

**MERRIAM CITY COUNCIL AGENDA  
CITY HALL  
9001 WEST 62<sup>ND</sup> STREET  
SEPTEMBER 11, 2017  
7:00 P.M.**

<p><b>If you require any accommodation (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify the Administrative Office at 913-322-5500 no later than 24 hours prior to the beginning of the meeting.</b></p>
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**I. CALL TO ORDER - PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

**III. PUBLIC ITEMS**

Members of the public are encouraged to use this time to make comments about matters that do not appear on the agenda. Comments about items on the regular agenda will be taken as each item is considered. ***Please note: individuals making Public Comments will be limited to 5 minutes.***

**IV. CONSENT AGENDA**

All items listed under the heading are considered to be routine by the City Council and may be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case that item will be removed from the Consent Agenda and considered separately.

1. Consider approval of the minutes of the City Council meeting held August 28, 2017.

**V. MAYOR'S REPORT**

**VI. COUNCIL ITEMS**

**A. Finance and Administration**

1. Monthly Finance Report.
2. Presentation on recent Community Center system failures.
3. Update on Sales Tax Ballot Initiative.

**B. Community Development/Public Works/CIP**

1. Update on Police Building remodel.
2. CIP Update.

**VII. STAFF ITEMS**

**VIII. NEW BUSINESS**

**IX. EXECUTIVE SESSION**

**X. ADJOURNMENT**

Respectfully submitted,

*Juliana Pinnick*

Juliana Pinnick

City Clerk

**MERRIAM CITY COUNCIL MINUTES  
CITY HALL  
9001 WEST 62<sup>ND</sup> STREET  
August 28, 2017  
7:00 P.M.**



**I. CALL TO ORDER - PLEDGE OF ALLEGIANCE**

Mayor Ken Sissom called the meeting to order at 7:00 pm.

**II. ROLL CALL**

Scott Diebold  
Al Frisby  
Chris Evans Hands  
Nancy Hupp via telephone  
Bryan Knaff  
Bob Pape  
Robert Weems  
Cheryl Moore was absent

Staff present: Chris Engel, City Administrator; Mike Daniels, Police Chief; Cindy Ehart, Finance Director; Anna Slocum, Parks and Recreation Director; Meredith Hauck, Assistant City Administrator; Bryan Dehner, Fire Chief; Bryan Dyer, Community Development Director; Nicole Proulx Aiken, City Attorney; and Juli Pinnick, City Clerk.

**III. PUBLIC ITEMS**

Members of the public are encouraged to use this time to make comments about matters that do not appear on the agenda. Comments about items on the regular agenda will be taken as each item is considered. ***Please note: individuals making Public Comments will be limited to 5 minutes.***

**IV. CONSENT AGENDA**

All items listed under the heading are considered to be routine by the City Council and may be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case that item will be removed from the Consent Agenda and considered separately.

1. Consider approval of the minutes of the City Council meeting held August 14, 2017.

**COUNCILMEMBER FRISBY MOVED THAT THE COUNCIL APPROVE CONSENT AGENDA ITEM 1. COUNCILMEMBER WEEMS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

**V. MAYOR'S REPORT**

1. Swearing in of Police Officers April M. Gebke, Grant W. Sparks, Beau B. Soucie, and Bradley T. Thomas.

Mayor Sissom administered the Oath of Office to Police Officers April M. Gebke, Grant W. Sparks, Beau B. Soucie, and Bradley T. Thomas, followed by badge pinning for each officer.

**VI. PLANNING COMMISSION**

1. Consider approval of a conditional use permit for group day care home for children located at 8006 W. 60<sup>th</sup> Terrace in a R-1 (Single Family Residential) District.

Community Development Director Bryan Dyer presented the background for this item.

The applicant/property owner is requesting approval of a conditional use permit for a group day care home at the residence of 8006 W. 60<sup>th</sup> Terrace. Approval of the conditional use permit will allow the applicant to care for a maximum of ten (10) children (including the applicant's children) under the age of 16 at any one time.

Staff has not received any comments regarding this application. A resident called Community Development regarding the hours of operation for the day care. Staff called the resident back, leaving a voice mail and received no reply. Just prior to the Planning Commission meeting, a resident contacted staff with questions regarding hours of operation and concerns about the applicant's dog. Staff informed the resident that the Planning Commission can set hours of operation and that when Johnson County does their inspection for state licensing they will review the situation with the applicant's dog.

Section 74-160(a) provides the general provisions related to group day care homes.

- (1) A day care home may be operated from a single-family residence or a two-family attached dwelling unit. Group day care homes may only be operated from a single-family residence. A day care home or group day care home operation may only be conducted by those individuals who are primary

residents of the residential unit in which the child care facility will be operated. As required by the State of Kansas, an alternate or substitute may be used when extenuating circumstances prevent the primary resident from operating the business. The alternate or substitute may only be utilized on a short-term basis. In the event that an alternate or substitute is needed for more than 14 days, the approved provider must make a request in writing to the zoning administrator requesting an extension allowing for a longer substitution.

- (2) All outside recreation areas for children must be enclosed with a fence. The entire fenced-in recreation area must be on the same portion of the property as the unit in which the day care operation occurs. Access from inside the dwelling unit to the fenced recreation area must also be fenced-in. All fencing must conform to the regulations set forth in [section 74-94](#) of the Merriam Municipal Zoning Code
- (3) All day care homes and group day care homes are required to submit to annual inspections to be conducted by the city fire marshal or other designated city official. In addition, inspections may be conducted more frequently if deemed necessary by the fire marshal or other designated city official.

The applicant provided a site plan demonstrating that her home satisfies the second provision. Staff also finds the applicant meets the requirements of items 1 and 3.

The Planning Commission held a public hearing on August 2, 2017. There were no comments from the public. At that meeting, the Planning Commission, based on information supplied by the applicant, the criteria outlined in the Merriam Code and Kansas law as outlined in the Planning Commission Staff Report, and testimony presented at the Public Hearing, recommended (7-1) approval, with conditions, of conditional use permit for a group day care home.

Mr. Dyer displayed the site plan for the group day care home.

Councilmember Frisby asked about the dog and what the issue with the dog was.

Mr. Dyer responded that a neighbor had a concern about the dog as it was running loose one day. Mr. Dyer further commented that the County would address any issues with the dog during their inspection.

Councilmember Diebold made a comment about a section of the fence looking like it may be in disrepair.

Mr. Dyer responded that this is another item that the County would address during their inspection if there were any concerns with the condition of the fence.

**COUNCILMEMBER HANDS MOVED THAT THE GOVERNING BODY APPROVE, WITH CONDITIONS, THE REQUEST FOR A CONDITIONAL USE PERMIT FOR YELITZA SLATE TO OPERATE A GROUP HOME DAY CARE AT 8006 W. 60<sup>TH</sup> TERRACE IN AN R-1 DISTRICT AND AUTHORIZE THE MAYOR TO SIGN THE EFFECTUATING ORDINANCE. COUNCILMEMBER PAPE SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

2. Consider approval of a preliminary development plan for the expansion of the parking, storage, and display area for the Shawnee Mission Hyundai automobile dealership located in a PUD-G, (Planned Unit Development-General).

Community Development Director Bryan Dyer provided the background for this item.

The applicant and property owner, Group 1 Automotive represented by Birk Ayer, is requesting approval of a preliminary development plan that combines the existing Hyundai automobile dealership (Lot 13) with the undeveloped lot (Lot 12) to the north allowing the dealership to enlarge the area used for customer parking/storage/display. The applicant proposes to construct a 114,861 square foot parking lot on the northern lot. The additional parking lot area will increase the dealership display and vehicle storage area. Additionally, internal vehicle circulation will be greatly enhanced.

The proposed use of combining the two lots and constructing a new parking lot for the Hyundai automobile dealership is an appropriate use for the subject properties' zoning classification. The Planning Commission and Governing Body's consideration of this application should be centered on the design and layout of the proposed additional parking for the Hyundai automobile dealership.

A final plat for the property will be submitted to the Planning Commission and Governing Body at a later date. A condition of approval for the final development plan is the recording of the final plat with Johnson County.

The additional parking area will significantly improve internal site vehicle circulation. The applicant has provided a truck turning template demonstrating that a delivery truck can circulate through the dealership. Because of this, there shall be no loading or unloading of vehicles in the right-of-way. The applicant has provided a note on the face of the development plan indicating that loading and unloading of vehicles shall take place on the site and not in the W. Frontage Road right-of-way.

The Planning Commission held a public hearing on August 2, 2017. There were no comments from the public. At that meeting, the Planning Commission, based on information supplied by the applicant, the criteria outlined in the Merriam Code, the Planning Commission Staff Report, and testimony presented at the Public Hearing, unanimously recommended approval, with conditions, of the preliminary development plan.

There was a question from a councilmember regarding if vehicles were being stored elsewhere currently.

Birk Ayer, 215 Johnston St, Rockhill, SC commented that he is unaware of any vehicles being currently stored off site. The expansion will allow for additional front line display of vehicles as well as the ability to have more inventory on the site. The current space has limited site on the frontage which is very important in the car selling business.

Councilmember Hands asked about interior landscaping on the site.

Mr. Dyer displayed the landscaping plan which includes landscaping along the front and street trees along the north and south portions of the lot and trees within the interior islands.

**COUNCILMEMBER HANDS MOVED THAT THE GOVERNING BODY APPROVE, WITH CONDITIONS, THE PRELIMINARY DEVELOPMENT PLAN FOR EXPANSION OF THE SHAWNEE MISSION HYUNDAI PARKING LOT AND AUTHORIZE THE MAYOR TO SIGN THE EFFECTUATING ORDINANCE. COUNCILMEMBER WEEMS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

3. Consider accepting the dedication of easements shown on the Shawnee Mission Medical Center Campus Fourth Plat.

Community Development Director Bryan Dyer commented that Shawnee Mission Medical Center has withdrawn the plat. They are re-evaluating how they want those plat lines to be drawn. The project is moving forward and staff would anticipate the plat being completed before the end of the year.

## VI. COUNCIL ITEMS

### A. Finance and Administration

1. Appointment of City voting delegates for the Kansas League of Municipalities Annual Conference.

**COUNCILMEMBER PAPE MOVED THAT THE COUNCIL AUTHORIZE COUNCILMEMBER CHRIS HANDS AND MAYOR KEN SISSOM AS THE KANSAS LEAGUE OF MUNICIPALITIES VOTING DELEGATES TO REPRESENT THE CITY OF MERRIAM. COUNCILMEMBER FRISBY SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

2. Update on Recreation Facilities ballot initiative.

Assistant City Administrator Meredith Hauck provided information on public education efforts that staff has been providing to the public regarding the ballot initiative.

Staff has attended 37 public events, provided 8 opportunities for facility tours, numerous posts on social media, and printed materials have all been utilized in getting the information about the ballot initiative and the condition of the facilities out to the public. Staff members have fielded many questions from the public at these events and through social media. Those questions and answers are all shared through these channels to ensure the public has adequate information to make an informed decision on September 15<sup>th</sup>.

Staff will be at 6 additional public events between now and September 15<sup>th</sup>. Two additional tours will also be provided for folks who want to get a “behind the scenes” look at the facilities. Today a new Blog post has been put up in response to questions



received from residents over the weekend. Tomorrow a new video will be launched which will go further in depth about what a yes vote means and what a no vote means. A reminder postcard will go out the week of September 8<sup>th</sup> reminding folks to get their ballot in the mail. The deadline for ballot submission is noon on September 15<sup>th</sup>. The Election Commission will begin scanning ballots as they are received and will tally all votes by end of day on September 15<sup>th</sup>.

## **B. Community Development/Public Works/CIP**

### **1. Community Development Update.**

Community Development Director Bryan Dyer reviewed code enforcement information that was provided in the Council Agenda Packet.

One of the primary reasons for acquiring Citizenserve, the new code enforcement software, is the ability to provide better information to staff, Council, and the general public on the location and type of code enforcement violations.

To track the location of code violations, code enforcement divides the city into the same zones used by the Merriam Police Department. Using the same zones as the Police Department will allow city staff to analyze crime and code enforcement statistics together. For ease of understanding and clarity, the attached maps consolidate the police zones that are primarily residential into four "Neighborhood Areas".

Mr. Dyer displayed two maps depicting violations that have been found over the past 6 months. The map also showed addresses with multiple violations. A violation is not a notice to appear in court (ticket) for code infractions. Following code enforcement staff's observation of a violation, staff sends the offender a letter detailing the violation or violations. There have only been 8 court cases related to code violations over the past 6 months. Typically, when folks receive a letter they are given a timeframe to abate the violation. Most folks are able to abate the violation within that timeframe and there is no need for a court citation.

Based upon the data, the area north of Johnson Drive on both sides of I-35 is where the majority of code violations occur. Using this information Community Development will continue to concentrate both its enforcement and outreach efforts in these areas. Outreach efforts involve insuring that informational materials are centered on the Top Five Code violations and looking for any opportunity to meet with area residents and property owners. Staff will also reach out to landlords and

attempt to work with them to provide new tenants with information on city property maintenance requirements.

Mr. Dyer showed the top 8 code violations which includes tall weeds and grass as the number one violation followed by unauthorized storage of boats, trailers, and trash.

**VII. STAFF ITEMS**

**VIII. NEW BUSINESS**

**X. EXECUTIVE SESSION**

**XI. ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL, COUNCILMEMBER HANDS MOVED TO ADJOURN AT 8:00 PM. COUNCILMEMBER PAPE SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

Respectfully submitted,

*Juliana Pinnick*

Juliana Pinnick  
City Clerk



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**CITY OF MERRIAM  
INTEROFFICE MEMORANDUM**

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**TO:** MAYOR AND THE CITY COUNCIL  
**FROM:** KEVIN BRUEMMER, PUBLIC WORKS DIRECTOR  
**SUBJECT:** SEPTEMBER CIP UPDATE  
**DATE:** SEPTEMBER 11, 2017

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**Highlights:**

- **SMP Bridge over BNSF Railroad** – SMP is suspended until later this fall to complete work on traffic signal loops at I-35 southbound ramps, and placement of SMP bridge strip seals.
- **Residential Streets Group V** – Construction on 51<sup>st</sup> Street has been suspended until this fall for the placement of sod. Construction on Merriam Ln./62<sup>nd</sup> St./61<sup>st</sup> St. is nearing completion all that remains is some final grading and the placement of sod in a few areas.
- **Owen Heights (CMP Repair)** – Pre-construction meeting was on August 25<sup>th</sup> and the Contractor is scheduled to begin the removal/replacement the existing pipe at Antioch Rd. on September 25<sup>th</sup>.
- **Sidewalk In-Fill** – Pre-construction meeting was on August 25<sup>th</sup> and the Contractor is scheduled to begin placing new sidewalk on 69<sup>th</sup> St. at Antioch Rd. working west toward East Frontage Rd. on September 25<sup>th</sup>, 2017. During the first week of construction the contractor will begin clearing the R/W of all plantings. A two-week notice letter was sent to all residents in the area on September 5<sup>th</sup>, informing them of the construction schedule and project contact information.
- **Antioch Rd. 47<sup>th</sup> St to 54<sup>th</sup> Ter** – Milling has been completed and placement of the asphalt surface is scheduled to be placed the week of September 5<sup>th</sup>. This project is being administered by Overland Park.
- **54<sup>th</sup> Ter & Switzer Rd Drainage Improvements** – Plans have been reviewed and the current schedule is to advertise in September and begin construction in October.
- **Johnson Drive Reconstruction (Kessler to West City Limits)** – City Staff met with design engineers, to review expectations, needs and timeline for this project on Friday September 1<sup>st</sup>.

### Capital Improvement Active Project List

Last Updated 9/7/2017

PROJECT NAME	FUNDING SOURCES	* BUDGETED CONSTRUCTION COST	* ACTUAL CONSTRUCTION COST	STATUS	DESIGN CONSULTANT	PUBLIC MEETING #1	PUBLIC MEETING #2	PUBLIC MEETING #3	ENGINEER'S ESTIMATE	BID OPENING	AWARD AT COUNCIL	CONTRACTOR	CONTRACT AMOUNT	NOTICE TO PROCEED	PROJECTED SUBSTANT COMPLETION DATE
<b>2017</b>															
Residential Group V: 51st St., Merriam Lane	Special sales tax-Street/stormwater	\$2,326,500		Design	Affinis	6/29/16	9/27/16	12/14/16	\$1,518,784.00	3/6/17	3/13/17	V.F. Anderson	\$1,184,231.28	4/11/17	
Corrugated Metal Pipe Replacement 47th/Eby/Antioch	General CIP	\$1,100,000		Design	BHC-Rhodes	4/18/17			\$915,480.00	6/28/17	7/10/17	Kansas Heavy Construction	\$728,229.60	9/25/17	
SMP Bridge over BNSF Rail Road & Mill/Overlay West	Special sales tax-Street/stormwater	\$2,843,599		Design	GBA					10/19/16	11/14/16	Comanche Construction, Inc.	\$2,425,574.90		
Sidewalk Infill	General CIP	\$1,815,000		Design	GBA	6/14/17			\$428,451.00	8/2/17	8/14/17	Kansas Heavy Construction	\$424,059.00	9/25/17	
Police Department Facility Improvements	General CIP	\$2,400,000		Design/ Construction	Hoefler Wysocki							Nabholz Construction			
West 54th Ter. & Switzer Rd./6200 Block of Craig Drainage Improvements	General CIP	\$300,000		Design	BHC Rhodes										
<b>2018</b>															
Johson Drive Reconstruction Kessler to West City Limits	CARS/General CIP/Highway	\$946,226		Design	Affinis										

CITY OF MERRIAM PARK AND RECREATION  
ADVISORY BOARD MEETING MINUTES  
Tuesday, August 22nd, 2017  
6:00PM

**Roll Call**

The August meeting of the Merriam Parks & Recreation Advisory Board was called to order at 6:03 pm, by Chairperson Tom Heffron. Board members in attendance included: Kathy Stull, LaVera Howard, Billy Crook, Thelma Fowler, Grant Getzlow, Katie Leary & Suzanne Downey. Staff members in attendance included: Anna Slocum, Director; Dave Smothers, Assistant Director; Sara Thompson, Recreation Supervisor; and Ingrid Berg, Assistant Program Coordinator.

**Public Comments**

Public in attendance: Neil Getzlow. No comments

**Approval of Meeting Minutes**

Katie Leary made a motion to accept the July meeting minutes and Kathy Stull seconded the motion; motion was approved unanimously.

**Staff Reports**

**Director's Report**

**Car Show Update**

The Car Show will be September 9<sup>th</sup>. To date the event has secured \$6,100 in sponsorship in addition to three in kind sponsors. The goal is for sponsorship to cover the prize money of \$4,500, this is the most successful year of record. To date there are 92 cars registered. This event is very weather driven so staff anticipates more registrations the week of the event when the long-term forecast is more solidified. Last year there were 155 pre-registered cars, but on the day of the event, due to early rain, total car count was 203. This year Shawnee is not having their show, so if the weather holds the committee anticipates a record breaking year. There are two planning meetings left to finalize logistics, but overall everything seems to be running smoothly.

**Water in Building**

After the rain on Monday there was water in the building again, but not as much as the last rain due to finding and fixing the mysterious sump pump.

**Assistant Director's Report**

**Updates**

**Farmers' Market Update**

Dave had t-shirts made for National Farmers' Market week and the vendors all wore them at the Saturday market. The kid's activities have been a nice addition to some of the Saturday markets. Saturday attendance is down from last year, possibly due to extreme heat throughout most of July. There are only two more Wednesday markets. There are a good number of vendors and attendance numbers have been strong.

**Quail Creek Playground**

Installation was started this week and staff is hoping it will be finished mid-September.

## **Upcoming Events**

### **Art Gallery**

The opening night reception for “Character & Perceptions” with artists Sharon Gradischnig and Cyncha Jeansonne is scheduled for Thursday, September 7<sup>th</sup> from 7:00-8:30 pm. Menu will be: Spicy chicken wing dip, Parmesan Mozzarella bites and Raspberry Oat bars.

### **Recreation Supervisor’s Report**

#### **Updates**

#### **Quail Creek Party in Your Park**

Bob Pape was nice enough to hand out fliers in the neighborhood even though it’s not his ward. There was a fairly good turnout despite the hot, humid weather. The band enjoyed playing and the youth really liked the balloon toss. Anna & Meredith were there with education material for the ballot initiative. Since staff moved away from serving hot dogs DMP is donating \$100 per party to help offset the cost of food. The “selfie” that was taken of everyone in the crowd won the nationwide City Hall selfie days.

#### **Pool Party Palooza**

This is the fourth summer for this event and this year’s theme was “Surf’s up”. There was a surf board photo op and beach themed snacks and drinks. Attendance was down due to unseasonably cool weather that night.

#### **National Night Out**

This is the first year for MPRD to help out MPD with this event. It was run similarly to Party in Your Park with free food, an inflatable and yard games. The big hits were the water games which ended with several of the officers getting quite wet.

#### **Cruise Night**

The weather was perfect for this event. There were over 300 in attendance. DMP donated QT gift cards for door prizes.

## **Upcoming Events**

### **Pooch Paddle**

This event is scheduled for Tuesday, September 5<sup>th</sup>. There are two 45 minute time frames to choose from: 5:45-6:30 pm or 6:45-7:30 pm. Proof of vaccinations needs to be shown at the door (or a copy taken when pre-registering) in order to participate.

### **Funday Sunday & Apple Fest**

This event is scheduled for Sunday, September 17<sup>th</sup> from 4:00-7:00 pm at the Merriam Marketplace. There will be five food trucks, an inflatable, face painting by Carita’s Little Faces and live music featuring Exit 13. In addition there will be some apple themed activities to celebrate Johnny Appleseed’s birthday.

## **New Business**

Jeny’s 3v3 soccer Tournament. Last month Lance and Annie Ogborn requested the fees to Waterfall Park be waived to help accommodate a benefit event raising monies for the education fund of Gemma and Noah Summers whose mother, Jeny, lost her battle with gastric cancer. Included in the packet for review is the special event plan that was submitted by Lance and Annie. As with all special event requests, the request is heard one meeting and discussed by the board the following meeting. Thelma Fowler moved and LaVera Howard seconded the motion to waive the fees for Waterfall Park for Jeny’s Tournament; motion was approved unanimously.

The January 2018 Park Board meeting is scheduled for Tuesday the 23rd. This is the same time as the annual KRPA Annual Conference which will be held in Wichita this year. In order to maintain certifications, staff must attend this conference to secure CEUs. Staff is wanting to propose to change the meeting date to either the third Tuesday (16<sup>th</sup>) or the fifth Tuesday (30<sup>th</sup>) of January to accommodate staff attending conference. LaVera Howard moved and Billy Crook seconded the motion to change the January 2018 meeting to Tuesday the 30<sup>th</sup>; motion was approved unanimously.

### **Other Business**

The Merriam Aquatic Center is open weekends only through Labor Day. Staff received an update from the pool manager that as of today there are only three lifeguards that have provided availability for the upcoming weekend! The MAC needs 12 lifeguards to open all bodies of water but at least 6 to open the 50-meter pool. At this time, a “premium” rate of pay has been created to hopefully entice staff to pick up hours the remaining two weekends of the year. If safe staffing cannot be secured for the advertised hours of operation, the next option is to reduce operating hours based on staff’s availability. Worst case scenario, the pool might not be able to open. Staff is in contact with the pool manager daily to discuss options and current staffing situation.

### **Adjournment**

Katie Leary moved to adjourn the meeting at 7:12 pm and Kathy Stull seconded; motion was approved unanimously.

## **CITY COUNCIL SUGGESTED MOTIONS FOR YOUR CONSIDERATION**

### **CONSENT AGENDA**

- 1. Move that the council approve Consent Agenda item 1.**

### **MAYOR'S REPORT**

#### **FINANCE AND ADMINISTRATION**

- 1. No motion.**
- 2. No motion.**
- 3. No motion.**

#### **COMMUNITY DEVELOPMENT/PUBLIC WORKS**

- 1. No motion.**
- 2. No motion.**

### **STAFF ITEMS**

### **EXECUTIVE SESSION**