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**COUNCIL MEETING AGENDA
CITY OF PRAIRIE VILLAGE
Council Chambers
Monday, March 3, 2025
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

- Special Olympics Kansas Day proclamation
- National Sleep Awareness Month proclamation
- Women's History Month proclamation
- Recognition of council service

VII. PUBLIC PARTICIPATION

Participants may speak for up to three minutes. To submit written comment to the Council regarding current agenda items, please email cityclerk@pvkansas.com prior to 3 p.m. on March 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. Consider approval of regular City Council meeting minutes – February 18, 2025
2. Consider appointment of committee members
3. Consider mattress removal and reuse agreement with Sleepyhead Beds

IX. COMMITTEE REPORTS

COU2025-12 Planning Commission – R-1B Neighborhood design guidelines planning
commission report and discussion
Nickie Lee

X. MAYOR'S REPORT

XI. STAFF REPORTS

XII. OLD BUSINESS

XIII. NEW BUSINESS

COU2025-13 Consider additional funding for property tax rebate program
Adam Geffert

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

2026 Budget goals and objectives
Jason Hannaman

Discussion of traffic and pedestrian safety on 66th Street west of Mission
Road
Keith Bredehoeft

COU2025-09 Discuss proposal of a city ordinance regarding the requirement of
helmets for juvenile e-scooter users
Chief McCullough

Discussion of potential partnership opportunities regarding the YMCA
property
Wes Jordan

XV. ANNOUNCEMENTS

XVI. ADJOURNMENT

If any individual requires special accommodations – for example, qualified interpreter, large print, reader, hearing assistance – in order to attend the meeting, please notify the City Clerk at 913-385-4616, no later than 48 hours prior to the beginning of the meeting.
If you are unable to attend this meeting, comments may be received by e-mail at cityclerk@pvkansas.com.

CITY OF PRAIRIE VILLAGE

Proclamation

PROCLAMATION FOR SPECIAL OLYMPICS KANSAS DAY

Whereas, Prairie Village is a community that supports the Special Olympics through various events and competitions; and

Whereas, the Prairie Village Police Department is an active member agency in the Kansas Law Enforcement Torch Run for Special Olympics Kansas; and

Whereas, Prairie Village wishes to recognize the following resident of Prairie Village, Lisa Elsener, for being selected to compete in alpine skiing at the 2025 Special Olympics World Winter Games in Turin, Italy; and

Whereas, Lisa Elsener has been competing with the Special Olympics for over 46 years and has won 10 medals in Special Olympics World Game competitions; and

Whereas, Lisa Elsener has set 17 American or world records as a swimmer with a disability; and

Whereas, Lisa Elsener has been competing in marathons for 25 years, competing in the Corporate Challenge for over 30 years, and competing in triathlons for 35 years.

Now, therefore, I, Eric Mikkelsen, Mayor of the City of Prairie Village, do hereby proclaim March 3, 2025 as **Lisa Elsener Day** in Prairie Village and ask residents to show their support of all Special Olympic athletes as they compete, educate, and further create communities of inclusion.

Mayor Eric Mikkelsen

Adam Geffert, City Clerk

CITY OF PRAIRIE VILLAGE

Proclamation

Recognizing Sleepyhead Beds for National Sleep Awareness Month

WHEREAS, Sleepyhead Beds has demonstrated an ongoing commitment to ensuring that children and families in the Kansas City area have access to safe, sanitized beds and bedding—a foundational necessity that fosters health, learning, and emotional well-being; and

WHEREAS, since its founding in 2010, Sleepyhead Beds has provided more than 30,000 beds and box springs to children and families in need, addressing the alarming statistic that 1 in 42 children in Kansas City lacks a bed to sleep on; and

WHEREAS, research has shown that poor sleep, often caused by the absence of a proper bed, is linked to developmental delays, weakened immune systems, and academic struggles, making the work of Sleepyhead Beds critical in fostering stability, dignity, and opportunity for children; and

WHEREAS, National Sleep Awareness Month, observed in March, serves as a timely opportunity to highlight the importance of sleep health and recognize organizations that address barriers to achieving it, including Sleepyhead Beds; and

WHEREAS, Sleepyhead Beds employs a unique and sustainable model, collecting new or gently used mattresses and bedding, sanitizing mattresses with Steri-Fab, and redistributing them free of charge to families in need, all while diverting significant waste from landfills—approximately 225 tons in 2024 alone; and

WHEREAS, Sleepyhead Beds processed and distributed roughly 4,500 mattresses and box springs in 2024, ensuring that children in Kansas City have access to a proper place to sleep, which is essential for their health, education, and emotional well-being; and

WHEREAS, Sleepyhead Beds has also partnered with local communities, including the City of Prairie Village, to facilitate mattress donations, expanding its reach to even more families in need; and

WHEREAS, the partnership between Sleepyhead Beds and the City of Prairie Village has kept 829 mattresses out of the landfill over the past three years.

Now, therefore, I, Eric Mikkelson, Mayor of the City of Prairie Village, Kansas, do hereby recognize Sleepyhead Beds during National Sleep Awareness Month for its extraordinary contributions to the Kansas City community in fostering health, opportunity, and sustainability. I encourage all citizens to join in supporting and celebrating Sleepyhead Beds' dedication to improving the lives of children and families by providing the basic necessity of a good night's sleep.

Mayor Eric Mikkelson

Adam Geffert, City Clerk

CITY OF PRAIRIE VILLAGE

Proclamation

Women's History Month

March 2025

Whereas, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of Prairie Village, Kansas, and our nation in countless recorded and unrecorded ways; and

Whereas, American women have played and continue to play critical economic, cultural, and social roles in every sphere by constituting a significant portion of the labor force working inside and outside of the home; and

Whereas, American women have played a unique role throughout the history of the nation by providing the majority of the volunteer labor force; and

Whereas, American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions, including the Prairie Village Foundation; and

Whereas, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

Whereas, American women have served our country courageously in the military; and

Whereas, American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which helped create a more fair and just society for all; and

Whereas, women have played and continue to play significant roles in leadership positions in the City of Prairie Village, as staff members, elected officials, and on City committees; and

Whereas, despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history,

Now, therefore, I, Eric Mikkelson, Mayor of the City of Prairie Village, do hereby proclaim that March is designated as "Women's History Month", and call upon the residents of Prairie Village to observe March as Women's History Month with appropriate programs, ceremonies, and activities.

Mayor Eric Mikkelson

Adam Geffert, City Clerk



**CITY COUNCIL
CITY OF PRAIRIE VILLAGE
FEBRUARY 18, 2025**

The City Council of Prairie Village, Kansas, met in regular session on Tuesday, February 18, at 6:00 p.m. Mayor Mikkelson presided.

ROLL CALL

Roll was called by the City Clerk with the following councilmembers in attendance: Cole Robinson, Terry O'Toole (via Zoom), Inga Selders, Ron Nelson, Lori Sharp (via Zoom), Chi Nguyen (via Zoom), Dave Robinson, Tyler Agniel, Greg Shelton, Ian Graves and Terrence Gallagher. Staff present: Eric McCullough, Chief of Police; Keith Bredehoeft, Director of Public Works; City Attorney Alex Aggen, Hunter Law Group; Wes Jordan, City Administrator; Nickie Lee, Deputy City Administrator; Tim Schwartzkopf, Assistant City Administrator; Meghan Boom, Assistant City Administrator; Jason Hannaman, Finance Director; Adam Geffert, City Clerk.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mayor Mikkelson noted that, due to weather conditions, the agenda had been amended earlier in the day to remove topics that would likely include a significant amount of public participation. The items removed were as follows:

- Recognition of council service
- Discuss traffic and pedestrian safety on 66th Street west of Mission Road
- Discuss proposal of a city ordinance regarding the requirement of helmets for juvenile e-scooter users

Mr. Nelson made a motion to approve the amended agenda as presented. The motion was seconded by Mr. Cole Robinson and passed 11-0.

INTRODUCTION OF STUDENTS AND SCOUTS

Many scouts and their family members were present for the reading of a proclamation recognizing Scouting America (BSA).

PRESENTATIONS

- Mr. Gallagher read a proclamation recognizing the strengths and greatness of Scouting America (BSA), and acknowledged scouts in attendance.



PRAIRIE VILLAGE KANSAS

- County Commissioner Becky Fast gave a presentation on activities in Johnson County, and shared concern about the potential loss of federal funding for several projects.
- Mayor Mikkelson read highlights of a proclamation recognizing Engineers Week, and thanked staff engineers Keith Bredehoeft, Melissa Prenger, and Cliff Speegle.

PUBLIC PARTICIPATION

- The following individuals noted their opposition to LEED building practices and environmental efficiency standards for the proposed municipal complex improvements.
 - Rob Kohl, Ward 2
 - Barbara Cantrell, Ward 4
- The following individuals shared their support of LEED building practices and environmental efficiency standards for the proposed municipal complex improvements:
 - Anne Melia, Ward 6
 - Alan Bauman, Ward 5
 - Parker Hall, Ward 3
- Tom Ward, Ward 6, stated that he believed the construction of a new city hall building should be voted on by residents
- Tim Swanson, Ward 3, shared concerns about government efficiency.

CONSENT AGENDA

Mayor Mikkelson asked if there were any items to be removed from the consent agenda for discussion:

1. Consider approval of regular city council meeting minutes - February 3, 2025
2. Consider approval of expenditure ordinance #3047
3. Consider purchase request for police vehicles
4. Consider update to Council Policy 216 - Planting, Maintenance, Removal and Replacement of Trees
5. Consider financial donation to Shawnee Mission East PTA for senior after-graduation party
6. Consider appointment of committee members
7. Consider interlocal agreement with the City of Mission for construction of 63rd Street from Roe Avenue to Nall Avenue (63ST0001 2025 CARS)
8. Consider interlocal CARS agreement with Johnson County and the City of Mission for construction of 63rd Street from Roe Avenue to Nall Avenue (63ST0001 2025 CARS)
9. Consider bid award for material testing services



Mr. Nelson made a motion to approve the consent agenda as presented. A roll call vote was taken with the following votes cast: “aye”: C. Robinson, O’Toole, Selders, Nelson, Sharp, Nguyen, D. Robinson, Agniel, Shelton, Graves, Gallagher. The motion passed 11-0.

COMMITTEE REPORTS

- Mr. O’Toole provided a summary of the Planning Commission’s February 4 meeting. He noted that the commission had discussed potential changes to R-1B neighborhood design guidelines, but did not have any recommended changes at the present time. Mr. O’Toole encouraged the council to watch the video from the meeting.

MAYOR’S REPORT

- The Mayor noted events that had taken place since the prior council meeting on February 3:
 - A meeting with First Washington Realty prior to the council meeting
 - A meeting with Representative Sharice Davids to discuss the City’s legislative agenda
 - A MARC Board meeting
 - A Total Transportation Planning Committee meeting
 - A police department retirement celebration and promotion ceremony
- The Mayor shared the following upcoming events:
 - A rescheduled ribbon-cutting event for the newly opened Penny’s in the Village restaurant on February 26
 - A Coffee with a Cop event at Duck Donuts on February 19
 - The annual Mayor’s prayer breakfast in Kansas City, Mo., on February 19
 - A Northeast Johnson County Mayors lunch
 - A MARC Board meeting
 - A meeting with the Johnson County Appraiser
- The Mayor also noted the following:
 - Regional planning meetings for the 2026 World Cup continued, and a website had been created to share information about local communities
 - A list of warming centers in Johnson County

STAFF REPORTS

- Chief McCoullough provided information about the promotion ceremony held on February 13, noting the following changes:
 - Sergeant Joel Porter to the rank of Captain
 - Corporal Pat Mahoney to the rank of Sergeant
 - Officer Matt Huber to the rank of Corporal
- He also provided an overview of the asset forfeiture trust fund program and shared details of circumstances in which assets were seized by the police department.



OLD BUSINESS

There was no old business to come before the council.

NEW BUSINESS

COU2025-07

Consider approval of Resolution 2025-03, authorizing a resolution of intent to issue industrial revenue bonds for GRI Prairie Village, LLC (Balls Hen House)

Michelle Pitsenberger, Director of Property Management with First Washington Realty, said that she and a group of councilmembers had met with tenants of the Prairie Village Shops to discuss concerns that arose after the electrical fire that occurred on January 30. She noted that First Washington was working with Evergy to restore permanent power to all areas of the shops, but that all tenants that were affected were continuing to operate on temporary generators.

Kevin Wempe, representing Gilmore and Bell, the City's bond counsel, provided a summary of what had been discussed by the council committee of the whole at its February 3 meeting. He noted that GRI Prairie Village, LLC (the "company"), managed by First Washington Realty and the owner of the Prairie Village Shopping Center, planned to convert the three-story building located at 4000 W. 71st Street into a two-story multi-tenant space and renovate the existing Hen House grocery store facility located at 6950 Mission Road. The company requested the issuance of industrial revenue bonds (IRBs) to provide a sales tax exemption on labor, construction materials, furniture, fixtures, and equipment.

Mr. Wempe said that IRBs were used as economic development incentives and could consist of either a sales tax exemption or property tax abatement. In this case, the request was for a sales tax exemption. The bonds would be purchased by the company (or an affiliate), and the City would have no liability with respect to bond repayment. The company would be obligated to make all debt service payments on the IRBs and pay all related costs. The request was for approximately \$23 million in IRBs for construction costs, but the actual amount of sales tax savings would be approximately \$2.3 million in total, or roughly \$233,000 from the City.

Mr. Shelton noted that he had spoken with Mike Beal, Chief Financial Officer of Ball Foods, about consideration of LEED certification for the new Hen House location. Although Mr. Beal indicated that the project would not be seeking LEED certification, he stated that energy and water consumption data would be shared for the community climate action plan.

Mr. Gallagher said the he felt comfortable approving the resolution due to the robust discussion that was held at the council committee of the whole meeting on February 3. He



recommended residents view the recording of the meeting on the City’s website for further detail on what was discussed.

Mr. Graves made a motion to approve Resolution 2025-03 authorizing a resolution of intent to issue industrial revenue bonds for GRI Prairie Village, LLC (Balls Hen House). The motion was seconded by Mr. Cole Robinson and passed 11-0.

COU2025-08 Consider approval of construction contract with J.M. Fahey Construction for the 2024 CARS project - Nall Avenue from 75th Street to 79th Street (NAAV0007)

Mr. Bredehoeft stated that the City had received CARS funding for two projects on Nall Avenue. The first, Nall Avenue from 67th Street to 75th Street (NAAV0005), was currently under construction and would be complete in spring 2025. The second, Nall Avenue from 75th Street to 79th Street (NAAV0007), would consist of a mill and overlay with a full reconstruction of the southbound lane. He noted that the roadway would remain two-lane, though bicycle lanes or “sharrows” would be added as roadway width allowed. The additions would complete the bike plan on Nall Avenue between 67th Street and 95th Street.

Mr. Bredehoeft said that staff recommended using J.M. Fahey to complete the work involved in lieu of bidding the project. The company had been the low bidder on two recent CARS projects, had performed satisfactory work on arterial streets, and was currently completing the project directly adjacent to NAAV0007. He noted that J.M. Fahey agreed to match the resurfacing costs from its previous bid in 2024.

J.M. Fahey submitted the following bid for the project:

- J.M. Fahey Construction Co. \$657,610.50
- Engineer’s Estimate \$671,390.50

Mr. Bredehoeft said that the engineer had reviewed the bid and recommended awarding the project to J.M. Fahey for \$657,610.50. Change order authorization up to \$50,000 additional dollars would be included to allow the public works director to quickly authorize any possible changes required to complete the project. Funding would come from CIP project NAAV0007 with construction related costs reimbursed under interlocal agreements with the Johnson County CARS program.

Mr. Cole Robinson made a motion to approve the construction contract with JM Fahey Construction Company for the 2024 CARS Project Nall Avenue from 75th Street to 79th Street (NAAV0007) for \$657,610.50. The motion was seconded by Mr. Nelson and passed 11-0.



Mr. Agniel 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. Nelson and passed 11-0.

COUNCIL COMMITTEE OF THE WHOLE

Discuss speed limit change on Tomahawk Road from Roe Avenue to Mission Road.

Mr. Bredehoeft stated that Tomahawk Road between Roe Avenue and Mission Road currently had a speed limit of 30 mph. Recently, councilmembers Selders and Nelson asked staff to consider lowering the speed limit and look at ways to improve pedestrian safety. He noted that staff had considered changing speed limits along Tomahawk Road in the past, and had done so on the section between Nall Avenue to Roe Avenue in 2017. At that time, it was decided that lowering the section to 25 mph was logical given the characteristics of Tomahawk Road in the area. The traffic engineering study for that section concluded that either a 25 mph or a 30 mph speed limit was appropriate.

Mr. Bredehoeft said that both public works and the police department believed that a 30 mph speed limit was appropriate for the section of Tomahawk Road between Roe Avenue and Mission Road due to the width of the roadway and the fact that the east side was green space along Brush Creek and Porter Park. He added that based on the traffic study performed by Kimley-Horn, the 85th percentile of driver speed averaged 36 mph, and that lowering the speed limit would probably not change driver behavior on this section of road.

Staff had begun working with councilmembers Selders and Nelson on a traffic calming project and reviewed pedestrian crossings on Tomahawk Road. Mr. Bredehoeft said that speed display signs and road narrowing via pavement markings were both being considered, but that lowering the speed limit was not a traffic calming option. Councilmembers Selders and Nelson requested the council approve a traffic engineering study to further study the speed limit issue.

Jeff Wilke, Traffic Engineer with Kimley-Horn, was present to provide a summary of the traffic study that had been performed. He noted that through the data collected and observations, the segment of Tomahawk Road appeared to be operating safely, as evidenced by the overall low frequency of crashes. As a result, there were no features identified along the study segment that necessitate a lower speed limit, and no changes to the existing speed limit were recommended. Chief McCullough added that though there had been some accidents near the 71st Street and Roe intersection, he did not believe they were speed related.

Mr. Cole Robinson shared concern that enforcing a slower speed limit would divert police officers from other duties around the City.



Ms. Selders noted that all other segments of Tomahawk Road were 25 mph, so it made no sense for the subject segment to be a higher speed. She added that the segment consistently had a significant number of pedestrians as well.

Mr. Bredehoeft stated that traffic calming measures had already been approved and would be installed regardless of the decision to change the speed limit. Mr. Graves and Mr. Dave Robinson said that they felt it would be best to install traffic calming measures first and gather data on their impact prior to making a change to the speed limit.

Ms. Sharp said that impact of the new grocery store that would open in the old Macy's building could further impact traffic on Tomahawk Road, and that a lower speed limit was warranted based on the factors previously shared.

Mr. Gallagher stated that he didn't feel there was enough data to show that reducing the speed limit would increase safety, and that past speed limit changes had always been based on the recommendations of staff and the City's traffic engineer. He said that traffic calming measures should be implemented first prior to changing the speed limit.

Mr. Bredehoeft noted that the traffic calming measures that were being considered included narrowing pavement markings and speed display signs. Proposals would be brought to residents to approve at a future public meeting.

After further discussion, Ms. Selders made a motion to recommend approval of the reduction of the speed limit on the subject section of Tomahawk Road to 25 mph to the city council. The motion was seconded by Mr. Nelson and passed 7-4, with Mr. Cole Robinson, Mr. Dave Robinson, Mr. Graves and Mr. Gallagher in opposition.

COU2025-10 2026 budget calendar

Mr. Hannaman said that staff created a budget planning calendar each year to schedule activities that must be completed to create and develop the annual budget. He noted that the calendar contained some flexibility if needed, but that staff intended for the presented timeline to be followed. The 2026 budget calendar, similar to the 2025 calendar, would allow for the City to meet all statutory deadlines as well as submit the budget for the Government Finance Officers Association (GFOA) award program.

Mr. Hannaman stated that this would be the third year operating under the full requirements of Senate Bill 13, which included a notification to residents from the county clerk in August regarding the revenue neutral rate, if applicable. The calendar included two separate scenarios: one scenario that exceeded the revenue neutral rate and one which did not exceed the rate. Mr. Hannaman added that the revenue neutral rate was equivalent to the tax rate in mills that would generate the same property tax in dollars as the previous tax year using the current tax year's total assessed valuation. He noted that Johnson County



PRAIRIE VILLAGE
KANSAS

would provide the City with the revenue neutral rate in June 2025, and that the current 2025 budget did exceed the revenue neutral rate.

Mr. Cole Robinson made a motion to approve the 2026 budget calendar as presented. The motion was seconded by Mr. Graves and passed 11-0.

Mr. Shelton moved that the City Council end the Council Committee of the Whole portion of the meeting. The motion was seconded by Mr. Agniel and passed 11-0.

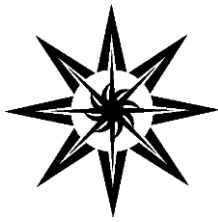
ANNOUNCEMENTS

Announcements were included in the Council meeting packet.

ADJOURNMENT

Mayor Mikkelson declared the meeting adjourned at 8:25 p.m.

Adam Geffert
City Clerk



MAYOR

**Council Meeting Date: March 3, 2025
CONSENT AGENDA**

Consider appointment of committee members

RECOMMENDATION

Mayor Mikkelson requests Council ratification of the appointment/reappointment of the following individuals:

Committee	First Name	Last Name	Term	New/Reappoint
Diversity Committee	Anitha	Patterson	2025-27	New
Diversity Committee	Dennis	Solis	2025-27	Reappointment
Diversity Committee	David	Magariel	2025-27	Reappointment
Diversity Committee	Rachel	Pegg	2025-27	Reappointment

BACKGROUND

The individuals listed above have expressed interest in service on the indicated Prairie Village committees. Committee chairs and staff have reviewed all applications, met with the individuals and desire to have these committee members appointed. The new volunteer application is attached.

ATTACHMENTS

Volunteer Application

PREPARED BY

Adam Geffert

City Clerk

Date: February 26, 2025

* Full Name
Anitha Patterson

* Full Address
4436 West 63rd Street
Prairie Village KS 66208

* **Email**
mikeandanitha@gmail.com

* Phone
(816) 863-8064

* Select your City Ward
Ward 1

* **Please select your FIRST committee choice**
Diversity Committee

* **Please select your SECOND committee choice**
Tree Board

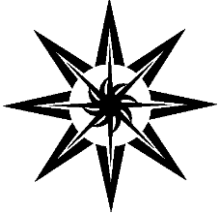
* **Please select your THIRD committee choice**
Environmental Committee

* **Please tell us about yourself, listing any special skills or experiences you have.**

I am an ex-engineer, ex-manager, stay at home mom. I have a 6 year old and a 2.5 year old. I am of Indian origin and my husband is a Caucasian. We are glad we live in a city that caters so well to our current life stage and I feel compelled to contribute the the betterment of our city. I have previously volunteered with SMSD on an action committee last year when they drafted their strategic plan and currently volunteer as site council at Highlands.

This application is available November 1 through December 31 or when there are specific mid-year vacancies. Appointments are typically made by the end of February.

Thank you for your interest in serving our community.



ENVIRONMENTAL COMMITTEE

CONSENT AGENDA: March 3, 2025

COU2025-11

Consider mattress removal and reuse agreement with Sleepyhead Beds

RECOMMENDATION

Staff recommends the City Council approve a mattress removal and reuse with Sleepyhead Beds in conjunction with the annual large item pickup.

BACKGROUND

In 2022, the Prairie Village Environmental Committee piloted a mattress pickup and recycling program with Sleepyhead Beds. The pickup took place in conjunction with the annual large item pickup with mattresses collected on the Friday before each Saturday pickup date. Thanks to the pilot program, 460 mattresses were diverted from Johnson County Landfill, which is projected to reach capacity by 2043. The program was repeated in 2023 with 279 mattresses collected that year and again in 2024 with 90 mattresses collected.

Sleepyhead Beds is a non-profit, 501(c)(3) charitable organization founded in 2010 that takes gently-used, donated beds and bedding and distributes them to Kansas City area children and families in need, free of charge. In 2022 and 2023, mattresses that were not in reusable condition were broken down so their components could be recycled by Avenue of Life. Unfortunately, Avenue of Life no longer offers this service, and a recycling partner has yet to be identified. For this reason, in 2025 Sleepyhead Beds will only collect those mattresses that are in good, reusable condition. Unusable mattresses will be left for the trash hauler to collect.

Residents are asked to let the City know if they will be putting out mattresses during the pickup and indicate how many and what condition they're in. This can be done online at pvmattress.com/pickupmymattress until three days before the pickup. City staff will then provide a list to Sleepyhead Beds, who will visit each of the City's four pickup areas the Friday before Republic trash crews will be in the area. The schedule is as follows:

- Week 1 - April 25 - Homes east of Roe and south of 75th Street
- Week 2 - May 2 - Homes east of Roe and north of 75th Street
- Week 3 - May 9 - Homes west of Roe and north of 79th Street
- Week 4 - May 16 - Homes west of Roe and south of 79th Street

FUNDING

During the 2025 budget process, the City Council budgeted \$10,000 for this program. The cost is \$20 per mattress.

ATTACHMENTS

Sleepyhead Beds Agreement

PREPARED BY

Ashley Freburg

Public Information Officer

Environmental Committee Staff Liaison

Date: February 24, 2025

MATTRESS RECYCLING SERVICES AGREEMENT

THIS AGREEMENT is entered into by and between the City of Prairie Village, Kansas, a municipal corporation, (hereafter “City”) and SleepyHead Beds, LLC (hereafter “Collector”), effective this 3rd day of March 2025.

RECITALS

WHEREAS the City has expressed its commitment to a mattress collection service;

WHEREAS, the City desires to enter into an agreement for the temporary provision of professional services for the collection and transportation of mattresses for all households within its City limits;

WHEREAS, Collector already provides mattress collection and transportation services to various residents within Prairie Village; and

WHEREAS, Collector desires to perform such professional services for the City.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the City and Collector agree as follows:

AGREEMENTS

1. **Services.** Collector shall operate and manage a program for the collection of mattresses in Prairie Village:

- A. The City shall provide a list of addresses for those residents who have indicated they will have mattresses at the curb for recycling. Collector will use the list to guide routes and pick up mattresses. Collector will also pick up mattresses along the route that were not indicated on the City’s list as long as they are in good, reusable condition. All mattresses picked up by Collector pursuant to this Agreement will be charged to the City at the rates set forth below.
- B. Collector shall transport the collected mattresses to their own facility for re-use.
- C. Collector shall handle all customer service, complaints, and comments regarding the services provided and shall provide a direct phone number and email address to the City for distribution to residents.

2. **Time of Collection.** Collector shall collect mattresses in coordination with the City’s annual large item pickup. The City shall inform all residents to place mattresses at their curbside or other designated pickup area no later than 7:00 AM on pickup days and mattresses should be collected by the Collector at or after the hour of 7:00 AM each day. The Collector will visit each of the City’s four pickup areas the Friday before the City’s Solid Waste Provider services the area for the large item pickup. The schedule is as follows:

- Week 1 - April 25 - Homes east of Roe and south of 75th Street
- Week 2 - May 2 - Homes east of Roe and north of 75th Street
- Week 3 - May 9 - Homes west of Roe and north of 79th Street
- Week 4 – May 16 - Homes west of Roe and south of 79th Street

3. **Payment.** The City shall pay the Collector 20 dollars and no cents (\$20.00) for each mattress collected under the terms of this agreement. This payment shall be made to the Collector within one month of receipt of invoice. Collector will only bill for those mattresses collected.

4. **Independent Contractor.** Both parties understand that Collector, its agents, employees and independent contractors are and shall at all times remain as to the City wholly independent contractors. Neither party shall represent that it or its agents, employees, or independent contractors are agents or employees of the other party, nor shall either party make any representations on behalf of the other without the other party's prior written consent.

5. **Term of this Agreement.** The term of this Agreement shall be from March 3, 2025 through June 1, 2025 with the recycling collection beginning April 25, 2025.

6. **Termination.** The City may terminate this Agreement at any time in the event of a material breach by the Collector not cured within thirty (30) days of receipt of notice by the City. The City and Collector can terminate this Agreement for any reason upon thirty (30) days written notice to the other party.

7. **Safety and Accidents.** Collector shall comply with all laws and industry safety standards applicable to the services provided hereunder. Collector shall perform the work in full compliance with applicable federal, state, and City regulations, and shall assume sole and complete responsibility during the course of completion of the assignment for the safety of Collector's employees, agents or contractors. If death or serious injury occurs in connection with the performance of this Agreement, Collector shall immediately notify the City Administrator by phone.

8. **Insurance.** Collector shall maintain for the duration of this Agreement, and any extensions thereof, insurance issued by a company or companies qualified to do business in the State of Kansas and that meet the following requirements:

- a. Workers' Compensation – Statutory Limits, with Employer's Liability limits of \$100,000 each employee, \$500,000 policy limit;
- b. Commercial General Liability for bodily injury and property damage liability claims with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate;
- c. Commercial Automobile Liability for bodily injury and property damage with limits of not less than \$1,000,000 each accident for all owned, non-owned and hired automobiles.

9. **Insurance Certificates.** Before Collector performs any portion of the services agreed upon, it shall provide City with certificates and endorsements evidencing the insurance required by this Article. Collector agrees to maintain the insurance required by this Article for the duration of this agreement.

10. **Waiver of Subrogation.** Insurance coverage (except commercial automobile liability) shall contain a waiver of subrogation in favor of the City, and its subdivisions, departments, officials, officers, and employees.

11. **Non-Assignment.** Collector shall not assign, transfer or convey this Agreement or its rights, duties or obligations hereunder or any part thereof without the previous written consent of the City. In the event the Collector attempts to assign, transfer, convey or otherwise alter this Agreement or its rights, duties, or obligations hereunder or any party thereof without the prior written consent of the City, the City may, at its option, terminate this Agreement immediately.

12. **Indemnification and Liability.** Collector agrees to indemnify and defend the City, its officers, employees, agents, and servants, from and against any and all liability, claims, demands, actions, suits, or losses, including reasonable attorneys' fees and defense costs, arising or resulting from negligent acts, errors, or omissions of the Collector. IN NO EVENT SHALL CITY BE LIABLE FOR ANY LOST PROFITS, LOST SAVINGS, THIRD PARTY CLAIMS (OTHER THAN AS SET FORTH IN THE PRECEDING SENTENCE), CONSEQUENTIAL, EXEMPLARY, PUNITIVE, INCIDENTAL, INDIRECT OR SPECIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER OR NOT COLLECTOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

13. **Severability.** Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Collector, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

14. **Governing Law.** This Agreement is entered into and is to be performed in the State of Kansas. City and Collector agree that the law of the State of Kansas shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and shall govern the interpretation of this Agreement.

15. **Warranties.** The City makes no warranty express or implied, regarding the recyclable materials which are the subject of this Agreement. Specifically, whether the recyclable materials are fit for any particular purpose. Other than Collector's obligation to deliver the collected materials to a material processing facility or other appropriate collection site, Collector assumes no responsibility for the proper disposal or recycling of the collected materials.

16. **Notices.** All notices required or contemplated by this Agreement shall be personally served or mailed, postage prepaid, and addressed to the parties as follows:

City of Prairie Village

Attention: City Administrator
7700 Mission Rd
Prairie Village, KS 66208

Sleepyhead Beds

c/o Tyoni Williams
5604 Troost Avenue
Kansas City, MO 64110

17. **Waiver.** A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other breach of such provision or of any other provisions, nor shall any failure to enforce any provision hereof operate as a waiver of such provision or of any other provision.

18. **Successors and Assigns.** The City and the Collector each is hereby bound and the partners, successors, executors, administrators, legal representatives, and assigns of the City and the Collector are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, legal representatives, and assigns of such other party in respect of all covenants and obligations of this Agreement.

19. **Amendment.** This Agreement may be modified or amended only by a written agreement duly executed by the parties hereto or their representatives.

20. **Entirety.** This Agreement contains the entire Agreement between the parties as to the matters contained herein. Any oral representations or modifications concerning this Agreement shall be of no force and effect.

21. **Non-Discrimination.** The Collector agrees that it shall abide by the Prairie Village Non-Discrimination Code (Section 5-801 et seq) and shall not discriminate against any person in the performance of Work under the present contract because of race, religion, color, sex, sexual orientation, gender identity, disability, age, national origin, or ancestry. If the City determines that the Collector has violated any applicable provision of any local, state, or federal law, or has discriminated against any person because of race, religion, color, sex, sexual orientation, gender identity, disability, age, national origin, or ancestry, such violation and/or discrimination shall constitute a breach of contract and the City may cancel, terminate, or suspend this agreement in whole or in part.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

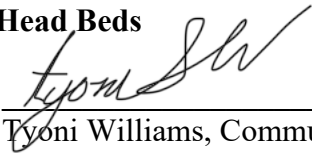
SO AGREED

The City of Prairie Village, Kansas

By: _____
Eric Mikkelson, Mayor

Date: _____

SleepyHead Beds

By:  _____
Tyoni Williams, Community Relations Manager

Date: 02/27/25

ATTEST:

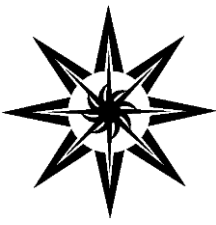
By: _____
Adam Geffert, City Clerk

Date: _____

APPROVED AS TO FORM BY:

By: _____
Alex Aggen, City Attorney

Date: _____



COU2025-12 R-1B Neighborhood Design Guidelines Planning Commission Report and Discussion

BACKGROUND

Decision Point: Discuss whether or not to continue to pursue updates to the R-1B neighborhood design guidelines. If proceeding, discuss next steps and/or what additional information is needed.

The first amendment to the Neighborhood Design Guidelines occurred in 2017. The current 2nd amendment to the [Neighborhood Design Guidelines](#) went into effect February 1, 2019 with the understanding they may be revisited to address any issues with the guidelines. The guidelines include requirements for street trees, greenspace, impervious coverage limits, building size and massing, garage extent and placement, and window and door openings. The housing discussion brought up questions about whether the design guidelines appropriately limited size and scale of homes, especially teardown/rebuilds. The City Council had a [work session](#) on April 24, 2023 to discuss next steps in the housing discussion related to the R-1 zoning areas. At the work session, Council completed a prioritization exercise to provide staff direction for which areas to address first. The top two [results](#) were updating the Neighborhood Design Guidelines and researching further regulations and/or fees for short term rentals. Council directed staff to look into reducing the size and scale to better fit into existing neighborhoods, and also review green space and lot coverage requirements in the R-1B zoning areas.

Staff presented two options for initial discussion at the [Council Committee of the Whole](#) on October 2, 2023. Generally, “Option 1” was a simple size restriction which could result in unintended design consequences, and “Option 2” would refine massing standards but leave the building coverage and height unchanged. The City Council favored “Option 2” and directed staff to consult with Planning Commission for further refinement and recommendations. Subsequent to this direction staff has conducted additional analysis and received feedback on the options and has arrived at a modified third option and fourth option that addresses some of the challenges with prior options. The attached Planning Commission presentation and memo outline details related to all four options.

At their December 3, 2024 Planning Commission meeting, the Planning Commission made a motion to send the neighborhood design guideline update discussion back to the City Council to ensure interest was still there to pursue this topic. As outlined in the [Planning Commission memo](#), any updates to design guidelines would require a zoning code update which requires a formal adoption process including a Planning Commission Public Hearing and City Council review and decision.

At the December 16, 2024 City Council meeting, after discussion, the City Council made a motion to send the R-1B neighborhood design guideline recommendations back to the Planning Commission for further consideration.

At the February 4, 2025 [Planning Commission meeting](#), the Planning Commission reviewed the direction from the City Council and discussed the design guidelines. The consensus summarized in the attached minutes was there was not a need for changes in R-1B guidelines at this time due to several considerations including not wanting to adjust the guidelines too frequently, and not believing that a height adjustment would provide a noticeable difference. They suggested that staff continue to monitor

the situation for examples or issues that need addressed. A [video](#) of the discussion can be found on the website and the summary minutes are attached.

DISCUSSION

If the City Council still wants to pursue changes on this topic, there would be an avenue for the Council to 1) draft its own amendment to the zoning code, or 2) provide more specific direction to the Planning Commission to amend the zoning code. If the City Council requests the Planning Commission draft the zoning code amendments, more specific direction is preferred rather than an open ended request to “review the guidelines”. For example, if the City Council would like the height reduced, that direction should be provided.

The steps for these two options would be as follows:

1. City Council could take action to propose or direct staff to do a zoning code amendment on its own initiative. This option may require additional discussions to determine what that actual change is, and to allow staff to properly prepare the desired language.
 - a. Once the change is prepared, City Council introduces it as a zoning ordinance amendment.
 - b. The Planning Commission would discuss the language and either modify or agree.
 - c. The Planning Commission would schedule a public hearing on it and either recommends approval or denial of it based on their own considerations.
 - i. If denied by Planning Commission, City Council would require a supermajority vote to approve it.
 - ii. If approved by Planning Commission, a simple majority of City Council could approve it.
2. City Council could provide specific direction to the Planning Commission to work with staff to draft a zoning code amendment. This option may also require additional discussions to determine what that actual change is, and to allow staff to properly prepare the desired language.
 - a. The Planning Commission would begin the zoning code amendment process, which includes scheduling a public hearing on it and either recommends approval or denial of it based on their own considerations.
 - i. If denied by Planning Commission, City Council would require a supermajority vote to approve it.
 - ii. If approved by Planning Commission, a simple majority of City Council could approve it.

Attached are the discussion memo, presentation, and minutes excerpt from the Planning Commission discussion. Planner Chris Brewster will be present at the meeting to assist with the discussion.

ATTACHMENTS

- 3/3/2025 City Council Presentation
- 2/4/2025 Planning Commission Discussion Memorandum
- 2/4/2025 Planning Commission Minutes Excerpt

PREPARED BY

Nickie Lee, Deputy City Administrator

Date: February 26, 2025

Neighborhood Design Guidelines

Update Discussion



Introduction

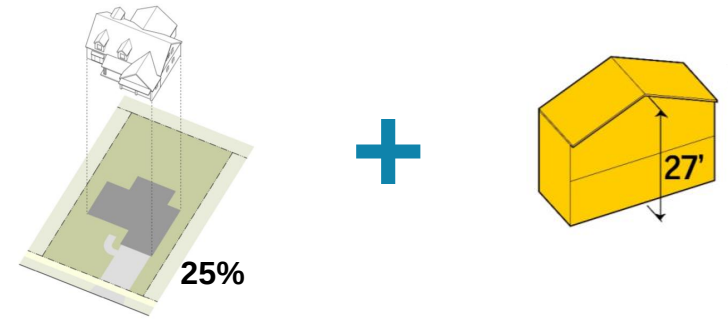
Action Plan (5/15/23 City Council Direction)

1. Address Neighborhood Design Standards in R-1B only
2. Consider a range of strategies to reduce building scale
 - ❑ *Height*
 - ❑ *Building Coverage*
 - ❑ *Massing standards*
 - ❑ *Lot sizes – minimum and maximum*
3. Process
 - ❑ *Staff Review & Discussion (internal options and strategies)*
 - ❑ *CC Discussion (October 2023)*
 - ❑ *PC Preliminary Discussion (December 2024)*
 - ❑ *CC Discussion – Renewed (December 2024)*
 - ❑ *PC Discussions / Direction (February 2025)*
4. Next Steps *(if direction to pursue further)*
 - ❑ *Collect data, examples, review past permits for issues*
 - ❑ *Test concepts and options*
 - ❑ *Additional outreach - optional (stakeholders?; public?)*
 - ❑ *Formal drafts of preferred option*
 - ❑ *PC & CC public hearings*

Introduction

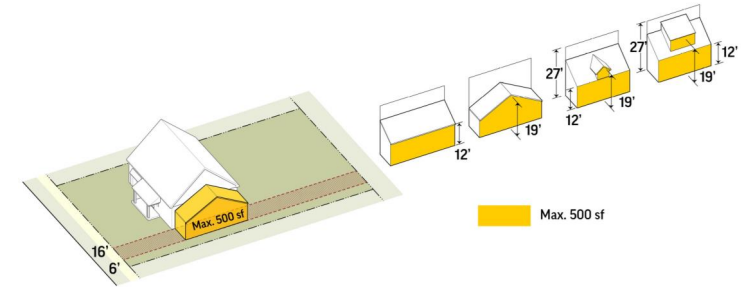
Option 1: Simple Size Reduction

- Reduce height from 29' to 27'
- Reduce building coverage from 30% to 25%



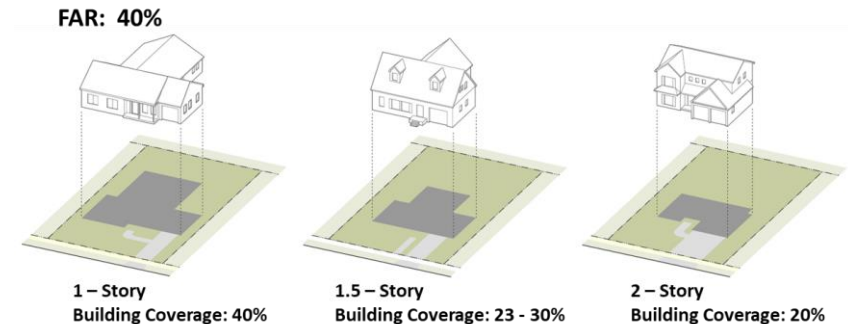
Option 2: Refined Massing Standards (Side)

- Reduce height and massing within 10' of side setback
- Reduce height from 29' to 27'
- Leave building coverage at 30%



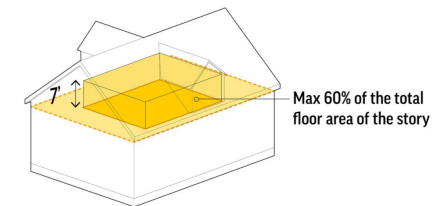
Option 3a & b: Floor to Area Ratio + Refined Massing

- 40% FAR for all lots
- Retain height at 29'
- (3b) Reduce height massing within 6' of side setback



Option 4: Defined 1.5 Story

- Retain height at 29' and building coverage at 30%
- Limit 2nd story to “1/2 story” (60% of first level; within habitable roof structure)



Data

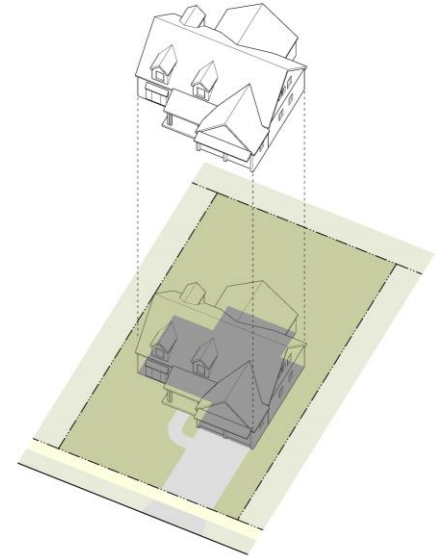
2022 - 2024 R-1B Permits

74% > 25%

Building Coverage

72% over 25% building coverage
(68 out of 92)

- 13 are only slightly over
- Under 25% are typically larger lots – 10,000 s.f. +
- Building footprint range -1,800 to 3,000 square feet.

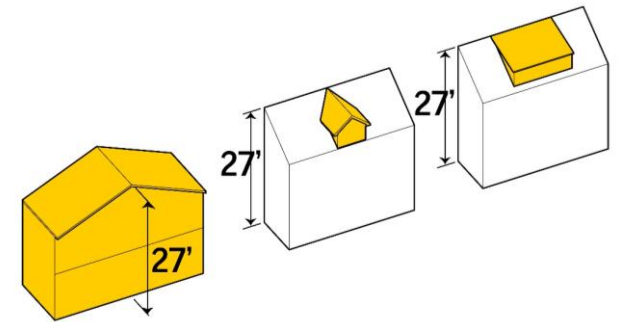


67% > 27'

Building Height

68% over 27' high (62 out of 92)

- 15 of those are only slightly over
- All under 29'





< 27'

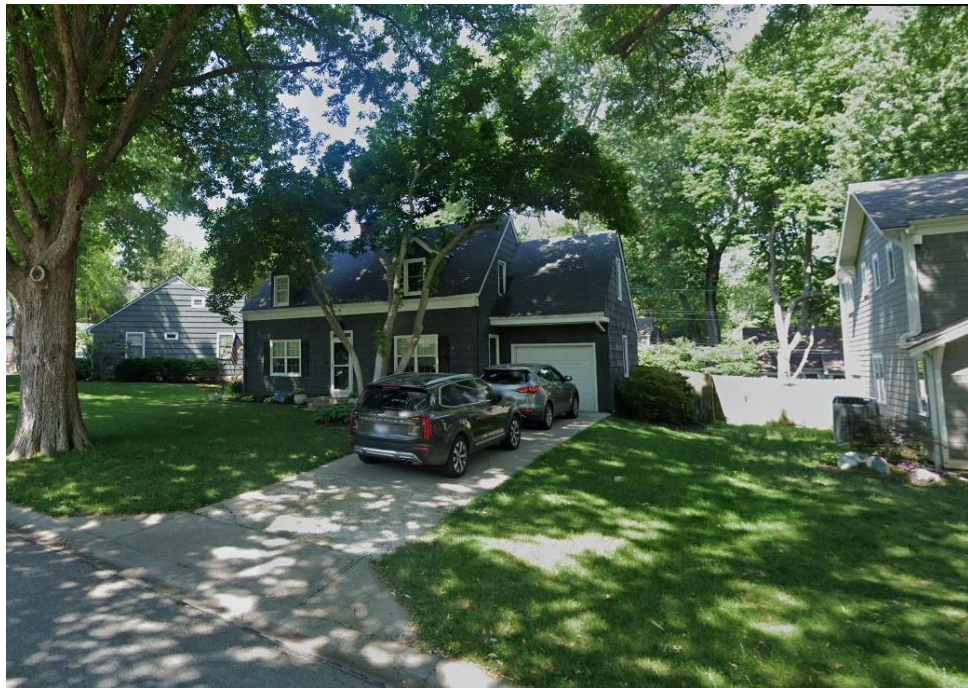
> 27'



< 27'

< 27'







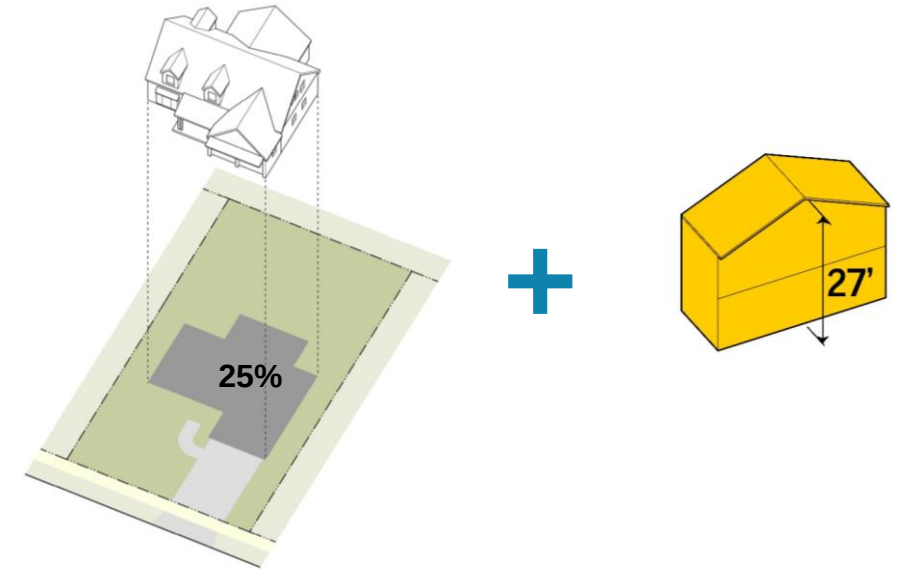
Options / Discussion

Option 1: Simple Size Reduction

- Reduce height from 29' to 27'
- Reduce building coverage from 30% to 25%

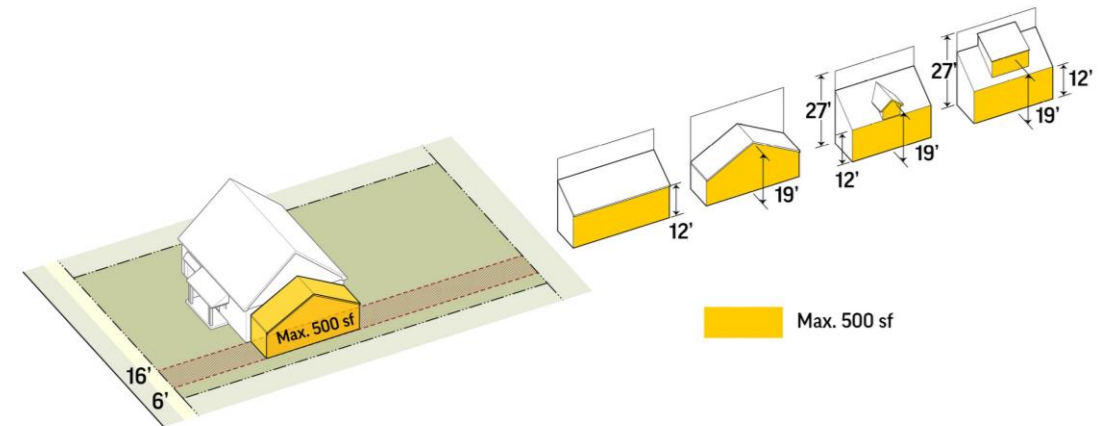
Feedback / Further Analysis

- *More full 2-story buildings likely due to constrained footprint*
- *Bulk and lower-pitched roofs likely due to shortened height*
- *More uniformity of the buildable envelop will put pressure on design standards to refine character*



Option 2: Refined Massing Standards (Side)

- Reduce height and massing within 10' of side setback (6' to 16' from side property line)
 - 12' for any wall plane
 - 19' for any gable or dormer under a sloped roof
 - 500 s.f. maximum wall plane
- Reduce height from 29' to 27'
- Leave building coverage at 30%



Feedback / Further Analysis

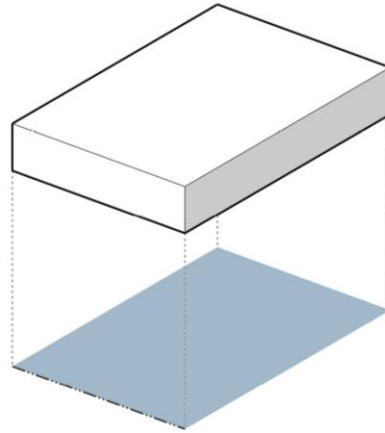
- Bulk and lower-pitched roofs likely due to shortened height
- Some interior floor plan constraints due to lack of stair wells on outer walls due to massing limits near side setback

Additional Option(s)

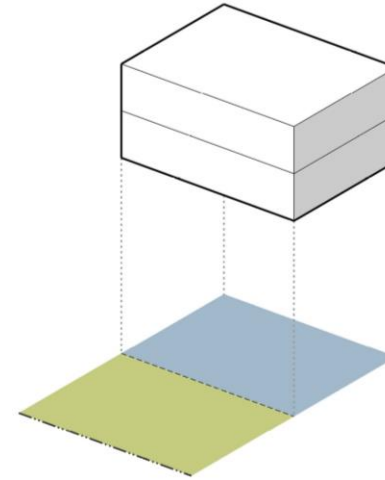
Floor to Area Ratio

$$\begin{array}{rcl} & \text{Lot Area} & \\ \times & \text{Floor to Area Ratio} & \\ \hline = & \text{Permitted Building} & \\ & \text{(Floor) Area} & \end{array}$$

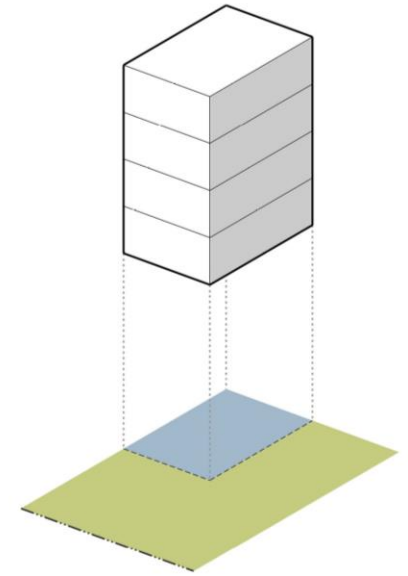
Example: 100% FAR



100% Lot Coverage
1 Story



50% Lot Coverage
2 Stories



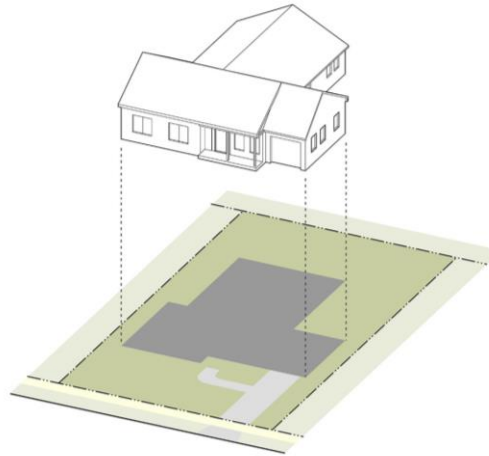
25% Lot Coverage
4 Stories

Additional Option(s)

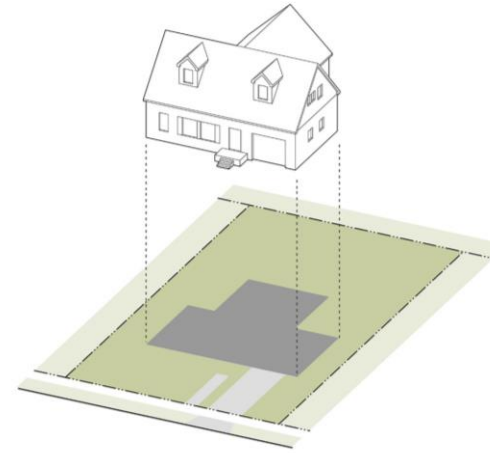
Option 3a: Floor to Area Ratio (FAR)

- 35% FAR for all lots (compared to 30% building coverage)
 - 40% coverage if pure 1-story
 - 23% to 30% coverage if 1.5-story
 - 20% coverage if 2-story
- Retain height at 29' for varied massing and style options (steeper pitched roofs)

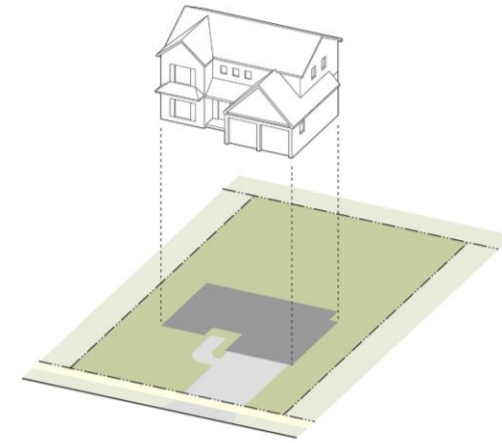
FAR: 40%



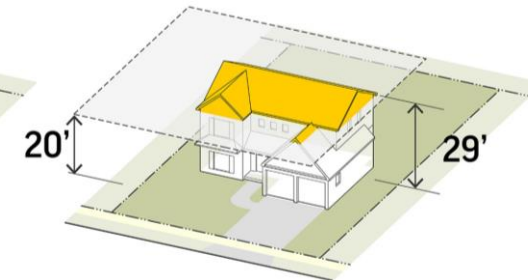
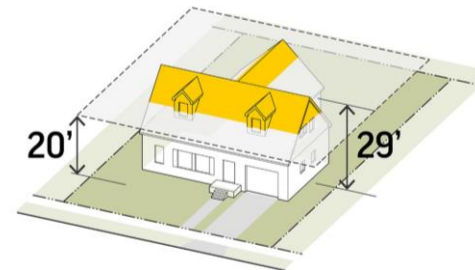
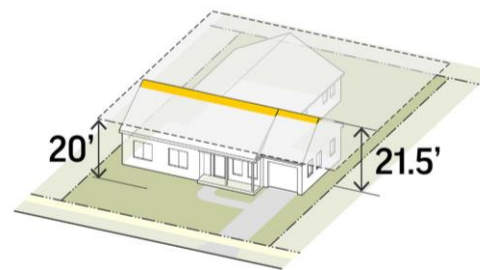
**1 – Story
Building Coverage: 40%**



**1.5 – Story
Building Coverage: 23 - 30%**



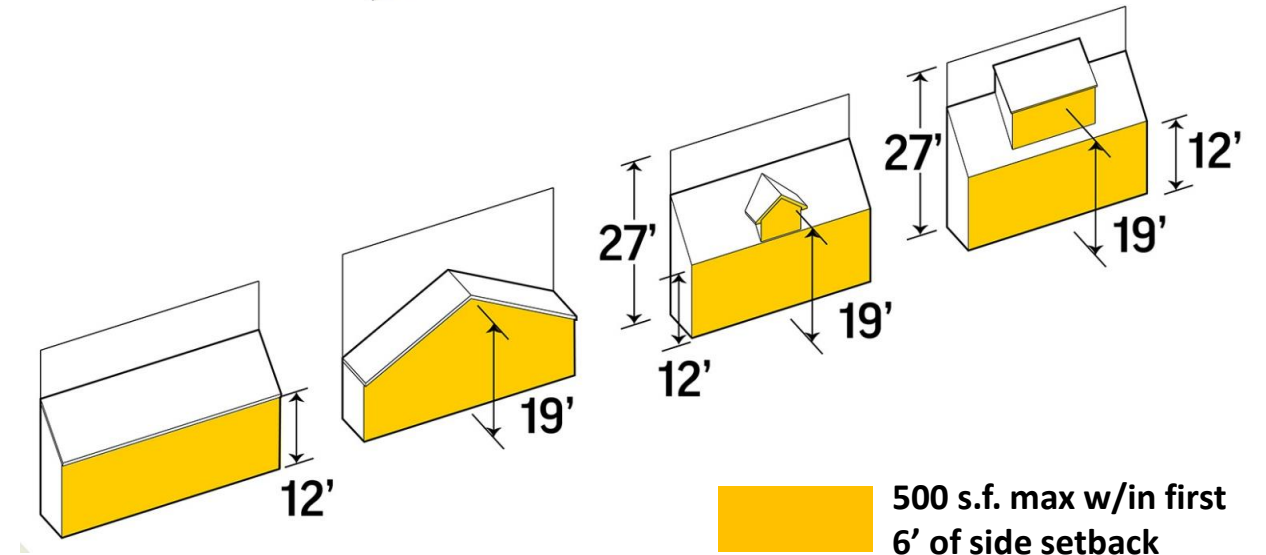
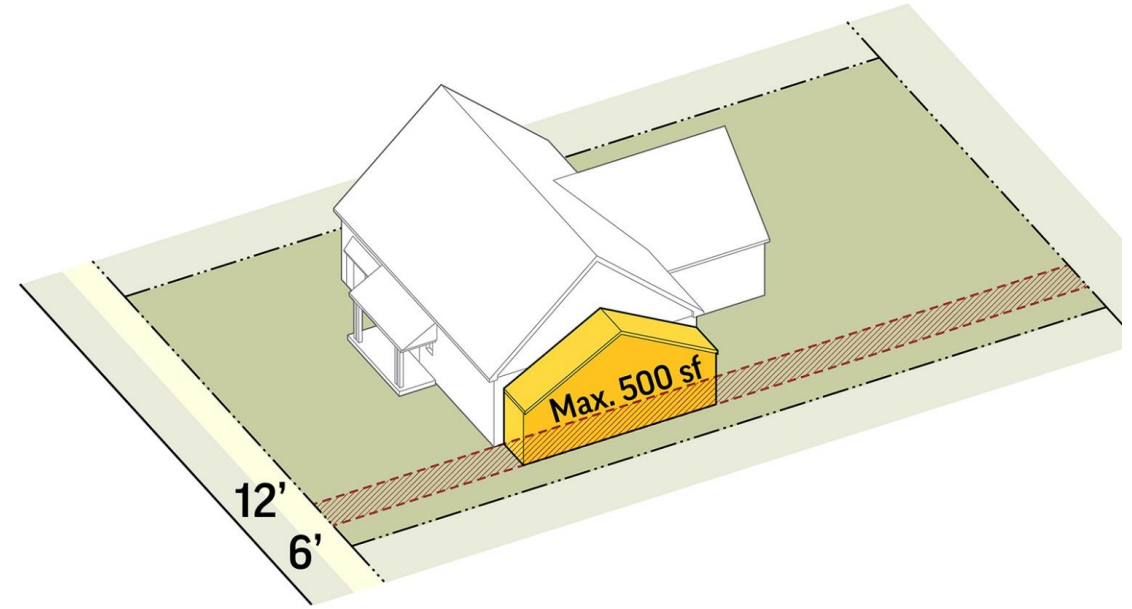
**2 – Story
Building Coverage: 20%**



Additional Option(s)

Option 3b: Floor to Area Ratio + Refined Massing

- 35% FAR for all lots (compared to 30% building coverage)
- Retain height at 29' for varied massing and style options (steeper pitched roofs)
- Reduce massing to 1.5 story within 6' of side setback (6' to 12' from side lot line)
 - 12' for any wall plane
 - 19' for any gable or dormer under a sloped roof
 - 500 s.f. maximum wall plane



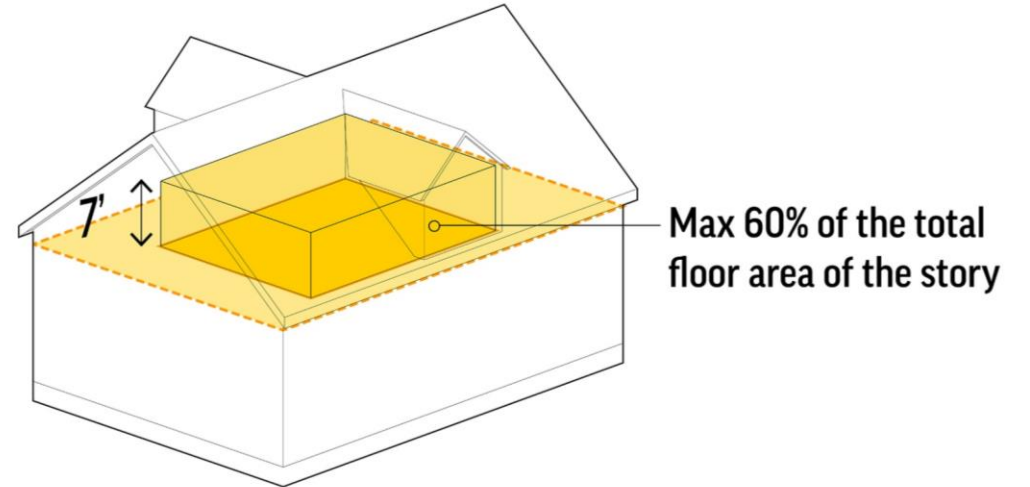
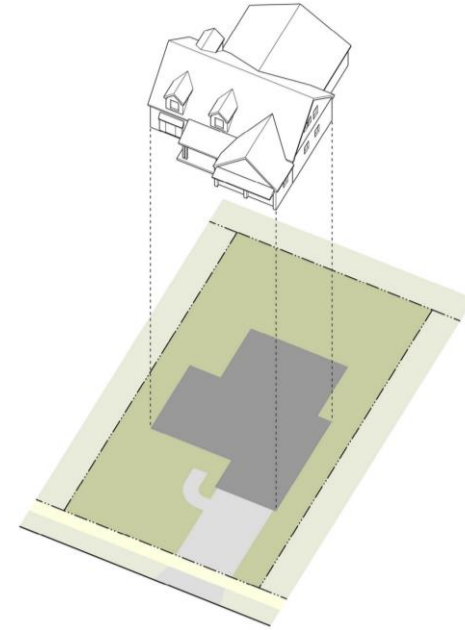
Additional Option(s)

Option 4: 1.5 story limitation

- Keep building coverage at 30%
- Retain height at 29' for varied massing and style options (steeper pitched roofs)
- Limit second level to “half story.”

Design implications on how we define “half story.”

30% of Lot
Current Standard



Neighborhood Design Guidelines

Discussion



February 4, 2025

DISCUSSION MEMORANDUM

TO: Prairie Village Planning Commission
FROM: Chris Brewster, Multistudio, Planning Consultant
RE: R-1B Neighborhood Design Guidelines
DATE: February 4, 2025 Planning Commission Meeting

UPDATE

The Planning Commission had preliminary discussions on the R-1B Design Guidelines at the December 2024 meeting, and requested that the City Council provide more direction on specific issues before recommending any specific course of action or strategies. The City Council had further discussions at the December 16, 2024 meeting, and passed a motion to send this issue back to Planning Commission for further consideration. A copy of the minutes summarizing the City Council discussion and that motion is included in this packet. The remainder of this memo is the original issues presented to the Planning Commission in December.

BACKGROUND

Council had a [work session](#) on April 24, 2023 to discuss next steps in the housing discussion related to the R-1 zoning areas. At the work session, Council completed a prioritization exercise to provide staff direction for which areas to address first. The top two [results](#) were updating the Neighborhood Design Guidelines and researching further regulations and/or fees for short term rentals.

The current [Neighborhood Design Guidelines](#) went into effect February 1, 2019 with the understanding they may be revisited to address any issues with the guidelines. The guidelines include requirements for street trees, greenspace, window and door openings, size restrictions, and impervious coverage limits. The housing discussion has brought up questions about whether the design guidelines went far enough to limit size and scale of homes, especially teardown/rebuilds. Council directed staff to look into reducing the size and scale to better fit into existing neighborhoods, and also review green space and lot coverage requirements. At this point, guidelines will focus on the R-1B zoning areas.

Staff presented two options for initial discussion at the [Council Committee of the Whole](#) on October 2, 2023. The City Council favored Option 2, and directed staff to consult with Planning Commission for further refinement and recommendations. Subsequent to this direction staff has conducted additional analysis and feedback on the options and has arrived at a modified third option that addresses some of the challenges with both Option 1 and 2.

OPTIONS

The City Council initial direction had three objectives:

1. Focus on R-1B zoning districts.

2. Reduce the scale of buildings further than the current development and design standards.
3. Review / update any other design standards necessary.

The four options to consider are below, the first two of which were presented to City Council, with Option 2 being favored by Council. The third and fourth options were developed by staff subsequent to the council meeting and to address some challenges with the first two options. These options are still conceptual and up for discussion by the commission, and other variations or completely different options are not precluded from the Planning Commission discussion.

Option 1: Simple Size Reductions

- Reduce the height from 29' to 27' [[19.08.015 / Table 19.08.A](#)]
- Reduce the building coverage from 30% to 25% [[19.08.015 / Table 19.08.A](#)]

This will result in smaller footprints and lower overall heights, but may not reduce the overall massing of structures, and particularly as it relates to adjacent properties.

Option 2: Revised Massing Standards (City Council preferred)

- Reduce massing within 10' of side setback line
 - 12' wall plane height
 - 19' gable or dormer height (under sloped roof)
 - 500 s.f. wall plane limit.
 - Compared to 29' / 800' s.f. now. [[19.08.015 / Table 19.08.A](#) and [19.08.025\(d\)\(2\)](#)]
- Leave building coverage at 30%
- Reduce overall building height from 29' to 27' [[19.08.015 / Table 19.08.A](#)]

This will result in 1-story or 1.5 story massing nearest the site property lines and 2-story massing only permitted in more central portions of the lot. However, it may have implications on typical floor plans and garage placement.

Option 3a and 3b: Floor to Area Ratio or FAR + Reduced Massing (Developed by staff subsequent to City Council discussion)

- 3a - Change the 30% lot coverage to a 40% floor-to-area ratio. [[19.08.015 / Table 19.08.A](#)]. This would result in:
 - 1-story buildings having more coverage allowances than currently (up to 40%, where currently limited to 39% maximum)
 - 1.5 story buildings having approximately 23% - 30% coverage allowances
 - 2-story buildings having approximately 20% coverage allowance

- 3b – In combination with an FAR, reduce massing within 6' of side setback line (this was changed from 10' in Option 2 to 6' in Option 3b due to impact on smaller and narrower lots)
 - 12' wall plane height
 - 19' gable or dormer height (under sloped roof)
 - 500 s.f. wall plane limit.
 - Compared to 29' / 800' s.f. now. [[19.08.015 / Table 19.08.A](#) and [19.08.025\(d\)\(2\)](#)]
- Leave overall building height at 29'

This would give lower-scale buildings more options and may lead to more varied massing among buildings. It would reduce the building scale nearest side lot lines (option 3b). It would retain options for overall height allowing some steeper pitched roof designs. It may have implications on typical floor plans and garage placement.

The floor to area ratio is a simple formula used to key building scale to the lot size. It is similar to building coverage (the current zoning standard), except that it adds a 3-dimensional element. The result is the taller your building, the less footprint you may have. What is counted in the floor area is important to reach the intended results. For example, things like vaulted ceilings with over 15 feet of clear area should typically be counted as 2 levels. Similarly, unfinished attic or roof space that has clear floor-to-ceiling heights above 6 feet should also be counted.

Further, beneficial things such as useable covered outdoor porches or entry features, covered decks or patios, and foundational egress wells should be excluded from the floor area.

Another implication is the effect on garage placement. With a simple lot coverage standard, there is an incentive to incorporate the garage into the building footprint and have loveable space above it. This can affect the massing of the building and lead to more prominent garage frontages since the garage is typically 1.5 feet or more below the first-floor elevation, and the second stories are typically all placed at the same level (resulting in garage floor-to-ceiling being 1.5 feet or more than the floor-to-ceiling of the livable space).

Under the floor to area ratio, there is not necessarily a “buildable area” benefit to incorporating the garage into the building footprint, since the loveable area is counted differently. However, there still may be a practical and construction advantage to doing so. An additional option would be to exclude the garage from the floor area if it is detached or an attached side addition not incorporated to the building. The latter is a common design in older Prairie Village homes that leads to lower-scale garages and an “accessory” building appearance.

Option 4: 1.5 Story Limit (Developed by staff subsequent to City Council discussion)

This would limit the amount of second-story massing that could occur, but be flexible to where and how the space in upper story is allocated within the building footprint.

- Change the Height / Story Limit from 2 stories to 1.5 stories. [[19.08.015 / Table 19.08.A](#)].
- Leave the building coverage at 30%
- Leave the total structure height at 29' (this would account for potential steeper pitched roofs with ½ stories incorporated)
- Add a definition for “story, half” to embellish the current definition of “story.” [[19.02.435](#)] “Story, half – An area within a sloping roof structure which is (a) capable of providing a room with a net floor to ceiling distance above 6.5 feet; and (b) less than 60% of the floor immediately below.. This space is achieved by integrating dormers and gables into the roof structure of the story immediately below.”

The “1/2 story” approach reduces the scale of the building by one of two methods – (1) reducing the proportion of upper level to lower-level living space; and/or (2) reducing the scale and perceived massing of the building by incorporating upper levels into the roof structure; or both. It presents a simpler and more flexible approach to all other options but does put a premium on how “half-story” is defined. Additionally, like all options there could be some architectural or design responses that cannot completely be anticipated or accounted for. This option would not give any bonus to homes that elect a solely single-story option, but it would eliminate plans that are trending towards a pure 2-story profile, dependent on how “half-story” is ultimately defined. The definition of half-story can go further to emphasize incorporation of a roof structure with limitations on exterior wall heights including dormers (typically 4' height maximum and 50% of elevation maximum), opposite wall gables (height determined by roof pitch), or knee walls (typically 2' maximum).

SUMMARY

Staff will be prepared to discuss each of the options and any other variations or options with the Planning Commission. The next steps would be:

- Conclude discussions or continue discussions to future meeting dates, depending on Planning Commission deliberations.
- Prepare an update to the City Council based on Planning Commission discussion and/or direction.
- Collect any additional feedback and input as directed by City Council or Planning Commission
- Prepare formal draft amendments – if any.
- Present amendments in the formal adoption process – Planning Commission public hearing; City Council decision.

PLANNING COMMISSION MINUTES EXCERPT
FEBRUARY 4, 2025
(Preliminary Minutes expected to be approved March 4, 2025)

ROLL CALL

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, February 4 at 7:00 p.m. in the Council Chambers at 7700 Mission Road. Chair Greg Wolf called the meeting to order at 7:00 p.m. with the following members present: James Breneman, James Kersten, Melissa Brown, Melissa Temple, and Jeffrey Valentino.

The following individuals were present in their advisory capacity to the Planning Commission: Chris Brewster, Multistudio; Nickie Lee, Deputy City Administrator; Mitch Dringman, Building Official; Terry O'Toole, Council Liaison; Adam Geffert, City Clerk/Planning Commission Secretary.

Excerpt:

Consider updates to R-1B neighborhood design guidelines

Mr. Wolf noted that the Planning Commission previously considered changes to design guidelines in 2019, during which there were multiple public hearings to discuss proposed amendments. He added that he felt the guidelines that were approved at that time worked well, and that he didn't feel they needed to be reconsidered after only five years.

Ms. Lee provided background on why the City Council wished to review design guidelines for R-1B districts, noting that a work session had been held in April 2023 to discuss next steps in the housing discussion related to R-1 zoning areas. At the session, councilmembers completed a prioritization exercise to provide staff direction for which areas to address first. The top two results were updating neighborhood design guidelines and researching further regulations and/or fees for short-term rentals.

Ms. Lee added that councilmembers reported that constituents frequently stated that they felt newly constructed homes were still too large and did not fit the character of the neighborhood. The Planning Commission had preliminary discussions on the R-1B design guidelines at its December 2024 meeting, and requested that the City Council provide more direction on specific issues before recommending a course of action or strategies. Council had further discussions at its December 16, 2024 meeting, and passed a motion to send the issue back to the Planning Commission for further consideration.

Mr. Wolf asked each commissioner to share their thoughts on considering proposed changes to design guidelines at the present time:

- Mr. Breneman asked what specifically would be gained by making the suggested changes. He noted that reducing the maximum height of a building by 2' would not provide a noticeable difference.

- Mr. Kersten noted that there was a perception among some residents that newly constructed homes were too large, but that he was not in favor of making changes simply based on that perception. He added that making changes too quickly could actually bring about negative results.
- Ms. Brown agreed, and added that she felt some issues that were experienced when teardown/rebuilds first started appearing in large numbers in the City, such as respect for neighboring properties during construction and increasing side setback guidelines had helped reduce some of the concerns that residents had. She also noted that it would be helpful if new construction plans included all items that applicants wished to include at the beginning, rather than adding additional features later, such as swimming pools and patios that affected lot coverage maximums.

Ms. Lee said that staff were considering future discussions about lot coverage regulations, particularly for smaller R-1B lots. Mr. Brewster added that considerations could also include how to address situations in which rather than building new, a resident wanted to keep an existing home and add a garage, which often required a lot coverage variance.

- Ms. Temple said that she was also not inclined to make changes at the present time. She agreed that considering processes to make the addition of items such as garages to existing homes more streamlined would be valuable.
- Mr. Valentino stated that he felt the existing ordinances were most valuable in preventing projects that would be detrimental to the community, whether intentional or unintentional. He added that he didn't feel the regulations needed to be revisited unless there was data that showed changes needed to be made.

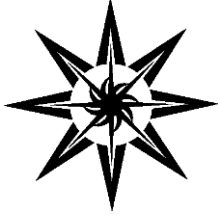
Based on the opinions shared, Mr. Wolf stated that the consensus appeared to be that the commission was not interested in reviewing potential changes to R-1B lots at this time. He asked staff to look for patterns that were becoming issues, such as new garage construction for existing properties requiring lot coverage variances, and bring them to the commission to consider changes as they arose.

Mr. O'Toole said that he would share the commission's opinions with the City Council.

ADJOURNMENT

With no further business to come before the commission, Mr. Wolf adjourned the meeting at 8:12 p.m.

Adam Geffert
City Clerk/Planning Commission Secretary



ADMINISTRATION

Council Meeting Date: March 3, 2025

COU2025-13: Consider additional funding for the 2025 property tax rebate program

RECOMMENDATION

Approve an additional \$10,000.00 for the 2025 property tax rebate program.

BACKGROUND

In 2022, the City Council voted to allocate \$20,000 from the City's budget to a property tax rebate program designed to alleviate some of the burden of home ownership due to rising property values. The program offers financial assistance in the form of a property tax relief grant to low-income residents in need. Like similar programs in other Johnson County cities, staff used the U.S. Department of Housing and Urban Development's "Very Low Income" guidelines to determine eligibility. Only property owners that are Prairie Village residents, are current on payment of their property taxes and special assessments, live in their own home, meet the income guidelines, and own property that is assessed at or below the previous year's median home value in the City are eligible for the program.

In 2022, rebates were issued to 28 households totaling \$14,015.94, with \$5,984.06 remaining unexpended. For 2023, \$20,000 was allocated to the program, and income guidelines were increased to 65% of the regional median family income in an effort to assist a larger number of residents. The response from residents was significantly larger, and council later approved an additional \$5,000 in funding to accommodate as many applicants as possible. Last year, the program started with \$25,000, and an additional \$10,000 was approved later in the year based on the number of applications received.

In December 2024, council voted to allocate \$50,000 to the program in 2025, which was supplemented with an additional \$940.78 in rollover from the prior year. As of February 26, \$2,983.21 remains in the fund, with 12 rebates totaling approximately \$7,900.00 left to process. 73 households have been issued refunds thus far in 2025, for a total \$47,957.57.

Year	Total Recipients	Total Refunded	Avg. Refund
2022	28	14,015.94	500.57
2023	53	29,201.53	550.97
2024	60	35,857.69	596.79
2025	73*	47,957.57*	656.07*

* As of 2/26/2025

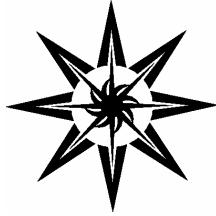
Staff requests an allocation of an additional \$10,000.00 to the program for 2025 in order to assist the pending applicants and other applications that may be received throughout the remainder of the year.

PREPARED BY

Adam Geffert

City Clerk

Date: February 26, 2025



ADMINISTRATION

Council Meeting Date: March 3, 2025

COMMITTEE OF THE WHOLE AGENDA - 2026 Budget Goals and Objectives

Attached please find a draft of the proposed 2026 Budget Goals and Objectives.

The budget goals and objectives were developed under the framework of the Council's organizational priorities:

- Quality of Life
- Superior Services
- Community Safety
- Be mindful of tax burden
- Invest in Public Realm
- Environmental Sustainability

Each year the Council reaffirms its Goals and Objectives specific to that upcoming budget year. The draft 2026 document carries forward the adopted 2025 budget goals and objectives for Council to provide input and direction for any desired changes.

Staff will present an overview of the budget process and the City's updated mill levy information along with this agenda item.

Staff is seeking Council's direction on whether to amend the proposed 2026 Budget Goals and Objectives before approving the document.

SUGGESTED MOTION

Recommend the City Council approve the 2026 Goals and Objectives.

ATTACHMENTS:

- 2026 Draft Goals and Objectives
- 2026 Goals and Objectives and Mill Levy Presentation

Prepared by: Jason Hannaman, Finance Director
Date: February 26, 2025

**City of Prairie Village
2026 DRAFT Budget Goals and Objectives**

2026 GOALS	OBJECTIVES
Maintain high quality services and programs	• Manage and plan to meet demand for City services • Promote sustainable growth and development • Understand the scope of available options (solutions within the City's sphere of influence or control) • Maintain employee stability through the City's comprehensive pay and benefits plan
Maintain quality streets, parks and infrastructure	• Maintain a comprehensive plan for both near-term and long-term capital needs, including City facilities • Plan and construct capital projects
Continue strong financial condition	• Maintain AAA bond rating • Budget for General Fund ending fund balance to be a minimum of 25% of revenues (excluding transfers) • Continue emphasis on Equipment Reserve Fund and other funding sources for non-routine equipment purchases • Prepare and adopt a fiscally prudent 2026 City Budget
Maintain financial transparency and citizen participation in budget issues	• Communicate with Citizens and key local partners • Continue to utilize "PV Checkbook" • Continue to publicize budget-related meetings and invite public participation in the budget process • Continue to utilize social media and the Village Voice to communicate key financial issues



City of Prairie Village 2026 Budget Goals & Objectives and Mill Levy Information

- March 3, 2025



Proposed 2026 Budget Goals

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- ❑ Maintain high quality services and programs
- ❑ Maintain quality streets, parks and infrastructure
- ❑ Continue strong financial condition
- ❑ Maintain financial transparency and citizen participation in budget issues



Proposed 2026 Objectives

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- Maintain high quality services and programs
 - Manage and plan to meet demand for City services
 - Promote sustainable growth and development
 - Understand the scope of available options (programs or solutions within the City's sphere of control)
 - Maintain employee stability through the City's comprehensive pay and benefits plan



Proposed 2026 Objectives

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- Maintain quality streets, parks and infrastructure
 - ▣ Maintain a comprehensive plan for both near-term and long-term capital needs, including City facilities
 - As a reminder, the 2025 budget has built in \$1.15M of funding for the Municipal Complex project. The remaining funding needed for planned debt service will depend on the amount of cash funding versus borrowing that is ultimately needed, as well as how to structure payments.
 - ▣ Plan and construct capital projects



Proposed 2026 Objectives

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- Continue strong financial condition
 - ▣ Maintain AAA bond rating
 - ▣ Budget for General Fund ending fund balance to be a minimum of 25% of revenues
 - ▣ Continue emphasis on Equipment Reserve Fund and other funding sources for non-routine equipment purchases
 - ▣ Prepare and adopt a fiscally prudent 2026 City Budget



Proposed 2026 Objectives

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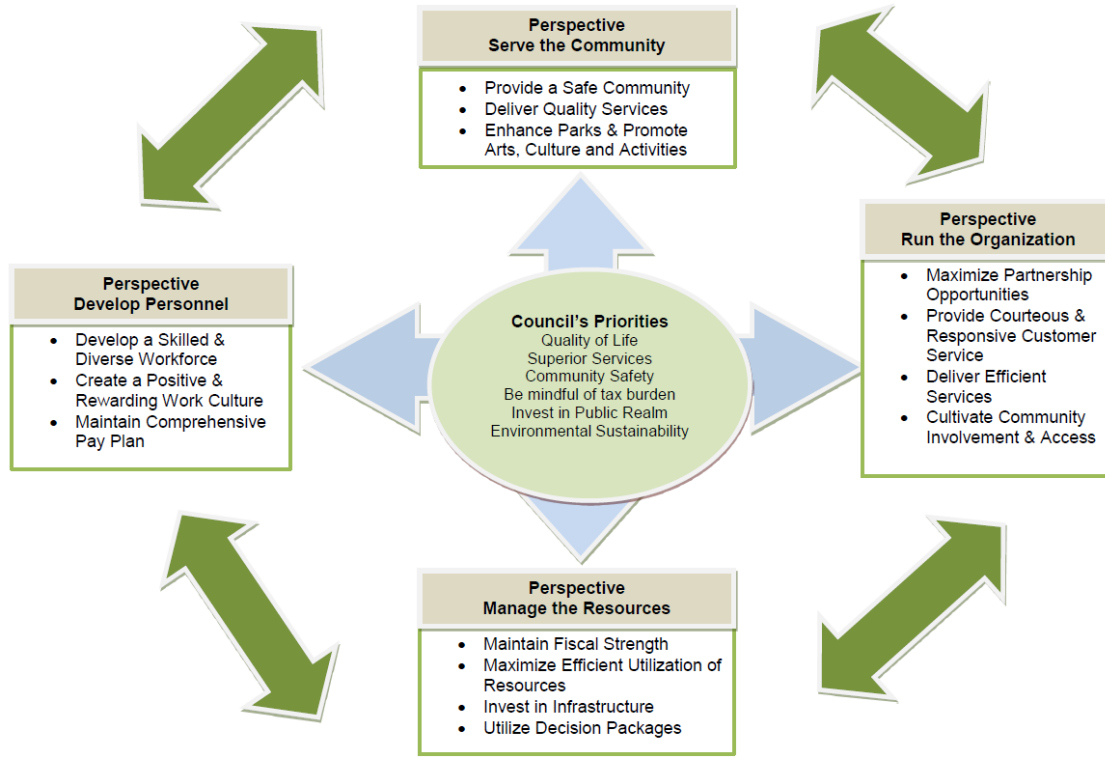
- Maintain financial transparency and citizen participation in budget issues
 - Communicate with citizens and key local partners
 - Continue to utilize “PV Checkbook”
 - Continue to publicize budget-related meetings and invite public participation in the budget process
 - Continue to utilize social media and the Village Voice to communicate key financial issues



Budget Process

7

Goals and Objectives - Budget Process

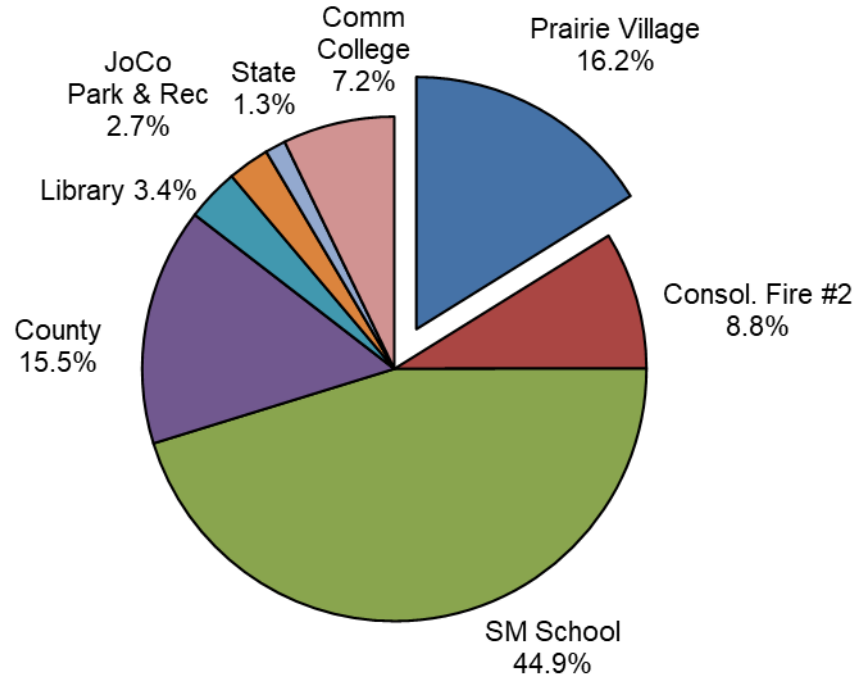




Mill Levy: 2024 Taxes Levied for 2025

8

2024 Taxes Levied for 2025





Mill Levy: Median Prairie Village Home

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2024 Taxes Levied for 2025 - Median Prairie Village House

Median Home Appraised Value: \$ 404,500

Mill Levies

2024/2025

Assessed Value (11.5%): \$ 46,518

			<u>Annual</u>	<u>Monthly</u>
Prairie Village	18.326	Prairie Village	\$ 852	\$ 71
Consol. Fire #2	10.007	Consol. Fire #2	466	39
SM School	51.335	SM School	2,388	199
County	17.286	County	804	67
Library	3.816	Library	178	15
JoCo Park & Rec	3.023	JoCo Park & Rec	141	12
State	1.500	State	70	6
Comm College	8.124	Comm College	378	32
	<u>113.417</u>		<u>\$ 5,277</u>	<u>\$ 441</u>

1 mill for the City = \$675,130 (2024 Annual Abstract of Taxes)

1 mill for the median house = \$46.52 (annual)



Mill Levy Comparisons

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Johnson County Cities 2024 Mill Levies On each \$1,000 Tangible Assessed Valuation

City	Mill Levy					Total
	City	Fire	Bond & Interest	Stormwater	Other	
Edgerton	29.672	14.296				43.968
Bonner Springs	29.014		6.118		3.702	38.834
Spring Hill C/F	21.432	13.794	1.315		0.223	36.764
Roeland Park	24.650	10.008	0.850			35.508
De Soto	12.370	20.961	1.400			34.731
Mission Hills	21.960	10.008	0.806			32.774
Gardner	12.576	14.296	5.596			32.468
Westwood Hills	21.726	10.008				31.734
Westwood	20.702	10.008	0.497			31.207
Fairway	18.950	10.008	0.979			29.937
Mission	18.507	10.008				28.515
Prairie Village	18.326	10.008	-			28.334
Lenexa	22.110		4.849			26.959
Merriam	26.694		-			26.694
Leawood	18.711		4.803			23.514
Olathe C/F	8.735	1.743	9.776		3.063	23.317
Shawnee	17.892	1.396	3.961			23.249
Overland Park	13.577			0.961		14.538

S: 2024 Mill Levy Report for All Taxing Units - Johnson County, Kansas worksheet
found on the Johnson County Dept of Records & Tax Administration website.



Mill Levy: Estimated Value of One Mill

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Estimated Value Of One Mill For 2025 (Mill Rate = 18.326)		
		Median PV Home
The estimated value of one mill would be:	\$675,130	(annual amount)
1/10 mill	\$67,513	\$4.65
1/4 mill	\$168,783	\$11.63
1/2 mill	\$337,565	\$23.26
3/4 mill	\$506,348	\$34.89
1 mill	\$675,130	\$46.52
1.25 mill	\$843,913	\$58.15
1.5 mill	\$1,012,696	\$69.78
1.75 mill	\$1,181,478	\$81.41
2 mill	\$1,350,261	\$93.04



Decision Packages – Past Examples

12

- Decision Packages – Past Examples
 - ▣ Mill levy reduction
 - ▣ Funding second mental health co-responder (shared w/ Mission Hills & Leawood)
 - ▣ Exterior/Sustainability Grant program
 - ▣ Increased funding for Tax Rebate program
 - ▣ Increasing funding for street maintenance in the Capital Improvement Plan
- Identify estimated amount and recommended funding source
- Submit to Finance by April 10, 2025 to be discussed by the Council and Finance Committee

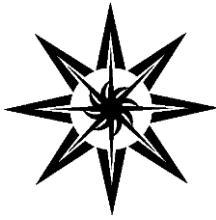
A “decision package” has traditionally been an item which is above and beyond the existing or core services of the City.



Next Steps

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- April 7: Worker's Compensation and Insurance Cost Assumptions
- April 21: Decision Package Discussion (Send to Jason by April 10th)
- April 21: Preliminary Revenue Estimate
- April 21: Committee 2026 Budgets and Outside Funding Requests
- May 5: CIP and Annual Road Condition Discussion



PUBLIC WORKS DEPARTMENT

Council Committee Meeting: March 3, 2025

DISCUSSION OF TRAFFIC AND PEDESTRIAN SAFETY ON 66TH STREET WEST OF MISSION ROAD

BACKGROUND

Traffic Calming on 66th Street has been requested over the years with the first time being in 2010. The results of that study showed that 66th Street did not meet the requirements of the program and measures were not installed at that time. Recently traffic calming has been requested, and new traffic data was similar to the past. Speed data from 2010 and 2024 is summarized below. These speeds would not be considered a speeding concern and would get zero points for speeding under the traffic calming program.

	<u>85th % Speed</u>
2010 Data-	29MPH
2024 Data-	28MPH

A second issue along this section of road is the crosswalk that connects Prairie School to the neighborhood. There is a pedestrian bridge that connects to a sidewalk between residential lots. This connection goes from the school to 66th and then north to Homestead Drive.



This is an area where a significant number of parents drop off and pick up students in the AM and PM during the school year. Over the years Public Works along with the Police Department have observed this location for safety. We have adjusted the no parking areas to make sure the sightlines are adequate for the pedestrian crossing. Even after parking restrictions were made, we continued to review periodically to make sure no additional changes to parking were needed.

The principal of Prairie Elementary School has submitted comments that express her concerns that this area needs changes to ensure the safety of pedestrians. A crossing guard is not warranted per the police department criteria for this crossing. The principal had suggested that we install a pedestrian crossing beacon to help bring awareness to vehicles that pedestrians are present. After the police department and public works observed the crossing in the field, we met with residents in the neighborhood and with Council Members Robinson and O'Toole. Staff agreed to install a pedestrian crossing beacon. The pedestrian crossing beacon will flash in both directions when the button is pushed and will notify drivers well in advance of the crosswalk that pedestrians are present. This will also help at any other time of the day where pedestrians want to cross the road. The pedestrian beacon is currently on order and not installed yet.

Residents along 66th Street feel that a speed table is still warranted even with the pedestrian beacon being installed. I think they feel a speed table is better than the pedestrian beacon. They also think the speed table will help calm traffic throughout the day when the school traffic is not present.

The traffic data on 66th Street does not support the installation of a speed table or any traffic calming measures. It is not uncommon to evaluate resident complaints & concerns and determine that such measures are not warranted as outlined by the traffic calming policy. If we were to place such a device outside of the scope of policy staff would be concerned the inconsistency could pose challenges with past and future applicants.

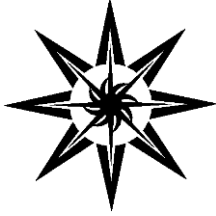
ATTACHMENTS

None

PREPARED BY

Keith Bredehoeft, Director of Public Works

February 12, 2025



POLICE DEPARTMENT

Council Committee Meeting Date: February 18th, 2025

Council Meeting Date: March 3rd, 2025

COU2025-09 Discuss proposal of a city ordinance regarding the requirement of helmets for juvenile e-scooter users

BACKGROUND

The Police Department has received safety concerns regarding e-scooter use from residents, department members, and the City Council. The department has implemented a multi-faceted approach of education, public messaging, and enforcement in response.

These efforts include e-scooter safety presentations incorporated into the D.A.R.E. program. Public messaging has utilized City, Police Department, and Shawnee Mission School District social media channels, as well as articles in the *Village Voice*. Existing traffic and city ordinances are enforced as needed. While there have been a few e-scooter crashes in the city, thankfully none have resulted in serious injuries.

To further promote safe e-scooter practices, particularly among young riders and prevent future incidents, the department recommends a city ordinance requiring helmet use. This ordinance would prioritize education and awareness, with first-time violations resulting in a warning. Subsequent violations could result in a citation, at the officer's discretion. The department intends to use the ordinance to foster positive interactions with e-scooter users and their parents, encouraging voluntary compliance with safety regulations and city ordinances.

PREPARED BY

Eric McCullough

Chief of Police

Date: February 12, 2025

ORDINANCE NO. 2504

AN ORDINANCE REGARDING MOTORIZED SCOOTER HELMET REQUIREMENTS FOR MINOR RIDERS, ADDING A NEW SECTION 11-224 TO CHAPTER XI (PUBLIC OFFENSES AND TRAFFIC, ARTICLE 2 (LOCAL REGULATIONS), OF THE CODE OF THE CITY OF PRAIRIE VILLAGE.

WHEREAS, the City Council desires to promote the safety of minor riders on motorized scooters in Prairie Village and to reduce the risk of head injuries associated with motorized scooter accidents; and

WHEREAS, the City Council has considered the presence, benefits, and concerns regarding the use of motorized scooters within the City, and has after consideration of the issues decided that minor riders should not be permitted to ride motorized scooters without equipping a helmet; and

WHEREAS, the City desires to spread public awareness and education about the importance of helmet use for minor riders on motorized scooters; and

WHEREAS, the City desires for a warning system to be implemented for first offenses to further increase awareness.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF PRAIRIE VILLAGE, KANSAS, THAT:

Section 1. Section 11-224 will be added to the Prairie Village Municipal Code, to state in its entirety as follows:

11-224 – HELMET REQUIRED FOR MINOR RIDERS OF MOTORIZED SCOOTERS.

(a) **Definitions.** When the terms set forth below are used in this Section 11-224, the following definitions shall apply:

- i. **Motorized Scooter:** Motorized Scooter is defined as any wheeled device powered by a gas or electric motor that has a scooter-type or skateboard-type deck and which may have handlebars, and either is designed to be stood upon by the operator, or one with a seat mounted on the deck designed to be sat upon by the operator, but shall not include a three-wheeled or four-wheeled electric-assisted scooter designed and marketed as a mobility aid. Motorized Scooters shall be considered skateboards for purposes of trespassing on private property which has been posted with signs prohibiting skateboards or skateboarding.
- ii. **Helmet:** Helmet is defined as a protective headgear designed to absorb impact and protect the head during an accident, and which meets or exceeds the safety standards set by the Consumer Product Safety Commission (CPSC) or equivalent standard setting body for bicycling or skateboarding activities.
- iii. **Minor:** Minor is defined as a person under 18 years of age.

- (b) Helmet Required for Minor Riders. All minor riders, including non-operators, on motorized scooters within the city limits of Prairie Village are required to wear a secured helmet while riding.
- (c) Warnings and Fines. Violations of this Section 11-224 will result in a warning for a first offense, which warning shall be logged and tracked by the City's police department. Subsequent violations will result in a fine of \$50.00.
- (d) Exemptions. This Section 11-224 does not apply to minor riders on motorized scooters on private property where the owner has explicitly allowed for such use without a helmet requirement.

Section 2. This ordinance shall take effect and be in force from and after its publication in the official city newspaper as provided by law.

PASSED AND ADOPTED BY THE GOVERNING BODY THIS ____ DAY OF _____, 2025.

CITY OF PRAIRIE VILLAGE, KANSAS

Eric Mikkelsen, Mayor

ATTEST:

Adam Geffert, City Clerk

APPROVED AS TO LEGAL FORM:

Alex Aggen, City Attorney



Discussion of Potential Partnership Opportunities Regarding the YMCA Property

BACKGROUND

City Staff has had meetings with the broker who will be handling the sale of the YMCA Property and also inquiries from entities who may be interested in purchasing the property for redevelopment.

City Staff have been able to walk through expectations of land use under Village Vision 2.0 and the importance of new development fitting the character of the community & neighborhood should there be application for rezoning. We have also been asked about partnership opportunities and Staff has conveyed the Council would likely be open to discuss ideas where there would be a direct community benefit. City Staff would like to revisit this topic to determine if there is a more general framework of thoughts from the City's perspective that could be shared as conversations and questions continue.

Prepared by:

Wes Jordan
City Administrator
Date: February 25, 2025

MAYOR'S ANNOUNCEMENTS
Monday, March 3, 2025

Planning Commission	03/04/2025	7:00 p.m.
Tree Board	03/05/2025	6:00 p.m.
Diversity Committee	03/11/2025	4:30 p.m.
Arts Council	03/12/2025	5:30 p.m.
Arts Council art reception	03/12/2025	7:00 p.m.
City Council	03/17/2025	6:00 p.m.

=====

INFORMATIONAL ITEMS
March 3, 2025

1. Diversity Committee meeting minutes – January 14, 2025
2. Environmental Committee meeting minutes – January 22, 2025
3. JazzFest meeting minutes – February 25, 2025
4. March plan of action

Prairie Village Diversity Committee Minutes

January 14, 2025

4:00 p.m.

Prairie Village City Hall – Multi-Purpose Room

- **Call to Order** – Ian
- **Attendance** – Chi, Ciara, David, Ian, Karen, Rachael, Tim,
- **Land Acknowledgment** – Chi provided presentation of acknowledgement/statement
- **Approval of Meeting Minutes** (10/8/24) – Chi with motion, all approved
- **Presentations** – None
- **Public Participation** – Leon, Hazel
 - Interpretive panel, historical discussion – does this explain how the historical practices still impact housing today. David referenced the section of the panel that attempts to address this as much as possible in the limited space.
- **Committee Discussion Topics(s)**
 - Last meeting with Ian as committee chair, we expect that Chi will be chair by next month.
- **Project/Event Updates**
 - Interpretive Panel – David
 - Inga will be presenting the motion to council, just needs someone to write it for her
 - Life size sample appeared at meeting
 - MLK JR Service Day Planning
 - ~115 people signed up
 - Need: plastic bags, bottled water, granola bars/snacks (committee \$ will fill in as needed)
 - Have: coloring pages, markers, crayons, hand warmers
 - Event will be 10-12 next Monday, Ciara, Chi, Rachael will get there ahead of time
 - RP to confirm – plan for getting care packages to Restart
- **New Business**
 - New committee member applications
 - 3 spots open
 - 4 applications, 1 entered Diversity as top spot
 - Anitha Patterson; Chi and Karen to reach out
 - Future of MLK / Juneteenth Events
 - Dr. George stepping back, committee will step up to organize
 - Need to consider what this could look like, e.g. partnership with other cities (OP does something similar in downtown OP)
 - Diversity Committee is a sponsor, but MLK/Juneteenth has a separate budget from city
 - Juneteenth - \$15k previously (avoid asking for the same then scaling way down)
 - Discuss at February meeting
 - Immigration / Town Hall
 - Potentially a Ted Talk (TBD)
 - David would like be involved, he has connections
 - Add “service”/“call to action” aspect in the planning for this and future town hall events
 - Send printables to Tim before Monday: info sheets, Signup sheet, future event topics
- **Old Business** – None
- **Looking Ahead 2025**
 - MLK Jr Celebration - January 18, 2025
 - MLK Jr Service Day - January 20, 2025
 - African American History Month - February
 - Committee Meeting - February 11, 2025
 - Committee Meeting - March 11, 2025
- **Adjournment** – Chi with motion, all approved

The Prairie Village Environmental Committee met at 5:30 p.m. Wednesday January 22, 2025 in the Prairie Village City Hall multipurpose room. The recording secretary was Amy Brooks.

The meeting was called to order at 5:31 p.m.

Members in attendance: Vice Chair Chi Nguyen, Johanna Comes, Melinda Lewis, Penny Mahon, Travis Wymore, Travis Carson, Piper Reimer, Brynn Bettenhausen, Magda Born, Dave Huyett, Tamara McMahon, Rick Wohfarth, Nathan Kovac, Amy Brooks, and staff liaison Ashley Freburg.

Approval of the Agenda

Travis Wymore moved to approve the agenda, and Rick seconded the motion. The committee voted unanimously to approve the agenda as written.

Approval of the December 2024 Meeting Minutes

Rick moved to approve the December 2024 minutes; Piper seconded the motion. The committee voted unanimously to approve the minutes.

Presentation

Johanna spoke about the documentary “Hot Times in the Heartland” about the climate crisis in Kansas (available on YouTube), the International Relations Council, Resilient Activists, and KC Farm volunteer opportunities.

Old Business

1. **CDP Reporting Update** – Ashley announced that there was no update yet. The city is still awaiting its score for the most recent reporting period.
2. **T-shirts** – Ashley confirmed that t-shirts have been ordered; they will be here before the next meeting.

Old Business

1. **Climate Action KC Summit** – The Climate Action KC Summit will be April 5 from 1-5 p.m. After discussion, Travis Wymore made a motion to sponsor the Climate Action KC Summit at the \$500 level. Magda seconded the motion, which passed unanimously.
2. **NEJC Fall Recycling Event** – The event will be Oct 11, 2025. This year, the organizers are requesting four volunteers from Prairie Village to help alleviate the workload of Merriam staff. Piper, Tamara, Amy, and Nathan committed to volunteering. Piper suggested financial commitment should be based on Prairie Village’s size and attendance of event. Tabled for further discussion at the next meeting.
3. **Go Green** - Chi discussed the Go Green volunteer responsibilities with Nathan. Nathan indicated that meetings at 10:00 a.m. on Fridays may be difficult to attend. Chi will get with Terri from GoGreen to inquire if attendance is required at the meetings, or if an alternative option is available.
4. **VillageFest** - Staff needs to know if the committee is interested in doing the craft and monarch display again at VillageFest. After discussion the committee agreed to participate with Nathan spearheading the craft while Johanna and Piper lead the monarch efforts. Many members indicated they would be in town that weekend to support this year. Seed balls and Recycle Right stickers were popular and

recommended to do again. Piper volunteered to check the accuracy of the recycling stickers to current specifications. We still have a lot remaining, and can hand out at upcoming events. If changes have occurred, we will discuss how best to edit/alter.

5. **JazzFest:** The committee discussed whether to participate with a booth at JazzFest again this year. Committee members felt the booth has not generated a lot of interest recently. Piper suggested shifting focus to composting for the festival's food vendors. Missouri Organic has done events with composting available. Travis Wymore volunteered to reach out and start discussions with the JazzFest committee.
6. **Deep Roots Native Plant Sales:** There are two sales planned for Prairie Village. The first will be from 10 a.m. to 2 p.m. April 12. The second will be 10 a.m. to 2 p.m. September 13. Both will be in the City Hall parking lot. The committee discussed the possibility of setting up the monarch booth.
7. **OP Recycling Extravaganza:** The Overland Park Recycling Extravaganza will be from 9 a.m. to 2 p.m. April 26 at the Black & Veatch parking lot. The event will need volunteers.
8. **Awards & Recognition:** Greg to discuss at next meeting
9. **Sustainability Grant for Educational Institutions:** Melinda presented the PV Educational Institution Sustainability Grant proposal. Any Prairie Village schools could apply for money for environmental sustainability improvements/initiatives. It is designed to give incentives to students to make positive environmental changes. There was discussion of capping each grant award at \$500. After more discussion, Rick made a motion to create the grant program. The motion was seconded by Magda, and all were in favor. A subcommittee formed to further discuss the details of the program including budget and timing. The subcommittee is Melinda, Travis Wymore, Penny, and Rick.
10. **Mayor's Monarch Pledge:** Piper made a motion to participate in the pledge for 2025. Nathan seconded the motion. All were in favor.

Announcements

1. Next meeting: February 26, 2025. The secretary will be Melinda

Adjournment

Piper Reimer moved to adjourn the meeting, seconded by Magda. All were in favor.

Adjourned at 6:23 p.m.

Prairie Village Jazz Fest 2025
Committee Meeting
Tuesday February 25, 2025, 5:30 p.m.
MultiPurpose Room

Attendees

J.D. Kinney	Special Events Coordinator, Committee Chair
John Wilinski	Artist Relations and Backstage Chair
Dave Hassett	Food and Beverage Chair
Amanda Hassett	Hospitality/VIP Chair
Elissa Andre	Marketing Chair
Brook Morehead	Member at Large
Mary Ann Watkins	Member at Large
Will Fisher	Member at Large
Scott Tschudy	Member at Large

Committee Chair's Report

The committee was asked to describe one thing they would change about JazzFest from the perspective of either a committee member or a past attendee. Reducing the individual physical exertion required during the three days of setup, performance and breakdown was brought up. It was noted that this exertion level had been much reduced than in the past due to the help of PV Public Works, and adding to the scope of work done by various paid suppliers. Dave Hassett recommended renting a robust “gator” or similar 4 wheel vehicle to augment the one from Public Works. We discussed the financial performance since 2022 and current assumptions to illustrate how a cycle of good and bad weather years affects our budget, and why 2025 may offer an opportunity to draw less from the annual budget allocation. Brooke Morehead asked whether the large attendance of the past 2 years represented maximum capacity for JazzFest or whether there was room to grow and by how much. The ability of Harmon Park and the surrounding parking to accommodate crowds of 5,000+ attendees, the number, availability and location of food and beverage vendors, the geographic scope of our current marketing efforts, and the artistic intent of JazzFest was discussed. The Committee reconfirmed our foremost intent to maintain a high standard of attendee experience and comfort, and pursue moderate but sustained growth as we continue to strive for financial, operational and artistic excellence.

Talent

John Wilinski reiterated our interest in having a vocalist as part of our headline act.

F&B

Mad Greek Food Truck has committed to JazzFest 2025.

Continue to discuss placement of food trucks to accommodate an expanded number of trucks to support serving the number of attendees we have seen the last 2 years

Infrastructure

Aching Backline has confirmed for 2025. They asked us to anticipate slightly higher labor costs for 2025, which we have budgeted

Marketing

Discovered 2 boxes (250 each) of 2024 fans that were not distributed. Although we ran out of fans, these seem to have been misplaced or unrecognized as more fans. Will probably keep fan order for 2025 the same as 2024 and mark all the unopened boxes more clearly.

Mary Ann Watkins and Will Fisher will coordinate distribution of store posters.

City Committees/Exhibitor Tents

Will contact the non-City organizations that had tents at JazzFest 2024 to gauge their interest.

The next JazzFest Committee meeting is scheduled for Tuesday March 25, 2025.

The meeting concluded at 6:30 p.m

Respectfully submitted: JD Kinney

THE CITY OF PRAIRIE VILLAGE
STAR OF KANSAS

DATE: February 24, 2025

TO: Mayor Mikkelson
City Council

FROM: Wes Jordan 

SUBJECT: MARCH PLAN OF ACTION

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

- Tomahawk Speed Reduction/Ordinance Change - Chief/Keith (03/25)
- 2025 Property Tax Rebate Program Update to Council - Adam (03/25)
 - Consider Increased Funding
- Outdoor Warning Siren Replacement/90th & Roe - Tim (03/25)
- Update Council on R1-B Design Guidelines from PC - Nickie/Terry (03/25)
- Large Item Pickup Coordination/Promotion - Adam/Ashley (03/25)
 - Sleepyhead Mattress Recycling
- New Committee Member Orientation - Staff/Committee Chairs (03/25)
 - Waiver Form
 - Code of Conduct
 - Video of CP-001
 - Video of KOMA Requirements
 - Website Update
- 2024 Financial Audit
- Severe Weather Preparedness Week - Tim / Ashley (03/25)
- Pool Open Planning and Preparation - Meghan (03/25)
- Insurance Renewal Reports - Staff (03/25)
- Council Statements of Financial Interest - Adam (03/25)
- Non-selected Committee Applications to Council - Adam (03/25)
- Spring Foundation Board Meeting/annual charitable giving - Meghan (03/25)
- 2026 Budget Process - Staff (03/25)
 - Council Goals & Objectives
 - Committee Funding Requests
 - Decision Packages
 - Insurance Cost Assumptions
 - Personnel Assumptions
 - Reappraisal Projections
 - Use of TGT Funds
 - Preliminary Revenue Estimates Report
 - Meeting w/Appraiser

In Progress

- Annual Volunteer Committee Appointments - Staff (02/25)
- Annual Committee Member Training - Adam/Meghan (02/25)
- 2026 Budget Calendar Review and Presentation - Jason/Nickie/Wes (02/25)
 - Budget Presentation Nonfiction to Committees
- March/April Village Voice Articles/Publication - Ashley (02/25)
- 2024 Audit Preparation - Jason (02/25)
- Preparing Annual Police Pension Statements - Cindy (02/25)
- Scooter Helmet Ordinance - Chief (02/25)
- Annual Health Risk Assessments - Cindy (01/25)
- Council Service Longevity - Adam (01/25)
- Lifeguard and Pool Operational Staff Hiring - Meghan/Suzanne (01/25)
- 4th Quarter Financial Report - Jason (01/25)
- Council Work Session - Meghan (01/25)
- 2024 Annual Report - Ashley (11/24)
- Newsletter printing and mailing RFP - Ashley (11/24)
- Outdoor Warning Siren Replacement 79th & Roe - Tim (05/24)
- 2024 Building Code Review Process - Nickie (04/24)
- Safe Streets for All Grant/Citywide Traffic Study - Keith (01/24)
- Update Design Guidelines in R1-B - Nickie/Chris (05/23)
- Research Federal Infrastructure/Job Act Grants - Jason/Nickie/Keith (12/22)
- Subdivision Regulations Amendments/Easement Vacation - Nickie/Chris (04/22)
- Climate Action Plan, community phase - Meghan/Ashley (6/24)

Completed

- Mayor's Prayer Breakfast - Angela (02/25)
- Black History Month Proclamation - Adam/Tim (02/25)
- 2024 Opioid Settlement Annual Report - Jason (02/25)
- Review IRB Request from First Washington - Wes/Nickie/Jason/Bond Counsel (02/25)
- Winter Foundation Meeting - Meghan (01/25)
- Forfeiture Trust Fund Report/Presentation - Chief (01/25)
- Tomahawk Road Traffic Study - Keith/Byron (11/24)
- 2025 Property Tax Rebate Program - Adam (01/25)
- NLC Conference Planning - Angela/Meghan (01/25)
- JOCO County Commissioners Report - Commissioner Fast (01/25)
- Council Committee Preference Requests - Adam (12/24)
- 2025 Exterior/Sustainability Grant Applications - Nickie (01/25)

Ongoing

- City Hall/PD Project - Melissa/Staff (04/3/22)
- Disaster Recovery Plan - Dan/Tim (03/22)

Oh Hold

- Carbon Reduction/EV Charging Station - Wassmer Park - Keith (01/24) [Grant funding in question after Federal Executive Order]

Tabled initiatives

- Review & Update the City Code/Ordinances
- Review & update City Policies
- Single Use Plastic Bag Discussion - Staff (02/20) [pending Council direction]