeting rooms in the library would have more limited appeal and results here show that to be the case. Still, there may be enough potential interest in these types of spaces (especially small study rooms) to warrant further consideration.

BASE. Those who at least might use new JCL branch in Prairie Village (n≈237).
10-POINT SCALE: 1 = NOT AT ALL IMPORTANT to 10 = EXTREMELY IMPORTANT

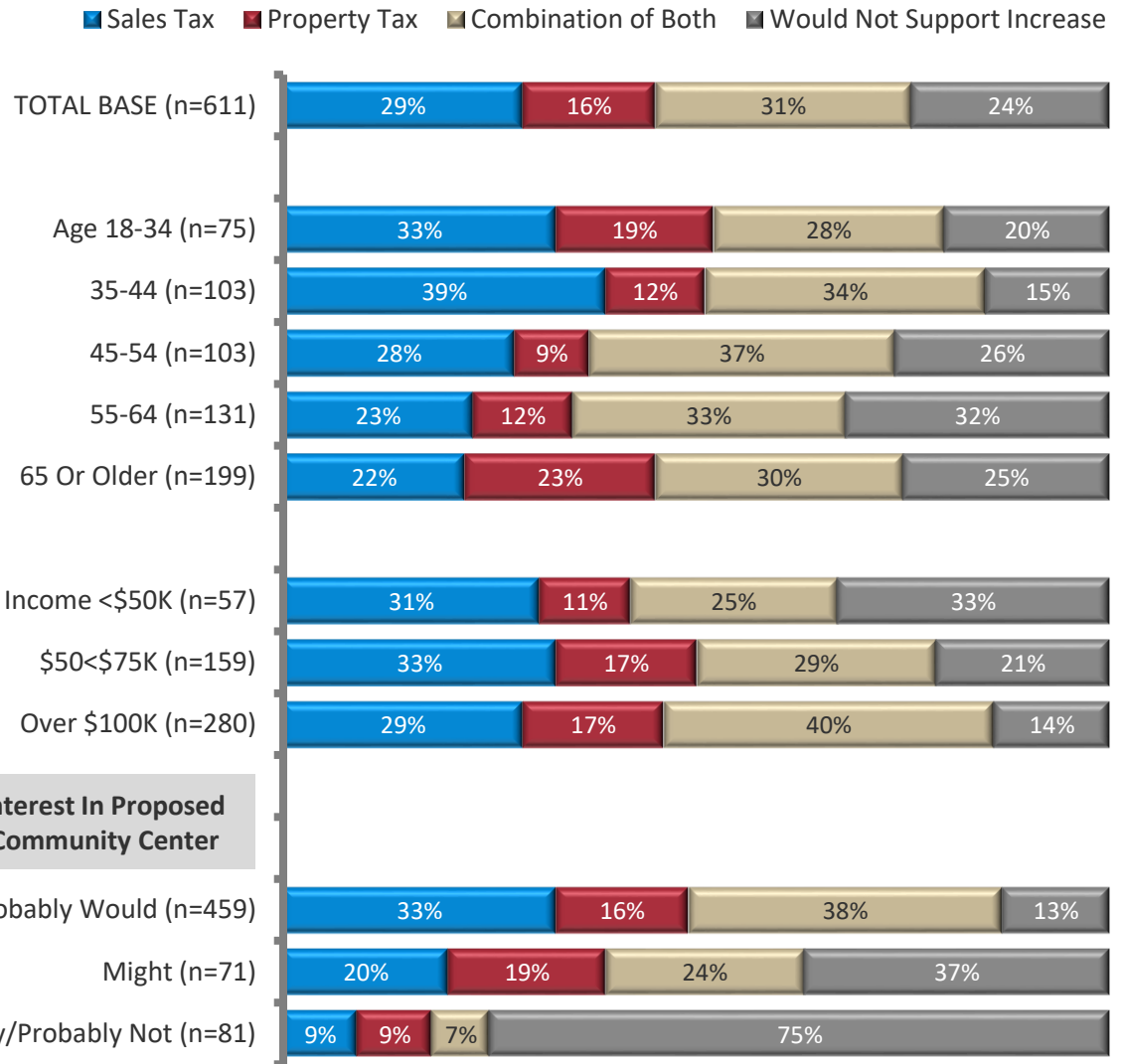


(Reference: Q17)

TYPE OF TAX CHANGE MOST LIKELY TO SUPPORT IN ORDER TO CONSTRUCT THE PROPOSED YMCA COMMUNITY AND CIVIC CENTER

Later in the survey, those living within the city limits of Prairie Village were informed that some type of tax increase would be needed (for a period of up to 30 years) to fund the construction of the YMCA Community and Civic Center being proposed. Assuming the amount was reasonable, opinions were mixed as to the *type* of tax change one would be most likely to support.

BASE: Prairie Village residents only/responding.



(Reference: Q19)

REASONS FOR PREFERRING SALES TAX FUNDING OPTION



Reasons for favoring a *sales tax* increase were often related to perceptions that property taxes are too high or going up already, followed at a distance by the notion that this option would bring in money from non-residents.

BASE: Prairie Village residents who prefer sales tax funding option (n=168)

VOLUNTEERED REASONS	% BASE SAMPLE MENTIONING (n=168)
Property Taxes High/Going Up	54%
Brings In Money From Non-residents	19%
Fair/Everyone Pays	8%
Based On Usage/Consumption Tax	6%
More Proportional To Income	5%
Property Tax Places Burden on Seniors/Low Income	5%
Easier/Less Painful	4%
Generates More Money	4%
Smaller Amounts Than Property Taxes	3%
Diversifies Taxes/Options	2%
People Can't Afford It	2%
All Other Replies	12%
No Reason	1%
Don't Know	1%

Multiple (3) replies accepted.
(Reference: Q19A)

REASONS FOR PREFERRING *PROPERTY TAX* FUNDING OPTION

Perceptions that the sales taxes are high or a burden for seniors and low-income residents, coupled with the belief that a property tax increase would be better for businesses and/or more equitable account for the primary reasons why the *property tax* funding option is preferred.

BASE: Prairie Village residents who prefer property tax funding option (n=96)

VOLUNTEERED REASONS	% BASE SAMPLE MENTIONING (n=96)
High Sales Taxes	29%
Sales Taxes Are Regressive/Burden Seniors And Low Income	24%
Better For Businesses	12%
More Equitable/Fair	12%
Residents Benefit/Use More	9%
More Impact On Wealthy Homeowners	7%
Prairie Village Is Not a Large Sales Tax Base	4%
Not A Homeowner	4%
It's A Semi-Annual Tax/Less Frequent	3%
Easier	3%
More Affordable/Minimal Amount	2%
Property Taxes Are More Fair	1%
All Other Replies	17%
No Reason	2%
Don't Know	1%

Multiple (3) replies accepted.
(Reference: Q19B)

REASONS FOR PREFERRING *COMBINATION OF BOTH PROPERTY AND SALES TAX* FUNDING OPTION

Those who prefer to use a *combination of property and sales tax* increases to fund construction of the new Community and Civic Center do so primarily because that approach spreads out the tax burden to everyone (seen as fairer) and brings in money from non-residents.

BASE: Prairie Village residents who prefer combination of both property and sales tax funding option (n=198)

VOLUNTEERED REASONS	% BASE SAMPLE MENTIONING (n=198)
Spreads It Out Among Everyone/More Fair	36%
Brings In Money From Non-residents	33%
Softer Increase/Less Impact	9%
Less Impact On Property Taxes	7%
Residents Benefit/Use More	7%
Facility Also Benefits Non-residents	6%
Variety of Funding Provides More Options	5%
Smaller Amounts/Not Excessive	4%
More People Support It	3%
Less Impact On Seniors/Low Income	2%
More Proportional To Income	2%
Property Taxes Are High	2%
Important/Needed For Prairie Village	1%
Won't Drive Away Business	1%
Sales Taxes Are High	1%
All Other Replies	8%
No Reason	2%
Don't Know	4%

Multiple (3) replies accepted.
(Reference: Q19C)

REASONS FOR NOT SUPPORTING A TAX INCREASE OF ANY TYPE TO FUND COMMUNITY AND CIVIC CENTER

Those who would *not* support a tax increase of any type volunteered several reasons for taking this stance, with most having to do with taxes being too high or excessive already. While not as prevalent, this lack of support also stems from perceptions by some that such a facility is not really needed.

BASE: Prairie Village residents who do not support a tax increase of any type (n=149)

VOLUNTEERED REASONS	% BASE SAMPLE MENTIONING (n=149)
Taxes High/Excessive	37%
Not Needed/Already Available	21%
Property Taxes Are High	13%
Poor Use Of Taxes/Economically Irresponsible	10%
Enough Money In Existing Prairie Village Budget	9%
People Can't Afford It	8%
Would Not Use Facilities	5%
Sales Taxes Are High	5%
Not A Public Service/Taxes Should Not Go To YMCA	5%
Places Burden On Seniors/Low Income	5%
Should Be Funded By User Fees/Memberships	4%
Only Need To Fund Library	3%
Benefits Only A Small Number of People	2%
Pays User Fees/Memberships With Tax Increases	2%
No Need To Move Library	2%
All Other Replies	13%
No Reason	2%
Don't Know	4%

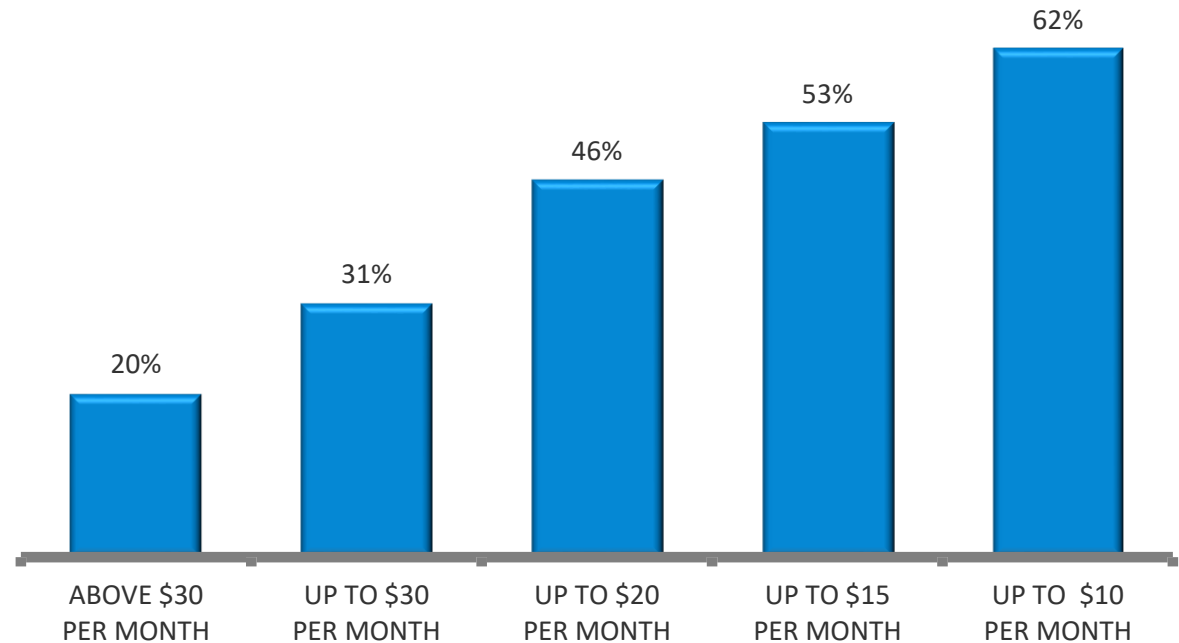
Multiple (3) replies accepted.
(Reference: Q19D)

WILLINGNESS TO SUPPORT TAX INCREASE TO FUND CONSTRUCTION OF YMCA COMMUNITY AND CIVIC CENTER AT SPECIFIED MONTHLY AMOUNTS

Results here provide some insight into what dollar amount (in increased taxes) Prairie Village residents might find palatable in order to fund the proposed YMCA Community and Civic Center.

BASE: Prairie Village residents only (n=714)

■ % Yes (Would Support Tax Increase Given That Amount)



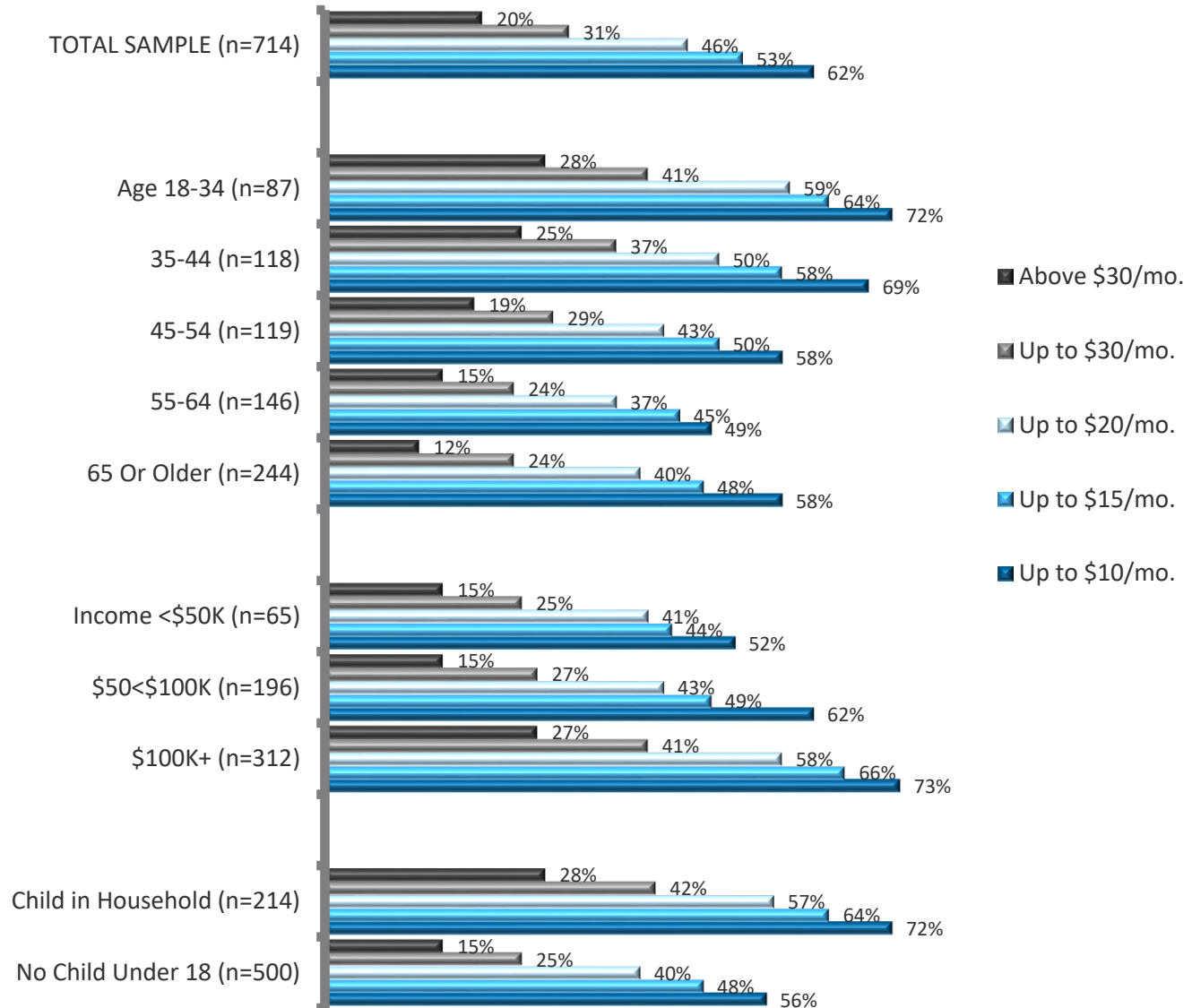
(Reference: Q20)

WILLINGNESS TO SUPPORT TAX INCREASE TO FUND CONSTRUCTION OF YMCA COMMUNITY AND CIVIC CENTER AT SPECIFIED MONTHLY AMOUNTS

Levels of acceptance or willingness to support a tax increase to fund construction of the proposed new facility does vary age group, household income, and child in household status.

- Not surprisingly, the same segments seen earlier as being more likely to use the new YMCA Community and Civic Center are also the ones more inclined to support a tax increase as a means of funding construction. That is, support is greater among younger residents and those with children under 18 in the household, and also increases as incomes increase.

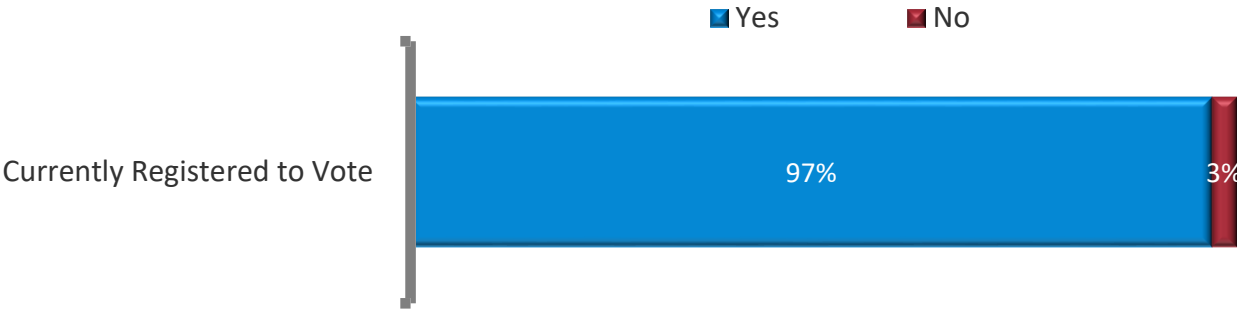
BASE: Prairie Village residents only segments.



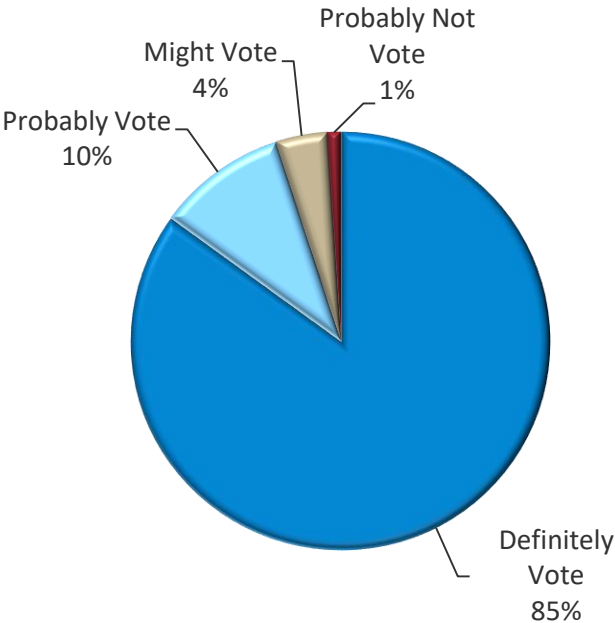
CURRENT VOTER REGISTRATION AND LIKELIHOOD TO VOTE ON ISSUE IF SPECIAL MAIL-IN BALLOT SENT TO VOTERS IN PRAIRIE VILLAGE

An impressive 97% of Prairie Village residents (living within the city limits) claim to be registered to vote at this time, while 85% said they would “definitely” vote if they received a mail-in ballot on the issue of funding for the new Community and Civic Center in Prairie Village.

BASE. Those within the city limits of Prairie Village (n=714).



LIKELIHOOD TO VOTE ON ISSUE IF RECEIVED SPECIAL MAIL-IN BALLOT



(Reference: Q21-21A)

APPENDIX A: WEIGHTING PROCEDURE

WEIGHTING PROCEDURE

PHONE Age Group	% of Population Age 25+	Obtained PHONE Sample	% of Obtained Sample	WEIGHT FACTOR	Weighted PHONE Sample	% of Weighted Sample
18 to 34*	21.76%	42	10.50%	2.0723	87	21.76%
35 to 44	15.94%	68	17.00%	0.9376	64	15.94%
45 to 54	16.14%	71	17.75%	0.9094	65	16.14%
55 to 64	18.83%	86	21.50%	0.8759	75	18.83%
65+	27.33%	133	33.25%	0.8219	109	27.33%
TOTAL PHONE	100%	400	100%		400	100.0%

**Obtained respondents age 18-24 included in the 25-34 cell for weighting purposes.*

ONLINE Age Group	% of Population Age 25+	Obtained ONLINE Sample	% of Obtained Sample	WEIGHT FACTOR	Weighted ONLINE Sample	% of Weighted Sample
18 to 34*	21.76%	69	10.92%	1.9930	138	21.76%
35 to 44	15.94%	103	16.30%	0.9781	101	15.94%
45 to 54	16.14%	104	16.46%	0.9809	102	16.14%
55 to 64	18.83%	132	20.89%	0.9017	119	18.83%
65+	27.33%	224	35.44%	0.7710	173	27.33%
TOTAL ONLINE	100%	632	100%		632	100%

**Obtained respondents age 18-24 included in the 25-34 cell for weighting purposes.*

APPENDIX B: SURVEY INSTRUMENT

SURVEY INSTRUMENT

City of Prairie Village/ Johnson Co. Library/ YMCA of Greater KC
(19-145) Market Sustainability Study – FINAL FOR FIELDING

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November 18, 2019

INTRODUCTION:

Good afternoon/evening, my name is ____ from Wiese Research, calling on behalf of the City of Prairie Village, the YMCA, and Johnson County Library, conducting a survey about wellness, recreation, and community services, and could really use your help. I can assure you, this is not a sales call; we just need your opinions. First...

1 Respondent

XX (CELL OWNER UNDER 18) (THANK & TERMINATE)
(INSERT STANDARD INTRO SCREEN DISPOS)

SQ1. To confirm I dialed into one of the qualified areas for this study, can I please have your zip code?
(OPEN-ENDED) (VERIFY ZIP CODE VIA READ BACK ON NEXT SCREEN)

- 1 64112
- 2 64113
- 3 64114
- 4 66202
- 5 66204
- 6 66205
- 7 66206
- 8 66207
- 9 66208
- 10 66212
- 96 (OTHER) (EXPLAIN OUT OF AREA, THANK & TERM)
- 97 (REFUSED) (THANK & TERMINATE)

SQ2. And to ensure we represent all age groups in the study, can I please have your age? (OPEN-ENDED)
(IF "REFUSED" – SAY:) I just need your age range, for quota purposes, in order to continue. (THEN READ CATEGORIES)

- 1 Under 18 (THANK & TERMINATE)
- 2 18 to 24
- 3 25 to 34
- 4 35 to 44
- 5 45 to 54
- 6 55 to 64
- 7 65 or older
- 8 (STILL REFUSED) (THANK & TERMINATE)

SQ3. Gender (RECORD ONLY– DO NOT ASK)
(ASK ONLY IF CANNOT DETERMINE BY VOICE:) To confirm, am I speaking with a male or female?

- 1 Male
- 2 Female
- 3 (Other)

This call may be recorded for quality control purposes only.

1. Are there any children under 18 living in your household? (OPEN-ENDED)

- 1 Yes
- 2 No

City of Prairie Village/ Johnson Co. Library/ YMCA of Greater KC (19-145)

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2. Does anyone in your household currently have a membership to any gym, health club, recreation or fitness center? (OPEN-ENDED)

- 1 Yes
- 2 No (SKIP TO Q4)
- 3 (NOT SURE) (SKIP TO Q4)

3A. To which gym, health club, recreation or fitness centers do you or other household members belong?
(OPEN-ENDED) (ACCEPT UP TO 3 REPLIES)

- 1 Barre Fitness
- 2 City Gym KC
- 3 Genesis Health Club
- 4 Jewish Community Center
- 5 Matt Ross Community Center
- 6 Orange Theory
- 7 Paul Henson YMCA in PRAIRIE VILLAGE
- 8 Planet Fitness
- 9 Prairie Life Fitness
- 10 Red Bridge YMCA
- 11 Title Boxing
- 12 Woodside
- 13 YMCA (SPECIFY YMCA FULL NAME & LOCATION:)
- 96 (OTHER – SPECIFY FACILITY NAME AND TOWN:)
- 97 (REFUSED)
- 98 (NO OTHERS)
- 99 (DON'T KNOW) (SKIP TO Q4)

3B. (IF ONLY ONE MENTION IN Q3A, SAY:) Is that membership for an individual, you and a spouse, or a family?
(IF 2+ MENTIONS IN Q3A, SAY:) Are those memberships for an individual, you and a spouse, or a family?
(OPEN-ENDED – ACCEPT MULTIPLE REPLIES)

- 1 Individual
- 2 Respondent and spouse
- 3 Family (includes single parent plus dependents)
- 4 (DON'T KNOW)

4. During the past 12 months, have you or others in your household used or been to... (INSERT A-C)

- A The Prairie Village pool complex?
- B The Paul Henson YMCA in Prairie Village?
- C The Corinth (KOR-Inth) branch of the Johnson County Library in Prairie Village?

- 1 Yes
- 2 No
- 3 (NOT SURE)

SURVEY INSTRUMENT

City of Prairie Village/ Johnson Co. Library/ YMCA of Greater KC (19-145)

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6. (READ SLOWLY) At the present time, the City of Prairie Village, in partnership with the YMCA and Johnson County Library, is considering construction of a NEW Community and Civic Center facility located near City Hall, at Harmon Park. This would REPLACE the Paul Henson YMCA and include a full range of recreation and fitness facilities, gymnasium, indoor pools, wellness programs, public meeting rooms, a large gathering or reception space with a kitchen, as well as a new library on the same campus or nearby that would replace the existing Corinth (KOR-inth) branch.

How likely would YOU OR OTHERS IN YOUR HOUSEHOLD be to use this new Prairie Village YMCA Community and Civic Center, assuming the cost was what you considered to be reasonable? Do you think you (READ RESPONSES)

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

(ASK Q6A IF Q6=4-5. OTHERWISE SKIP TO Q6B)

6A. Why are you NOT likely to use this new Prairie Village YMCA Community and Civic Center?
(OPEN-ENDED & CLARIFY ANY VAGUE RESPONSES – RECORD SPECIFIC REASONS)

(ASK Q6B IF Q6=3. OTHERWISE SKIP TO Q6C)

6B. What would your likelihood to use this new Prairie Village YMCA Community and Civic Center depend on?
(OPEN-ENDED & CLARIFY ANY VAGUE RESPONSES – RECORD SPECIFIC REASONS)

(IF Q6=4-5, SKIP TO Q9. OTHERWISE, ASK:)

7. Next, I'm going to mention several possible facility features and amenities that a new Prairie Village Community Center YMCA could include. For each one, please rate how important having that feature would be for YOU OR SOMEONE IN YOUR HOUSEHOLD, using a 1 to 10 scale where "1" equals NOT AT ALL IMPORTANT and "10" equals EXTREMELY IMPORTANT. (ROTATE A-W) (REPEAT SCALE AS NEEDED)

- A Cardio equipment
- B Climbing wall
- C (OMITTED)
- D Cool water lap pool
- E Free weights
- F Gymnasium
- G Indoor recreation or family pool
- H Indoor warm water therapy pool
- I Indoor lap or competitive swim pool
- J Machine weights and strength training equipment
- K Outdoor recreation pool and spray park
- L Sauna and steam room
- M Teaching kitchen
- N Walking track
- O Whirlpool
- P Women-only fitness area
- Q Family/youth fitness area
- R Teen center with computers, interactive games, café and fitness
- S Lazy river
- T Drop-in childcare while parents workout
- U Multi-use meeting rooms open to the public
- V Large community gathering or reception space with a kitchen
- W Public library on the same campus

City of Prairie Village/ Johnson Co. Library/ YMCA of Greater KC (19-145)

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- 1 Not at all important
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10 Extremely important
- 11 (DON'T KNOW)

8. Now, I'm going to mention several possible programs and services that could be offered at this Prairie Village Community Center YMCA. For each one, please tell me how likely YOU OR SOMEONE IN YOUR HOUSEHOLD would be to use that program or service in the next few years, assuming the cost was reasonable. The first one is...(INSERT A-Y / ROTATE GROUPS)
(READ RESPONSES THE FIRST FEW TIMES, THEN AS NEEDED)
(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

SWIMMING

- A Adult swimming lessons
- B (ASK ONLY IF Q1=1) Youth swimming lessons
- C Indoor lap swimming
- D Group water exercise classes
- E Competitive swimming
- F Lifeguard classes
- G Lazy river

EXERCISE/ FITNESS/ WEIGHT LOSS

- H Family exercise classes
- I Group exercise classes for individuals of all ages
- J (ASK ONLY IF Q1=1) Youth exercise classes
- K Group exercise classes for seniors
- L Starter fitness programs
- M Weight loss programs
- N Martial arts

SPORTS

- O Adult sports leagues
- P Sports leagues for seniors
- Q (ASK ONLY IF Q1=1) Youth sports leagues

HEALTH EDUCATION

- R Health education classes
- S Nutrition and healthy cooking classes
- T (ASK ONLY IF Q1=1) Youth obesity prevention program

OTHER

- U Programs for individuals with special needs
- V Senior activities such as card clubs, field trips, and seminars
- W (ASK ONLY IF Q1=1) Teen leadership programs
- X (ASK ONLY IF Q1=1) Youth enrichment programs
- Y (ASK ONLY IF Q1=1) Drop-in childcare while parents workout

SURVEY INSTRUMENT

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- 1 Would you DEFINITELY use that program
- 2 PROBABLY use
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

9. As you may know, a variety of different types of memberships are available to anyone interested in joining a YMCA. If you and/or others in your household WERE TO EVER CONSIDER joining or using the proposed Prairie Village YMCA, which of the following types of memberships would BEST describe your household?

(READ RESPONSES)

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

- 1 One adult
- 2 One adult with children
- 3 Two adults
- 4 Two adults with children
- 5 One senior age 65+
- 6 Two seniors age 65+

10. How likely would you be to consider a membership for (INSERT Q9 REPLY) to this new Prairie Village YMCA if the cost was (INSERT A-C/ D-F/ G-I/ J-L/ M-O AS APPROPRIATE, UNTIL "DEFINITELY WOULD" REPLY OBTAINED, THEN SKIP TO Q11)

(READ RESPONSES)

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

(IF Q9=1, ASK A-C)

- A \$59 per month
- B \$64 per month
- C \$49 per month

(IF Q9=2-3, ASK D-F)

- D \$80 per month
- E \$75 per month
- F \$70 per month

(IF Q9=4, ASK G-I)

- G \$89 per month
- H \$84 per month
- I \$79 per month

(IF Q9=5, ASK J-L)

- J \$51 per month
- K \$46 per month
- L \$41 per month

(IF Q9=6, ASK M-O)

- M \$75 per month
- N \$70 per month
- O \$65 per month

- 1 Do you think you DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT

City of Prairie Village/ Johnson Co. Library/ YMCA of Greater KC (19-145)

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11. (READ SLOWLY) It's possible that this Prairie Village Community Center YMCA could partner with a hospital in the area and also provide MEDICAL-BASED programs designed to prevent or help manage various chronic diseases or health issues, such as blood pressure management, cardiac rehab, weight loss management, or arthritis therapy, just to name a few. Please tell me how likely YOU OR SOMEONE IN YOUR HOUSEHOLD would be to use these types of MEDICAL-BASED programs if offered at the Prairie Village Community Center YMCA, assuming a reasonable cost. Do you think you (READ RESPONSES)

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT
- 6 (NOT SURE)

12. Again, assuming a reasonable cost, how likely would you or someone in your household be to use any of these types of medical-based programs at this Prairie Village Community Center YMCA IF RECOMMENDED BY A PHYSICIAN? Do you think you (READ RESPONSES)

- 1 DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT (SKIP TO Q14)
- 6 (NOT SURE)

13. And assuming a doctor did recommend or refer you to one of these medical-based programs at this Prairie Village Community Center YMCA, how likely would you be to pay (INSERT A-C IN ORDER UNTIL "DEFINITELY WOULD" REPLY OBTAINED, THEN SKIP TO Q14) (READ RESPONSES)

(IF "DON'T KNOW" SAY:) I'm sorry, don't know is not an option for this question...just your best guess is fine.

A \$250 for a 12-week program?

- B What if the cost was \$150 for a 12-week program?
- C What if the cost was \$99 for a 12-week program?

- 1 Do you think you DEFINITELY would
- 2 PROBABLY would
- 3 Might
- 4 Probably NOT
- 5 Or, definitely NOT
- 6 (NOT SURE)

14. As mentioned earlier, the Johnson County Library is considering closing its existing Corinth branch and is considering placing a new library on the SAME CAMPUS as the proposed Prairie Village YMCA Community and Civic Center. Another option would be to place this new library at a SEPARATE LOCATION. For you personally, would you prefer that the new library in Prairie Village be ... (READ RESPONSES – ROTATE ORDER OF 1-2)

- 1 On the same campus (SKIP TO Q15)
- 2 A separate location
- 3 Or, does that not really matter to you one way or the other? (SKIP TO Q15)
- 4 (NOT SURE) (SKIP TO Q15)

14A. If you knew that placing the new library on the SAME CAMPUS as the YMCA Community and Civic Center would lower the cost to operate the branch, would you (READ RESPONSES)

- 1 Still prefer a separate location for the library
- 2 Or, would locating the library on the same campus be fine
- 3 (NOT SURE)

SURVEY INSTRUMENT

City of Prairie Village/ Johnson Co. Library/ YMCA of Greater KC (19-145)

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15. How likely are you or others in your household to use a NEW Johnson County Library branch in Prairie Village?
Do you think you (READ RESPONSES)

- 1 DEFINITELY will
- 2 PROBABLY will
- 3 Might
- 4 Probably NOT (SKIP TO Q18)
- 5 Or, definitely NOT (SKIP TO Q18)
- 6 (NOT SURE)

16. If you had a choice, would you prefer that this new library branch in Prairie Village (READ RESPONSES –
ROTATE ORDER OF 1-2)

- 1 Have the same look and feel as the current branch
- 2 Have a more contemporary or modern design
- 3 Or, does that not really matter to you one way or the other?
- 4 (NOT SURE)

17. Next, please rate how important the following LIBRARY features would be for you or someone in your household, using a 1 to 10 scale where "1" equals NOT AT ALL IMPORTANT and "10" equals EXTREMELY IMPORTANT. (ROTATE A-D) (REPEAT SCALE AS NEEDED)

- A Free Wi-Fi
- B Small study rooms where 4-6 people could meet
- C Large meeting rooms where 20-40 people could meet
- D Drive-thru option for picking up and/or returning materials

- 1 Not at all important
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10 Extremely important
- 11 (DON'T KNOW)

(ASK Q18 IF SQ1=4-9 – POTENTIAL PRAIRIE VILLAGE RESIDENT . OTHERWISE SKIP TO DEMOS)

18. Do you live within the city limits of Prairie Village? (OPEN-ENDED)

- 1 Yes
- 2 No (SKIP TO DEMOS)
- 3 (NOT SURE)

19. In order to construct the proposed YMCA Community and Civic Center, the City may need to increase taxes for a time period of up to 30 years. If the amount of tax increase was what you considered to be reasonable, what type of tax change would you be most likely to support? (READ RESPONSES)

- 1 Sales tax
- 2 Property tax (SKIP TO Q19B)
- 3 A combination of both property and sales tax (SKIP TO Q19C)
- 4 Or, would you not support a tax increase of any type (SKIP TO Q19D)
- 5 (DON'T KNOW/REFUSED) (SKIP TO Q20)

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(IF Q19=1, ASK:)

19A. Why do you prefer the SALES TAX funding option?
(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=2, ASK:)

19B. Why do you prefer the PROPERTY TAX funding option?
(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=3, ASK:)

19C. Why do you prefer the COMBINATION OF BOTH PROPERTY AND SALES TAX funding option?
(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=4, ASK:)

19D. Why would you NOT support a tax increase of any type?
(OPEN-ENDED) (PROBE FOR CLARITY/SPECIFICS) (ACCEPT MULTIPLE REASONS)

(IF Q19=4, SKIP TO Q21. OTHERWISE ASK:)

20. Again, in order to fund the construction of the proposed YMCA Community and Civic Center, would you support some type of increased tax if the MONTHLY AMOUNT you had to pay was (INSERT A-E IN ORDER UNTIL "YES" REPLY OBTAINED, THEN SKIP TO Q21)? (READ RESPONSES AS NEEDED)

- A Above \$30 per month
- B What about up to \$30 per month?
- C What about up to \$20 per month?
- D What about up to \$15 per month?
- E What about up to \$10 per month?

- 1 Yes – willing to pay that amount
- 2 No – would NOT pay that amount
- 3 (NOT SURE/DEPENDS)

21. Are you currently a registered voter? (OPEN-ENDED)

- 1 Yes
- 2 No
- 3 (DON'T KNOW)

21A. How likely are you to vote on this issue if there was a special mail-in ballot sent to all registered voters in Prairie Village? Do you think you would (READ RESPONSES)

- 1 Definitely vote
- 2 Probably vote
- 3 Might
- 4 Probably NOT vote
- 5 Or, definitely NOT vote
- 6 (DON'T KNOW/REFUSED)

SURVEY INSTRUMENT

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(DEMOS)

And now I have just a few last questions for classification purposes only.

(ASK Q22 ONLY IF Q9=7. OTHERWISE SKIP TO Q23)

22. Which of the following BEST describes your household? **(READ RESPONSES)**

- 1 One adult
- 2 **(READ ONLY IF Q1=1)** One adult with children
- 3 Two adults
- 4 **(READ ONLY IF Q1=1)** Two adults with children
- 5 One senior age 65+
- 6 Two seniors age 65+
- 7 **(OTHER – SPECIFY:)**

23. Do you own or rent your current residence? **(OPEN-ENDED)**

- 1 Own
- 2 Rent
- 3 **(REFUSED)**

24. What is your current marital status? **(READ RESPONSES)**

- 1 Married/living with partner
- 2 Single
- 3 Widowed, divorced, or separated
- 4 **(REFUSED)**

25. Considering all wage earners for your household, was your total household income, before taxes, in 2018...?
(READ RESPONSES)

- 1 Under \$50,000
- 2 \$50,000 to under \$75,000
- 3 \$75,000 to under \$100,000
- 4 \$100,000 to \$150,000
- 5 Or, over \$150,000
- 6 **(REFUSED)**

That concludes the interview. I just need to verify that I reached you at **(INSERT PHONE NUMBER)**
(IF NOT CORRECT, RECORD NUMBER:)

In case my supervisor wants to verify I completed this survey, can I
please have your first name? **(RECORD NAME)**

Thanks so much for your time and opinions – have a great evening/day!

APPENDIX C: POSTCARD

POSTCARD (SENT TO ALL PRAIRIE VILLAGE HOUSEHOLDS)



PRAIRIE VILLAGE, KANSAS

WE WANT TO HEAR FROM YOU

The City of Prairie Village, the YMCA of Greater Kansas City, and Johnson County Library are conducting a survey with residents of Prairie Village and want to include your opinions. Your participation and the results of this survey will be used to better understand the needs of our community.

We'd like to hear from Prairie Village residents!

You have been selected to participate in our study and, by doing so, will help us better serve the needs of our community. Anyone in the household over the age of 18 may complete one survey.

Completing this survey is quick and easy. Here's all you need to do:

1. Visit prairievillagesurvey.com
2. Follow the easy step-by-step instructions

If you do not have a computer or internet access, staff at Johnson County Library – Corinth can help. The local branch is located at 8100 Mission Road, Prairie Village.

You may receive a phone call from us at some point regarding this survey. If you have any questions, contact us at 913-381-6464.

Thank you for sharing your opinions with us.

**Civic Center Ad Hoc Committee
Prairie Village City Hall
7700 Mission Road, Prairie Village, KS 66208
May 19, 2022 | 4:00 p.m.**

Meeting Minutes

I. Introductions

Ian Graves welcomed the committee and members of the public to the meeting. Committee members in attendance: Chair Ian Graves; Vice-Chair Bonnie Limbird; City Council Representative Dave Robinson; Parks and Recreation Committee representative Randy Knight; citizen appointee Lauren Ozburn; citizen appointee James Senter. Also in attendance: Mayor Eric Mikkelsen, Wes Jordan, City Administrator; Jamie Robichaud, Deputy City Administrator; Nickie Lee, Finance Director; Keith Bredehoeft, Public Works Director; Meghan Buum, Assistant City Administrator; Tim Schwartzkopf, Assistant City Administrator

II. Approval of Meeting Minutes – March 30, 2022

James Senter moved to approve the minutes. The motion was seconded by Lauren Ozburn and approved unanimously.

III. Update from YMCA Community Meeting/Request to Consider Partnership – Mark Hulet

Mark Hulet recapped the YMCA community meeting held on May 12 at Meadowbrook Park Clubhouse. The meeting was attended by 178 attendees, the majority of whom were Prairie Village residents and Y members. Following the meeting, an informal survey was sent out and returned by approximately 80 attendees. Results were favorable to a potential partnership between the City and the Y.

Mr. Hulet would like the committee to consider formalizing the City's and the Y's collaboration through a Memorandum of Understanding. Mr. Graves responded that this discussion has gained traction in the community that might lead to future partnerships through Johnson County or others, and any agreement would need to remain flexible. Bonnie Limbird asked Mr. Hulet about existing partnerships or overlap between Johnson County Parks and Recreation and the Y. Mr. Hulet responded that more research may have to be done in that area. Committee members discussed the County's children's services department, after care programs, and 50+ programs as well as the importance of complimentary rather than competitive services.

Wes Jordan recommends that staff have the ability to explore opportunities with not only the Y but also Johnson County, the Shawnee Mission School District, or others.

Mr. Graves moved to direct staff to do due diligence and explore an MOU with the Y and other potential partners, such as the County and School District, to bring forward to City Council for consideration. Ms. Limbird seconded the motion and it passed unanimously.

IV. Consider Updated Market Sustainability Research Proposal – Ian Graves

Mr. Graves stated the purpose of an updated survey is to authenticate the results of the 2019 survey in a post-COVID environment to gauge community interest prior to investing a significant amount of staff time on this project. Mr. Jordan stated that Wiese recommended an almost exact duplicate of the survey, minus the questions regarding the Johnson County Library. While the library is still a potential partner, they have a different timeline and funding source, which makes the survey results less relevant to them. He outlined various costs and proposals provided by Wiese.

Ms. Limbird stated her desire to move forward with the \$27,500 option to understand if the community pulse has shifted. Mr. Hulet stated that if the survey is approved expediently, survey results could be expected back in late August or early September. Mayor Mikkelson asked Mr. Hulet if the Y would be a financial partner in the survey. Mr. Hulet stated that the Y would be willing to share the costs of the survey should an MOU be put in place.

Mr. Graves moved to recommend staff present a proposal to the City Council for a survey study at the \$27,500 level, as well as the proposed cost for postcard campaign for an informal internet survey. Ms. Limbird seconded the motion and it passed unanimously.

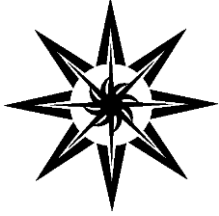
V. General Discussion – Ian Graves

Mr. Graves stated he continues to hear from residents that a community center concept is something that they desire to see in the City. He shared his hope to see vibrant community spaces continue to have a place in Prairie Village. He opened the meeting for comment from the ad-hoc committee.

Mr. Graves asked Mr. Jordan what steps needed to be taken prior to another committee meeting. Mr. Jordan stated the committee will need to outline next steps should the survey results return positive results, including concept design, establishing a proposed budget, and public input.

Ms. Ozburn stated that she'd like to see the committee begin to prepare a community engagement plan, pending the survey results. Mr. Graves stated that the committee could plan next steps based on various potential outcomes of the survey. Mr. Jordan suggested a meeting at some point following the June 22 City Council meeting to allow staff time to work through the MOU and survey proposals.

Mr. Graves moved to adjourn the meeting. Ms. Limbird seconded the motion and it passed unanimously. The meeting adjourned at 5:12 p.m.



ADMINISTRATION/CITY ATTORNEY

Council Meeting Date: October 3, 2022

COU2022-68: Consider updates to City Council Policy: CP028 - Remote Participation for Public Meetings

RECOMMENDATION:

RECOMMEND THE CITY COUNCIL DISCUSS AND APPROVE UPDATES TO CITY COUNCIL POLICY CP028—REMOTE PARTICIPATION FOR PUBLIC MEETINGS.

BACKGROUND:

On March 12, 2020, Kansas Governor Kelly issued a state of disaster emergency related to the Covid-19 pandemic. As part of that, jurisdictions were required or at least highly encouraged to stay in place, avoid gatherings, and avoid holding meetings in person so as to help control spread of the novel coronavirus.

In response to these requirements, in March 2020 the Kansas Attorney General promulgated Kansas Administrative Regulation (K.A.R.) 16-20-1 which addressed how to effectuate compliance with the Kansas Open Meetings Act (K.S.A. 75-4317 *et seq.*) (“KOMA”) during such an emergency declaration. Among other things, this regulation expanded the ability of the City to use “virtual” meetings or to otherwise hold meetings by remote means. Certainly, during the pandemic, both members of the Governing Body, Planning Commission, and other city committee, and also members of the public, became accustomed to holding meetings entirely by remote means.

In 2020 and 2021, the Kansas Legislature passed certain revisions to the Kansas emergency management act, which limited the governor’s authority and brought an end to the Covid-19 state of disaster emergency. This, in turn, brought to an end the Attorney General’s temporary administrative regulation regarding KOMA (“This regulation shall be in effect only as follows: (1) During a state of disaster emergency lawfully declared by the governor pursuant to K.S.A. 48-924(a) through (c), and amendments thereto, or other emergency declaration lawfully declared pursuant to applicable emergency-powers provisions of local, state, or federal law ...”). K.A.R. 16-20-1(a).

Recently, the Attorney General has been clarifying his office’s position, such that cities must allow the public to attend meetings in person. While this does not, in and of itself, prevent the City and its bodies from holding virtual meetings, the position of the Attorney General is that the City must—even for purely remote or virtual meetings—provide a physical location and place for members of the public to come to watch the meeting, listen to it, and participate (*e.g.*, to the extent the meeting constitutes a “public hearing” as required by law).

This would apply to any body of the City that must comply with KOMA, including committees. It is not sufficient—in the absence of the temporary Covid-19 administrative regulation—to provide an online link for members of the public to view and listen to virtual meetings.

The City must provide a room, someone to ensure the meeting can be seen and heard, and other necessary accommodations to allow members of the public to view the public meeting.

Of course, what this also means is that, if possible, bodies of the City—including committees—would likely want to strive, if possible, to have their meetings in person and at City facilities so as to allow the public to attend in person, and avoid duplication of rooms and City staff dedicating to supporting such meetings.

With this guidance, City Staff is again recommending revisions to the City's remote meeting policy. Primarily, Staff recommend adding language to provisions on predominantly remote meetings that "to the extent required by KOMA and any regulations, temporary or otherwise, issued in accordance with KOMA, the City shall provide an in-person alternative means to access and view the Public Meeting." However, given that the previous version of the policy was adopted at the beginning of the Covid-19 pandemic, and the City has become more familiar with options and technology, Staff believes it is appropriate to bring additional revisions for the Council's review and consideration, as contained in the agenda packet.

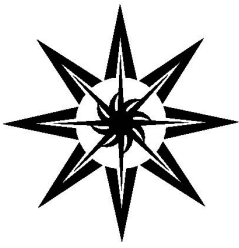
ATTACHMENTS

Updates to City Council Policy: CP028 - Remote Participation for Public Meetings

PREPARED BY

David E. Waters
City Attorney

Date: August 29, 2022



City Council Policy: CP028 - Remote Participation for Public Meetings

Effective Date: _____, 2022

Amends: April 20, 2020

Approved By: City Council

I. SCOPE

Any meeting of the Governing Body, the Council Committee of the Whole, ~~the Planning Commission and Board of Zoning Appeals~~, and any other established committee ~~(other than the Planning Commission, which is authorized to adopt its own bylaws under City Code Sec. 16-102)~~ (unless otherwise specified in this Policy, each a "Body" or collectively, the "Bodies"), and any other meeting which is or would be subject to the requirements of the Kansas Open Meetings Act, as amended (each, a "Public Meeting").

~~[NOTE TO DRAFT: The Planning Commission is authorized by City Code 16-102 to adopt its own bylaws for the transaction of business and hearing procedures. Except where this Policy reflects requirements of the Kansas open meetings act (KOMA), the Planning Commission may be authorized to operate outside the terms of this Policy; provided, that this Policy may govern the extent to which City staff is authorized by the City Council to handle Remote Participation for the Planning Commission. This Policy nevertheless includes the Planning Commission as a "Body" so as to not have to draw a distinction for the Planning Commission in every case. The Planning Commission should consider proper updates to its own bylaws.]~~

II. PURPOSE

To establish a policy allowing for and regulating:

- (1) the holding of Public Meetings by a Body with only or predominantly by Remote Participation (defined below); and
- (2) Remote Participation by members of any Body (each, a "Member" or collectively, "Members") who are not physically present at otherwise in-person Public Meetings, so that such Members may participate in the decision process for matters of high importance to the City.

Members of such Bodies are strongly encouraged to physically attend Public Meetings whenever possible. [Reference City Code Sec. 1-204 \(Governing Body; Quorum; Compelling Attendance\) and City Council Policy CP001 \(City Committees\).](#)

III. RESPONSIBILITY

City Administrator

IV. DEFINITIONS

"Remote Participation" is defined as the participation of a Member in a Public Meeting via electronic or other means of telecommunication, when such Member is not or cannot be present at an in-person Public Meeting.

As used herein, the term "predominantly" as to Remote Participation shall mean a Public Meeting held pursuant to Section V.A below, such that a quorum of the Body is participating or is called to participate via Remote Participation. The term "in-person" as to a Public Meeting shall mean a Public Meeting not held predominantly by Remote Participation.

Other terms used herein shall be as defined herein.

V. POLICY

A. Public Meetings Held Predominantly by Remote Participation.

1. It is the intent of the City that each Body meeting for a Public Meeting meet physically, in person; provided, that Remote Participation is allowable pursuant to this Policy. Regular and special Public Meetings of any Body may only be held predominantly via Remote Participation to the extent that the Mayor (or other authorized official) has exercised his or her authority under Chapter 1, Article 13 of the Prairie Village City Code, or to the extent that, in the opinion of the chairperson of such Body in consultation with the City Administrator, any other lawful order of applicable governmental authorities prohibits (or makes impracticable) the holding of in-person Public Meetings.
2. If any Public Meeting is to be held predominantly via Remote Participation, the City and the Body shall comply with all requirements of the Kansas Open Meetings Act, as amended ("KOMA") and any regulations, temporary or otherwise, issued in accordance with KOMA. This includes, but is not limited to, making provision for proper notifications and the ability of the public to view, listen, or otherwise participate in the Public Meeting, subject to the requirements and limitations of KOMA.
3. The Mayor (in the case of Public Meetings of the Governing Body and the Council Committee of the Whole) (or, in the absence of the Mayor, the Council President or his or her designee) and the chairperson of any other Body shall coordinate the holding of any Public Meeting held predominantly via Remote Participation with the City Administrator or his or her designee.
4. If the medium for Remote Participation by the full Body allows, the City shall provide an alternative means to access the Public Meeting for members of the public who do not have internet access; provided, that to the extent required by KOMA and any regulations, temporary or otherwise, issued in accordance with KOMA, the City shall provide an in-person alternative means to access and view the Public Meeting. The City Administrator, or his or her designee, shall provide directions describing how members of the public will be able to electronically access, listen to, or observe the Public Meeting, including in-person. Prior to any Public Meeting held predominantly by Remote Participation, the City Administrator, or his or her designee, shall provide electronic or paper copies of an agenda, if any, to any individual requesting the agenda.
5. The chairperson of any Body shall clearly state each motion before the Body votes and announce the results of the final vote. The chairperson shall also clearly identify and authorize by delegation each Member of the Body or City staff who will be permitted to sign any binding document for the Body.
6. The chairperson of any Body holding a Public Meeting predominantly by Remote Participation shall describe at the beginning of the Public Meeting whether public comment will be allowed and what process will be used to identify any individual who wishes to comment, if permitted. The chairperson of the Body shall further describe at the beginning of any such Public Meeting the process that will be used for a closed or executive meeting pursuant to KOMA.

B. Individual Remote Participation at In-Person Public Meetings.

1. Except where a Public Meeting is itself held predominantly via Remote Participation, Remote Participation ~~will~~should only be used for Public Meetings of the Governing Body and the Council Committee of the Whole. Remote Participation ~~will~~should not generally be used for executive sessions, ~~where privileged or confidential information or discussions may be impacted by the use of Remote Participation.~~ Remote participation for training, council retreats, workshops, field demonstrations, committee meetings, or other Public Meetings of any other Body.

[NOTE TO DRAFT: Consider whether to add Planning Commission (notwithstanding Planning Commission having its own bylaws), or to allow any committee to meet predominantly by Remote Participation; consider whether to allow executive sessions or training, etc., to may only be used where City staff resources, schedules, and facilities reasonably allow for Remote Participation.]

2. For Public Meetings that are held in-person, Remote Participation is intended for Members who cannot physically attend Public Meetings for reasons of physical illness, injury or disability, personal emergencies, military service, geographic distance, or such other reasons as may make in-person participation impossible or impracticable.
3. For Public Meetings that are held in-person, and not held predominantly via Remote Participation, Remote Participation by an individual Member is subject to the following restrictions:
 - (a) ~~To be eligible to participate in a Public Meeting by Remote Participation, a~~ A Member should give 24 hours' notice to the City Administrator or his or her designee.
 - (b) A quorum of the Body, not including any Member utilizing Remote Participation, must be physically present at and for the Public Meeting for Remote Participation to occur. The Mayor or chair of the meeting is not allowed to participate remotely.
 - (c) Remote Participation will not be used for any Public Meeting that takes place outside of Prairie Village City Hall.
 - (d) ~~All Members of a Body will be subject to a limit of two (2) Public Meetings per calendar year in which Remote Participation is accepted for individual attendance at a Public Meeting that is held in-person.~~

~~Any Public Meeting of the Body in which a Member utilizes Remote Participation for an in-person Public Meeting, whether attended in whole or in part via Remote Participation, will count toward the two-meeting-per-year limit specified above.~~

~~[NOTE TO DRAFT: Verify the two meeting limit, based on current practices, and enforcement. Breach of this portion of the Policy could certainly provide a basis for removal from committees, but could not serve as a basis for ouster of an elected official.]~~

VI. PROCEDURES

- A. For Public Meetings held predominantly by Remote Participation, and upon request by a Member for individual Remote Participation in an in-person Public Meeting (and provided the qualifications for Remote Participation for such in-person meetings are otherwise met), the City Administrator will direct City staff to make accommodations for Remote Participation.
- B. For Public Meetings held predominantly by Remote Participation, Members shall use their best efforts to utilize the Remote Participation method established by the City Administrator for such Public Meeting. For in-person Public Meetings, individual Members participating by Remote Participation are permitted to use any method, subject to approval by the City Administrator and compliance with KOMA, that allows them to be heard by those physically present at the Public Meeting and by any persons that may be viewing or watching the Public Meeting on channels provided by the City, and to hear and participate in all activities and discussion of the meeting clearly. Visual methods are permitted but not required.
- C. The names of any individual Members utilizing Remote Participation will be stated during roll call, and Remote Participation will be explicitly noted for the record. The entrance, exit, re-entrance, disconnection, and reconnection of, from, and to the Public Meeting by any Member will also be noted in the Public Meeting minutes, to the extent minutes of any such Public Meeting are required to be kept.
- D. A Member utilizing Remote Participation must be capable of fully participating in the Public Meeting, must be able to adequately communicate with all other Members of the Body, participating city staff, and other parties present at the Public Meeting, and should make all reasonable effort to be fully aware of all discussions, votes, activities, presentations, and any other conveyances of information occurring at said Public Meeting.
- E. Each Member participating by Remote Participation shall take care that he or she is not unduly influenced by others, and that his or her participation will be full and absent distraction. Each Member participating by Remote Participation shall state such Member's name and title each time the Member begins speaking or voting so that such Member can be readily identified by remote listeners and observers.
- F. Each Member participating by Remote Participation shall ensure that microphones, phones, or other electronic devices are muted when such Member is not speaking to that the ability of remote listeners and observers to hear the proceedings is not necessarily impeded.
- G. In the event that full participation requires the use of documents, briefs, visual presentation of information, or any information conveyed via physical media, City staff will make reasonable efforts to assist in providing Members utilizing Remote Participation with the information, via physical or electronic means.
- H. Should the Member utilizing Remote Participation experience technical difficulties, the chairperson of the Body, at his or her reasonable discretion, may suspend discussion until the Member is again able to be fully present, or so as to preserve a quorum. Should technical difficulties occur, the chairperson of the Body will retain authority to discontinue any Remote Participation and continue the Public Meeting. In general, delays collectively lasting longer than fifteen (15) minutes will result in discontinuation of Remote Participation by the Member and termination of any remote connection, at the chairperson's discretion.

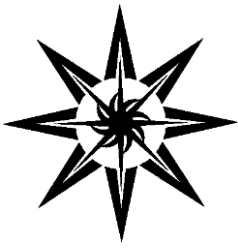
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Inserted cell	
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Statistics:	
	Count
Insertions	13
Deletions	16
Moved from	1
Moved to	1
Style changes	0
Format changes	0

Total changes	31
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City Council Policy: CP028 - Remote Participation for Public Meetings

Effective Date: October 3, 2022

Amends: April 20, 2020

Approved By: City Council

I. SCOPE

Any meeting of the Governing Body, the Council Committee of the Whole, and any other established committee (other than the Planning Commission, which is authorized to adopt its own bylaws under City Code Sec. 16-102) (unless otherwise specified in this Policy, each a "Body" or collectively, the "Bodies"), and any other meeting which is or would be subject to the requirements of the Kansas Open Meetings Act, as amended (each, a "Public Meeting").

II. PURPOSE

To establish a policy allowing for and regulating:

- (1) the holding of Public Meetings by a Body with only or predominantly by Remote Participation (defined below); and
- (2) Remote Participation by members of any Body (each, a "Member" or collectively, "Members") who are not physically present at otherwise in-person Public Meetings, so that such Members may participate in the decision process for matters of high importance to the City.

Members of such Bodies are strongly encouraged to physically attend Public Meetings whenever possible. Reference City Code Sec. 1-204 (Governing Body; Quorum; Compelling Attendance) and City Council Policy CP001 (City Committees).

III. RESPONSIBILITY

City Administrator

IV. DEFINITIONS

"Remote Participation" is defined as the participation of a Member in a Public Meeting via electronic or other means of telecommunication, when such Member is not or cannot be present at an in-person Public Meeting.

As used herein, the term "predominantly" as to Remote Participation shall mean a Public Meeting held pursuant to Section V.A below, such that a quorum of the Body is participating or is called to participate via Remote Participation. The term "in-person" as to a Public Meeting shall mean a Public Meeting not held predominantly by Remote Participation.

Other terms used herein shall be as defined herein.

V. POLICY

A. Public Meetings Held Predominantly by Remote Participation.

1. It is the intent of the City that each Body meeting for a Public Meeting meet physically, in person; provided, that Remote Participation is allowable pursuant to this Policy. Regular and special Public Meetings of any Body may only be held predominantly via Remote Participation to the extent that the Mayor (or other authorized official) has exercised his or her authority under Chapter 1, Article 13 of the Prairie Village City Code, or to the extent that, in the opinion of the chairperson of such Body in consultation with the City Administrator, any other lawful order of applicable governmental authorities prohibits (or makes impracticable) the holding of in-person Public Meetings.

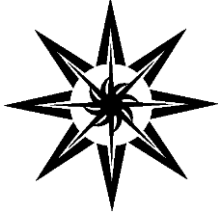
2. If any Public Meeting is to be held predominantly via Remote Participation, the City and the Body shall comply with all requirements of the Kansas Open Meetings Act, as amended ("KOMA") and any regulations, temporary or otherwise, issued in accordance with KOMA. This includes, but is not limited to, making provision for proper notifications and the ability of the public to view, listen, or otherwise participate in the Public Meeting, subject to the requirements and limitations of KOMA.
3. The Mayor (in the case of Public Meetings of the Governing Body and the Council Committee of the Whole) (or, in the absence of the Mayor, the Council President or his or her designee) and the chairperson of any other Body shall coordinate the holding of any Public Meeting held predominantly via Remote Participation with the City Administrator or his or her designee.
4. If the medium for Remote Participation by the full Body allows, the City shall provide an alternative means to access the Public Meeting for members of the public who do not have internet access; provided, that to the extent required by KOMA and any regulations, temporary or otherwise, issued in accordance with KOMA, the City shall provide an in-person alternative means to access and view the Public Meeting. The City Administrator, or his or her designee, shall provide directions describing how members of the public will be able to electronically access, listen to, or observe the Public Meeting, including in-person. Prior to any Public Meeting held predominantly by Remote Participation, the City Administrator, or his or her designee, shall provide electronic or paper copies of an agenda, if any, to any individual requesting the agenda.
5. The chairperson of any Body shall clearly state each motion before the Body votes and announce the results of the final vote. The chairperson shall also clearly identify and authorize by delegation each Member of the Body or City staff who will be permitted to sign any binding document for the Body.
6. The chairperson of any Body holding a Public Meeting predominantly by Remote Participation shall describe at the beginning of the Public Meeting whether public comment will be allowed and what process will be used to identify any individual who wishes to comment, if permitted. The chairperson of the Body shall further describe at the beginning of any such Public Meeting the process that will be used for a closed or executive meeting pursuant to KOMA.

B. Individual Remote Participation at In-Person Public Meetings.

1. Except where a Public Meeting is itself held predominantly via Remote Participation, Remote Participation should only be used for Public Meetings of the Governing Body and the Council Committee of the Whole. Remote Participation should not generally be used for executive sessions where privileged or confidential information or discussions may be impacted by the use of Remote Participation. Remote participation for training, retreats, workshops, field demonstrations, committee meetings, or other Public Meetings of any other Body may only be used where City staff resources, schedules, and facilities reasonably allow for Remote Participation.
2. For Public Meetings that are held in-person, Remote Participation is intended for Members who cannot physically attend Public Meetings for reasons of physical illness, injury or disability, personal emergencies, military service, geographic distance, or such other reasons as may make in-person participation impossible or impracticable.
3. For Public Meetings that are held in-person, and not held predominantly via Remote Participation, Remote Participation by an individual Member is subject to the following restrictions:
 - (a) A Member should give 24 hours' notice to the City Administrator or his or her designee.
 - (b) A quorum of the Body, not including any Member utilizing Remote Participation, must be physically present at and for the Public Meeting for Remote Participation to occur. The Mayor or chair of the meeting is not allowed to participate remotely.
 - (c) Remote Participation will not be used for any Public Meeting that takes place outside of Prairie Village City Hall.

VI. PROCEDURES

- A.** For Public Meetings held predominantly by Remote Participation, and upon request by a Member for individual Remote Participation in an in-person Public Meeting (and provided the qualifications for Remote Participation for such in-person meetings are otherwise met), the City Administrator will direct City staff to make accommodations for Remote Participation.
- B.** For Public Meetings held predominantly by Remote Participation, Members shall use their best efforts to utilize the Remote Participation method established by the City Administrator for such Public Meeting. For in-person Public Meetings, individual Members participating by Remote Participation are permitted to use any method, subject to approval by the City Administrator and compliance with KOMA, that allows them to be heard by those physically present at the Public Meeting and by any persons that may be viewing or watching the Public Meeting on channels provided by the City, and to hear and participate in all activities and discussion of the meeting clearly. Visual methods are permitted but not required.
- C.** The names of any individual Members utilizing Remote Participation will be stated during roll call, and Remote Participation will be explicitly noted for the record. The entrance, exit, re-entrance, disconnection, and reconnection of, from, and to the Public Meeting by any Member will also be noted in the Public Meeting minutes, to the extent minutes of any such Public Meeting are required to be kept.
- D.** A Member utilizing Remote Participation must be capable of fully participating in the Public Meeting, must be able to adequately communicate with all other Members of the Body, participating city staff, and other parties present at the Public Meeting, and should make all reasonable effort to be fully aware of all discussions, votes, activities, presentations, and any other conveyances of information occurring at said Public Meeting.
- E.** Each Member participating by Remote Participation shall take care that he or she is not unduly influenced by others, and that his or her participation will be full and absent distraction. Each Member participating by Remote Participation shall state such Member's name and title each time the Member begins speaking or voting so that such Member can be readily identified by remote listeners and observers.
- F.** Each Member participating by Remote Participation shall ensure that microphones, phones, or other electronic devices are muted when such Member is not speaking to that the ability of remote listeners and observers to hear the proceedings is not necessarily impeded.
- G.** In the event that full participation requires the use of documents, briefs, visual presentation of information, or any information conveyed via physical media, City staff will make reasonable efforts to assist in providing Members utilizing Remote Participation with the information, via physical or electronic means.
- H.** Should the Member utilizing Remote Participation experience technical difficulties, the chairperson of the Body, at his or her reasonable discretion, may suspend discussion until the Member is again able to be fully present, or so as to preserve a quorum. Should technical difficulties occur, the chairperson of the Body will retain authority to discontinue any Remote Participation and continue the Public Meeting. In general, delays collectively lasting longer than fifteen (15) minutes will result in discontinuation of Remote Participation by the Member and termination of any remote connection, at the chairperson's discretion.



FINANCE COMMITTEE

Council Committee Meeting Date: October 3, 2022

City Council Meeting Date: October 17, 2022

COU2022-70: Discuss the 2022 Compensation/Classification Study and consider recommendations of implementation from the Finance Committee.

SUGGESTED MOTIONS

1. Move to approve Position Title Changes and/or change in responsibilities in conjunction with this study as presented.
2. Move to adopt the 2022 and 2023 Salary Ranges & Employee Classifications that reflects Council's goal of above average market ranges for recruitment and retention.
3. Move to adopt the recommended Compensation System with the goal of moving employees to the market rate (position point) within 3 to 5 years and continue that system of advancement through the respective ranges with an expectation of reaching "top out" by approximately year 12.
4. Move to continue and improve the Total Rewards Model as presented.
5. Move to approve the compensation implementation costs of \$1,697,000 starting November 2022 with a 1.5% salary range adjustment beginning in January 2023.
6. Move to approve staff's recommendations as specified to fund the new compensation adjustments.

BACKGROUND

City Council commissioned McGrath Human Resources Group to complete a compensation and benefits study after receiving input from the Governing Body learning their philosophy where in the market the City should strive to pay and provide benefits to employees. McGrath has completed the study (attached) and shared her findings and recommendations with the Finance Committee on September 14, 2022. She will also be present to address the City Council and answer questions.

REVIEW OF IMPLEMENTATION STRATEGIES

Staff reviewed implementation strategies of the study with the Finance Committee and subsequently provided staff recommendations for consideration (see attached Finance Committee Agenda dated September 14, 2022, for complete narrative). Staff also met with the Finance Committee on September 27 to review proposed implementation strategies and final budgetary costs:

COMPENSATION PHILOSOPHY - As an overarching goal of the study, McGrath was provided direction by the City Council to provide data points where Prairie Village would be above the market average when establishing pay ranges and benefit analysis. McGrath determined that the 60% percentile met the Council and Staff goal of achieving above market averages.

Staff Recommendation - Staff concurs that the 60% percentile analysis has met the goals as directed.

POSITION PLACEMENT - McGrath completed a salary schedule (attached) based upon a position questionnaire, market analysis, compression analysis, and internal equity through executive team input & education.

Staff Recommendation - Staff concurs with the job classifications as positioned within the new salary ranges.

Position Title Recommendations

Staff Recommendation - Staff proposed the following title changes and/or change in responsibilities in conjunction with this study

- *Master Police Officer*
- *City Engineer (new)*
- *Assistant to the Public Works Director (new)*
- *Accountant (new)*
- *Deputy Court Clerk*
- *Information Systems Administrator (new)*
- *Administrative Support Specialist II (new)*
- *Court Clerk II (new)*
- *Codes Support Specialist II (new)*
- *Deputy Police Chief*

COMPENSATION SYSTEM - The current compensation system places an employee at the salary range mid-point by the completion of their 7th year of service. The recommendation from McGrath is to move employees to the market rate (Position Point) within 3 to 5 years and continue that system of advancement through the respective ranges with an expectation of reaching “top out” by approximately year 12.

Staff Recommendation - Staff supports this overall concept and is consistent with the current compensation philosophy. Staff did try to project future costs of this system and projected if the salary ranges moved 1.5% annually, the merit increase would be approximately 4%.

TOTAL REWARDS MODEL - The following areas were reviewed to determine how the current system and strategies are positioned in the market:

- Wages
- Benefits
- Well-being (including work/life balance strategies)
- Employee Development
- Recognition

Staff Recommendation - Continue current program and initiatives. We will continue to review and consider changes where possible to improve work/life balance.

INSURANCE PREMIUMS - Current City expense and/or shared costs of insurance premiums:

- Employee Only - 100%
- Employee Plus One - 83%
- Family - 80%

McGrath recommended that the City should discuss family premium amount to position the City higher in the market.

Staff Recommendation - Staff believes this recommendation should be further discussed and evaluated by staff in the future; however, the current focus is based on compensation due to costs.

VACATION/SICK LEAVE

Staff Recommendation - No changes

SICK LEAVE PAYOUT PROVISIONS - The recommendation is to consider alternatives where this payout (upon retirement or resignation) would be tax free or deferred to assist employees with future health care or retirement needs.

Staff Recommendation - This would be at no cost to the City, Human Resources could review this suggestion at a later date.

MAINTENANCE OF SALARY SCHEDULE - McGrath has recommended the City consider a procedure to adjust the salary schedule on an annual basis.

Staff Recommendation - This is the current process, and staff would consult with McGrath on an annual basis for appropriate adjustments.

ANNUAL ADJUSTMENTS - McGrath has recommended that the City consider a Consumer Price Index (CPI) adjustment at the first of each year then followed by a merit adjustment in July.

Staff Recommendation - Staff would like to retain the current system of merit and can factor in other market factors if warranted.

EMPLOYEE PLACEMENT AND ADJUSTMENT - Staff reviewed several implementation strategies if the proposed the salary ranges are adopted as presented and sought input and guidance from the Finance Committee. The Finance Committee made the following recommendations based on the implementation started November 1st, with a 1.5% salary range adjustment beginning in January 2023.

1. Adjust current employees to meet the new range minimum - \$617,000.
Lifeguards would increase to \$14.50 per hour.
2. Adjustments for salary compression - \$600,000 .
 - Classifications 50-100: \$492,000. Employee would be moved to the same placement percentage - if an employee was at the 30% of the previous salary range they were moved to the 30% of the new salary range.
 - Classifications 105-150: \$108,000. Mid to upper level management would be adjusted differently because a range percentage adjustment is unwarranted. Mid to upper level management would be adjusted to year 1 in the new range with the exception of the Chief of Police, Public Works Director, and City Administrator who would be moved to year 2 based on tenure and/or level of responsibility.
3. Associated Costs - \$347,000. There will be other associated increases to the FICA, PD Pension Plan, KPERS, and VOYA as well as incentives that will need to be adjusted based on new pay categories. The PD actuary projected the PD portion would be approximately \$100,000 per year moving forward.
4. 2023 Salary Range Market Adjustment - \$133,000. Staff has forecasted the 2023 salary ranges should increase by 1.5%.

IMPLEMENTATION COSTS

- New Range Minimums - \$617,000 (including lifeguards)
- Compression Adjustment - \$600,000
- Associated Costs - \$347,000
 - FICA - \$97,000
 - KPERS - \$76,000
 - VOYA - \$74,000
 - PD Pension - \$100,000
- 2023 1.5% Salary Range Adjustment - \$133,000
- **TOTAL - \$1,697,000**

BUDGETED FUNDS TO ACCOUNT FOR INCREASES

- Total available funds - \$1,100,000
 - ARPA - \$500,000
 - 2023 Budget - \$600,000
- Implementation Costs - \$1,697,000
- How to Fund the \$597,000 Difference?
 - Staff recommends using the General Fund balance since we are now projecting 1.8 million over what was forecasted for the 2023 budget due to strength in sales and use tax

EXECUTIVE SESSION

ATTACHMENTS

- Compensation and Classification Study Executive Report by McGrath Human Resources Group
- Proposed 2022-2023 Salary Ranges

PREPARED BY

Wes Jordan
City Administrator
Date: September 28, 2022



Compensation and Classification Study Executive Report

for

City of Prairie Village, KS



August 2022



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Introduction

McGrath Human Resources Group, Inc. (Consultants), an organization that specializes in public sector consulting, was commissioned by City of Prairie Village, Kansas (City), to conduct a comprehensive Compensation and Classification Study (Study) for all positions. The purpose of this Study was to:

- ❖ Guide the City in confirming their pay philosophy including their desired position in the market;
- ❖ Review the City's existing compensation plan and classifications;
- ❖ Obtain and establish benchmark compensation data from the external market through a survey of mutually-identified, comparable entities;
- ❖ Obtain information on each job title/position for a job evaluation through department meetings, job descriptions, and position description questionnaires;
- ❖ Define and update the City's classification system, as needed;
- ❖ Establish internal equity among positions within the City through a job evaluation point factor process;
- ❖ Integrate the data from the external market, internal market, and job evaluations to develop a comprehensive compensation system by updating current schedules or designing a new salary schedule to align with their compensation philosophy;
- ❖ Prepare a cost analysis for implementation of recommended changes;
- ❖ Review and recommend compensation policy and procedure changes that will assure consistent implementation and application of compensation;
- ❖ Provide a plan for the City to provide on-going maintenance of the system independently; and
- ❖ Provide an analysis of City benefits for market competitiveness.

The Consultants would like to extend their appreciation to the City Administrator, Deputy City Administrator, Human Resources Manager, Department Directors, and employees for their time and cooperation, as well as sharing their information and perceptions.

Methodology

Data Collection

This project involved the following three (3) steps: (1) collection of data, (2) interviews, and (3) data analysis. The first step involved the gathering of data that pertains to current compensation practices within the City. The Consultants received information relating to current salaries, specific policies, collected market data, and current job descriptions.

Interviews were conducted with the City Administrator, Deputy City Administrator, Human Resources Manager, Department Directors, and other management personnel within each department. The purpose of these meetings was to first, gain an understanding of the City's current compensation practices and philosophy; secondly, to solicit ideas and input from these stakeholders for future compensation methodologies and practices; and finally, to determine whether it's difficult to recruit or retain employees for any positions within the City and whether any of the positions have unique responsibilities. Employees were then asked to complete a Position Questionnaire (PQ) which provided extensive information about their positions. The Consultants analyzed the PQs completed by the employees, previously reviewed by supervisory employees, to gain a better understanding of the job responsibilities, skills, and various competencies of each position.

Upon completion of the draft compensation schedule, the Consultants met with City Administration and with the Executive Team to review the recommended salary schedule and ascertain the City's perspective prior to finalization. All recommendations and feedback provided were reviewed by the Consultants and taken into consideration in both its relation to the position analysis and the external market data, as well as its impact to internal equity within the entire compensation system.

Labor Market

In order to gain information from the external market, a list of comparable organizations was established. Each of the comparable organizations was contacted requesting current salary schedules and incumbent data. The following comparable organizations were contacted:

Table 1: Comparable Organizations

Community/Municipality	
City of Blue Springs, MO	
City of Gladstone, MO	
City of Leawood, KS	
City of Lee's Summit, MO	
City of Lenexa, KS	
City of Liberty, MO	
City of Olathe, KS	
City of Overland Park, KS	
City of Shawnee, KS	

Community/Municipality	
Gardner, KS	
Johnson County, KS	
Kansas City, MO	DNP
Unified Government of Wyandotte County and Kansas City, Kansas	

DNP = Did not participate

Data from these organizations were collected through completion of a survey developed by the Consultants and receipt of compensation data from the benchmark positions.

The data collected was utilized to analyze the average market minimum, midpoint and maximum rates per defined benchmark positions. A comparison of the average salary of the positions to the average salary of incumbents within the City was also performed. When necessary, evaluation of a comparable organization's job description, when available online, was utilized to resolve conflicts.

In addition to current positions within the City, the Consultants sought comparable data on future positions/career ladders, and positions with job responsibilities that are combined in the City but might be separate positions in other organizations. In some cases, titles were altered to better align with the industry. Not all positions are reflected in the following data analysis. In some situations, data were either not available in the external market, were insufficient, or there were no internal matches at the time of the Study.

Market Data Solicited

The market survey gathered the following 2022 information: minimum, midpoint, and maximum salary for the positions as well as the average salary of the incumbents. Upon examination, salaries were eliminated if statistically too high or too low so as to not skew the average (typically within one to two standard deviations). Then, a new percentile amount was calculated with the remaining salaries. There was a great deal of time spent in the data analysis to ensure that each position was examined based on the data available and how the responsibilities of each position align within the City.

Market Analysis

It is standard compensation practice to establish a range around the minimum or market rate to determine if employee compensation is in line with the comparable market. Employees can mistakenly assume that if the average market rate is \$25,000, then their salary should align to the market rate, not realizing there many factors attributable to being above or below a market rate. Compensation practices look at a range around the average market rate where an employee should be by the time the employee is fully functioning within his/her position. Traditionally, organizations establish a 5%-10% range around the market rate. Thus, if an employee is making between 40%-60% of the market rate, the employee is considered fairly compensated. In order to analyze the salaries, a comp ratio is used. This is a ratio of the City's salary in relation to the external market data. A 50% comp ratio would mean that it is in line with the external market. Again, the 10% range is utilized. Thus, if a ratio is within 40%-60% of the salary, it is within an acceptable range. Note: With the current economic climate and shortage of labor, the lower portion of the range may be considered below market.

Minimum Salary Comparison

The analysis of the minimum salary range gives the initial indication if starting salaries are within an acceptable market range. When building a salary schedule, consideration of this information will ensure the City's minimums are within an acceptable range to the average market minimum; however, this analysis is only the beginning in the development of a compensation schedule.

Approximately 31% of the benchmarked job titles are below the average market minimums. There are an additional 6% of the positions that are in the lower 40% comp ratio that are still within the acceptable range; however, the positions are at risk of falling below the market in the near future. Overall, 69% of the positions are within the acceptable average market minimum. It would appear the majority of the City's minimum hiring salaries are adequate against the average market, although some adjustment will be required. The Figure below provides a summary of findings.

Figure 1: Minimum Analysis Summary

Minimum to Average Market Minimum Analysis

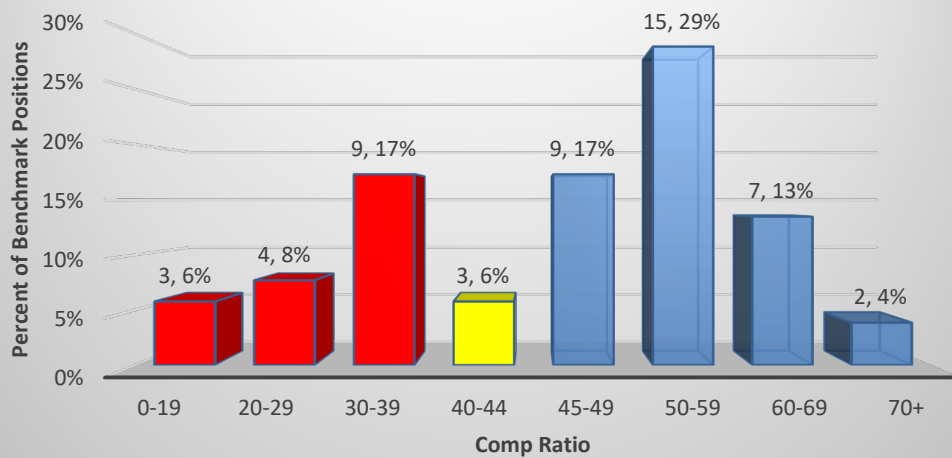


Table 2: Benchmark Position Minimums below Average Market Minimum

Arborist
Assistant City Administrator
Building Official
City Administrator
City Engineer (Sr Project Engineer)
Communications Specialist /PIO
Court Administrator
Deputy City Administrator
Finance Director
Human Resources Manager
IT Manager
Master Police Officer
Public Workers - Maintenance Worker I
Public Works Director
Receptionist
Stormwater Engineer

Midpoint Salary Comparison

The Consultants wanted to know if the midpoint was aligned with the average market. Therefore, a midpoint analysis between the City's midpoint and the market average was conducted. Again, a comp ratio less than 40% would indicate the salary ranges may not be in line. Approximately 24% of the benchmark positions – looking at the midpoint – are lower than the average market rate. There are an additional 8% of the positions that are in the lower 40% comp ratio that are within the acceptable range; however, the positions are at risk of falling below the market in the near future. Overall, 76%

of the positions are within the acceptable average market at the midpoint. The following is a summary of findings.

Figure 2: Midpoint Analysis Summary

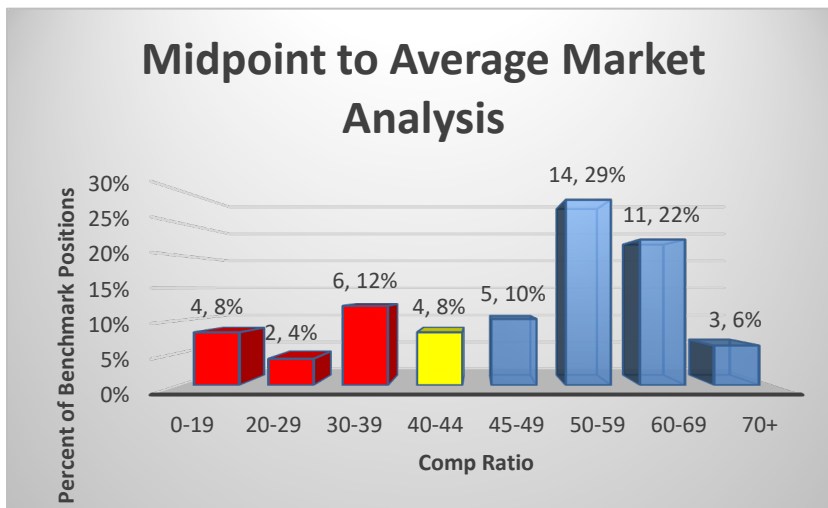


Table 3: Benchmark Positions Midpoint Below Average Market Rate

Arborist
Assistant City Administrator
Building Official
City Administrator
City Engineer (Sr Project Engineer)
Communications Specialist /PIO
Court Administrator
Deputy City Administrator
Human Resources Manager
IT Manager
Public Workers - Maintenance Worker I
Public Works Director

Average Market Salary Analysis

The next step is to compare the City's current incumbent salaries to the average market rate to assess how competitive incumbent wages are within the market. For this purpose, an *average* of the current employees' salaries is utilized for positions with more than one (1) incumbent. Overall, 26% of the positions are below the average market rate. There are another 13% of positions in the lower 40% comp ratio that are at risk of falling below the market in the near future. In total, 74% of the positions within the City are at or above the average market rate. In summary, the City fares well when employee salaries are compared to the average market rate of incumbent salaries. One does need to consider the tenure of employees during this analysis. The Figure below provides a summary of findings.

Figure 3: Incumbent Analysis Summary

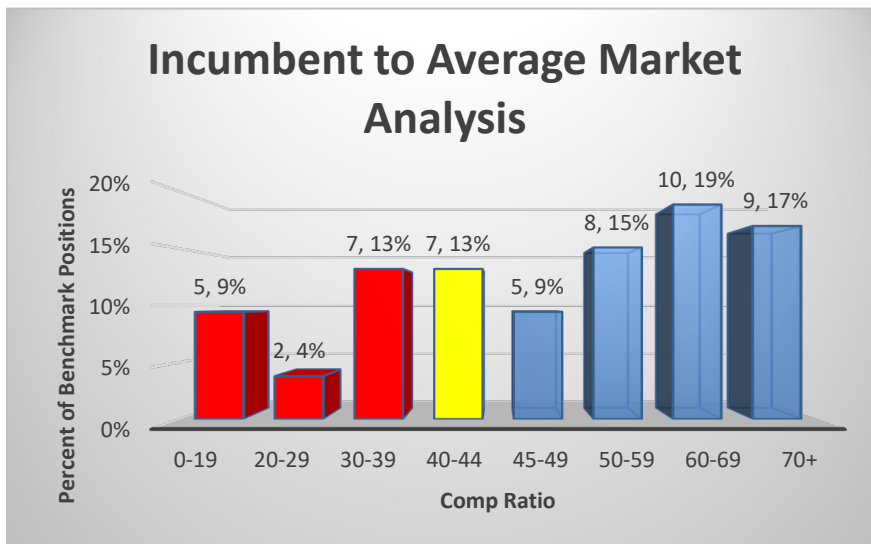


Table 4: Benchmark Incumbents Below Average Market Rate

Assistant City Administrator
IT Manager
Human Resources Manager
Communications Specialist /PIO
Deputy City Administrator
Master Police Officer
Arborist
City Administrator
Court Administrator
Facility Maintenance Technician
Finance Director
Building Official

Keep in mind, tenure in the position may affect a lower-than-average comp ratio.

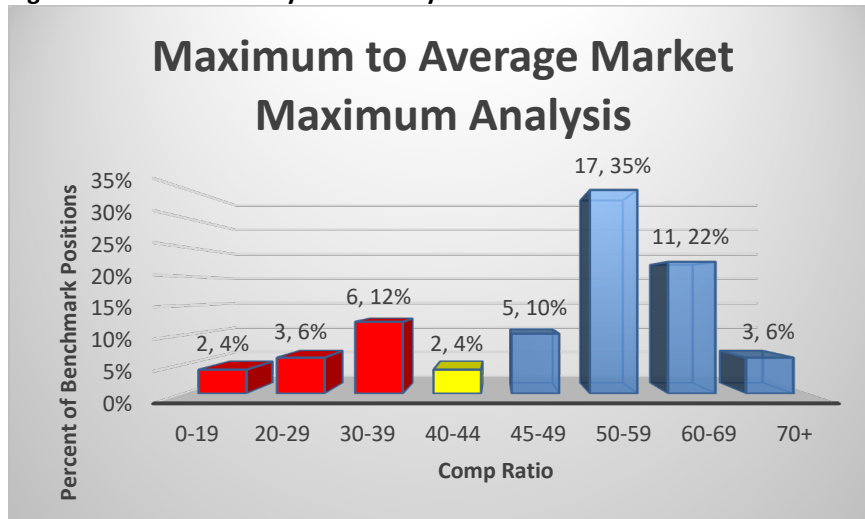
Maximum Salary Comparison

The Consultants then compared the City's salary range maximum to the average market maximum. However, due to various types of salary range construction, one must always consider this may not be an exact comparison.

The City's salary range maximum is at or above the market maximum for 73% of positions, while an additional 4% of positions are still within an acceptable distance from the average although on the lower end. This leaves 22% of positions with maximum rates that are under the market average.

The Figure below provides a summary of findings.

Figure 4: Maximum Analysis Summary



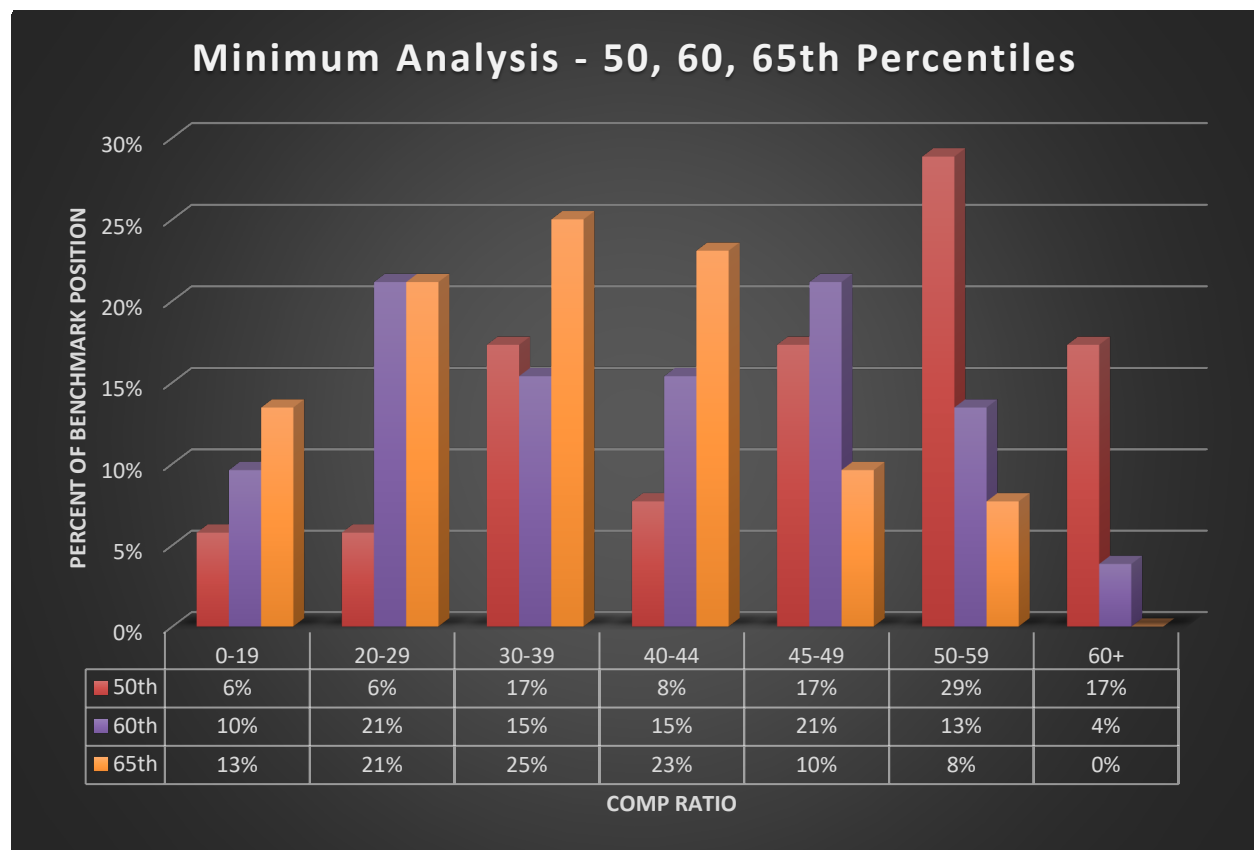
Rounding may not result in 100%

Above Market Analysis

The City is a progressive organization. Thus, consideration may be given to a compensation philosophy that is above the average. To make this decision, the Consultant evaluated the minimum of the current salary schedule to the 60th and 65th percentile market minimum, as well as current incumbent salary at the same levels of the market. When comparing the City's current minimums to these levels, the City still fares well. However, more resources may be needed to place employees in the 65th percentile range and to minimize in-range compression of these placements.

The Figure below provides a summary of findings.

Figure 5: Schedule Minimum to Market Minimum at the 50th, 60th and 65th Percentiles



Current Compensation System

The current compensation system is a salary range. There is a 50% range from minimum to maximum. The midpoint does represent the middle of the pay scale. The schedule is adjusted annually which has maintained the salary schedule to the market.

Employees receive an evaluation that provides a weighted score which equates to a performance-based increase. The merit pool in the last year was 3.5%, and based upon the score, an employee could receive up to a 3.75% merit increase.

In addition, the City keeps an eye on where employees are placed within the salary schedule. Employees with less than seven (7) years of service receive a market/merit adjustment. This method ensures that employees reach the midpoint of the salary range. In compensation theory, an employee should reach the market rate within three (3) to five (5) years which means the employee is fully capable and competent to perform the job duties. In the case of the City, an employee reaches the midpoint within seven (7) years.

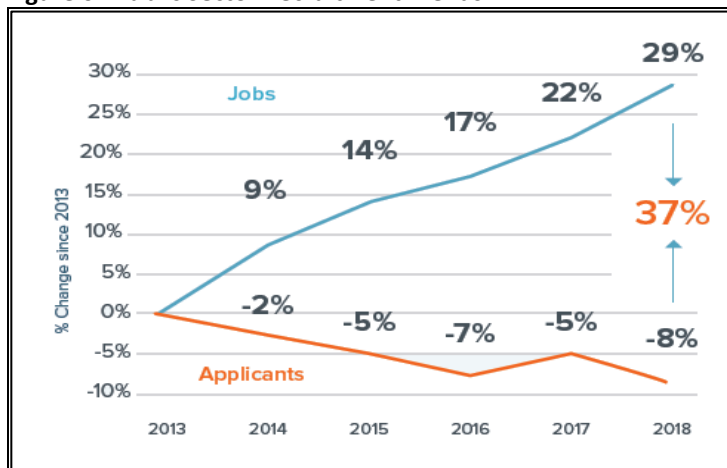
The salary schedule has 17 pay grades that are 10% apart. The Police Department has a salary schedule that is embedded in this schedule, although not all of the pay grades are utilized.

Other Factors

Public Sector Turnover/Recruitment Challenges

According to human resources professionals across the United States, it is becoming progressively harder to hire qualified personnel. Looking at a tight labor market, recruitment and retention of qualified personnel with the necessary skills for public service topped the list of workforce challenges (State and Local Government Workforce: 2017 Trends). Between 2013 and 2018, postings for government jobs have increased by 29% while applicant volume fell by 8%, resulting in a 37% gap (Neogov Job Seeker Report 2019). The figure below illustrates this change.

Figure 6: Public Sector Recruitment Trends



More recently, the Center for State and Local Government Excellence released its State and Local Government Workforces 2021 report. Based on a survey conducted with 300 state and local government participants across the United States in the first quarter of 2021, nearly 64% of respondents identified police positions as one of their most challenging positions to fill, and 57% identified skilled trades.

This is not a new issue. Public employers have been experiencing ongoing challenges of this nature for almost a decade. Governments historically have had a compelling proposition to offer workers with secure lifetime employment and generous health benefits followed by a robust pension for retirement, which is no longer the case. Public employers are now battling for their talent because:

- Long term employment has less appeal to the younger workforce;
- There is a real or perceived decline in public support for government workers;
- Public employers feel they can no longer compete with the private sector with regard to salaries and benefits;
- There is a growing skills gap. Many government jobs now require specialized education or training - fewer positions are “learn on the job”;
- Public employers are not able to offer the same level of flexible work arrangements to all employees;
- Limitations in technologies prevent needed efficiencies and automation; and

- There are limited financial resources.

The Great Resignation and Private Sector Influence

Compounding the public sector recruitment challenges, as the nation re-opened following COVID shutdowns in 2021, the country has experienced continued private industry prosperity, record inflation, record retirements, and record turnover from an otherwise qualified workforce, causing all industries, both public and private, to be competing for already limited human resources. In addition, State Minimum Wage Laws are pushing non-skilled wages higher. This has led employers to escalate wages for all positions to help recruit and retain its talent. The effect has been substantial, and nearly every employer is experiencing recruitment and retention challenges.

As a result, all employers, including the City, will need to ensure its wages and benefit package is as competitive as financially possible in order to help mitigate turnover and facilitate recruitment success.

Employee Demographics

In reviewing the City's employee demographics for positions covered in the Study, the tenure of the organization ranges from new hire to 33 years. The overall tenure average of the employees is 10.39 years. The national average in the public sector is currently six and one-half (6.5) years (*Local Government-Bureau of Labor Statistics, September 2020*), showing the City is higher than the average in overall tenure. In order to have a full picture of the City, one needs to explore these demographics further. These findings are found in the following Figures.

Figure 7: Employee Demographics by Age Group

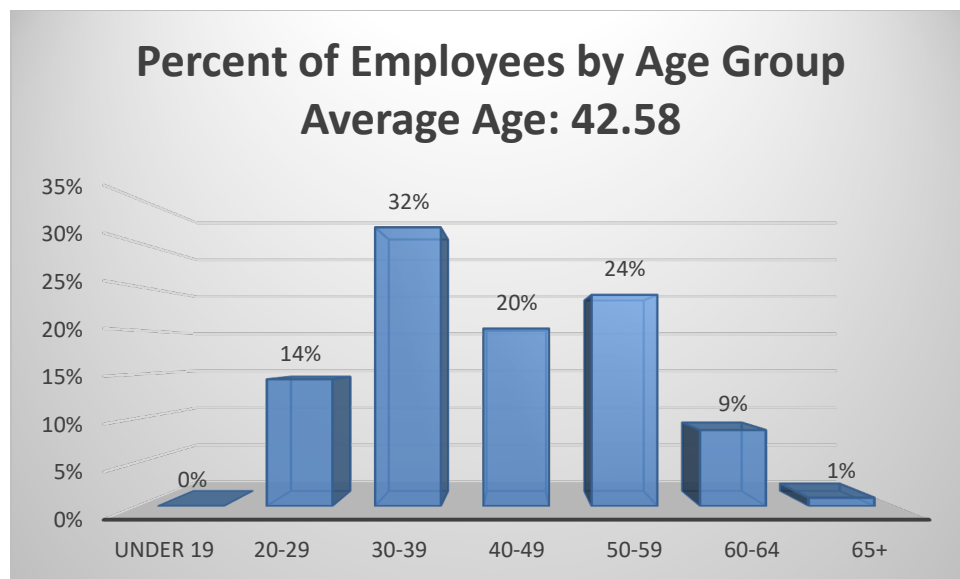
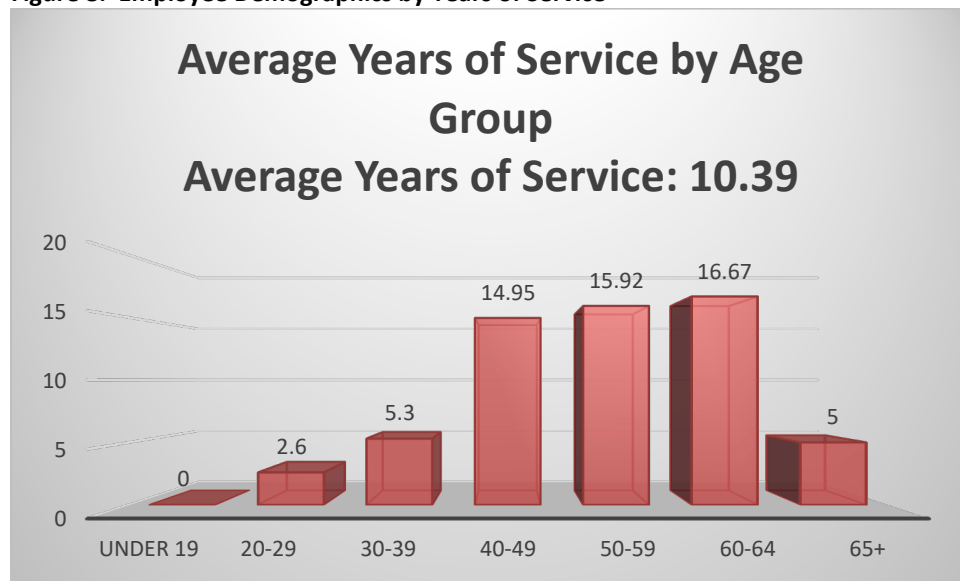


Figure 8: Employee Demographics by Years of Service



The above Figures show those in age groups 50 and over have the longest tenure of the organization and represent nearly 38% of all employees. This group has the ability to retire, and when they do, the average tenure of the organization is likely going to decrease, as the tenure of this group is boosting the current average tenure.

Another finding is that the City's demographics illustrate 46% of the workforce is under the age of 40, and this is likely the cross-section of employees who are seen as more mobile in today's workforce, focus heavily on work/life balance, consider non-compensatory benefits for the purposes of retention, and change jobs quickly because it results in earning higher wages as opposed to remaining with one organization for a longer period of time.

The City is recommended to monitor its demographics periodically to properly respond to shifts within the organization as needed. Although the Consultants acknowledge compensation is not the

only reason for unwanted turnover, it is a consideration of the overall picture. In order to ensure competitive recruitment/retention, the City is recommended to follow the compensation philosophy at the 60th percentile, or 10% above market to ensure the City can stay competitive to support retaining its personnel as long as possible.

Top Motivators for Employee Retention

With an increasing unemployment rate and the effects of the pandemic, strategies for recruitment and retention have changed. The usual methods of attracting job seekers and/or retaining employees are no longer applicable in today's market. In addition, job seekers are more likely to leave for better opportunities than in the past.

According to the NEOGOV 2021 Job Seekers Report, job motivators for the age group 18-34 are job security, meaningful work, advancement opportunities and work/life balance. Forty-eight percent of respondents mentioned higher salary (as the top reason for pursuing a new job while twenty-eight percent of respondents mentioned the difference in public versus private sector salaries and benefits. In addition, respondents pointed out that the private sector, especially during the past year, responded quicker to the changing needs of the new workforce. Other areas that are critical for recruitment and retention are:

- Job skill improvement
- An organization that shares “my” values
- Job that allows working remotely
- Flexible work hours

The pandemic illustrated that there are a variety of ways to conduct business, and while not all jobs have the ability to work from home, many do. These options need to be pursued to meet the needs of the new workforce. In addition to work at home, the City has the opportunity to provide flexible work schedules for those positions that cannot work from home; e.g., working a four-day, 10-hour schedule.

Since work-life balance is one of the reasons to apply for positions, the City should evaluate its time-off policies, and if needed, update these policies to provide more flexibility to the worker. In a recent survey conducted by the City, work-life balance ranked 4th as a reason to apply for a position, after pay, insurance and retirement benefits.

The City needs to continue trying non-traditional forms of compensation such as greater tuition reimbursement, assistance in paying off student loans, and developing personalized benefits. “While public sector jobs may always lack the ability to compete on salary, government agencies can outdo the private sector by spotlighting their most desirable factors: providing job security, the ability to do meaningful work, and offering attractive benefit packages” (NEOGOV 2021). Unlike most public organizations, the City of Prairie Village should be commended on the number of ways it already rewards employees, which increases retention.

These have included a sign-on bonus, an inflation bonus, adding sworn personnel to the deferred compensation program, and time in service awards. Unfortunately in this labor market, there is no one-size-fits-all approach and customization of options to meet all age groups will be needed.

Compensation Philosophy

A compensation philosophy is an organization's financial commitment to how it values its employees. The goal of this philosophy is to attract, retain, and motivate qualified people. A consistent philosophy provides a strong foundation in determining the type of total compensation package to offer employees.

There are foundational aspects of compensation to assist with the development of a compensation philosophy to ensure the goals of compensation align with the goals of the organization. First, there are basic questions to consider:

1. What is considered a fair wage?
2. Are wages too high for the financial health of the organization?
3. Does the compensation system reflect the value of positions within the organization?
4. Is the compensation strong enough to retain employees?
5. Is there currently a defined compensation philosophy?
6. If so, is the compensation philosophy keeping in line with labor market change, industry change, and organizational change?

After conversations with elected officials, the City has decided to have a compensation philosophy that pays 10% above the market, or at the 60th percentile. This philosophy sets the tone of the City's commitment to hire and retain the best qualified individuals to provide services to the Prairie Village community.

Recommended Salary Schedule

The recommended 2022 compensation system continues to be a range system, provided in Appendix B. There are 21 pay grades with a 10% range between the minimum and market point called the position point. The total spread from minimum to maximum is 36% and there is 5% to 10% between pay grades. The schedule has been developed around the market rate (position point) of the schedule, which is set at average market. The schedule does have some overlap in ranks in some occupations, which is common. The recommended salary schedule, however, will help minimize compression and allow for growth of positions in the future.

The goal is to have employees with acceptable performance around the position point within five (5) years of service.

At this time, there are also two (2) additional pay ranges for part-time, seasonal personnel. The ranges are based on current economic trends in salaries in the private sector. There is a flat dollar amount between the minimum, position point, and maximum. Returning employees should receive a flat dollar amount.

Position Placement

Placement in the respective salary schedule is based upon several criteria:

- Position Questionnaire
- Market analysis
- Compression analysis
- Internal equity

After considering these criteria, placement of some positions on the salary schedule have changed, with some positions now being placed in lower or higher pay grades than on the previous schedule. However, this is not an indication that any given position is more or less important. Similarly, this is not a “reclassification” process, where a position is being evaluated on changes in responsibility, authority, or decision-making that may place the position in a higher or lower pay grade, etc. This process is a complete reset of the compensation system. This is sometimes difficult for employees because they look only at where their position is placed on the schedule and compare themselves to positions that have been placed higher. When this occurs, employees begin to compare their perception of the value of positions within the organization, and do not know, or disregard, all the factors the Consultants considered when placing all the positions in the schedule.

Position Title Recommendations

In the proposal, the City requested a compensation and classification study. This involves not only integrating the external market into position placement but also aligning job titles for either internal equity or to reference a more common job title. These recommended titles, for the most part, are reflected in the updated salary schedule.

Employee Placement

In the implementation year, employees below the minimum of the designated salary range will be placed at the minimum. This placement does not take into account years of service within the position.

In the second year, and if needed, in the third year as well, the City can work on in-range compression. This occurs when longer tenured employees are lower in the range and close to less tenured or new employees. Moving employees within the range and closer in alignment with their years of service

in the position (assuming acceptable performance) frees up the hiring range of the salary schedule and allows the City to hire experienced personnel.

General Operational Guidelines

Maintenance of Salary Schedule

It is important for the City to have a standardized procedure to adjust the salary schedule for consistency and for budgetary forecasting. It is the Consultants' recommendation that on a set date each year (January 1 is recommended), the salary schedule be increased by the national Consumer Price Index – Urban (CPI -U) percentage or by a local economic indicator. For example, since budgeting is done at approximately the same time each year, the City should establish a specific month in which to capture the average of the previous 12 months of the selected economic indicator for a recommended adjustment. The City will still maintain control if conditions and finances fluctuate in a specific year. It is recommended the adjustment to the salary schedule be done on a different date than the date of the salary increases, so employees understand there are two (2) separate adjustments per year.

Salary Schedule Adjustments

The salary schedule should be adjusted annually for economic reasons. Without maintaining the salary schedule, it will fall below the market and the City will end up having to pay to get it updated. Annual salary schedule adjustments will keep a competitive, fair, and fiscally sound salary schedule. It is important the City also budget dollars for increases to the overall schedule each year. There may be years when the economy cannot support such increases; however, that should be the exception, not the norm. It is recommended that salary range adjustments occur in January. Employees should receive this cost-of-living increase.

Annual Performance Adjustments

The salary schedule is based on a premise of annual salary adjustments. Each year employees can receive the salary increase set by City Administration through the performance evaluation process. The Consultants recommend the performance increases occur in the first pay period of July.

As the City works on its performance-based pay program, the January increase can be based upon the metrics designed within this program.

Employee Market Adjustments

The salary schedule has been designed to move employees through the salary range. Benchmarks have been established for Human Resources to evaluate the City's ability to move employees through the system. The City may need to provide a market adjustment annually to employees who are falling short of these compensation targets. This may or may not occur each year, but analysis of movement

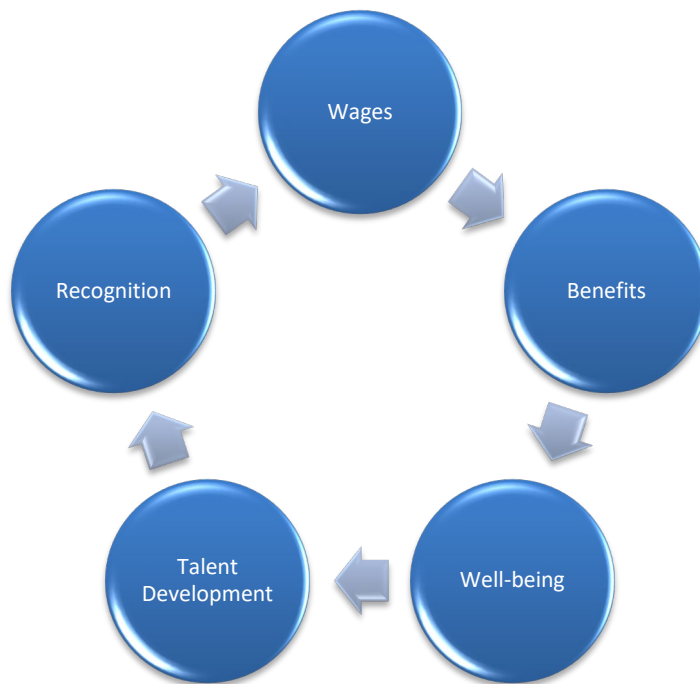
through the range will work to ensure that employees remain at a competitive salary level. The current goal has been to provide market adjustments to reach the mid-point by the seventh (7th) year. It is recommended that this adjustment occur so that employees reach the position point by the fifth (5th) year of employment within the position.

Market Updates

One of the main concerns in any salary schedule is the ability to keep it current. Organizations often spend time and resources to review and reevaluate their salary schedule, resulting in providing employees or pay grades significant increases because either the positions or the schedule is not in line with the external market. A salary schedule has a typical life span of three (3) to five (5) years, at which time market conditions typically necessitate a review. The City can strive to prolong the life of their schedule if it continues to commit to maintaining its competitiveness with the external market by ensuring market updates occur. Given the current competitive market, the City is recommended to initially conduct a market update in three (3) years. In addition, maintaining metrics should help to indicate if an external market update is required even sooner.

Total Rewards Model

Attraction, motivation, engagement and retention are critical issues facing all employers. Successfully addressing these issues begins with, at a minimum, having a strategy that aligns certain elements of the employment experience with the goals and objectives of the employer. A total rewards model encompasses specific employment elements to drive performance. A total rewards model considers all of the following areas (Source: WorldatWork):



The following is an inventory of the City's current compensation, benefits, and related opportunities it provides to employees, based on the total rewards model:

- **Wages (Base Pay and Variable Pay).** Pay provided by an employer for services rendered that includes both fixed pay and variable pay tied to performance:
 - - Base Wages, annual cost-of-living adjustment
 - Performance Increase and/or lump payments
 - Accelerated salary increases to midpoint
 - Recruitment bonus

- **Benefits.** Programs an employer uses to supplement the cash compensation that employees receive. These include health, income protection, retirement programs that provide security for employees and their families, etc.:
 - Social Security - mandatory
 - Medicare - mandatory
 - Workers Compensation - mandatory
 - Unemployment compensation -mandatory
 - Health insurance
 - Dental insurance
 - Vision insurance
 - Life insurance
 - Long-term disability
 - KPERS retirement system
 - Police pension plan
 - Deferred compensation with employer match
 - Flexible benefits plan
 - Vacation
 - Sick leave
 - Bereavement, jury, and paid military leave
 - Paid observed holidays
 - Paid maternity/paternity leave
 - Paid breaks
- **Well-being.** Organizational practices, policies and programs that help employees achieve success both at work and outside of work:
 - Employee Assistance Program
 - Pool membership
 - Onsite fitness center
 - Annual health screening
 - Food truck Fridays
 - Stock the breakroom events
 - Employee luncheons
 - Fitness discount/reimbursement
 - Weight Watchers reimbursement
 - Eye exam
 - Weight loss program
 - Flu and COVID vaccination
 - Telecommuting options
 - Nursing mother-friendly environment

- **Talent Development.** Provides the opportunity and tools for employees to advance their skills and competencies in both short- and long-term careers:
 - Tuition reimbursement program
 - Training and development courses
 - On the job training
 - Annual Inservice training
 - Performance management feedback

- **Recognition.** Acknowledgement of employee behaviors/outcomes that support the organization's success. Recognition programs can be formal or informal, do not need to have a financial component:
 - Longevity payments

The City has been building a robust model that can positively influence the culture of the organization and the work culture of the employees. This model should help the City develop new Total Reward opportunities to provide a balanced and engaging employment experience to its employees when it is not able to provide the highest wages in the region. Compensation is not the only driving factor for recruitment and retention, although it is currently the highest rated factor for both recruitment and retention feedback (Neogov Job Seeker Report 2021). The second highest rated item for retention is a positive work environment/culture, followed by challenging work and the ability to utilize their skills and talents. For a smaller organization with limited resources, the City is poised well to become an employer of choice, not because of its wages, but because of the other opportunities afforded to employees as well as the adjusted wage schedule. These are areas the Human Resources Department will want to utilize when developing recruitment strategies.

Benefits

In addition to compensation, the City asked that a comparison of major benefits be completed. The following is a summary of how the City is fairing in the market and future opportunities.

Health Insurance

Plan Design Overview

The City offers two (2) health plan designs. The health plan is summarized as follows:

Table 5: Health Plan Summary

Plan Description	Deductible Amounts	Out of Pocket Maximums	Employee Contribution (S/F)
HDHP	\$2,800/\$5,600	\$3,000/\$6,000	\$0/\$167.53
Base Plan PPO ChoiceCare	\$0/\$0	\$5,500/\$10,000	\$0/\$445.09

Many of the comparables offer multiple plan design options with differing deductible/out-of-pocket maximums to allow employees the opportunity to select from the coverage that best matches their personal situation. The City also two (2) plans similar to the comparables.

Premiums

It is extremely difficult to compare health insurance, as the number of plans and the plan designs are significantly different among organizations. What can be compared is the amount the employee contributes toward the cost of that insurance. As the City is aware, the cost of health insurance is a large budget item for any organization. Health insurance is also often the single largest benefit looked at by potential new hires, so a review of employee contributions to this benefit is imperative for offering a comprehensive benefit package.

The Consultants compared Prairie Villages 2022 health plan with the comparable organizations' health plans for a more accurate reflection of insurance in this geographical region. The following are the results from comparable entities that provided benefit data, broken down into single and family coverage. Wellness incentives and HSA/HRA deposits are excluded.

Table 6: Single Plan Premium Comparison

Comparable	Health Plan Description	Single Monthly Premium	Single Annual Premium
Prairie Village	Base Plan PPO ChoiceCare	\$0.00	\$0.00
Prairie Village	HDHP	\$0.00	\$0.00
Gardner	HDHP	\$0.00	\$0.00
Leawood	HDHP A	\$0.00	\$0.00
Leawood	HDHP B	\$0.00	\$0.00

Comparable	Health Plan Description	Single Monthly Premium	Single Annual Premium
Liberty	Choice Fund 2500 HDHP	\$0.00	\$0.00
Liberty	Choice Fund 1500 HDHP	\$0.00	\$0.00
Leawood	PPO C	\$15.20	\$182.40
Overland Park*	HRA Base Blue Select Plus	\$18.00	\$216.00
Johnson*	HDHP BlueSaver Blue Select Plus	\$20.00	\$240.00
Lee's Summit	HDHP	\$21.25	\$255.00
Johnson*	HDHP BlueSaver Preferred Blue Care	\$23.00	\$276.00
Overland Park*	HRA Base Preferred Care Blue	\$30.00	\$360.00
Gladstone	Cigna Choice Fund 2500 Open Access	\$35.00	\$420.00
Overland Park*	HRA Plus Blue Select Plus	\$37.00	\$444.00
Gladstone	Cigna Choice Fund 2000-Open Access	\$39.00	\$468.00
Overland Park*	HRA Plus Preferred Care Blue	\$50.00	\$600.00
Olathe*	CDHP	\$59.00	\$708.00
Johnson*	PPO Blue Select Plus	\$66.00	\$792.00
Johnson*	PPO Preferred Blue Care	\$78.00	\$936.00
Lenexa*	QDHP	\$82.00	\$984.00
Lee's Summit	PPO (Base)	\$84.45	\$1,013.40
Gladstone	INO- 500 Sure Fit	\$85.00	\$1,020.00
Overland Park*	Blue Select Plus	\$86.00	\$1,032.00
Overland Park*	Preferred Care Blue	\$103.00	\$1,236.00
Leawood	PPO D	\$105.88	\$1,270.56
Olathe*	PPO	\$117.00	\$1,404.00
Gladstone	Cigna Open Access-2000	\$127.00	\$1,524.00
Lenexa*	PPO	\$131.00	\$1,572.00
Gardner	PPO 1	\$136.11	\$1,633.32
Gardner	PPO 2	\$145.12	\$1,741.48
Gardner	PPO 3	\$147.38	\$1,768.52
Gladstone	INO-2 Buy Up	\$215.00	\$2,580.00
Leawood	Buy-Up PPO	\$249.30	\$2,991.60
Liberty	In Network Only-INO1	\$264.00	\$3,168.00
Liberty	Open Access Plus	\$264.00	\$3,168.00

*2021 Data

Table 7: Family Plan Premium Comparison

Comparable	Health Plan Description	Family Monthly Premium	Family Annual Premium
Liberty	Choice Fund 2500 HDHP	\$0.00	\$0.00
Liberty	Choice Fund 1500 HDHP	\$0.00	\$0.00
Leawood	HDHP A	\$77.32	\$927.84
Gladstone	Cigna Choice Fund 2500 Open Access	\$79.00	\$948.00
Johnson*	HDHP BlueSaver Blue Select Plus	\$92.00	\$1,104.00
Johnson*	HDHP BlueSaver Preferred Blue Care	\$108.00	\$1,296.00
Gladstone	Cigna Choice Fund 2000-Open Access	\$112.00	\$1,344.00
Prairie Village	HDHP	\$167.53	\$2,010.36
Johnson*	PPO Blue Select Plus	\$187.00	\$2,244.00
Overland Park*	HRA Base Blue Select Plus	\$195.00	\$2,340.00

Comparable	Health Plan Description	Family Monthly Premium	Family Annual Premium
Johnson*	PPO Preferred Blue Care	\$219.00	\$2,628.00
Lenexa*	QDHP	\$237.00	\$2,844.00
Overland Park*	HRA Base Preferred Care Blue	\$238.00	\$2,856.00
Lee's Summit	PPO (Base)	\$249.00	\$2,988.00
Overland Park*	HRA Plus Blue Select Plus	\$266.00	\$3,192.00
Gardner	HDHP	\$287.54	\$3,450.46
Overland Park*	HRA Plus Preferred Care Blue	\$314.00	\$3,768.00
Overland Park*	Preferred Care Blue	\$369.00	\$4,428.00
Leawood	HDHP B	\$373.10	\$4,477.20
Gardner	PPO 1	\$374.31	\$4,491.76
Lee's Summit	HDHP	\$377.18	\$4,526.16
Lenexa*	PPO	\$390.00	\$4,680.00
Gardner	PPO 2	\$399.08	\$4,788.94
Olathe*	CDHP	\$400.00	\$4,800.00
Gardner	PPO 3	\$405.30	\$4,863.56
Overland Park*	Blue Select Plus	\$423.00	\$5,076.00
Leawood	PPO C	\$439.06	\$5,268.72
Prairie Village	Base Plan PPO ChoiceCare	\$445.09	\$5,341.08
Gladstone	INO- 500 Sure Fit	\$540.00	\$6,480.00
Olathe*	PPO	\$546.00	\$6,552.00
Gladstone	Cigna Open Access-2000	\$654.00	\$7,848.00
Liberty	In Network Only-INO1	\$695.00	\$8,340.00
Leawood	PPO D	\$701.02	\$8,412.24
Liberty	Open Access Plus	\$759.00	\$9,108.00
Gladstone	INO-2 Buy Up	\$904.00	\$10,848.00
Leawood	Buy-Up PPO	\$1,115.32	\$13,383.84

*2021 Data

The above information indicates that Prairie Village is at the top of the comparables for the employees cost for single coverage; however, Prairie Village is varied with the family plan based with upper third and lower third placement.

Expected Employee Cost

Because premiums and deductibles are varied in the region, when considering the cost of the monthly premium plus the deductible, this is a truer look at the expected employee cost. This calculation shows the City's true position in the market, based on expected annual risk to an employee, which is calculated as premium plus in-network deductible amounts. The results are shown in the Tables below. Organizations that did not provide deductible amounts are excluded.

Table 8: Single Plan Comparable Review

Comparable	Health Plan Description	Single Annual Premium	In Network Deductible	Expected Annual Risk to Employee
Prairie Village	Base Plan PPO ChoiceCare	\$0.00	\$0.00	\$0.00
Leawood	PPO C	\$182.40	\$500.00	\$682.40
Gardner	HDHP	\$0.00	\$1,500.00	\$1,500.00
Liberty	Choice Fund 1500 HDHP	\$0.00	\$1,500.00	\$1,500.00
Lee's Summit	PPO (Base)	\$1,013.40	\$500.00	\$1,513.40
Gladstone	INO- 500 Sure Fit	\$1,020.00	\$500.00	\$1,520.00
Johnson*	PPO Blue Select Plus	\$792.00	\$750.00	\$1,542.00
Overland Park*	Blue Select Plus	\$1,032.00	\$600.00	\$1,632.00
Johnson*	PPO Preferred Blue Care	\$936.00	\$750.00	\$1,686.00
Leawood	PPO D	\$1,270.56	\$500.00	\$1,770.56
Overland Park*	Preferred Care Blue	\$1,236.00	\$600.00	\$1,836.00
Johnson*	HDHP BlueSaver Blue Select Plus	\$240.00	\$1,750.00	\$1,990.00
Gardner	PPO 2	\$1,741.48	\$250.00	\$1,991.48
Gardner	PPO 3	\$1,768.52	\$250.00	\$2,018.52
Johnson*	HDHP BlueSaver Preferred Blue Care	\$276.00	\$1,750.00	\$2,026.00
Overland Park*	HRA Plus Blue Select Plus	\$444.00	\$1,700.00	\$2,144.00
Olathe*	PPO	\$1,404.00	\$800.00	\$2,204.00
Olathe*	CDHP	\$708.00	\$1,500.00	\$2,208.00
Overland Park*	HRA Plus Preferred Care Blue	\$600.00	\$1,700.00	\$2,300.00
Lenexa*	PPO	\$1,572.00	\$750.00	\$2,322.00
Gardner	PPO 1	\$1,633.32	\$750.00	\$2,383.32
Gladstone	Cigna Choice Fund 2000-Open Access	\$468.00	\$2,000.00	\$2,468.00
Lenexa*	QDHP	\$984.00	\$1,500.00	\$2,484.00
Liberty	Choice Fund 2500 HDHP	\$0.00	\$2,500.00	\$2,500.00
Gladstone	INO-2 Buy Up	\$2,580.00	\$0.00	\$2,580.00
Overland Park*	HRA Base Blue Select Plus	\$216.00	\$2,500.00	\$2,716.00
Leawood	HDHP A	\$0.00	\$2,800.00	\$2,800.00
Leawood	HDHP B	\$0.00	\$2,800.00	\$2,800.00
Prairie Village	HDHP	\$0.00	\$2,800.00	\$2,800.00
Overland Park*	HRA Base Preferred Care Blue	\$360.00	\$2,500.00	\$2,860.00
Gladstone	Cigna Choice Fund 2500 Open Access	\$420.00	\$2,500.00	\$2,920.00
Leawood	Buy-Up PPO	\$2,991.60	\$0.00	\$2,991.60
Lee's Summit	HDHP	\$255.00	\$2,800.00	\$3,055.00
Gladstone	Cigna Open Access-2000	\$1,524.00	\$2,000.00	\$3,524.00
Liberty	Open Access Plus	\$3,168.00	\$750.00	\$3,918.00

*2021 Data

Table 9: Family Plan Comparable Review

Comparable	Health Plan Description	Family Annual Premium	In Network Deductible	Expected Annual Risk to Employee
Liberty	Choice Fund 1500 HDHP	\$0.00	\$3,000.00	\$3,000.00
Johnson*	PPO Blue Select Plus	\$2,244.00	\$1,500.00	\$3,744.00
Lee's Summit	PPO (Base)	\$2,988.00	\$1,000.00	\$3,988.00
Johnson*	PPO Preferred Blue Care	\$2,628.00	\$1,500.00	\$4,128.00
Johnson*	HDHP BlueSaver Blue Select Plus	\$1,104.00	\$3,500.00	\$4,604.00
Johnson*	HDHP BlueSaver Preferred Blue Care	\$1,296.00	\$3,500.00	\$4,796.00

Comparable	Health Plan Description	Family Annual Premium	In Network Deductible	Expected Annual Risk to Employee
Liberty	Choice Fund 2500 HDHP	\$0.00	\$5,000.00	\$5,000.00
Gardner	PPO 2	\$4,788.94	\$500.00	\$5,288.94
Prairie Village	Base Plan PPO ChoiceCare	\$5,341.08	\$0.00	\$5,341.08
Gladstone	Cigna Choice Fund 2000-Open Access	\$1,344.00	\$4,000.00	\$5,344.00
Gardner	PPO 3	\$4,863.56	\$500.00	\$5,363.56
Lenexa*	QDHP	\$2,844.00	\$3,000.00	\$5,844.00
Gladstone	Cigna Choice Fund 2500 Open Access	\$948.00	\$5,000.00	\$5,948.00
Gardner	PPO 1	\$4,491.76	\$1,500.00	\$5,991.76
Lenexa*	PPO	\$4,680.00	\$1,500.00	\$6,180.00
Overland Park*	Preferred Care Blue	\$4,428.00	\$1,800.00	\$6,228.00
Leawood	PPO C	\$5,268.72	\$1,000.00	\$6,268.72
Gardner	HDHP	\$3,450.46	\$3,000.00	\$6,450.46
Leawood	HDHP A	\$927.84	\$5,600.00	\$6,527.84
Overland Park*	Blue Select Plus	\$5,076.00	\$1,800.00	\$6,876.00
Prairie Village	HDHP	\$2,010.36	\$5,600.00	\$7,610.36
Olathe*	CDHP	\$4,800.00	\$3,000.00	\$7,800.00
Gladstone	INO- 500 Sure Fit	\$6,480.00	\$1,500.00	\$7,980.00
Olathe*	PPO	\$6,552.00	\$1,600.00	\$8,152.00
Overland Park*	HRA Plus Blue Select Plus	\$3,192.00	\$5,100.00	\$8,292.00
Overland Park*	HRA Plus Preferred Care Blue	\$3,768.00	\$5,100.00	\$8,868.00
Leawood	PPO D	\$8,412.24	\$1,000.00	\$9,412.24
Overland Park*	HRA Base Blue Select Plus	\$2,340.00	\$7,500.00	\$9,840.00
Leawood	HDHP B	\$4,477.20	\$5,600.00	\$10,077.20
Lee's Summit	HDHP	\$4,526.16	\$5,600.00	\$10,126.16
Overland Park*	HRA Base Preferred Care Blue	\$2,856.00	\$7,500.00	\$10,356.00
Liberty	Open Access Plus	\$9,108.00	\$1,500.00	\$10,608.00
Gladstone	INO-2 Buy Up	\$10,848.00	\$0.00	\$10,848.00
Gladstone	Cigna Open Access-2000	\$7,848.00	\$4,000.00	\$11,848.00
Leawood	Buy-Up PPO	\$13,383.84	\$0.00	\$13,383.84

*2021 Data

Looking at the deductible amount with premium costs, Prairie Village remains at the top of the market for single coverage. Family coverage is not as competitive, but a plan option is in the upper third of the market. A final look at the City in relation to out-of-pocket maximums, follows.

Maximum Employee Cost

The following tables shows employees that experience a major medical event that exceeds the deductible costs will have a lower financial risk on Prairie Village's plan than many other comparables, if on the High Deductible Health Plan, when considering the maximum out of pocket expenses. With that said, there are a few slightly more competitive plans in the comparable market. The results are shown in the Tables below. Organizations that did not provide out of pocket maximum amounts are excluded.

Table 10: Single Plan Maximum Risk Comparative Review

Comparable	Health Plan Description	Single Annual Premium	In Network Out of Pocket Maximum	Maximum Annual Risk to Employee
Gladstone	Cigna Choice Fund 2000-Open Access	\$468.00	\$2,000.00	\$2,468.00
Leawood	HDHP A	\$0.00	\$2,800.00	\$2,800.00
Leawood	HDHP B	\$0.00	\$2,800.00	\$2,800.00
Gladstone	Cigna Choice Fund 2500 Open Access	\$420.00	\$2,500.00	\$2,920.00
Overland Park*	HRA Plus Blue Select Plus	\$444.00	\$2,500.00	\$2,944.00
Prairie Village	HDHP	\$0.00	\$3,000.00	\$3,000.00
Gardner	HDHP	\$0.00	\$3,000.00	\$3,000.00
Lenexa*	PPO	\$1,572.00	\$1,500.00	\$3,072.00
Overland Park*	HRA Plus Preferred Care Blue	\$600.00	\$2,500.00	\$3,100.00
Overland Park*	Blue Select Plus	\$1,032.00	\$2,100.00	\$3,132.00
Johnson*	PPO Blue Select Plus	\$792.00	\$2,500.00	\$3,292.00
Overland Park*	Preferred Care Blue	\$1,236.00	\$2,100.00	\$3,336.00
Johnson*	PPO Preferred Blue Care	\$936.00	\$2,500.00	\$3,436.00
Johnson*	HDHP BlueSaver Blue Select Plus	\$240.00	\$3,250.00	\$3,490.00
Johnson*	HDHP BlueSaver Preferred Blue Care	\$276.00	\$3,250.00	\$3,526.00
Leawood	PPO C	\$182.40	\$3,500.00	\$3,682.40
Olathe*	PPO	\$1,404.00	\$2,300.00	\$3,704.00
Olathe*	CDHP	\$708.00	\$3,000.00	\$3,708.00
Overland Park*	HRA Base Blue Select Plus	\$216.00	\$3,500.00	\$3,716.00
Overland Park*	HRA Base Preferred Care Blue	\$360.00	\$3,500.00	\$3,860.00
Lenexa*	QDHP	\$984.00	\$3,000.00	\$3,984.00
Leawood	Buy-Up PPO	\$2,991.60	\$1,500.00	\$4,491.60
Gardner	PPO 1	\$1,633.32	\$3,000.00	\$4,633.32
Leawood	PPO D	\$1,270.56	\$3,500.00	\$4,770.56
Prairie Village	Base Plan PPO ChoiceCare	\$0.00	\$5,500.00	\$5,500.00
Gardner	PPO 2	\$1,741.48	\$6,500.00	\$8,241.48
Gardner	PPO 3	\$1,768.52	\$6,500.00	\$8,268.52

*2021 Data

Table 11: Family Plan Maximum Risk Comparative Review

Comparable	Health Plan Description	Family Annual Premium	In Network Out of Pocket Maximum	Maximum Annual Risk to Employee
Gladstone	Cigna Choice Fund 2000-Open Access	\$1,344.00	\$4,000.00	\$5,344.00
Gladstone	Cigna Choice Fund 2500 Open Access	\$948.00	\$5,000.00	\$5,948.00
Leawood	HDHP A	\$927.84	\$5,600.00	\$6,527.84
Johnson*	PPO Blue Select Plus	\$2,244.00	\$5,000.00	\$7,244.00
Johnson*	HDHP BlueSaver Blue Select Plus	\$1,104.00	\$6,500.00	\$7,604.00
Johnson*	PPO Preferred Blue Care	\$2,628.00	\$5,000.00	\$7,628.00
Lenexa*	PPO	\$4,680.00	\$3,000.00	\$7,680.00
Johnson*	HDHP BlueSaver Preferred Blue Care	\$1,296.00	\$6,500.00	\$7,796.00
Prairie Village	HDHP	\$2,010.36	\$6,000.00	\$8,010.36
Lenexa*	QDHP	\$2,844.00	\$6,000.00	\$8,844.00
Gardner	HDHP	\$3,450.46	\$6,000.00	\$9,450.46
Leawood	HDHP B	\$4,477.20	\$5,600.00	\$10,077.20
Olathe*	CDHP	\$4,800.00	\$5,600.00	\$10,400.00
Gardner	PPO 1	\$4,491.76	\$6,000.00	\$10,491.76
Overland Park*	HRA Plus Blue Select Plus	\$3,192.00	\$7,500.00	\$10,692.00

Comparable	Health Plan Description	Family Annual Premium	In Network Out of Pocket Maximum	Maximum Annual Risk to Employee
Overland Park*	Preferred Care Blue	\$4,428.00	\$6,300.00	\$10,728.00
Olathe*	PPO	\$6,552.00	\$4,200.00	\$10,752.00
Overland Park*	HRA Plus Preferred Care Blue	\$3,768.00	\$7,500.00	\$11,268.00
Overland Park*	Blue Select Plus	\$5,076.00	\$6,300.00	\$11,376.00
Leawood	PPO C	\$5,268.72	\$7,000.00	\$12,268.72
Overland Park*	HRA Base Blue Select Plus	\$2,340.00	\$10,500.00	\$12,840.00
Overland Park*	HRA Base Preferred Care Blue	\$2,856.00	\$10,500.00	\$13,356.00
Prairie Village	Base Plan PPO ChoiceCare	\$5,341.08	\$10,000.00	\$15,341.08
Leawood	PPO D	\$8,412.24	\$7,000.00	\$15,412.24
Leawood	Buy-Up PPO	\$13,383.84	\$3,000.00	\$16,383.84
Gardner	PPO 2	\$4,788.94	\$13,000.00	\$17,788.94
Gardner	PPO 3	\$4,863.56	\$13,000.00	\$17,863.56

*2021 Data

Overall, although premiums are initially looked at for comparative purposes, that dollar amount is not the full picture, as the above tables show. With that said, the Consultants would like to point out that the High Deductible Health Plan may be better for employees with a major medical event, but the City has worked diligently to keep the PPO plan affordable with low premiums, so employee may be more inclined to keep that plan.

The City's health insurance strategy is not clear, as the lower deductibles with lower premiums on the PPO plan may be incentivizing to employees, but this is also the plan that is more costly to the City. It is understood the City provides a Health Savings Account incentive with the High Deductible Health Plan to close the gap, but there is still a difference in deductible levels, especially on a family plan.

The City should discuss family premium amounts, to position the City higher in the market for family plans.

Other Benefits

Holidays: The City offers 11.5 holidays per year, with one (1) personal/floating holiday. The comparables offer between 6 – 11 holidays, and 0 – 2 floating holidays. Thus, the current holiday schedule is competitive with the external market.

Vacation: The City offers vacation to employees with five (5) levels of accruals, starting with 11 days per year, and reaching the maximum accrual of 25 days at 21 years of service. There are a few of the comparables that have a 27 – 30-day maximum accrual. Although there are organizations that have fewer accrual levels, which results in reaching maximum accruals faster than the City, only two (2) organizations reported attaining 25 days of vacation prior to the 21st year. As a result, the vacation benefit is competitive to surrounding municipalities, and no changes are recommended.

Sick Leave: City employees earn 88 hours of sick leave per year as compared to the comparables which earn 96 – 144 hours per year. The maximum accrual provided by some comparables was 720 hours, with one (1) having no maximum accrual. The City of Olathe provides retirees a payout of 25% up to 960 hours. No other comparables provided any sick leave payout information. Thus, the City's 20% payout at retirement; or payout after five (5) years of service puts the City above the market.

Payout Provisions

Currently, the City's payout provisions allow for 10-20% payout of accrued, unused sick leave which is included in the employee's final check. This payment is then considered taxable to the employee, and the City pays related employment taxes on these amounts. The City could consider enhancing the payout process in a way that will assist employees with their future health care needs since the main reason employees choose not to retire is because they financially are not able to continue health care coverage. A medical trust could be developed for these payouts, in which deposits are tax free for both the employee and employer, are not considered income to the employee, and are to be used for medical expenses by the employee/qualified beneficiaries upon separation from employment. The City also has an alternative, a deferred compensation 457(b) program, in which the payouts could be placed into a qualified tax deferred retirement plan for the employee. The Consultants caution this last option may be restrictive since the IRS provides for annual contribution limits on individual deferred compensation accounts, and large payouts may exceed annual IRS limits.

Appendix A: Recommended Salary Schedule

New PG	Proposed Title	Department		2022 Min	60th Percentile 2022 PP	2022 Mid	2022 Max
				\$14.50	\$15.95		\$19.58
A	Lifeguard	Swimming Pool					
A	Assistant Swim/Dive	Swimming Pool					
A	Bailiff	Prosecutor					
				\$15.66	\$17.23		\$21.14
B	Assistant Managers						
B	Head Swim	Swimming Pool					
B	Head Dive	Swimming Pool					
C	Manager	Swimming Pool		\$17.23	\$18.95		\$23.26
				\$18.00	\$19.80	\$21.15	\$24.30
				\$37,440	\$41,184	\$43,992	\$50,544
50	Customer Service Representative	City Clerk					
				\$19.44	\$21.38	\$22.84	\$26.24
				\$40,435	\$44,479	\$47,511	\$54,588
55	Maintenance Worker I	PW					
				\$21.00	\$23.09	\$24.67	\$28.34
				\$43,670	\$48,037	\$51,312	\$58,955
60	Accounting Specialist	Finance					
60	Administrative Support Specialist I	Various Depts					
60	Code Support Specialist I	Codes Admin					
60	Community Support Officer	Police - Comm Services					
60	Court Clerk I	Municipal Court					
60	Police Records Specialist	Police-Staff Services					
				\$22.67	\$24.94	\$26.64	\$30.61
				\$47,164	\$51,880	\$55,417	\$63,671
65	Administrative Support Specialist II	Various Depts					
65	Aquatics Supervisor	Parks & Recreation					
65	Code Enforcement Officer	Codes Admin					
65	Code Support Specialist II	Codes Admin					
65	Court Clerk II	Municipal Court					
65	Dispatcher I	Police-Staff Services					
65	Evidence & Property Specialist	Police-Staff Services					
65	Maintenance Worker II	PW					
65	Mechanic I	PW					
				\$24.49	\$26.94	\$28.77	\$33.06
				\$50,937	\$56,030	\$59,851	\$68,765
70	Deputy Court Clerk	Municipal Court					
70	Maintenance Worker III	PW					
70	Mechanic II	PW					
70	Police Administrative Specialist	Police - Administration					
				\$26.94	\$29.63	\$31.65	\$36.37

New PG	Proposed Title	Department		2022 Min	60th Percentile 2022 PP	2022 Mid	2022 Max
				\$56,030	\$61,633	\$65,836	\$75,641
75	Building Inspector	Codes Admin					
75	Crew Leader	PW					
75	Dispatcher II	Police-Staff Services					
75	Police Officer	Police - Patrol					
75	Special Events Coordinator - PT	Parks & Recreation					
75	Urban Forestry Specialist	PW					
				\$29.63	\$32.59	\$34.82	\$40.00
				\$61,633	\$67,797	\$72,419	\$83,205
80	Assistant to the PW Director	PW					
80	Crime Analyst-PT	Police - Patrol					
80	Information System Specialist	Info Systems					
80	Master Police Officer	Police - Patrol					
80	Project Inspector	PW					
				\$33.19	\$36.51	\$38.99	\$44.80
				\$69,029	\$75,932	\$81,110	\$93,190
85	Accountant	Finance					
85	Assistant Field Superintendent	PW					
85	Construction - Right of Way Inspector	PW					
85	Police Corporal	Police - Patrol					
85	Public Information Officer	City Clerk					
				\$36.51	\$40.16	\$42.89	\$49.28
				\$75,932	\$83,526	\$89,221	\$102,509
90	Dispatch Supervisor-NEW	Police-Staff Services					
90	Sr Building Inspector	Codes Admin					
				\$40.16	\$44.17	\$47.18	\$54.21
				\$83,526	\$91,878	\$98,143	\$112,760
95	Police Sergeant	Police - Patrol					
				\$42.57	\$46.82	\$50.01	\$57.46
				\$88,537	\$97,391	\$104,031	\$119,525
100	Project Manager	PW					
				\$46.82	\$51.50	\$55.02	\$63.21
				\$97,391	\$107,130	\$114,434	\$131,478
105	City Clerk	City Clerk					
105	Court Administrator	Municipal Court					
105	IT Systems Administrator	Info Systems					
105	PW Field Superintendent	PW					
				\$50.57	\$55.63	\$59.42	\$68.27
				\$105,182	\$115,700	\$123,589	\$141,996
110	Building Official	Codes Admin					
110	Police Captain	Police - Patrol					
110	Sr Project Manager	PW					
				\$56.64	\$62.30	\$66.55	\$76.46
				\$117,804	\$129,584	\$138,420	\$159,035
115	City Engineer	PW					
				\$63.43	\$69.78	\$74.53	\$85.63

New PG	Proposed Title	Department			60th Percentile		
				2022 Min	2022 PP	2022 Mid	2022 Max
				\$131,940	\$145,135	\$155,030	\$178,120
120	Human Resources Manager	Human Resources					
120	Information Technology Manager	Info Systems					
				\$66.60	\$73.27	\$78.26	\$89.92
				\$138,537	\$152,391	\$162,782	\$187,026
125	Deputy Police Chief	Police					
125	Finance Director	Finance					
				\$69.93	\$76.93	\$82.17	\$94.41
				\$145,464	\$160,011	\$170,921	\$196,377
130	Assistant City Administrator	Mgmt & Planning					
				\$73.43	\$80.77	\$86.28	\$99.13
				\$152,738	\$168,011	\$179,467	\$206,196
135	Deputy City Administrator	Mgmt & Planning					
135	Police Chief	Police					
135	Public Works Director	PW					
150	City Administrator	Mgmt & Planning		\$90.32	\$99.35	\$106.13	\$121.93
				\$187,867	\$206,654	\$220,744	\$253,621

Appendix B: Definitions

The following are definitions that helped guide the development of the compensation system for the City:

Benchmark Position: A job that is commonly found and defined, used to make pay comparisons, either within the organization or to comparable jobs outside the organization.

Classifications: Job titles.

Compensation System: A system developed to compensate employees. This system includes a balance between internal equity and external competitiveness.

Compensation Data: Data derived from information regarding the salary range and the rate of pay of the incumbent(s) holding a benchmark position of the identified labor market.

Comp Ratio: The ratio of an actual pay range to the established position point (or average market rate). The comp ratio is used to measure and monitor an individual's actual rate of pay to the position point of the established pay range.

Compression: Pay differentials too small to be considered equitable. The term may apply to differences between (1) the pay of supervisors and subordinates; (2) the pay of experienced and newly hired personnel of the same job; and (3) pay range midpoints in successive job grades or related grades across pay structures.

CPI-U: Consumer Price Index – Urban: A measure of the average change over time in the prices paid by urban consumers for a market of consumer goods and services. It reflects the spending pattern for three population groups: (1) all urban consumers, (2) urban wage earners, and (3) clerical workers. This group represents approximately 87% of the total U.S. population.

Demotion: The (re)assignment of an employee to a position in a lower pay grade or range in the organization's salary structure.

Labor Market: A location where labor is exchanged for wages. These locations are identified and defined by a combination of the following factors: geography, industry education, experience and licensing or certification required, and job responsibilities.

Market Data: The technique of creating the financial value of a position based on the "going rate" for benchmark positions in the relevant labor markets.

Minimum Salary Range (minimum): The minimum amount of compensation the organization has deemed appropriate for a position.

Maximum Salary Range (maximum): The highest amount of compensation the organization has deemed appropriate for a position.

Market Average: Employee pay based upon the "average" market rate, or the "average" prevailing wage rate in the external market.

Market Rate (market/position point): The organization's best estimate of the wage rate that is prevailing in the external market for a given position.

Market Average Range: A pay range in which the minimum and maximum of the range is established around the average market rate.

Pay Grade: The grade, or placement of a position, within the salary structure.

Pay Grade Evaluation: The (re)assignment of a job to a higher or lower pay grade or pay range in the salary structure due to a job content (re)evaluation and/or significant change in the average market rate in the external labor market.

Performance Increase: An adjustment to an individual's base pay rate based on performance or some other individual measure.

Promotion: The (re)assignment of an employee to a position in a higher pay grade or range in the organization's salary structure.

Red Circle: The freezing of a rate of pay until such time that the salary schedule catches up to the pay rate. This is commonly used when implementing a new pay schedule when a tenured employee is above the range maximum or when an employee is placed on a lower pay grade that is not related to performance issues.

Salary Schedule Adjustment: An adjustment to the salary structure - the increase or decrease of a pay range, minimum to maximum. This is a method to maintain the salary range in relation to external market conditions.

Salary Schedule: The hierarchy of job grades and pay ranges established within an organization.

Spread: The range of pay rates, from minimum to maximum.

RESOLUTION NO. 2022-16

WHEREAS, the Governing Body of the City of Prairie Village is authorized to establish salary ranges for city positions; and

WHEREAS, the City completed a compensation study in 2022 and committed to completing a study every five years to ensure the City continues to provide adequate compensation and benefits for all employees; and

WHEREAS, it is the desire of the Governing Body that these salary ranges be reviewed and adjusted annually, as needed, to ensure appropriate funds are budgeted and the salary ranges remain competitive;

NOW, THEREFORE, be it resolved the Governing Body of the City of Prairie Village, Kansas, hereby adopts the following compensation ranges for November 2022 and January 2023:

The elected officers, appointive officers and employees of the city shall be compensated within the salary ranges provided in this section. The amount of compensation shall be fixed by the Governing Body in accordance with personnel procedures as adopted by the Governing Body from time to time, provided, however, that the salaries and compensation, shall be within and determined by the following ranges beginning October 31, 2022, and calendar year 2023. 2023 is a 1.5% range increase over 2022:

	November 2022		January 2023	
ADMINISTRATIVE SUPPORT	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
Customer Service Representative	\$37,440	\$50,544	\$38,002	\$51,302
Accounting Specialist	\$43,670	\$58,955	\$44,325	\$59,839
Administrative Support Specialist I	\$43,670	\$58,955	\$44,325	\$59,839
Code Support Specialist I	\$43,670	\$58,955	\$44,325	\$59,839
Court Clerk I	\$43,670	\$58,955	\$44,325	\$59,839
Administrative Support Specialist II	\$47,164	\$63,671	\$47,871	\$64,626
Code Enforcement Officer	\$47,164	\$63,671	\$47,871	\$64,626
Code Support Specialist II	\$47,164	\$63,671	\$47,871	\$64,626
Court Clerk II	\$47,164	\$63,671	\$47,871	\$64,626
Deputy Court Clerk	\$50,937	\$68,765	\$51,701	\$69,796
Building Inspector	\$56,030	\$75,641	\$56,871	\$76,776
Information Systems Specialist	\$61,633	\$83,205	\$62,558	\$84,453
Accountant	\$69,029	\$93,190	\$70,065	\$94,588
Public Information Officer	\$69,029	\$93,190	\$70,065	\$94,588
Sr Building Inspector	\$75,932	\$102,509	\$77,071	\$104,046
City Clerk	\$97,391	\$131,478	\$98,852	\$133,450
Court Administrator	\$97,391	\$131,478	\$98,852	\$133,450
IT Systems Administrator	\$97,391	\$131,478	\$98,852	\$133,450
Building Official	\$105,182	\$141,996	\$106,760	\$144,126
Human Resources Manager	\$131,940	\$178,120	\$133,920	\$180,791
Information Technology Mgr	\$131,940	\$178,120	\$133,920	\$180,791
Finance Director	\$138,537	\$187,026	\$140,616	\$189,831
Assistant City Administrator	\$145,464	\$196,377	\$147,646	\$199,323
Deputy City Administrator	\$152,738	\$206,196	\$155,029	\$209,289
City Administrator	\$187,867	\$253,621	\$190,685	\$257,425

	November 2022		January 2023	
PUBLIC WORKS	Minimum	Maximum	Minimum	Maximum
Maintenance Worker I	\$40,435	\$54,588	\$41,042	\$55,406
Maintenance Worker II	\$47,164	\$63,671	\$47,871	\$64,626
Mechanic I	\$47,164	\$63,671	\$47,871	\$64,626
Maintenance Worker III	\$50,937	\$68,765	\$51,701	\$69,796
Mechanic II	\$50,937	\$68,765	\$51,701	\$69,796
Construction Right of Way Inspector	\$56,030	\$75,641	\$56,871	\$76,776
Crew Leader	\$56,030	\$75,641	\$56,871	\$76,776
Urban Forestry Specialist	\$56,030	\$75,641	\$56,871	\$76,776
Project Inspector	\$61,633	\$83,205	\$62,558	\$84,453
Assistant to PW Director	\$69,029	\$93,190	\$70,065	\$94,588
Assistant Field Superintendent	\$69,029	\$93,190	\$70,065	\$94,588
Project Manager	\$88,537	\$119,525	\$89,865	\$121,318
Field Superintendent	\$97,391	\$131,478	\$98,852	\$133,450
Senior Project Manager	\$105,182	\$141,996	\$106,760	\$144,126
City Engineer	\$117,804	\$159,035	\$119,571	\$161,421
Public Works Director	\$152,738	\$206,196	\$155,029	\$209,289
PUBLIC SAFETY				
Police Records Specialist	\$43,670	\$58,955	\$44,325	\$59,839
Community Support Officer	\$43,670	\$58,955	\$44,325	\$59,839
Evidence & Property Specialist	\$47,164	\$63,671	\$47,871	\$64,626
Dispatcher I	\$47,164	\$63,671	\$47,871	\$64,626
Police Administrative Specialist	\$47,164	\$63,671	\$51,701	\$69,796
Police Officer	\$56,030	\$75,641	\$56,871	\$76,776
Dispatcher II	\$56,030	\$75,641	\$56,871	\$76,776
Master Police Officer	\$61,633	\$83,205	\$62,558	\$84,453
Police Corporal	\$69,029	\$93,190	\$70,065	\$94,588
Dispatch Supervisor	\$75,932	\$102,509	\$77,071	\$104,046
Police Sergeant	\$83,526	\$112,760	\$84,778	\$114,451
Police Captain	\$105,182	\$141,996	\$106,760	\$144,126
Deputy Police Chief	\$138,537	\$178,120	\$140,616	\$189,831
Police Chief	\$152,738	\$206,196	\$155,029	\$209,289
SEASONAL/PART-TIME				
Special Event Coordinator	\$26.94	\$36.37	\$27.34	\$36.91
PD Crime Analyst	\$29.63	\$40.00	\$30.08	\$40.60
Concession Stand Worker	\$12.50	\$17.58	\$12.50	\$17.58
Bailiff	\$14.50	\$19.58	\$14.50	\$19.58
Lifeguard	\$14.50	\$19.58	\$14.50	\$19.58
Assistant Coaches	\$14.50	\$19.58	\$14.50	\$19.58
Head Swim/Dive Coaches	\$15.66	\$21.14	\$15.66	\$21.14
Assistant Pool Manager	\$17.23	\$23.26	\$17.23	\$23.26
Aquatics Supervisor	\$22.67	\$30.61	\$23.01	\$31.07

Employee/Consultant

A person may be compensated in a category defined as “independent contractor consultant”. The rate of pay and other terms of employment for an individual in this category will be established and approved by the City Council.

Part-time Appointed Officials

Part-time appointed officials shall be compensated as follows in 2023:

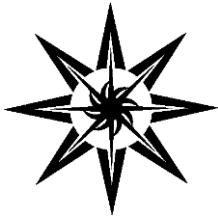
	<u>Minimum</u>	<u>Maximum</u>
Treasurer (monthly)	\$400	\$500

Adopted this XXth Day of October, 2022.

Eric Mikkleson, Mayor

ATTEST:

Adam Geffert, City Clerk



PUBLIC WORKS DEPARTMENT

Council Committee Meeting: October 3, 2022

Council Meeting: October 17, 2022

COU2022-71

CONSIDER TRAFFIC CALMING ON CHEROKEE DRIVE FROM 71ST TERRACE TO 71ST STREET

RECOMMENDATION

Staff recommends City Council approve the installation of traffic calming measures on Cherokee Drive from 71st Terrace to 71st Street.

BACKGROUND

Residents along Cherokee Drive desire traffic calming measures and have met the requirements of the traffic calming program. The final petition exceeded 60% approval of the residents to install these measures. These measures will include two speed tables installed between 71st Terrace and 71st Street. Speed Tables have been successful in Prairie Village in the past and will help calm traffic on this section of Cherokee Drive. It is anticipated that these improvements will be built in the fall of 2022. The approximate cost of the two speed tables will be about \$10,000 with funds coming from the traffic calming CIP project.

Residents within the traffic calming project limits were notified that the project would be discussed at this council meeting.

FUNDING SOURCE

Funding is available under project TRAFRESV, Traffic Calming.

ATTACHMENTS

1. TranSystems Study

PREPARED BY

Keith Bredehoeft, Director of Public Works

September 28, 2022

Cherokee Drive Traffic Calming Eligibility Study
71st Street to 71st Terrace

Prepared for
CITY OF PRAIRIE VILLAGE

By



October 2021

Introduction

In accordance with your request, TranSystems Corporation has prepared the following traffic calming eligibility study for the roughly one-fourth of a mile segment of Cherokee Drive between 71st Street and 71st Terrace in Prairie Village, Kansas. The criteria used to determine eligibility for traffic calming measures are defined in the Prairie Village Traffic Calming Program. This section of Cherokee Drive is classified as a Local Street Traffic Calming Project with respect to the application of eligibility criteria. The street was evaluated using average daily traffic volumes, the 85th percentile speed of vehicles, and the percentage of cut-through traffic. A local street segment must receive a minimum score of 40 points in order to be eligible for a Local Street Traffic Calming Project.

Data Collection

Road Segment Inventory

As part of the data collection, we reviewed the study segments and documented various existing features which may affect vehicle speed. These included characteristics such as road width, horizontal and vertical alignment, parking practices, and roadside development. A summary of our findings is listed below:

- ▶ Cherokee Drive is a two-lane local residential street with curbs and gutters along both sides of the street. The street is generally 28 feet wide, measured between the backs of curb for the entire length. A sidewalk runs along the south side of the street for the entirety of the segment. The sidewalk is generally located 8 feet behind the curb.
- ▶ The posted speed limit on Cherokee Drive is 25 m.p.h.
- ▶ The segment of Cherokee Drive between 71st Street and 71st Terrace has horizontal curves. There is a reverse curve adjacent to 71st Street and another horizontal curve adjacent to 71st Terrace. The segment adjacent to Windsor Street is generally straight.
- ▶ The vertical alignment of the roadway is generally at a slight downhill grade as drivers travel southbound from 71st Street to 71st Terrace.
- ▶ The study segment of Cherokee Drive is located in a predominately residential area. Single-family homes are generally set back 40 to 60 feet from the street along the study segment. All of these homes have at least one driveway onto Cherokee Drive. Several commercial developments and a shopping center are located west of Cherokee Drive.
- ▶ There are no schools directly on Cherokee Drive. There is a park with tennis courts located south of Cherokee Drive along Windsor Street.
- ▶ On-street parallel parking is allowed on both sides of the street.
- ▶ Cherokee Drive is free-flowing between 71st Street and 71st Terrace with no control signage posted for through traffic. There are skewed three-leg intersections at 71st Street and 71st Terrace, with both of those streets being stop-sign controlled.
- ▶ There is one other local street intersection within the study segment. The tee-intersection at Windsor Street operates under stop-sign control for the side street.

Average Daily Traffic Volumes

TranSystems placed machine traffic volume counters at two locations along the study segment. The counters were in place from Tuesday, October 19, 2021 through Thursday, October 21, 2021. See the Appendix (Figure A-1) for the average daily traffic volume at each location. The average daily traffic volume was based on the three weekdays included in the count period. Detailed tabulations of the counts are included in the Appendix (Pages A-2 to A-3). The average daily traffic volume falls in the “Over 1,001 vehicle per day” range, per the Traffic Calming Program, corresponding to a score of 30 points.

Table 1 Vehicle Volume Data	
Location	Total Daily Traffic Volume (vehicles)
Cherokee Drive, west of Windsor Street	2,104
Cherokee Drive, east of Windsor Street	2,052

Vehicle Speeds

Spot speed studies were conducted using the vehicle speed-measuring feature of the traffic counters. The results of the studies are shown below in Table 2. Relative frequency distributions for the data have also been prepared and are included in the Appendix (Pages A-4 to A-5).

Table 2 Vehicle Speed Data		
Location	85th Percentile Speed (m.p.h.)	Average Speed (m.p.h.)
Cherokee Drive, west of Windsor Street	28.0	24.3
Cherokee Drive, east of Windsor Street	28.9	25.4

Table 2 shows that the measured 85th percentile speeds for the study segment average to approximately 28.5 mph. These 85th percentile speeds fall in the “0-5 m.p.h. over the posted speed limit” range, per the Traffic Calming Program, corresponding to a score of 0 points.

Cut-Through Traffic

Origin and destination surveys were conducted on Monday, October 18, 2021 between 5:00 p.m. and 6:00 p.m. The percentage of cut-through traffic was determined from combining the recorded license plates at both the 71st Street and 71st Terrace intersections. It was found that the average amount of cut-through vehicles at both locations was 54 percent. This percentage corresponds to a score of 15 points, per the Traffic Calming Program.

Total Eligibility

The study segment of Cherokee Drive between 71st Street and 71st Terrace does meet the eligibility requirements as outlined in the Traffic Calming Program. According to the criteria, a street must receive a minimum score of 40 points in order to be eligible for traffic calming measures. Table 3 indicates that the study segment is assessed with **45 points**.

Table 3 Total Eligibility Cherokee Drive from 71st Street to 71st Terrace		
Eligibility Criteria	Measurement	Point Assessment
Average Daily Traffic Volumes	2,078 vehicles	30
85th Percentile Speeds	4 mph above limit	0
Cut-through Traffic	54 percent	15
Total Points:		45

We trust that the enclosed information proves beneficial to the City of Prairie Village. We appreciate the opportunity to be of service to you and will be available to review this study at your convenience.

Sincerely,

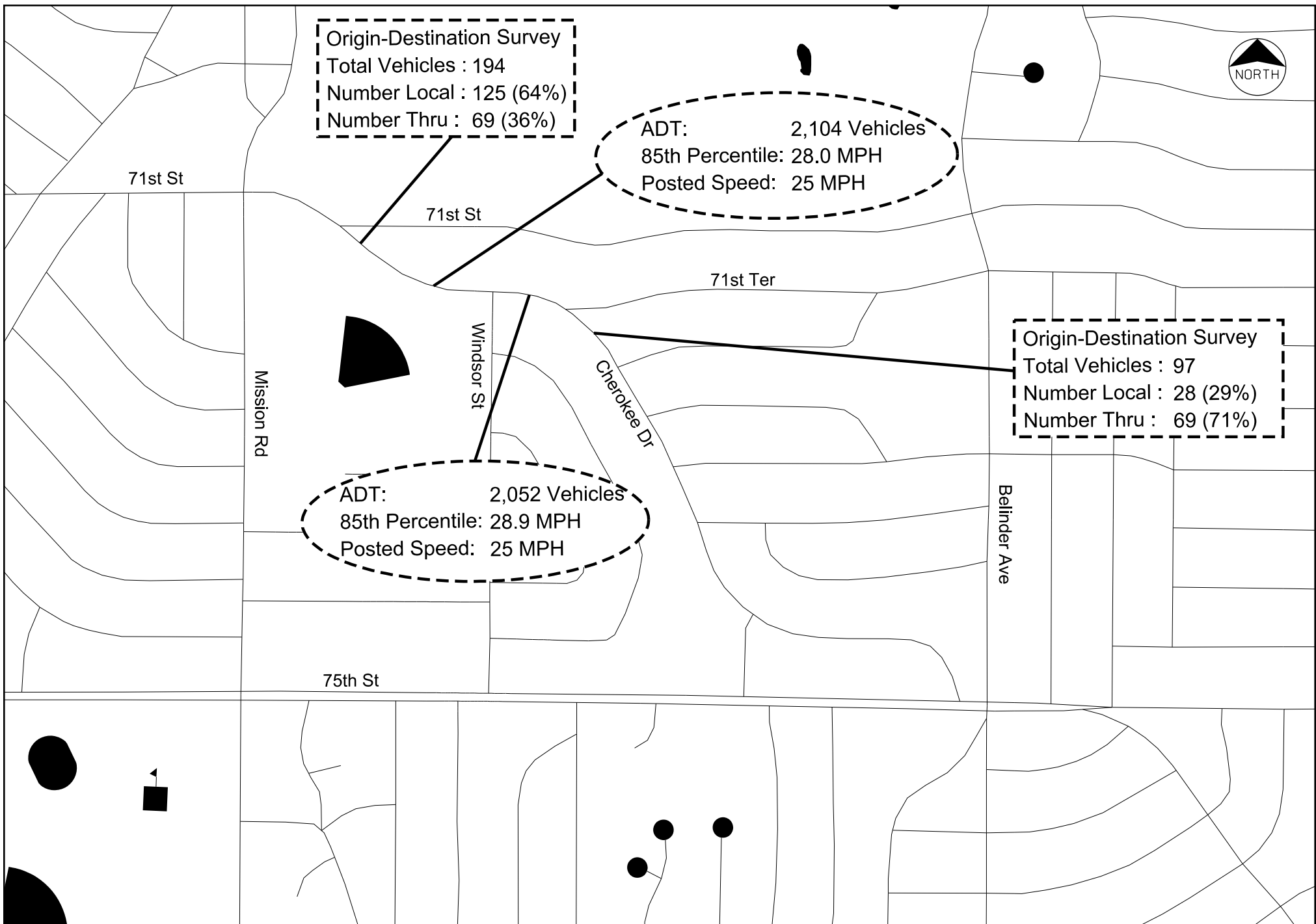
TranSystems

By: 
Jeffrey J. Wilke, PE, PTOE

By: 
Emma H Martin, EIT

Appendix

Daily Traffic Volume and Travel Speed Summary	Figure A-1
Daily Traffic Volume Counts	A-2 to A-3
Spot Speed Studies	A-4 to A-5



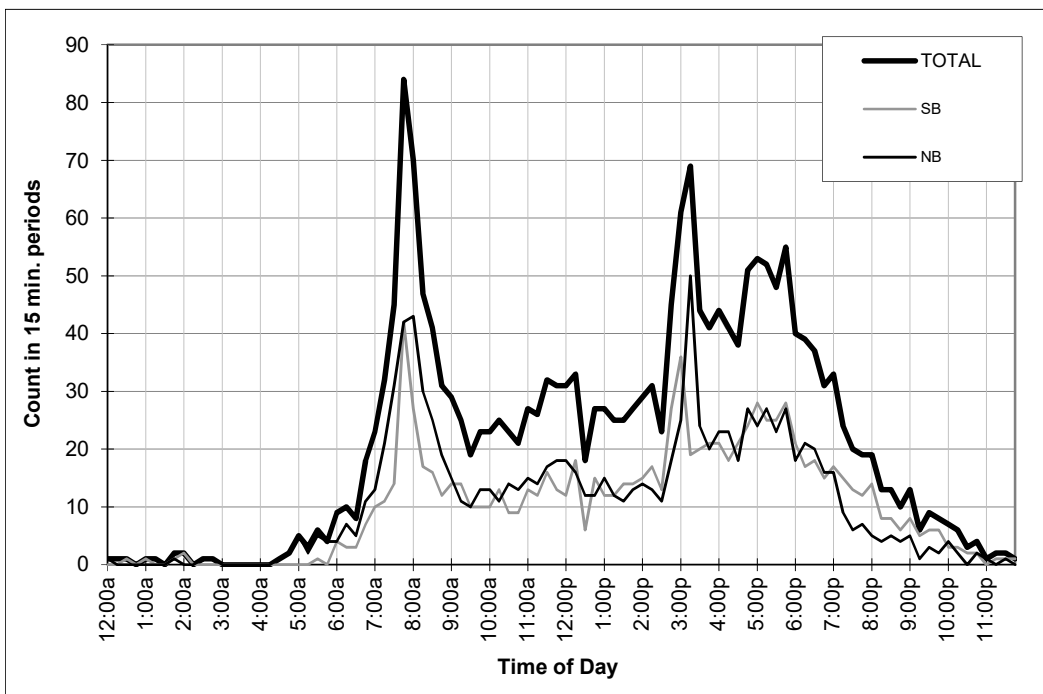
Daily Traffic Count

Prairie Village Traffic Calming Study

Prairie Village

Location: **Cherokee Drive east of Windsor Street**

Period Start	SB	NB	TOTAL	Period Start	SB	NB	TOTAL	Period Start	SB	NB	TOTAL	Period Start	SB	NB	TOTAL
12:00a	0	1	1	6:00a	4	4	9	12:00p	12	18	31	6:00p	21	18	40
12:15a	0	0	1	6:15a	3	7	10	12:15p	18	16	33	6:15p	17	21	39
12:30a	1	0	1	6:30a	3	5	8	12:30p	6	12	18	6:30p	18	20	37
12:45a	0	0	0	6:45a	7	11	18	12:45p	15	12	27	6:45p	15	16	31
1:00a	1	0	1	7:00a	10	13	23	1:00p	12	15	27	7:00p	17	16	33
1:15a	0	0	1	7:15a	11	21	32	1:15p	12	12	25	7:15p	15	9	24
1:30a	0	0	0	7:30a	14	31	45	1:30p	14	11	25	7:30p	13	6	20
1:45a	1	1	2	7:45a	42	42	84	1:45p	14	13	27	7:45p	12	7	19
2:00a	2	0	2	8:00a	27	43	70	2:00p	15	14	29	8:00p	14	5	19
2:15a	0	0	0	8:15a	17	30	47	2:15p	17	13	31	8:15p	8	4	13
2:30a	0	1	1	8:30a	16	25	41	2:30p	13	11	23	8:30p	8	5	13
2:45a	0	1	1	8:45a	12	19	31	2:45p	27	18	45	8:45p	6	4	10
3:00a	0	0	0	9:00a	14	15	29	3:00p	36	25	61	9:00p	8	5	13
3:15a	0	0	0	9:15a	14	11	25	3:15p	19	50	69	9:15p	5	1	6
3:30a	0	0	0	9:30a	10	10	19	3:30p	20	24	44	9:30p	6	3	9
3:45a	0	0	0	9:45a	10	13	23	3:45p	21	20	41	9:45p	6	2	8
4:00a	0	0	0	10:00a	10	13	23	4:00p	21	23	44	10:00p	3	4	7
4:15a	0	0	0	10:15a	13	11	25	4:15p	18	23	41	10:15p	3	2	6
4:30a	0	1	1	10:30a	9	14	23	4:30p	21	18	38	10:30p	2	0	3
4:45a	0	2	2	10:45a	9	13	21	4:45p	24	27	51	10:45p	2	2	4
5:00a	0	5	5	11:00a	13	15	27	5:00p	28	24	53	11:00p	0	1	1
5:15a	0	2	3	11:15a	12	14	26	5:15p	25	27	52	11:15p	1	0	2
5:30a	1	5	6	11:30a	16	17	32	5:30p	25	23	48	11:30p	1	1	2
5:45a	0	4	4	11:45a	13	18	31	5:45p	28	27	55	11:45p	1	0	1



HOURLY TOTALS

Period Start	SB	NB	TOTAL
12:00a	1	1	3
1:00a	2	1	4
2:00a	2	2	4
3:00a	0	0	0
4:00a	0	3	3
5:00a	1	16	18
6:00a	17	27	45
7:00a	77	107	184
8:00a	72	117	189
9:00a	48	49	96
10:00a	41	51	92
11:00a	54	64	116
12:00p	51	58	109
1:00p	52	51	104
2:00p	72	56	128
3:00p	96	119	215
4:00p	84	91	174
5:00p	106	101	208
6:00p	71	75	147
7:00p	57	38	96
8:00p	36	18	55
9:00p	25	11	36
10:00p	10	8	20
11:00p	3	2	6

Approach	3-Day Average	AM Peak 7:30a - 8:30a	Noon Peak 11:00a - 12:00p	PM Peak 2:45p - 3:45p	Totals
Southbound		100	59	102	978
Northbound		146	69	117	1,066
TOTAL		246	127	219	2,052



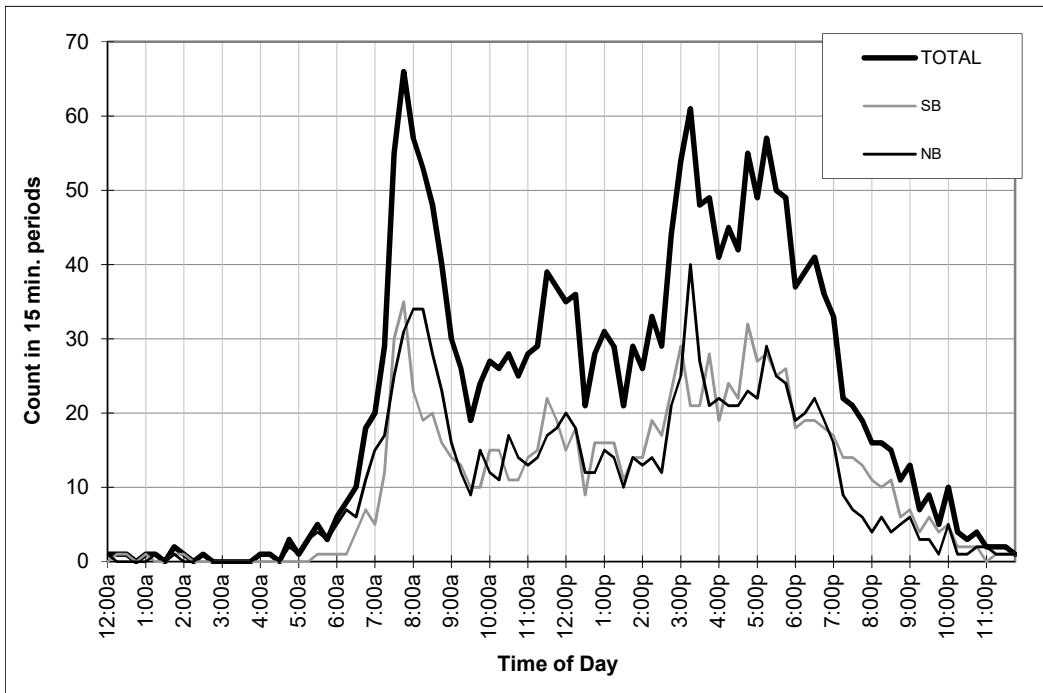
Daily Traffic Count

Prairie Village Traffic Calming Study

Prairie Village

Location: **Cherokee Drive west of Windsor Street**

Period Start	SB	NB	TOTAL	Period Start	SB	NB	TOTAL	Period Start	SB	NB	TOTAL	Period Start	SB	NB	TOTAL
12:00a	0	1	1	6:00a	1	5	6	12:00p	15	20	35	6:00p	18	19	37
12:15a	1	0	1	6:15a	1	7	8	12:15p	18	18	36	6:15p	19	20	39
12:30a	1	0	1	6:30a	4	6	10	12:30p	9	12	21	6:30p	19	22	41
12:45a	0	0	0	6:45a	7	11	18	12:45p	16	12	28	6:45p	18	19	36
1:00a	1	0	1	7:00a	5	15	20	1:00p	16	15	31	7:00p	17	16	33
1:15a	0	1	1	7:15a	12	17	29	1:15p	16	14	29	7:15p	14	9	22
1:30a	0	0	0	7:30a	30	25	55	1:30p	11	10	21	7:30p	14	7	21
1:45a	1	1	2	7:45a	35	31	66	1:45p	14	14	29	7:45p	13	6	19
2:00a	1	0	1	8:00a	23	34	57	2:00p	14	13	26	8:00p	11	4	16
2:15a	0	0	0	8:15a	19	34	53	2:15p	19	14	33	8:15p	10	6	16
2:30a	0	1	1	8:30a	20	28	48	2:30p	17	12	29	8:30p	11	4	15
2:45a	0	0	0	8:45a	16	23	40	2:45p	23	21	44	8:45p	6	5	11
3:00a	0	0	0	9:00a	14	16	30	3:00p	29	25	54	9:00p	7	6	13
3:15a	0	0	0	9:15a	13	12	26	3:15p	21	40	61	9:15p	4	3	7
3:30a	0	0	0	9:30a	10	9	19	3:30p	21	27	48	9:30p	6	3	9
3:45a	0	0	0	9:45a	10	15	24	3:45p	28	21	49	9:45p	4	1	5
4:00a	0	1	1	10:00a	15	12	27	4:00p	19	22	41	10:00p	5	5	10
4:15a	0	1	1	10:15a	15	11	26	4:15p	24	21	45	10:15p	2	1	4
4:30a	0	0	0	10:30a	11	17	28	4:30p	22	21	42	10:30p	2	1	3
4:45a	0	2	3	10:45a	11	14	25	4:45p	32	23	55	10:45p	2	2	4
5:00a	0	1	1	11:00a	14	13	28	5:00p	27	22	49	11:00p	0	2	2
5:15a	0	3	3	11:15a	15	14	29	5:15p	28	29	57	11:15p	1	1	2
5:30a	1	4	5	11:30a	22	17	39	5:30p	25	25	50	11:30p	1	1	2
5:45a	1	3	3	11:45a	19	18	37	5:45p	26	24	49	11:45p	1	1	1



HOURLY TOTALS

Period Start	SB	NB	TOTAL
12:00a	2	1	3
1:00a	2	2	4
2:00a	1	1	2
3:00a	0	0	0
4:00a	0	4	5
5:00a	2	11	12
6:00a	13	29	42
7:00a	82	88	170
8:00a	78	119	198
9:00a	47	52	99
10:00a	52	54	106
11:00a	70	62	133
12:00p	58	62	120
1:00p	57	53	110
2:00p	73	60	132
3:00p	99	113	212
4:00p	97	87	183
5:00p	106	100	205
6:00p	74	80	153
7:00p	58	38	95
8:00p	38	19	58
9:00p	21	13	34
10:00p	11	9	21
11:00p	3	5	7

Approach	3-Day Average	AM Peak 7:30a - 8:30a	Noon Peak 12:15p - 1:15p	PM Peak 3:00p - 4:00p	Totals
Southbound		107	74	99	1,044
Northbound		124	73	113	1,062
TOTAL		231	147	212	2,104

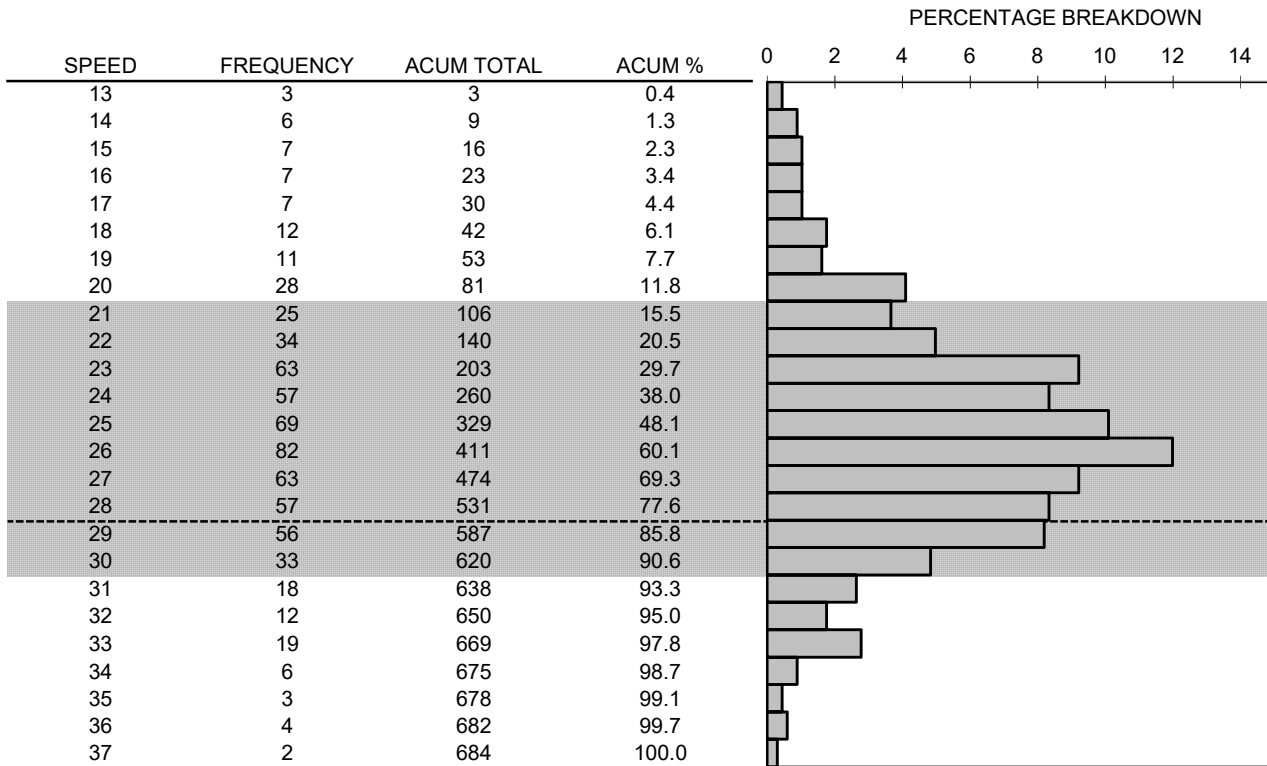


SPOT SPEED STUDY RESULTS **RELATIVE FREQUENCY DISTRIBUTION**

CITY: Prairie Village
 OBSERVER: EHM
 DATE: 10/20/2021

COUNTY: Johnson
 SPEED LIMIT: 25
 DIRECTION: SB+NB

LOCATION: Cherokee Drive East of Windsor Street
 TIME START: 9:00 AM
 TIME END: 3:00 PM



AVERAGE SPEED = 25.4
 50th PERCENTILE = 25.2
 85th PERCENTILE = 28.9
 90th PERCENTILE = 29.9
 95th PERCENTILE = 32.

PACE = 21 - 30
 VEHICLES IN PACE = 539
 % IN PACE = 78.8
 % BELOW PACE = 11.8
 % ABOVE PACE = 9.4

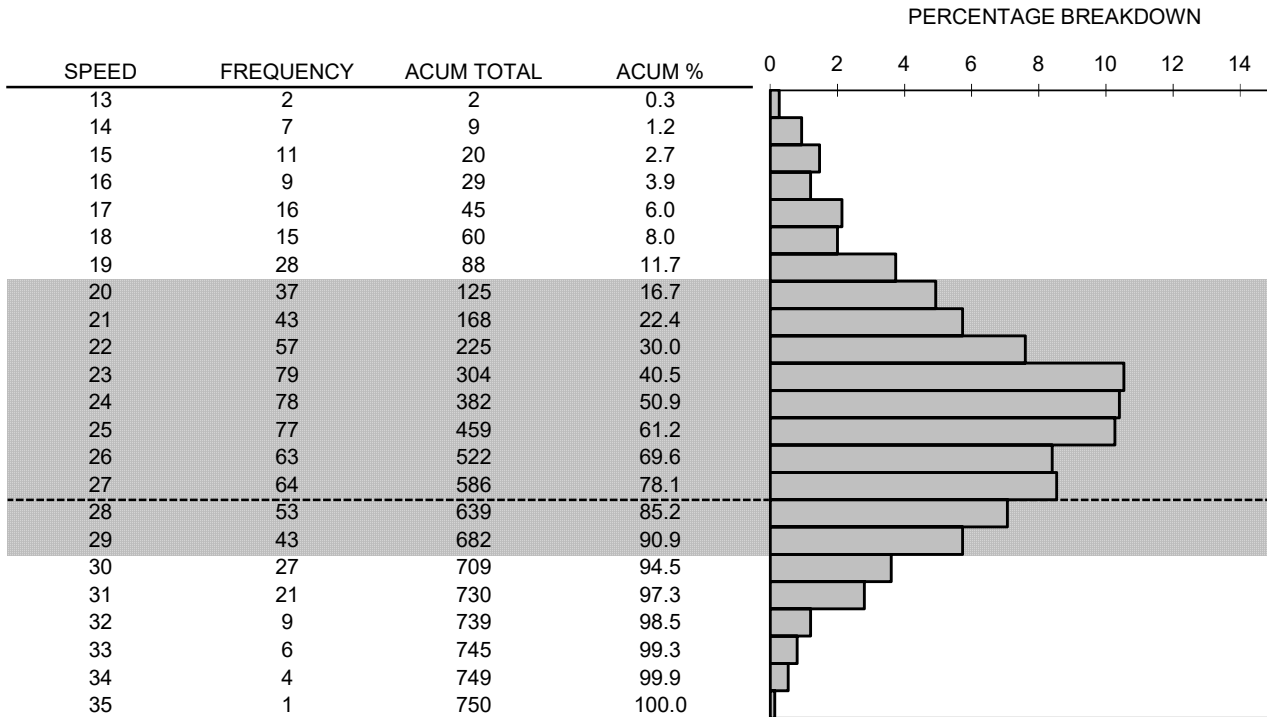
SAMPLE VARIANCE = 17.599077
 STANDARD DEVIATION = 4.1951254
 RANGE 1*S = 73.97661
 RANGE 2*S = 94.44444
 RANGE 3*S = 100.

SPOT SPEED STUDY RESULTS **RELATIVE FREQUENCY DISTRIBUTION**

CITY: Prairie Village
 OBSERVER: EHM
 DATE: 10/20/2021

COUNTY: Johnson
 SPEED LIMIT: 25
 DIRECTION: SB+NB

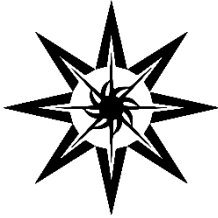
LOCATION: Cherokee Drive West of Windsor Street
 TIME START: 9:00 AM
 TIME END: 3:00 PM



AVERAGE SPEED = 24.3
 50th PERCENTILE = 23.9
 85th PERCENTILE = 28.
 90th PERCENTILE = 28.8
 95th PERCENTILE = 30.2

PACE = 20 - 29
 VEHICLES IN PACE = 594
 % IN PACE = 79.2
 % BELOW PACE = 11.7
 % ABOVE PACE = 9.1

SAMPLE VARIANCE = 16.099619
 STANDARD DEVIATION = 4.0124331
 RANGE 1*S = 73.46667
 RANGE 2*S = 95.86667
 RANGE 3*S = 100.



PUBLIC WORKS DEPARTMENT

Council Committee Meeting: October 3, 2022

DISCUSSION OF VARIETY KC DONATION FOR HARMON PARK INCLUSIVE PLAY EQUIPMENT

RECOMMENDATION

Authorize staff to move forward with design of playset indicating preference for inclusion of donated funds.

BACKGROUND

The project to improve the playset at Harmon Park is in the current CIP with a total budget of \$1,075,000 with \$575,000 estimated for the play equipment and play surface. This estimate was first brought forth in the 2019 CIP. The vendors submitting playset layouts were told the budget and given guidance that recent escalations in costs may be considered. This guidance was given so that vendors were not hindered in their designs and could provide the City with an updated cost for the playset and surface to determine the degree of impact to the budget, if any. Four vendors submitted playsets for consideration.

PUBLIC SURVEY

A selection committee, consisting of the Parks and Recreation Committee Chairs, Councilmember Terrence Gallagher and Councilmember Lauren Wolf and two staff members, was engaged to review the four submittals from vendors for the new inclusive play set at Harmon Park. Two playsets were chosen and put on the City Website for public survey. Over 400 participants were engaged in this survey. Residents were asked to vote on look/feel of the play area shown and the participants chose the playset submitted by All Inclusive Rec; shown to the right.



DONATION FROM VARIETY KC

The City has been approached by Variety KC to incorporate an additional \$250,000-\$275,000 worth of funds into the Harmon Park Inclusive Play Equipment. This funding is to be used in addition to the previously approved funds of \$575,000 for the playset improvements.

The funding does include two standard inclusions: 1) signage/naming and 2) fencing to be installed around the perimeter of the play area.

PREPARED BY

Melissa Prenger, Senior Project Manager

September 28, 2022

SIGNAGE

An agreement with Variety KC would include naming rights with signage as shown to the right. They are amenable to switching the colors shown below to a white sign with red and black letters to fit in with other park signing.



FENCING

Discussions during the tour of local inclusive playsets included the topic of fencing. The group attending the visits agreed that fencing was not the intent for the Prairie Village park as the fencing in place was chain link (below left and middle) at two of the local inclusive play sets.



The design team, based on comments from the tour, proposed a fence of landscaping grasses in combination with seat walls and the three-rail fence used along trails and at Wassmer Park. This type of barrier does not meet the Variety KC standard of a hardscape fence which is in place to eliminate the concern of elopement. Elopement is where a child, typically with cognitive or sensory development impairment, wanders off during play. The vendor, All Inclusive Rec, has recommended that the fence (above right) be used for Harmon Park.

These two requirements are not the usual standard of practice to handle donations to Prairie Village Parks and staff will move forward with the design including these monies at the discretion of the Governing Body.

A memorandum of understanding will be brought before the Governing Body prior to award of construction if approved.



PREPARED BY

Melissa Prenger, Senior Project Manager

September 28, 2022

MAYOR'S ANNOUNCEMENTS
Monday, October 3, 2022

Coffee with a Cop	10/05/2022	
Fall Tree Seminar	10/05/2022	7:00 p.m.
Faith-in-Blue Event	10/08/2022	
Board of Zoning Appeals/Planning Commission	10/11/2022	6:30 p.m.
Parks and Recreation Committee	10/12/2022	5:30 p.m.
Diversity Committee	10/13/2022	5:30 p.m.
City Council	10/17/2022	6:00 p.m.
Planning Commission Work Session	10/25/2022	6:00 p.m.

=====

INFORMATIONAL ITEMS
October 3, 2022

1. Diversity Committee meeting minutes – August 9, 2022
2. JazzFest Committee meeting minutes – September 8, 2022
3. October plan of action

Prairie Village Diversity Committee Meeting Minutes

August, 9th, 2022

5:30 p.m.

Council Chambers – PV City Hall

Call to Order

Attendance : John McKinney, David Magariel, Karen Heath, Inga Selders, Cole Robinson, Melissa Brown, Chi Nguyen, Etienne Clatanoff Orozco, Byron Roberson

Approval of Agenda Karen mentioned to approve, Cole second. Approved unanimously.

Opening Remarks/Welcome – Inga Selders

Approval of Meeting Minutes (07/12/22) Approved unanimously.

Presentations

Liaison Updates No updates

* Citizen Advisory Board – George Williams/Chief Roberson

* Civil Service Board – George Williams/Chief Roberson

Project/Event Updates

* Interpretive Panel Update – David Magariel

No update

* PV Seen Update – Etienne Clatanoff.

Chi volunteered to partner with Etienne on planning.

* Early Education Panel Discussion Update – Cole Robinson & John McKinney

Cole provided a list of panelists:

Julie Brewer, Melissa Rooker, Liam Neil, Larry Lewis.

Cole also shared a summary of the panel's overall intent to focus on addressing the gap

in care for the 0-5 age group in our area. Daycares closing during Covid were a factor. John added that the research is astounding - those early education skills really set those students apart. Also looking to address issues such as transportation, and issues around supporting families of those children. Asked for motion for \$300 budget which includes refreshments and \$50.00 gift cards for panelists. Motion passes unanimously.

*** Village Voice/Social Media Updates – Melissa Brown**

Inga reported that George submitted an article about the 2022 Juneteenth festival for the fall issue of the Village Voice.

Old Business

* Discuss suggestions from Melissa, John, and David regarding new/additional language on the “History” page on the City of Prairie Village.

John asked the Committee what is the intent and purpose of the webpage in review. Melissa responded that in her opinion, the page could be intended to be a ‘brag piece’ for Prairie Village, helping to illustrate to prospective community members what shines about our city. John noted that getting community input on the text would be good. Melissa and John agreed to provide an update at next month’s meeting on development of the piece.

New Business

*Discuss the remaining 2022 budget.

Motion approved to discuss at September’s meeting.

Agenda Items for September

History webpage update

Discussion about committee’s current public comment rules.

Discussion about subject of final panel for 2022

Coffee and Culture update.

Looking Ahead 2022

September

- Committee Team Building Activity – Cole Robinson/Inga Selders
- Diversity Committee Meeting – 9/13/22, 5:30 pm, MPR (Record Meeting Minutes – TBD) · Subcommittee Meetings - Dates/Times/Location TBD

October

- Village Voice Submission Deadline for November/December Publication – 10/5/22 · Diversity Committee Meeting – 10/10/22, 5:30 pm, MPR (Record Meeting Minutes – David) · Subcommittee Meetings - Dates/Times/Location TBD

November

- Diversity Committee Meeting – 11/8/22, 5:30 pm, MPR (Record Meeting Minutes – Etienne) · Subcommittee Meetings - Dates/Times/Location TBD
- Draft New Strategic Plan

December

- Third Panel Discussion – Date/Time/Location TBD
- Diversity Committee Meeting – 12/13/22, 5:30 pm, MPR (Record Meeting Minutes – George) · Subcommittee Meetings - Dates/Times/Location TBD

January

Information Items or Announcements

Adjournment

Cole moved to adjourn, Chi seconded. Motion passed unanimously.

Prairie Village Jazz Fest 2022
Committee Meeting
Thursday September 8, 2022, 5:30 p.m.
Harmon Park Pavilion

Attendees

Dave Hassett	Food and Beverage Chair
Amanda Hassett	VIP Services Chair
Joyce Hagen Mundy	Volunteers Chair
Brooke Morehead	Fundraising Chair
J.D. Kinney	Special Events Coordinator, Committee Chair
Dave Robinson	Prairie Village City Council, Council Liaison
Mike Polich	Infrastructure Chair
Elissa Andre	Marketing Chair
John Wilinski	Backstage and Artist Hospitality Chair
Kyle Vanlanduyt	Master of Ceremonies
Alex Toepfer	Talent Chair
Jim Barnes	Stage and Technical Chair
Trudy Williams	Prairie Village Arts Council Liaison

Committee Chair's Report

Jazz Fest site including stage, artist and stage staff, main entry gate, beverage and hospitality tents was set up and complete. Review of Friday activity and any questions or concerns were addressed.

Thanks to all the chairs and volunteers for their help in planning and executing Jazz Fest 2022!

Fundraising and Sponsorships

MeadowBrook/Dial Senior Living submitted a \$500 sponsorship. They did not require a marketing tent. VIP access for 5 was dropped off for them at Inn at Meadowbrook
Inn at Meadowbrook received VIP access for 2 for staff or guests.

Volunteers

T-shirts for Jazz Fest committee chairs and volunteers were distributed.

Talent

Sound checks scheduled and confirmed. Terell Stafford opted not to perform. Refund from Adam Larson and refund for Stafford airfare is pending. Hotel canceled without penalty.

F&B

Onsite test of tap to pay/credit card terminals completed and deemed satisfactory to offer this payment option at Jazz Fest

Burg & Barrel truck dropped out due to insufficient staff. Were not able to find a last minute substitution.

Tasty Unicorn truck dropped out on Friday evening due to insufficient staff. Polar Oasis was able to fill in at the last minute

VIP Services

No update

Stage, Lighting and Technical Services

Stage and canopy constructed by Thursday evening. 24 x 24 stage (larger than anticipated).

Rented Infrastructure

Madden Rental asked for and received approval for flexibility in the number and location of ADA sized facilities.

Beverage tent can be reduced to 20 x 40.

Marketing

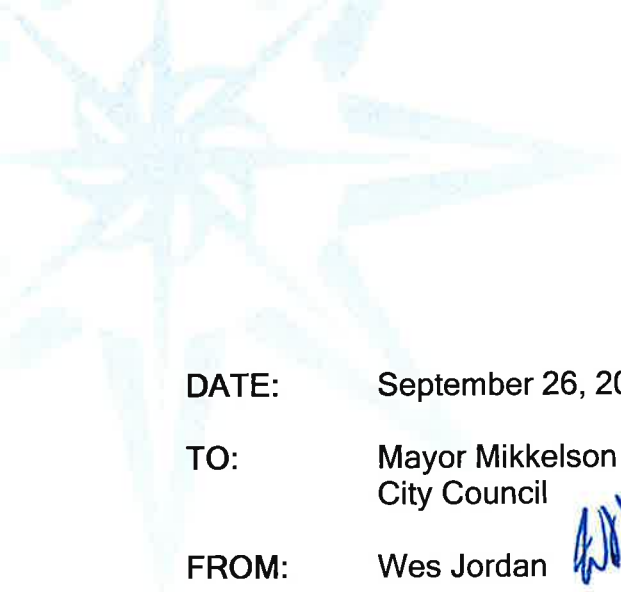
KC Studio requested tent, table and chairs to distribute their materials. Request approved.

Backstage/Artist Hospitality

Artist Hospitality tent 20x20 constructed and in place. Looks and fits great. Additional 10x10 pop up needed backstage for stage staff and artist overflow.

The next Jazz Fest Committee meeting will be scheduled when final tallies and notes for the event are completed.

The meeting concluded at 6:35 p.m. Respectfully submitted: JD Kinney



THE CITY OF PRAIRIE VILLAGE

STAR OF KANSAS

DATE: September 26, 2022

TO: Mayor Mikkelson
City Council

FROM: Wes Jordan 

SUBJECT: OCTOBER PLAN OF ACTION

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

- RFP Phone Replacement Consultant - Tim/Dan (09/22)
- Summer Recreation Program and Fee Review - Meghan (09/22)
- Planning Commission Work Session - Nickie (09/22)
- Flu Shot Coordination - Cindy (09/22)
- Compensation & Benefit Presentation - Wes/Staff (09/22)
 - 2022-2023 Salary Ranges
- Legislative Updates to Council - Nickie (09/22)
- November/December Village Voice - Ashley/Staff (10/22)

In Progress

- Teen Council Recruitment and program kickoff - Piper/Meghan/Ashley (08/22)
- Lap Pool Repair Project - Keith (08/22)
- Holiday event planning - Meghan/JD (9/22)
- Recycle Right Initiative - Ashley/Adam (07/22)
- Health-related Benefits Review w/Insurance Committee - Nickie/Jason/Cindy (07/22)
- Review Council Policy Concerning Remote Meetings - David/Staff (07/22)
- Ad Hoc Housing Committee Recommendations Review - Nickie/Chris (07/22)
- Civic Center
 - MOU w/YMCA - Wes (07/22)
 - Prepare Second Survey for Council Consideration - Wes (07/22)
- Diversity Training - Tim/Cindy (06/22)
- Ward Boundaries - Nickie/Chris (06/22)
- Subdivision Regulations Amendments/Easement Vacation - Nickie/Chris (04/22)
- Next Steps UCS Racial Equities - Tim (04/22)
- Business Continuity Plan - Tim/Dan/Nickie (03/22)
- Civic Center Ad-Hoc Committee - Staff (03/22)
- Disaster Recovery Plan - Dan/Tim (03/22)
- Compensation and Benefits Study - Cindy/Staff (02/22)

- Diversity Recruitment Review - Cindy/Staff (01/22)
- Agenda Management Software Evaluation - Adam (12/21)
- New Permit & Licensing Software Implementation - Nickie/Staff (12/21)
- Phone System Replacement - IS (11/21)
- Researching Department of Energy Solar App+ Program - Nickie (10/21)
- American Rescue Plan Act Fund Uses & Expiration - Staff (04/21)
- 2021 International Energy Conservation Code - Nickie/Mitch (03/21)
- E/V Charging Station Installation - PW (10/20)
- Memorial Plaques in Parks Criteria Review - Staff (08/19)
- Research Viability of Interior Rental Inspections - Nickie (06/19)

Completed

- 2023 MH Budget & Contract - Chief (07/22)
- 2nd Quarter Financial Report - Jason (07/22)
- 2023 Budget
 - Exceeding Revenue Neutral Rate Hearing - Nickie (09/22)
 - Budget Adoption Public Hearing - Nickie (09/22)
- PV Foundation Fall Meeting - Meghan (09/22)
- Lancer Day Parade - PD/PW (09/22)
- Selection of Architect for Design Evaluation of CH Project - Melissa (09/22)
- Public Works Open House Sept 13 - Staff (09/22)
- State of the Arts Event September 9 - Arts Council/Staff (09/22)
- 2022 Compensation/Benefit/Classification Presentation - Staff (09/22)
 - Finance Committee
 - Council
- Special Event Planning - JD/Meghan (03/22)
 - JazzFest

Ongoing

- City Hall/PD Feasibility Study - Keith/Melissa (04/22)

Tabled Initiatives

- Pool Mural Project - Meghan (04/21) [placed on hold until Civic Center discussion is concluded 09/22 because the location could be impacted]
- Review & update the City Code/Ordinances
- Review & Update City Policies
- Review of Smoking Ordinance/e-cigs
- Single Use Plastic Bag Discussion - Staff (02/20) [[pending Council direction](#)]