

**MERRIAM CITY COUNCIL AGENDA
CITY HALL
9001 WEST 62ND STREET
October 24, 2016
7:00 P.M.**

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.

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.

V. MAYOR'S REPORT

1. Presentation from Tobacco 21.
2. Presentation on Ride KC.

VI. PLANNING COMMISSION

VII. COUNCIL ITEMS

1. Consider approval of the minutes of the City Council Meeting held October 10, 2016.

A. Finance and Administration

1. Update on City investments – Adam Pope, Vice President Columbia Capital Management, LLC

B. Community Development/Public Works/CIP

1. Community Development Update.

VIII. STAFF ITEMS

IX. NEW BUSINESS

X. EXECUTIVE SESSION

XI. ADJOURNMENT

Respectfully submitted,

Juliana Pinnick

Juliana Pinnick
City Clerk

RideKC TAXI

A Regional PILOT Taxi Voucher Program



The RideKC Taxi regional pilot voucher program provides taxi services to residents of Johnson County, Kan.; Raytown, Mo.; Sugar Creek, Mo.; Independence, Mo.; and areas of Kansas City, Mo. Fares are paid using electronic farecards.

WHO QUALIFIES FOR THIS REGIONAL PILOT PROGRAM?

Anyone 65 and older and/or with a disability is eligible for this program with application approval.

HOW DO I APPLY?

Call **816-221-0660** to schedule a time to get your photo taken at one of the locations below if you do not have a photo to provide. Complete the application:

- Visit the **Mobility Section on ridekc.org** to download the application.
- Call either location listed below to have an application mailed to you.
- Complete your application at one of the following locations:

KANSAS CITY, MO.
KCATA Breen Building
1200 E. 18th St.
Kansas City, Mo. 64108
816-221-0660

JOHNSON COUNTY
Nolte Transit Center
1701 W. 56 Hwy.
Olathe, Kan. 66061
816-221-0660

PHOTO I.D. REQUIREMENTS

A 2 inch by 2 inch passport-type photo is required for the identification card. You may submit a photo with your application or schedule to have a photo taken at either location above.

Please allow seven to 10 business days for application processing.



KEYCODE: 1234

RideKC
ON-DEMAND

10/10 TAXI

This card is issued by the Kansas City Area Transportation Authority for use with the regional pilot taxi program. The cardholder agrees to all program guidelines terms of use. This card is not FDIC insured. NOTE: There is a \$20 fee for replaced/lost cards.



WHERE CAN I GO & HOW MUCH DOES IT COST?

It's up to you. Each one-way trip costs \$5.00 and is good for up to 10 miles. Riders are responsible for fares beyond 10 miles. You are allowed 10 one-way trips each month.



HOW & WHEN CAN I SCHEDULE A RIDE?

You can ride any day, at any time, including holidays. Simply call 10/10 Taxi at **816-777-1104** to schedule a trip. Please allow 45 minutes advance notice.

HOW DO I LOAD THE CARD FOR PAYMENT?

You can load value onto your card either online or in person. You will receive information on how to do that when you are approved for the service.

HOW DO I PAY FOR MY RIDE?

All taxis for this program are equipped with an electronic card reader. Simply swipe your card to pay your \$5 fare. If your trip is longer than 10 miles you'll need to use another form of payment.

HOW DO I TIP MY DRIVER?

Any tips must be provided in cash and are completely voluntary.

WHEN CAN I START USING THE PROGRAM?

Once your application has been approved, an electronic farecard with a photo ID will be mailed to you, along with instructions on loading value onto your new card.

QUESTIONS, COMMENTS, CONCERNS?

Simply call 816-221-0660 or email us at RideKCONdemand@kcata.org.



RideKC
ON-DEMAND

This is a RideKC: On-Demand Service.



RideKC.org

816.221.0660

**REGULAR PLANNING COMMISSION MEETING
CITY OF MERRIAM, KANSAS
9001 W. 62nd St.
COUNCIL CHAMBERS
MINUTES**

**October 5, 2016
7:00 P.M.**

The Regular Planning Commission meeting for the City of Merriam, Kansas was called to order at 7:00 p.m. by Chairman Carol Whitlock on Wednesday, October 5, 2016, in the Council Chambers with the Chairman inviting everyone present to participate in the Pledge of Allegiance to the Flag.

I. ROLL CALL

Members Present: Bill Bailey
Brian Dailey
Judy Deverey
Mitchell Fowler
Secretary Russ Harmon
Rebecca Lang
Vice Chairman Leah Ann McCormick
Chairman Carol Whitlock

Members Absent: Bill Carter

Also Present: Bryan Dyer, Community Development Director, and Nancy Yoakum, Recording Secretary.

II. APPROVAL OF MINUTES OF AUGUST 3, 2016

Chairman Carol Whitlock stated that the Planning Commission members had received a copy of the August 3, 2016 meeting minutes and asked if there were any corrections or additions.

Hearing no comments, Chairman Carol Whitlock entertained a motion.

JUDY DEVEREY MOVED THAT THE MINUTES OF THE PLANNING COMMISSION MEETING OF AUGUST 3, 2016 BE APPROVED. RUSS HARMON SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

Chairman Carol Whitlock stated that she would like to change the order of the items of business for tonight's Planning Commission meeting and discuss item number two (2) first and item number one (1) second.

Chairman Carol Whitlock entertained a motion.

BILL BAILEY MOVED THAT THE ORDER OF THE ITEMS OF BUSINESS BE ARRANGED TO HEAR ITEM NUMBER TWO (2) FIRST AND ITEM NUMBER ONE (1) SECOND ON THE PLANNING COMMISSION AGENDA. LEAH ANN MCCORMICK SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

III. ITEMS OF BUSINESS

1. Adoption of the 2017 Planning and Zoning Schedule.

Community Development Director Bryan Dyer stated that the schedule was straight forward and the only change is that the items heard at the December 2017 Planning Commission meeting will be heard by the City Council at the first meeting on January 2018.

Chairman Carol Whitlock inquired if any of the Planning Commission had any comments. Hearing none, she entertained a motion.

BILL BAILEY MOVED THAT THE PLANNING COMMISSION ADOPT THE 2017 PLANNING AND ZONING SCHEDULE. REBECCA LANG SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

2. Z-1-09-FP2 Final Development Plan for 6805 Farley Ave. in a PUD-G (Planned Unit Development-General) District for an artist's studio.

Chairman Carol Whitlock presented to the Planning Commission application Z-1-09-FP2 a Final Development Plan for property located at 6801 and 6805 Farley Ave. in a PUD-G (Planned Unit Development-General) District.

Community Development Director Bryan Dyer stated that the applicant is requesting construction of 3,600 sq. ft. artist's studio.

Mr. Dyer reviewed the site plan in more detail. Mr. Dyer stated that the city is currently doing a major renovation on Farley St. which involves changing the grade and relocating the road. Mr. Dyer stated that the applicant has used that information and has taken that into consideration when submitting his plan.

Mr. Dyer stated that in 2009 the city approved a Final Development Plan for the properties and rezoning was approved to a Planned Unit Development-General. The 2009 plans show the existing residence as well as an artist studio for the purpose of making blown glass art as well as a future building that was shown on the southern portion of the property.

Mr. Dyer stated that the applicant is requesting approval for construction of a new building for an artist studio. The applicant is not requesting any additional uses at this time. Mr. Dyer stated that this is not for retail use, it is simply for the purpose for art. There will be no public allowed at the building, and that is one of the stipulations for approval on the application.

Mr. Dyer stated to ensure vehicular circulation staff recommended that a cross access easement be filed, in case sometime in the future the property is sold, which the applicant is not contemplating, there would be the ability to have good circulation. Staff is also recommending that the drive isle be widen to a full 24' ft. Staff is concerned people leaving the residence, or if there is a truck leaving the loading dock to access Farley St. there should be two-way access if they are trying to head west bound on Farley St. Staff recommends widening the drive to help accommodate access.

Mr. Dyer stated currently there are no utilities to this site. Mr. Dyer stated that the applicant is currently working with the utility companies to obtain service. Mr. Dyer stated that the city will not issue any building permits until all the proper utilities have been provided to the site.

Mr. Dyer reviewed the building elevations and stated the building is a story and a half. The materials are stone base, metal siding and roof. The design of the building fits in with the arts and crafts style of the applicant's house and fits in with the overall neighborhood.

Mr. Dyer stated there are a number of conditions that staff recommends be placed on the approval of this application, and staff does recommend approval.

Mr. Dyer stated he would answer any questions of the Planning Commissioners and stated the applicant was present as well.

Chairman Carol Whitlock inquired if there were any questions of Mr. Dyer. Hearing none, Chairman Whitlock asked the applicant to come forward.

The applicant Dierk Van Keppel, 6801 Farley St., Merriam, KS introduced himself to the Planning Commissioners.

Chairman Carol Whitlock stated there is an overhead door on the east elevation of the building and inquired what it was for as there is no driveway approach to the door.

Mr. Van Keppel stated that he has a tractor on his property and sometimes he needs to bring it in to service it.

Chairman Carol Whitlock stated that the city is requesting that the driveway be expanded to 24 feet and inquired if there was an issue meeting that requirement.

Mr. Van Keppel stated that he thought the request was unfortunate.

Chairman Carol Whitlock stated the access will be needed since trucks will be coming through.

Mr. Van Keppel stated the only truck would be his own personal vehicle.

Chairman Carol Whitlock inquired if he would be having pick-ups or delivers on site.

Mr. Van Keppel stated that that he personally picks ups or delivers himself.

Commissioner Bill Bailey inquired what Mr. Van Keppel would be picking up.

Mr. Van Keppel stated he picks up bulk glass in 50 lb. sacks and he backs it into the driveway. He stated when he ships out, he boxes the artwork in his basement and takes it to UPS to ship it out.

Commissioner Bill Bailey inquired if he would be blowing glass in the proposed artist studio.

Mr. Van Keppel stated he is a glass blower.

Commissioner Bill Bailey inquired if he would be moving his glass blowing up to the proposed artist studio.

Mr. Van Keppel stated that he is not moving the glass blowing operation, that he performs that from the existing shop behind his residence.

Chairman Carol Whitlock inquired what the proposed art studio would be used for.

Mr. Van Keppel stated that it will be used for assembly of stained glass and fused glass. Mr. Van Keppel stated that he has done that for some time, he had a remote shop, which he has closed and wants to have everything on his property.

Commissioner Bill Bailey inquired if he would be burning any lead or soldering at the proposed artist studio.

Mr. Van Keppel stated he does not use lead.

Chairman Carol Whitlock inquired if there were any additional questions, hearing none she entertained a motion or discussion.

Commissioner Russ Harmon inquired of Mr. Dyer why a single drive would be required vs. a double wide drive.

Mr. Dyer stated that staff's concern was that there be clear exit for people leaving the property, and if there is a desire by the commissioners to remove that stipulation that staff would ask there be a stipulation that the applicant be required to provide striping on the driveway as well as signage that it is one way.

Commission Russ Harmon stated that he would like to have that stipulation removed as he didn't feel it was necessary to have a 24' foot wide driveway.

Commissioner Rebecca Lang stated that she agreed with Commissioner Russ Harmon on changing that stipulation.

Chairman Carol Whitlock inquired if there were any additional question, hearing none she entertained a motion.

RUSS HARMON MOVED THAT THE PLANNING COMMISSION APPROVE APPLICATION Z-1-09-FP2 FINAL DEVELOPMENT PLAN WITH THE CONDITIONS LISTED IN THE STAFF REPORT REMOVING ITEM NUMBER NINE (9) ON THE STAFF STIPULATIONS WITH THE ADDITIONAL CONDITION THAT STRIPING AND SIGNAGE BE POSTED ONE WAY TO THE BUILDING FOR PROPERTY LOCATED AT 6801/6805 FARLEY RD. MITCHELL FOWLER SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

- 3. Consider finding the City of Merriam 2017-2021 Capital Improvement Program to be in conformance with the Merriam, Kansas Comprehensive Plan.**

Chairman Carol Whitlock asked Community Development Director to discuss the program.

Commissioner Judy Devereey asked to be recused from this discussion.

Community Development Bryan Dyer stated that each year the City of Merriam adopts a five (5) year Capital Improvements Plan to guide the city in decisions related to city improvements. Included in the packet is the 2017-2021 Capital Improvements Plan which has been adopted by City Council. Mr. Dyer stated as required by state statutes and city ordinances the Planning

Commission is required to review the plan and find if it complies or does not comply with the city's adoptive comprehensive plan.

Mr. Dyer reviewed some of the highlights of the Capital Improvement Program.

Mr. Dyer stated that the Planning Commission should find that the Capital Improvement Program is in conformance with the city's comprehensive plan. One of the central tenants of the plan is the future land use. The city encourages in fill development and by maintaining our streets and improving streets and sidewalks, it has a major impact on enticing people to live here as well as to develop here.

Mr. Dyer stated that staff does find the Capital Improvement Program in conformance with the city's adoptive comprehensive plan.

Chairman Carol Whitlock inquired if there were any questions or comments.

Chairman Carol Whitlock stated that she would like City Council to include drainage improvements along with the street and sidewalk improvements to be included in the Capital Improvement Program 2017-2021.

Commissioner Bill Bailey inquired about the dollar amounts on page 25 for recreational facility improvements.

Mr. Dyer stated that designation is for the start of the evaluation with the current Parks & Recreation facilities and what needs to happen.

Commissioner Bill Bailey inquired if the funding is for the city pool.

Mr. Dyer stated that the Parks & Recreation Department has funding through their department for the maintenance of the pool.

BILL BAILEY MOVED THAT THE PLANNING COMMISSION FIND THAT THE CITY OF MERRIAM 2017-2021 CAPITAL IMPROVEMENT PROGRAM IS IN CONFORMANCE WITH THE MERRIAM, KANSAS COMPREHENSIVE PLAN. REBECCA LANG SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

IV. BUSINESS FROM THE FLOOR

Community Development Director Bryan Dyer provided the following updates:

- The grading permit has been issued for 7240 W. Frontage Rd. which is the project behind Povitica Bread.
- The Drurry Inn has started work on enclosing their swimming pool.
- Slater Retail Center is going according to schedule on Johnson Dr. and Slater St.
- Crestview Elementary will be completed in the spring of 2017.
- Citizen Serve software transition is almost complete. Staff has been using the new program and has been working on fine tuning the software.
- I-Hop restaurant has closed and there are no new proposals at this time.
- The drainage area next to the Infiniti dealership is moving forward and they have submitted for Tax Increment Financing to the city. The city has provided a schedule and applications for a Preliminary Development Plan as well as a Plat application.

V. UNFINISHED BUSINESS

None

VI. OLD BUSINESS

None

VII. ADJOURNMENT

With no further business for discussion, Chairman Carol Whitlock asked for a motion for adjournment.

LEAH ANN MCCORMICK MOVED FOR ADJOURNMENT. The meeting was adjourned at 7:33 p.m.

Respectfully Submitted,

Nancy Yoakum
Recording Secretary

Approved:

DRAFT

**MERRIAM CITY COUNCIL MINUTES
CITY HALL
9001 WEST 62ND STREET
OCTOBER 10, 2016
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
Chris Evans Hands
Nancy Hupp
Bob Pape
Robert Weems
Jim Wymer

Al Frisby and Cheryl Moore were absent.

Staff present: Chris Engel, City Administrator; Mike Daniels, Police Chief; Anna Slocum, Parks and Recreation Director; Kevin Bruemmer, Public Works Director; Cindy Ehart, Finance Director; Nicole Proulx Aiken, City Attorney; Bryan Dehner, Fire Chief 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.***

Vera Locke, 5757 Knox commented that back in the 1990's time frame, Knox St. was widened and had curbs installed. Previously the street just had a ditch system to catch water runoff. Mrs. Locke feels that since the street and curb system has been installed there appears to be drainage problems with her property.

Mayor Sissom asked Mrs. Locke if she was scheduled to meet with the City Administrator about these concerns.

Mrs. Locke commented that she was able to get a meeting scheduled with him and they will be meeting soon.

Nick Hadley, 6332 Goodman thanked the City Council for their public service. In addition, he commented that Merriam is a great city to live in. His concern is in regard to recent expenditures that the city has been making. The art sculpture wind

chime was a large expense and he feels it is unimpressive. He is a school bus driver and drives by the sculpture many times a day and has yet to hear any sound coming from it. Mr. Hadley supports art but feels that this particular expenditure may not have been a good way to spend that money. The other project of concern to Mr. Hadley is the Antioch Road Project. He feels that the street and sidewalks were in good shape and were torn out and replaced and he is unclear as to why it was done.

The final expenditure is the city pool. Mr. Hadley feels that the city really needs to look at the revenue and other aspects of the pool and maybe put together a citizen's committee to be a steward for the tax money. His hope is that citizens will be able to vote on a new pool.

Eric Jackson 10006 W. 61st St., commented that after attending a meeting last time he was surprised that so few residents attend the City Council Meetings. Mr. Jackson commented that he is videotaping the meeting tonight in an effort to assist with transparency and for residents unable to attend.

Mr. Jackson commented that at the last meeting he asked the question if residents would be allowed to vote on a bond issue for a city planned community center and swimming pool. The response from the Mayor was that it is too early to tell what will even be built. Also at the last meeting the City Council voted to hire Columbia Capital for financial advising services. Mr. Jackson googled Columbia Capital and on their website it stated that they were advisors to issuers and borrowers of municipal bonds. Mr. Jackson stated that it doesn't make sense to hire a bond distributor if no decisions have been made on issuing bonds for the two projects.

Mr. Jackson further commented that on the agenda tonight the Council will be voting on hiring an audit firm to review the 2016 financial statements, which he believes makes sense to do if you are getting ready to issue bonds. The Mayor commented at the last meeting that there are certain circumstances in which a public vote is required for issuing bonds. Mr. Jackson conducted some research into that and found Kansas State Statute 27-323 which states that the city has two options to approve or disapprove a bond without a public vote. There is another option which requires some work by the public to be allowed a public vote.

Mr. Jackson stated that Johnson County is asking for a public vote on their new courthouse and coroner's office. He feels the city should do the same.

In regard to the survey about the community center and pool, he feels as though the survey that went out was bias by asking questions about what amenities the public wants for a community center and pool. There were no statements about what these things would cost; it was just pick and choose what you want for these facilities. Mr. Jackson asked his Council rep from Ward 2, Jim Wymer what his dollar threshold of money to spend before the public should vote.

Mayor Sissom explained to Mr. Jackson that Councilmember Wymer can respond to that question if he chooses however, this is not a question and answer session; it is a public comment forum where folks can make public comments. As chair of the meeting questions should be directed at the Mayor. Mayor Sissom suggested Mr. Jackson reach out to Mr. Wymer directly outside this public forum.

Mayor Sissom commented that there will be some clarification later in the meeting about bond counsel and why the city needs bond counsel as there appears to be some misunderstanding about it.

Sam Matier, 8515 W. 57th St., commented that he hears from a lot of residents from all wards and they share their concerns. Some comments he has heard lately is that many people do not like the art wind chime sculpture. He attended a neighborhood picnic and asked for feedback about the sculpture and met a person who served on the committee for the art. The committee members obviously like the art sculpture but some people do not.

Mr. Matier commented that Johnson County is needing a new courthouse and coroner's lab and they are asking the public to vote on that bond issue of \$200 million. These are essential needs for the county. Merriam's project is non-essential; it's recreational and may not be allowed for a public vote. Mr. Matier read several comments he has received from residents.

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.

V. MAYOR'S REPORT

VI. COUNCIL ITEMS

1. Consider approval of the minutes of the City Council meeting held September 26, 2016.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL APPROVE THE MINUTES OF THE CITY COUNCIL MEETING HELD SEPTEMBER 26, 2016. COUNCILMEMBER WEEMS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

A. Finance and Administration

1. Consider approval of an engagement letter with Allen, Gibbs & Houlik, L.C. for audit of the 2016 financial statements.

The firm of Allen, Gibbs & Houlik, L.C. (AGH) was selected in October 2012 through a Request for Proposals (RFP) process to serve the City for a four-year term, 2012 through 2015. While that term has now concluded, staff proposes to extend their engagement for two more years. AGH has proposed a 2% increase to 2015 actual fees for the extended engagement.

Auditing standards require the Governing Body's formal acceptance of the engagement terms.

The City has had an annual audit for decades and it is a good practice. Audits are conducted by an outside firm and are published. Those published reports can be used to show bond issuers and purchasers that the city is in good financial standing.

COUNCILMEMBER HUPP MOVED THAT THE COUNCIL APPROVE AN ENGAGEMENT LETTER WITH ALLEN, GIBBS & HOULIK, LC. FOR AUDIT OF THE 2016 FINANCIAL STATEMENTS. COUNCILMEMBER PAPE SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

Mayor Sissom stated that at the last council meeting the council voted to engage the services of Columbia Capital. He asked Ms. Ehart in what capacity would Columbia Capital be serving the City.

Ms. Ehart responded that Columbia Capital provides financial advisory services. They would serve several roles for the city. One would be financial advisory for any bond issuance; but the more urgent need for Columbia Capital is to review the TIF application submitted to the city from Merriam Luxury Imports. We will be using Columbia Capital to review that TIF application. Ms. Ehart further explained that the Audit firm of Alan Gibbs, Houlik conducts an audit of the City's finances. The city receives a third party audit each year as part of our standard practice

Mayor Sissom asked Ms. Ehart about the city's Bond Counsel.

Ms. Ehart responded that the City's Bond Counsel is Kutak Rock. The firm is also involved in review of the TIF application and provides legal advice to the city on TIF matters. If there were to be any bond issuances Kutak would provide legal advice and services to the city regarding any issuances. Currently the city is utilizing the services of Columbia Capital and Kutak Rock to review the TIF application submitted by Merriam Luxury Imports.

City Administrator Chris Engel asked Ms. Ehart when was the last time the city issued bonds.

Ms. Ehart responded that the City issued some refunding bonds in 2012. These were bonds already issued and it was a refinancing of those bonds. The last new bond issuance was back in 2008.

Mayor Sissom commented that for someone to allude that the city is hiring the audit firm and/or Columbia Capital for the sole purpose of issuing new bonds would be incorrect. While these firms would assist the city for a bond issue they provide additional services on an annual basis.

Mayor Sissom commented that in regard to earlier comments made about the county courthouse and coroners facilities and their putting it out there for a public vote, the county was unclear if they would raise taxes and or issue bonds. They had to go through a process to determine the construction costs of each of these facilities and options for financing these projects.

After reviewing that information and weighing their options, the county made the decision to have a public vote on the bond issuance for their facilities.

Merriam is now going through a similar process and are not at the point to make the decisions on funding the community center and aquatic center facilities because all the necessary information has not been compiled and presented. There is an update on the parks and recreation facilities later in the meeting.

2. Consider approval of the 2017 Holiday Schedule.

COUNCILMEMBER PAPE MOVED THAT THE COUNCIL APPROVE THE 2017 HOLIDAY SCHEDULE. COUNCILMEMBER HUPP SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

3. Consider approval of a resolution cancelling the December 25, 2017 City Council Meeting.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL APPROVE A RESOLUTION CANCELLING THE DECEMBER 25, CITY COUNCIL MEETING. COUNCILMEMBER WEEMS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

4. Monthly Finance Report.

Finance Director Cindy Ehart presented the finance report for the month of September.

B. Community Development/Public Works/CIP

1. Update on Parks and Recreation Facilities.

Parks and Recreation Director Anna Slocum commented that the information she will be providing is conceptual and additional information will need to be analyzed to better understand the ramifications to the operational and capital improvement budgets. The facilities Master Plan will be drafted after all the analysis is completed.

To date the site analysis and facility assessments have been completed. This step was to look at each site to analyze the area of land that each facility is currently on and as well as the topography of each site to determine placement of any possible future facility.

The assessment on both the community center and aquatic center facilities condition has been completed and has identified deficiencies, system failures and life expectancy of those systems.

The statically valid survey has been completed and has identified programs and services desired by residents for recreational needs. As well the survey has identified the levels of services standards desired by residents.

The results of the survey findings list include:

- Strong community support for adding aquatic features
- The aquatic features that households rated as the most important are: lazy river and zero depth entry
- There's a need for additional indoor recreation facilities and amenities
- Top 3 Priorities for Investment for Facilities and Amenities: Indoor Walking/Jogging Track, Cardiovascular/Fitness Equipment Areas, and Indoor Leisure Swimming Pool
- Compared to other parks and recreation priorities, development/improvement of indoor facilities was rated as the most important area to improve

Based on the survey results 3 conceptual plans for the facilities have been drafted:

Concept A (~65,000 GSF)

New Facility in Vavra Park including Indoor & Outdoor Aquatic Center

Concept B (~53,000 GSF)

New Facility in Vavra Park including Outdoor Aquatics

Concept C (~53,000 – 65,000 GSF + ~18,000 GSF IBFCC)

New Facility in Vavra Park including Indoor &/or Outdoor Aquatics
Renovation of a portion of the existing Irene B. French Community Center * *Adaptive reuse of the 1911+1938 construction into an art center with surrounding park use development.*

Along with these three concepts, a business plan will be developed to ensure the city can support staffing levels and that the membership and use fees can support the square footage of the facilities. A complete financial analysis will be completed by the Consultant.

Residents have indicated through the survey the fees they are willing to pay for membership and use fees. The survey also revealed, residents feel that those who use the facilities should pay for the facility.

The goal if we are to build new facilities is to build to the operational budget and not the capital improvement budget. To build facilities that cannot be supported operationally due to the maintenance and operation costs of would be a big mistake.

The next steps in the process is for staff and the Steering Committee to tour various facilities in the metro. The tour locations have not been determined however, it will include big and small facilities to determine how their business plan is working.

Based on the new square footages, the Consultants will prepare a business plan that will determine how the square footage of our facilities fits in with what residents have said they are willing to pay per unit cost for the membership. There is a formula that determines operation cost per square footage based on facility spaces.

A complete review of core programs, based on the new space will be completed to ensure we do not duplicate programs and services available elsewhere. If patrons can obtain the same services and programs elsewhere for less money or in a nicer facility they will likely not utilize our programs and services.

The Operational budget will also be reviewed comparing an operational budget based on the proposed square footages to the current operational budget.

In addition, operational management standards will be reviewed to determine if operational hours need to be increased over the current operational hours to capture more memberships and usage.

After the completion of all these steps, the information will be presented in a preliminary plan at the Steering Committee Meeting to be held on November 2, 2016 to review and see where changes need to be made.

A recommendation for adopting a final Master Plan will be presented to the City Council on December 12, 2016.

Mayor Sissom reminded everyone that the Steering Committee meetings are public and anyone desiring additional information can attend those meeting.

Councilmember Weems asked Ms. Slocum if there has been any discussion on costs for the facilities.

Ms. Slocum responded no, because this is still in the conceptual phase. The Committee would not bring forward three concepts; those concepts will be narrowed down to one or two options. At that point, preliminary costs will be estimated.

Councilmember Pape asked that in regard to user fees and memberships supporting the facilities, is it the intention that those fees would be passed on to the facility patrons to cover the operational costs.

Ms. Slocum responded that parks and recreation program fees and memberships rarely cover the costs of those operational costs and there is a formula that is used to determine what the subsidy by the city will be. While some folks may think parks and recreation are not essential services, recreation is a large draw of people to a community. People want walking trails and parks close by where they live and those amenities have value when selecting where to live.

Councilmember Weems asked about earlier comments that were spoken about the survey being biased and asking residents what they wanted in a new facility.

Ms. Slocum responded that in order to build programs and services based on the community needs the survey asked which types of facilities the residents want and would utilize and what the desires of the community are for recreational facilities. Whether the city would renovate existing facilities or build new facilities, what are the amenities folks would like to have at those facilities.

City Administrator Chris Engel commented that the city has completed assessments that indicate existing facilities have maintenance needs so to do nothing is really not an option. Just to maintain the current facilities will be rather expensive. Gathering all this information gives a better picture of what makes more sense. Either to spend the money to repair existing facilities or what would it cost to build new and offer facility amenities that the community truly wants.

Mayor Sissom commented that we are at the point that something has to be done with the facilities due to their current condition. The facilities are old and have issues do to the age of the facilities and their systems which in some cases are failing. Finding what will work best for Merriam and will be supported by the community is part of this entire process.

The work being done by the Consultants, includes conducting the community survey, determining operational costs based on square footages and amenities, and then having the Steering Committee review all this information and make a recommendation for the future of these facilities. This is being done to ensure we make the best decision in regard to these facilities.

Mayor Sissom added that some communities have built fabulous recreation facilities and are struggling to maintain them due to the size and overall maintenance costs. Whether the option is to build new or fix existing both come at a high cost. This process will help the determine what is the best value for the dollars spent.

Councilmember Hupp commented that over the past couple of years' parks and recreation staff has had to come before the Council and ask for emergency repair funds for both facilities. It appears that staff spends a majority of their time on facility crisis management instead of program development to meet the needs of what the citizens would like to have for parks and recreation. Being in crisis management mode is not a good place to be.

2. Update on Police Department building.

Police Chief Mike Daniels presented conceptual renderings of the Police Department building as a result of a design charrette held with the design consultant and staff. The charrette was centered around solving the three main areas of concern which are locker room space, HVAC issues and property room expansion and ventilation. Through rearrangement of current spaces and expansion of the existing building, all these issues can be addressed and improved.

3. CIP Update.

Public Works Director Kevin Bruemmer provided the following CIP updates:

Farley St. Project is going well, the stormwater boxes, driveway approaches, curb and gutters and retaining wall is completed on the north end. Tree clearing and grubbing has begun on the south portion. The contractor has indicated that he is on schedule for completion.

Antioch Rd. Project has been milled and is ready for the overlay, the anticipated completion date is October 18th.

Residential Street Group V Project has had one public meeting. The main focus of that meeting was for the residents on 51st St. The residents received information about sanitary sewer connections and while the city would not be doing those connections, those residents are discussing that option and the costs associated with the connections by Johnson County Wastewater.

The Sidewalk In-Fill Project is being designed by the project designer and the city should receive that overall plan from the design engineer in December.

Residential Street Group IV mill and overlay is scheduled to be completed this week.

VII. STAFF ITEMS

VIII. NEW BUSINESS

IX. EXECUTIVE SESSION

X. ADJOURNMENT

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL,
COUNCILMEMBER HANDS MOVED TO ADJOURN AT 8:20 PM.**

COUNCILMEMBER HUPP SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

Respectfully submitted,

Juliana Pinnick

Juliana Pinnick

draft

**Investment Listing by Maturity Date
9/30/2016**

Fund	Type	Location	Purchase Date	Par Amount	Maturity Date	Yield	Monthly Subtotal
	NOW	Morrill & Janes	2005-2015	\$ 8,448,117		0.35% - 0.40%	\$ 8,448,117
301/901	Treasury MMAs	TD Ameritrade	09/01/16	864,368	N/A	0.010%	\$ 864,368
301	AGENCY-FNMA	Country Club	11/28/14	315,000	10/03/16	0.480%	
301	AGENCY-FHLB	Country Club	09/09/16	350,000	10/03/16	0.264%	\$ 665,000
901	AGENCY-FHLB	TD Ameritrade	11/23/15	600,000	11/02/16	0.615%	
301	AGENCY-FHLB	Country Club	11/19/14	340,000	11/07/16	0.560%	\$ 940,000
301	AGENCY-FHLB	TD Ameritrade	03/03/16	135,000	12/08/16	0.690%	
301	MUNICIPAL BONDS	TD Ameritrade	10/15/15	250,000	12/01/16	0.601%	
301	AGENCY-FHLB	TD Ameritrade	12/21/15	500,000	12/16/16	0.780%	\$ 885,000
301	AGENCY-FFCB	TD Ameritrade	03/03/16	111,000	01/20/17	0.720%	\$ 111,000
901	AGENCY-FHLB	TD Ameritrade	03/16/16	500,000	03/10/17	0.759%	\$ 500,000
301	MUNICIPAL BONDS	TD Ameritrade	09/23/15	50,000	04/01/17	0.670%	\$ 50,000
301	AGENCY-FHLMC	TD Ameritrade	03/02/16	305,000	05/08/17	0.759%	\$ 305,000
901	AGENCY-FNMA	TD Ameritrade	11/24/15	600,000	06/01/17	0.839%	
301	AGENCY-FFCB	TD Ameritrade	03/02/16	100,000	06/14/17	0.848%	
301	TREASURY BILL	TD Ameritrade	06/13/16	1,000,000	06/15/17	0.609%	\$ 1,700,000
301	AGENCY-FHLMC	Country Club	02/22/16	285,000	07/25/17	0.700%	
222	AGENCY-FHLMC	Country Club	02/22/16	140,000	07/28/17	0.700%	
303	AGENCY-FHLMC	Country Club	02/22/16	560,000	07/28/17	0.700%	\$ 985,000
901	AGENCY-FHLMC	TD Ameritrade	03/03/16	500,000	08/25/17	0.834%	\$ 500,000
301	MUNICIPAL BONDS	TD Ameritrade	02/18/15	250,000	09/01/17	0.710%	
901	MUNICIPAL BONDS	TD Ameritrade	11/23/15	125,000	09/01/17	0.900%	
901	AGENCY-FHLB	TD Ameritrade	02/22/16	250,000	09/08/17	0.782%	
301	AGENCY-FHLMC	TD Ameritrade	09/15/15	500,000	09/15/17	0.900%	
901	AGENCY-FFCB	TD Ameritrade	03/03/16	150,000	09/25/17	0.900%	
901	AGENCY-FHLMC	TD Ameritrade	03/28/16	300,000	09/28/17	0.970%	
301	TREASURY BILL	TD Ameritrade	09/27/16	500,000	09/30/17	0.641%	\$ 2,075,000
301	MUNICIPAL BONDS	TD Ameritrade	10/02/15	235,000	10/01/17	0.760%	
222	AGENCY-FFCB	Country Club	07/19/16	300,000	10/06/17	0.660%	
901	AGENCY-FHLB	TD Ameritrade	05/03/16	300,000	10/20/17	0.853%	\$ 835,000
901	AGENCY-FHLB	TD Ameritrade	11/24/15	600,000	11/24/17	1.000%	\$ 600,000
222	AGENCY-FHLB	Country Club	11/17/15	375,000	12/08/17	0.930%	
301	AGENCY-FHLB	Country Club	11/17/15	375,000	12/08/17	0.930%	
301	AGENCY-FHLMC	Country Club	07/10/15	200,000	12/28/17	0.900%	\$ 950,000
901	AGENCY-FHLMC	TD Ameritrade	02/22/16	250,000	02/28/18	0.832%	\$ 250,000
301	MUNICIPAL BOND	TD Ameritrade	07/15/16	200,000	03/01/18	0.721%	
221	AGENCY-FHLB	Country Club	05/27/16	350,000	03/09/18	0.940%	
301	AGENCY-FNMA	Country Club	03/16/16	525,000	03/13/18	0.980%	
901	AGENCY-FHLMC	TD Ameritrade	03/29/16	500,000	03/29/18	0.750%	\$ 1,575,000
301	AGENCY-FFCB	Country Club	07/19/16	300,000	04/06/18	0.710%	\$ 300,000
221	AGENCY-FFCB	Country Club	05/27/16	350,000	05/25/18	0.950%	\$ 350,000
301	AGENCY-FHLMC	TD Ameritrade	06/28/16	500,000	06/28/18	1.153%	\$ 500,000
901	MUNICIPAL BOND	TD Ameritrade	02/22/16	350,000	08/01/18	1.300%	
301	MUNICIPAL BOND	TD Ameritrade	03/17/16	135,000	08/01/18	1.100%	
301	AGENCY-FHLB	Country Club	05/15/15	240,000	08/15/18	1.000%	
303	AGENCY-FHLB	Country Club	05/15/15	240,000	08/15/18	1.000%	\$ 965,000
301	MUNICIPAL BOND	TD Ameritrade	06/23/16	100,000	09/01/18	0.900%	
301	MUNICIPAL BOND	TD Ameritrade	08/10/16	335,000	09/01/18	0.850%	
901	MUNICIPAL BOND	TD Ameritrade	09/19/16	100,000	09/01/18	0.850%	
901	MUNICIPAL BOND	TD Ameritrade	09/26/16	100,000	09/01/18	0.900%	
301	AGENCY-FHLMC	TD Ameritrade	06/28/16	500,000	09/28/18	1.050%	\$ 1,135,000
301	AGENCY-FNMA	TD Ameritrade	09/01/16	250,000	01/30/19	0.962%	\$ 250,000
301	AGENCY-FFCB	TD Ameritrade	06/20/16	500,000	06/20/19	1.210%	
301	AGENCY-FHLMC	TD Ameritrade	06/28/16	500,000	06/28/19	1.574%	\$ 1,000,000
901	AGENCY-FNMA	TD Ameritrade	09/30/16	250,000	09/30/19	1.250%	\$ 250,000
301	AGENCY-FHLMC	TD Ameritrade	06/30/16	500,000	12/30/19	1.100%	\$ 500,000

\$ 27,488,486

**City of Merriam - Investment Review
as of 9/30/2016**

<u>Investment Types</u>					
<u>Description</u>	<u>Actual Yield (Average)</u>	<u>Benchmark Yield</u>		<u>% of Total</u>	<u>Balance September 30, 2016</u>
Federal Agencies	1.1000%	0.810%	*	53%	\$ 14,446,000
Treasury Notes	0.8000%	0.650%	**	5%	\$ 1,500,000
Municipal Bonds	2.7000%	2.190%	***	8%	2,230,000
TD Ameritrade Treasury Money Mutual Fund	<0.01%	0.340%	****	3%	864,368
Morrill and Janes NOW accounts	0.3530%	0.340%	****	31%	8,448,117
Overall Yield/Total Investments	0.941%			100%	\$ 27,488,485
<i>Federal Funds Target Range - current</i>		<i>.25% to .50%</i>			

Federal Open Market Committee Actions

The Federal Open Market Committee (FOMC) met in September and voted to maintain the target range for federal funds at the .25% -.50% level.

The Committee describes the case for an increase in the federal funds rates as "strengthened" but will wait for additional evidence of economic growth and a stronger labor market. Inflation remains low in the both near and longer-term projections.

The current policy is intended to support further improvement in the labor market and a return to 2% inflation. The next meeting is set for November 1st/2nd.

See this link for more info:

<http://www.federalreserve.gov/monetarypolicy/fomccalendars.htm>

- * 2 year treasury, constant maturity
- ** 1 year treasury, constant maturity
- *** 20 year treasury, constant maturity
- **** 3 month treasury, constant maturity

CITY COUNCIL SUGGESTED MOTIONS FOR YOUR CONSIDERATION

CONSENT AGENDA

MAYOR'S REPORT

1. No motion.
2. No motion.

COUNCIL ITEMS

1. Move that the council approve the minutes of the City Council Meeting held October 10, 2016.

FINANCE AND ADMINISTRATION

1. No motion.

COMMUNITY DEVELOPMENT/PUBLIC WORKS

1. No motion.

STAFF ITEMS

EXECUTIVE SESSION