

**MERRIAM CITY COUNCIL MINUTES
CITY HALL
9001 WEST 62ND STREET
February 27, 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
Cheryl Moore
Bob Pape
Robert Weems

Staff present: Chris Engel, City Administrator; Mike Daniels, Police Chief; Anna Slocum, Parks and Recreation Director; Bryan Dyer, Community Development Director; Meredith Hauk, Assistant City Administrator; Cindy Ehart, Finance Director; Kevin Bruemmer, Public Works 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 February 13, 2017.

2. Consider approval of an interlocal agreement between the City of Merriam and Johnson County (CARS) for the Shawnee Mission Parkway Bridge over BNSF Railroad.
3. Consider approval of the purchase of 5 mowers for Public Works.
4. Consider approval of a bid award to J.M. Fahey for the 2017 Mill and Overlay Project.
5. Consider approval of the purchase of streetlights.

COUNCILMEMBER MOORE MOVED THAT THE COUNCIL APPROVE CONSENT AGENDA ITEMS 1-5. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

V. MAYOR'S REPORT

Mayor Sissom informed the council that there was a meeting today with the County Appraiser, city staff and the Mayor regarding the county assessments for Merriam. While more detailed information will be provided to the council, the news for Merriam is all positive as there was an increase in assessed valuations for Merriam properties.

Mayor Sissom also distributed information to the council regarding a house located at 5532 Knox which has been added to the Kansas Registry of Historic Places. This is one of just a few in Merriam on that registry.

1. Consider approval of use of city property and limited staff support for the 2017 Flags 4 Freedom event.

COUNCILMEMBER HUPP MOVED THAT THE COUNCIL APPROVE THE USE OF CITY PROPERTY AND LIMITED STAFF SUPPORT FOR THE 2017 FLAGS 4 FREEDOM EVENT. COUNCILMEMBER PAPE SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

2. Council vacancy interviews.

Candidate Stoney Bogan, 5732 Connell Dr. introduced himself to the council and provided a brief background of his qualifications and experience. Mr. Bogan answered the following three standard interview questions.

1. What do you think is the most important issue facing the city in the next two years?
2. What skills or talents would you bring to the City Council?
3. Do you have any closing comments for the council to consider?

Candidate Brian Knaff, 5114 Perry Ln. introduced himself to the council and provided a brief background of his qualifications and experience. Mr. Knaff answered the following three standard interview questions.

1. What do you think is the most important issue facing the city in the next two years?
2. What skills or talents would you bring to the City Council?
3. Do you have any closing comments for the council to consider?

Candidate Joe Kronawitter, 9617 Hocker Dr. introduced himself to the council and provided a brief background of his qualifications and experience. Mr. Kronawitter answered the following three standard interview questions.

1. What do you think is the most important issue facing the city in the next two years?
2. What skills or talents would you bring to the City Council?
3. Do you have any closing comments for the council to consider?

With the interviews concluded the council cast their votes by written ballot for 2 candidates, narrowing down 3 candidates to two candidates.

The City Clerk announced the following vote count:

Stoney Bogan 3
Brian Knaff 5
Joe Kronawitter 6

Brain Knaff and Joe Kronawitter advanced to the next round of voting.

The final vote resulted in Brain Knaff-5 votes; Joe Kronawitter-3 votes thus electing Brian Knaff to fill the vacant unexpired term for Ward 2.

Mayor Sissom thanked all candidates for their interest in serving on the City Council.

VI. PLANNING COMMISSION

1. Consider approval of an ordinance approving a Special Use Permit (renewal) for House of Hope located at 7040 and 7044 Antioch Road.

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

House of Hope is requesting renewal of their existing Special Use Permit (SU-1-12) for the operation of a group boarding home for minors. Per Merriam Code, special use permits for group boarding homes may be issued for a maximum of five (5) years. The renewal of the special use permit must follow the same process as the initial permit approval.

The subject properties, 7040 and 7044 Antioch Road, are zoned R-1 (Single Family Residential) District. The 7044 Antioch Road property was previously occupied by Safehome (Domestic Violence Shelter) from 1986 until 2006. In 2006, Safehome relocated at which time the Planning Commission and City Council approved a Special Use Permit (SU-4-06) for the Kansas City House of Hope to locate at the subject property. In April 2011, the Planning Commission and City Council approved a revision to a Special Use Permit (SU-1-11) for an increase in the maximum number of girls from 16 to 24. Following the approval of Special Use Permit SU-1-12, a new residence was constructed at 7040 Antioch Road.

The Kansas City House of Hope is a group boarding home that serves as a residential care facility for minors, ages 12 to 17. The residential care facility is open to girls and is considered a low-level facility by the State of Kansas. In addition, the facility conducts outpatient counseling sessions (typically one hour) at the site. A condition was placed on the initial Special Use Permit approval limiting the number of outpatient counseling sessions to no more than fifteen (15) per week.

To staff's knowledge, no complaints related to the Kansas City House of Hope have been filed with the Community Development Department since the approval of their Special Use Permit. Kansas City House of Hope has stated they have held the required bi-annual meetings with neighbors per prior conditions of approval of the Special Use Permit. House of Hope has provided staff with State of Kansas documentation regarding licensing and permit renewals.

The Planning Commission held a public hearing on February 1, 2017. There were no comments during the Public Hearing. At that meeting, the Planning

Commission, based on information supplied by the applicant, the criteria outlined in the City's zoning ordinance as outlined in the Planning Commission Staff Report, and testimony presented at the Public Hearing, unanimously recommended approval, with conditions, of the proposed revised Special Use Permit.

COUNCILMEMBER MOORE MOVED THAT THE GOVERNING BODY CONCUR WITH THE PLANNING COMMISSION'S RECOMMENDATION AND APPROVE, WITH CONDITIONS, THE RENEWAL OF THE EXISTING HOUSE OF HOPE SPECIAL USE PERMIT FOR A GROUP BOARDING HOME. COUNCILMEMBER FRISBY SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

VII. COUNCIL ITEMS

A. Finance and Administration

1. Discussion of 2017 Council Goals and Objectives.

City Administrator Chris Engel provided the background for this item. Included in the packet were the Goals and Objectives as approved last year. After input from the council and review from staff, a copy of the Goals and Objectives with some proposed changes were also included in the packet. Some of the items proposed to be removed are because those are items that staff regularly focuses on or items that have already been accomplished.

Staff is not seeking a motion tonight. It is anticipated that after the council has an opportunity for discussion tonight, staff would bring this item back for approval at the next meeting.

2. Parks and Recreation facilities update.

Parks and Recreation Director Anna Slocum provided an overview of upgrades that have occurred at the Irene B. French Community Center over the past four years. These upgrades included expansion and additional space utilization of the Art Gallery, change of location, increase of space and upgrades to the fitness center. She also detailed obstacles in the building which prevents additional desired upgrades to the facility.

At the Aquatic Center, improvements have included new features in the baby pool, shade awnings, lifeguard chairs and picnic tables in the

concession area. While these upgrades are nice, there have been no upgrades to how the Center functions.

Ms. Slocum detailed failures that have occurred at the Irene B. French Community Center since the facility study in 2015. The center hosts a maze of pipes for plumbing, sewage and HVAC that have been added over the many years of operation. It is unclear what the function of many of the pipes are due to the age of the building and many additions over the years.

Failing and crumbling pipes were displayed in photos, as well as photos showing small access doors and spaces that lead to failing pipes. Ceiling tiles have fallen on a few occasions in different parts of the building. Pipes that are leaking, weeping and rusting are causing moisture issues throughout the building.

A failed vent stack pipe was just discovered last week. It was thought to be the cause of a foul odor that was permeating the building. While trying to repair the failed portion of the pipe, the pipe continued to crumble resulting in over 10 feet of pipe having to be replaced. Unfortunately, the repair of this stack pipe did not eliminate the building odor and the search continues to find the source of the odor.

Ms. Slocum displayed other photos showing cracks throughout the building, more cracks seem to show up weekly and many of these cracks are on exterior walls. Staff is continuously on the lookout for cracks, strange noises and other new issues in the building.

The Aquatic Center has deteriorating conditions in the pipes and pumps that show visible signs of rust. The basin has numerous holes where water leaks and seeps. These are not easy fixes, as the concrete is weak in these areas and even with repairs the water always finds the weakest portion of the basin and seeps out and erodes and pops out the plastered repairs. Deck cracks in the seams are large enough to put a finger in. Repairs are difficult in these areas.

The pool holds approximately 600,000 gallons of water; last year the pool was filled when the Aquatic Center opened and due to the leaks throughout the season had to be refilled 1 ½ times. There is loss of water due to backwashing and evaporation, but it would not cause loss of water

at the rate of 1 ½ times the capacity, maybe 300,000 gallons of water but not nearly 900,000 gallons of water over the pool season.

Sam Matier, 8515 W. 57th St. commented that while it is clear that the Community Center has outlived its usefulness, it is not clear if the community really wants a new one. Mr. Matier polled some residents regarding a new community center or a reduction in property tax preference. He read some comments he received back from residents. Mr. Matier further commented that he posed this question on the Next-Door site and received many comments back.

3. Consider approval of the creation of a Landscape Technician as an authorized position within the Culture and Recreation budget.

Parks and Recreation Director Anna Slocum provided the background for this item.

In 2016 when the new Park monument signs were installed, staff sought to enhance the signs with landscaping. This was completed by the Farmers' Market Coordinator who has extensive experience, having retired from North Kansas City Hospital in their landscape / grounds division. Working with Public Works, he designed the beds with materials that require little to no maintenance and are appropriate for Kansas climate. Although the plants are low maintenance, this improvement did increase the number of beds Public Work is responsible for weeding and maintaining. With four beds being added in 2016 and four additional beds added in 2017, it was recommended that the Farmers' Market Coordinator not only continue to install the 2017 landscaping but also assist with weeding and maintaining all park landscape beds.

To understand the implication this change would require, a detailed work plan was created. The plan outlines the locations, job duties and time needed to complete various tasks throughout the season. It is estimated that the position would require approximately 520 hours per year which calculates to be 0.25 full time equivalent employee (FTE). Upon reviewing current staffing levels, Facility Supervisors are authorized for 2.72 FTE within the Culture and Recreation Budget which equals 5,657.60 hours per year (2.72 x 2,080 hours). Over the past three years, actual Facility Supervisor hours range from 4,300.2 – 4,840.2, with the difference reflected in the number of hours spent training new staff.

Because these duties would be on-going and require a specialized skill set, it is difficult to classify this as “other duties as assigned” as part of the Farmers’ Market Coordinator position. Carving the 0.25 FTE from Facility Supervisors to create a Landscape Technician position still provides the necessary hours required to train new staff as turnover occurs. The recommended salary range would be \$12.94 - \$18.47/hour based on the Bureau of Labor Statistics median salary for similar positions.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL APPROVE RECLASSIFICATION OF .025 FTE OF FACILITY SUPERVISOR ALLOCATED HOURS TO CREATE A LANDSCAPE TECHNICIAN POSITION FOR THE PARKS AND RECREATION DEPARTMENT. COUNCILMEMBER HUPP SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

4. Police Department Annual Report.

Police Chief Mike Daniels present the Police Department Annual Report for 2016.

B. Community Development/Public Works/CIP

1. Police Building project update.

Police Chief Mike Daniels provided the background for this item.

We started this process over a year ago, by evaluating the needs of the police station based off three problems. We were having issues with the HVAC system, the property room was too small and inadequately ventilated, and the locker room was not large enough to provide locker space for all the officers. We hired Hoefer Wysocki to conduct a space needs study, then with the council’s direction we moved into the design process. We hired Nabholz as our Construction Manager/contractor before the designs were completed in an attempt to manage the project more efficiently.

During the last several months we have been working with Hoefer Wysocki and Nabholz on design and construction cost estimates. A design was developed after numerous meetings with police employees to improve the various work areas that would be affected by the new addition along with meeting our three original concerns. This design was given to Nabholz and they estimated the cost to build at \$2,782,780.

During this process Nabholz also estimated the cost to build the addition and only those areas that directly affect our three original concerns, we call this the “core values” plan. This design included an improved HVAC system, a new property room, and expanded locker rooms. The cost of this design was \$2,101,103. This design meets our immediate needs and fixes our three main concerns.

However, it leaves us with an opportunity to add some value to the project. We looked at what fixing the core concerns left and wondered what could be done with the “old space,” or how can we add value and/or efficiencies while the work is being completed on the core concerns. Working with Nabholz and Hoefer Wysocki we were able to come up with a design that allows for added value at a price we believe is tolerable. What this design accomplishes is a way to improve the space left by moving the property room into a briefing room for patrol. The old briefing room space would be utilized to improve the employee break/lunch area. The removal of the center island on the second floor allows us to open the floor plan and improve the work flow of investigations/administration. Finally remodeling the work space for our records clerks and adding an additional report taking/victim interview area will improve our interaction with the public. The cost for this design as estimated by Nabholz is \$2,400,000.

The original estimated budget for this project was \$2,100,000. We can meet this budget with the “core values” plan. We would like direction from the council on the possibility of increasing the budget to include these value-added suggestions.

Councilmember Moore expressed concern over the difference between the initial cost estimate by Hoefer-Wysocki against the cost estimates provided by Nabholz.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL INCREASE THE BUDGET FOR THE POLICE DEPARTMENT EXPANSION PROJECT TO AN AMOUNT NOT TO EXCEED \$2.4 MILLION. COUNCILMEMBER HUPP SECONDED AND THE MOTION WAS APPROVED. COUNCILMEMBER MOORE VOTED NAY.

2. Community Development Update.

Community Development Director provided the following updates:

The West Frontage Road property that the city is selling has received escrow money from Mr. Webb, the buyer.

6120 Slater property that the city is buying has been inspected today by city staff. The property has been vacated and the city will hire someone to do an environmental study on the property.

Crestview School project has been inspected last week. A punch list has been created for the contractor to complete before they are allowed to occupy the building. A final inspection will be conducted next week.

VIII. STAFF ITEMS

IX. NEW BUSINESS

X. EXECUTIVE SESSION

XI. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL, COUNCILMEMBER HANDS MOVED TO ADJOURN AT 9:25 PM. COUNCILMEMBER PAPE SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

APPROVED: March 13, 2017

Respectfully submitted,

Juliana Pinnick

Juliana Pinnick
City Clerk