

Work Session - 2020 Annual Budget Presentation

THE LEAWOOD CITY COUNCIL

June 10, 2019

Minutes

The Budget and Finance Committee of the City of Leawood, Kansas, met for a Special Call Meeting at City Hall, 4800 Town Center Drive, at 6:00 P.M., on Monday, June 10, 2019. Mayor Peggy Dunn presided.

Councilmembers Present: Julie Cain, Andrew Osman, Debra Filla, Mary Larson, James Azeltine and Chuck Sipple

Councilmembers Absent: Lisa Harrison and Jim Rawlings

Staff Present: Scott Lambers, City Administrator	Patty Bennett, City Attorney
Richard Coleman, Comm. Dev. Director	Dawn Long, Finance Director
Kathy Byard, Budget Manager	Chief Dave Williams, Fire Dept.
Chief Troy Rettig, Police Department	Chris Claxton, Parks & Rec. Director
Ross Kurz, Information Services Director	David Ley, Public Works Director
Nic Sanders, Human Resources Director	Cindy Jacobus, Assistant City Clerk
Debra Harper, City Clerk	

Budget & Finance Committee Members Present: Anab Abdulahi
Jim Morris

Budget & Finance Committee Members Absent: Linda Hanson

Others Present: None

2020 ANNUAL BUDGET PRESENTATION

Welcome by the Mayor

Mayor Dunn called the meeting to order, thanked attendees and introductions with affiliation were made. She expressed appreciation to Ms. Long and Ms. Byard for their excellent budget documentation, noting the exceptional photographs used throughout. She stated answers to some questions asked throughout the years have been incorporated, most of the questions being from Councilmembers Azeltine and Sipple. In her review of comparison data provided for other cities, only Olathe stood out because of age in regard to percentages.

Mr. Lambers stated a great job had been done producing a balanced budget. He invited attendees to enjoy their review.

Ms. Byard distributed replacement handouts for budget Pages 12, 13, 30 and 31. She stated color-coded copies of the presentations to be reviewed were located behind Tab 12 in the Budget Manual.

2020 Annual Budget – Budget Manager Kathy Byard

2020 Policy Highlights

Ms. Byard reviewed policy highlights of the three main components of the City's mission.

Sustaining Financial Stability

- Reserves for all operating funds are budgeted at 45% of expenditures, above the 11% policy minimum.
- Debt service levels remain at 35% or above throughout the financial planning period.
- The 2020 Budget includes a mill levy of 24.524.
- Assessed Valuation growth of 5.83%
- Sales tax growth of 2.95% for all areas.
- Continuation of the City's Aaa bond rating.

Reserves for all operating funds were budgeted at 39% last year. Assessed Valuation growth was 3.18% last year.

Sustaining Service Levels

- Maintain equitable and competitive employee compensation.
- Mandates and operating costs of capital are funded.
- Provide 1.7 commissioned officers per 1,000 citizens.
- Coverage of 651 residents per 1 firefighter.
- Maintain City streets at an average Pavement Condition Index [PCI] of 81.4.

Service levels remain almost the same as prior, except for increase to 651 residents per 1 firefighter, up from 614 residents per 1 firefighter, mostly based on population change. The average Pavement Condition Index changed from 79.9 last year to 81.4.

Sustaining Efficient Delivery of Services

- Continuation of employee training and certifications.
- Performance measures are linked to resources needed to meet expected performance levels.
- Improved productivity and service levels with technology, fiber and communications systems.

2019/2020 Budget Changes

- No Mill Levy increase is planned for 2020; remains at 24.524.
- The 2020 Budget reflects a total of 295.06 FTEs; 261 full-time positions. No new positions.
- No new General Obligation debt issuance is planned for 2019. In 2020, \$8.3 Million in new General Obligation debt will be issued. The City's financial advisors are reviewing the current debt to determine if a debt refunding is feasible in 2019.

- Inclusion of \$1,250,000 in 2019 and \$1,025,000 in 2020 for park improvements; the majority funded with Special Parks/Recreation Fund, the Park Impact Fee Fund, and the balance with General Fund transfers.
- The 2020 Budget includes a maximum 3.9% merit increase for all employees. Additionally, a market adjustment of 2% to 3% has been included for Police Officer I, Police Officer II and Communications I positions. Payment of all wages (FT, PT, CS, overtime and others) will increase by 2.9% over the 2019 estimated budget wage base. The health insurance benefit grows by 5.2% from 2019; and all other benefits by 2.7%.
- A total of \$377,500 in Decision Packages in 2020; Citywide training, policy and tracking system; Fire professional credentialing; Fire inflatable safety house and robot; Police license plate cameras; Public Works tree limb removal funds; Public Works brine system and saddle tanks; irrigation booster pump at Gezer Park; and silt removal at Ironwoods Park Lake; \$25,000 for contractual park trail repairs; and \$5,000 additional for July 4th fireworks.
- Expenses of \$957,000 in 2019 from the Public Safety Fund (mobile command vehicle; Fire EMS equipment and radio replacement; and Police Records management system and radios). In 2020, a total of \$110,000 is planned for a Police CAD system upgrade and radios.
- Transfers of \$1,119,300 each to the Public Safety and Economic Development Funds in 2020.

Next increase in positions is in 2021. The 261 FTEs in the 2020 Budget includes reclassification of two part-time Parks Maintenance positions into two full-time Parks Maintenance positions. No other debt issuance except for General Obligation debt is planned. Some park funds are being carried forward because some parks projects were not completed in 2018. Health insurance increase was 10%, but compared to 2019 estimate the net was 5.2%. The \$15,000 Decision Package for tree limb removal was based on winter storms experience. There will be \$2,500 additional funds in 2019 and \$5,000 additional funds in 2020 for July 4th fireworks.

Councilmember Osman stated residents were very appreciative of the winter storm debris removal, but pointed out the City spent significantly more on the removal than the \$15,000 tree limb removal Decision Package. He questioned if the Decision Package amount should be increased based on this experience. Mr. Ley stated winter storm debris removal cost the City \$180,000. Two years prior, tree limb removal cost the City \$8,000. The \$15,000 Decision Package is for emergency situations such as trees in the public roadway that a contractor is tasked to remove immediately, and any extra needed brought to the Council. Ms. Byard confirmed if the funds are not used, they will be carried forward to the General Fund. Mayor Dunn stated the Decision Package was a great idea and hopefully the City would not routinely need to use. She stated Governor Laura Kelly has asked for additional monies from the Federal Government in this regard.

Councilmember Azeltine expressed concern the maximum 3.9% merit wage increase could quickly equate to a large amount of money based on the number of employees that receive the maximum. He asked for the average merit wage increase awarded in the past, and the total number of merit increases awarded. Mr. Sanders stated the average merit increase is about 3%. About 260 merit wage increases are awarded out of 261 employees. Employees with average job performance receive an increase of about 2.0% to 2.5%; exceptional performance is 3.9%. Employees receiving less than a 2.0% merit increase are likely on a Performance Plan. The City does not provide Cost of Living Adjustment [COLA].

Mr. Morris inquired how the City determines pay scales are reasonable as compared to other area communities of similar size. Mr. Sanders stated the City makes inquiries to other cities; the public sector is more willing to exchange this information. The City has occasionally conducted a salary survey as compared to the private sector. In addition, to obtain the right person for a position the pay scale offered can be adjusted through consultation with Mr. Lambers.

2020 Budgeted Revenue

Revenue projection of \$63.1 Million for all budgeted funds is distributed between Property Taxes 40%, All Other 29%, and Sales & Use Taxes 31%. Last year Property Taxes was 38%, All Other was 32% and Sales & Use Taxes was 30%. All Other. All Other revenue consists of Franchise 6%, Other Taxes 8%, Grants 2%, Licenses/Permits 2%, Fines and Forfeitures 2%, Charges for Services 5% and Others 4%.

Revenue by Source

Changes were seen in revenues by source in Grants and Fines & Forfeitures as compared to last year. The largest was Grants which decreased because of less CARS and SMAC funding. Some larger projects will complete in 2019 and no SMAC project money is expected in 2020. All Other revenue decreased because Special Benefit District debt has continued to decrease over the past few years; no other Special Benefit District debt has been issued.

Councilmember Azeltine asked if the decrease in Grants was because of changes to the SMAC program. Mr. Ley stated the City is doing numerous projects in 2019, but further decrease in grants is anticipated because SMAC will focus on funding stormwater projects at 50%.

Ms. Byard confirmed to Councilmember Cain that police ticket fees are part of Fines & Forfeitures, which is down 13.3% in the 2020 Budget as compared to 2019 estimate, and only 1.5% of the total budget. Mr. Lambers stated Fines & Forfeitures revenue has been relatively static for seven or eight years, and has not generated a lot amount of revenue for the City over the past 15 years.

Mayor Dunn asked Chief Rettig if the department had been contacted in regard to a survey on number of tickets and percentages. Chief Rettig stated he had not been contacted, and he does not know percentages. The last survey was in the late 1990s/early 2000s, when Sid Mitchell was Police Chief.

Revenue Increase (Decrease)

Changes from 2019 estimated revenue include a project 5.83% increase in Assessed Valuation resulting in \$1,372,139 more in property tax revenue; a 2.95% increase, or \$553,375, in Sales Tax for all categories; and \$3,923,150 decrease in reimbursements from Johnson County and other entities for capital projects planned for completion in 2019, as well a \$134,728 decrease in Special Assessment collection payments.

Councilmember Sipple asked for details in regard to \$134,728 decrease in Special Assessment collection payments. Ms. Byard stated these are special assessments on parcels added to property taxes in Park Place, not from Transportation Development Districts such as Town Center Crossing, Special Benefit Districts or from Community Improvement Districts. Mayor Dunn pointed out the addition of a third lane on 135th Street and burial of utility lines are examples of SBD. Ms. Byard added that sometimes SBDs can be traffic-calming districts such as 83rd Street, paid for by residents.

2018 Mill Levy Comparisons

Leawood has the third lowest property tax rate of the 27 cities of the First Class in Kansas, down from the second lowest property tax rate last year. Olathe has the second lowest property tax rate. The rate for Prairie Village includes Johnson County Consolidated Fire District #2, for level comparison.

Assessed Valuation & Mill Levy

Assessed valuation and mill levy growth 3-year average is 5.0%, 5-year average is 5.3% and 10-year average is 3.5%. There has been no voter-approved mill levy increase since 2003. Mill levy fluctuations are from Johnson County to balance our budget.

Average Appraised Value

Data is presented for the average, not median, appraised value of a Leawood home, \$559,380, which is up 7.4% since 2018.

Councilmember Azeltine stated he had requested median values be provided before realizing the difference between average and median values for a Leawood home is negligible, which is a good thing.

Where Your Property Tax Dollars Go

The average Leawood resident living in the Blue Valley School District pays \$19 of \$100, or 19%, in property tax payments to the City of Leawood. Slightly less is paid by residents living in the Shawnee Mission School District. The highest percentage of a paid tax dollar goes to schools.

Average Residential Property Tax/Monthly Property Tax

The average Leawood resident located in the Blue Valley School District pays approximately \$1,578 per year, or \$131 per month, in property taxes to the City. This is an increase of \$8.52 per month, over \$123 per month last year.

Councilmember Sipple inquired if in the long-term, 25 years in the future, a decrease in the amount schools receive might be anticipated. Mr. Lambers stated no decrease would be anticipated unless the school districts would stop construction of new expensive high schools, decreasing their bond payments, and go into maintenance mode. Personnel cost is 90% of a school district's budget.

Budgeted Expenditures/Expenditures by Department

The decrease in total expenditures from 2019 to 2020 of \$9 Million was largely due to Public Works working to complete Capital projects in 2019.

Comparison of expenditures by department is based on 2019 data, as some cities do not have 2020 information available. Since many cities do not include Community Development in Administration, an average value was calculated for this and used in the comparison with Overland Park, Shawnee, Lenexa and Olathe. All of Leawood's expenditures were close to the average by department. It was noted that Olathe manages their own utilities such as water, sewer and trash.

Mr. Lambers stated the 9.1% for Olathe's Administration/Community Development shows the benefit of being able to cost allocate general operating expenses for utilities, likely by 50%. This is why Olathe's Public Works expenditures are high at 61%.

Councilmember Azeltine stated he is pleased that Leawood has been proactive about infrastructure. Mr. Lambers reminded he had distributed an email to the Governing Body in regard to Shawnee budgeting \$140 Million to deal with rusting corrugated metal stormwater piping. Leawood has only had to budget \$35 Million. Mayor Dunn pointed out that Olathe, the County Seat, is 160 years old and they have infrastructure issues.

Expenditures Increase/Decrease; Expenditures by Department

Page 13 provides details of the \$9 Million decrease in expenditures for 2020 from 2019 estimate, by department. Decrease in Generation Ops is due to transfer of Transient Guest Tax monies to the Economic Development Fund; decrease in Administration is due to completion of the final phase of fiber project, and a decrease of \$7.3 Million in Public Works is due to the higher expenses in the Arterial & Residential Street programs in 2019 and the completion of several stormwater projects.

Budgeted Expenditures/Expenditures by Category

Page 15 presents budgeted expenditures by all funds, by categories Debt, Personnel, Capital and Operating for 2019 and 2020. Personnel was the large expenditure in 2019 and 2020. Capital budget expenditures decreased from 27% in 2019 to 17% in the 2020 Budget.

Comparison of expenditures with Overland Park, Shawnee, Lenexa and Olathe for the categories Personnel, Contractual Services, Commodities, Capital and Debt Service is based on 2019 data. Leawood's values are on track with calculated averages.

Councilmember Sipple inquired why Overland Park commodities, bulk salt and sand, were high. Ms. Byard stated she would research. Mr. Lambers postulated this may be due to the geographical size and their miles of streets for snow removal, but this does not to be the case for Olathe.

Councilmember Azeltine inquired if there was a difference in cost by using chip and seal street surfacing as compared to regular seal. Mr. Lambers stated the cost difference is minimal. Because Overland Park is so large, their use of chip and seal is less expensive. Overland Park used chip and seal when he worked there, and they received many complaints. Leawood does not use chip and seal.

Expenditure Increase/Decrease

As mentioned previously, Personnel expenditure increased from 2019 to 2020 due to rises to planned wage and benefit increases, and a 2% to 3% for wage adjustments for Police I, II and Communication I Officer positions. Operating expenditure decreased due to the planned transfer of Transient Guest Tax receipts to the Economic Development Fund in 2019. Capital expenditure decreased \$8 Million due to higher costing Arterial & Residential Street programs in 2019, the completion of several stormwater projects, and the final phase of the fiber technology project.

Mr. Lambers stated Leawood competes with other cities for Police Officers, so the salaries for these positions were increased, using Overland Park's salary as a guide.

Councilmember Sipple asked if Police Officers are leaving the City and if Leawood offers sign-on bonuses. Mr. Lambers stated the salary increase is for entry-level officers only. The increase will allow the City's salary to be above the lowest in the area. The City has been trying to catch-up and will try to maintain this standing. Many cities are considering sizeable salary increases for law enforcement positions. Chief Rettig stated Overland Park and Shawnee offer sign-on bonuses. Police Departments have had mixed results with lateral programs and sign-on bonuses.

Councilmember Sipple asked if retention was an issue. Chief Rettig stated the City is now in a cycle of retirements and personnel that leave the department do not go to work at other cities. Mr. Lambers stated retirements indicate, once hired, they stay with the City. Entry-level positions is where the City needs to improve. Mayor Dunn pointed out the many positive comments made at retirement celebrations.

Ms. Abdulahi stated because of Leawood's relative safety, the City should be able to attract the best Police Officers. Mayor Dunn noted the City has received several awards and honors for being one of the safest cities in Kansas.

Mr. Lambers confirmed to Mr. Morris the only City Capital dollars contributed to the massive Johnson County Waste Water treatment Plant expansion project in City Park was to pay a portion of the traffic light signal. Johnson County had planned to utilize a temporary signal and a cost-sharing agreement was executed for a permanent signal instead. Mayor Dunn stated the County paid 60% of the cost for the permanent signal. Mr. Ley added the County will pay to raise part Lee Boulevard out of the flood plain. Mr. Lambers stated the project will cost \$400 Million over four years. Councilmember Cain added the KCP&L substation located there will be modified.

Mayor Dunn pointed out that if all wastewater effluent would keep going to Kansas City, Missouri, there would be no plant construction on the site and the property would all have been a beautiful park. Mr. Lambers stated Johnson County had rejected his suggestion that the City would cost-share in reclamation, and moved forward with the plant.

Mr. Lambers reminded he had distributed an email about the timing of the upcoming work on the plant's treatment digester to the Governing Body. The work is scheduled for Sunday beginning at 7:00 A.M. This work is quite unpleasant, and what is removed is to be applied to farm land that is now flooded. Councilmember Sipple pointed out Johnson County has scheduled the digester work so that it does not interfere with other work being done Monday through Saturday.

2020 Personnel

There are 261 full-time employees and 295.06 FTE in the 2020 Budget, with two part-time Parks Maintenance positions becoming two full-time positions. Several titles of vacant positions were changed. Mr. Lambers stated as had been discussed months ago, the City did not fill the part-time Parks Maintenance positions; the City needs to attract candidates and fill full-time positions.

2020 PAYG Capital Budget

The 2020 Pay-As-You-Go [PAYG] Budget is presented by all funds, by department, by category and funding source. Specific PAYG projects were discussed in the recent Capital Improvement Program Governing Body Work Session.

The 2019 PAYG Capital Budget was larger than that for 2020, because the City is trying to complete projects in 2019. Funding sources for PAYG projects are the General Fund, Grants, Gasoline Tax, Sales Tax, Alcohol Tax, and All Other.

Reserves – Operating Funds

Reserves of 39% in 2019 and 45% in 2020 are well above the policy of 11%.

Councilmember Sipple inquired about the reserve percentage/policy of other cities. Ms. Byard stated she would research.

Reserves – Debt Service Fund

Debt service fund payments are decreasing because of less issuance of debt. The City's forecasting policy is to keep 35% reserve in the Debt Service Fund, and the amount of debt reserve has always greatly exceeded policy. Any overage above 35% is forced into the General Fund.

Ms. Byard confirmed to Mr. Morris that reserve data is presented as a percentage of next year's debt service.

2020 Budget Calendar

- June 15, 2019: County Clerk releases valuation information used in the levy limit calculation.
- July 1, 2019: Deadline to notify the County Clerk if an election is desired.
- July 15, 2019: Resolution calling for a public hearing on August 12, 2019.
- July 23, 2019: Publication of the August 23, 2019 public hearing notice.
- August 12, 2019: Public hearing on the 2020 Budget; and 2020 Budget approval.
- August 25, 2019: Deadline to file the 2020 Budget with the County Clerk, if no election is needed.
- September 20, 2019: Date of Mail Ballot Election, if an election is needed.
- October 1, 2019: 2020 Budget due to County Clerk, if an election is needed.

Since June 15, 2019 is a Saturday, the City should receive valuation information from the County used in the levy limit calculation on Friday, June 14.

Ms. Byard confirmed to Councilmember Sipple the budget is published in the Legal Record for public notice, and the budget would be posted on the City's website by July 15. Councilmember Sipple inquired if the number of times the budget was viewed on the website as known. Ms. Long stated no one had ever called to ask for the budget.

Councilmember Azeltine asked if rounding was applied to the mill levy. Ms. Byard stated no rounding is expected; the budget is set to keep the mill levy at 24.524. A budget resolution/ordinance in this regard is no longer required, due to legislature change. Mr. Lambers stated his belief the reason for reduction of Olathe's mill levy is because of lower debt.

General Operations and Administration Departments – Finance Director Dawn Long

2020 Budgeted Expenditures

General Operations is 9% and Administration 10% of the total 2020 budgeted expenditures.

General Operations

Page 3 presents the funding and functions of General Operations. Operations is 78% of the General Operations by fund and Citywide Grants/Services is 21% of General Operations by Function.

General Operations, All Funds

Funds within General Operations include the Alcohol Program, \$395,000; Economic Development Fund, \$1,119,300; Citywide Personnel Costs, \$785,000; Citywide Insurance, \$513,900; Citywide Grants/Services, \$1,237,400; Citywide Operating, \$484,700; Public Safety Fund Transfer, \$1,119,300; and Debt, \$291,381.

Citywide Personnel Costs include Council salaries, Citywide Insurance includes cost for liability insurance, Citywide Grants includes Human Resource-type grants, Citywide Operating includes postage, and Debt is for City Hall.

Administration

Page 5 presents the programs and funding for the Administration Departments. Programs within the Administration Department are City Administration, Finance, Information Services, Human Resources, Legal Services, Court and Community Development. The largest function, 78%, of the Administration Department is Personnel.

Page 6 presents budget, \$6.6 Million, and positions, 43.68, which have remained fairly consistent for many years. No personnel have been added in the 2020 Budget.

Program Accomplishments

Highlights of accomplishments include:

- Implementation of GASB 75 accounting and reporting for post-employment benefits.
- Training and implementation of a new timekeeping system solution throughout the City for employees.
- Deployment of a new, more powerful and faster server cluster; installation of remote desktop deployment of new Police laptops; and deployment of 10 gigabit switches to facilitate a new high-speed network.
- Launch of citywide physical demands analysis for all City positions.
- Assisted in the purchase of property for the future Parks Maintenance facility.
- Updated the City's Comprehensive Plan with a new format and graphics.
- Added "Sketch-Up" software to help illustrate mixed-use developments.

GASP 75 was implemented as part of the audit process. The ADP time system is 99% complete and going well.

Councilmember Sipple inquired if the City had been party to litigation in regard to physical demands. Mr. Sanders stated the main purpose of the physical demands analysis was for risk mitigation. The City wants to ensure new hires and current employees can perform job tasks, especially in the Police Department, and to avoid becoming responsible for prior issues. There are no prior issues in regard to physical demands.

Councilmember Filla inquired about the City being honored with the "Silver Breastfeeding Employees Support Award" from the Kansas Breastfeeding Coalition. Mr. Sanders stated the City has a lactation/storage room in City Hall and a room to be installed in the Justice Center. Rooms can be used to feed and express breastmilk, by scheduling the room and using the provided refrigerator.

Council Priorities

- 17.4% ratio of administrative employees to direct service employees (overhead).
- Aaa bond rating and GFOA awards.
- \$2.6 Million total revenue from Administration programs.
- 100% of inspections performed on time.
- Approximately 14,300 neighborhood and code inspections per year.

Ms. Long stated all priorities are ranked green for continued positive movement.

Ratio of Administrative Employees to Direct Service Employees

Since 2011, the ratio of administrative employees to direct service employees has remained relatively consistent for 10 years; this is a 17.4% in the 2020 Budget. The 2020 Budget includes 295.06 FTEs of which 43.68 are considered Administrative employees in the City Administration, City Clerk, Human Resources, Information Services, Legal, Municipal Court, Finance and Community Development Departments.

Ratio of Administrative Employees to Direct Service Employees – Comparison to Other Cities

The golden yellow bars of this chart depict the ratio percentages for Administrative Employees without Community Development and the red bars are with inclusion of Community Development, for Leawood, Overland Park, Shawnee, Lenexa and Olathe. Some cities do not include Community Development positions in Administration.

Councilmember Azeltine noted Leawood's ratios are low, calculated either way. Mr. Lambers stated Leawood is the only First Class Johnson County city that does not have an Assistant City Administrator. Not having an Assistant City Administrator keeps him engaged, in more direct with citizen issues, and saves the City money.

Administration Departments by Program, All Funds

Decreases were seen from 2019 estimate to 2020 Budget in City Administration Services, 6%, and Information Services, 38%, due to completion of fiber project. All other Administration Departments remained consistent from prior.

Administration Departments by Function, All Funds

Changes from 2019 estimate to 2020 Budget include Personnel, 3% increase, due to increased cost of planned wage/benefit changes; Operating, 3% decrease, due to year-to-year fluctuations in replacement of expendable equipment; and Capital, 81% decrease, due primarily to completion of fiber.

Administration Departments by Function, Change from 2019 Estimated (\$710,000)

Page 14 presents another graph of data with reasons for changes from 2019 estimate to 2020 Budget.

Councilmember Azeltine asked several questions in regard to the budget message letter found in Tab 1 of 2020 Budget book, as follows:

Page 5, Second Bullet, Operating Expenses. Operating expense includes a decrease of \$1.7 Million and a large offset due to proposed transfer of \$2.2 Million in Transient Guest Tax receipts. How does a Transient Guest Tax receipts transfer to Economic Development Fund decrease operating expenses?

Ms. Byard stated Transient Guest Tax receipts are now a Contractual Services Line Item, and plan is to move these into the Economic Development Fund as a transfer expense out of Contractual.

Page 5, Third Bullet. What is the reason for 45% decrease in Capital costs?

Ms. Byard stated the Capital decreased due to completion of the Patrician Woods and Waterford projects, and from completion of large SMAC projects.

Page 7, \$448,000 for building/facility projects that include Justice Center Heat Pump Replacement; follow-up to his comments at the Capital Improvement Program Work Session.

Mr. Ley stated there have been issues with the Justice Center rooftop unit operation for the first four years, which caused burn-out of heat pumps. The City worked with Titan Construction to get the rooftop units to function properly when the Justice Center project was finalized last year. Replacements are in the budget and should last 15 years. Unfortunately, heat pumps will need to be pulled from the ceilings of each office.

Ms. Byard stated the \$448,000 cost includes other items besides heat pump replacements at \$25,000 to \$40,000 per year, such as overlay of parking lot for \$65,000, overhead doors at \$65,000 and appliances at \$150,000. Chief Rettig confirmed to Mayor Dunn the Justice Center opened six years ago, in November.

Page 9, Second Bullet. Decrease in Kansas Employees Public Retirement System [KPERS] and Kansas Police & Fire [KP&F] funding in 2020, but a small increase in systems funded ratio is stated, and overall funding is still below target.

Mr. Lambers stated the decreased KPERS and KP&F funding is for the State to save money. Employee contribution rates remain the same.

Page 9, Third Bullet. City received dividend from Kansas Eastern Region Insurance Trust [KERIT], but City payments for Workers Compensation to increase by 20%. Why reward and then increase in premium?

Mr. Lambers stated Workers Compensation insurance premiums are based on experience three to five years ago; cases take a long time to close. Once the system experiences a good year, the City will receive a check from KERIT, but the forecast is for the system to come up short. The City is a star-performer and the largest contributor to KERIT. He has protested rates as utilities are involved in a high number of cases, and Leawood does not provide utilities. In 2004 an analysis was done to determine if the City could self-insure, most large cities are self-funded, but thereafter rates declined. Anytime rates increase, could revisit. Besides being part of KERIT or self-insurance, there are no other options.

Mayor Dunn recalls there was some underlying reason, not just financial, for continued participation in KERIT. After analysis, it was thought best for the City to participate. Mr. Lambers stated it would be devastating to KERIT if Leawood did not participate.

Councilmember Filla asked how the proposed \$2.2 Million transfer to the Economic Development Fund compared to the Public Safety and Sales Tax Funds. Ms. Byard stated Transient Guest Tax sits and accumulates, while Sales Tax funds auto-transfer.

Police Department – Chief Troy Rettig

2020 Budgeted Expenditures

Police is 17%, or \$11,644,300, of the 2020 Budget.

Police

Overall budget for the department has increased from \$11.4 Million in 2019 to \$11.6 Million in 2020. The number of overall positions, 84.23, remained the same. The position of the retired Alarm Coordinator was made into a Police Officer position.

Program Accomplishments

Chief Rettig reviewed highlights of accomplishments, as follows:

- Phased out previous body cam and car camera systems and transitioned to a new HD-quality integrated system.
- Further streamlining of the Officer hiring process; eliminated two weeks of applicant processing. Hired 10 officers in 2018.
- Hosted two Citizen Academy classes in 2018 for the first time in 10 years.
- The Investigations Unit assisted in all of the County's Officer-involved shooting incidents.
- Suspects involved with the South American Theft Group (SATG) were apprehended and prosecuted.
- Joined the International Association of Chief of Police One-Mind Campaign to further develop the department's ability to respond/assist in a mental health emergency.
- The number of crashes, injury crashes and reported violent crimes all declined.

To move cameras off belts and have all audio from the chest-mount is a huge upgrade. Captain Kirt Yoder did an excellent job decreasing applicant processing time. In 2018, 10 officers were hired, but with an announcement received Friday there are now eight open officer positions.

Councilmember Azeltine inquired if applications and turnover were consistent with other agencies, and for how many of the 10 hires were still with the department. Chief Rettig stated two of the 10 hires left. Some decide the work is not of interest after completing the Police Academy. In the future, they will be exposed to radio traffic, review challenging aspects of the job that can be found YouTube, and ride-along with Officers.

Chief Rettig pointed out an alert citizen assisted with stopping the purse theft at Trader Joe's. The number of crimes ebb and flow; violent crimes are typically of a domestic nature, and their decline and the decline in the number of crashes is largely due to patrol in the right areas. Mayor Dunn added the scheme involved multiple parties distracting shoppers from their cart.

Councilmember Filla asked about the benefits to the Police from new body cameras, and if their use positively impacted Court cases. Chief Rettig stated cameras are the best tool available. Officers do not want to perform duties without cameras, which can save both Police and Prosecutor time. He confirmed to Mayor Dunn that old cameras are donated to a small town in Kansas.

Councilmember Cain inquired about license plate readers and their use. Chief Rettig stated Kansas does not allow readers to be used to generate citations for vehicles that run red traffic lights. Vehicle-mounted license plate readers can return information in five seconds. Readers come with a Memorandum of Understanding [MOU] with other entities to share data. Unfortunately, vehicles used are often stolen. He stated the Opticom units mounted on street lights are used to facilitate response by Fire Department/Emergency Services.

Councilmember Sipple asked for more detail in regard to Animal Officers' participation in chemical capture training. Chief Rettig stated this training was taught by the State and involves the use of chemicals/tranquilizers on animals only.

Councilmember Filla asked for an example of the benefits of sharing resources in regard to mental health. Chief Rettig stated Leawood is one of only eight or nine agencies in the State participating in the "One-Mind Campaign". The department has partnered with mental health organization and modeled a policy. Training taking about one week remains to be done and is hoped to be done by next year.

Councilmember Osman inquired about the status and timeframe for the City's transition from services provided by State Line Animal Hospital to the SPCA. Chief Rettig stated he was not aware of any complications. Mayor Dunn stated the change of provider had been extremely positive financially. Chief Rettig concurred, stating the City only pays for services and pet owners are responsible for paying for pet costs. Councilmember Sipple stated prices at State Line Animal Hospital increased after the business was sold.

Council Priority

- 3:15 minute average response times for emergency calls.
- Crime rate – 29.6 (per 1,000 residents).
- 83% of survey respondents feel safe in their neighborhood.
- 11,112 traffic citations issued.
- 80% of survey respondents rating dispatch services good or better.
- 173 active cases cleared.
- 76% of respondents satisfied with police service.
- 66% of DARE [Drug Abuse Resistance Education] funded by the Alcohol Tax.
- 2,162 children benefited from the DARE program; 301 children completed the program in 2018.
- Total department overtime usage is 9% of salaries.
- 11,010 case management entries processed.
- 1284 Animal Control calls.

Chief Rettig stated priority listing remains consistent from year to year. Priorities ranked yellow rather than green, were in regard to resident survey conducted when there was an active crime group in the City last Summer.

Chief Rettig confirmed to Councilmember Cain that a new priority in regard to suicide violence needed to be developed once a mental health co-responder is hired.

Councilmember Sipple inquired about the number of cold cases and the number of solved cases. Chief Rettig stated the majority of unsolved cases are because of limited Investigator resource time and those without good suspects. Focus is on personal and high dollar crimes.

Councilmember Sipple noted overtime percentage remains the same as last year, although there are fewer officers. Chief Rettig stated that officers choose comp time rather than receive overtime pay. Time off seems to drive the younger generation. He stated the one-quarter hour of shift overlap each day to facilitate the exchange of information is scheduled overtime.

Average Response Time – Emergency Calls

Chief Rettig stated the 10-year average response time of 3.33 minutes speaks to officers being where they need to be, not to speed. Officers are doing a great job being available.

Average Response Time Comparison – Emergency Calls

Page 9 presents average response time for emergency calls for Leawood, Olathe, Overland Park and the Johnson County Sheriff for 2016, 2017 and 2018.

Mayor Dunn and Councilmember Cain stated the comparison shows Leawood has a great Police Department and a great response time, despite the long and skinny geographical layout of the City. Councilmember Osman pointed out a comparison to Kansas City would be revealing.

Councilmember Filla asked if speed reduction signs along Lee Boulevard were helpful. Chief Rettig stated there bit of hangover from traffic coming up to 96th and Lee Boulevard. Mr. Ley stated Public Works conducts a traffic-calming study before installation of signs. He confirmed speed limit has been reduced by 5 miles per hour at locations on Belinder from 83rd to Somerset, on Lee Boulevard from 81st to Somerset and on 97th Street, east of Lee Boulevard. The signs on Lee Boulevard are on poles; others are temporary.

Police

Patrol & Traffic employs the greatest number of people in the department and accounts for the largest portion of departmental expenditures. Expenditures are highly-driven by personnel costs [81%].

Ms. Byard confirmed to Mr. Morris that Capital costs for the department of only 5% consists of Police vehicles and cameras. Chief Rettig stated cameras cost about \$1,000 for body and \$4,500 to \$5,000 for vehicle.

Police Department by Program/Police Department by Function – All Funds

Increase from 2019 estimated to 2020 Budget is largely due to increase in wages, and replacement of vehicles.

Chief Rettig confirmed to Councilmember Cain that Animal Control has one truck which is staffed with two officers, depending on shift overlap.

Police Department by Function

Page 13 depicts change by function from 2019 estimate to 2020 Budget. The department is excited about the license plate readers, which will add to the number in use in the Kansas City area. The City has a combination traffic trailer and reader unit.

Mayor Dunn stated there is much negative news presented in the national media, but she hears positive comments about the City's Police Department. She thanked Chief Rettig for his leadership.

Fire Department – Chief Dave Williams

2020 Budgeted Expenditures

The Fire Department comprises 13%, or \$8,771,435, of the 2020 Budget.

Fire

The department has a budget of \$8.8 Million and 54.49 positions, covering Administration, Operations and Prevention & Investigation.

Program Accomplishments

Many of the accomplishments listed on Pages 4 and 5, are the same as previous. Highlights are as follows:

- Completed the annual reporting requirement to the Commission on Fire Accreditation International.
- A total of 628 students received CPR or CPR/AED/First Aid Training.
- Certified department technicians installed 111 child/infant car seats.
- Completed the Fire/Police/Public Works/Parks Tornado tabletop exercise.
- Established a Peer Support program and sent five Peer Support personnel to training.
- Developed an additional policy regarding firefighter and equipment post-fire decontamination as part of a continued risk reduction effort to reduce occupational hazards related to cancer.
- First cardiac arrest save by a Leawood Paramedic in 2018; two additional firefighters began paramedic training.

2019 is the last in a series of annual reports for accreditation. Application for accreditation will once again be required for submission in 2020. The department has started internal strategic planning for submission.

Councilmember Sipple inquired about the number of hours that are needed in regard to accreditation. Chief Williams estimated about 100 to 200 hours a year, mostly for recordkeeping. Since this will be the second submission, the department knows the data required and the process. Chief Williams confirmed to Mayor Dunn face-to-face presentation before the Commission would be in Phoenix in August, not in Atlanta.

Councilmember Sipple asked for revision of typographical errors of “Bordeaux” and “Partricipated” on Page 4.

Councilmember Filla asked for details of the tornado notification process. Chief Williams stated outdoor sirens are activated by Johnson County Emergency Management, not by cities. About 20 years ago, all sirens across the entire area would be activated, but now select sirens are activated based on a “polygon” algorithm used by the County. National Weather service issues watches and warnings, as appropriate. All sirens have a battery back-up for 72 hours and provide notification when batteries are have issues.

Councilmember Sipple requested details of the citywide participation in the Johnson County “Civil Unrest” full-scale exercise. Chief Williams stated the hypothetical exercise covered a police-involved shooting, and public riot and protest, in Overland Park. The drill was very interesting and conducted for preparedness.

Chief Williams stated the Peer Support program, in use for about one year, is for early recognition of issues faced by First Responders such as emotional or financial, and to help obtain professional resources with expertise in Fire and Police. The program is not intended to provide actual treatment; just identification by peers. Unfortunately, suicide happens too often to Military, Police and Fire personnel. Currently, the department debriefs after stressful calls, to talk through and attempt to let go of negativity.

Mayor Dunn questioned if there should be a similar program throughout all City departments, in light of recent Virginia Beach shootings. Mr. Sanders acknowledged the Council objective to have a suicide prevention program, with key staff members in each department tasked with identification. Sometimes there are no signs. The City offers an Employee Assistance Program, in case an employee might be more comfortable speaking with an external party rather than to a co-worker or Human Resources. ACTIVE Violence/Survival Training [Alert, Lockdown, Inform, Counter and Evacuate] was offered to employees few years ago, and this training will likely be offered again soon.

Councilmember Cain asked for details in regard to staff and equipment decontamination, and if water from decontamination flows into the public wastewater system. Chief Williams stated the department started following policies on cleanup and trucks in 2018. Signs posted on all station doors state bunker gear cannot be worn inside the station. All gear must be washed and bagged before staff departs. A firetruck with a “clean cab” system will be ordered. Unfortunately, all contamination cannot be truly eliminated.

Councilmember Azeltine asked if there were any other special decontamination methods, other than showering. Chief Williams stated after brush-down and gear removal, an extractive washer is used at Fire Station No. 3. An extractive washer is included in the design of new Fire Station No. 1. An extractive washer spins at a high-rate of speed to remove as many contaminants as possible, and its water discharges into the public wastewater system. Chief Williams stated a great deal of debris goes into the stormwater system at the site of a fire.

Chief Williams stated the paramedic training program three or four years ago, and the program truly saves lives. Since implementation, a save was made on a trail user, brought back before MedAct arrived. Councilmember Cain inquired about the timing of the 9-1-1 call/response. Chief Williams stated the location was close to a parking lot. Mayor Dunn stated she her belief someone called for assistance, not the victim.

Council Priority

- Each firefighter protects an average of 656 residents.
- Realized a turnout time on all calls [90th%] of 1:30 minutes.
- First unit on scene travel time [90th%] of 5:25 minutes.
- Effective response force time [90th%] of 10:23 minutes.
- 100% of the City sirens tests are in working condition.
- The 2020 budget expenditure per citizen for Fire/EMS protection is \$247.

- An average of 19 hours of training per firefighter, per month, occurred in 2018.
- 7% overtime as a percent of regular salaries.

Yellow-rankings for firefighter protection of an average of 656 residents increased from 616 residents last year was due to 0.5% population growth, and an average of 19 hours of training decreased from 24 hours last year was due to time coding errors. Training hours are expected to fluctuate from year to year.

Travel Time [90th%], 1st Unit on Scene – Emergency Incidents

Average travel time of 5:29 minutes was greatly impacted by work on 143rd Street. Work on Mission Road impacts response times for Fire Station No. 2. Next year Fire Station No. 1 response time will be impacted by work on Lee Boulevard, directly in front of the Fire Station. Travel time is also impacted by time of day and traffic.

Chief Williams confirmed to Mayor Dunn that mutual aid agreements are up-to-date. Chief Williams thanked Mr. Shawn Johnson, City Senior Construction Inspector, for proactive notification of alternate routes.

Average Travel Time Comparison

Page 9 presents a chart comparing the first unit-emergency responses only for Leawood, Lenexa, Olathe and Shawnee for 2016, 2017 and 2018. Leawood average travel time is slightly lower than others.

Mayor Dunn noted that Overland Park was not listed, but they have far more fire stations. Chief Williams stated a late inquiry was made to Overland Park. Ms. Byard pointed out the data is for the 90th percentile and Overland Park's data was not available in the requested format.

Fire Department Funds, by Program, by Function

At 82%, Fire Operations is the largest program. At 84%, Personnel is the largest function. Capital is down 71% from 2019 estimate to 2020 Budget due to fewer planned replacement purchases in 2020.

Chief Williams confirmed to Councilmember Sipple and Mr. Morris, the new “clean cab” fire truck, to replace the Quint Fire Truck, is not part of the 2020 Budget. The truck will be ordered and paid for in 2019; estimated cost of this 75-ft. ladder truck is \$900,000. Mayor Dunn pointed out the cost is part of debt-service; Ms. Long stated the truck will have a 10-year lease.

Fire Department by Function

Change from 2019 estimate to 2020 Budget of \$175,528 includes increases for planned wage and benefit changes, and a new addition in 2020 for funds for the commission for professional credentialing and the purchase of an inflatable safety house, and a robot for public education. Budgeted replacement cost of a storm siren and ATV were considerably lower than planned in 2019.

Chief Williams stated \$4,000 for professional credentialing is important for officers. The inflatable house and robot will provide updated methods to interact with the public; the current methods have been used for the last 10 years. The robot offers voice cueing from up to 100 ft. away. Cost for the new items is \$20,000; other cities are incurring high costs for similar items.

Mayor Dunn thanked Chief Williams for an outstanding job.

Public Works Department – Director David Ley**2020 Budgeted Expenditures**

Public Works comprises 34%, or \$22,472,397, of the 2020 Budget.

Public Works

The department consists of 49.71 positions, with only one change from last year. The Fleet Facilities Supervisor position was moved to a Project Engineer position, with City Administrator approval, to assist with stormwater projects and administer building projects.

Program Accomplishments

Highlights of accomplishments include:

- Completed the design of 143rd Street, Phase II.
- Successfully hired a City Engineer.
- Began construction on the \$1 Million Public Works Maintenance Facility Bay expansion.
- Continued work with Fire Department on the FEMA Flood of 2017.
- Placed over 1,200 temporary no parking signs.
- Rebuilt three cul-de-sacs and one street island.
- Began the \$3 Million Stormwater Improvement project which includes replacement of 7,900 linear feet of corrugated metal pipe.
- Completed the College Boulevard retaining wall replacement at \$920,000.
- Designed and installed signs along the 10-mile North Bike Loop route.
- Responded to two illicit discharges.
- Oversight of several building projects: caulking of the Justice Center parking lot, car wash heater replacement at the Public Works Facility, HVAC replacements at Fire Stations No. 2 and 3, painting of Ironwoods Lodge, and painting projects at the Public Works Facility.

Completion of the 143rd Street project has been delayed to 2020 due to issues with obtaining easements. Maintenance Bay expansion has been delayed by weather; metal sheeting is now being erected. Illicit discharges were at Gates and one on 135th Street. The Department also worked with Parks & Recreation and Finance on FEMA flooding.

Councilmember Sipple noted an additional \$50,000 had been added to cost of Maintenance Bay expansion. Mr. Ley stated this includes a change order for budgeted replacement of existing heaters by Bruner and also the car wash heaters. There will be a change order for storm sewer extension to downspouts on the two new bays and one existing bay; currently water from rooftop goes directly to ground and ices over in winter. Extension of others would require removal of concrete and are hoped to be addressed within five years. Mayor Dunn stated this was a good addition.

Mr. Ley confirmed to Councilmember Cain that Public Works is tasked with erection and removal of temporary no parking signs. Nine-hundred signs were erected/removed over one weekend this year, and a large number of signs are erected/removed for July 4th. Residents can remove and stack signs awaiting pick-up if they wish. Mayor Dunn noted the Police often get credit for this work, as they are the point of contact for requests.

Councilmember Filla inquired how much corrugated metal pipe replacement can be done in conjunction with stormwater projects. Mr. Ley estimated 10% and there might be the opportunity for more once SMAC gets setup for stormwater. One reason for switch from a Fleet Facilities Supervisor position to Project Engineer was to better facilitate stormwater work.

Councilmember Cain asked who performs shaving the height of sidewalks. Mr. Coleman stated the resident would be typically be responsible for this, and the City does not make contractor recommendations. If the City is asked, residents are told that most concrete companies offer this service; KC Coring is one of these. Councilmember Larson stated Home Owners Associations might coordinate this in an entire subdivision.

Council Priority

- \$6,751 annual maintenance expenditures per mile.
- 6.0 average annual street sweepings per street.
- Potholes repaired on average within one day of request.
- 452 lane miles rated at an average of 81.4 PCI [Pavement Condition Index].
- 98.7% street light outages with 48-hour response.
- Two illicit discharges.
- Average age of vehicles is 5.2 years.
- \$4,188 maintenance expense, per vehicle.
- Responded to 345 requests for service, per Facility Worker.
- 63% of eligible Public Works employees maintain professional certifications.
- \$0.38 utility cost per square foot of buildings.

The City will have two street sweepers with the addition of new \$200,000 street sweeper. Average annual sweepings per street should likely increase from 6.0 to 10.0. Equipment issues have been experienced with the current sweeper. Maintenance expense of \$4,188 per vehicle includes fuel, which may be removed from maintenance expense next year.

Mr. Ley confirmed to Mr. Morris that snow removal was more expensive this year due to a large amount of overtime; the City almost ran out of salt. Ms. Byard stated that overtime was in the budget. Cost of salt is estimated at \$200,000 to \$250,000 per year, and there had been leftover from the three prior years. Mr. Lambers stated the City has a January to December fiscal budget year rather than a July to June fiscal budget year, so cost to City is spread over two years.

Councilmember Sipple asked how many streetlights had been converted to LEDs. Mr. Ley stated about 20% and estimated it would take about 20 years to complete all. Residential LEDs are installed only in conjunction with residential street projects. KCP&L streetlight conversion is more costly due to rewiring. Payback on other streetlights is expected in six to seven years.

Overall Pavement Condition Index

Street Pavement Condition Index [PCI] is slightly increasing. In 2016/2017, the City switched from slurry seal to one inch mill and overlay. About 8% of residential streets receive one inch mill and overlay each year.

Mayor Dunn shared that chip and seal was used on a cul-de-sac of a family member home in Prairie Village, and afterwards gravel from the chip and seal project was found throughout the home.

Councilmember Sipple asked how Leawood's PCI compared to other cities. Mr. Ley stated Overland Park uses a different ranking method. Councilmember Azeltine stated it would be helpful to see a comparison and would like to have this information.

Councilmember Larson complimented the Public Works Department on pothole repair, which is impressive especially this year.

Ms. Abdulahi asked when the condition of State Line Road would be addressed. Mr. Ley stated overlay is planned for State Line Road from Carondelet Drive to just south College Boulevard to address pavement condition in that area. Leawood maintains the southbound lane of State Line Road and Kansas City, Missouri maintains the northbound lane of State Line Road. Per agreement, Leawood maintains street lights and signals on State Line Road north of Interstate 435 and Kansas City, Missouri, maintains street lights on State Line Road south of Interstate 435. When mill and overlay is applied, cost is typically split 50/50. Leawood has similar agreements with Overland Park for Nall. Mr. Lambers pointed out that State Line Road does not actually follow the State Line between Missouri and Kansas. Mayor Dunn pointed out part of Culver's parking lot at 79th and State Line Road is in Leawood.

Councilmember Cain stated that some of the red bricks used in crosswalks in 151st Street Shops at Ironhorse Center are beat up; Mayor Dunn agreed. Mr. Coleman stated there are different qualities of brick, the best being City of Duluth brand, vibrated into mastic sand.

Councilmember Sipple asked if the City should require high quality bricks, pointing out plows can catch the edges of the bricks during snow removal. Mr. Coleman stated the City does not have exact specifications in regard to bricks, but has moved towards use of tinted scored concrete instead of bricks. Even with proper installation, bricks and scored concrete will last about the same time. The bricks in old downtown Overland Park are 30 years old.

Mr. Ley added City of Duluth bricks were used at 127th and Roe about two years ago, and ultimately 10% to 20% of bricks were broken and \$40,000 spent to repair the crosswalk originally built in 2002. Mayor Dunn pointed out the costly repairs for bricks used in the City Hall Courtyard, which has pedestrian-only traffic.

Councilmember Filla shared the condition of Ward Parkway in Missouri was so deteriorated that residents had erected their own orange cones at potholes. She stated that J.M. Fahey is doing nice quality work on Ward Parkway. Mr. Lambers stated Kansas City, Missouri, is behind in pothole repair and is putting white paint around potholes so they are visible at night.

Public Works Department Funds, By Program, By Function

Of the \$22.5 Million Public Works budget, 23% goes towards street maintenance and 50% goes towards street rehabilitation, a total of 73%. Capital accounts for 30% of the department's budget by function.

Public Works Department Funds by Function

Operating expenses were higher in 2019 year because of the \$180,000 for winter storm debris removal and timing of Mission Road construction moved to 2019. Beginning in 2020, \$15,000 will be included annually in the budget for storm debris removal.

Councilmember Filla inquired if the department had a fund to be used for gullies and swales, as well as funds for erosion control riprap and gabions. Mr. Ley stated cost for gully and swale work would be the responsibility of the adjacent property owners. The budget includes \$75,000 annually for stormwater maintenance in City easements.

Councilmember Filla asked for details of the covered brine system mentioned on Page 12. Mr. Ley stated outdoor temperature must be above 15 degrees to apply brine. Currently, staff must continually test the mixture being made in one large tank. With the new brine system, the process will be automated and brine sent to a holding tank used to fill saddle tanks on a truck. Truck code numbers will to be entered to track usage.

Mr. Ley confirmed to Councilmember Sipple the City maintains 460 lane miles.

Councilmember Osman provided comments and asked the following questions:

1. Indian Creek flooding continues to worsen. The City is working with FEMA. Kansas City, Missouri, and other municipalities are looking at five-to-seven year long-term plans. Should the City begin to budget in similar regard for Indian Creek?

Mr. Ley stated that once SMAC converts to funding watershed projects, the City will approach them about a study.

2. In regard to flooding, the U.S. Army Corps of Engineers would like each municipality to pay their share. Should the City budget for this cost?

Mr. Ley stated the City will work on this over the next couple of months. The Corps of Engineers will focus first north of Interstate 435. We would like them to start further upstream at City Park. The City will work with SMAC first to determine if they will pay a portion of City's cost, then the City will work with the Corps of Engineers.

3. He and Councilmember Filla have received complaints in the past two years about the number of homes with excessive discharge of water to the storm sewers or towards another home. Are contractors doing something to homes that negatively impact flooding issues? Does the City review plans with such concerns in mind and how can the City address the issue?

Mr. Ley stated if a 400 sq. ft. home addition is planned, the City will review the plan to ensure 35% detention and survey is required to look at area 40 ft. beyond the property lot. Most new homes in the north have detention.

4. Prior to flooding, many silt fences were knocked down at construction sites.

Mr. Coleman stated the amount of rain is far head of the 1999 record. Teardowns/rebuilds are prohibited from cut or fill of 1 ft. of lot grade without a stormwater control plan. Sump pumps and/or detention basins may be required. Leawood has a lot of ground water problems. The type of soil is of great impact; clay soil does not absorb water.

5. Has the City considered use of vacuum trucks to suck up tree leaves swept to the curb, similar to what Prairie Village does in the Fall?

Mr. Ley stated use of vacuum trucks was reviewed about 25 years ago and the City tried doing this for one year; it was found to be too time-consuming and many complaints were received.

6. He receives a number of street speed limit complaints about Lee Boulevard and side streets. Positive comments on the reduced speed on Lee Boulevard. Does the City have a template or criteria as to what can be done about speed limits?

Mr. Ley stated the City has a traffic-calming policy that can be provided. He stated residents on Manor Road were interested in a review of sight distance.

7. What methods have been used by the City to communicate with residents about Mission Road closures from 119th Street to 127th Street? Does this include email?

Mr. Ley stated the project contractor is to place placards on doorknobs or communicate directly with home owners. Councilmember Sipple stated that Public Works Administrative Services Manager Julie Stasi sends notices to the Home Owner Associations in the neighborhood.

Mayor Dunn stated all Department Heads do an outstanding, thorough job in communicating with the public; Public Works has an inordinate amount and follow-through takes a great deal of time. She thanked Mr. Ley for all his hard work.

Parks & Recreation Department – Director Chris Claxton

2020 Budgeted Expenditures

Department budget comprises 17%, or \$11,151,587, of the 2020 Budget, which is fairly consistent from last year.

Parks and Recreation

Budget increased from \$10.4 Million last year to \$11.2 Million. The number of positions remained the same except for conversion of two part-time Parks Maintenance positions into two full-time Parks Maintenance positions. This was done in regard to the challenge of a large amount of competition for seasonal job candidates.

Program Accomplishments

Highlights of accomplishments include the following:

- Installation of “Dancers” art piece and site work for future “Walking Woman” art piece.
- Participated in the Selection Committee for the new City banners.
- Collaborated with Flood Group on FEMA work on the 2017 flood.
- Developed, distributed and reviewed RFP for 96th/Lee future park with Task Force.
- Worked with Troon to optimize golf shop inventory procedures.
- Partnered with Genesis Health Club to provide adult and youth tennis lessons.
- Partnered with The First Tee of GKC (Golf Lessons); and Challenger Sports [Soccer Camps).
- The overall revenue for Vista 154 facility, for non-golf usage, exceeded \$100,000.
- Recorded over 26,630 rounds of golf at Ironhorse course; highest since 2010.

The department is working on two additional art piece projects. Many compliments have been received on the fun and tasteful new City banners; thanks to Councilmember Cain for her work. It is hoped a contractor will be on board in late August/early September for the future 96th and Lee Park, although construction will not begin soon. Monthly Task Force meetings are planned. Interviews with four or five companies will be scheduled for later this month.

Mr. Morris expressed appreciation for what has been done to provide Pickleball. There are 20 to 30 players at the courts every morning. Unfortunately, nets need to be set-up and taken down on the courts each day. The current situation is wonderful compared to prior, but is not dedicated. Mayor Dunn stated she had received a nice note in this regard. Mr. Morris Meadowbrook in Prairie Village is installing regulation, lit, Pickleball courts.

Mayor Dunn pointed out that in Parks & Recreation Advisory Board meeting minutes Barstow School in the former HyVee shopping Center may offer indoor courts, and some other Parks & Recreation programming as well. Hallbrook Country Club now offers Pickleball, but has not seen much use. Mr. Morris stated tennis membership at Hallbrook is mainly younger; interest in Pickleball could be based on age.

Ms. Claxton wanted to draw attention to the department has done to create community partnerships, such as with Genesis, First Tee and no-cost use of a Burns & McDonnell facility for “An Enchanted Evening.” Mayor Dunn stated a great job is done to procure grants.

Councilmember Cain inquired if Vista 154 usage and revenue of \$100,000 is on track. Ms. Claxton stated usage was not in-line with her expectations, and she is working with Troon on this. A new search optimization engine tool, that lands a subject at the top of search list, is now being used to help, especially in regard to wedding receptions.

Councilmember Osman asked if cost of Vista 154 use for receptions was on par in regard to other venues. He shared that parents hosting birthday parties at Vista 154 have stated the space was the most economical they have found, and questioned if the space was underpriced. Ms. Claxton stated the largest area of lost revenue is on reception catering. Many things have been tried to resolve, and work continues on other options. In regard to parent comments, to compare with other spaces, the names of the other spaces would need to be known.

Councilmember Azeltine pointed out the budget includes future work on the kitchen in 2020, cost reduced from \$200,000 to \$175,000 by the City Administrator. Mr. Lambers stated the kitchen is for the snack bar, not events. In regard to return on investment, there is no need for an accelerated timetable. The City paid cash for the project, so there is no interest cost. Mayor Dunn stated the anticipated payback was seven years.

Ms. Claxton stated Sykes/Lady Golf Course at 125th and Quivira in Overland Park underwent a remodel at a cost of \$6.2 Million which does not include event space, but has a large kitchen and nice grill area. The City cannot compete with them on event space. If Vista 154 is not available, requestors are referred to The Lodge, and vice-versa. Facility tours are conducted on Wednesday nights.

Ms. Claxton stated the Leawood Stage Company is going strong, evidenced by their long list of accomplishments.

Ms. Claxton shared that as part of the City's July 4th celebration, banner Artist Zach Newton will be present. Also, to acknowledge the 75th Anniversary of D-Day, she is working with Mr. Gary Swanson on a 15-minute recognition by Armed Services.

Council Priority

- 18.6 acres per each Park Maintenance employee.
- 7 days between park mowings.
- 98% customer satisfaction rating – Classes.
- 98% customer satisfaction rate – Aquatic Center.
- 98% program attendance rate – Sports.
- 87% customer satisfaction rating – Golf Course.
- 85% of classes *offered* meet minimum participation requirements.
- 33% - 85% Facility utilization in 2018.
- 47% Golf Course utilization ratio in 2018.
- Sports cost recovery, operating costs 2018 Actual 101% (2017 101%).
- Aquatic cost recovery, operating costs 2018 Actual 85% (2017 76%).
- Programming cost recovery, operating costs 2018 Actual 67% (2017 68%).
- Golf cost recovery, operating costs 2018 Actual 88% (2017 77%).
- Combined cost recovery for all 92%.

The reason for yellow ranking for acres per Park Maintenance employee is because acreage is up from 18.1 to 18.6. The two extra full-time positions in the budget will help.

Mayor Dunn noted there were fewer dandelions seen in Parks grass this year.

Mr. Morris complimented the removal of trees along Tomahawk Creek Parkway across from the Justice Center. The area is now attractive and safer. Ms. Claxton credited Dustin Branick and his horticultural team for this effort.

Cost Recovery, Fee-Based Programs

Cost recovery for programs continues to increase, with average of the four programming types of 84%. Events, historic programming and theater are not cost recovery programs, but the department always strives to do better.

Councilmember Larson expressed the hope that with the terrific new Troon General Manager, an increase would be seen for the golf course.

Mr. Morris stated that despite over 26,000 rounds played, golf course has revenues of \$1.8 Million and expenses of \$2.7 Million. He estimated that \$500,000 would be spent each year on the course, which is challenging to maintain. It costs the City \$1 Million a year to have a golf course, and the City should recognize the course will never break even and there will always be Capital costs. Having a course is a true expense item.

Ms. Claxton stated Troon has been with the City since 2009, and the prior Troon General Manager did a great job. Troon has been asked to develop a capital plan. She is glad to see City subsidy cut in half, from \$400,000 to \$200,000, a step in the right direction. Also, the Pro Shop has now improved handling of inventory.

Mayor Dunn stated she does not receive complaints about the cost of having a golf course. Seventy percent of voters approved, knowing there were large debt-service payments, which have now ended. The golf course is a quality-of-life amenity that sets Leawood apart; Mr. Morris agreed. Councilmember Larson pointed out the intangible benefit of ranking. She stated the course is currently ranked third in Kansas, with stiff competition from other courses. We can all be proud.

Parks and Recreation Department All Funds, By Program, By Function

There are no significant changes since last year. The 2020 Budget includes \$20,000 for sanding, waxing and repainting restoration of the Aquatic Center waterslide, \$30,500 for an irrigation booster pump for Gezer Park so watering does not take all day and can be done before visitors, and \$87,000 to remove silt from the Ironwoods Park lake. Silt will be buried on-site, as before. The department is working on a 20-year trail plan.

Mayor Dunn stated the Parks and Recreation Department provides a “happy feeling” to citizens and she receives many compliments on rewarding activities and on City art. She referenced the recent “Look to Leawood” article featuring Ms. Claxton and parks. Ms. Claxton stated when people hear how few staff the department has and the amount of activities and level of service offered, they are surprised. She expressed appreciation for Council support.

Committee/Other Discussion

Mr. Lambers stated that Mr. Jeffries has requested an increase in the annual allocation. Currently, the City provides \$118,000 for Chamber Economic Development and \$10,000 for KCADC contribution. He would support an increase of \$7,000, increasing the allocation to \$125,000. Mayor Dunn noted a consensus of the Governing Body for the increase.

Mayor Dunn stated the budget meeting tentatively scheduled for tomorrow night was not needed. She thanked the Budget and Finance Committee members for another year of service.

There being no further business, the Work Session was adjourned at 9:17 P.M.

Debra Harper, CMC, City Clerk

Cindy Jacobus, Assistant City Clerk