

**MERRIAM CITY COUNCIL AGENDA
CITY HALL
9001 WEST 62ND STREET
March 9, 2020
7:00 P.M.**

<p>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.</p>

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 separate

1. Consider approval of the minutes of the City Council meeting held February 24, 2020.
2. Consider approval of a bid award to Phoenix Construction for 2020 Sidewalk Infill project.
3. Consider approval of the purchase of four mobile column lifts for public works building.

V. MAYOR'S REPORT

1. Swearing in of police officer Nathan Hoff.
2. Promotion of Chris Brokaw to Captain.

VI. COUNCIL ITEMS

A. Finance and Administration

1. Consider approval of Council Goals and Objectives.
2. Consider approval of a resolution in support of the National League of Cities (NLC) Leading Together Cities Agenda.
3. Consider approval of re-allocation of Facility Maintenance Worker I to the Parks and Recreation Department budget.
4. Community Center Update.

B. Community Development/Public Works/CIP

1. Consider approval of a bid award to Kansas Heavy Construction for 2020 Street and Storm drainage improvements.
2. Consider approval of the purchase of 78 LED streetlights.
3. CIP Update.

VII. STAFF ITEMS

VIII. NEW BUSINESS

IX. EXECUTIVE SESSION

X. ADJOURNMENT

Respectfully submitted,

Juliana Pinnick

Juliana Pinnick
City Clerk

**MERRIAM CITY COUNCIL MINUTES
CITY HALL
9001 WEST 62ND STREET
FEBRUARY 24, 2020
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
Bruce Kaldahl
Brian Knaff
David Neal
Bob Pape
Jason Silvers
Whitney Yadrich

Staff present: Chris Engel, City Administrator; Ryan Denk, City Attorney; Meredith Hauck, Assistant City Administrator; Jim MacDonald, Public Works Director; Jenna Gant, Communication and Public Engagement Manager; Darren McLaughlin, Police Chief; Anna Slocum, Parks and Recreation Director; Donna Oliver, Finance Director; 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.***

Christopher Leitch, 8600 W. 60th St. commented that as a city volunteer, he is very satisfied with his experience. He has spent all his life as a public servant and is very familiar with the role of public service. Working with the City of Merriam's professional staff has been a pleasure in that capacity. As well, in his role with the Johnson County Library, and working with city staff on that project he has found city staff's work to be professional, very thorough and exacting. As a citizen, and fellow public servant, he feels the city is in good hands with the professional staff members doing great work to improve the community.

IV. CONSENT AGENDA

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

1. Consider approval of the minutes of the City Council Meeting held February 10, 2020.
2. Consider approval of the appointment and Letter of Understanding for John Harvell as Municipal Court Judge.
3. Consider approval of the appointment and Letter of Understanding for Christopher Mann as City Prosecutor.
4. Consider approval of the appointment and renewal of contact for Ryan Denk as City Attorney.

COUNCILMEMBER PAPE MOVED THAT THE COUNCIL APPROVE CONSENT AGENDA ITEMS 1-4. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

V. MAYOR'S REPORT

1. Flags 4 Freedom request.

Flags 4 Freedom committee member Susan Hayden requested the use of city property and limited staff support for the 15th annual Flags 4 Freedom event.

COUNCILMEMBER PAPE MOVED THAT THE COUNCIL APPROVE THE USE OF CITY PROPERTY AND LIMITED STAFF SUPPORT FOR THE 2020 FLAGS 4 FREEDOM EVENT. COUNCILMEMBER NEAL SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

2. Consider approval of a resolution establishing the term of office and swearing-in of the city's Governing Body.

City Administrator Chris Engel provided the background for this item. Senate Bill 105 became effective on July 1, 2019. This legislation allows the City to establish the date when the term of office begins for elected City Councilmembers and the Mayor as long as that date falls on or between December 1st and the second Monday in January following certification of the election.

The term of office for elected officials currently occurs on the second Monday in January which is approximately two full months after the November election.

Staff is recommending the term of office for elected officials begin on the second Monday in December at the regularly scheduled City Council meeting.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL APPROVE A RESOLUTION ESTABLISHING TERM OF OFFICE AND SWEARING IN OF THE CITY'S GOVERNING BODY. COUNCILMEMBER YADRICH SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

VI. COUNCIL ITEMS

A. Finance and Administration

1. Consider approval of rental and child watch fees for the new community center.

Parks and recreation Director Anna Slocum provided the background for this item. Park and Recreation Advisory Board began discussing the process of setting fees associated with the operation of the new community center in April 2019. Through this discussion, staff outlined several factors to be considered. Most importantly, during the Master Plan process it was a stated priority to improve upon the current subsidy provided for the operations of Parks and Recreation. In addition to membership fees, there will be a variety of revenue producing opportunities such as rental spaces and programs. The majority of programs offered are taught through a contractual instructor in which the City receives between 30 – 40 percent of registration fees based on the instructor's years of service. Other programs such as rentals, child watch and holiday special events should recuperate direct costs. This was a goal stated in the Revenue Guideline.

Comparing rental rates to neighboring cities is challenging as room capacities vary widely. The recommended fees were carefully compared to the existing rental rates at IBFCC as well as neighboring cities. To encourage larger rentals, a simplified discount system was created with a maximum discount not to exceed \$1,500.

Operation of Child Watch will be a new program. Staff compared the per hour rate to neighboring cities. To provide a greater value to members, punch passes for visits is recommended in which the more visits purchased reduces the amount paid per visit. Ms. Slocum clarified the information that was provided in the City Council Agenda Packet regarding the child watch fees. The Member Punch Pass fees are 12 visits for \$30; 24 visits would be \$54, the agenda information had a transposition of numbers which reflected \$45 for the 24 visits. Each visit is a one-hour time slot.

COUNCILMEMBER PAPE MOVED THAT THE COUNCIL APPROVE THE PROPOSED FEES FOR RENTAL AND CHILD WATCH FOR THE NEW COMMUNITY CENTER. COUNCILMEMBER NEAL SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

2. Consider approval of the purchase of a Pierce pumper truck in the amount of \$716,271.87.

Fire Chief Bryan Dehner provided the background for this item. As part of the contract with Overland Park and Merriam for fire services, the City of Merriam is required to provide three fire apparatuses, an engine truck, a ladder truck and a reserve piece of equipment. When a unit is ten years old, it goes into reserve status. For 2020 engine 46 is slated for replacement, the engine unit will go into reserve status.

Engine 46 will be replaced by the new pumper truck. The truck will be purchased utilizing the Mid-America Regional Council (MARC) Houston Galveston Area Contract (HGAC). This replaces a bid process as MARC has already negotiated pricing for vehicles. The unit will be a Pierce Manufacturing pumper unit. Pierce was selected as the manufacturer as they have an authorized dealer in Olathe who can make major repairs to the unit.

The bid sheet included in the Council Agenda Packet lists the truck unit and details the pricing and equipment options that will be on the truck. The budgeted amount for the unit is \$747,000.00 and the bid sheets details the cost at \$716,271.87. The truck will not be delivered until November 2020 however, prepayment of the unit saves approximately \$24,000 in interest costs. Hoses, ladders, air packs and other equipment will be transferred to the new unit once it arrives.

Councilmember Yadrich asked where this purchase appears in the 2020 budget.

Finance Director Donna Oliver commented that the truck purchase is in the Equipment Reserve Budget.

COUNCILMEMBER PAPE MOVED THAT THE COUNCIL APPROVE THE PURCHASE OF A PIERCE PUMPER TRUCK IN THE AMOUNT OF \$716,271.87. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

3. Monthly Finance Report.

Finance Director Donna Oliver presented the Finance Report for the month of January.

B. Community Development/Public Works/CIP

1. Discussion regarding Streetlight Program.

Public Works Director Jim MacDonald provided the background for this item. In 1996 the city began transitioning street lights from the KCPL cobra head lights to the black decorative streetlights. The decorative street lights have three different styles. The black decorative, which holds the flowering baskets, and banners, Residential streetlights, with the aluminum poles, and the Shawnee Mission Parkway poles with the curved arms. All streetlights currently have high-pressure sodium (HPS) bulbs.

To date, 784 black decorative streetlights have been installed. There are 35 of this type of light still to be installed. Residential streets have had 826 decorative streetlight installed, with 193 remaining to be replaced. Mr. Macdonald presented photos depicting the different types of streetlights in Merriam.

There are 228 streetlight still needing replacement, with 78 scheduled to be installed in 2020. The 2020 replacement lights need to be ordered in March and staff needs to know if the 2020 replacement light should be HPS light or LED. The cost to complete replacement of the remaining streetlights with HPS would be \$950,000.

Various LED fixtures have been installed in 2012 along Knox at 67th as a trial use for LED's. The results of that trial conclude that the LED's kilowatt usage is about ½ of the usage of HPS. The lifecycle of the LED's is three times of a HPS bulb but so is the annualized maintenance and replacement costs. However, the energy savings and make the annual maintenance and replacement costs comparable.

Many manufacturers are getting away from the HPS so it is unclear how much longer those types of bulbs will be available. To complete the streetlight program with LED fixtures will cost about \$1,000,000 compared to the \$950,000 if the program is completed with HPS fixtures. Staff recommends completing the streetlight program with LED fixtures. The \$50,000 additional funds will be expended over a couple of years.

There was discussion about replacing the existing lights with LED and how that process works. Mr. MacDonald explained that as his crews find HPS

bulbs burned out or if a baluster has to be replaced on existing lights, they will change out those lights with LED's. The change-over will require removing the light head and replacing that with an LED head, so there are parts that have to be retrofitted to accommodate the LED bulbs.

The council unanimously agreed that the city should move forward with the conversion of the streetlights to LED lights.

VII. STAFF ITEMS

City Administrator Chris Engel thanked the public works staff for their help with getting all the carpet in City Hall replaced over the past two weeks.

VIII. NEW BUSINESS

IX. EXECUTIVE SESSION

IX. ADJOURNMENT

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL,
COUNCILMEMBER PAPE MOVED TO ADJOURN AT 7:50 PM
COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS
UNANIMOUSLY APPROVED.**

Respectfully submitted,

Juliana Pinnick

Juliana Pinnick
City Clerk



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: Construction bid award to Phoenix Concrete, LLC for the 2020 Sidewalk In-Fill/Sidewalk Maintenance Project.

SUBMITTED BY: Jim MacDonald, Public Works Director

MEETING DATE: March 9, 2020

PROJECT BACKGROUND/DESCRIPTION:

On February 26, 2020 staff opened eight bids for the 2020 sidewalk in-fill/sidewalk maintenance program. The sidewalk infill will take place along Perry Ave between 55th and 56th Ter, W 56th Ter from Perry Ln to Perry Ave and 56th Ter East of Knox St. We will also be replacing approximately 950 linear feet of substandard sidewalk in the areas of W 49th Ter., W 49th Pl., and Farley St east of Knox Ave.

As read bids were as follows:

Contractor	Bid	Notes
Golconda Group, LLC	\$224,858.24	Does not meet bid qualifications
Sands Construction	\$231,373.90	Does not meet bid qualifications
Phoenix Concrete, LLC	\$237,184.26	Lowest qualified bid
Gunter Construction Co.	\$237,845.23	
KJ Remodeling, LLC	\$244,152.00	Does not meet bid qualifications
Kansas Heavy Construction, LLC	\$255,556.80	
Freeman Concrete	\$262,187.97	
Mega Industries Corp	\$267,679.00	
<i>Engineers Estimate</i>	<i>\$265,008.40</i>	

All bids have been checked for accuracy and contract compliance, during the contract compliance review it was found that 3 of the 8 bidders were not on the required current Kansas Department of Transportation Prequalified Contractors List. Therefore, the Project Engineer recommends the Contract be awarded to the low bid meeting our Contract requirements, Phoenix Concrete, LLC.

CITY COUNCIL GOALS AND OBJECTIVES

3.2 Sustain capital improvement efforts.

FINANCIAL IMPACT

Amount of Contract:	\$237,184.26
Amount Budgeted:	\$195,000 construction CIP Sidewalk Program, and \$50,000 Sidewalk Maintenance Program
Funding Source/Account #:	Capital Improvement Fund - General CIP/301-0000-511-45.10, Project Nos. Sidewalk In-Fill GM1704 and Sidewalk Maint. GM2002

SUPPORTING DOCUMENTS

Engineer's recommendation letter, infill map, substandard sidewalk map

ACTION NEEDED/STAFF RECOMMENDATION

Staff recommends the Council award the 2020 Sidewalk In-Fill/Sidewalk Maintenance Project contract to Phoenix Concrete in the amount of \$237,184.26



February 27, 2020

Carl Sanders
Capital Projects Coordinator
City of Merriam
6901 Knox Street
Merriam, Kansas 66203

RE: 2020 CITY-WIDE SIDEWALK IN-FILL PROJECT
MERRIAM, KANSAS

Dear Carl:

Attached is the Bid Tabulation for the above referenced project of which bids were opened on Wednesday, February 26, 2020 at 10:00 a.m. Eight (8) bids were received with Golconda Group LLC being the low bidder at \$224,858.24. There were two calculation errors (highlighted in yellow) from other bidders which did not affect the rankings of the bids. The Engineer's Estimate was \$265,008.40.

The KDOT Prequalified Contractors List dated February 13, 2020 was reviewed and three (3) of the eight (8) bidders including Golconda Group LLC, Sands Construction, and KJ Remodeling LLC were not shown as being approved.

Based on the contract conformance and previous project performance, BHC RHODES recommends the third lowest bidder, Phoenix Concrete LLC with a base price of \$237,184.26 for the 2020 City-Wide Sidewalk In-fill Project.

Sincerely,

David Nolte, PE
Project Manager

SHEET NUMBER	1	TOTAL SHEETS	14
		YEAR	2020

[illegible]

GBA
architects
engineers

9801 Renner Boulevard
Suite 100
Dallas, Texas 75243
972.382.0000
www.gbteam.com

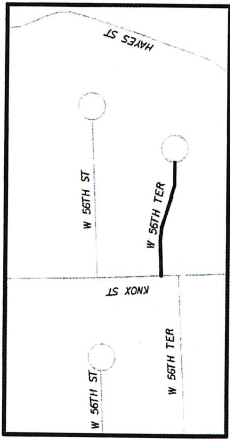
© GEORGE BUTLER
ASSOCIATES, INC. 2008
PRO. ENGINEER 000133
ARCHITECT 00212
ARCHITECT 000125
LANDSCAPE ARCHITECT 000015
PRO. LAND SURVEYOR 000039



1	TITLE SHEET
2	GENERAL NOTES
3	TYPICALS
4	QUANTITIES
5 - 8	PLAN SHEETS
9 - 14	CONSTRUCTION DETAILS

E-11111 1000000

APPROVED BY: [Signature]
CITY OF MERRIMAN
12/5/14
DATE

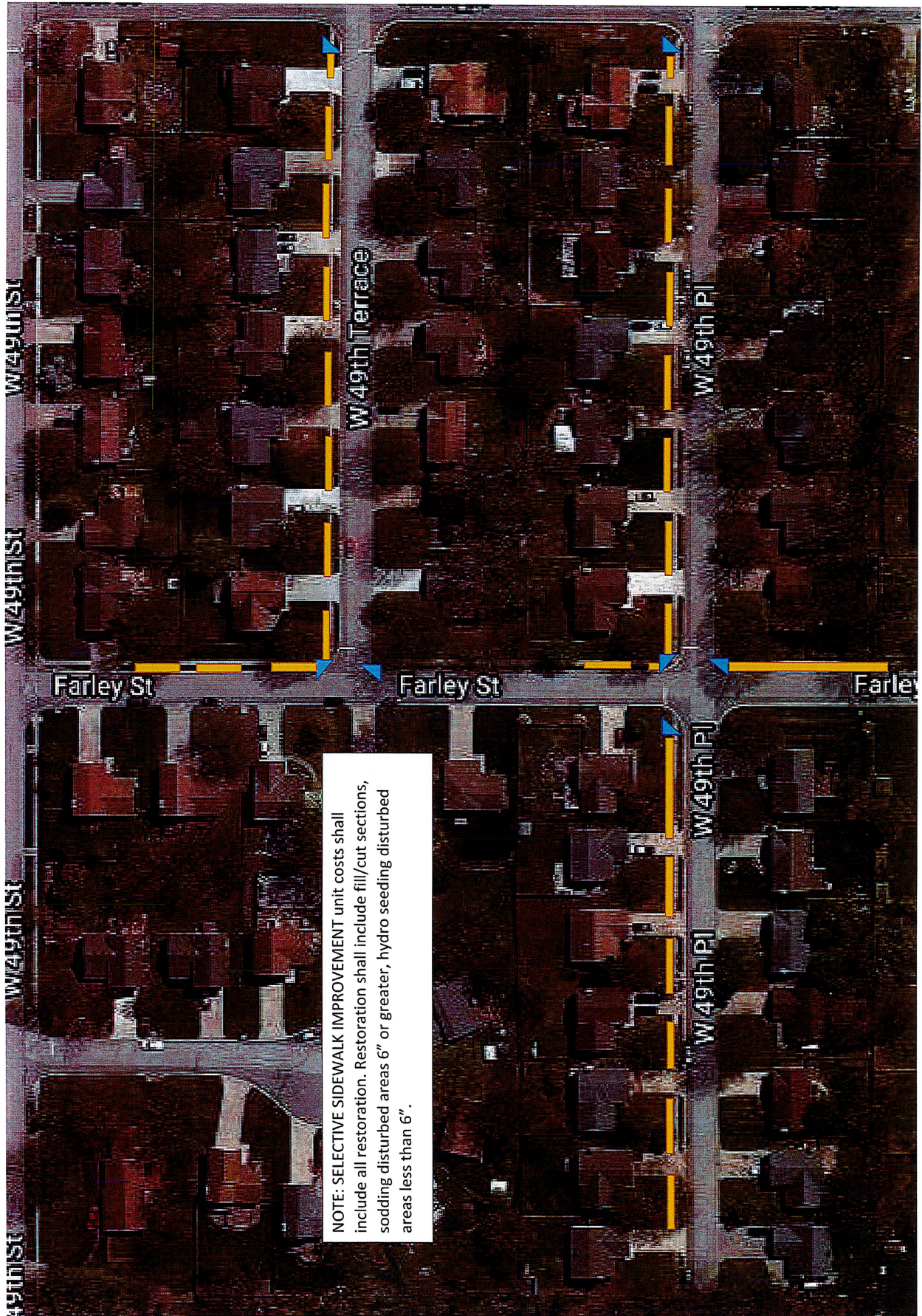


UTILITY COMPANIES

COMPANY	NAME	ADDRESS	TELEPHONE	E-MAIL ADDRESS
Electric	Gary	1620 S W 108th St. Tulsa, OK 74119	Tul 913-681-1420	gary.g@earthlink.net
BPU	Caroline Connor	6748 Kansas Kansas City, KS 65102	Tul 913-575-9538	CConnor@bpu.com
AT&T	Randy Gaslin	9444 Nell Ave. Overland Park, KS 66207	Tul 913-383-6949	rg5513@att.com
Consolidated Communications	Clarence Griffin	9701 Lexington Road Lenexa, KS 66219	Tul 913-322-9619	clarence.griffin@comcast.net
Sprint	Pauline Carroll	10000 W. 116th Ave. Leola, KS 66226	Tul 913-489-8469	jeason.carroll@earthlink.net
Time Warner Cable	Ann Front	8225 W 119th St. Overland Park, KS 66213	Tul 913-434-1861	ron.front@twcable.com
Gas	Chris	11401 W 69th St. Overland Park, KS 66213	Tul 913-559-6964	Chris@springhillgas.com

TELEPHONE

Google Fiber	Andrew Sudd	2912 W. 47th Avenue Kansas City, KS 66103	N/A
American Systems	Dwight Doss	600 New Century Parkway Kansas City, KS 66203	66203
CenturyLink	Brian Carish	10747 Ramee Blvd. Overland Park, KS 66209	66209
Wired One	Nick Johnson	300 E. 12th Street Kansas City, Kansas 66102	66102
Blue Bird	Jenny Li	4800 Nell Ave. Kansas City, MO 64111	64111
Johnson County Wastewater	Charles McCallister	6501 Knox St. Merriam, KS 66620	66620
City of Merriam	Jim Macdonald	8500 Antioch Road Overland Park, KS 66202	66202
City of Overland Park IT Infrastructure	Mark Ed	6500 Swing Road Overland Park, KS 66212	66212
City of Overland Park Water	Reyes		



NOTE: SELECTIVE SIDEWALK IMPROVEMENT unit costs shall include all restoration. Restoration shall include fill/cut sections, sodding disturbed areas 6" or greater, hydro seeding disturbed areas less than 6".



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: Consider approval of Mobile Column Lifts for \$44,946.01

SUBMITTED BY: Jim MacDonald, Public Works Director

MEETING DATE: March 9, 2020

PROJECT BACKGROUND/DESCRIPTION:

As part of the 2020 budget, \$46,000 was approved for the purchase of Four (4) mobile column lifts to allow us the ability to pick up tandem axle trucks and Fire vehicles. The current in-ground lift is 24 years old and has reached its life expectancy, it no longer has the ability to pick up these vehicles for service and repairs.

The City of Merriam is part of Sourcewell which allows municipalities to save money on products purchased through Sourcewell due to large volume purchasing. This association has developed efficient purchasing methods and practices in governmental procurement. They encourage ethical standards in buying and selling and promote uniform public purchasing laws and simplified standards of specifications.

The purchase through Sourcewell is in lieu of the City of Merriam soliciting bids because all contracts are competitively solicited through them.

CITY COUNCIL GOALS AND OBJECTIVES

2.1 Improve the utilization of technology to increase efficiency

FINANCIAL IMPACT

Amount of Contract:	\$44,946.01
Amount Budgeted:	\$46,000.00
Funding Source/Account #:	222-3010-430-74-20 Public Works Equipment Reserve Fund

SUPPORTING DOCUMENTS

Quotation and contract

ACTION NEEDED/STAFF RECOMMENDATION

Staff recommends approval of the purchase of Mobile Column lifts with additional options for the amount of \$44,946.01 from Steril Koni

QUOTATION AND CONTRACT



SHAWNEE OFFICE
6909 Martindale Rd
Shawnee, KS 66218

Phone: (913) 438-1500
Fax: (913) 438-1504

No. 1107841

Proposal Submitted to:

Date: 02/19/20

City of Merriam
9001 W 62nd St
Merriam, KS 66202-2883

EQUIPMENT ONLY QUOTE

Job Location: 6901 Knox St
Merriam, KS 66203-5618

QUOTATION SUMMARYAMOUNT

Equipment, See "Equipment List"	\$ 42,946.01
Incoming Freight on Major Equipment	\$ 2,000.00
	=====
TOTAL	\$ 44,946.01

PLEASE SHOW OUR QUOTE NO. ON YOUR P.O.

**If using Sourcewell Contract #061015-SKI, then PO must be submitted directly to:

Steril Koni
200 Log Canoe Circle
Stevensville, MD 21666

You must include your Sourcewell Member # on the PO

ALL PRICES LISTED ARE CASH PRICES. WE DO NOT ACCEPT CREDIT CARD PAYMENTS ON CONTRACTS

We propose to furnish material and/or labor as listed above for the sum of \$ **44,946.01** , plus any applicable taxes. Prices are subject to change without prior notice and are subject to price in effect at time of delivery. Any alteration or deviation from the above specifications involving extra cost will become an extra charged over and above this estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Any work involving extra charges will not be performed until an agreement is reached regarding the extra charges. This proposal is void 15 days from the above date.

NAME: Steve Dixon
TITLE: President

SIGNATURE: Stephen E DixonCUSTOMER ACCEPTANCE

The prices, specifications, terms and conditions of this QUOTATION & CONTRACT are satisfactory and are hereby accepted. You are authorized to provide the equipment and/or do the work as specified. **Customer acknowledges and agrees to the payment terms listed above. Payments made later than the terms listed will incur late payment charges of 1-1/2% per month or 18% per annum. Rock, water or other unforeseen underground obstructions to be at additional customer expense. Customer will be responsible for filling all underground storage tanks with product for ballast immediately upon setting tanks in the tank excavations. THE TERMS AND CONDITIONS SET OUT IN THE REMAINDER OF THIS PROPOSAL ARE A PART OF THIS CONTRACT AND HAVE THE SAME FORCE AND EFFECT AS IF SET ON ITS FACE. Buyer's Initials Required.**

NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

11QF810



SHAWNEE OFFICE
6909 Martindale Rd
Shawnee, KS 66218

Phone: (913) 438-1500
Fax: (913) 438-1504

No. 1107841

Proposal Submitted to:

Date: 02/19/20

City of Merriam
9001 W 62nd St
Merriam, KS 66202-2883

Job Location: 6901 Knox St
Merriam, KS 66203-5618

EQUIPMENT LIST

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	KON ST-1085-2FWA '-Steril Koni Set of 4 Lifts - 18,500 lbs. Wireless Battery w/ Control Box at Each Column		\$ 38,838.13
1	KON 38000970 '-Multi Purpose Low Profile Adapter		\$ 2,947.36
4	KON 35000306 '-Support Extension 1.5in	\$ 41.25	\$ 165.00
4	KON 37003909 '-Support Extension 3.5in	\$ 108.63	\$ 434.52
4	KON 37003916 '-6 1/2in Adapter	\$ 140.25	\$ 561.00
EQUIPMENT LIST TOTAL			===== \$ 42,946.01 PLUS FREIGHT

INITIALS OF BUYER _____

ACCEPTANCE - This proposal, when accepted by the Buyer within the said period set out in this agreement, will constitute a bonafide contract between the Buyer and P. B. Hoidale Co., Inc., the Seller, subject to all terms and conditions to follow and to the approval of the Seller. It is expressly agreed that there are no promises, agreements or understandings, oral or written, not specified in this contract. No waiver, alteration or modification of the terms and conditions of this contract shall be binding unless in writing and signed by the Seller.

ACCEPTANCE BY MAIL - Acceptance by mail shall be effective as an acceptance only when actually received by the Seller.

FOB PLACE OF MANUFACTURE - Unless otherwise stated in this contract, prices are FOB place of manufacture. Unless otherwise stated, the freight rate in existence at the date of this contract shall apply, but any change in freight rate in effect on shipment date shall result in a corresponding change in price.

EXTRA CHARGES - The Buyer may order changes in the work or the installation of additional equipment and the contract sum shall be increased accordingly. **ALL SUCH ORDERS AND INCREASES SHALL BE IN WRITING**, and the Buyer shall consent in writing to the extra charges before the Seller shall begin any changes or additional work.

RELATED WORK - Labor, materials and outside services for electrical, blacktop, water and sewer work, etc., are not included in contract unless specified. Anchors, foundations and cathodic protection are not included in this contract unless specified. Concrete slab must be protected from traffic - if concrete slab is placed and furnished under this contract, the Seller is not responsible for the slab if not protected from traffic by the Buyer for 14 days.

DELIVERY - Delivery promises are contingent upon fires, strikes, accidents, lockouts, work stoppages, war, riot, availability of materials, acts of God, governmental action or regulation, or from other causes beyond the Seller's control. The Seller shall have no liability for any delay, failure to deliver, loss or damage which might result there from. The Buyer shall make a storage area available to the Seller. Any necessary relocation of equipment or installation materials from this designated area will be at the Buyer's expense.

DELAYS - Due to the increasing cost of labor and materials, any delay of progress, not directly under the Seller's direct control and not due to causes not within the control of the parties, will result in an additional charge to the Buyer.

TERMS - Terms are net 10 days from date of invoice unless otherwise specified. Delivery to our warehouse for purposes of convenience or coordination shall be considered "Delivery" for billing purposes.

a) Progress payments may be required - The Seller may require progress payments, covering the materials and/or labor, based upon the percentage of the contract completed. The Buyer will be sent an invoice that must be paid as specified or with 10 days.

b) Failure to pay progress payments when due - In the event the Buyer fails to pay any progress payments within the terms specified, The Seller may, with written notice to the Buyer, suspend work. After 5 days, the Seller may terminate the contract or exercise any other rights it may have without incurring any liability whatsoever to the Buyer. Such rights include, but are not limited to, recovery from the Buyer payment for work executed and for any proven loss sustained upon any materials, equipment, tools, and construction equipment and machinery.

c) Interest - The Seller reserves the right to charge the Buyer 1-1/2% per month on past due balances. This represents an annual rate of 18%.

d) Attorney's fees payable - The Buyer agrees to pay the Seller reasonable attorney's fees and court costs if the account is sent to an attorney for collection.

GRANT OF SECURITY INTEREST - Buyer grants to Seller a purchase money security interest in all property sold to Buyer pursuant to this Contract to secure all indebtedness of Buyer to Seller under this Contract.

INSTALLATION - It is understood that the Buyer shall provide the Seller with full access to the job site and the installation location during the installation period, and the Seller shall not be held responsible for any delays caused by the Buyer's failure to so provide access. The Seller shall furnish the necessary materials and perform all work for the installation of said equipment. The Seller shall install the equipment at the location to be designated by the Buyer on the job site. The installation shall be performed by the Seller in the Seller's customary manner in accordance with it's normal procedures. It is understood that the Buyer has submitted no specifications regarding the manner of the performance of the agreement, unless otherwise specifically stated in this contract.

a) Excavating - Excavation quotations are based on normal soil conditions. In the event any underground structures, cables, conduit, debris, rock, water, running sand, concrete foundations, poles, manholes, or similar non-visible obstructions or unforeseen underground conditions be encountered, removed or destroyed, and if additional work is necessary to either preserve or destroy these unforeseen obstacles and to complete the excavation, such work shall be the Buyer's expense. Mechanical compaction of backfill is not included in the contract unless specified. Finished grades are to be established and verified by the Buyer.

b) Floating Tank Clause - The Buyer will be responsible for filling all underground storage tanks with products for ballast immediately upon setting tanks in excavations. The Seller shall notify the Buyer when product will be needed. The Seller shall not be responsible for the contamination or loss of product used for ballast. In the event tank is not filled as requested, the Buyer accepts responsibility for equipment, labor and materials to reinstall floated tank. If product is not available, tanks shall be filled with water. There is an additional charge for the water and then removing the water when installation is complete.

PERMITS - Unless otherwise stated, no provision is made in the contract for special fees, permits, licenses, etc. If Seller is required to furnish same, such charges will be added to the contract price. The Buyer shall furnish all surveys necessary for proper installation. Easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by the Buyer.

DEFAULT BY SELLER - If the Seller defaults, neglects or fails to perform any provision of the contract, the Buyer may, without prejudice to any other remedy it may have, after 30 days written notice to the Seller, make good such deficiencies and deduct the cost thereof from the payment then or thereafter due the Seller. The Buyer may finish the work specified in this contract by whatever method Buyer may deem expedient. If the unpaid balance of the contract exceeds the cost of finishing the work, such excess shall be paid to the Seller, but if such expense exceeds the unpaid balance, the Seller shall pay the difference to the Buyer in full satisfaction of all claims for liquidating damages. Seller assumes no responsibility for, nor shall it be obligated to pay, claims for consequential damages.

WARRANTY - THE FOLLOWING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, WHETHER OF MERCHANTABILITY, FITNESS OF PURPOSE AND ANY AND ALL OTHER REPRESENTATIONS TO THE BUYER EXCEPT AS FOLLOWS: if the installation is supplied by the Seller, the Seller warrants the installation for a period of one year from date of completion. Seller warrants the installation to be free of defects in material and workmanship under normal use and service, the Seller's obligation under this warranty being limited to repair or replacement, as it may elect.

a) The Seller must be promptly notified of any circumstances involving warranty and must be permitted to perform corrective measures, utilizing the Seller's own personnel. The Seller will not accept any invoice or charges for any work performed during the warranty period by others.

b) Buyer acknowledges that Seller is not a manufacturer of the goods covered by this contract. Manufacturers warranties on said goods shall extend to Buyer as authorized by the manufacturers or as provided by law. Buyer expressly agrees and understands that Seller shall have no obligation or liability under such manufacturer's warranty or for failure of any manufacturer to honor the warranty. Except for the foregoing installation warranty, **SELLER MAKES NO EXPRESSED WARRANTIES OF ANY KIND, EXCEPT AS TO BUYERS WHO ARE INDIVIDUALS. SELLER MAKES NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**

LIMITATION OF LIABILITY - Buyer agrees that Seller and the original manufacturer of products sold by Seller to Buyer shall not be liable for any special, indirect, incidental, or consequential damages of any type, including, but not limited to, damages related to damage to the ground, ground water, underground or environment, loss of product, cleanup costs, loss of profit or sales, or any other expense resulting from the nonconforming or defective condition of any products or any system purchased by the Buyer. Seller shall also not be liable for interruption of business, downtime costs, increased operating costs, or claims of Buyer's customers for any of the foregoing types of damages.

INDEMNITY AGREEMENT - Buyer agrees to hold the Seller safe and harmless against all loss and from all liability, claims, demands or suits for (a) bodily injury and property damage arising out of the work undertaken by the Seller, its employees, agents or its subcontractors, and arising out of any other operation, no matter by whom, performed for and on behalf of the Buyer, whether or not due in whole or in part to conditions, acts or omissions done or permitted by Buyer or Seller, except for such liability as is covered by the Seller's Workman's Compensation Insurance and (b) alleged or actual infringement of any letters of patent, copyrights or trademarks, either domestic or foreign, arising from the manufacture and/or sale of goods herein in accordance with patterns, designs, specifications, drawings, directions or technical information of data furnished by the Buyer.

TITLE AND RISK OF LOSS - Full risk of loss (including transportation delays and losses) shall pass to the Buyer upon delivery of products/equipment to the FOB point. Title to and the right to possess each item of equipment are and shall remain vested in the Seller until the Buyer pays the entire purchase price. In the event the Buyer does not promptly pay the purchase price according to the terms hereof, or in the event the Buyer's credit or financial responsibility becomes impaired or unsatisfactory, as the Seller may determine or in the event the Buyer fails to perform any condition or obligation, the Seller may at its election, demand immediate payment in cash before making delivery, suspend delivery and terminate this contract, or mature the entire unpaid portion of the purchase price, in each event without notice and without any liability whatsoever to the Buyer. The Buyer's bankruptcy, receivership or failure to pay any amount when due shall, at the option of the Seller, mature the entire unpaid portion of the purchase price without notice and the Seller may declare this contract terminated, enter the premises, and retake possession of said property, whereupon all payments made by the Buyer will be forfeited as liquidated damages, rentals and costs.

TAXES - Taxes are not included in this contract. No Federal, State or Local taxes are included in this contract unless specifically so stated and will be extra, if applicable.

STATE LAW APPLIES - All of the provisions hereof and any resulting order are to be governed and construed according to the laws of the State of Kansas.

LIEN RIGHTS - To protect all parties, a mechanic's lien will be automatically filed where payment is not received according to the terms stated in the contract.

ERRORS - Stenographic, clerical and mathematical errors made by the Seller in quotation, acknowledgments or invoices are subject to correction. Claims for shortages, defective goods, errors and allowance must be made within 10 days from the date of invoice.

ASSIGNABILITY - This contract shall not be assigned by either of the parties hereto without the prior written consent of the other party.

RETURNED GOODS - No goods may be returned without Seller's written authorization. If such authorization is given, unless otherwise noted in the authorization, transportation charges must be prepaid by Buyer. Risk of loss for returned goods shall pass to Seller upon receipt of the goods by Seller. All goods authorized for return are subject to Seller's inspection and acceptance and to a restocking charge equal to the rate charged by the manufacturer to Seller, or at least fifteen percent. Merchandise must be returned within ten days of Buyer's receipt of written authorization and must be accompanied by a writing that identifies the invoice number and date.

INITIALS OF BUYER _____

3QF0512



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: FY21 City Council Budget Goals and Objectives

SUBMITTED BY: Meredith Hauck, Assistant City Administrator

MEETING DATE: March 9, 2020

PROJECT BACKGROUND/DESCRIPTION:

The City Council Budget Goals and Objectives provides guidance to City staff during the budget development process. After the February 24, 2020 City Council meeting, the Council met in work session to their goals and objectives for FY21. That conversation is summarized in the attached document.

Summary of Additions and Edits from the FY20 Document (also attached for reference)

- Consolidation of 1.1.A to highlight key values discussed (relevancy, accessibility, transparency, and superior user experience)
- Addition of 1.1.B to explore video archive and live stream for city meetings
- Addition of 1.2 to gain additional insight into public sentiment on community issues, including exploring survey and poll options and conducting a community-wide strategic planning process
- Expansion of 1.3 regarding sustainability initiatives, including exploring EV charging stations and being an active participant in the Climate Action KC discussion.
- Refinement of 2.1.A. to reflect focus on integrating technologies
- Addition of 3.4 to improve safety for all modes of transportation throughout the community, including walkability and bikeability, specifically.
- Items completed during FY20 were also removed from the document.

CITY COUNCIL GOALS AND OBJECTIVES

FINANCIAL IMPACT

Amount of Request/Contract: N/A

Amount Budgeted: N/A

Funding Source/Account #: N/A

SUPPORTING DOCUMENTS

- FY21 City Council Budget Goals and Objectives
- FY20 City Council Budget Goals and Objectives

ACTION NEEDED/STAFF RECOMMENDATION

Motion to approve

City Council Goals and Objectives for 2019/2020

Goals	
Objectives	
Initiatives	
Status as of February 2020	
1. Enhance Community Identity and Connections	
1.1 Facilitate better communication between the city and its citizens. A. Establish regular and consistent mediums of communications. B. Continue to review, revise and enhance the city's communications to ensure relevancy and accessibility. C. Utilize the website to easily connect residents with the information they require. D. Explore the utilization of additional newer cost-effective online platforms designed to gain more timely insight into public sentiment about key issues facing the City.	City maintains 2 FTEs dedicated to Communication tasks. Added Instagram as an additional medium to push content. Website update budgeted for 2020 - vendor interviews in-process. Visitors Guide and Highlights both received competitive awards in 2019.
1.2 Design and construct a uniquely-Merriam Community Center and Aquatic Center. A. Explore mutually beneficial partnership opportunities. B. Utilize best planning practices focusing on sustainability and long-term cost-effectiveness.	Construction process proceeding. Projected open date in late-spring. Council approved a memo of understanding with the library that outlines the agreements to be negotiated for construction of the library. Staff is exploring options to partner with Silver Sneakers and SMMC. Established room names, revenue guidelines, operational policies, fees, hours, new org chart, chart of accounts.
1.3 Support a public art program throughout the city.	Art Project #3 "Hmmm" installed at Waterfall Park in spring 2019. City Hall Exterior Improvements Project (#4) will enhance the main entrance to City Hall in Spring 2020. Blessing Hancock pieces (#5) will be incorporated in the new community center.
1.4 Encourage the community to undertake energy-reducing and recycling efforts.	Spring Fling Recycling Event continues as an annual event w/ Shawnee. PD purchased hybrid cars in 2019 and will in 2020. The exterior grant program has been used for solar panels and energy- efficient windows. LED conversion continues for building lights and traffic signals. PD Remodel energy cost savings realized in 2019 = \$28k.
2. Provide Exceptional Service Delivery	
2.1 Improve the utilization of technology to increase efficiency. A. Provide e-commerce capabilities to allow citizens to conduct business on-line. B. Utilize the website to easily connect residents with the information, people and services they require.	Updated to a newer version on financial software in 2019. Migrated to a new payroll software. Added drone program with grant funding. Website update in 2020. Start transitioning to cloud computing in 2020. Online map for open building permits.
2.2 Recruit and retain the best talent available within NE Johnson County. A. Appropriately fund competitive compensation packages and train employees to be the best asset they can be. B. Promote an employee-led process to establish a shared set of values that define " The Merriam Way".	Compensation Study will be conducted in 2020. Performance Management System will be reimagined in 2020. Created Leadership Team, Department Roundtable, and Values Team to improves employee skillsets, collaboratively problem-solve, and reinforce "The Merriam Way."
2.3 Conduct a citizen satisfaction survey every three years to gauge public perception of service delivery.	ETC survey will be conducted at end of 2020.
2.4 Investigate and develop pilot programs to explore new ways to deliver services. A. Regularly monitor the results of new initiatives and adjust accordingly to maximize efficiency and ease of access.	Grant programs continued in 2019 and 2020. Exterior Home Grant leveraged \$50k in public funds against \$350k in private investment. Grants programs received LKM economic development award.

City Council Goals and Objectives for 2019/2020

Goals	
Objectives	
Initiatives	
Status as of February 2020	
3. Improve Physical Conditions and Property Values	
3.1 Reduce the number of repeat code offenders. A. Utilize the Neighborhood Services Manager to connect residents with the available resources to maintain their properties. B. Ensure repeat code offenders are fairly and appropriately adjudicated in Municipal Court.	Code enforcement data online. Neighborhood Service Mgr and Codes Compliance Officer work late on Tues/Thurs to connect with residents. The City has three full-time employees involved in codes enforcement - the Neighborhood Services Manager and two Codes Compliance Officers. Issued 600 building permits = ~\$45M construction cost. In 2020 adopting 2018 building and fire code.
3.2 Sustain capital improvement efforts. A. Continue to submit for federal and county grants to leverage the use of City funds. B. Coordinate multi-year CIP efforts to minimize disruptions within neighborhoods.	67th Street reconstruction and pedestrian bridge complete. The 1/4 cent street tax in place until 2030. Jo Co CARS will fund projects including: Merriam Dr, 55th Street, and 49th Street. Staff secured \$28k in CDBG funds for a 2019 streetlight project and will seek funds for 2020. Combined M&O of Switzer with sidewalks and streetlights to minimize disruption. In 2020 Mastin between JoDr and SMP will get M&O, streetlights and new turn lane into school will coordinate with school season.
3.3 Improve the City's sidewalk system. A. Complete the current sidewalk infill program (2019 proj.) then transition appropriate funding levels to address the repair of existing sidewalks.	Majority of sidewalk infill program complete. Final street segments projected for completion in 2020. Funding shifting to Sidewalk Repair Program.
3.4 Partner with neighborhoods to improve maintenance of common areas. A. Continue to explore city-funded grant opportunities to target specific areas of need within neighborhoods.	The City will continue two programs started in 2018. Additional funds will be available in 2020 for the neighborhood island and the exterior maintenance grants.
4. Maintain Economic Vitality	
4.1 Provide support to existing businesses A. Focus on capital improvements that enhance economic opportunity and minimize business disruption. B. Develop relationships with local owners and business associations.	67th Street was reconstructed in 2019 with acceptable-levels of disruption to adjacent car dealerships. Staff regularly attends DMP and Chamber meetings. Businesses are being featured as part of the People of Merriam series.
4.2 Expand the commercial tax base. A. Promote Merriam as being an attractive and viable option for redevelopment opportunities. B. Update the City's existing Tax Increment Financing Policy (TIF) and adopt a new Community Improvement District (CID) Policy.	Comp Plan started. Tract-B is now pad-ready. Audi and Freddy's are open. Reed Automotive started construction on a new dealership. Switzer Senior Villas have broken ground. Staff represents Merriam through membership in a commercial real-estate organization (CREW-KC) and conducts tours with interested parties. The TIF policy draft requires additional review by staff and city attorney. CID Policy has yet to be drafted.
4.3 Facilitate a public discussion about future development possibilities in downtown Merriam. A. Develop a timeline for a public process that explores future opportunities at 5701 Merriam Drive. B. Continue to promote the Upper Turkey Creek mitigation project as a viable option to enhance downtown.	5701 Committee made formal recommendation to City Council. Consultant work in-progress to determine feasibility of recommendation. Council will discuss future of 5701 as part of 2021 Budget. The UTC mitigation project will move forward only when funded by the Federal OMB. Congress must include in a future Authorization Bill. City council approved a resolution on 8/13/18 reaffirming the city commitment to fund the project if approved. Continued support shared with new representatives.

FY 2021 City Council Budget Goals and Objectives - DRAFT

Goals	
Objectives	
Initiatives	<u>Status Update</u>
1. Enhance Community Identity and Connections	
1.1 Facilitate better communication between the city and its citizens	
<ul style="list-style-type: none"> A. Continue to review, revise and enhance the city's communications to ensure relevancy, accessibility, transparency and a superior user experience. B. Develop a program to provide live streaming and video archiving of city meetings. 	
1.2 Gain insight into public sentiment on community issues and services	
<ul style="list-style-type: none"> A. Conduct a resident and business satisfaction survey every three years to gauge public perception of service delivery. B. Investigate the use of survey and polling tools to seek feedback from constituents on large community issues. C. Complete a community-wide strategic planning process. 	
1.3 Encourage participation in sustainability initiatives including economic, environmental, and social sustainability	
<ul style="list-style-type: none"> A. Host the annual spring recycling event in partnership with the City of Shawnee. B. Conduct a strategic analysis on where electric vehicle charging stations can be placed on city-owned property. C. Participate in the metro-wide Climate Action KC discussion and explore opportunities to implement relevant programs in the community. 	
2. Provide Exceptional Service Delivery	
2.1 Improve the utilization of technology to increase efficiency	
<ul style="list-style-type: none"> A. Explore opportunities to better connect existing technologies to provide a more robust and seamless user experience. 	
2.2 Recruit and retain the best talent available within NE Johnson County	
<ul style="list-style-type: none"> A. Appropriately fund competitive compensation packages and train employees to be the best asset they can. 	
2.3 Investigate and develop pilot programs to explore new ways to deliver services	
<ul style="list-style-type: none"> A. Regularly monitor the results of new initiatives and adjust accordingly to maximize efficiency and ease of access. 	

FY 2021 City Council Budget Goals and Objectives - DRAFT

Goals	
Objectives	
Initiatives	<u>Status Update</u>
3. Improve Physical Conditions and Property Values	
3.1 Reduce the number of repeat code offenders	
A. Utilize the Neighborhood Services Manager to connect residents with the available resources to maintain their properties	
B. Ensure repeat code offenders are fairly and appropriately adjudicated in Municipal Court	
3.2 Sustain capital improvement efforts.	
A. Continue to submit for federal and county grants to leverage the use of City funds.	
B. Coordinate multi-year CIP efforts to minimize disruptions within neighborhoods.	
3.3 Partner with neighborhoods to improve maintenance of common areas	
A. Continue to explore city-funded grant opportunities to target specific areas of need within neighborhoods.	
3.4 Improve safety for all modes of travel throughout the community	
A. Create and maintain a well-connected transportation network that includes efforts related to walkability and bikeability.	
B. Continue to maintain streets, trails, and pedestrian pathways.	
4. Maintain Economic Vitality	
4.1 Provide support to existing businesses	
A. Focus on capital improvements that enhance economic opportunity and minimize business disruption.	
B. Develop relationships with local owners and business associations.	
4.2 Expand the commercial tax base	
A. Promote Merriam as being an attractive and viable option for redevelopment opportunities.	
B. Update the Tax Increment Financing Policy (TIF) and adopt a new Community Improvement District (CID) Policy that includes the city's preference that development include sustainability best practices.	
4.3 Facilitate a public discussion about future development possibilities in downtown Merriam	
A. Continue to promote the Upper Turkey Creek mitigation project as a viable option to enhance downtown.	



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: Resolution in Support of the NLC Leading Together Cities Agenda

SUBMITTED BY: Chris Engel, City Administrator

MEETING DATE: March 9, 2020

PROJECT BACKGROUND/DESCRIPTION:

Our nation is strongest when all levels of government work together to protect and advance the priorities of our residents. Accordingly, the National League of Cities (NLC) has announced the Leading Together Cities Agenda for the 2020 presidential election. This is America's agenda for a strong, safe and fair nation. This agenda lays out four principles and four priorities that candidates for President of the United States should support prior to seeking the endorsement of local leaders.

PRINCIPLES - Respect the authority of local government to act in the best interests of our community; Partnership across parties and ideologies creates better solutions; Policies of Inclusion that respect diversity create opportunities for everyone to succeed; Accountability to our communities and residents for addressing challenges and opportunities to create positive results.

PRIORITIES – Building Sustainable Infrastructure; Creating a Skilled Workforce; Ending Housing Instability & Homelessness; Reducing Gun Violence.

By Leading Together, elected leaders at all levels of government can advance positive solutions and build a strong, safe and fair America. During the 2020 election cycle, the National League of Cities is pleased to serve as a resource for those vying to be the next leader of our nation, and for those who want to better communicate about the needs of America's communities and their residents.

CITY COUNCIL GOALS AND OBJECTIVES

3.0 – Improve Physical Conditions & Property Values

4.0 – Maintain Economic Vitality

FINANCIAL IMPACT

Amount of Request/Contract: n/a

Amount Budgeted: _____

Funding Source/Account #: _____

SUPPORTING DOCUMENTS

- Draft Resolution in Support
- Leading Together Cities Agenda Executive Summary
- Priorities Briefs x 4

ACTION NEEDED/STAFF RECOMMENDATION

Recommend supporting a Resolution in Support of the NLC Leading Together Cities Agenda

RESOLUTION NO. _____

A RESOLUTION IN SUPPORT OF THE NATIONAL LEAGUE OF CITIES' LEADING TOGETHER CITIES AGENDA FOR THE 2020 U.S. PRESIDENTIAL ELECTION

WHEREAS, the 2020 presidential election will be historic in scope, consequence and in determining the future direction of intergovernmental relations in the United States; and

WHEREAS, the next President will be tasked with governing more than 330 million Americans; and

WHEREAS, the City of Merriam is home to 11,200 of those Americans and is one of the 19,000 municipalities represented by the National League of Cities (NLC); and

WHEREAS, NLC has launched its Leading Together 2020 Cities Agenda in advance of the upcoming presidential election, which was created by a bipartisan task force composed of 28 local leaders from around the country; and

WHEREAS, the 2020 Cities Agenda lays out four principles and four priorities that candidates for President of the United States should support prior to seeking the endorsement of local leaders; and

WHEREAS, the 2020 Cities Agenda reflects local leaders' strong understanding of Americans' top priorities and concerns, and represents an agenda for a strong, safe and fair nation.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MERRIAM, KANSAS, that the City of Merriam supports the 2020 Cities Agenda created by National League of Cities;

and, that the City of Merriam urges all candidates running for President to support the 2020 Cities Agenda;

and that copies of this Resolution and the 2020 Cities Agenda be forwarded to appropriate points of contact for the campaigns of each candidate running for office of the President at the time of this resolution's adoption.

PASSED BY THE City Council this ____ day of _____, 2020.

APPROVED BY THE Mayor this ____ day of _____, 2020.

Ken Sissom, Mayor

(SEAL)

ATTEST:

Juliana Pinnick, City Clerk



leading together

2020

**cities
agenda**

An Agenda for the 2020 Presidential Election from America's Local Leaders

We are America's local elected leaders. We are the voice of America's cities, towns and villages, representing more than 200 million people. We are Republicans, Democrats and Independents. We may disagree on some issues, but we are united in the belief that our nation is strongest when all levels of government work together to protect and advance the priorities of America's communities and their residents. We are committed to **Leading Together**.

We know what Americans want from their elected leaders because we are the level of government closest to the people. We talk with our constituents every day—in the grocery store, in our places of worship, at school and community events. We understand what keeps Americans up at night and what kind of future they want for their families.

Our **Leading Together Cities Agenda** for the 2020 presidential election reflects this understanding of Americans' top priorities and concerns. This is America's agenda for a strong, safe and fair nation.

We call on the presidential candidates to endorse this Cities Agenda. We look forward to working with the President to deliver common-sense solutions for growing the economy, promoting public safety, and investing in the 21st-century infrastructure that will support all of America to thrive.

*2020 Presidential Election Task Force
National League of Cities*

NATIONAL
LEAGUE
OF CITIES

SHARED VALUES ...

As local leaders, we know that governing effectively is not just about *what* we do; it is also about *how* we get it done. We want to work with the President to bring a spirit of partnership to American politics and governance. We urge the President to join us in making a commitment to the following principles for our work together:

RESPECT. America's local leaders ask that the President respect the authority of local government to act in the best interests of our communities—by eliminating unfunded mandates, preemptions, and other restrictions on local decision making, and by providing resources directly to local governments.

PARTNERSHIP. Local leaders are committed to working together across parties and ideologies to solve problems. We ask that the President join us in lifting up America's political and policy discourse, looking for consensus, and forging bipartisan solutions.

INCLUSION. As our communities grow more diverse every year, America's local leaders want to partner with the President to build a nation and an economy that work for everyone. That means advancing policies that treat all people fairly and that create conditions where everyone can find opportunities to thrive and achieve their American dream.

ACCOUNTABILITY. America's local leaders understand that we are accountable for addressing the challenges and opportunities confronting our communities and their residents. We ask that the President join us in delivering on the promises we have made to our constituents and working diligently for positive results for America's communities.

... AND A SHARED COMMITMENT

America's communities —rural and urban, small and large— are facing challenges and opportunities across a wide range of issues. We recommend that the President adopt the following four priorities in the first 100 days of the new administration.

Building Sustainable Infrastructure

Much of our nation's infrastructure is in need of repair, improvement and modernization to meet the demands of the 21st century. By investing strategically, we can ensure that America's infrastructure will support a stronger economy and withstand extreme weather events. To rebuild and reimagine our infrastructure, we ask the President to:

- ➔ Partner with local governments to rebuild and fully fund the nation's transportation network, better connect our regions, and innovate with technology and sustainable solutions.
- ➔ Provide grants, tools and resources to support local efforts to strengthen infrastructure and make communities safer and more resilient in the face of extreme weather events.
- ➔ Make the necessary investments to ensure that reliable, affordable broadband service is available to all Americans, including those in small and rural communities, while eliminating hurdles to local innovation.

Creating A Skilled Workforce

Investing in the American workforce is critical to protecting and expanding our nation's economic success and ensuring that all people have opportunities to thrive. Because of the diversity of local economies, the federal government needs to empower local workforce solutions, streamline federal funding, and drive new resources to proven approaches in our communities. To advance workforce readiness in the face of changing economic forces and technology, we ask the President to:

- ➔ Boost investment in and awareness of apprenticeship programs that provide a pathway to successful careers, including industry and sector partnerships and pre-apprenticeship programs for workers with barriers to employment.
- ➔ Expand Pell grants and other financial aid programs to cover needed workforce skills training, such as short-term programs leading to certificates.
- ➔ Create new pathways to successful careers for unemployed and underemployed Americans through expanded investments in skills training and wraparound supports, such as childcare and transportation.

Ending Housing Instability And Homelessness

Housing costs continue to climb in diverse communities across the country, leaving millions of individuals and families without enough money for food, transportation and other basic needs. The growing imbalance of housing supply and demand is putting affordable housing and homeownership out of reach for too many, while undermining economic success at all levels. This crisis is overwhelming cities and service providers working at the intersection of mental health, substance use

disorder and homelessness. Effective local responses require multi-sector partnerships and a strong federal partner. To promote comprehensive housing solutions, we ask the President to:

- ➔ Ensure sufficient federal funding streams are in place, partnerships are enabled and encouraged, and federal funds are appropriated directly to the local level for mental health, drug treatment and other emergency services.
- ➔ Prevent homelessness by providing wraparound services, emergency assistance and crisis interventions for at-risk individuals and families before they face a crisis.
- ➔ Promote housing affordability by advancing new policies to stabilize and stem the loss of public and affordable housing, while authorizing new funding for pilot programs that advance housing for all.

Reducing Gun Violence

As local elected officials, we are charged with keeping our communities safe. Every day, 100 Americans die because of gun violence, and hundreds more are shot and injured. It's time for the nation's elected leaders to work together at all levels to address this crisis by advancing common-sense solutions to protect our communities and our children while ensuring that law-abiding residents maintain their Second Amendment rights. To reduce gun violence and promote public safety, we ask the President to:

- ➔ Convene a national commission on gun violence (including elected officials from all levels of government, victims' family members, survivors, gun advocates, law enforcement, and others) to offer recommendations.
- ➔ Advance legislation requiring fully federally funded and completed background checks for all gun sales and transfers, consistent with state and local laws.
- ➔ Enact federal legislation that would allow judges to issue extreme risk protection orders to reduce firearm-related suicides, murder-suicides, and domestic violence.
- ➔ Provide sufficient funding to the Centers for Disease Control to conduct comprehensive research to identify the underlying causes that lead to gun violence and mass shootings in communities.

By **Leading Together**, elected leaders at all levels of government can advance positive solutions and build a strong, safe and fair America. During the 2020 election cycle, the National League of Cities is pleased to serve as a resource for those vying to be the next leader of our nation, and for those who want to better communicate about the needs of America's communities and their residents.

Learn more at: www.nlc.org/citiesagenda

BUILDING SUSTAINABLE INFRASTRUCTURE

Infrastructure investment is essential to moving America forward. Yet, much of our nation's infrastructure needs to be repaired and modernized to meet today's demands.

Local governments and states have stepped up over the past 10 years with more than \$3.8 trillion in municipal bonds to address their most pressing infrastructure needs. However, a \$2 trillion infrastructure funding gap remains for our nation's transportation and water networks. This number does not reflect the costs of expanding broadband access, addressing climate change, and investing in workforce development and training programs. The costs of continued inaction are staggering. Strategic investments in our infrastructure will support a growing and strong economy.

Transportation

America's transportation problems far exceed available funding and how we move as a country is changing. Increasingly clogged and potholed roads now host more traffic along with innovative ride-share services, "micro-mobility" options like shared bikes and scooters, rapid buses and more. Many necessary projects are also ineligible for federal support, creating clear divisions – 35% of non-interstate urban roads are in poor condition, compared to just 6% of the better-supported urban interstates. Cities, towns and villages are investing in transportation from their own budgets and ballot initiatives, including innovative, sustainable solutions. The federal government must step up as an equal partner to leverage local investment, improve roads and increase safety.

TO IMPROVE OUR NATION'S TRANSPORTATION INFRASTRUCTURE, WE ASK THE PRESIDENT TO:

- ➔ Partner with local governments to rebuild and fully fund the nation's transportation needs, better connect our regions, and innovate with technology and sustainable solutions.
- ➔ Work with local governments to expand

and implement new revenue mechanisms that reflect the true cost of every mode of transportation, provide direct resources for regional priorities, and can grow with the country's transportation network.

- ➔ Increase grant funding and flexibility to save the lives of riders, bikers and pedestrians through Road to Zero and safety projects.

Water

Much of the nation's water infrastructure was built in the post-World War II period—and some of it is more than 100 years old. It's no wonder there are an estimated 240,000 water main breaks across the country each year, according to the American Society for Civil Engineers. Adding to the challenge for local governments are new costly and complex federal mandates that are driving local water and sewer rates to levels that are unaffordable for many residents. Local government investments account for nearly 98% of all water and sewer infrastructure spending, including more than \$125 billion in 2017, according to the U.S. Census Bureau. The federal government should recommit to being a significant partner in investing in our nation's water infrastructure.

TO IMPROVE OUR NATION'S WATER INFRASTRUCTURE, WE ASK THE PRESIDENT TO:

- ➔ Fully fund water infrastructure finance mechanisms, including the Clean Water and Drinking Water State Revolving Funds and the Water Infrastructure Finance and Innovation Act (WIFIA), and support other mechanisms for financing infrastructure.
- ➔ Provide direct funding for local efforts to manage stormwater, improve system resiliency, address lead and other drinking water contaminants, promote water infrastructure-related workforce development, and accelerate the use of innovative technologies.
- ➔ Support and promote policy solutions that provide flexibility to local governments in meeting environmental requirements, such as integrated planning, extended pollution discharge permits, and a revised affordability framework.

Broadband

Broadband is the infrastructure backbone of a modern economy. Demand for connectivity has only increased as jobs, education, healthcare, and government services shift online. However, too many households and communities remain unconnected, either because of inadequate infrastructure or unaffordable broadband subscription. Federal, state, and local broadband investments are currently hampered by insufficient data collection on broadband access. In addition to investing in better data, the federal government must empower local governments to invest in and regulate broadband service.

TO ENSURE THAT RELIABLE, AFFORDABLE BROADBAND SERVICE IS AVAILABLE TO ALL, WE ASK THE PRESIDENT TO:

- ➔ Expand broadband access in underserved communities by eliminating state barriers to municipal broadband networks.
- ➔ Increase the flexibility of federal programs

within the Universal Service Fund to allow community anchor institutions to serve as springboards for wider broadband access within the community.

- ➔ Improve the quality of federal broadband maps to include a street-level understanding of broadband access, actual service speeds, and subscription costs.
- ➔ Empower communities to use their contracting, franchising, and oversight powers to prevent and prohibit digital redlining.

Community Resilience

Cities across the country are seeing the effects of climate change and are taking action to mitigate the impacts of extreme weather events on their residents and businesses. With heat waves, droughts, wildland fires, heavy downpours, floods, and hurricanes becoming more frequent and more severe, communities need to be able to anticipate, prepare for and adapt to these events. Extreme weather can cost local, state and federal governments trillions of dollars and severely impact local and regional infrastructure, the economy, public safety, public health, natural landscapes, environmental quality and national security.

TO STRENGTHEN COMMUNITY RESILIENCE AND MODERNIZE OUR NATION'S INFRASTRUCTURE, WE ASK THE PRESIDENT TO:

- ➔ Take urgent action to reduce greenhouse gas emissions across a broad sector of the economy, including transportation networks and energy production and consumption.
- ➔ Support local adaptation efforts, including vulnerability assessments and emergency management planning, to prepare cities and residents for climate impacts that may be unavoidable.
- ➔ Provide grants, tools and resources to support local efforts to strengthen infrastructure and make communities safer and more resilient in the face of extreme weather events.

CREATING A SKILLED WORKFORCE

Investing in the American workforce is critical to expanding our nation's economic success and ensuring that all people have opportunities to thrive. The priorities: “re-skilling” those who are already in the workforce for new jobs in expanding industries and providing access to careers for those looking to enter the workforce.

“Middle-skill” jobs, which require education beyond high school but not a four-year degree, make up the largest part of the labor market in the United States and in each of the 50 states. All too often, key industries are unable to find enough sufficiently trained workers to fill these jobs.¹ In all, 53% of jobs in today's labor market are middle-skill and only 43% of U.S. workers are trained at this level.²

Without a skilled and trained workforce, the nation's cities, towns and villages will face serious challenges when it comes to attracting and retaining businesses and staying economically competitive. According to federal government estimates, 4.6 million additional trained workers will be needed by 2022 to keep pace with current hiring needs in the infrastructure sector alone.³

The American people understand the importance and the urgency of this issue: 93% of voters support increasing investments in skills training.⁴

Because of the diversity of local economies, the federal government needs to empower local workforce solutions, streamline federal funding, and drive new resources to proven approaches in our communities.

TO ADVANCE WORKFORCE READINESS IN THE FACE OF CHANGING ECONOMIC FORCES AND TECHNOLOGY, WE ASK THE PRESIDENT TO:

Boost investment in and awareness of apprenticeship programs that provide a pathway to successful careers, including industry and sector partnerships and pre-apprenticeship programs for workers with barriers to employment.

- ➔ Registered apprenticeships have an 80-year history as an effective approach to meeting growing workforce needs and connecting workers to good jobs and careers. With increased funding and awareness in recent years, apprenticeships continue to grow in number and expand into new and emerging industries including health, technology, finance and transportation.⁵

¹ National Skills Coalition, *Forgotten Middle-Skill Jobs: State by State Snapshots*

² National Skills Coalition, “Skills for Good Jobs, Agenda 2019”

³ Perkins Collaborative Resource Network, *Advancing CTE in State and Local Career Pathways*

⁴ National Skills Coalition press release, *Likely 2020 Voters Overwhelmingly Support Increasing Investment in Skills Training*

⁵ Jobs for the Future, Center for Apprenticeship & Work-Based Learning

- ➔ Cities, towns and villages seek increased federal investment and commitment for these time-tested programs to address workforce needs across diverse American communities.

Expand Pell grants and other financial aid programs to cover needed workforce skills training, such as short-term programs leading to certificates.

- ➔ Many higher education and short-term certificate training programs are not covered by financial aid, but they are often the stepping-stone to workforce re-entry, a better job and a meaningful wage.⁶
- ➔ By expanding the Pell grant program, the federal government can ensure that more individuals gain access to critical training and education so they can access skilled jobs that remain unfilled in our communities. Workers need more support to respond to changes in technology that require updated skill sets.

Create new pathways to successful careers for unemployed and underemployed Americans through expanded investments in skills training and wraparound supports, such as childcare and transportation.

- ➔ By creating skills training and new pathways to middle-skill jobs for individuals facing barriers to employment, the President has the opportunity to meet urgent employment gaps that exist across America's communities.
- ➔ Additional wraparound services like expanded childcare can be a game changer for individuals who might not otherwise be able to enter the workforce.

⁶ [*Center for Law and Social Policy, Short-Term Education and Training Programs as Part of a Career Pathway*](#)

ENDING HOUSING INSTABILITY AND HOMELESSNESS

Cities, towns, and villages across the United States are facing a crisis in housing and homelessness. Housing instability is increasingly recognized as one of the biggest barriers to economic prosperity for American families.

Due to stagnant wages, rising real estate prices, strict lending standards and regulatory obstacles, housing has become an outsized cost for more and more families and individuals. Too many Americans are forgoing basic necessities just to pay rent or to make their monthly mortgage payment. And only one in four families eligible for federal housing assistance actually receives it.

For those who lose their housing—as a result of foreclosure, eviction, family emergency, health crisis, or countless other threats to housing stability—records of that loss will follow them for years and, unfortunately, put recovery out of reach for many. The housing crisis is driving homelessness to levels that are overwhelming local governments and service providers working at the intersection of mental health, substance use disorder and homelessness.

The time to end housing instability and homelessness is now. National polls show the public overwhelmingly supports greater federal investment in housing. The vast majority of Americans (85%) believe that ensuring all residents have safe, decent, affordable homes should be a “top national priority.” This view is strong across the political spectrum: 95% of Democrats agree it should be a top national priority, along with 87% of unaffiliated voters and 73% of Republicans. Eight in ten voters also say that both the President and Congress should “take major action” to make housing more affordable for low income households.¹

Local leaders cannot do this work alone. All levels of government need to tackle the housing crisis head-on. The President must step up with a bold national agenda to end housing instability and homelessness—because a safe and stable home is the first step to a safe and stable life.

¹ National Housing Survey, HART RESEARCH ASSOCIATES, Study #12590, February/March 2019

TO PROMOTE COMPREHENSIVE HOUSING SOLUTIONS, WE ASK THE PRESIDENT TO:

- ➔ Ensure sufficient federal funding streams are in place, partnerships are enabled and encouraged, and federal funds are appropriated directly to the local level for mental health, drug treatment and other emergency services.
- ➔ Prevent homelessness by providing wraparound services, emergency assistance and crisis interventions for at-risk individuals and families before they face a crisis.
- ➔ Promote housing affordability by advancing new policies to stabilize and stem the loss of public and affordable housing, while authorizing new funding for pilot programs that advance housing for all.
- ➔ Improve housing opportunities for vulnerable populations, including senior citizens and individuals struggling with drug addiction, mental illness, or histories of incarceration.
- ➔ Fix inequities in housing development and the housing finance system to reverse decades of disinvestment and decline resulting from historically discriminatory public policies, and to close the racial homeownership gap.

REDUCING GUN VIOLENCE

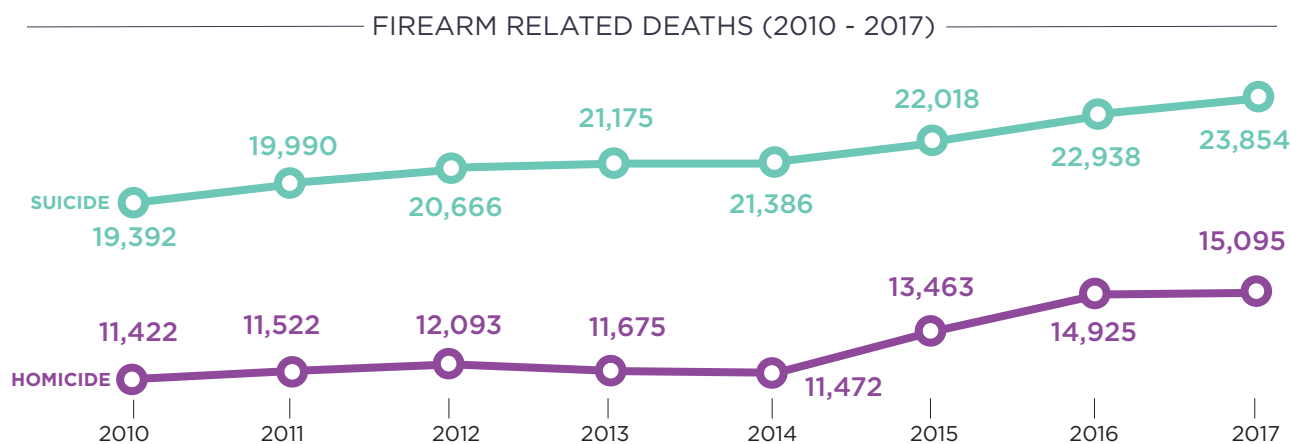
Gun ownership is a fundamental right guaranteed by the United States Constitution's Second Amendment. With this right, however, we all have a great responsibility to keep communities safe from all types of gun violence.

In a survey conducted by the National League of Cities in August 2019, 73% of local government officials said they believe the U.S. is experiencing a gun violence epidemic. The percentage jumps to 89% for local government officials in cities with populations of more than 300,000.

Since 2010, fatalities as a result of gun violence in the U.S. have been steadily on the rise.¹ According to the U.S. Centers for Disease Control and Prevention, the leading cause of “violence-related” injury deaths in the U.S. from 2010 to 2017 was a firearm.²

These numbers do not include the hundreds of thousands of people who were injured and survived a firearm-related incident, nor do they include the number of victims who lost family members as a result of gun violence.

Beyond the tragic human costs, the epidemic of gun violence in communities across the country is having a devastating impact on local economies. The estimated total lifetime medical and work-loss costs of firearm-related deaths to the American economy easily exceeded \$360 billion between 2010 and 2017. This does not include the billions of dollars incurred by local governments in response to gun violence, such as police and emergency medical response,



¹ Centers for Disease Control and Prevention, WISQARS, *Fatal Injury Data, Fatal Injury Reports, National, Regional and State, 1981-2017*

² National Center for Health Statistics (NCHS), National Vital Statistics System

medical transport, hospital expenses, mental health and social services for victims and survivors, criminal investigations, legal and court expenses, and jail and incarceration costs.

Likewise, the rise in mass shootings is severely increasing local government costs associated with preparing for and responding to active-shooter incidents in schools, government buildings, and other locations, such as parks and community centers. Reducing gun violence in cities, towns, and villages requires a complex response that differs for each community. Whereas some cities may focus their efforts on keeping guns out of the hands of criminals, other jurisdictions may set out to provide more services to reduce suicides and domestic violence. Local governments need to have better access to data to identify the causes of gun violence in their communities and to determine what types of policies and services are required to address the problem properly.

It's time for the nation's elected leaders to work together to address this crisis by advancing common-sense solutions to protect our communities and our children, while ensuring that law-abiding residents maintain their Second Amendment rights.

TO REDUCE GUN VIOLENCE AND PROMOTE PUBLIC SAFETY, WE ASK THE PRESIDENT TO:

- ➔ Convene a national commission on gun violence (including elected officials from all levels of government, victims' family members, survivors, gun advocates, law enforcement, and others) to offer recommendations.
- ➔ Advance legislation requiring fully federally funded and completed background checks for all gun sales and transfers, consistent with state and local laws.
- ➔ Enact federal legislation that would allow judges to issue extreme risk protection orders to reduce firearm-related suicides, murder-suicides, and domestic violence.
- ➔ Provide sufficient funding to the Centers for Disease Control to conduct comprehensive research to identify the underlying causes that lead to gun violence and mass shootings in communities.



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: Consider authorizing the position of Facility Maintenance Worker I within Parks and Recreation Department.

SUBMITTED BY: Anna Slocum, director Parks and Recreation

MEETING DATE: March, 25, 2019

PROJECT BACKGROUND/DESCRIPTION:

Custodial needs in the new community center are significantly different than any other city owned facility. After several staff conversations and site walk-throughs, it's been determined the facility needs a dedicated Facility Maintenance I employee embedded within the Parks Department and present in the new building 5 days a week during day time operational hours.

The recommended position will be created by moving 0.72 FTE from Public Works previously identified for this position and reallocating 0.28 FTE already present within the Parks and Recreation budget. This does not change the overall FTE count budgeted at 123.15 for 2020.

This will be an hourly position reporting to the Assistant Director of Parks and Recreation who will oversee the day-to-day operations of the new community center. The general purpose will be to perform a variety of routine tasks in custodial care and room set-ups within the facility; janitorial will occur overnight by a contracted provider. The salary range for this position will be \$30,256 – \$45,385 plus benefits. The cost of benefits can be absorbed through the part time salary line item since all positions were fully funded for 2020 with the uncertainty of when staff would need to be hired and trained. Annual cost of salaries and benefits is estimated to be \$54,650.

The goal is to fill the position by the beginning of May in hopes this person can help with the transition of facilities.

City Administrator and Finance Director concur with the identified funding source.

CITY COUNCIL GOALS AND OBJECTIVES

2.0 Provide Exceptional Service Delivery

FINANCIAL IMPACT

Amount of Request/Contract: \$54,650 – annual cost of salary/benefits

Amount Budgeted: N/A

Funding Source/Account #: Culture and Recreation Salaries / Benefits

SUPPORTING DOCUMENTS

Job Description

Budget Adjustment

ACTION NEEDED/STAFF RECOMMENDATION

Recommends authorizing the position of Facility Maintenance Worker I within the Parks and Recreation Department.

City of Merriam, Kansas
POSITION DESCRIPTION

Class Title: Facility Maintenance Worker I
Department: Parks and Recreation
FLSA: Non-exempt
Revised: March 2020
Phys. Class: Level 4, Heavy Work
WC Code: 9015

GENERAL PURPOSE

This position is responsible for assisting the Parks & Recreation department with daily upkeep of the Merriam Community Center to include general custodial care, repair work, and light maintenance to ensure safe, presentable, and efficient operating conditions.

SUPERVISION RECEIVED

Works under the supervision of the Assistant Parks and Recreation Director.

SUPERVISION EXERCISED

None generally.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performance of facility maintenance to include a wide variety of custodial activities to ensure the community center and its surrounding grounds are safe and presentable to the public.
- General inspection of assigned custodial equipment to confirm safe operation prior to use.
- Maintenance of surrounding grounds to include snow/ ice removal and power washing.
- Ongoing visual inspections of Community Center and surrounding grounds and prompt action to correct issues when seen; cleaning restrooms, locker rooms, removing refuse, changing lightbulbs, cleaning surfaces, etcetera.
- Maintains current skills and knowledge in the proper and safe techniques of building maintenance.
- Assists with facility preparation for scheduled programs or events. Interprets written floor plans for room setups. Moves and sets up furniture, classrooms, and floor coverings. Promptly returns equipment and materials to storage at the close of programs/ events.
- Assists in identifying and correcting safety hazards.
- All other duties as assigned.

PERIPHERAL DUTIES

May serve on various employee committees, as required and/ or assigned.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school or GED equivalent.
- (B) Current certification in CPR/AED and First Aid or ability to attain within year of hire.

Necessary Knowledge, Skills and Abilities:

- (A) Working knowledge of equipment, materials and supplies used in building and grounds maintenance; some knowledge of first aid and applicable safety precautions.
- (B) Skill in operation of listed tools and equipment.
- (C) Ability to work independently and to complete daily activities according to work schedule; ability to lift heavy objects, walk and stand for long periods of time; ability to communicate effectively-verbally and in writing; ability to use equipment and tools properly and safely; ability to understand and follow written and verbal instructions; ability to establish effective working relationships.

TOOLS AND EQUIPMENT USED

Floor buffers, steam cleaners, carpet cleaners, washers, vacuum, mops, broom, dusting equipment, window washing equipment, ladders, and telephone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, including tools with moving parts, or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch, crawl, talk, or hear.

The employee must occasionally lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds with mechanical assistance. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and toxic chemicals. The employee is occasionally exposed to risk of electrical shock.

The noise level in the work environment can be loud during operation of equipment.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

2019 Budget Transfer

City Council Approval



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: Consider approval of the Kansas Heavy Construction bid for the 2020 Street and Storm Drainage Improvements (Johnson Dr. between Kessler St. to East City Limit, and Mastin St. between Shawnee Mission Parkway, W. 59th Ter. west of Mastin and 65th st East of the Frontage road).

SUBMITTED BY: Jim MacDonald, Public Works Director

MEETING DATE: March 9, 2020

PROJECT BACKGROUND/DESCRIPTION:

On February 19, 2020, staff opened four bids for the 2020 Street and Storm Drainage Improvements. The scope of this project includes 2-inch mill/overlay, new pavement markings, installation of new streetlights east of Antioch Rd. and on Mastin south of 60th Ter, new median landscaping on Johnson Dr., signal upgrades at I-35, replacement of curb/gutters/sidewalk & ADA ramps as needed, replacement of over 1700 feet of failed storm drainage, and construction of southbound Mastin St. right turn into Merriam Park Elementary.

The Johnson Dr. portion of this project is designated as a Johnson County, County Assistance Road System (CARS) route. CARS has committed to reimburse the City 50% of construction engineering and actual construction cost up to a maximum of \$992,600. The Mastin Street and Storm Drainage and W. 59th Ter. improvements are being funded by our CIP Small Drainage Projects, Overlay Supplement, Special Highway Mill and Overlay budget and CIP Contingency.

In 2019 we postponed the Mastin project due to the bids being well over the Engineers Estimate, we would like to use those un-used funds from 2019 to complete the Mastin portion of this project.

The proposals were as follows:

Contractor	Mastin Street	Johnson Drive CARS	Total Bid
Kansas Heavy Construction	\$971,277.25	\$1,453,902.75	\$2,425,180.00
J.M. Fahey Construction	\$1,099,428.60	\$1,701,338.75	\$2,800,767.35
Mega Industries Corp	\$1,316,517.18	\$1,775,186.00	\$3,091,703.18
Gunter Construction	\$1,203,600.35	\$1,923,809.65	\$3,127,410.00
<i>Engineers Estimate</i>	<i>\$1,249,696.50</i>	<i>\$1,590,466.00</i>	<i>\$2,840,162.50</i>

Mastin Project funding sources

2020 Streets overlay/paving fund	\$350,000.00
2020 Overlay Supplement	\$200,000.00
2020 Small Drainage	\$200,000.00
2019 Unspent funds (contingency)	\$221,277.25
Total	\$971,277.25

Affinis, Corp. and BHC Rhodes have checked all bids for accuracy and recommends the Contract be awarded to Kansas Heavy Construction.

CITY COUNCIL GOALS AND OBJECTIVES

3.2 Sustain capital improvement efforts.

FINANCIAL IMPACT

Amount of Contract:	\$2,425,180.00
Amount Budgeted:	\$1,804,728 CIP Construction, \$300,000 CIP Small Drainage Projects, \$200,000 CIP Overlay Supplement, and \$350,000 Mill & Overlay Program
Funding Source/Account #:	Capital Improvement Fund - Special Sales tax 301.0000.511.45.10 GC2001, Small Drainage 301.0000.512.45.10 GM1103, Overlay Supplement 301.0000.511.45.10 GM0303, Streets overlay/paving 201.3010.430.45.40, CIP Contingency 301.0000.514.92.50

SUPPORTING DOCUMENTS

Bid Recommendation Affinis, Corp

ACTION NEEDED/STAFF RECOMMENDATION

Staff recommends the Council award the 2020 Street and Storm Drainage Improvements, CARS Project #320001322 construction contract to Kansas Heavy Construction in the amount of \$2,425,180.00

February 20, 2020

Carl Sanders
Capital Projects Coordinator
City of Merriam
6901 Knox Street
Merriam, Kansas 66203

RE: **2020 Street and Drainage Improvements**
(Johnson Drive-BNSF RR to East City Limits)
(Mastin Street-Shawnee Mission Parkway to Johnson Drive)
(59th Terrace-West of Mastin Street)
(65th Street Mill & Overlay)
City Project Nos. 320001322, GM1103
Affinis Project No. 19-0517.0100

Dear Carl:

Attached is the tabulation of the bids received on Wednesday, February 19, 2020. In the tabulation of the bid, there were no inaccuracies in the bids for the above referenced projects. Kansas Heavy Construction LLC is the low bidder. Their base bid of \$2,425,180.00 combined with their 180 working days resulted in the lowest total bid.

Kansas Heavy has constructed several municipal street projects throughout the Kansas City metropolitan area as well as city projects. They have proven to be an acceptable contractor. We have no objection to them performing the work. Based on the bid proposal submitted, Affinis Corp recommends the above referenced projects be awarded to Kansas Heavy Construction. If you have any questions, please do not hesitate to call.

Very truly yours,



Kristen E. Leathers-Gratton, P.E.
Project Manager

Attachment

cc: File



AGENDA ITEM INFORMATION FORM

AGENDA ITEM: Consider the approval of purchases necessary to install 78 residential and decorative LED streetlights.

SUBMITTED BY: Jim MacDonald, Public Works Director

MEETING DATE: March 9, 2020

PROJECT BACKGROUND/DESCRIPTION:

The 2020 CIP for streetlights includes Johnson Drive. (Antioch to east city limits) South Park sub-division W 51st terrace to 49th st Merriam Drive W to Knox (Community Development Block Grant (CDBG)) see attached map. Johnson Drive will receive the black decorative lights approved in 1996 the residential areas will receive the residential style streetlight approved in 2002. A total of 78 LED streetlights will be installed (34 black decorative lights and 44 residential lights). Excluding the value of in-house labor and equipment, the projected cost is \$372,806.64 as follows:

Streets/area	# of Lights	Cost	Budget/funding	Project/funding source
Johnson Drive Antioch to East City limits	34	\$197,811.81	\$220,000.00	Streetlight equipment 301.0000.511.45.10
South Park sub-division CDBG	44	\$174,994.83	\$175,000.00	Residential Streetlights 301.0000.511.46.20

The City applied for \$70,000.00 in CDBG grant funds and was approved for \$57,702.00 Net cost to Merriam (excluding equipment and labor) for the 78 streetlights is \$315,104.64

The major components (foundations, poles, fixtures) are purchased directly from a sole source vendor that matches the components already installed in Merriam. The poles and fixtures will be purchased from Sentry Electric, the foundations and controllers will be purchased from Electrical Midwest.

The wire, conduit, connectors and pull boxes will be purchased from Graybar through U.S Communities which allows municipalities to save money on products due to large volume purchasing. This association has developed efficient purchasing methods and practices in governmental procurement. The purchase through U.S Communities is in lieu of the City of Merriam soliciting bids because all contracts are competitively solicited by a lead agency.

CITY COUNCIL GOALS AND OBJECTIVES

3.2 Sustain capital improvement efforts

FINANCIAL IMPACT

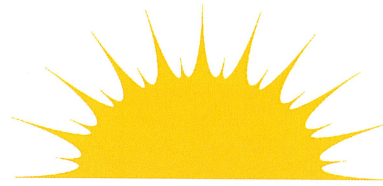
Amount of Purchases:	\$372,806.64
Amount Budgeted:	\$175,000.00 Residential Streetlights project # GM0403 \$220,000.00 CARS Streetlight equipment project # GC2001
Funding Source/Account #:	<i>Capital Improvement Fund #301:</i> Streetlight Installation/Residential Streetlights 301.0000.511.46.20 Construction Services/Johnson Drive 301.0000.511.45.10

SUPPORTING DOCUMENTS

Streetlight map

ACTION NEEDED/STAFF RECOMMENDATION

Allow the City Administrator to approve all purchase orders associated with the purchase and installation of 78 streetlights not to exceed \$372,806.64



MERRIAM

Just right.

2020 Streetlight Projects

34 -- CARS (Johnson Dr)

44 -- CDBG (South Park)





INTEROFFICE MEMORANDUM

TO: MAYOR AND CITY COUNCIL
FROM: JIM MACDONALD, PUBLIC WORKS DIRECTOR
SUBJECT: FEBRUARY UPDATE
DATE: MARCH 9, 2020

HIGHLIGHTS

2019 Sidewalk In-Fill

- Project is substantially complete.
- Contractor will place seed or sod as soon as weather allows.
- Final payment to be issued as soon as sod is placed and accepted.

2020 Street & Storm Drainage - Johnson Dr. (BNSF to East City Limits) Mastin St. Improvements (Johnson Drive to Shawnee Mission Parkway)

- Opened 4 bids Feb 19th, with Kansas Heavy Construction being low bidder.
- Pre-Construction Meeting is scheduled for March 4th 1:00 p.m. at CH.
- Public Meeting is set for March 11th, with construction anticipated to begin mid-April 2020.

2020 Sidewalk In-Fill/2020 Sidewalk Maintenance

- Opened 8 bids Feb 26th, with Phoenix Concrete being the low qualified bidder.
- Pre-Construction Meeting will be March 4th 10:00 a.m. at CH.
- Construction expected to begin mid-April 2020

Capital Improvement Active Project List

Last Updated 3/5/2020

PROJECT NAME	FUNDING SOURCES	BUDGETED CONSTRUCTION COST	ACTUAL CONSTRUCTION COST	STATUS	DESIGN CONSULTANT	PUBLIC MEETING #1	PUBLIC MEETING #2	PUBLIC MEETING #3	ENGINEER'S ESTIMATE	BID OPENING	AWARD AT COUNCIL	CONTRACTOR	CONTRACT AMOUNT	NOTICE TO PROCEED	PROJECTED SUBSTANT COMPLETION DATE
2019															
2019 Sidewalk In-Fill	Special Sales Tax Street/Stormwater	\$495,000		Construction	GBA	5/9/19			\$219,000.00	7/24/19	8/12/19	Phoenix Concrete	\$289,393.30	9/9/19	12/8/19
2020															
2020 Street & Storm Drainage Jo. Dr. (BNSF to East City Limits) Mastin St. (Jo. Dr. to SMP)	CARS/Sp. Sales Tax Street/Stormwater General CIP PW Mill & Overlay	\$2,654,728		Design	Affinis BHC Rhodes	1/22/20	3/11/20		\$2,840,162.50	2/19/20	3/9/20	Kansas Heavy Construction, LLC	\$2,425,180.00		
2020 Sidewalk In-Fill 2020 Sidewalk Maintenance	Special Sales Tax Street/Stormwater	\$245,000		Design	GBA/City Staff	2/5/20			\$265,008.40	2/26/20	3/9/20	Phoenix Concrete, LLC	\$237,184.26		

ADVISORY BOARD MEETING MINUTES

Tuesday, February 25, 2020

6:00 p.m.

Irene B. French Community Center Kessler Room

Roll Call

The February meeting of the Merriam Parks & Recreation Advisory Board was called to order at 6:00 p.m., by Chairperson Christopher Leitch. Board members in attendance included: Lavera Howard, Katie Leary, Billy Croan, Staci Chivetta, Kathy Stull, and Kyle Cooper. Staff members in attendance included: Anna Slocum, Director; Dave Smothers, Assistant Director; Cole Surber, Aquatic Supervisor and Nicole Ritter Facility Attendant. Public members in attendance included Nancy Hupp and Mallori Paddock. Grant Getzlow as absent.

Public Comments

No public comments.

Approval of Meeting Minutes

Staci Chivetta stated her name was misspelled. There was a discussion regarding the Kansas Strong Sponsorship, after clarification no changes were noted. Katie Leary made a motion to approve the minutes. LaVera Howard seconded. The motion passed unanimously.

Staff Reports

Director's Reports

Community Center Update

Staff presented a video showing construction of the new community center from the contractor's monthly report in January and a comparison video that staff creates weekly through Facebook® live.

2019 Year in Review Video

The communication team created a year in review video which displayed all the wonderful achievements and "Team Merriam" spirit of 2019.

Assistant Director's Report

Updates

Farmers' Market Entertainment

There are four new bands for the market this year. All new youth activities. There are eighteen (18) out of thirty-six (36) vendor stalls are reserved.

Heartland Artist Exhibition

This show is the 24th annual event with one hundred four (104) artists accepted from eleven (11) states. The band at this event will be "The Band Anna KC".

Recreation Supervisor Report

Reports

Daddy Daughter "A Night in Arendelle"

This event was a success with sold out attendance. It was themed on the movie "Frozen". DJ Kirby was able to keep the room energized and jumping around.

This event was a great hit for everyone involved. Staff is researching theme ideas for 2021.

Event Updates/Volunteer Opportunities

- Brunch with the Bunny Saturday, April 4 from 9-10:30 a.m.
- Volunteer Reception Thursday, April 23 from 6-7:30 p.m.
- Turkey Creek 5K/Festival Saturday, May 16 7:30 a.m.-4 p.m.
- Party in your Park Friday, June 19, July 17 from 6:30-8:30 p.m.
- Party in your Park/National Night Out Tuesday, August 4 from 6-8 p.m.
- Turkey Creek Car Show Saturday, September 12 from 10 a.m.-4:30 p.m.
- Merriam Drive Live Saturday, October 5 from 11 a.m.-6 p.m.

Renee will be sending out an email to all the Park Board Members to inform them about volunteer opportunities.

Aquatic Supervisor Report

Update

Hiring process

Staff have had fourteen (14) interviews, each have been offered a position.

There are six (6) applicants, staff is trying to schedule. There will be a job fair Wednesday, February 26. This will offer good publicity for the new community center. In total, there are five (5) job fairs scheduled with local high schools in the coming weeks. It was recommended that Park Board help spread the word about our new community center job opportunities. Staff email the digital flyer to Christopher Leitch for distribution throughout the Johnson County Library system.

Policy Handbook

Final steps of completing the policy handbook. Pool rental policies are in the works currently and expected to be completed soon.

Fall Programs

Staff is trying to get a feel of what swim lessons will look like at the new community center. Something to think about for the new community center would be how many instructors will be needed for swim classes/lessons and what kind of equipment required to offer classes/lessons.

New Business

Charter Membership Benefit Package

This membership will include a discounted rate from the standard membership rate at the new community center. Charter Memberships will be paid in full and is the equivalent to getting twelve (12) months for the price of ten (10) months. These memberships will be available from March 2-June 7. It will be available for residents and non-residents. Tonight staff is seeking advice on what additional perks should be included in the charter membership. Ideas that staff is proposing include:

- Early access to soft opening events
- A limited addition charter member key fob
- A Merriam special edition swag bag which will include a beach towel and other Merriam goodies.
- \$10 MCC bucks
- 2 guest passes
- Free fitness evaluation for adults 18 and older
- A beach bag, beach towel, key chain

Discussion about expanding benefits included finding experienced that would be free to charter members. Suggestions included instructors offering a trial class to promote registration, abbreviate swim lessons to evaluate the new program, explore an option to acknowledge those who participate in the charter membership program. Katie Leary made a motion to the approve the recommended charter membership swag with exploration of other identified benefits. Kyle Cooper seconded motioned. Motion passed unanimously.

Swim Band Policy

In order to ensure the safety of young patrons while attending the Merriam Community Center, staff is proposing a NEW policy to help young participants and their parents identify where they should swim to be the safest. The main purpose of a lifeguard is to ensure the pool is as safe as it can be. Preventing accidents before they happen is a key aspect in keeping the pool safe. One way to help guards prevent accidents from happening would be for them to know who can and who cannot swim before the swimmer enters the water. In an ideal world, a lifeguard would never have to enter the water because the vision of a pool can be compromised when this occurs. Lifeguards would be trained on this during initial orientation. They would be able to spot the difference between a good and bad swim test. Bands would identify the depth of water a swimmer under 13 is allowed, no band would restrict a swimmer to the zero depth / shallow areas. Staff have reached out to local aquatic professionals to gauge the idea. There is a concern this would put extra work on lifeguards, especially in the beginning. Also, since the facility is a day pass facility, the amount of tests required daily or the number of bands that are “forgotten”.

Discussion among Park Board included the functionality of the policy are relegated to the first month of operation. There will be a large amount of people coming through who will need to be swim tested, how will they be tracked. There are no other facilities

in the area that have this policy, it could be viewed as burdensome to patrons. It is the parent's responsibility to monitor their children. There was discussion about opting into the policy. The number of wrist bands required due to them being lost or forgotten. There was also a concern of "labeling" children as a non-swimmer. The benefits of the program were also discussed. Park Board decided to table a decision until the March Park Board meeting prior to making a decision.

Other Business

May 2020 Meeting Cancellation

Staff asked that due to the work required to open the new community center if the May meeting could be cancelled. Park Board members requested that instead of a meeting there be a tour for members if the facility is ready. The date will stand with a final decision made as the date approaches. Christopher Leitch requested that staff carefully review the calendar and plan the business accordingly if the May meeting is not held to ensure all business items are brought forward in April. The June meeting will relocate to the new community center.

Adjournment

Christopher Leitch called for a motion to adjourn. Katie Leary made a motion to adjourn. The meeting adjourned at 7:41 p.m.

CITY COUNCIL SUGGESTED MOTIONS FOR YOUR CONSIDERATION

CONSENT AGENDA

1. Move that the council approve Consent Agenda items 1-3.

MAYOR'S REPORT

1. No motion.
2. No motion.

FINANCE AND ADMINISTRATION

1. Move that the council approve the 2021 Council Goals and Objectives.
2. Move that the council approve a resolution in support of the NLC Leading Together Cities Agenda.
3. Move that the council authorize the position of Facility Maintenance Worker I within the Parks and Recreation department.
4. No motion.

COMMUNITY DEVELOPMENT/PUBLIC WORKS

1. Move that the council approve a bid award to Kansas Heavy Construction for the 2020 Street and Storm Drainage Improvements.
2. Move that the council allow the City Administrator to approve all purchases associated with the installation of 78 streetlights, not to exceed \$372,806.64.
3. No motion.

STAFF ITEMS