

AGENDA

CITY COUNCIL MEETING

CITY OF FAIRWAY, KANSAS

Virtual Meeting Location:

Zoom

(Hyperlink to be provided after 5:00 p.m. on 10-12-2020)

Or

www.facebook.com/cityoffairway

Monday, October 12, 2020

7:30 p.m.

1. Call to Order and Announcements
2. Monthly Reports of Standing Committees
 - A. Consolidated Fire District #2
 - B. Administration
 - C. Police
 - D. Public Works
 - E. Parks & Recreation
 - F. Finance
3. Monthly Reports of Special Committees
 - A. Tree Board
4. Public Comment* for Consent Agenda items only
5. Consent Agenda

These items are determined to be routine enough to be acted on in a single motion; however this does not preclude discussion. If a councilmember requests, an item may be removed from the consent agenda for further consideration and separate motion.

 - A. Approve minutes of previous regular and special City Council meetings
 - B. Approve Claims and Appropriations – Ordinance #1720 – September 2020

6. New Business

Public Comment - The Mayor may open the meeting for a period of public comment at the completion of any presentation and/or Governing Body discussion regarding a specific agenda item. Public comment should be limited to the current agenda item before the Governing Body. Additional public comment on non-agenda items will be taken at the end of the meeting.*

- A. Consider Ordinance #1721 – An Ordinance Amending the Fairway City Code Pertaining to Tree Removal; Amending And Repealing Existing Section 11-94 Of The Fairway City Code.
- B. Consider Funding Agreement with MREM, for legal and consultant expenses related to redevelopment at 4200 Shawnee Mission Parkway
- C. Consider final site plan for new multi-tenant building as submitted by Henry Klover of Klover Architects on behalf of MREM Fairway Property LLC, property owner, for property located at 4200 Shawnee Mission Parkway, Fairway, KS
- D. Consider sign deviation request for signage for number of signs as submitted by Henry Klover of Klover Architects on behalf of MREM Fairway Property LLC, property owner, for property located at 4200 Shawnee Mission Parkway, Fairway, KS
- E. Consider Ordinance #1722 - An Ordinance approving a Special Use Permit for drive-through facility at 4200 Shawnee Mission Parkway, Fairway, KS
- F. Consider Engagement Letter with Gilmore and Bell, PC for contract/consultant services related to redevelopment at 4200 Shawnee Mission Parkway
- G. Consider approval of the Johnson County Coronavirus Relief Fund Subrecipient Grant Agreement
- H. Consider Ordinance #1722 – An ordinance authorizing the establishment of a non-budgeted Federal Grant Fund for the City of Fairway, Kansas
- I. Consider agreement with Bravas for new AV system in the Council Chambers/Multipurpose Room at Fairway City Hall
- J. Consider proposal by GovOffice for website upgrade

7. Governing Body Comments

During this time, members of the Governing Body will be given the opportunity to speak about matters related to the City. No formal action will be taken during this time.

8. Public Comment* for items not listed on the above agenda

9. Adjournment

If you require an accommodation for a sign interpreter in order to attend this meeting, please notify the Administrative Office at 913-262-0350 no later than 48 hours prior to the beginning of the meeting.

**Public comment will be limited to 4 minutes per speaker unless otherwise stated at the beginning of a public comment period. Speakers are permitted one opportunity per public comment period, along with a one minute follow up opportunity. To view the full Public Meeting Policy, please visit www.fairwaykansas.org or contact the Administrative Office at 913-262-0350.*



PROUDLY SERVING

MISSION • PRAIRIE VILLAGE • ROELAND PARK • FAIRWAY • WESTWOOD • WESTWOOD HILLS • MISSION WOODS • MISSION HILLS

Johnson County Consolidated Fire District No. 2
Fire Chief Tony Lopez
3921 West 63rd St Prairie Village, KS 66208
913-432-1105 ContactUs@cfid2.org



FAIRWAY FIRE ACTIVITY REPORT SEPTEMBER 2020

PREVIOUS MONTH

YEAR TO DATE

INCIDENTS

1 Fire

111 Building Fire
113 Cooking fire, confined to container
118 Trash or rubbish fire, contained
131 Passenger Vehicle Fire
143 Grass fire
Total
Percent of Total Calls

0
0.00%

2
1
3
1.21%

2 Overpressure Rupture, Explosion, Overheat

221 Overpressure rupture of air or gas
Total
Percent of Total Calls

0
0.00%

1
0.40%

3 Rescue & Emergency Medical Service

311 Medical assist, assist EMS crew
321 EMS call, excluding vehicle accident with injury
322 Motor vehicle accident with injuries
371 Electrocution or potential electrocution
Total
Percent of Total Calls

11
5
1
17
58.62%

76
25
5
1
107
43.32%

4 Hazardous Condition (No Fire)

411 Gasoline or other flammable liquid spill
412 Gas leak (natural gas or LPG)
422 Chemical spill or leak
424 Carbon monoxide incident
441 Heat from short circuit (wiring), defective/worn
444 Power line down
445 Arcing, shorted electrical equipment
Total
Percent of Total Calls

0
0.00%

3
1
2
5
3
14
5.67%



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FAIRWAY FIRE ACTIVITY REPORT SEPTEMBER 2020

**PREVIOUS
MONTH**

YEAR TO DATE

INCIDENTS

5 Service Call

510 Person in distress, Other	
520 Water Problem, Other	
550 Public Service assistance, Other	
551 Assist police or other governmental agency	
561 Unauthorized Burning	
554 Assist invalid	
Total	
Percent of Total Calls	

2
4
6
20.69%

7
1
3
3
1
44
59
23.89%

6 Good Intent Call

611 Dispatched & cancelled en route	
631 Authorized Controlled Burning	
652 Steam, vapor, fog or dust thought to be smoke	
Total	
Percent of Total Calls	

3
3
10.34%

38
2
2
42
17.00%

7 False Alarm & False Call

700 False alarm or false call, Other	
730 System Malfunction, Other	
735 Alarm system sounded due to malfunction	
736 CO detector activation due to malfunction	
740 Unintentional transmission of alarm, Other	
742 Extinguishing system activation	
743 Smoke detector activation, no fire - unintentional	
744 Detector activation, no fire - unintentional	
745 Alarm system activation, no fire - unintentional	
746 Carbon monoxide detector activation, no CO	
Total	
Percent of Total Calls	

1
1
1
3
10.34%

2
2
3
1
1
3
1
5
3
21
8.50%



PROUDLY SERVING

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FAIRWAY FIRE ACTIVITY REPORT SEPTEMBER 2020

PREVIOUS MONTH

YEAR TO DATE

INCIDENTS

Total Calls

29

247

ADMINISTRATION REPORT FOR SEPTEMBER 2020

ADMINISTRATION COMMITTEE MEETING

Administration did not meet.

KORA REQUESTS

The Administration Department keeps a log of all Kansas Open Records Requests received. There were no record requests in September.

The Kansas Open Records Act, K.S.A. 45-215, governs the manner in which public documents are made available to the public. The City is authorized to charge for staff time and copy fees in connection with record requests.

BOARD OF ZONING APPEALS AND PLANNING COMMISSION MEETINGS

Both the Board of Zoning Appeals and the Planning Commission held meetings in September via Zoom. The BZA heard one application for a variance request for location of a basketball goal. The variance request was denied. The PC reviewed the final site plan for new commercial construction/redevelopment, public hearing for Special Use Permit and deviation for signs. The PC recommended approval to the Governing Body pending a traffic study for capacity.

OCCUPATIONAL LICENSES

Renewals were sent out on 6/19/2020 to 49 businesses. To date, 34 applications have been received and processed and 7 businesses have moved out of Fairway, all located in the 4210 Shawnee Mission Parkway building. One new business Clairvaux, a clothing boutique store, has opened in the Fairway Shops. There are 11 businesses that have yet to renew or have moved. Reminder notices are being sent out.

DOG LICENSES

Licensing History

2020 – 599 tags issued. Notifications via two editions of Focus on Fairway, two postcards, two

2019 – 580 tags issued-notifications-Focus on Fairway (Jan/Mar) and Constant Contact email and 2 postcards. Four residents were issued citations for failure to license their dogs.

2018 – 567 tags issued via Focus on Fairway and 3 postcards, visit from NEACC officer and 5 citations issued and resolved

2017 – 588 tags issued through September via Focus on Fairway and 2 Postcards. NEAC went to 24 properties and left door hangers for owners. All dogs were licensed and no citations issued.

2016 - 614 tags issued through August via Focus on Fairway (Jan and Mar)/1 Constant Contact email and 2 postcards, 1 letter and visit from NEACC officer. All late dog licensing renewals have been resolved and no citations for “Failure to License Dog” will be issued.

RENTAL AND NON-OWNER OCCUPIED DWELLING REGISTRATIONS

To date, 178 applications have been received, 115 licenses issued, 43 properties are pending 1st

inspection and 21 properties are pending 2nd inspection. There are still 2 properties that have not responded to the final renewal notice. There are 8 properties identified as possible rental/non-owner occupied and have yet to respond.

BUILDING DEPARTMENT REPORT

The September monthly report is attached. Three new single family residence permits were pulled. Monthly construction value of permits pulled was \$1,091,639.00 with a YTD total construction value of \$10,709,185.83. Permit fees collected for month were \$20,381.07 and YTD \$113,147.84.

UPCOMING MEETINGS:

MEETING LOCATIONS: For the duration of emergency orders related to COVID-19, all public meetings for the City of Fairway will be conducted virtually. The virtual link will be accessible on the home page of the City's website www.fairwaykansas.org. The public may participate in the virtual meetings by joining from their desktop, tablet or phone and/or by dialing in from their phone. You may sign-up to receive meeting notifications by enrolling in the City E-mail Program at www.fairwaykansas.org.

CITY COUNCIL MEETING

Monday, October 12, 2020
7:30 p.m.

BOARD OF ZONING APPEALS

No Meeting Scheduled

PLANNING COMMISSION

Monday, October 26, 2020
6:00 p.m.

Building Monthly Report

Month: 9
Year: 2020

Permit Type	Sub Type	Application Type Field	Month	Previous Month	Year	Previous Year
Building Permit	Commercial		0.00	0.00	1.00	0.00
Building Permit	Commercial	Addition/Remodel	0.00	0.00	1.00	3.00
Building Permit	Commercial	Commercial	0.00	0.00	1.00	2.00
Building Permit	Commercial	Deck	0.00	0.00	0.00	0.00
Building Permit	Commercial	Demolition	0.00	0.00	1.00	1.00
Building Permit	Commercial	Driveway	0.00	0.00	0.00	0.00
Building Permit	Commercial	Electrical	0.00	0.00	0.00	0.00
Building Permit	Commercial	Fence	0.00	0.00	0.00	0.00
Building Permit	Commercial	Flatwork	0.00	0.00	0.00	0.00
Building Permit	Commercial	Footing/Foundation	0.00	0.00	0.00	0.00
Building Permit	Commercial	HVAC/Mechanical	0.00	0.00	0.00	0.00
Building Permit	Commercial	Other	0.00	0.00	0.00	1.00
Building Permit	Commercial	Permit Renewal	0.00	0.00	0.00	0.00
Building Permit	Commercial	Plumbing	0.00	0.00	0.00	1.00
Building Permit	Commercial	Roof	0.00	0.00	0.00	0.00
Building Permit	Commercial	Sign	0.00	1.00	2.00	1.00
Building Permit	Residential		0.00	0.00	0.00	1.00
Building Permit	Residential	Accessory Structure	0.00	0.00	0.00	5.00
Building Permit	Residential	Addition/Remodel	2.00	6.00	32.00	41.00
Building Permit	Residential	Deck	2.00	1.00	8.00	8.00
Building Permit	Residential	Demolition	1.00	1.00	8.00	11.00
Building Permit	Residential	Driveway	5.00	1.00	19.00	12.00
Building Permit	Residential	Electrical	4.00	3.00	27.00	31.00
Building Permit	Residential	Fence	5.00	7.00	40.00	40.00
Building Permit	Residential	Flatwork	1.00	1.00	4.00	4.00
Building Permit	Residential	Footing/Foundation	0.00	0.00	2.00	1.00
Building Permit	Residential	Generator	1.00	2.00	8.00	6.00
Building Permit	Residential	HVAC/Mechanical	6.00	2.00	22.00	34.00
Building Permit	Residential	New SFR	3.00	2.00	12.00	10.00
Building Permit	Residential	Other	0.00	3.00	13.00	12.00
Building Permit	Residential	Patio	0.00	2.00	10.00	0.00
Building Permit	Residential	Permit Renewal	0.00	0.00	0.00	7.00
Building Permit	Residential	Plumbing	0.00	1.00	12.00	10.00
Building Permit	Residential	Pool/Spa	0.00	1.00	5.00	1.00
Building Permit	Residential	Right-of-Way	0.00	0.00	0.00	0.00
Building Permit	Residential	Roof	9.00	6.00	40.00	48.00
Building Permit	Residential	Siding	0.00	0.00	1.00	6.00
Building Permit	Residential	Sign	0.00	0.00	0.00	0.00

Building Permit	Residential	Storage Shed	0.00	2.00	3.00	0.00
Grand Total Issued:			39.00	42.00	272.00	297.00
Scheduled Inspections			134.00	128.00	1,136.00	1,128.00
Building Code Complaints			24.00	15.00	148.00	79.00
Plans Reviewed			26.00	27.00	218.00	178.00
Construction Valuation			1,091,639.00	2,531,747.69	10,709,185.83	11,800,071.02
Fees Collected			20,381.07	16,308.97	113,147.84	0.00

 Code Report

Violation Date Begin: 09/01/2020

Violation Date End: 09/30/2020

File#	Address	Violation Code	Violation Short Description	Date of Violation
20-000810	4613 W 60TH TER	FWYMC 12-31	Solid Waste-Storage	09/02/2020
20-000810	4613 W 60TH TER	FWYMC 6-55 (6) IPMC 303.7	Roofs and drainage	09/02/2020
20-000810	4613 W 60TH TER	IPMC 302.1	Sanitation	09/02/2020
20-000813	5834 MISSION RD	IPMC 303.2	Protective Treatment	09/03/2020
20-000827	5437 NEOSHO LN	FWYMC 6-22 IPMC 302.8	Motor Vehicles	09/10/2020
20-000827	5437 NEOSHO LN	IPMC 302.1	Sanitation	09/10/2020
20-000842	6033 DELMAR ST	IPMC 305.1	Rubbish or Garbage-Accumulation	09/15/2020
20-000846	4631 W 59TH ST	FWYMC 6-55 (2) IPMC 302.4	Weeds 5 day correction	09/16/2020
20-000850	4106 W 59TH ST	IPMC 305.1	Rubbish or Garbage-Accumulation	09/16/2020
20-000855	5869 FONTANA DR	IPMC 303.2	Protective Treatment	09/17/2020
20-000890	5339 FAIRWAY RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20-000892	5340 FAIRWAY RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20-000895	5401 FAIRWAY RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20-000896	5427 FAIRWAY RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20-000897	5421 FAIRWAY RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20-000898	5618 MISSION RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20-	5624 MISSION RD	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020

000899				
20- 000900	5640 CHEROKEE CIR	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20- 000901	5639 CHEROKEE CIR	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20- 000902	3912 W 57TH TER	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20- 000903	3913 W 57TH TER	FWYMC 15-551a4	TEMPORARY SIGNS	09/28/2020
20- 000904	6133 GRANADA ST	FWYMC 6-55 (5)	Parking and Storage of Vehicles in Residential Areas	09/29/2020
20- 000905	6033 EL MONTE ST	FWYMC 6-55 (5)	Parking and Storage of Vehicles in Residential Areas	09/29/2020
20- 000906	5922 MISSION RD	7-102	RENTAL / NON-OWNER OCCUPIED LICENSE REQUIRED	09/29/2020

MEMORANDUM

TO: Melanie Hepperly, Mayor
FROM: David Brown, Chief of Police
DATE: October 6, 2020
SUBJECT: September 2020 Monthly Report

OVERVIEW:

TYPE	September 2019	September 2020
Reports	37	26
Arrests	9	1
Citations	197	94

ACTIVITY:

We had 376 activities entered into the Computer Aided Dispatch (CAD) system in September. Here are some of those activities:

- 9 Alarm Calls
- 7 Accidents
- 2 Disturbance – 0 armed
- 6 Burglary
- 107 Car Stops
- 1 Pedestrian Checks
- 8 Animal Calls

Occurrences

Type	Time	Notes
Invest - Suspicious Activity	09/01/2020 10:25	3800 blk of W 58 ST, FAIRWAY, JOHNSON KS USA 66205 A resident in the 3800 block of 58th street received 56 letters in the mail from the State of Kansas related to declined unemployment claims. The addresses on each envelope was the reporting person's address but none of the envelopes were addressed in his name. There were 28 different names used, with two envelopes delivered in each name. For each of the 28 names, one letter was declining unemployment insurance and one letter was declining Pandemic Unemployment Assistance. None of the letters had personally

Fairway Warrant	09/02/2020 10:27	identifying information of the reporting person or his family. 101 N KANSAS AVE, OLATHE, KS USA 66061 (JOHNSON COUNTY ADULT DETENTION CENTER) (Verified) Arrestee was contacted at Olathe ADC and found to have active warrants # 190009150 and 190008151 dated 12/06/2019 for \$1500.
Auto Burglary	09/03/2020 09:46	5400 blk of NEOSHO LN, FAIRWAY, KS USA 66205 (Verified) Unknown subject(s) entered the victim's vehicle and took items.
Domestic Dispute	09/06/2020 18:56	5300 blk of NORWOOD RD, FAIRWAY, KS USA 66205 (Verified) Reporting party advised his wife battered him during an argument. See narrative for additional details.
Invest - Check the Welfare	09/06/2020 20:14	5900 blk of ALHAMBRA ST, Fairway, KS USA 66205 (Verified) A grandparent reported that a juvenile had made suicidal comments.
False Info/Lie/Interfere	09/08/2020 03:48	5900 MISSION RD, FAIRWAY, KS USA 66205 I witnessed two vehicles at a high rate of speed north on Mission Rd from 63rd St from Prairie Village. Prairie Village PD had a pack of three vehicles at a high rate of speed following each other in their city. One broke off and the other two entered Fairway via Mission Rd. Both vehicles were confirmed stolen from Overland Park Reed Jeep Dealership.
Auto Theft	09/08/2020 07:18	5600 blk of NORWOOD RD, FAIRWAY, KS USA 66205 (Verified) Unknown suspect(s) stole the victims 2018 black Toyota Highlander, with a Kansas License plate of 685LSE, from the driveway. The vehicle was left unlocked with a key FOB in the vehicle.
Info - Recovered Property Non Criminal	09/08/2020 07:40	5300 blk of ABERDEEN RD, Fairway, KS USA 66205 (Verified) Dealership keys were found next to a driveway that are associated to an overnight auto theft out of Overland park Kansas. Next to the keys a red Chiefs sweatshirt was recovered. All items were placed in property bags and turned over to the Overland Park police department. The Overland Park police department case number associated is 2020015700. / Nothing further.
Auto Burglary	09/08/2020 10:32	5400 blk of NORWOOD RD, FAIRWAY, JOHNSON KS USA 66205 (Verified) On 09/08/2020 at 1032 hours The victim responded to the Fairway Police station to report an auto burglary that occurred at 0416 AM, when her video system captured a male subject entering her vehicle that was parked in her driveway. The subject depressed the brake pedal to attempt to use the push start on the vehicle. The subject then rifled through the glovebox, and then left the scene. There is no loss to the victim.
Auto Burglary	09/08/2020 11:30	5400 blk of NORWOOD RD, FAIRWAY, KS USA 66205 (Verified) Unknown subject(s) entered the victim's vehicle during the overnight hours.
Invest - Recovered Stolen Auto	09/08/2020 13:02	5600 blk of NORWOOD RD, FAIRWAY, KS USA 66205 (Verified) The vehicle was originally reported stolen out of Kansas City, Missouri on September 8th, 2020. It was parked on Norwood Road sometime in the early morning hours of September 8th, 2020. There was a stolen vehicle and numerous auto burglaries on the same street as the vehicle was located.
Auto Burglary	09/08/2020 15:18	5300 blk of NORWOOD RD, FAIRWAY, KS USA 66205 (Verified) Unknown subject(s) entered the victim's vehicle during the overnight hours and stole a pair of headphones.
Theft	09/13/2020 10:46	5600 blk of FAIRWAY RD, FAIRWAY, KS USA 66205 On 9/13/2020 at about 10:46 AM a gray Chevrolet that looks like a Chrysler PT Cruiser (likely a HHR) drove past the RP's house in the 5600 blk of

		<p>Fairway, stopping the second time trying to take some tools that were in the front yard. The car, which had a Wyandotte County license plate, was occupied by two females. The RP was verticutting his yard at the time and a neighbor confronted one of the females who was outside the car picking up the yard tools. She left without stealing anything.</p>
Auto Burglary	09/13/2020 11:03	5600 blk of FAIRWAY RD, FAIRWAY, KS USA 66205 (Verified) The resident's car was parked unlocked on his driveway Friday night into Saturday morning. When he went to his car Saturday morning, he saw that his car had been gone through. He said he was missing \$50 in cash, but no other property appears to have been taken. No one had permission to get into his car and take his \$50 bill. The resident later learned that the neighbor a few doors south had a video doorbell recording of someone trying to get into their car between 4:00 and 5:00 AM. He believes that individual is who stole his money.
Invest - Mental Subject	09/13/2020 16:32	5600 blk of ABERDEEN RD, FAIRWAY, KS USA 66205 (Verified) The RP's son received a call from an old friend who stated he wanted to harm the RP's father. See narrative for details.
Invest	09/15/2020 15:06	6100 blk of GRANADA ST, FAIRWAY, KS USA 66205 Recovered abandoned red BMX style bike, with bike lock. The Bicycle had been left in the front yard for several weeks.
Accident	09/18/2020 11:12	ROE AVE and W 60TH ST, FAIRWAY KS USA 66205 V1 disregarded the steady red light at the intersection of 60th and Roe in Fairway, Kansas as it traveled north. V2 had a steady green and entered the intersection traveling east on 60th. V2 side impacted V1 as a result of V1 disregarding the steady red light.
Theft	09/18/2020 14:28	6100 blk of FONTANA ST, FAIRWAY, KS USA 66205 (Verified) Suspect called the victim and lied that he kidnapped her mother, forcing her to send approximately \$2800.
Accident	09/18/2020 15:50	V1 ran a red light and struck V2.
Auto Theft	09/27/2020 07:51	6100 blk of BUENA VISTA ST, FAIRWAY, KS USA 66205 I was dispatched to 6118 Buena Vista in Fairway, Kansas regarding a previous auto theft. The vehicle was a Silver in color 2010 Toyota Tundra. The Tundra had four black "Rockstar," wheels, along with a "Leer Camper Shell," with a roof rack. A black work computer (HP) was in the vehicle along with a personal laptop computer (Asus) worth \$1000. Keys were left in the vehicle. The vehicle was later recovered by Leawood Police.
Auto Burglary	09/28/2020 10:16	5500 blk of FAIRWAY RD, FAIRWAY, KS USA 66205 I was dispatched to 5527 Fairway Rd regarding a past auto burglary. There were multiple screw drivers, wrenches, and socket extensions missing, all worth less than \$100. Vehicle had been left unlocked overnight.
Info - Accident (Private Prop)	09/28/2020 11:10	5500 blk of MISSION RD, FAIRWAY, KS USA 66205 I was advised of a private property accident. The accident involved a white 2019 Ford F-250 (V1) and a 2013 Subaru Crosstreck (V2). V1 was attempting to pull a tree down. V1 lost control and collided via side impact with V2.

Training

September 28, 2020 Officers attended firearms qualification / range training

September 30, 2020 Officers attended DUI refresher and legal update training with our city prosecutor

For the period September 2020

CASES FILED	Sep 2020	YTD 2020	Sep 2019	YTD 2019
DUI		2	2	7
Moving Violations	99	613	117	957
Non Moving Violations	5	205	63	573
Ordinance Violations		12		10
Totals	104	832	182	1,547

COURT REVENUES	Sep 2020	YTD 2020	Sep 2019	YTD 2019
Court Fines Collected	12,102.00	82,892.96	8,305.00	87,079.75
Court Costs Collected	2,912.00	20,834.92	3,001.50	29,511.08
Totals	15,014.00	103,727.88	11,306.50	116,590.83

CASE DISPOSITIONS	Sep 2020	YTD 2020	Sep 2019	YTD 2019
Dismissals	31	322	59	617
Diversion Agreements		17		22
Guilty Pleas	79	505	72	609
Trials on Plea of Not Guilty			1	2
Cases Appealed to Dist Court				
Totals	110	844	132	1,250

WARRANTS	Sep 2020	YTD 2020	Sep 2019	YTD 2019
Warrants Served	4	146	23	176
Warrants Issued	2	152	60	301
Totals	6	298	83	477



Department of Public Works

PUBLIC WORKS DEPARTMENT

MONTHLY REPORT – September 2020

Street Sweeping



Our street sweeping program is in full swing as of the end of September. A full pass of the city began the last week of September and will conclude the first week of October. This service will be ongoing for the foreseeable future with minor breaks for maintenance, cleaning, other duties, etc.

2020 CIP

The 2020 CIP consisted of the mill and overlay of Eastvale (due to previous work by WaterOne) and the mill and overlay and restriping of the intersection of Howe and Reinhardt. The contractor completed the work within a week and the streets should have a long and useful life ahead of them.



Stormwater

September Stormwater updates:

Watershed Master Plan- No additional updates at this time. JCW staff has yet to return to the office. I am guessing fall for the next meeting.

NPDES (National Pollution Discharge Elimination System)- The Stormwater Management Plan was approved and will be submitted with our annual report.

CCTV Inspection- The contracts have been signed and work should begin before year end on the project.

Voluntary Buyout Program- The next meeting has not been scheduled yet.





Parks & Recreation Department

September 2020 Report

October Activities:

- Tue/Thu – SWERVE Fitness classes at City Hall
- Thursdays – “Throwback Fairway” post
- Fridays - #fairwayphoto contest
- Entire month – Costume Contests for pets and kids
- October 1 – Fairway CLUE Game begins
- October 3 – Community Yoga class
- October 6 – Deadline to order plants for SIM Foundation’s Plant Sale
- October 8 – KC Symphony at the SIM – 6:00pm
- October 18 – Community Yoga Class
- October 18 – Fairway Clue Game ends
- October 23 – Miles for the Mission 5K & Fun Run price increase
- October 26 – New session of Monday Chair Yoga begins
- October 28 – New session of Wednesday Chair Yoga begins
- October 30 – Driveway Trick-or-Treat event

City Website

With the Administration Department having so much on their plate right now, the Parks & Recreation Department will be taking the lead on the new City website. The statistics from our current website show that most “clicks” come from visitors looking for Parks & Recreation information (pool memberships, classes, special events, etc.), so we’re excited to be part of the process.

Fairway’s Pet Costume Contest



Send us a picture of your pet dressed up in their Halloween costume to be entered into a drawing for a Fairway business gift card! All Pets welcome!

Thanks to Tonya and her pup Ruger for allowing us to use their Halloween picture for our advertising!

Fairway's Pet of the Month for October: Cali



CLUE Game – Fairway Edition

From October 1-18, our community can participate in our brand-new outdoor CLUE Game that is structured very similarly to the board game. However, all the “suspects” are Fairway staff members and the clue locations are all inside city limits. Participants must submit their answers to the mystery before October 19th. If they submit the correct answers, they are entered into a drawing for a Fairway Creamery gift card. We’ve had 5 groups (mostly families) participate so far, all of which had nothing but wonderful reviews of the game! I’d like to thank Vickie for putting together such a fun activity for our residents that allowed them to get outside in a unique and safe way. A huge thank you also goes to our “suspects” for their willingness to participate (pictures below)!



Miles for the Mission 5K & 1 Mile Kid Fun Run

As of October 1st, we have 28 registered participants in the 5K race and 15 registered participants in the 1 Mile Kid Fun Run. Our goal is for 50 participants, so hopefully we pick a few more in the month leading to the race!

KC Family Dental, located in Fairway, has signed up to help sponsor the race! I have sent out sponsorship opportunity information to all other Fairway businesses, so hopefully we have some others sign up as well.

#FallTreesOfFairway Campaign

Every week, we will be posting a pictures or videos of trees in Fairway as they change into their Fall colors. If residents would like to share a picture of a tree, they can post it on their social media account with the *#FallTreesOfFairway* tag. Or, they can email them to Brice and we will post the picture on our social media accounts.

Here is the Pin Oak at the Fairway Pool →



Throwback Fairway Photos in September



SM Tunnel – 1947



Mission Rd & 59th St-1922



Fairway Theatre-1947



Giant cake celebration 100 lots sold-1930s

**FINANCE REPORT
FOR SEPTEMBER 2020**

SEPTEMBER 2020 CASH AND CERTIFICATES OF DEPOSIT

The final General Fund Cash balance for September was **\$1,483,932.32**

The final General Fund Money Market account balance was **\$50,623.60**

The final balance for the General Fund Reserve CDs for August 2020 was **\$419,368.97**

Part of the Reserve CD's are now reflected in the Equipment Reserve Fund.

The final balance of the General Fund Reserve for August 2020 was **\$350,799.58**

The Finance Committee met on September 30th

At the September Finance Committee, the following items were discussed:

- Cash flow was at anticipated levels given the significant modifications made during the previous 6 months as a result of the COVID-19 Pandemic. Sales tax were near what was expected.
- Kevin Wempe of Gilmore and Bell, P.C. gave a brief overview of Community Improvement Districts in anticipation of a developer submitting a CID Petition to the City of Fairway
- Staff discussed current reimbursements from the County for COVID-19 related expenses as well as what future expenses/projects could be.
- The Finance Committee was provided an update on 2020 budgetary impacts due to COVID-19. Overall, the City has positioned itself well. There will be sufficient cash carry forward into 2021 to cover any anticipated shortage in revenues.

The next Finance Committee meeting will be October 28, 2020 at 7:30 a.m.

ATTACHMENTS

- September Financials

MONTHLY FINANCIAL STATEMENTS

CITY OF FAIRWAY

SEPTEMBER 2020

PREPARED BY:



KANSAS CITY | SPRINGFIELD

GOODFAITHACCOUNTING.COM

Management Responsibility

The organization's management is responsible for the information contained in these reports and for the development, implementation, and adherence of all financial policies and procedures. We recommend management carefully review all transactions contained in these reports to insure accuracy and clarity.

Table of Contents

➤ **Statement of Financial Position**

The statement of financial position gives a financial picture of the organization as of the end of the reporting period. It reflects the assets, liabilities, and net assets of the organization.

Definition of Fund Accounting Terms

Net Assets – Total Assets minus Total Liabilities. Net assets fall into one of three categories (from most restricted to least restricted):

1. **Net Investment in Fixed Assets** - total fixed assets minus accumulated depreciation minus any debt related to the fixed assets.
2. **Restricted** – those funds which are legally restricted by outside parties or by law through constitutional provisions or enabling legislation;
3. **Unrestricted** – funds available for general operations.

➤ **Statement of Activities**

The statement of activities reflects the revenues and expenses of the organization for the current period of time—typically the current month and year-to-date. It can also be used to compare actual revenues and expenses to those budgeted.



City of Fairway
Statement of Net Assets
9/30/2020

Assets

Cash

Cash in General Checking - Pooled

1010.000	General Fund	1,483,923.32	
1010.000	General Fund Reserves*	(68,569.39)	
1010.000	Special Highway Fund	118,388.67	
1010.000	Storm Water Utility Fund	131,600.66	
1010.000	Debt Service Fund	27,102.60	
1010.000	2014 Sales Tax Fund	46,522.21	
1010.000	Equipment Reserve Fund	490,000.00	
1010.000	Shawnee Indian Mission Fund	15,015.32	
1010.000	Special Parks & Recreation Fund	15,396.57	
1010.000	Fairway Tree Fund	10,463.00	
1010.000	Drug Tax Fund	1.00	
1010.000	Capital Improvements Fund	422,444.64	
1010.000	City Hall Renovations	<u>0.11</u>	
	Total Cash in General Checking - Pooled		\$ 2,692,288.71

Cash in Other Accounts

1131.000	General Fund Money Market Account	50,623.60	
1132.000	CD - GF Reserves (FNB 0826)	53,465.36	
1133.000	CD - GF Reserves (FNB 0031)	144,141.47	
1134.000	CD - GF Reserves (FNB 0827)	107,802.73	
1135.000	CD - GF Reserves (FNB 0828)	113,959.41	
1112.000	Court Bond Cash	12,556.00	
1113.000	Police Property & Evidence	1,285.41	
1111,1128	Petty Cash Funds	<u>169.00</u>	
	Total Cash in Other Accounts		<u>484,002.98</u>

Total Cash

3,176,291.69

Other Current Assets

1121.000	Taxes Receivable	2,342,288.00	
1122.000	Drain Removal Reimbursement	685.68	
1127.000	Prepaid Expenses	38,804.59	
1125,1126,1129	Accounts Receivable	<u>6,857.00</u>	

Total Other Current Assets

2,388,635.27

Total Assets

\$ 5,564,926.96

*CD's that are part of the general fund reserves are not reflected in this amount.

Liabilities & Net Assets

Current Liabilities

2005.000	Accounts Payable	59,602.70
2030.000	Accounts Payable Payroll	69,062.39
2040.000	Insurance Settlement	4,806.16
2110.2111	Court Bond Liability	11,302.05
2115.000	Police Property & Evidence	1,764.41
2116.000	State Court Costs	6,355.89

City of Fairway
Statement of Net Assets
9/30/2020

2117.000	State Judge's Training Fee	1,070.00	
2118.000	State DL Reinstatement	(255.88)	
2119.000	State Community Correction Fund	(425.00)	
2120.000	Seatbelt Safety Fund	(20.00)	
2125.000	Collection Fees Payable	119.47	
2130.000	Federal Withholding Payable	(0.00)	
2140.000	Kansas Withholding Payable	2,209.00	
2180.000	Retirement - Employee	1,519.12	
2190.000	Group Life	121.59	
2200.000	Dental Withholding	(48.60)	
2210.000	Health Insurance	1,823.33	
2211.000	HSA	(1,052.05)	
2212.000	Short Term Disability	(1,131.11)	
2213.000	FSA 125 Plan	(171.25)	
2214.000	Supplemental Insurance	1,557.93	
2215.000	Vision Insurance	351.75	
2220.000	Garnishments	-	
	Total Current Liabilities	-	\$ 158,561.90
 Other Liabilities			
2300.000	Deferred Revenue - Bond & Interest Fund	128,208.00	
2400.000	Deferred Revenue - General Fund	1,804,974.00	
	Total Other Liabilities	1,933,182.00	1,933,182.00
 Net Assets			
2500.100	Fund Balance - General Fund	1,717,503.08	
2500.110	Fund Balance - General Fund Reserves	350,799.58	
2500.520	Fund Balance Designated - Special Highway	145,360.67	
2500.540	Fund Balance Designated - Storm Water	131,600.66	
2500.660	Fund Balance Designated - Bond & Interest	52,917.62	
2500.665	Fund Balance Designated - Sales Tax Fund	98,152.93	
2500.750	Fund Balance Designated - Equipment Reserve	490,000.00	
2500.770	Fund Balance Designated - Special Parks & Recreation	15,396.57	
2500.760	Fund Balance Designated - Shawnee Indian Mission	12,729.07	
2500.780	Fund Balance Designated - Fairway Tree Fund	10,463.00	
2500.880	Fund Balance Designated - Drug Tax	1.00	
2500.900	Fund Balance Designated - Capital Improvement Funds	448,258.88	
2500.904	Fund Balance Designated - City Hall Renovations	-	
	Total Net Assets	3,473,183.06	3,473,183.06
	Total Liabilities & Net Assets		\$ 5,564,926.96

City of Fairway
Subsidiary Schedule - Cash Balances
For the 9 Months Ended 9/30/2020

		12/31/2019	2020 Activity		9/30/2020
		<u>Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u>
<u>Funds Pooled in General Checking</u>					
1010	General Fund	352,851.73	\$ 3,901,821.50	\$ 2,770,749.91	1,483,923.32
1010	General Fund Reserves	(68,569.39)	-	-	(68,569.39)
1010	Special Highway Fund	90,288.55	76,588.12	48,488.00	118,388.67
1010	Storm Water Utility Fund	24,395.28	249,239.01	142,033.63	131,600.66
1010	Debt Service Fund	68,046.51	288,005.03	328,948.94	27,102.60
1010	2014 Sales Tax Fund	76,608.91	220,296.17	250,382.87	46,522.21
1010	Equipment Reserve Fund	465,000.00	25,000.00	-	490,000.00
1010	Shawnee Indian Mission Fund	4,673.76	86,134.00	75,792.44	15,015.32
1010	Special Parks & Recreation Fund	18,166.01	6,060.56	8,830.00	15,396.57
1010	Fairway Tree Fund	25,188.00	4,175.00	18,900.00	10,463.00
1010	Drug Tax Fund	1.00	-	-	1.00
1010	Capital Improvement Funds	397,867.62	117,356.12	92,779.10	422,444.64
1010	City Hall Renovations	7,857.16	-	7,857.05	0.11
Total Funds Pooled in General Checking		1,462,375.14	4,974,675.51	3,744,761.94	2,692,288.71
<u>Funds Held in Other Accounts</u>					
1131	General Fund Money Market Account	50,553.39	70.21	-	50,623.60
1132	Certificate of Deposit - GF Reserves	52,918.83	546.53	-	53,465.36
1133	Certificate of Deposit - GF Reserves	143,375.57	765.90	-	144,141.47
1134	Certificate of Deposit - GF Reserves	106,700.75	1,101.98	-	107,802.73
1135	Certificate of Deposit - GF Reserves	112,979.97	979.44	-	113,959.41
1112	Court Bond Cash	15,328.00	1,413.00	4,185.00	12,556.00
1113	Police Property & Evidence	1,285.41	-	-	1,285.41
1111,1128	Petty Cash	169.00	-	-	169.00
Total Cash		<u>\$ 1,945,686.06</u>	<u>\$ 4,979,552.57</u>	<u>\$ 3,748,946.94</u>	<u>\$ 3,176,291.69</u>

City of Fairway
Statement of Activities
Year-to-Date Fund Summary
For the 9 Months Ended 9/30/2020

	General Fund		Special	2014 Sales Tax			Equipment	Shawnee		Fairway Tree	Drug Tax	General Capital	City Hall	Total
	General	Reserves	Highway	Storm Water Utility	Debt Service	Fund	Reserve	Indian Mission	Special Parks & Recreation	Fund		Improvement	Renovations	
Cash Carryforward	\$ 403,405.12	\$ 347,405.73	\$ 90,288.55	\$ 24,395.28	\$ 68,046.51	\$ 76,608.91	\$ 465,000.00	\$ 4,673.76	\$ 18,166.01	\$ 25,188.00	\$ 1.00	\$ 397,867.62	\$ 7,857.16	\$ 1,928,903.65
Revenue														
Assessment Revenue	3,857,822.81		76,588.12	249,239.01	288,005.03	220,296.17			6,060.56		-	110,148.07		4,808,159.77
Other Income	45,481.90	3,393.85	-		-			71,134.00		4,175.00				124,184.75
Bond Proceeds														-
Transfer of Funds	-	-	-	-	-	-	25,000.00	15,000.00	-	-	-	7,208.05	-	47,208.05
Total Revenue	<u>3,903,304.71</u>	<u>3,393.85</u>	<u>76,588.12</u>	<u>249,239.01</u>	<u>288,005.03</u>	<u>220,296.17</u>	<u>25,000.00</u>	<u>86,134.00</u>	<u>6,060.56</u>	<u>4,175.00</u>	<u>-</u>	<u>117,356.12</u>	<u>-</u>	<u>4,979,552.57</u>
Total Revenue & Cash Carryforward	<u>4,306,709.83</u>	<u>350,799.58</u>	<u>166,876.67</u>	<u>273,634.29</u>	<u>356,051.54</u>	<u>296,905.08</u>	<u>490,000.00</u>	<u>90,807.76</u>	<u>24,226.57</u>	<u>29,363.00</u>	<u>1.00</u>	<u>515,223.74</u>	<u>7,857.16</u>	<u>6,908,456.22</u>
Expenditures														
Administration	1,074,598.63													1,074,598.63
Police	815,317.85													815,317.85
Public Works	648,343.26													648,343.26
Court	83,956.73													83,956.73
Parks & Recreation	205,155.34													205,155.34
Projects			48,488.00	14,485.00		-	-		8,830.00	18,900.00		74,659.10	7,857.05	173,219.15
Programs								75,792.44			-			75,792.44
Payments				99,813.00	328,948.94	250,382.87						18,120.00		697,264.81
Miscellaneous				27,735.63										27,735.63
Contingency	15,000.00													15,000.00
Total Expenditures	<u>2,842,371.81</u>	<u>-</u>	<u>48,488.00</u>	<u>142,033.63</u>	<u>328,948.94</u>	<u>250,382.87</u>	<u>-</u>	<u>75,792.44</u>	<u>8,830.00</u>	<u>18,900.00</u>	<u>-</u>	<u>92,779.10</u>	<u>7,857.05</u>	<u>3,816,383.84</u>
Change in Fund Balance														
After Cash Carryforward	<u>\$ 1,464,338.02</u>	<u>\$ 350,799.58</u>	<u>\$ 118,388.67</u>	<u>\$ 131,600.66</u>	<u>\$ 27,102.60</u>	<u>\$ 46,522.21</u>	<u>\$ 490,000.00</u>	<u>\$ 15,015.32</u>	<u>\$ 15,396.57</u>	<u>\$ 10,463.00</u>	<u>\$ 1.00</u>	<u>\$ 422,444.64</u>	<u>\$ 0.11</u>	<u>\$ 3,092,072.38</u>
Change in Fund Balance														
Before Cash Carryforward	<u>\$ 1,060,932.90</u>	<u>\$ 3,393.85</u>	<u>\$ 28,100.12</u>	<u>\$ 107,205.38</u>	<u>\$ (40,943.91)</u>	<u>\$ (30,086.70)</u>	<u>\$ 25,000.00</u>	<u>\$ 10,341.56</u>	<u>\$ (2,769.44)</u>	<u>\$ (14,725.00)</u>	<u>\$ -</u>	<u>\$ 24,577.02</u>	<u>\$ (7,857.05)</u>	<u>\$ 1,163,168.73</u>
Beginning Fund Balance	<u>656,570.15</u>	<u>347,405.76</u>	<u>117,260.55</u>	<u>24,395.28</u>	<u>93,861.53</u>	<u>128,239.63</u>	<u>465,000.00</u>	<u>2,387.51</u>	<u>18,166.01</u>	<u>25,188.00</u>	<u>1.00</u>	<u>423,681.86</u>	<u>7,857.05</u>	<u>2,310,014.33</u>
Ending Fund Balance	<u>\$ 1,717,503.05</u>	<u>\$ 350,799.61</u>	<u>\$ 145,360.67</u>	<u>\$ 131,600.66</u>	<u>\$ 52,917.62</u>	<u>\$ 98,152.93</u>	<u>\$ 490,000.00</u>	<u>\$ 12,729.07</u>	<u>\$ 15,396.57</u>	<u>\$ 10,463.00</u>	<u>\$ 1.00</u>	<u>\$ 448,258.88</u>	<u>\$ -</u>	<u>\$ 3,473,183.06</u>

City of Fairway
Statement of Activities
General Operating Fund
For the 9 Months Ended 9/30/2020

			<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Remaining</u>
Revenues								
4000	.100	Cash Carryforward	\$ -	\$ 403,405.12	\$ 260,000.00	\$ 260,000.00	\$ (143,405.12)	(\$0.55)
4005	.100	Advalorem Tax	40,947.90	1,867,719.32	1,882,815.00	1,882,815.00	15,095.68	0.8%
4010	.100	Back Tax	948.88	7,287.83	-	-	(7,287.83)	N/A
4020	.100	Local Sales Tax	44,842.60	440,592.33	419,106.90	560,000.00	119,407.67	21.3%
4030	.100	County/State Sales Tax	42,976.23	384,041.46	379,283.03	505,000.00	120,958.54	24.0%
4040	.100	County Special Sales Tax	8,595.26	76,808.48	74,921.04	100,000.00	23,191.52	23.2%
4045	.100	County Public Safety Sales Tax	8,595.21	76,808.01	75,042.24	100,000.00	23,191.99	23.2%
4050	.100	Motor Vehicle Tax	63,162.88	145,422.13	152,018.14	169,487.00	24,064.87	14.2%
4060	.100	Rec Vehicle Tax/Commercial Vehicle Tax	143.79	1,361.83	959.08	994.00	(367.83)	-37.0%
4066	.100	Building Permits	17,681.07	103,060.71	92,319.71	110,000.00	6,939.29	6.3%
4068	.100	Occ Lic/CMB Lic	288.47	7,763.93	9,695.00	10,000.00	2,236.07	22.4%
4069	.100	Rental Licenses/Inspection	330.00	25,440.00	19,680.00	20,000.00	(5,440.00)	-27.2%
4070	.100	Franchise Tax - KCP&L	26,318.10	131,920.02	156,159.86	215,000.00	83,079.98	38.6%
4080	.100	Franchise Tax - Gas Service	2,623.07	63,974.32	69,840.58	80,000.00	16,025.68	20.0%
4090	.100	Franchise Tax - AT&T	310.17	14,184.95	11,742.51	20,000.00	5,815.05	29.1%
4100	.100	Franchise Tax - TimeWarner	-	21,055.99	15,040.86	25,000.00	3,944.01	15.8%
4110	.100	Franchise Tax - Surewest	514.05	4,768.24	4,810.45	7,000.00	2,231.76	31.9%
4115	.100	Franchise Tax - Google	-	14,674.00	10,071.00	15,000.00	326.00	2.2%
4120	.100	Franchise Tax - MCI Metro	-	-	-	-	-	N/A
4200	.100	Dog Licenses	210.00	6,596.00	8,290.00	8,400.00	1,804.00	21.5%
4290	.100	Ordinance Violation Assessment	-	5,158.80	-	-	(5,158.80)	N/A
4300	.100	Alarm Fees	120.00	440.00	688.36	750.00	310.00	41.3%
4340	.100	City Solid Waste and Recycling	7,900.62	323,799.24	321,908.98	322,000.00	(1,799.24)	-0.6%
4350	.100	Local Alcoholic Liquor	45.82	6,060.53	11,193.75	15,721.00	9,660.47	61.4%
4500	.100	Pool Membership Fees	-	-	100,000.00	100,000.00	100,000.00	100.0%
4550	.100	Pool Gate Fees	-	-	64,000.00	64,000.00	64,000.00	100.0%
4570	.100	P&R Programming	239.50	5,671.70	45,512.00	50,000.00	44,328.30	88.7%
4575	.100	Special Events	39.00	294.00	5,000.00	5,000.00	4,706.00	94.1%
4580	.100	P&R - Super Pass	-	-	7,270.00	14,500.00	14,500.00	100.0%
4590	.100	Pool/Shelter Rental	690.00	11,510.00	24,632.50	30,000.00	18,490.00	61.6%
4595	.100	Sponsorships/Donations	-	-	1,000.00	1,000.00	1,000.00	100.0%
4600	.100	Pool Concessions	-	-	43,000.00	43,000.00	43,000.00	100.0%
4650	.100	Swim Team Revenues	-	-	16,500.00	16,500.00	16,500.00	100.0%
4660	.100	Special Events	-	-	-	-	-	N/A
4700	.100	Court Fines	13,542.00	88,514.57	110,834.00	140,000.00	51,485.43	36.8%
4701	.100	Bond Forfeits	-	250.00	-	-	(250.00)	N/A
4705	.100	Returned Check Fees	-	30.00	-	-	(30.00)	N/A
4710	.100	Court Costs	3,084.50	20,869.42	37,181.00	45,000.00	24,130.58	53.6%
4715	.100	Insurance Settlement	-	-	-	-	-	N/A
4720	.100	Driver License Reinstatement	-	-	-	-	-	N/A
4725	.100	Fingerprinting Services	250.00	1,745.00	1,811.65	2,500.00	755.00	30.2%
4730	.100	Right of Way Permits	1,800.00	11,080.00	7,880.00	10,000.00	(1,080.00)	-10.8%
4740	.100	Interest on Investments	111.18	1,133.89	749.97	1,000.00	(133.89)	-13.4%
4750	.100	Record Copying	20.00	339.34	591.66	700.00	360.66	51.5%
4755	.100	Trash Bag Tags	35.00	286.25	237.50	300.00	13.75	4.6%
4760	.100	Miscellaneous	-	32,632.42	3,317.85	4,000.00	(28,632.42)	-715.8%
4765	.100	City Logo Product Sales	10.00	10.00	25.00	25.00	15.00	60.0%
Total Revenues			286,375.30	4,306,709.83	4,445,129.62	4,954,692.00	647,982.17	13.1%
Expenditures								
Administration								
5010	.411	Salaries	19,605.62	192,428.86	232,959.00	318,783.00	126,354.14	39.6%
5030	.411	Payroll Taxes-Employer	1,780.36	17,659.17	17,821.00	24,387.00	6,727.83	27.6%
5090	.411	Retirement	2,439.30	26,919.46	31,702.00	43,387.00	16,467.54	38.0%
5220	.411	License Fees	-	9,358.04	12,500.00	12,500.00	3,141.96	25.1%
5230	.411	Utilities	3,721.40	18,622.33	31,000.00	40,000.00	21,377.67	53.4%
5250	.411	Insurance	617.72	136,700.99	143,947.00	145,897.00	9,196.01	6.3%

**City of Fairway
Statement of Activities
General Operating Fund
For the 9 Months Ended 9/30/2020**

			Current Month	Year to Date	Budget to Date	Annual Budget	Unencumbered Balance	% Remaining
5260	.411	Health Insurance	8,067.74	35,878.54	54,522.00	72,703.00	36,824.46	50.7%
5290	.411	Animal Care	-	-	15,000.00	15,000.00	15,000.00	100.0%
5310	.411	Accounting	6,303.00	33,147.00	34,125.00	40,200.00	7,053.00	17.5%
5320	.411	Consultant/Engineering	6,000.00	46,751.00	-	-	(46,751.00)	N/A
5330	.411	Building Maintenance	745.00	8,292.45	11,400.00	15,000.00	6,707.55	44.7%
5340	.411	Publications	32.02	517.83	3,750.00	4,200.00	3,682.17	87.7%
5350	.411	Legal Fees	-	60,172.91	50,247.00	67,000.00	6,827.09	10.2%
5360	.411	Printing/Newsletter	-	1,043.72	3,502.00	4,800.00	3,756.28	78.3%
5370	.411	Equipment Maintenance & Licenses	4,607.90	20,001.38	23,022.00	30,700.00	10,698.62	34.8%
5380	.411	Training/Membership	434.16	9,778.62	18,485.00	22,800.00	13,021.38	57.1%
5390	.411	Election	-	-	-	-	-	N/A
5400	.411	Special Assistance	-	2,000.00	2,000.00	2,000.00	-	0.0%
5410	.411	Civil Defense Siren	66.61	227.48	359.74	450.00	222.52	49.4%
5420	.411	Reimbursed Expenditures	200.00	1,800.00	500.00	500.00	(1,300.00)	-260.0%
5430	.411	Mayor/Councilmembers	1,500.00	13,500.02	13,500.00	18,000.00	4,499.98	25.0%
5470	.411	City Solid waste and Recycling	27,139.13	244,552.17	244,251.00	325,670.00	81,117.83	24.9%
5610	.411	Operating Supplies	-	629.82	-	-	(629.82)	N/A
5700	.411	Office Supplies	938.21	3,037.72	3,198.78	4,300.00	1,262.28	29.4%
5718	.411	Credit Card Fees	317.97	1,596.26	4,500.00	6,000.00	4,403.74	73.4%
5720	.411	Miscellaneous	-	68.51	1,494.00	2,000.00	1,931.49	96.6%
5725	.411	Ordinance Violation Assessment	45.50	107.50	-	-	(107.50)	N/A
5730	.411	Postage	1,115.50	2,830.60	3,613.30	5,420.00	2,589.40	47.8%
5850	.411	Publicity/Memberships	-	74.99	-	-	(74.99)	N/A
5900	.411	Capital Outlay	-	-	27,055.00	27,055.00	27,055.00	100.0%
5940	.411	Debt Service - GO Bonds 2010 & 2012	-	182,810.94	182,811.00	182,811.00	0.06	0.0%
5951	.411	Contingency	4,090.32	4,090.32	82,494.00	110,000.00	105,909.68	96.3%
Total Administration			89,767.46	1,074,598.63	1,249,758.82	1,541,563.00	466,964.37	30.3%
Police								
5010	.412	Salaries	49,128.17	485,145.26	577,125.00	769,502.00	284,356.74	37.0%
5020	.412	Overtime	1,444.67	14,958.33	15,353.00	20,000.00	5,041.67	25.2%
5030	.412	Payroll Taxes-Employer	3,410.26	33,819.78	46,363.00	60,397.00	26,577.22	44.0%
5090	.412	Retirement	10,751.10	105,967.96	125,993.00	164,130.00	58,162.04	35.4%
5200	.412	Uniforms	33.36	2,123.36	5,400.00	8,500.00	6,376.64	75.0%
5220	.412	License Fees	-	17.88	-	-	(17.88)	N/A
5230	.412	Utilities	1,748.60	13,963.29	16,700.00	21,000.00	7,036.71	33.5%
5250	.412	Insurance	-	165.50	-	-	(165.50)	N/A
5260	.412	Health Insurance	15,328.52	59,544.28	102,017.00	136,023.00	76,478.72	56.2%
5300	.412	Pest Control	-	-	-	-	-	N/A
5330	.412	Building Maintenance	1,618.00	7,234.64	9,000.00	13,200.00	5,965.36	45.2%
5360	.412	Printing/Newsletter	120.90	1,131.56	2,600.00	3,500.00	2,368.44	67.7%
5370	.412	Equipment Maintenance & Licenses	-	-	-	-	-	N/A
5380	.412	Training/Membership	199.00	7,421.32	18,000.00	20,000.00	12,578.68	62.9%
5381	.412	Dues/Membership	-	1,904.93	3,900.00	4,000.00	2,095.07	52.4%
5395	.412	Ammunition	-	-	2,000.00	2,600.00	2,600.00	100.0%
5455	.412	Computer	3,397.73	18,235.32	18,000.00	19,800.00	1,564.68	7.9%
5475	.412	Equipment Purchase	170.00	1,832.29	9,500.00	10,000.00	8,167.71	81.7%
5480	.412	Radio/Radar	178.35	1,704.35	3,550.00	4,000.00	2,295.65	57.4%
5500	.412	Contract Services	-	8,682.21	6,000.00	8,500.00	(182.21)	-2.1%
5670	.412	Prisoner Care	-	-	2,250.00	3,000.00	3,000.00	100.0%
5700	.412	Office Supplies	327.84	2,282.11	5,400.00	6,750.00	4,467.89	66.2%
5715	.412	Photography	-	-	-	-	-	N/A
5720	.412	Miscellaneous	-	53.00	1,900.00	2,500.00	2,447.00	97.9%
5780	.412	Car Expense	1,537.07	21,890.48	25,000.00	40,284.00	18,393.52	45.7%
5900	.412	Capital Outlay	-	2,240.00	15,500.00	15,500.00	13,260.00	85.5%
5911	.412	Transfer to Equipment Rsv.	-	25,000.00	25,000.00	25,000.00	-	0.0%
Total Police			89,393.57	815,317.85	1,036,551.00	1,358,186.00	542,868.15	40.0%

City of Fairway
Statement of Activities
General Operating Fund
For the 9 Months Ended 9/30/2020

			<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Remaining</u>
Public Works								
5010 .413	Salaries		23,789.32	237,358.42	245,507.60	319,160.00	81,801.58	25.6%
5020 .413	Overtime		-	5,913.72	10,468.00	15,423.00	9,509.28	61.7%
5030 .413	Payroll Taxes-Employer		1,677.20	17,359.52	19,689.20	25,596.00	8,236.48	32.2%
5090 .413	Retirement		3,186.82	31,918.25	33,653.80	43,750.00	11,831.75	27.0%
5200 .413	Uniforms		-	2,476.16	2,500.00	2,500.00	23.84	1.0%
5230 .413	Utilities		2,096.59	15,063.39	18,600.03	24,800.00	9,736.61	39.3%
5260 .413	Health Insurance		12,504.24	55,676.82	52,618.50	70,158.00	14,481.18	20.6%
5320 .413	Consultant/Engineering		-	2,190.00	37,000.00	40,500.00	38,310.00	94.6%
5330 .413	Building Maintenance		34.98	2,808.57	2,250.00	3,000.00	191.43	6.4%
5370 .413	Equipment Maintenance & Licenses		2,124.35	3,428.29	9,500.00	15,000.00	11,571.71	77.1%
5380 .413	Training/Membership		-	427.53	6,400.00	6,500.00	6,072.47	93.4%
5472 .413	Equipment Rental		-	680.00	500.00	1,000.00	320.00	32.0%
5510 .413	Tree Board		-	-	-	2,500.00	2,500.00	100.0%
5520 .413	Salt		-	10,216.08	13,360.00	20,440.00	10,223.92	50.0%
5550 .413	Street Repair		-	14,999.20	20,000.00	20,000.00	5,000.80	25.0%
5570 .413	Tree Expense		2,810.00	43,160.00	45,440.97	55,588.00	12,428.00	22.4%
5580 .413	Street Lights		9,263.50	74,099.88	108,374.94	144,500.00	70,400.12	48.7%
5585 .413	Crack Sealing		-	-	-	-	-	N/A
5700 .413	Office Supplies		-	357.15	1,237.50	1,650.00	1,292.85	78.4%
5720 .413	Miscellaneous		25.31	100.25	261.00	350.00	249.75	71.4%
5760 .413	Dump Fees		167.48	1,172.36	3,900.00	7,500.00	6,327.64	84.4%
5770 .413	Materials/Supplies		(381.55)	13,910.10	15,750.00	20,500.00	6,589.90	32.1%
5780 .413	Car Expense		742.51	7,422.97	15,100.00	20,000.00	12,577.03	62.9%
5783 .413	Lease/Purchase Payments		-	-	-	-	-	N/A
5800 .413	Street Signs		-	33.60	2,628.00	3,500.00	3,466.40	99.0%
5900 .413	Capital Outlay		-	3,864.00	6,500.00	6,500.00	2,636.00	40.6%
5940 .413	Debt Service - GO Bonds 2010 & 2012		-	103,707.00	103,707.00	103,707.00	-	0.0%
	Total Public Works		58,040.75	648,343.26	774,946.54	974,122.00	325,778.74	33.4%
Court								
5010 .414	Salaries		6,406.13	60,750.95	40,918.00	56,000.00	(4,750.95)	-8.5%
5020 .414	Overtime		-	-	1,125.00	1,500.00	1,500.00	100.0%
5030 .414	Payroll Taxes-Employer		455.78	4,388.62	3,222.00	4,296.00	(92.62)	-2.2%
5090 .414	Retirement		413.48	4,122.75	5,733.00	7,644.00	3,521.25	46.1%
5260 .414	Health Insurance		2,331.02	11,005.96	4,950.00	6,600.00	(4,405.96)	-66.8%
5350 .414	Legal Fees		-	1,772.75	2,250.00	3,000.00	1,227.25	40.9%
5381 .414	Dues/Membership		-	685.66	250.00	250.00	(435.66)	-174.3%
5640 .414	Driver License Reinstatement		-	-	-	-	-	N/A
5660 .414	Law Enforcement Training		-	-	-	-	-	N/A
5670 .414	Prisoner Care		-	795.00	700.00	1,000.00	205.00	20.5%
5700 .414	Office Supplies		-	264.16	-	-	(264.16)	N/A
5720 .414	Miscellaneous		-	170.88	187.47	249.96	79.08	31.6%
	Total Court		9,606.41	83,956.73	59,335.47	80,539.96	(3,416.77)	-4.2%
Parks & Recreation								
5010 .415	Salaries		9,709.86	99,207.71	327,168.00	358,668.00	259,460.29	72.3%
5020 .415	Overtime		-	-	-	-	-	N/A
5030 .415	Payroll Taxes-Employer		686.92	7,100.26	20,051.57	27,439.00	20,338.74	74.1%
5090 .415	Retirement		1,251.76	12,323.02	12,851.28	17,586.00	5,262.98	29.9%
5200 .415	Uniforms		-	230.00	5,000.00	5,000.00	4,770.00	95.4%
5230 .415	Utilities		2,256.07	13,764.62	30,000.00	44,000.00	30,235.38	68.7%
5260 .415	Health Insurance		2,486.10	19,228.94	21,464.19	28,619.00	9,390.06	32.8%
5380 .415	Training/Membership		-	2,174.93	6,750.00	10,500.00	8,325.07	79.3%
5420 .415	Reimbursed Expenditures		-	116.37	750.00	900.00	783.63	87.1%
5605 .415	Maintenance		987.00	9,578.84	19,400.00	26,500.00	16,921.16	63.9%
5610 .415	Operating Supplies		449.31	6,342.72	10,300.00	11,000.00	4,657.28	42.3%

City of Fairway
Statement of Activities
General Operating Fund
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Remaining</u>
5630 .415	Taxes	-	6,391.94	10,500.00	12,500.00	6,108.06	48.9%
5718 .415	Credit Card Fees	17.12	1,232.75	6,850.00	7,000.00	5,767.25	82.4%
5720 .415	Miscellaneous	-	39.00	185.00	200.00	161.00	80.5%
5820 .415	Chemicals	-	-	14,000.00	14,000.00	14,000.00	100.0%
5830 .415	Landscaping	-	2,935.00	4,500.00	4,500.00	1,565.00	34.8%
5840 .415	Facility Rental Supplies	-	3,789.04	5,000.00	7,000.00	3,210.96	45.9%
5850 .415	Publicity/Memberships	197.82	3,576.56	5,150.00	6,500.00	2,923.44	45.0%
5860 .415	Swim Team Expenditures	-	200.00	3,300.00	3,300.00	3,100.00	93.9%
5870 .415	Concession Supplies	-	2,099.06	29,000.00	29,000.00	26,900.94	92.8%
5900 .415	Capital Outlay	-	9,491.00	10,000.00	30,000.00	20,509.00	68.4%
5920 .415	Concerts/Programming	248.86	5,333.58	25,500.00	32,000.00	26,666.42	83.3%
5925 .415	Transfer to SIM Fund	-	-	-	-	-	N/A
5931 .415	Special Events	-	-	5,350.00	6,000.00	6,000.00	100.0%
	Total Parks & Recreation	18,290.82	205,155.34	573,070.04	682,212.00	477,056.66	69.9%
	Interfund Transfers						
5910 .420	Transfer of Funds	-	-	271,151.00	271,151.00	271,151.00	100.0%
5911 .420	Transfer to Equipment Rsv.	-	-	10,000.00	10,000.00	10,000.00	100.0%
5912 .420	Transfer to SIM Fund	-	15,000.00	37,000.00	37,000.00	22,000.00	59.5%
5913 .420	Transfer to Debt Service Fund	-	-	-	-	-	N/A
	Total Interfund Transfers	-	15,000.00	318,151.00	318,151.00	303,151.00	95.3%
	Total Expenditures	265,099.01	2,842,371.81	4,011,812.87	4,954,773.96	2,112,402.15	42.6%
	Change in Fund Balance	\$ 21,276.29	\$ 1,464,338.02	\$ 433,316.75	\$ (81.96)	\$ (1,464,419.98)	
		<u>Total</u>	<u>GF</u>	<u>Reserves</u>			
	Change in Fund Balance w/o Cash Carryforward (including Reserves)	\$ 1,064,326.75	\$ 1,060,932.90	\$ 3,393.85			
	Beginning Fund Balance	1,003,975.91	656,570.15	347,405.76			
	Ending Fund Balance	\$ 2,068,302.66	\$ 1,717,503.05	\$ 350,799.61			

City of Fairway
Statement of Activities
General Fund Reserves - 110
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues						
4000.110	Cash Carryforward	\$ -	\$ 347,405.73	\$ -	\$ -	\$ (347,405.73)
4740.110	Interest on Investments	254.82	3,393.85	-	-	(3,393.85)
4800.110	Transfer of Funds	-	-	-	-	-
Total Revenues		<u>254.82</u>	<u>350,799.58</u>	<u>-</u>	<u>-</u>	<u>(350,799.58)</u>
Expenditures						
5950.110	Contingency - General Fund Reserves	-	-	-	-	-
Total Expenditures		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Fund Balance		<u>\$ 254.82</u>	<u>\$ 350,799.58</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (350,799.58)</u>

City of Fairway
Statement of Activities
Special Highway - 520
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues						
4000.520	Cash Carryforward	\$ -	\$ 90,288.55	\$ 65,583.31	\$ 65,583.31	\$ (24,705.24)
4726.520	Special Highway Revenue	-	76,588.12	80,767.50	107,690.00	31,101.88
4760.520	Miscellaneous	-	-	-	-	-
	Total Revenues	<u>-</u>	<u>166,876.67</u>	<u>146,350.81</u>	<u>173,273.31</u>	<u>6,396.64</u>
Expenditures						
5500.520	Contract Services	-	-	-	-	-
5680.520	Street Repairs/Improvements	-	48,488.00	75,000.00	125,000.00	76,512.00
5681.520	CIP Street Projects	-	-	-	-	-
5705.520	Cash Reserve	-	-	-	48,273.31	48,273.31
5910.520	Transfer of Funds	-	-	-	-	-
	Total Expenditures	<u>-</u>	<u>48,488.00</u>	<u>75,000.00</u>	<u>173,273.31</u>	<u>124,785.31</u>
	Change in Fund Balance	<u>\$ -</u>	<u>\$ 118,388.67</u>	<u>\$ 71,350.81</u>	<u>\$ -</u>	<u>\$ (118,388.67)</u>
	Change in Fund Balance without Cash Carryforward		\$ 28,100.12			
	Beginning Fund Balance		<u>117,260.55</u>			
	Ending Fund Balance		<u>\$ 145,360.67</u>			

City of Fairway
Statement of Activities
Storm Water Utility - 540
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues						
4000.540	Cash Carryforward	\$ -	\$ 24,395.28	\$ 17,638.88	\$ 17,638.88	\$ (6,756.40)
4770.540	Stormwater Utility Revenue	5,913.65	249,239.01	248,000.00	248,000.00	(1,239.01)
Total Revenues		<u>5,913.65</u>	<u>273,634.29</u>	<u>265,638.88</u>	<u>265,638.88</u>	<u>(7,995.41)</u>
Expenditures						
5017.540	Stormwater Projects	-	14,485.00	125,000.00	125,000.00	110,515.00
5205.540	Bond Payment	-	99,813.00	99,813.00	99,813.00	-
5705.540	Cash Reserve	-	-	-	13,090.25	13,090.25
5720.540	Miscellaneous	-	27,735.63	27,735.63	27,735.63	-
Total Expenditures		<u>-</u>	<u>142,033.63</u>	<u>252,548.63</u>	<u>265,638.88</u>	<u>123,605.25</u>
Change in Fund Balance		<u>\$ 5,913.65</u>	<u>\$ 131,600.66</u>	<u>\$ 13,090.25</u>	<u>\$ -</u>	<u>\$ (131,600.66)</u>
Change in Fund Balance without Cash Carryforward		\$ 107,205.38				
Beginning Fund Balance		<u>24,395.28</u>				
Ending Fund Balance		<u>\$ 131,600.66</u>				

City of Fairway
Statement of Activities
Debt Service Fund - 660
For the 9 Months Ended 9/30/2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues					
4000.660	\$ -	\$ 68,046.51	\$ 47,131.64	\$ 47,131.64	\$ (20,914.87)
4005.660	3,691.62	168,380.66	120,934.28	120,934.28	(47,446.38)
4010.660	67.40	426.58	1,125.60	1,125.60	699.02
4020.660	11,210.65	110,148.07	101,250.00	135,000.00	24,851.93
4050.660	4,486.88	8,975.44	3,219.29	3,219.29	(5,756.15)
4060.660	6.67	74.28	40.04	40.04	(34.24)
4063.660	-	-	-	-	-
4740.660	-	-	-	-	-
4760.660	-	-	-	-	-
Total Revenues	<u>19,463.22</u>	<u>356,051.54</u>	<u>273,700.85</u>	<u>307,450.85</u>	<u>(48,600.69)</u>
Expenditures					
5205.660	-	161,322.00	161,322.00	161,322.00	-
5206.660	-	103,887.00	103,887.00	103,887.00	-
5207.660	-	63,739.94	63,740.00	63,740.00	0.06
5706.660	-	-	-	24,231.35	24,231.35
5720.660	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>328,948.94</u>	<u>328,949.00</u>	<u>353,180.35</u>	<u>24,231.41</u>
Change in Fund Balance	<u>\$ 19,463.22</u>	<u>\$ 27,102.60</u>	<u>\$ (55,248.15)</u>	<u>\$ (45,729.50)</u>	<u>\$ (72,832.10)</u>
Change in Fund Balance without Cash Carryforward		\$ (40,943.91)			
Beginning Fund Balance		<u>93,861.53</u>			
Ending Fund Balance		<u>\$ 52,917.62</u>			

City of Fairway
Statement of Activities
2014 Sales Tax Fund
For the 9 Months Ended 9/30/2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues					
4000.665	\$ -	\$ 76,608.91	56,899.31	56,899.31	(19,709.60)
4020.665	22,421.30	220,296.17	206,249.63	275,000.00	54,703.83
Total Revenues	<u>22,421.30</u>	<u>296,905.08</u>	<u>263,148.94</u>	<u>331,899.31</u>	<u>34,994.23</u>
Expenditures					
5782.665	-	100,214.12	100,215.00	100,215.00	0.88
5901.665	-	-	200,000.00	200,000.00	200,000.00
5941.665	-	57,751.25	57,750.00	57,750.00	(1.25)
5942.665	-	92,417.50	92,418.00	92,418.00	0.50
5952.665	-	-	-	41,776.46	41,776.46
Total Expenditures	<u>-</u>	<u>250,382.87</u>	<u>450,383.00</u>	<u>492,159.46</u>	<u>241,776.59</u>
Change in Fund Balance	<u>\$ 22,421.30</u>	<u>\$ 46,522.21</u>	<u>\$ (187,234.06)</u>	<u>\$ (160,260.15)</u>	<u>\$ (206,782.36)</u>
Change in Fund Balance without Cash Carryforward		<u>\$ (30,086.70)</u>			
Beginning Fund Balance		<u>128,239.63</u>			
Ending Fund Balance		<u>\$ 98,152.93</u>			

City of Fairway
Statement of Activities
Equipment Reserve Fund - 750
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues						
4000.750	Cash Carryforward	\$ -	\$ 465,000.00	\$ 65,000.00	\$ 65,000.00	\$ (400,000.00)
4810.750	Transfer from General Fund	-	-	10,000.00	10,000.00	10,000.00
4812.750	Transfer from PD	-	-	-	-	-
4820.750	Transfer from PD Budget	-	25,000.00	25,000.00	25,000.00	-
	Total Revenues	<u>-</u>	<u>490,000.00</u>	<u>100,000.00</u>	<u>100,000.00</u>	<u>(390,000.00)</u>
Expenditures						
5475.750	Equipment Purchase	-	-	-	-	-
	Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Change in Fund Balance	<u>\$ -</u>	<u>\$ 490,000.00</u>	<u>\$ 100,000.00</u>	<u>\$ 100,000.00</u>	<u>\$ (390,000.00)</u>
	Change in Fund Balance without Cash Carryforward		\$ 25,000.00			
	Beginning Fund Balance		<u>465,000.00</u>			
	Ending Fund Balance		<u>\$ 490,000.00</u>			

City of Fairway
Statement of Activities
Shawnee Indian Mission Fund - 760
For the 9 Months Ended 9/30/2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues					
4000.760	\$ -	\$ 4,673.76	\$ -	\$ -	\$ (4,673.76)
4410.760	791.00	1,378.00	7,750.00	10,000.00	8,622.00
4412.760	59.00	1,177.00	3,450.00	4,500.00	3,323.00
4415.760	-	60.00	900.00	1,000.00	940.00
4420.760	17,067.25	68,269.00	51,201.75	68,269.00	-
4425.760	-	-	-	-	-
4430.760	250.00	250.00	120.00	150.00	(100.00)
4800.760	-	15,000.00	33,000.00	36,760.00	21,760.00
Total Revenues	<u>18,167.25</u>	<u>90,807.76</u>	<u>96,421.75</u>	<u>120,679.00</u>	<u>29,871.24</u>
Expenditures					
5010.760	4,229.76	42,196.91	40,988.00	54,988.00	12,791.09
5020.760	-	-	-	-	-
5030.760	320.75	3,046.77	3,154.00	4,207.00	1,160.23
5090.760	524.92	5,177.85	5,469.10	7,484.00	2,306.15
5200.760	-	227.25	200.00	200.00	(27.25)
5230.760	3,037.51	14,795.69	18,950.00	25,000.00	10,204.31
5260.760	-	-	-	-	-
5330.760	-	-	-	-	-
5380.760	-	-	-	-	-
5605.760	1,605.57	9,261.04	15,000.03	20,000.00	10,738.96
5610.760	-	82.70	300.00	500.00	417.30
5700.760	-	-	-	-	-
5850.760	-	40.00	200.00	300.00	260.00
5920.760	-	964.23	5,500.00	8,000.00	7,035.77
Total Expenditures	<u>9,718.51</u>	<u>75,792.44</u>	<u>89,761.13</u>	<u>120,679.00</u>	<u>44,886.56</u>
Change in Fund Balance	<u>\$ 8,448.74</u>	<u>\$ 15,015.32</u>	<u>\$ 6,660.62</u>	<u>\$ -</u>	<u>\$ (15,015.32)</u>
Change in Fund Balance without Cash Carryforward		\$ 10,341.56			
Beginning Fund Balance		<u>2,387.51</u>			
Ending Fund Balance		<u>\$ 12,729.07</u>			

City of Fairway
Statement of Activities
Special Parks & Recreation Fund - 770
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues						
4000.770	Cash Carryforward	\$ -	\$ 18,166.01	\$ 13,202.36	\$ 13,202.36	\$ (4,963.65)
4280.770	Local Alcoholic Liquor	45.83	6,060.56	13,140.75	17,521.00	11,460.44
	Total Revenues	<u>45.83</u>	<u>24,226.57</u>	<u>26,343.11</u>	<u>30,723.36</u>	<u>6,496.79</u>
Expenditures						
5305.770	Park Improvements	-	8,830.00	10,000.00	20,000.00	11,170.00
5705.770	Cash Reserve	-	-	-	8,923.36	8,923.36
	Total Expenditures	<u>-</u>	<u>8,830.00</u>	<u>10,000.00</u>	<u>28,923.36</u>	<u>20,093.36</u>
	Change in Fund Balance	<u>\$ 45.83</u>	<u>\$ 15,396.57</u>	<u>\$ 16,343.11</u>	<u>\$ 1,800.00</u>	<u>\$ (13,596.57)</u>
	Change in Fund Balance without Cash Carryforward		\$ (2,769.44)			
	Beginning Fund Balance		<u>18,166.01</u>			
	Ending Fund Balance		<u>\$ 15,396.57</u>			

City of Fairway
Statement of Activities
Fairway Tree Fund - 780
For the 9 Months Ended 9/30/2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues					
4000.780	\$ -	\$ 25,188.00	42,975.00	42,975.00	\$ 17,787.00
4772.780	1,400.00	4,175.00	-	-	(4,175.00)
	<u>1,400.00</u>	<u>29,363.00</u>	<u>42,975.00</u>	<u>42,975.00</u>	<u>13,612.00</u>
	Total Revenues				
Expenditures					
5306.780	-	18,900.00	18,000.00	42,975.00	24,075.00
5705.780	-	-	-	3,030.00	3,030.00
	<u>-</u>	<u>18,900.00</u>	<u>18,000.00</u>	<u>46,005.00</u>	<u>27,105.00</u>
	Total Expenditures				
	<u>\$ 1,400.00</u>	<u>\$ 10,463.00</u>	<u>\$ 24,975.00</u>	<u>\$ (3,030.00)</u>	<u>\$ (13,493.00)</u>
	Change in Fund Balance				
	Change in Fund Balance without Cash Carryforward				
		\$ (14,725.00)			
	Beginning Fund Balance				
		<u>25,188.00</u>			
	Ending Fund Balance				
		<u>\$ 10,463.00</u>			

City of Fairway
Statement of Activities
Drug Tax Fund - 880
For the 9 Months Ended 9/30/2020

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
Revenues						
4000.880	Cash Carryforward	\$ -	\$ 1.00	\$ 1.00	\$ 1.00	\$ -
4775.880	Drug Tax Revenue	-	-	-	-	-
Total Revenues		<u>-</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>
Expenditures						
5930.880	Law Enforcement	-	-	-	-	-
Total Expenditures		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Fund Balance		<u>\$ -</u>	<u>\$ 1.00</u>	<u>\$ 1.00</u>	<u>\$ 1.00</u>	<u>\$ -</u>
Change in Fund Balance without Cash Carryforward		\$ -				
Beginning Fund Balance		<u>1.00</u>				
Ending Fund Balance		<u>\$ 1.00</u>				

City of Fairway
Statement of Activities
General Capital Improvement Funds held in General Fund - 900's
For the 9 Months Ended 9/30/2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>
General Capital Improvement Funds					
Revenue					
4000.900	\$ -	\$ 397,867.62	\$ 158,714.06	\$ 158,714.06	\$ (239,153.56)
4020.900	11,210.65	110,148.07	94,375.03	126,000.00	15,851.93
4800.900	-	7,208.05	-	-	(7,208.05)
4810.900	-	-	271,151.00	271,151.00	271,151.00
Total Revenue	<u>11,210.65</u>	<u>515,223.74</u>	<u>524,240.09</u>	<u>555,865.06</u>	<u>40,641.32</u>
Expenses					
5875.900	-	74,659.10	555,865.06	555,865.06	481,205.96
5892.900	-	18,120.00	-	-	(18,120.00)
Total Expenses	<u>-</u>	<u>92,779.10</u>	<u>555,865.06</u>	<u>555,865.06</u>	<u>463,085.96</u>
Change in Fund Balance	<u>\$ 11,210.65</u>	<u>\$ 422,444.64</u>	<u>\$ (31,624.97)</u>	<u>\$ -</u>	<u>(422,444.64)</u>
Change in Fund Balance without Cash Carryforward		<u>\$ 24,577.02</u>			
Beginning Fund Balance		<u>423,681.86</u>			
Ending Fund Balance		<u>\$ 448,258.88</u>			
City Hall Renovations Fund					
Revenue					
4000.904	\$ -	\$ 7,857.16	\$ -	\$ -	\$ (7,857.16)
4760.904	-	-	-	-	-
Total Revenue	<u>-</u>	<u>7,857.16</u>	<u>-</u>	<u>-</u>	<u>(7,857.16)</u>
Expenses					
5891.904	-	-	-	-	-
5892.904	-	-	-	-	-
5894.904	-	649.00	-	-	(649.00)
5910.904	-	7,208.05	-	-	(7,208.05)
Total Expenses	<u>-</u>	<u>7,857.05</u>	<u>-</u>	<u>-</u>	<u>(7,857.05)</u>
Change in Fund Balance	<u>\$ -</u>	<u>\$ 0.11</u>	<u>\$ -</u>	<u>\$ -</u>	<u>(0.11)</u>
Change in Fund Balance without Cash Carryforward		<u>\$ (7,857.05)</u>			
Beginning Fund Balance		<u>7,857.05</u>			
Ending Fund Balance		<u>\$ -</u>			

NOTE, THESE MINUTES ARE NOT FOR PUBLIC DISSEMINATION UNTIL THEY HAVE BEEN APPROVED BY THE FAIRWAY CITY COUNCIL.

**MINUTES OF THE SPECIAL MEETING
OF THE CITY COUNCIL
OF THE CITY OF FAIRWAY, KANSAS**

The Council of the City of Fairway, Kansas, held their special meeting via telephone and video conference on Monday, August 24, 2020. The meeting was called to order at 7:30 P.M.

Present: Council Members Jenna Brofsky, David Watkins, Tom Cotter, Kelly-Ann Buszek, Jason Rogers, Dan Bailey, Joe Levin and Tanya Keys (all via video conference).

Absent: None.

Presiding: Mayor Melanie Hepperly.

Staff Present: Nathan Nogelmeier, City Administrator; Rich Cook, City Attorney (via video conference).

Visitors: Jim Shull, Marr and Company, P.C., 1401 E 104th St #100, Kansas City, Missouri (via video conference).

CALL TO ORDER AND ANNOUNCEMENTS

City Administrator Nogelmeier outlined the virtual meeting rules. During the meeting, all attendees will have their video and audio disabled; however, attendees will be able to hear and see the members of the Council and staff.

During the New Business portion of the meeting, the Mayor will call on staff to present their report on each agenda item. Following the report and discussion with the Governing Body, the Mayor will ask for public comment for that specific agenda item. Members of the public wanting to comment should use the raise hand option on their screen to alert the Zoom facilitator that they want to comment. The facilitator will share the individual's audio and video with the Council. At the conclusion of the discussion for each agenda item, the applicant will be placed back into attendee mode with their ability to share video and audio disabled.

This process will continue for each of the New Business items. He requested that the public be prepared to give their first and last name and address for the public record.

Proper meeting decorum is expected of all in attendance at the meeting and anyone who fails to act properly, may be removed from the meeting. The City reserves the right to discontinue a meeting if any improper behavior occurs, which prevents the uninterrupted conduct of business.

He reminded Councilmembers to identify themselves, including whether they are making a motion or simply contributing to the discussion. This requirement is per the guidance from the Kansas Attorney General to be compliant with the Kansas Open Meetings Act. All votes will be roll call votes after the motion has been made a seconded.

City Administrator Nogelmeier called the attendance.

NEW BUSINESS

A. Consider Adoption of the 2021 Draft Budget and 2021-2025 Capital Improvement Program.

Mayor Hepperly asked that Councilman Levin discuss this item.

Councilman Levin stated that he had nothing further to add to the presentation.

City Administrator Nogelmeier thanked all the Department Heads for their help in preparing the budget. He offered to answer question.

Mayor Hepperly asked if there were questions concerning this item. Hearing none, she asked for public comment. Hearing none, she asked for a motion.

Councilman Levin moved that the Council approve the adoption of the 2021 Draft Budget and 2021-2025 Capital Improvement Program. Councilman Watkins seconded the motion.

City Administrator Nogelmeier requested a roll call vote.

The motion carried unanimously.

B. Consider Accepting 2019 Financial Audit.

City Administrator Nogelmeier explained that Jim Shull with Marr and Company would be giving the presentation of the 2019 Financial Audit.

Jim Shull, Marr and Company, P.C., 1401 E 104th St #100, Kansas City, Missouri, presented the 2019 audit. He explained the audit involves a fair amount of verification of the City's financial statements and processes, including comparing the current and prior years information to see if anything unusual has occurred. If there are changes they were not expecting, they conduct appropriate audit tests by reviewing additional records.

The Independent Auditor's Report shows a standard and modified opinion, which is the highest level of assurance that auditors use on a set of financial statements.

Mr. Shull next discussed the Management's Discussion and Analysis (MD&A) portion of the audit report, which highlights the financial statements, including explanation of key things that transpired in 2019. Primary changes from last year include a decrease in the unrestricted net position, which shows as a negative of approximately \$100,000. This was due to the City spending almost \$500,000 of City funds to buy down the retirement of the 2017 temporary notes. The City retired \$2.2 or \$2.3 million of temporary notes, used that \$500,000, and then borrowed the balance of the 2019 General Obligation Bonds. This is not a bad situation except that the cash came out of the unrestricted net position swinging it into a negative of approximately \$100,000.

The other primary change is a \$435,000 transfer to the CIP fund that was made in 2019. That transfer accounted for the majority of the decrease in the general fund balance, but increased the equipment reserves fund substantially.

Mr. Shull explained that municipalities are required to prepare two sets of financial statements, a government-wide financial statement and full accrual or business-like financial statement. He outlined the primary differences between the two.

The MD&A shows comparative information of revenues and expenses. Those did not change dramatically, but there are several items highlighted, including changes in revenues and a decrease in expenses due to a decrease of about \$600,000 in Public Works expenses from lower depreciation and street maintenance expenses in 2019.

The MD&A also includes almost \$2M in accrual liabilities of the City. This relates to the City's participation in KPERS and the KP&F (Kansas Police & Fire Retirement System). These are actuarially underfunded and about \$1.7M is the City's portion. He also discussed the OPEB (Other Post-Employment Benefits), stating that those amounts have grown to almost \$200,000. Because retired City employees are allowed to stay in the health plan, accounting standards consider the OPEB to be employee benefits because the cost of the health plan would be less than what those retirees would pay on the open market. The actuaries determine those amounts spread out over time, which is about \$100,000. In addition, KPERS has a death and disability benefit program, which the City contributes one percent for employees. This program amounts to an additional \$1,000. These are considered actuarial liabilities and the City will not be writing checks for these amounts as they are spread out over many years.

Mr. Shull next discussed the full accrual statements which show capital assets and land on a depreciable basis of almost \$18M. The total debt amount shown is \$10M, which includes pension, General Obligation Bonds, and OPEB liabilities discussed earlier. The net investment and capital assets are \$8.6M, which is the difference between the City's assets and the debt that was used to acquire those assets.

The Statement of Activities shows depreciation, what each department expended, and then sets out revenues. The Statement shows that the City's net position increased \$178,000 in 2019.

He next outlined the fund-based statements, including cash, CD's, and property tax receivables. He explained that there are assigned components included, like the CIP fund. This statement indicates that \$570,000 is estimated to be carried forward to 2020 for capital improvement projects. Revenue and expenses are outlined by major type and on a departmental basis. Financing resources are also shown, which include the refunding of the temporary notes and the 2019 General Obligation Bonds.

The next section includes notes that are detailed and explanatory.

Mr. Shull also discussed the required communication letter, which sets out any issues or difficulties. There is nothing of significance outlined in the letter and everything is positive from the audit.

He pointed out that 2020 has been an unusual year and the social distancing restrictions made the audit process challenging. He thanked staff for their assistance in working through the audit process.

Mayor Hepperly thanked Mr. Shull for his time and dedication in preparing the audit and indicated that his experience is invaluable and the City appreciates it.

For the benefit of the new Councilmembers, Mayor Hepperly explained that the Kansas Statutes limit the amount of general obligation debt the City can incur, which is 30 percent of its total assessed value. The audit indicates that the general obligation debt is \$8.9M, which is only 8 percent of the City's total assessed valuation. The City has managed its debt well over the last 13 years. In addition, the City refinanced the General Obligation Bonds at the right time and saved a significant amount of interest.

Mayor Hepperly asked if there were questions for Mr. Shull. Hearing none, she asked for discussion from the Council. Hearing none, she asked if there was public comment on this item. Hearing none, she asked for a motion.

Councilman Levin moved that the Council accept the 2019 Financial Audit Report. Councilman Watkins seconded the motion.

City Administrator Nogelmeier requested a roll call vote.

The motion carried unanimously.

ADJOURNMENT

Councilwoman Brofsky moved to adjourn. Councilman Watkins seconded the motion.

There being no further business, Mayor Hepperly adjourned the Special Council Meeting at 8:02 P.M.

Mayor Melanie Hepperly

Attest:

Barb Fox, Recording Secretary

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**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF FAIRWAY, KANSAS**

The Council of the City of Fairway, Kansas, held their regular meeting via telephone and video conference on Monday, September 14, 2020. The meeting was called to order at 7:32 P.M.

Present: Council Members Jenna Brofsky, David Watkins, Tom Cotter, Kelly-Ann Buszek, Jason Rogers, Dan Bailey and Joe Levin.

Absent: Council Member Tanya Keys.

Presiding: Mayor Melanie Hepperly.

Staff Present: Nathan Nogelmeier, City Administrator; Richard Cook, City Attorney; David Brown, Police Chief; Bill Stogsdill, Director of Public Works; Brice Soeken, Director of Parks and Recreation.

Visitors: Sally Nelson, 5516 Belinder; Steve Platt, 5348 Chadwick; Lucas Meek, 5636 Belinder; Eric Smith, 5346 Belinder.

CALL TO ORDER AND ANNOUNCEMENTS

City Administrator Nogelmeier outlined the virtual meeting rules. During the meeting, all attendees will have their video and audio disabled; however, attendees will be able to hear and see the members of the Council and staff.

During the New Business portion of the meeting, the Mayor will call on staff to present their report on each agenda item. Following the report and discussion with the Governing Body, the Mayor will ask for public comment for that specific agenda item. Members of the public wanting to comment should use the raise hand option on their screen to alert the Zoom facilitator that they want to comment. The facilitator will share the individual's audio and video with the Council. At the conclusion of the discussion for each agenda item, the applicant will be placed back into attendee mode with their ability to share video and audio disabled.

This process will continue for each of the New Business items. He requested that the public be prepared to give their first and last name and address for the public record.

Proper meeting decorum is expected of all in attendance at the meeting and anyone who fails to act properly, may be removed from the meeting. The City reserves the right to discontinue a meeting if any improper behavior occurs, which prevents the uninterrupted conduct of business.

He reminded Councilmembers to identify themselves, including whether they are making a motion or simply contributing to the discussion. This requirement is per the guidance from the Kansas Attorney General to be compliant with the Kansas Open Meetings Act. All votes will be roll call votes after the motion has been made a seconded.

City Administrator Nogelmeier called the attendance.

Mayor Hepperly asked for a moment of silence to observe and remember all those who passed away on 9/11, their families, and the first responders who also perished on 9/11 and who continue to die because of consequences from working around the buildings.

Mayor Hepperly also announced that Chief Brown has completed the Police Department document that she requested that summarizes the Police Department policies and practices, outlines the equipment that the City provides to officers, discusses training that officers go through both locally and nationally, discusses the role of the Police Committee, and the State requirements that Chief Brown is required to meet. The comprehensive document has been provided to Councilmembers and will be posted on the City's website or a printed copy is available at City Hall.

Mayor Hepperly also noted that the Special City Council Meeting minutes will be removed from the Consent Agenda. Those minutes will be considered for approval at the October meeting.

PROCLAMATION: SUICIDE PREVENTION MONTH

Mayor Hepperly read a Proclamation designating the month of September, 2020, as Suicide Prevention Month in the City of Fairway. She encouraged all residents to take the time to inquire as to the wellbeing of their family, friends and neighbors and to convey their appreciation for the person's existence by any gesture they deem appropriate.

MONTHLY REPORTS OF STANDING COMMITTEES

CONSOLIDATED FIRE DISTRICT NO. 2, CHIEF LOPEZ

Mayor Hepperly referred to the report in the packet subject to questions.

ADMINISTRATION COMMITTEE, MR. WATKINS

Monthly Report

Councilman Watkins reported that the Administration Committee did not meet in August.

City Administrator Nogelmeier referred to the report in the packet, subject to questions. He highlighted that the Planning Commission has conducted a preliminary review of new construction redevelopment at the former Stroud's location. The property owner is proposing a new building that will house three tenants, one of those involves a drive through, for which a Special Use Permit will be required. The Planning Commission will review the final site plan at its September meeting and then the project will come before the City Council for review, likely at the October meeting.

POLICE COMMITTEE, CHIEF BROWN

Monthly Report

Chief Brown referred the Council to the report in the packet, subject to questions. He discussed some recent auto thefts and burglaries that have occurred in Northeast Johnson County. He encouraged everyone to take their valuables inside and to lock their cars.

Responding to Councilwoman Brofsky's question, Chief Brown discussed a scam related to unemployment benefits. He asked that if residents receive Department of Labor communications indicating that their benefits have been declined, when they have not applied for benefits, contact him and he will forward that information along to the DOL.

PUBLIC WORKS COMMITTEE, MS. BUSZEK

Monthly Report

Councilwoman Buszek stated that the Public Works Committee did not meet in August.

Director Stogsdill referred to his report in the packet subject to questions. He pointed out a discrepancy in the memo for the Stormwater Management Plan, stating that the actual permit runs from October 1, 2019 to September 30, 2024.

PARKS AND RECREATION COMMITTEE, MR. COTTER

Monthly Report

Councilman Cotter stated that the Parks and Recreation Committee did not meet in August and asked Director Soeken to discuss upcoming activities.

Director Soeken discussed that the Parks and Recreation Department has been working on social media to bring people together without physically being together using Instagram, Facebook and Twitter. The City also has a YouTube page that includes videos of activities, which will help with the rentals as residents can get visuals of the activities.

Director Soeken noted highlights from the Fall digital newsletter, which is more creative and informative than the printed version. The newsletter includes information about several upcoming programs.

Responding to Councilwoman Brofsky's question, Director Soeken stated that the digital newsletter can be obtained by signing up for City emails on the website, or residents can follow the City on Twitter and Facebook where the newsletter will be posted.

FINANCE COMMITTEE, MR. LEVIN

Monthly Report

Councilman Levin reported that the Finance Committee met on August 10, 2020 for the Budget Public Forum and on August 24, 2020 for the formal hearing and Special City Council Meeting to approve the budget. The budget passed was the fifth consecutive year that the City's mil levy has remained constant. Compared to 2020, revenues and expenditures for 2021 are about the same. Due to revenue uncertainties, each department has a reserve in their expense item for 2021 that can be used in the event revenues fall short of projections. The funds other than the general fund are balanced and the Capital Improvement Fund is fully funded for priority 1 projects.

City Administrator Nogelmeier reported that although it is not an apples-to-apples comparison, since there was not a fully functioning Parks and Recreation Program in 2020, the general fund balance as of August 2019 was \$1.5M while the August 2020 general fund balance was just under \$2.4M. This increase is largely tied to the reduction in expenses the City undertook in April because of the pandemic. While sales tax revenues have dipped throughout the year, they have rebounded and are currently running ahead of what was projected. Building permits are on budget although none were issued for about 45 days during the shutdown order. Currently, many applications are coming in and staff struggles to keep up. Revenues are about \$200,000 less than at this time last year; however, that takes into account there was no revenue for pool memberships, gate fees and concessions. Overall, the City's finances look good. The fund balance is healthy and the City has re-evaluated some projects that were cut and will now move forward with those projects.

Responding to Councilman Watkins question, City Administrator Nogelmeier confirmed that the City is moving forward with a portion of the Capital Improvement Plan for 2020 and he outlined those projects. From an operational perspective, staff has not returned to traveling for training but has participated in some online training when multiple staff members can be involved. The AV upgrades for the Council chambers and multipurpose room are still on hold; however, those upgrades may move forward prior to the end of the year if the City's financial position continues to be strong.

MONTHLY REPORTS OF SPECIAL COMMITTEES

TREE BOARD, MR. NOGELMEIER

No report.

APPROVAL OF CONSENT AGENDA

Mayor Hepperly outlined the seven items on the Consent Agenda. The Consent Agenda items include the following: (A) Minutes of Previous Regular City Council Meeting and Special City Council Meeting; (B) Claims and Appropriations – Ordinance #1719 – August 2020; (C) Agreement with Superior Bowen for Mill and Overlay of Reinhardt/Howe/57th Street Intersection and Eastvale Road; (D) Agreement with Superior Bowen for Speed Bump Installation on Belinder Road; (E) Annual Stormwater Management Plan; (F) Interlocal Agreement with Johnson County for CCTV of Storm Sewer System; (G) Agreement TREKK to Conduct CCTV of Storm Sewer System.

Mayor Hepperly asked for public comment on the Consent Agenda items.

Sally Nelson, 5516 Belinder, explained that she knows there has been years of work done on the traffic calming issue on Belinder and she is appreciative of that, as well as the donation of the concrete speed humps being proposed. Over the past several weeks, she has travelled through streets in Kansas City as well as streets in rural small towns in Western Kansas and the dominating solution for traffic calming is flashing electronic signs and not speed humps. She wondered if the City was making a mistake by installing the speed humps that will affect property values. If it turns out that the speed humps are the wrong solution for the public, it could harm the neighborhood. While she knows that the intention relates to safety, as a real estate broker, she does not believe that speed humps are the public's preference for traffic calming. She apologized if her comments offended her neighbors, but she wanted to bring up that issue.

Steve Platt, 5348 Chadwick, asked for clarification on the results of the UMKC traffic study, including why the speed humps are considered to be a better calming solution than the flashing signs, as well as cost differences.

Director Stogsdill responded that the UMKC study looked at all sorts of traffic calming devices, including speed humps, chicanes, a center island, and a center median. The process been ongoing for three years. The flashing signs cost between \$5,000 and \$6,000. A modified island will be installed at the south end of Belinder and speed humps will be spaced out up and down Belinder Road.

Ms. Nelson stated that the rural Kansas towns she visited have the electronic signs and when she asked how those towns paid for the signs, she was told they were

paid for with grants. She thinks that if those rural towns were able to receive grants, that Fairway should also consider them.

Lucas Meek, 5636 Belinder, stated that he was one of the resident representatives appointed to the committee on Belinder traffic calming. He appreciates the exhaustive research that went into the various options and knows that there is not going to be a solution that will satisfy all interested parties. He is very satisfied with the speed hump solution because of the literature he has reviewed concerning the effectiveness of well-placed speed humps. He believes they will drastically improve the safety of the street. He is in favor of the speed hump solution and is looking forward to their installation.

Eric Smith, 5346 Belinder, explained he was also a resident member of the committee. The process has been long and exhaustive and the committee looked at various options, including different types of signage. While there is no perfect solution, he is supportive of the proposed plan. He believes the speed humps will make a real difference in the quality of life for those who live on Belinder and will increase property values. He thanked the City and everyone involved in the process and thinks it will be a big improvement.

Director Stogsdill thanked Mr. Smith, Mr. Meek and Mr. Bowen for their work over the last few months in speaking to neighbors, advising them of what the City was trying to accomplish, and getting resident support for the project.

Mayor Hepperly asked if there was further public comment. Hearing none, she closed the public comment on this item.

Mayor Hepperly asked for a motion to approve the Consent Agenda items.

Councilwoman Buszek requested that Item D, the Agreement with Superior Bowen for Speed Bump Installation on Belinder Road, be removed from the Consent Agenda for further discussion.

Responding to Councilman Bailey's question, Director Stogsdill responded that the City does not require that contracts be subject to prevailing wage.

Mayor Hepperly asked if there was further discussion. Hearing none, she asked for a motion.

Councilman Watkins moved that the Council approve Items A (with the removal of the Special City Council Meeting minutes), B, C, E, F and G. Councilman Cotter seconded the motion.

City Administrator Nogelmeier requested a roll call vote.

The motion carried unanimously.

NEW BUSINESS

- A. Consider Ordinance #1720 – An Ordinance Amending the Fairway City Code Pertaining to Tree Removal; Amending and Repealing Existing Section 11-94 of the Fairway City Code.

Director Stogsdill explained that this Ordinance will revise the Code so that a Special City Council Meeting will not need to be called in the event a feature tree (a tree over 30 inches in diameter) needs to be removed. This will allow staff to approve the removal but will only apply to dead, dying or dangerous trees as determined by the arborist. In the event a homeowner wishes to remove a feature tree for construction, or other purposes, that decision will still come before the Governing Body for approval.

Mayor Hepperly asked if there was discussion from the Council.

Responding to Councilman Bailey's question, City Administrator Nogelmeier explained that last month a homeowner came to the City with concerns about a feature tree. The City's arborist looked at the tree and was concerned that the tree was a danger. The Ordinance as written requires Council approval for removal of a feature tree so an emergency meeting was called to authorize removal. The revised Ordinance will allow staff to authorize removal of a feature tree if an independent arborist deems it a danger, without approval of the Council.

Discussion followed concerning whether there is redundancy in the language in Sections E and F. City Attorney Cook concurred that paragraphs 1 and 2 could be eliminated from Section E as they were redundant to paragraphs 1 and 2 in Section F.

Responding to Councilman Watkin's question, Director Stogsdill confirmed that if the City removes the tree in the right of way because it is dead or dying and in danger of falling, that the City will pay the associated costs. Conversely, if a homeowner wishes to remove a right of way tree for construction purposes, then the homeowner will be required to pay into the tree fund as well as pay for removal of the tree.

Councilman Watkins suggested that City Attorney Cook revise the Ordinance pursuant to the Council's comments, for consideration at the October 12, 2020 meeting.

City Administrator Nogelmeier pointed out for residents that the City has a very firm policy of not cutting down live trees in Fairway, with the exception of the situation several years ago involving the Emerald Ash Borer. He believes that speaks to the fact that Fairway is the City of Trees and thus, takes the issue seriously. He wants residents to have comfort in the fact that this Ordinance is not to circumvent the requirement of Council approval to remove trees, but will

allow a dangerous tree, as identified by the City's arborist, to be removed without Council involvement.

Mayor Hepperly asked for public comment on this item. Hearing none, she closed the public comment with respect to this item.

Mayor Hepperly asked for a motion.

Councilman Watkins moved that the Council continue consideration of Ordinance #1720 – an Ordinance Amending the Fairway City Code Pertaining to Tree Removal; Amending and Repealing Existing Section 11-94 of the Fairway City Code, to the October 12, 2020 Council Meeting. Councilman Rogers seconded the motion.

City Administrator Nogelmeier requested a roll call vote.

The motion carried unanimously.

B. Consider Agreement with Superior Bowen for Speed Bump Installation on Belinder Road.

Mayor Hepperly asked Councilwoman Buszek to discuss this item.

Councilwoman Buszek asked if there has been a significant increase in traffic or speeding on Norwood or other adjacent streets within the triangle following installation of the three temporary speed humps on Belinder.

Director Stogsdill responded that data conducted by the engineers showed there was no discernable difference in traffic pattern shifts to adjacent streets following installation of the temporary speed humps. He noted that there was a discrepancy in the data on Norwood as only two or three days of data was collected rather than the planned full week due to a water main break on Norwood that affected the ability to collect data.

Councilwoman Buszek asked if a future traffic study reveals that there is an increase in traffic to adjacent streets, how that would be mitigated.

Director Stogsdill stated that if that were the case, they would look at ways to improve the situation; however, he believes that they have taken appropriate steps to ensure that traffic is not being diverted to adjacent streets.

City Administrator Nogelmeier added that the traffic calming process was streamlined in April, 2020 to benefit residents because the previous policy was difficult to work through. Thus, there is a process in place if residents are concerned about the speed of traffic on their street. He noted that not every street in Fairway will qualify for traffic calming and a street may be disqualified based on classification. In addition, sometimes the data does not always match

perception. For any concerns voiced by residents, data will also be acquired to review the situation.

Mayor Hepperly asked if there was further discussion from the Council.

Responding to Councilman Bailey's question regarding who is donating the work, Councilman Watkins stated that Matt Bowen of Superior Bowen is donating the work on the speed humps because he lives on Belinder Road.

Mayor Hepperly added that the City did not ask for the donation. Mr. Bowen approached Eric Smith concerning the issue and then Mayor Hepperly was made aware of Mr. Bowen's offer and confirmed with him that donating the speed humps was something he wanted to do for the City.

Responding to Councilman Bailey's question, Director Stogsdill explained that the contract only involves speed hump installation and does not involve the island.

Councilman Bailey explained that from the beginning of this process he has voiced concerns that once speed humps are installed on Belinder, then residents on other streets will want to have speed humps installed. He appreciates the very generous donation and believes that installing the speed humps on Belinder will provide good information for any future situations.

Mayor Hepperly added that several studies were done that clearly showed there were safety issues on Belinder and that the temporary change to the island has had a bigger impact on calming traffic than the speed humps. The determination was that the three speed humps did not have the result expected, so five speed humps are recommended to have more of an impact on the situation.

Director Stogsdill explained there is a recommended distance between speed humps and five have been recommended. With respect to Councilman Bailey's concerns about residents wanting the speed humps installed on their own streets, Director Stogsdill explained that the new policy for traffic calming is 100 percent data driven. He is a firm believer that traffic calming is not a novelty and is meant to be placed in areas where there is a demonstrated need.

City Administrator Nogelmeier also noted that he is not concerned about a precedent being set. Belinder is unique in that it is the longest residential street in Fairway and does not have curves or some other change in the road itself. In addition, it opens up to a golf course with the golf course on one side of the street and residential homes on the other. Once the temporary speed humps were installed on Belinder, he received lots of calls from residents asking how they could also get them. Thus, having a policy with specific criteria is important and he is not concerned about setting a precedent.

Mayor Hepperly stated that she has also received comments from residents that the temporary island is ugly. She said that Mission Hills has been working with the Corps of Engineers to come up with a plan for the low water crossing. She expects that process to take some time and doesn't look for work to be completed for three to five years.

City Administrator Nogelmeier stated he has also received comments concerning how jarring the temporary speed humps are that are currently installed on Belinder. He assured residents that the permanent speed humps are designed so that traffic can comfortably flow over them at the appropriate speed.

Mayor Hepperly asked for a motion.

Councilman Levin moved that the Council approve the Agreement with Superior Bowen for Speed Bump Installation on Belinder Road. Councilman Rogers seconded the motion.

Mayor Hepperly asked if there was public comment on this item. Hearing none, she asked for City Administrator Nogelmeier to administer the roll call vote.

City Administrator Nogelmeier requested a roll call vote.

The motion carried unanimously.

COMMENTS BY GOVERNING BODY

Mayor Hepperly asked if there were comments from the Council on any item.

Councilman Cotter asked how residents could receive the newsletter.

Director Soeken stated that residents should receive the printed newsletter in the mail by September 30, 2020. The Council viewed the digital version this evening as a sneak peak, and the digital version will be sent by email to those who have signed up for it tomorrow.

Councilwoman Brofsky reported that the group of residents who expressed an interest in talking about racism and racial equality in and around Fairway are scheduled to meet on September 15, 2020 at 6:30 P.M. at the Park.

Councilwoman Brofsky also asked for further information and history concerning the prevailing wage issue in the contract discussed earlier in the meeting.

Discussion followed regarding prevailing wage.

Responding to Councilman Bailey's question concerning when in-person meetings will resume, City Administrator Nogelmeier stated that Director Soeken has been working to obtain bids for technology updates that would allow the City

to host in-person meetings in the Council Chambers. Funding from the Cares Act may be available for those updates. Most cities are still doing remote meetings and he does not think that the Council will resume in person meetings prior to 2021, although that is subject to change. Social distancing the Governing Body and staff is not a problem; however, social distancing an audience to allow them to view the meeting and participate is a challenge.

Councilwoman Brofsky asked if municipalities are affected by the Census.

City Administrator Nogelmeier stated that cities are not affected by the Census because in most cases, cities do not receive federal monies. While Fairway did receive federal monies for the Mission Road Bridge project, it does not receive federal funds for any programs that it administers. With respect to CARS projects and partnerships with the County, Fairway's population numbers do not put the City on a scale of better or worse for receiving monies for those projects.

PUBLIC COMMENT

Mayor Hepperly asked if anyone in the audience would like to make public comment on any items not on the agenda. Hearing none, she closed the public comment portion of the meeting.

ADJOURNMENT

Councilwoman Brofsky moved to adjourn. Councilman Watkins seconded the motion and the motion carried unanimously.

There being no further business to come before the Council, the meeting was adjourned at 9:04 P.M.

Mayor Melanie Hepperly

Attest:

Barb Fox, Recording Secretary

**CITY OF FAIRWAY, KANSAS
ORDINANCE NO. 1721**

**AN ORDINANCE AMENDING THE FAIRWAY CITY CODE
PERTAINING TO TREE REMOVAL; AMENDING AND REPEALING
EXISTING SECTION 11-94 OF THE FAIRWAY CITY CODE.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FAIRWAY,
KANSAS:**

SECTION 1. Existing Section 11-94 of the Fairway City Code is hereby amended to read as follows:

Sec. 11-94. – Tree removal.

- (a) *Authorization.* No person, directly or indirectly, shall cut down, destroy, move or remove, or effectively destroy, any protected tree or feature tree located on covered property without first obtaining tree removal authorization. Generally, if a tree removal authorization is granted, the applicant shall replace the protected trees being removed with replacement trees. A sufficient number of replacement trees shall be planted so that the total caliper of the replacement trees is equal to the caliper of the tree removed as measured at DBH. If, for whatever reason, planting replacement trees is deemed infeasible, the owner shall make payment to the Fairway Tree Fund.
- (b) *Process.* Owners must request tree removal authorization in writing to the Community Tree Manager. If the removal is in conjunction with a construction project, the written request must be submitted at the same time as the building permit application.
- (c) *Authority to review; approval.* The Community Tree Manager shall be responsible for the review and approval of all requests for tree removal authorizations submitted in accordance with the requirements specified in this article. Upon receipt of a completed application, the Community Tree Manager may take one (1) of the following actions:
 - (1) *Deferral of decision.* The Community Tree Manager may defer the approval of a tree removal authorization to the Tree Board for any reason. Any decision made by the Tree Board may be appealed to the City Council. All decisions made by the City Council shall be final.
 - (2) *Approval.* The Community Tree Manager shall issue tree removal authorization provided the owner has agreed in writing to either meet the tree replacement criteria or make payment to the Fairway Tree Fund.
- (d) *Authorization expiration.* Tree removal authorization issued in connection with an approved building permit or site plan shall be valid for the period of that building permit's or site plan's validity. A tree removal authorization not issued in connection

with an approved building permit or site plan shall become void after one hundred and eighty (180) days after the date of approval.

- (e) *Authorization for removal of a feature tree by owner.* A feature tree may be removed by an owner with approval from the City Council provided that the burden is upon the owner to show that the following criteria have been met:
 - (1) Removal of the feature tree is necessary for construction, development, or redevelopment;
 - (2) All reasonable efforts have been made to avoid removing the feature tree for construction/development and removal cannot be avoided;
 - (3) The presence of the feature tree places undue financial burden on the applicant; and
 - (4) No other reasonable accommodations can be made to preserve the feature tree.

- (f) *Authorization for removal of a feature tree by the city.* A feature tree may be removed by the city at any time if the Community Tree Manager determines that one (1) of the following conditions exists:
 - (1) The feature tree is dead, dying, diseased and/or in decline and constitutes a threat to healthy trees, property, or public safety, as determined by a certified arborist; o
 - (2) The feature tree was previously scheduled to be removed as a part of a city project that has been approved by the City Council.

SECTION 2. Existing Section 11-94 of the Fairway City Code is hereby repealed.

SECTION 3. This Ordinance No. 1721 shall become effective upon adoption and publication in the official City newspaper.

[Remainder of page intentionally left blank; signatures follow.]

PASSED by the City Council the 12th day of October, 2020. **APPROVED** by the Mayor.

Melanie Hepperly, Mayor

ATTEST:

Kim Young, City Clerk

APPROVED AS TO FORM:



Anna M. Krstulic, City Attorney



DATE: OCTOBER 7, 2020
TO: MAYOR HEPPERLY AND FAIRWAY CITY COUNCIL
FROM: NATHAN T. NOGELMEIER, CITY ADMINISTRATOR
RE: FAIRWAY COST FUNDING AGREEMENT

Background:

Staff and City attorneys have been working with representatives from MREM Fairway Property, LLC on a potential redevelopment of the former Stroud's location at 4200 Shawnee Mission Parkway. It is anticipated that MREM will submit a Community Improvement District Petition for the creation of a district at said location for additional sales tax collection. It is fairly standard in this situation for the City and the developer to establish a funding agreement which would require the developer to cover the City's administrative costs for due diligence and other work it must undertake that is associated with the project.

Recommendation:

Staff recommends a motion approving the Funding Agreement.

Attachment:

- Fairway Cost Funding Agreement

FAIRWAY COST FUNDING AGREEMENT

THIS FAIRWAY COST FUNDING AGREEMENT (this "Agreement") is entered into this _____ day of _____, 2020 by MREM FAIRWAY PROPERTY LLC, a Delaware limited liability company and its successors and assigns ("Developer"), and the CITY OF FAIRWAY, KANSAS (the "City").

RECITALS

A. Developer has requested that the City consider certain development agreements, plans and other documents (the "Documents") in connection with its proposed development of a multi-tenant commercial building generally located at 4200 Shawnee Mission Parkway (the "Project").

B. In connection with the Project, Developer has requested the use of community improvement district financing and other public assistance from the City.

C. In order to consider Developer's requests, perform due diligence, and otherwise work with Developer to evaluate, negotiate and consider the proposed Project, the City must retain outside counsel and third-party consultants and incur other related third-party expenses, but the City is without a source of funds to pay such counsel, consultants and expenses.

D. Developer hereby agrees to pay the City's third-party expenses in connection with the Project, as more specifically set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements hereinafter expressed, the parties mutually agree as follows:

1. Incorporation of Recitals. The foregoing recitals are incorporated by reference as if fully set forth below.

2. Services to be Performed by the City. The City shall retain outside counsel and third-party consultants and incur other related third-party expenses which it, in its sole discretion, deems necessary to consider, negotiate, and if appropriate, execute and deliver the Documents, including any amendments to the Documents and the administration of the terms and conditions set forth therein (the "Services").

3. Payment. Developer shall pay the City for all charges for outside counsel and third-party consultants and all other related third-party expenses incurred in providing the Services (the "Charges").

(a) In order to insure the prompt and timely payment of the Charges, Developer shall establish a fund, which shall initially include an amount equal to Ten Thousand Dollars (\$10,000) (the "Fund") by paying such amount to the City contemporaneously with the execution of this Agreement, receipt and sufficiency of which is hereby acknowledged. The City shall pay the initial Charges from the Fund and shall promptly submit an itemized statement therefore to the Developer to re-establish the Fund so that, except as otherwise set forth herein to the contrary, there is always a cash balance available against which additional Charges may be applied on a current basis. Thereafter, the City shall submit monthly statements itemizing the Charges paid from the Fund during the preceding month.

(b) All statements shall be payable within thirty (30) days of receipt thereof. If not timely paid, then (i) Developer shall pay to the City an amount equal to five percent (5%) per month for the first delay and ten percent (10%) per month for each thirty (30) days thereafter until Developer pays such statements in full (which amounts shall not be included in the Fund), and (ii) the City shall not consider any other Documents or render any Services until paid, and the unpaid balance shall be subject to a penalty of one and one half percent (1.5%) per month until paid, but in no event shall such penalty exceed eighteen percent (18%).

(c) In the event the City determines that the total of the Charges will exceed the balance of the Fund in any month, the City may so notify Developer and Developer shall promptly remit to the City an amount sufficient to re-establish the Fund so that the City may pay its obligations as they become due.

(d) If the Charges shall exceed the funding available in the Fund, Developer understands and agrees that the City may pay such Charges and/or replenish the Fund with incentive moneys that would otherwise be payable to Developer from time to time.

4. Termination.

(a) In the event Developer fails to comply with this Agreement or fails to make any requested payments to the Fund when due, the City shall provide written notice to Developer of such failure (a "Default Notice"), and thereafter, Developer shall have ten (10) days from receipt of such Default Notice to cure such default. In the event Developer fails to cure the default within ten (10) days from receipt of a Default Notice, the City may terminate this Agreement upon providing five (5) days' written notice to the Developer of its failure to cure.

(b) Upon the City's receipt of written notice from Developer, Developer may terminate this Agreement in the event it determines that it does not need the City to consider any further Documents or provide any further Services.

(c) If either party terminates this Agreement, the City shall apply the balance of the Fund, if any, to any Charges outstanding at the time of such termination pursuant to this Agreement and any monies due and owing to the City pursuant to any other agreement with Developer and shall pay the remaining balance, if any, to Developer within forty-five (45) days of such termination. In the event the balance of the Fund is insufficient to pay the outstanding Charges payable hereunder, Developer shall pay such Charges within thirty (30) days of such termination.

5. Notice. All notices required or desired to be given hereunder shall be in writing and all such notices and other written documents required or desired to be given hereunder shall be deemed duly served and delivered for all purposes if: (i) delivered by nationally-recognized overnight delivery service; (ii) delivered by electronic mail (with follow up within two (2) business days by United States mail or by nationally-recognized overnight delivery service); or (iii) delivered in person, in each case if addressed to the parties set forth below:

To the City:

Nathan Nogelmeier
City Administrator
City of Fairway, Kansas
5240 Belinder Road
Fairway, Kansas 66205
Telephone: (913) 262-0350
Email: nnogelmeier@fairwaykansas.org

With a copy to:

Kim Young
City Clerk
City of Fairway, Kansas
5240 Belinder Road
Fairway, Kansas 66205
Telephone: (913) 262-0350
Email: kyoung@fairwaykansas.org

To the Developer:

Brian Douglas
MREM Fairway Property LLC
4220 Shawnee Mission Parkway, Suite 200 B
Fairway, Kansas 66205
Telephone: (913) 396-4832
Email: brian.douglas@platformv.com

Each party may specify that notice be addressed to any other person or address by giving to the other party ten (10) days' prior notice thereof.

[Remainder of page intentionally left blank; signature pages follow.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives the day and year first above written.

Developer:

MREM FAIRWAY PROPERTY LLC, a Delaware limited liability company

By: Platform Investments, LLC, its Manager

By: Platform Ventures, LLC, its Manager

By: _____

Name: Brian Douglas

Title: Senior Vice President

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives the day and year first above written.

City:

THE CITY OF FAIRWAY, KANSAS

By: _____
Melanie J. Hepperly, Mayor



Staff Memo

October 12, 2020

**TO: Mayor Melanie Hepperly
City Council members**

FROM: Kim Young, City Clerk

REGARDING: Redevelopment of 4200 Shawnee Mission Parkway (former Stroud's site) owned by MREM Fairway Property

The applicant proposes to demolish the existing 6,200 square-foot structure and construct a new 6,500 square-foot single-story, multi-tenant building with space for three tenants in the B-2 Office District. The new structure will be situated slightly further north on the property than the existing structure.

SITE PLAN

Section 15-235 – Site Plan Review. The Planning Commission reviewed the preliminary site plan at the August 31, 2020 meeting and final site plan at the September 28, 2020.

Section 15-387 – Dimension Standards. Project meets all B-2 district dimension standards.

Section 15-389(a)(1) – Special Conditions; Retail and Service. Retail and service uses in the B-2 district that are not integrated into an office building must be developed according to B-1 district site design standards and special conditions.

Section 15-362 – Site Design Standards. Project meets all B-1 district site design standards, except for subsection (a)(2) block design requirements for a street edge that must be between 0 feet and 10 feet from the public right-of-way or private lane (the "ROW"). The parallel block design requirement for the B-2 district in Section 15-388(a)(2) requires a street edge between 20 feet and 50 feet from the ROW. These street edge requirements relate to the minimum front setbacks for each district, which are 0 to 10 feet for the B-1 district and 20 to 50 feet for the B-2 district. The project is not required to comply with the B-1 district dimension standards.

Per the Planning Commission's request, the applicant added shrubbery along the drive-through lane to the North and along the parking that faces Shawnee Mission Parkway to mitigate any light pollution into neighboring residential properties.

Section 15-363(b) – Drive-Through Facilities. Project meets the B-1 district special conditions for drive-through facilities as required by Section 15-389(a)(1). The project will include a drive-through service window for Starbucks. Due to the topography of the site, the menu board may not be visible. The architect provided an elevation on sheet A-200 #8. The menu board is over 50 feet from adjacent houses and should not be audible. Hours for the drive-through service window are 5:00 a.m. to 9:00 p.m. The drive-through menu board complies with the size requirements.

The Planning Commission requested a traffic study. A current study would not reflect true traffic counts due to COVID-19 and the impact it has had on traffic patterns. City staff provided a prior study from 2017 that reviewed US-56 & 55th / Brookridge / Buena Vista to assist with generating a meaningful analysis. The Planning Commission recommends that the Governing Body approve the preliminary and final site plan with the stipulation that the applicant provide additional information from an engineer to address the following:

- a. Traffic Counts – utilize 2017 data to project 2021 opening date and 5-year analysis;
- b. Signal Warrant Analysis;
- c. Capacity Analysis; and
- d. Memo regarding the overall impact of the development.

SIGNAGE AND DEVIATION

Section 15-550 – Sign Use Table. Wall signs and monument signs require a permit granted by the Governing Body upon Planning Commission recommendation.

Section 15-552 – Signs Permitted in Business Districts. Allows 2 walls signs not to exceed 30 square feet and 5 feet in height or 1 monument sign not to exceed 20 square feet and 6 foot in height.

Section 15-557 – Deviations. The Planning Commission considered the required criteria for deviations set forth in Section 15-557 and recommends that the Governing Body grant a deviation to allow 5 wall signs and 1 monument sign. This is a multi-tenant building with a national chain tenant, Starbucks. Each tenant will have a wall sign on the South façade and Starbucks will also have wall signs on the East and West elevations, as well as a monument sign.

SPECIAL USE PERMIT

Section 15-264 – Use Table. A drive-through facility is permitted in the B-2 district only with a special use permit ("SUP").

Section 15-683 – Special Use Permit Procedure. The SUP procedure is the same as rezoning and requires a public hearing held by the Planning Commission followed by recommendation to the Governing Body. The Planning Commission held a properly-noticed public hearing on August 31, 2020 and September 28, 2020.

Section 15-684 – Standards of Review. Applicant submitted a statement in support of the SUP request and addressed the required standards of review. The Planning Commission considered the standards of review and recommends that the Governing Body approve the SUP.

Section 15-685 – Conditions. The Governing Body may impose any conditions on the SUP that it deems appropriate to meet the requirements of approval, but such conditions must be clearly expressed with sufficient clarity to give notice on the limitation of the use, relate directly to the proposed use, and address a legitimate zoning purpose that relates to public health, safety and welfare. Staff included customary SUP conditions in the draft SUP ordinance.

ACTIONS NEEDED:

Planning Commission recommends approval of the following:

- 1. Preliminary and Final Site Plan subject to approval of the supplemental traffic analysis;**
- 2. Permit for 5 wall signs and 1 monument sign (including deviation to allow more than 2 wall signs in addition to the monument sign); and**
- 3. SUP ordinance for drive-through facility.**

Governing Body may:

- (a) Adopt such recommendations (including SUP ordinance);
- (b) Override the Planning Commission's recommendations by two-thirds (2/3) majority vote of the membership of the Governing Body; or
- (c) Return the recommendations to the Planning Commission together with a statement specifying the basis for the Governing Body's failure to approve or disapprove.



September 14, 2020

VIA EMAIL

Kim Young
City Clerk
City of Fairway
5240 Belinder
Fairway, KS, 66205

RE: 4220 Shawnee Mission Parkway

Kim,

This letter is in response to our comments received at the August 31st PC meeting. You will find our understanding of the planning commission comments in **bold** and our response in *italics*.

1. **There are concerns from both staff and residents regarding how this development will impact traffic. Staff has requested that a traffic memo / study be prepared in order to confirm any required improvements.**
 - *A traffic memo / study has been ordered for the site to address the traffic impact of this development. Due to time constraints this is still in progress but will be ready in time to present to staff by the 9/28 meeting. We will send this over as soon as we have it.*
 - *Due to the current impact of Covid-19 on traffic, historical data from the surrounding area is being utilized in order to generate a memo / study that will provide accurate data for this site that will not artificially deflate numbers in a good faith effort to provide the community with accurate data.*

2. **There is concern that cars turning north into the drive thru lane will shine headlights into homes of residents to the north. Neighbors also voiced concern to the south east of the site that cars parking in the 90 degree stalls along Shawnee Mission Parkway would also shine into their homes.**
 - *Coniferous plantings have been added to the landscape plan consisting of evergreen bushes about 3' in height average along the north side and southeast corner of the site to screen traffic and aid in blocking light from car headlights while not blocking view of the existing monument sign.*

3. **Relating to the above comment regarding car headlights shining out from the site, there was additional information requested regarding the site and building lighting to ensure that there would be no light pollution from the site.**

- *We have added a Photometrics plan to the submittal plan set that illustrates our intent to use full cut off fixtures with housing shields for the light poles around the site that will prevent light spilling out from our site onto the existing road way. We plan to reuse the existing light pole bases and to remove the existing heads and poles and replace with new efficient LED fixtures. Some additional poles are required around the site to provide adequate lighting at the new trash enclosure area as well as to add better internal lot and roadway lighting on the south end of the building.*

4. The applicant is requesting a deviation to the allowed number of wall signs on the building. Planning Commission voiced concerns that the previously requested 8 wall signs on the building was too many and that several should be removed. Note from previous comments regarding signage deviation: The signage will require PC to grant a deviation due to the number of wall signs in combination with the monument sign. Deviations is in Section 15-559.

- *We have amended the building elevations to only show signage on the south, east, and west facades. All signage on the north side of the building facing the residential area have been removed. There are 3 signs on the south façade facing Shawnee Mission parkway as well as one sign on the east façade facing the main intersection of 55th St and Shawnee Mission Parkway. We feel a sign on this façade is crucial for providing the future tenant in this area identification for all westbound traffic along Shawnee Mission parkway. We also are proposing maintaining a wall sign on the west façade as well; this façade faces the existing commercial development, which is also owned and managed by our client, to provide identification of the end cap tenant in this space. A total of 5 signs for this 3-tenant building are being requested as a deviation to the maximum 2 wall signs per building. As staff mentioned in their report, the municipal code for commercial retail development was written to match what was developed in the city of Fairway at that time and does not necessarily account for a multi-tenant development.*

The limit for 2 wall signs only on this building would create a hardship for leasing to 3 tenants. This configuration is standard to multi-tenant buildings throughout Johnson County as well as close to the site such as the Einstein Bros Bagels. (while not in Fairway technically, it is the closest comparable building to the site). The request for wall signs above the maximum required 2 signs would be appropriate to provide reasonable visibility for all three tenants which would face significant roadways so that visitors entering the site can adequately navigate to each of the three businesses, failure to provide signs for all the tenants would create a hardship for future businesses in drawing customers to their location and to be competitive with the surrounding businesses. The additional wall signs would conform to the restrictions and size limitations as set forth in 15-552-4 as well.

This concludes our response to your comments. Please feel free to give us a call should you have any additional questions or concerns.

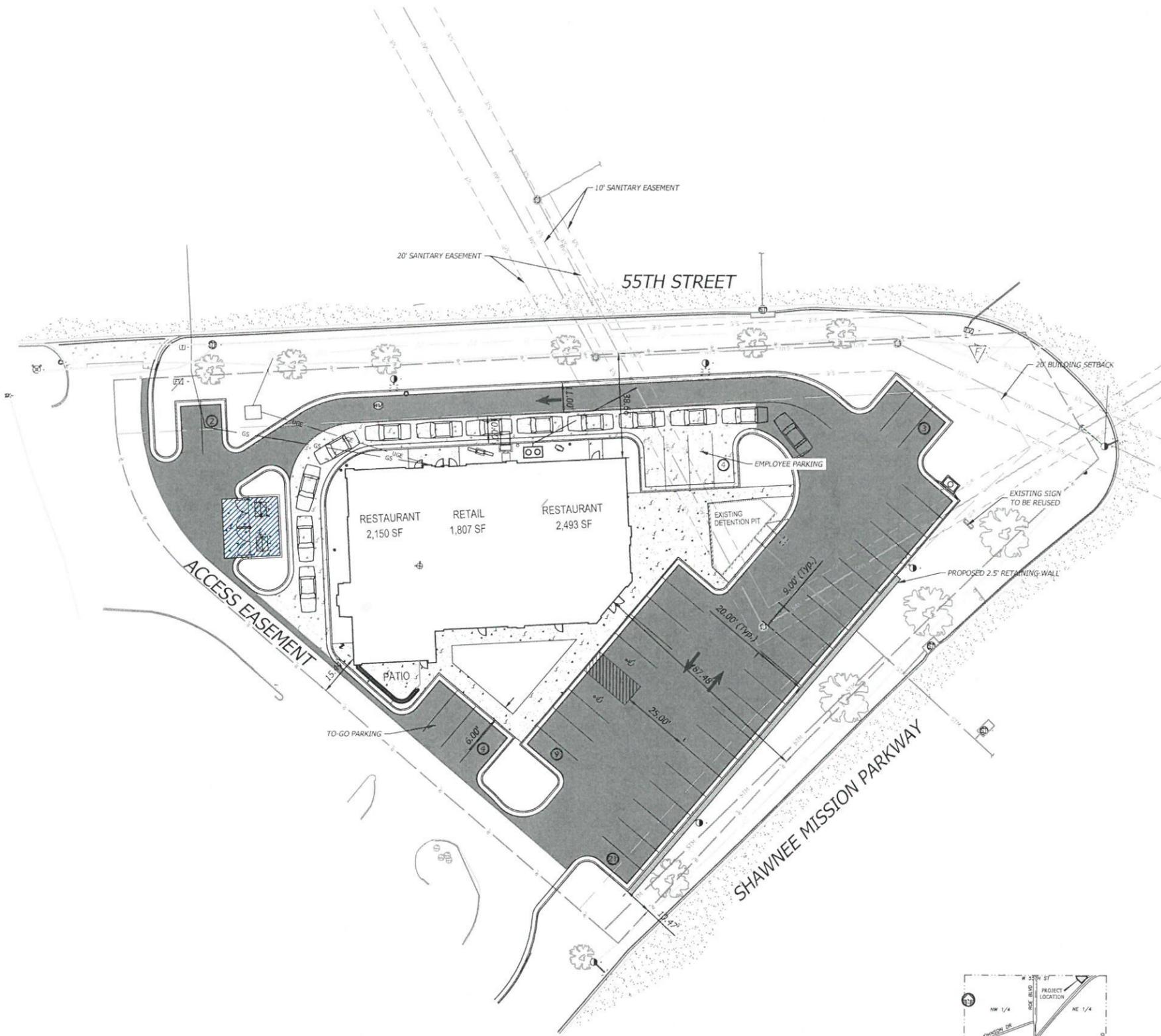
A handwritten signature in blue ink, appearing to read 'Henry C. Klover', with a large, sweeping flourish extending to the right.

Henry C. Klover
President

CC: Brian Douglas, Max Hoffmeier
Attachments: FDP Plan set
Client project #:
Klover project #: 19132.001



ENTRANCE CONCEPT RENDER



SITE DATA

SITE	
SITE AREA:	1.08 AC 47,327 SF
IMPERVIOUS AREA:	30,547 SF (64.5%)
EXISTING IMPERVIOUS AREA:	34,073 SF
BUILDING	
BUILDING AREA:	6,500 SF (13.7%)
PARKING	
PARKING PROVIDED:	43 STANDARD 2 HANDICAP (1 VAN)
PARKING REQUIRED:	
TOTAL RESTAURANT & RETAIL:	43
RESTAURANT (1/3 SEATS AND 111 SEATS):	37
RETAIL (1,350 GROSS SF. AND 1,807 SF):	6
ADA STALLS:	2
(BASED ON 43 PARKING STALLS)	

ZONING

B-2 (BUSINESS OFFICE)

SURVEYOR OF RECORD

BHC RHODES
712 STATE AVE.
KANSAS CITY, KANSAS 66101
P (913) 663-1900
F (913) 663-1633
CONTACT: JOE MCLAUGHLIN
EMAIL: JOE.MCLAUGHLIN@IBHC.COM

CIVIL ENGINEER

BHC RHODES
7101 COLLEGE BOULEVARD, SUITE 400
OVERLAND PARK, KANSAS 66210
P (913) 663-1900
F (913) 663-1633
CONTACT: WILLIAM BUCK P.E.
EMAIL: WILLIAM.BUCK@IBHC.COM

OWNER/DEVELOPER

MARINER REAL ESTATE MANAGEMENT LLC
4220 SHAWNEE MISSION PKWY APT. 200 B
FAIRWAY, KS 66205
CONTACT: BRIAN DOUGLAS
PHONE: (816) 285-3872

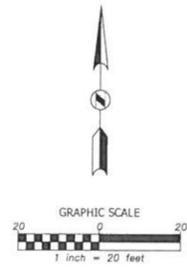
SITE LEGEND

	PROPOSED BUILDING
	MEDIUM DUTY ASPHALT PAVEMENT
	MEDIUM DUTY PCC PAVEMENT
	CONCRETE SIDEWALK
	CONCRETE PAD
	RETAINING WALL
	PARKING STALL COUNT

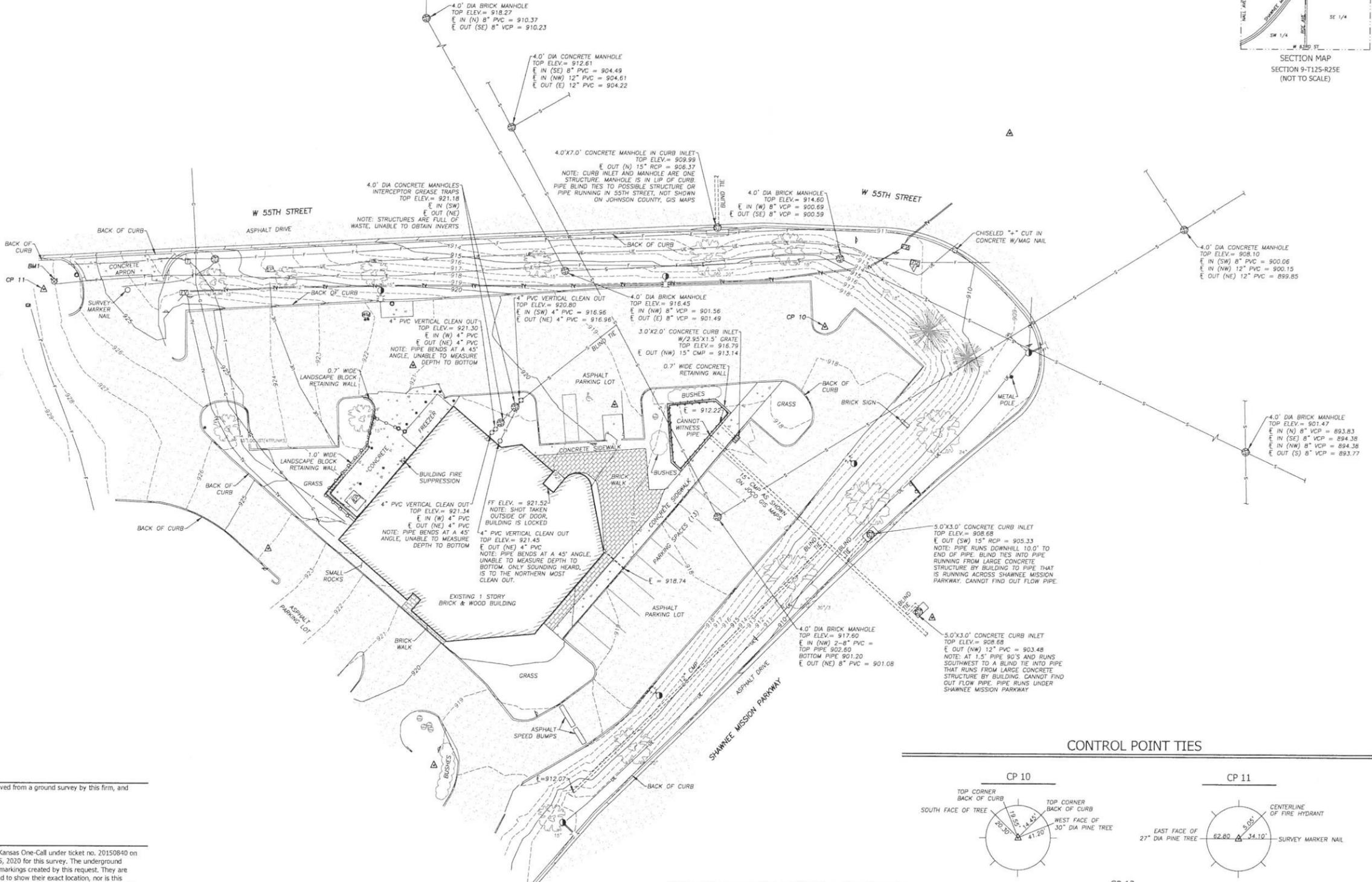


<p>Prepared For:</p> <p>BRIAN DOUGLAS 4220 SHAWNEE MISSION PKWY FAIRWAY, KS 66205 PH: (816) 285-3872</p>											
<p>Design: TMS Drawn: TMS Checked: WRB Issue Date: 09/14/2020 Project Number: 028810</p>											
<p>C1.0</p>											
<p>FAIRWAY COMMERCIAL BUILDING 4200 SHAWNEE MISSION PKWY FAIRWAY, KS 66205</p>	<p>Preliminary Site Plan</p>										
<p>BHC RHODES Civil Engineering - Surveying - Utilities 7101 College Blvd. Suite 400 Overland Park, Kansas 66210 P (913) 663-1900 F (913) 663-1633 IBHC is a member of the HOK Group of Companies, Inc.</p>	<table border="1"> <tr> <th>Rev.</th> <th>Date</th> <th>Description</th> <th>By</th> <th>App.</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	Rev.	Date	Description	By	App.					
Rev.	Date	Description	By	App.							

IMPROVEMENTS AND TOPOGRAPHIC SURVEY 4200 SHAWNEE MISSION PARKWAY CITY OF FAIRWAY, JOHNSON COUNTY, KANSAS



- LEGEND**
- Found Survey Monument
 - △ Control Point
 - ◊ Benchmark
 - Overhead Utility Line/s
 - Underground Electric Line
 - Guy Anchor
 - Light Pole
 - Electric Pedestal (above ground)
 - Utility Pull Box (underground)
 - Water Valve
 - Fire Hydrant
 - Water Meter
 - Gas Line
 - Underground Telephone Line
 - Telephone Pedestal (above ground)
 - Telephone Manhole
 - Underground Fiber Optic Line
 - Underground Fiber Optic Line Marker
 - Fiber Optic Vault (underground)
 - Underground Cable TV Line
 - Sanitary Sewer Line
 - Sanitary Sewer Manhole
 - Clean-out
 - PVC Polyvinyl Chloride Pipe
 - Vitrified Clay Pipe
 - Storm Sewer Line
 - Storm Sewer Manhole
 - Curb Inlet
 - Down Spout
 - CMP Corrugated Metal Pipe
 - RCP Reinforced Concrete Pipe
 - Pipe Continues-Outlet or Source Not Found or Not Surveyed
 - Wood Fence
 - Gate Post
 - Single Pole Sign
 - Double Pole Sign
 - Metal Guard Rail or Hand Rail
 - Concrete or Metal Bollard
 - ADA Parking Stall
 - Bush
 - Deciduous Tree and Size
 - Coniferous Tree and Size
 - Tree Stump
 - Foliage Drip Line/Edge of Timber
 - Not To Scale



GENERAL NOTES

- Contours are shown at 1 foot intervals, were derived from a ground survey by this firm, and based on NAVD 88.

UTILITY NOTES

- A utility locate request was generated through Kansas One-Call under ticket no. 20150840 on April 9, 2020 and ticket no. 20264649 on June 5, 2020 for this survey. The underground utilities shown hereon are as located along the markings created by this request. They are representational only and are in no way intended to show their exact location, nor is this information to be construed as a complete inventory of all utilities at this location. The exact location of underground features cannot be accurately, completely and reliably depicted without excavation. Where additional or more detailed information is required, client is advised that excavation may be necessary. It is the excavator's responsibility to have any utilities marked before digging.

PARKING STALL COUNT

Standard Parking Stalls.....	15
ADA (disabled) Parking Stalls.....	1
Total.....	16

NOTE: This survey makes no claims that the quantity, size or dimensions of any parking stalls on this property are in compliance with the controlling jurisdiction's requirements.

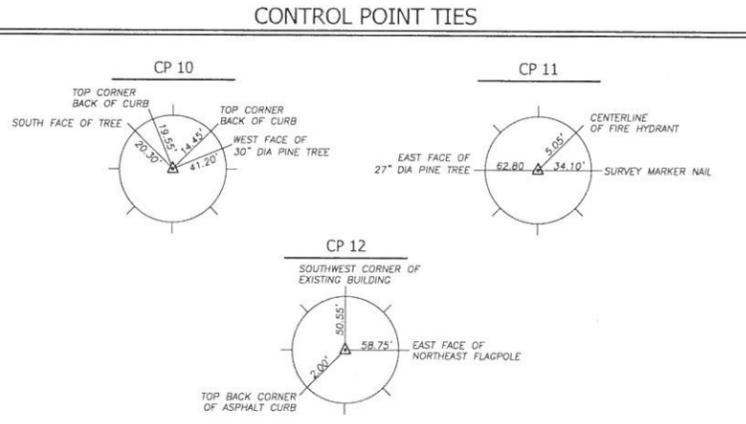
BENCHMARKS (NAVD88 Datum)

BM1 Chiseled "+" cut on the top Northeast flange of a fire hydrant on the West entrance at the Northwest corner of site surveyed.

Elevation: 929.75

**PROJECT CONTROL TABLE
GRID COORDINATES
(NAD83 KANSAS STATE PLANE, NORTH ZONE, US SURVEY FOOT)**

POINT NO.	BENCHMARK DESCRIPTION	NORTHING COORDINATE	EASTING COORDINATE	ELEV.
10	CP10 /B4 W/CAP	271318.65	2268539.64	918.30'
11	CP11 /B4 W/CAP	271332.54	2268221.46	927.76'
12	CP12 /B4 W/CAP	271139.99	2268381.78	919.12'



BHC RHODES
Civil Engineering • Surveying • Utilities
712 State Avenue
Kansas City, Kansas 66101
P (913) 371-5300 F (913) 371-2677

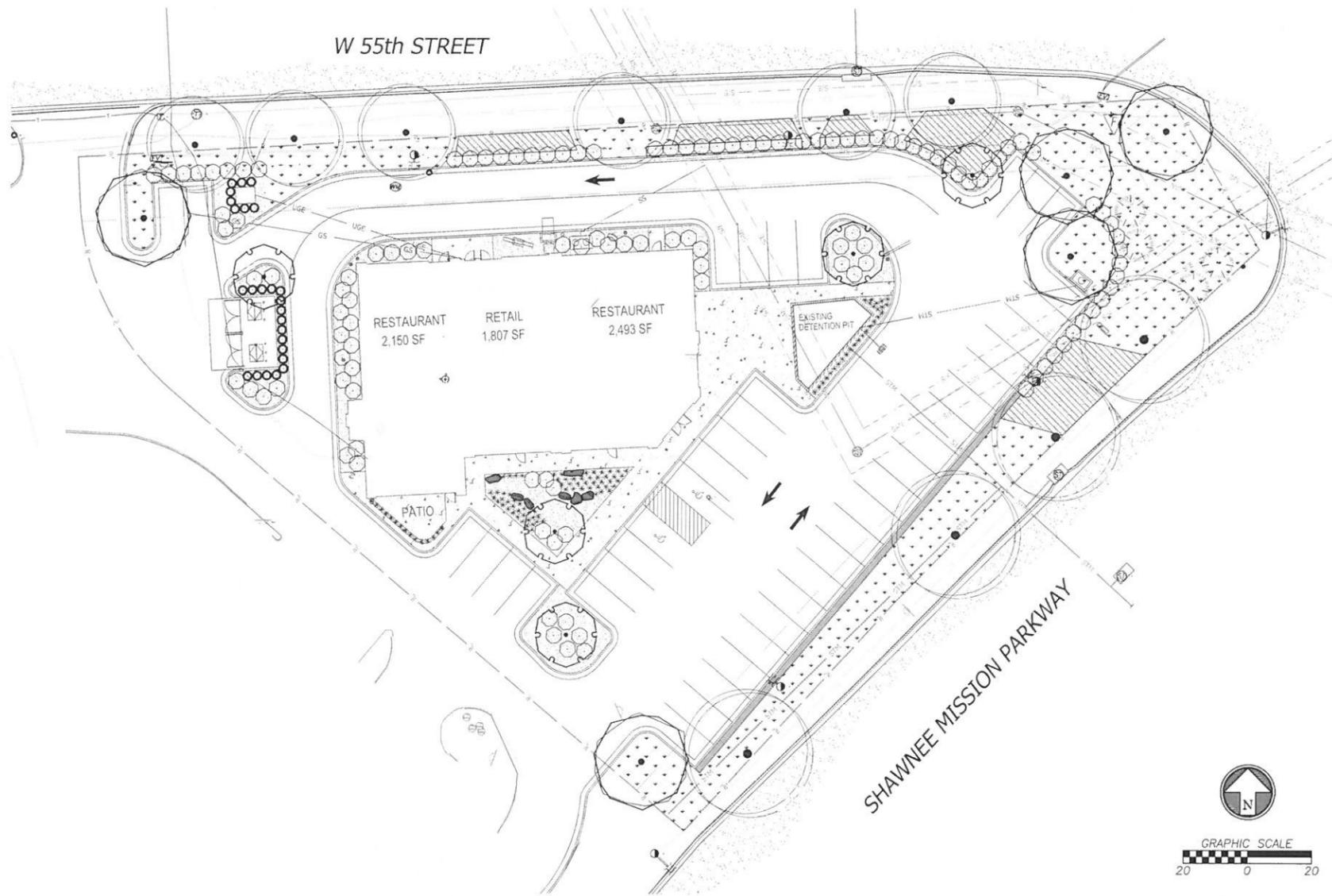
KLOVER ARCHITECTS
8813 PENROSE LANE
SUITE 400
LENEXA, KS 66219

**IMPROVEMENTS AND TOPOGRAPHIC SURVEY
4200 SHAWNEE MISSION PARKWAY
FAIRWAY, JOHNSON COUNTY,
KANSAS**

Project No. 028810
Field Crew: ME/DH
Field Date: 08/11/2020
Drawn by: G/WJ
Issue Date: 08/16/2020
Sheet: 1 OF 1

Rev.	Date	Description	Drawn	Checked

Jun 16, 2020 - 3:02pm Plotted by: gwg-wuolw@bch.com I:\028810_4200 Shawnee Mission Hwy Design\WORK\SURVEY\028810-SRVY-TOPD.dwg



EXISTING PLANT SCHEDULE



CONCEPT PLANT SCHEDULE

	LARGE TREES min. 3" caliper planting height 12' ht. mature height 40'	5
	MEDIUM TREES min. 3" caliper planting height 8' ht. mature height 25' - 40'	5
	EVERGREEN TREE	4
	SHRUBS min. 2' planting height min. 5 gal container	120
	PERENNIAL GRASS	111
	COLUMNAR EVERGREEN min. 6' planting height min. 5 gal container	25
	GROUNDCOVER SHRUBS min planting height 3'-6" min 3 gal container Juniperus horizontalis / Creeping Juniper	1,615 sf
	WOOD MULCH Double Ground Hardwood Mulch, 3" Depth.	2,975 sf
	ROCK MULCH 1" - 3" Buffalo River Rock or Approved Equal, 3" Depth.	2,580 sf
	SOD Watersaving Fescue Blend	7,382 sf

GENERAL LANDSCAPE NOTES

- The Contractor shall verify and coordinate all final grades with the Landscape Architect and or design team prior to completion.
- Location and placement of all plant material shall be coordinated with the Landscape Architect prior to installation.
- Location of all utilities are approximate, the Contractor shall field verify locations prior to commencement of construction operations.
- Refer to Civil Drawings for all grading and berming, erosion control, storm drainage, utilities and site layout.
- The Contractor shall arrange and conduct a pre-construction meeting onsite with Landscape Architect prior to work.
- Plant quantities are for information only, drawing shall prevail if conflict occurs. Contractor is responsible for calculating own quantities and bid accordingly.
- The Contractor is to notify Landscape Architect after staking is complete and before plant pits are excavated.
- Tree locations in areas adjacent to drives, walks, walls and light fixtures may be field adjusted as approved by Landscape Architect.
- The Contractor shall report subsurface soil or drainage problems to the Landscape Architect.
- The plan is subject to changes based on plant size and material availability. All changes or substitutions must be approved by the City of Fairway, Kansas and the Landscape Architect.
- Aluminum landscape edging to be used on all landscape beds adjoining turf areas as noted on landscape plans.
- Landscape Contractor shall be responsible for watering all plant material until the time that a permanent water source is ready.
- The Contractor shall show proof of procurement, sources, quantities, and varieties for all shrubs, perennials, ornamental grasses, and annuals within 21 days following the award of the contract.
- Contractor shall provide full maintenance for newly landscaped areas for a period of 30 days after the date of final acceptance. At the end of the maintenance period, a healthy, well-rooted, even-colored, viable turf and landscaped area must be established. The landscaped areas shall be free of weeds, open joints, bare areas, and surface irregularities.
- Landscape Contractor shall provide rock mulch sample to owner for approval.

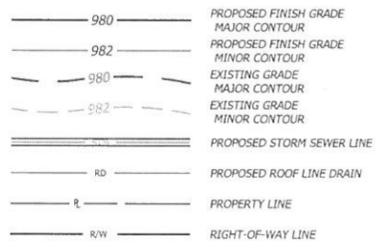
GENERAL IRRIGATION NOTES

- Irrigation plan to be provided during permitting phase of development
- Irrigation plan to not interfere with any proposed improvements shown.
 - Irrigation system design to be based on available psi. Minimum operating pressure for spray heads shall be 30 psi and minimum operating pressure for drip zones shall be 40 psi.
 - The contractor shall be responsible for providing uninterrupted, 110 v electrical service to the controller and for all hook-ups. All exposed low voltage wire shall be enclosed in a conduit.
 - Place valve boxes 12" minimum from and parallel to curbs and walks, grouped valves to be equally spaced.
 - Install all mainlines to 1% minimum slope to drain valves located at low points of main system.
 - Irrigation controller and rain sensor shall be located in owner approved locations.

SITE DATA

	Quantity	Required	Existing	Provided	Total
Open Space Req					
Per 3,000 SF of open space	13,121.06				
1 med shade tree		4.37	N/A	2	2
Street Tree					
55th Street	377.94				
1 lg tree /40 LF of street		9.45	6	4	10
Shawnee Mission Parkway	252.72				
1 lg tree /40 LF of street		6.32	4	3	7
Perimeter Parking Landscape					
10' buffer		Y	N/A	Y	
Island/Interior Landscape					
Parking provided	43				
1 med tree/10 spaces		4.3	N/A	5	5
Parking area	22,992.32				
15% of parking to be interior islands		3,448.85	N/A	3,735.90	
Utility Screening					
Above ground cabinets should be screened w/landscaping		Y	N/A	Y	

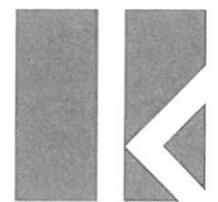
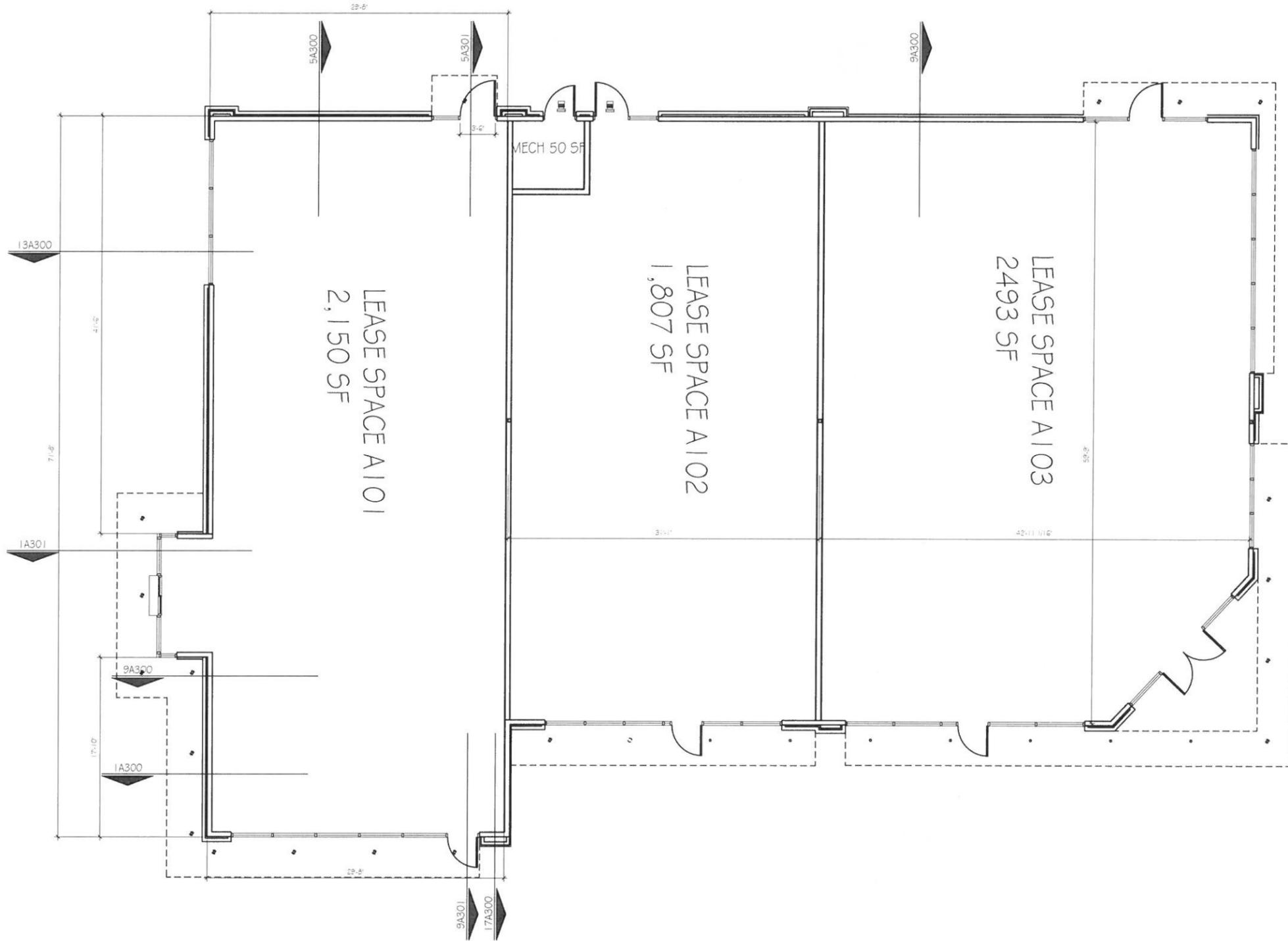
LEGEND

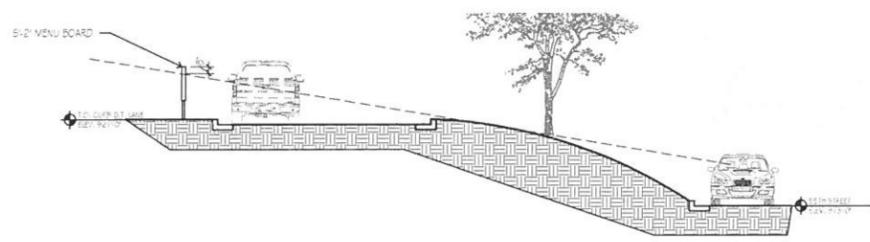


<p>BHC RHODES Civil Engineering • Surveying • Utilities 7101 College Blvd., Suite 400 Overland Park, KS 66210 P: (913) 663-1900 F: (913) 663-1633 www.bhcrhodes.com</p>	<p>Prepared For: BRIAN DOUGLAS 4220 SHAWNEE MISSION PKWY FAIRWAY, KS 66205 PH: (816) 285-3872</p>										
<p>FAIRWAY COMMERCIAL BUILDING 4200 SHAWNEE MISSION PKWY FAIRWAY, KS 66205</p>	<p>LANDSCAPE PLAN</p>										
<p>Design: NAB Drawn: NAB Checked: WRB Issue Date: 09/14/2020 Project Number: 028810</p>											
<p>L1.0</p>											
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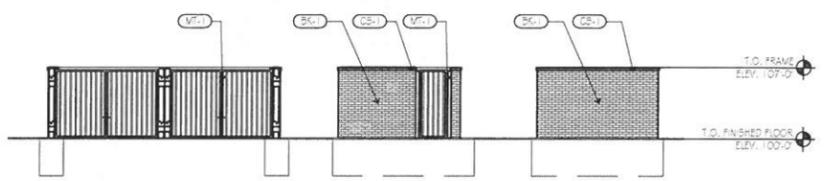
A-100 FLOOR PLAN

SCALE: 3/16" = 1'-0"

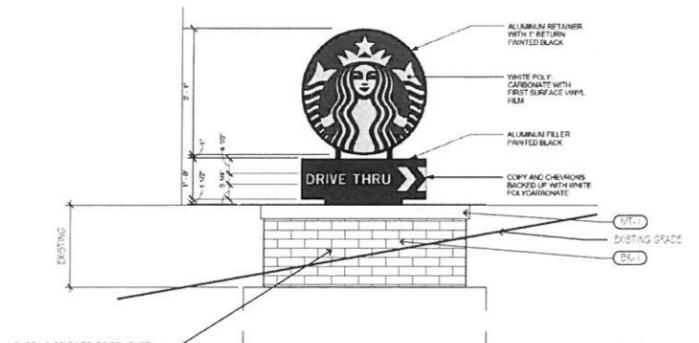




D.T. SECTION ⑧
SCALE: 1/8" = 1'

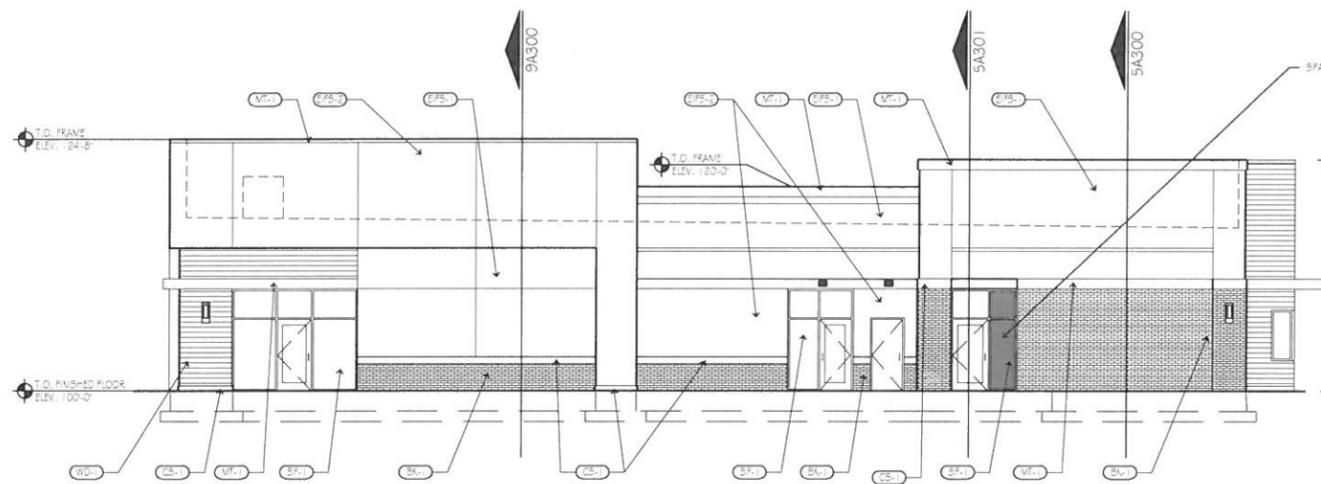


TRASH ENCLOSURE ELEVATIONS ⑦
SCALE: 1/8" = 1'

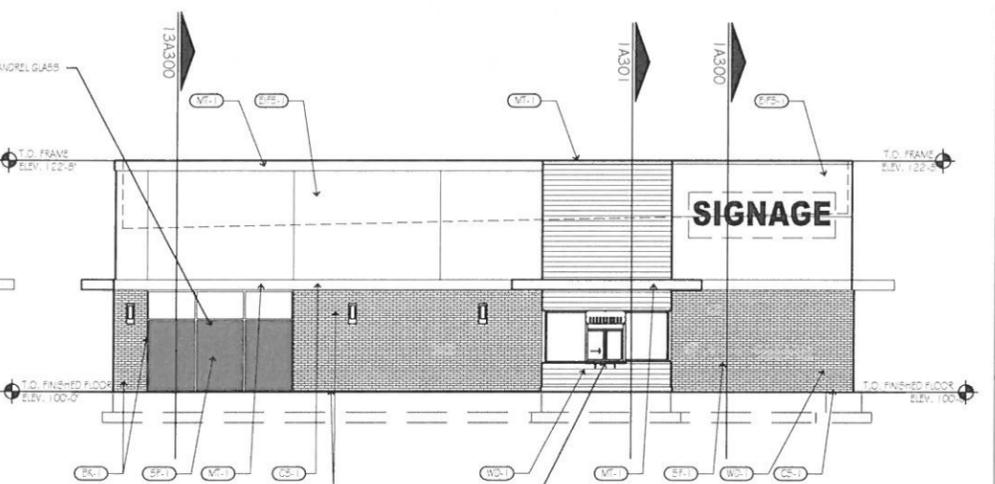


MONUMENT SIGN ⑥
SCALE: 1/4" = 1'

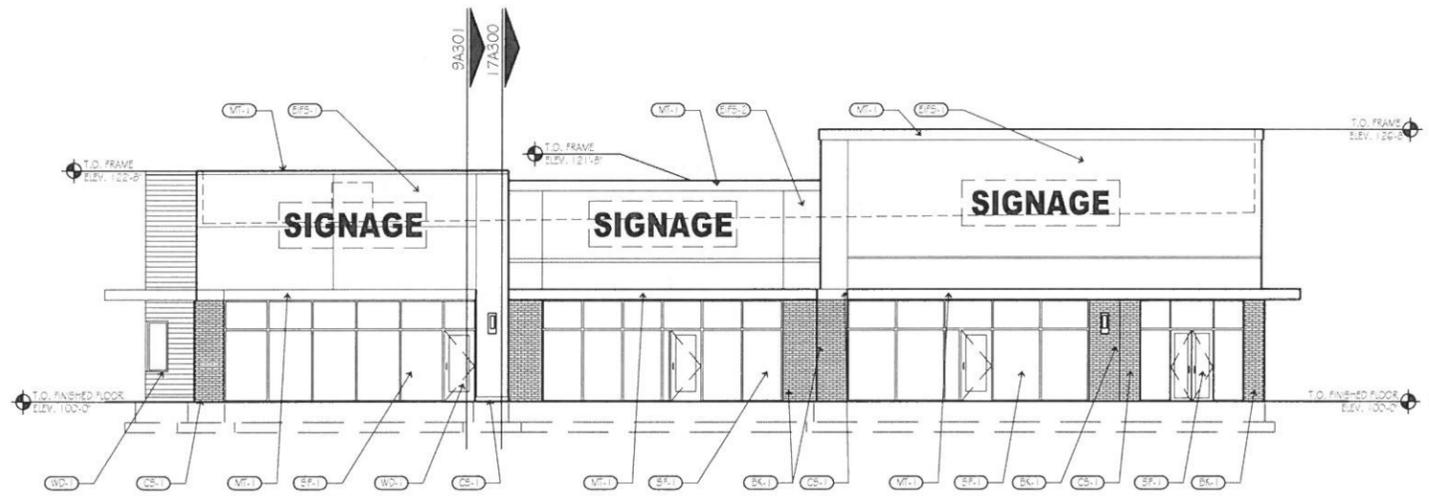
SYMBOL	FINISH	MANUFACTURER	PRODUCT
CS-1	CAST STONE	MIDWEST CAST STONE	23AC
EFS-1	EFS	DRYVIT	33 - DRYTWOOD
EFS-2	EFS	TBO	COLOR TO MATCH SW 7028 BACKDROP
VT-1	METAL	FIRESTONE	COLOR TO MATCH RAU7021 WATTE M7002B - FLAT BLACK POWDER COAT
BK-1	BRICK VENEER	MUTUAL MATERIALS	CASCADE SPICE PLANKING BOND, SAND & AMBER COLORED MORTAR
WD-1	ACODIA WOOD SIDING	RESAWN TIMBER CO.	WAD 545 (W 5400S PROFILE)
SF-1	STOREFRONT	KAWNEER	COLOR TO MATCH RAU7021 WATTE M7002B - FLAT BLACK ANODIZED



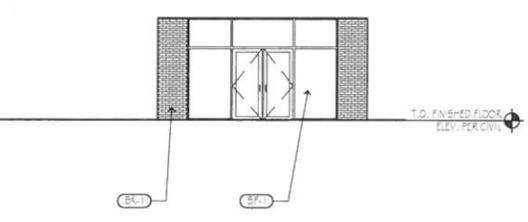
NORTH ELEVATION ④
SCALE: 1/8" = 1'



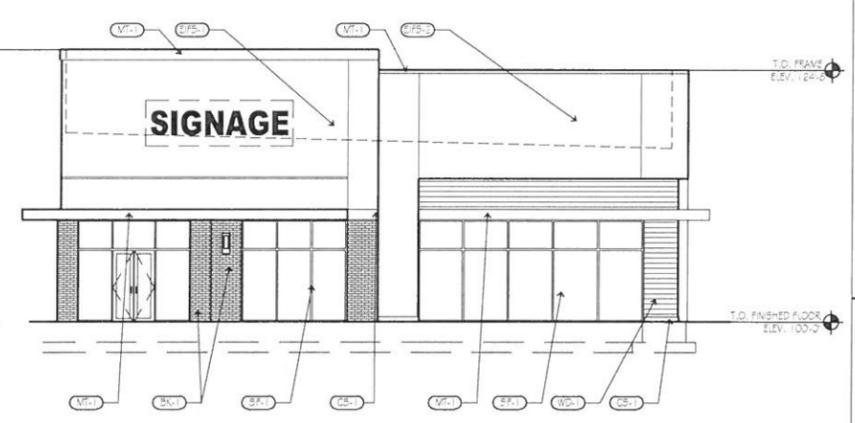
WEST ELEVATION ②
SCALE: 1/8" = 1'



SOUTH ELEVATION ⑤
SCALE: 1/8" = 1'

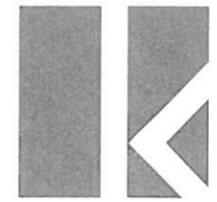


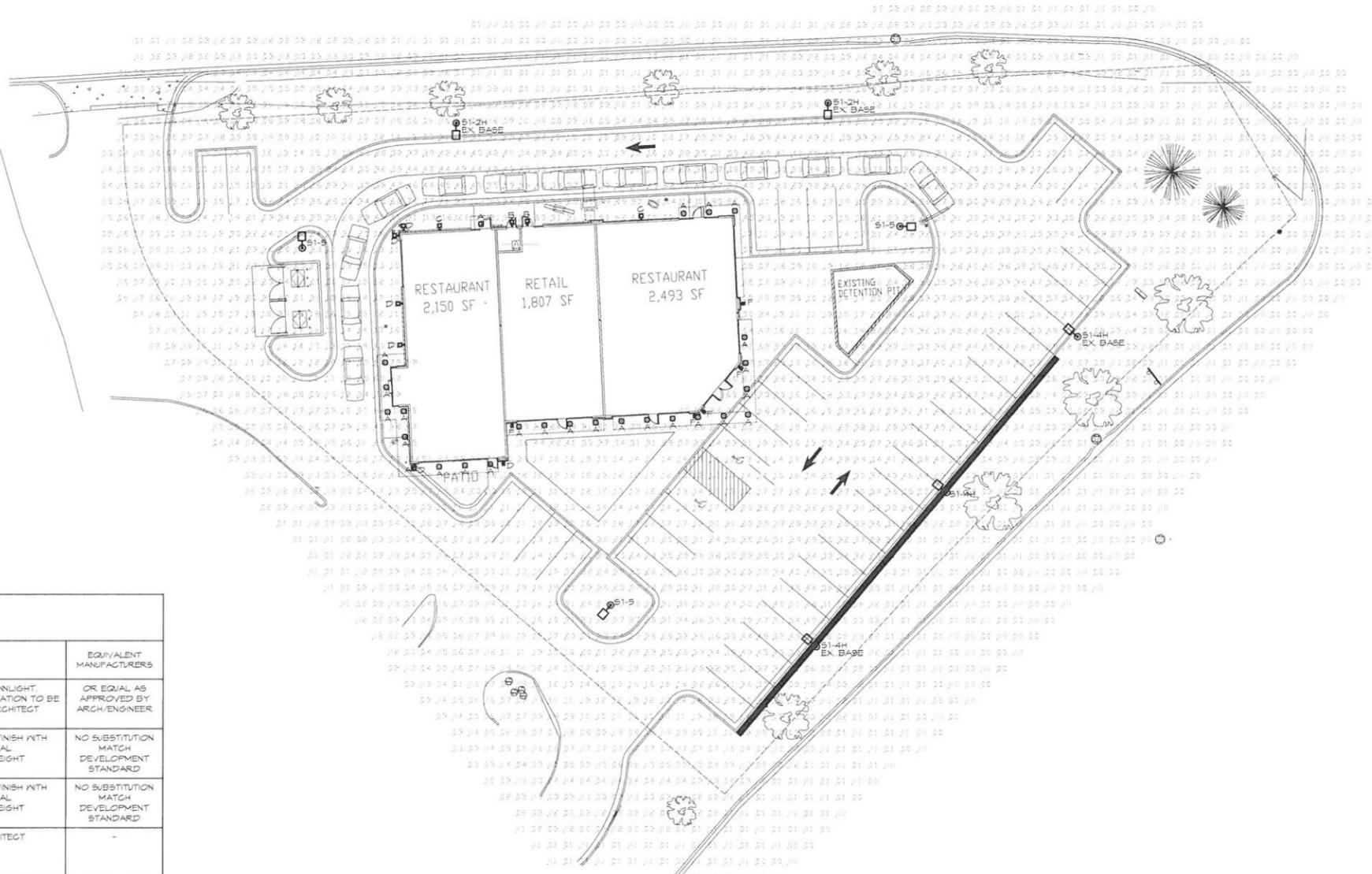
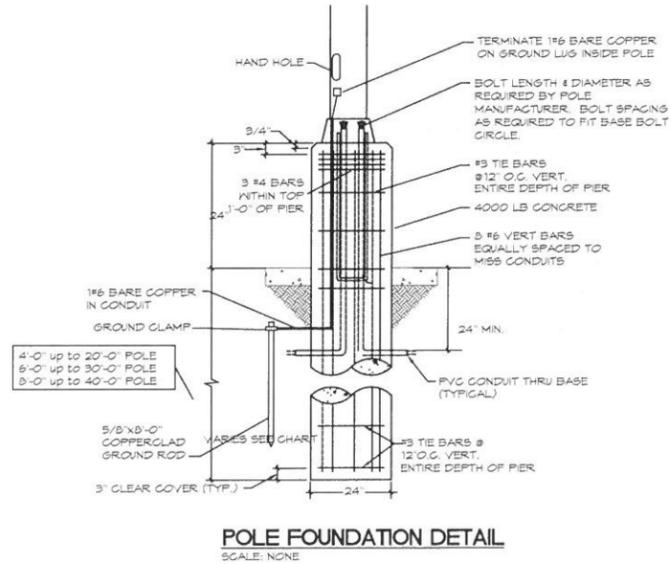
SOUTH-EAST ELEVATION ③
SCALE: 1/8" = 1'



EAST ELEVATION ①
SCALE: 1/8" = 1'

FDP
 FAIRWAY MULTI-TENANT BUILDING
 19132.001 | PLATFORM VENTURES





LIGHT FIXTURE SCHEDULE

MARK NO.	MANUFACTURER & CATALOG NUMBER	VOLTS	WATTS	SOURCE	DESCRIPTION	EQUIVALENT MANUFACTURERS
A	SIGNIFY STR-840-10-XX	120	14.2	LED 4000K 1000 LUMS	EXTERIOR LED SURFACE MOUNT DOWNLIGHT JUNCTION BOX AND FIXTURE INSTALLATION TO BE WATER TIGHT. VERIFY FINISH WITH ARCHITECT	OR EQUAL AS APPROVED BY ARCH/ENGINEER
B	RAB LIGHTING RFL10-4000K-X	120	10	LED 1200 LUM 4000K	LED WALL MOUNTED LIGHT. VERIFY FINISH WITH ARCHITECT. REFER TO ARCHITECTURAL ELEVATION FOR EXACT LOCATION/HEIGHT	NO SUBSTITUTION MATCH DEVELOPMENT STANDARD
C	KIM LIGHTING KDS-D-24L-30-4KT-2-UNV-XXX	120	30	LED 3000 LUM 4000K	LED WALL MOUNTED LIGHT. VERIFY FINISH WITH ARCHITECT. REFER TO ARCHITECTURAL ELEVATION FOR EXACT LOCATION/HEIGHT	NO SUBSTITUTION MATCH DEVELOPMENT STANDARD
D	DECORATIVE WALL MOUNTED FIXTURE	120	10	LED 4000K	FIXTURE SELECTED BY OWNER/ARCHITECT	-
F	DECORATIVE WALL MOUNTED FIXTURE	120	10	LED 4000K	FIXTURE SELECTED BY OWNER/ARCHITECT	-
S1-2H	KIM LIGHTING ALT1-20L-35-4KT-2-UNV-ASQ-BL-BG ON KRS20-4120-A-BL-BC4	120	95	LED 10,000LUM 4000K	POLE MOUNTED LED AREA LIGHT WITH FLAT GLASS LENS, HOUSE SIDE SHIELD, AND TYPE 2 DISTRIBUTION MOUNTED ON 20'x4' ROUND STEEL POLE WITH 2' HIGH CONCRETE BASE - SEE DETAIL THIS SHEET	TO MATCH DEVELOPMENT STANDARD
S1-4H	KIM LIGHTING ALT1-54L-120-4KT-4-UNV-ASQ-BL-BG ON KRS20-4120-A-BL-BC4	120	120	LED 15,000LUM 4000K	POLE MOUNTED LED AREA LIGHT WITH FLAT GLASS LENS, HOUSE SIDE SHIELD, AND TYPE 4 DISTRIBUTION MOUNTED ON 20'x4' ROUND STEEL POLE WITH 2' HIGH CONCRETE BASE - SEE DETAIL THIS SHEET	TO MATCH DEVELOPMENT STANDARD
S1-5A	KIM LIGHTING ALT1-54L-120-4KT-5A-UNV-ASQ-BL ON KRS20-4120-A-BL-BC4	120	120	LED 15,000LUM 4000K	POLE MOUNTED LED AREA LIGHT WITH FLAT GLASS LENS AND TYPE V DISTRIBUTION MOUNTED ON 20'x4' ROUND STEEL POLE WITH 2' HIGH CONCRETE BASE - SEE DETAIL THIS SHEET	TO MATCH DEVELOPMENT STANDARD

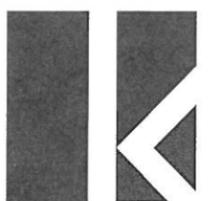
SITE PHOTOMETRIC PLAN
SCALE: 1" = 20'

STATISTICAL AREA SUMMARY

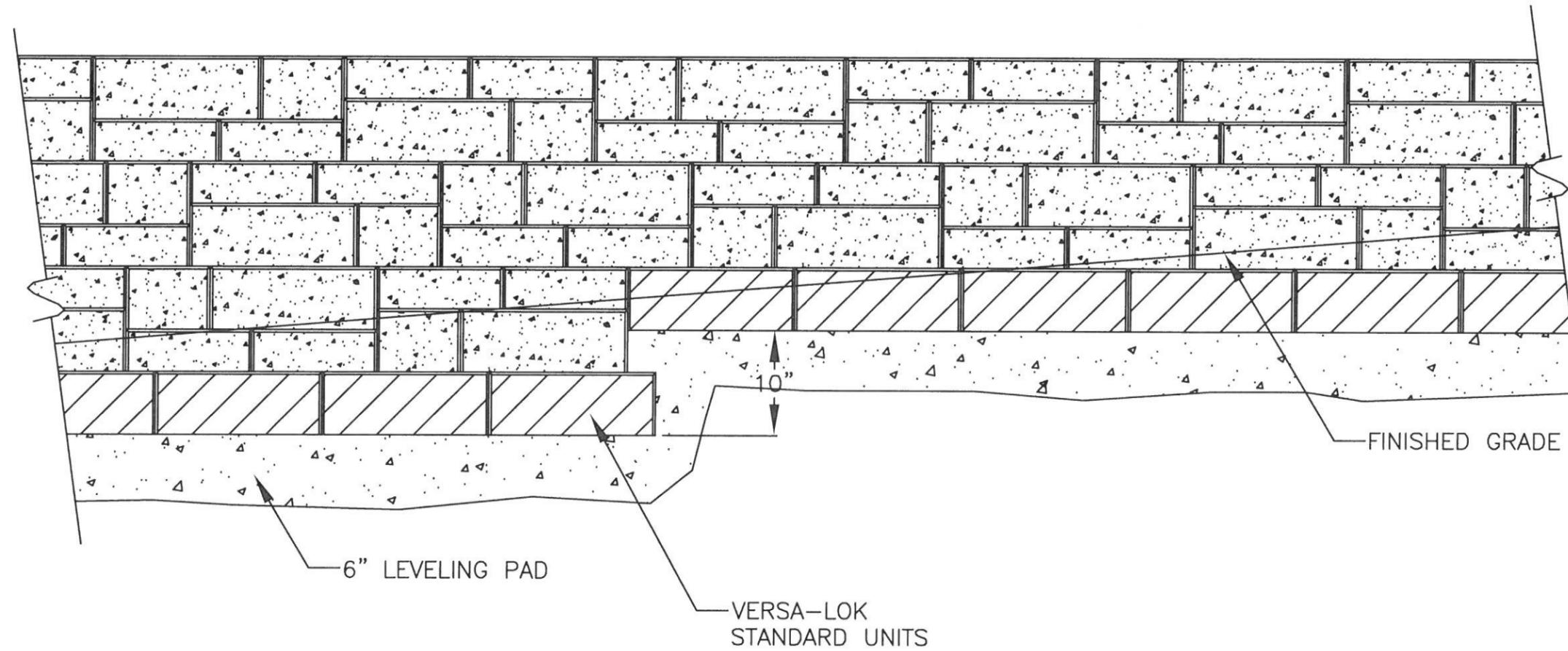
AREA	AVG FC	MAX FC	MIN FC	MAX/MIN	AVG/MIN
PAVED AREA (INSIDE PROPERTY LINE)	2.7	7.7	0.5	15.4	5.4

BC PROJECT #: 20708
KANSAS PE COA #E-359
This drawing has been prepared by the Engineer, or under his supervision. The drawing is provided as an instrument of service to the designee and is intended for use on the project only. Pursuant to the Professional Practice Act of the State of Kansas, the Engineer, or his representative, shall not be held liable for any errors or omissions in this drawing, or for any consequences arising therefrom, including the use of the drawing for any purpose other than that intended by the designee, or for any consequences arising therefrom, including the use of the drawing for any purpose other than that intended by the designee, or for any consequences arising therefrom, including the use of the drawing for any purpose other than that intended by the designee.

BC ENGINEERS INCORPORATED
5720 Reeder Shawnee, KS. 66203 (913)262-1772







NOTE:

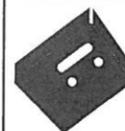
- LIMIT CHANGES IN BASE ELEVATION TO 10" PER STEP TO AVOID DIFFERENTIAL SETTLEMENT
- STEP AS NEEDED TO MINIMIZE BURIED UNITS AND MAINTAIN MINIMUM REQUIRED EMBEDMENT
- FOR EASE OF INSTALLATION, USE VERSA-LOK STANDARD UNITS FOR THE BASE COURSE

BASE STEPPING DETAIL

MOSAIC-10" STEP

SCALE: NONE

THESE PRELIMINARY DETAILS ARE INTENDED AS AN AID IN DESIGNING ATTRACTIVE, DURABLE RETAINING WALLS WITH VERSA-LOK UNITS. FINAL DETERMINATION OF THE SUITABILITY OF ANY INFORMATION OR MATERIAL FOR THE USE CONTEMPLATED, AND ITS MANNER OF USE, IS THE SOLE RESPONSIBILITY OF THE USER. A FINAL PROJECT SPECIFIC DESIGN SHOULD BE PREPARED BY A QUALIFIED, LICENSED, PROFESSIONAL ENGINEER.



VERSA-LOK[®]
Retaining Wall Systems

(800)770-4525 fax(651)770-4089
6348 Hwy36 Ste1, Oakdale, MN 55128 **Solid Solutions[™]**

VERSA-LOK MOSAIC DETAILS

BASE STEPPING DETAIL

SCALE: 3/4"=1'

DRAWN BY: PPS

CHECKED BY:

DATE: 10/2007

DWG. NO. base stepping

STORMWATER MANAGEMENT REPORT

FOR

Fairway Commercial Building

Project Location:
4200 Shawnee Mission Pkwy.
Fairway, KS 66205

BHC RHODES PROJECT # 028810

September 18, 2020

BHC RHODES
Civil Engineering • Surveying • Utilities



TABLE OF CONTENTS

1.0	INTRODUCTION.....	1
2.0	SITE CONDITIONS.....	1
3.0	STORMWATER MANAGEMENT.....	2
4.0	ADDITIONAL PERMITS.....	2
5.0	CONCLUSION.....	3

APPENDICES

Appendix A – Site Conditions

- A1. EXISTING DRAINAGE MAP
- A2. PROPOSED DRAINAGE MAP

Appendix B – Reference Documents

- B1. USDA WEB SOIL SURVEY
- B2. FEMA FIRMETTE

Appendix C – Analysis

- C1. MARC BMP MANUAL REQUIRED LEVEL OF SERVICE WORKSHEETS

1.0 INTRODUCTION

This stormwater management report is in support of a commercial redevelopment at 4200 Shawnee Mission Parkway in Fairway, KS. The 1.08-acre site has been developed for a couple of decades as a Stroud's restaurant. The overall development is named Fairway Corporate Center, it involves the surrounding office buildings around the site. A detention structure was built for the Stroud's restaurant that receives stormwater from the site. This stormwater management report will evaluate the ability of that detention structure and other site features to handle the current City of Fairway stormwater standards.

2.0 SITE CONDITIONS

Primary features of the existing site are a restaurant building, a parking lot, and a detention structure. The site sheet flows to the northeast corner, where some stormwater enters one curb inlet on the sputheast side of the detention structure, and the rest of the stormwater flows off site onto Shawnee Mission Parkway. The detention structure outlets through a pipe that flows under Shawnee Mission Parkway and enters the public stormwater system. Existing impervious surface takes up 69% (32,679 sf) of the site.

The existing storm system features an underground pipe system that directs stormwater to the existing detention structure and off site. The detention structure on site is currently receiving .18 acres of runoff. Due to the existing site's lack of curb and gutter, 0.47 acres flow off site to the North onto 55th street into an existing outlet. For the same reason, .44 acres drain Northeast off the site onto Shawnee Mission Parkway and Southeast to an existing swale and pipe. All stormwater in the system flows into Brush Creek on the east side of Brookridge Drive. The existing drainage map is shown in **Appendix A1**.

The proposed project is to demolish the existing building to construct a multi-tenant commercial space. There will also be site renovations near the building entrance to add sidewalks, drives, parking, and a patio area. The increase in impervious area would be 1277 sf. The stormwater caused by the increase in impervious area must be detained per the City of Fairway's stormwater standards.

To offset the increase in impervious area, a majority of the site will now be routed to the detention structure. The total area reaching the detention structure is now .58 acres. This is a 30% increase of the site that will be detained, and .40 acres more than existing. A conservative estimate of the storage capacity of the detention structure is 3,000 cf. The proposed site disturbance is 0.98 acres.

Drainage patterns will remain the same between the back of curb to the property line that flows into existing inlets along 55th street and Shawnee Mission Parkway. Runoff from the parking lot, sidewalks, and drives will be directed to a proposed curb inlet in the Northeast corner of the site that will pipe into the detention structure. Roof drains will be piped into the detention as well. The southwest corner of the site will runoff into an existing swale that enters the stormwater system underneath Shawnee Mission Parkway. All stormwater in the system flows into Brush Creek on the east side of Brookridge Drive. The proposed drainage map is shown in **Appendix A2**.

3.0 STORMWATER MANAGEMENT

3.1 MUNICIPAL REQUIREMENTS

Stormwater requirements in Fairway, KS, are regulated by the Johnson County Stormwater Management Plan. Johnson county follows the 2008 MARC BMP Manual for stormwater quality standards. Requirements for Level of Service for BMPs are provided by working through “Worksheet 1A: Required Level of Service – Developed Site.”

The APWA/MARC regulations require BMPs to be incorporated that limit creation of impervious surface, maintain or enhance on-site infiltration and peak flow control, and limit pollutant generation on and discharge from the site. BMPs must also be designed in accordance with generally accepted design practices and guidance contained in the MARC BMP Manual.

3.2 BEST MANAGEMENT PRACTICES

The BMP proposed for this project is the existing infiltration detention basin. As explained above in Site Conditions, the infiltration detention structure is treating an existing .18 acres of the site. The proposed design will direct .58 acres of the site to be treated by the basin. A conservative estimate of the storage capacity of the aggregate in the pervious concrete is about 3,000 cf. it covers an area of 375 sf. With walls from 8.5’ to 10’ above the infiltration layer. It has been requested by The City of Fairway to detain any increase of impervious runoff from the redevelopment of the site. The design is successful in detaining more than the 1277 sf of added impervious area.

The required level of service worksheets may be seen in **Appendix C1**. Due to a lack of design details of the existing basin, two scenarios are listed for the proposed BMP option packages. Option 1 refers to the infiltration detention structure as having a level of service of 9 to match an infiltration basin. This is due to the detention structure having layers of rock to filter the stormwater before entering the outlet pipe that flows underneath Shawnee Mission Parkway. To update the structure the rock filtration layer will be replaced to satisfy required specifications. Option 2 refers to the detention structure operating as a dry detention basin without vegetation. The level of service provided by the MARC BMP Manual is 4. Both options well exceed the total value rating required of the BMP package.

4.0 ADDITIONAL PERMITS

4.1 FLOODPLAIN

The subject property lies within Flood Zone “X” (unshaded) (Areas determined to be outside the 0.2% annual chance floodplain), as shown on the Johnson County, Kansas and Incorporated Areas Flood Insurance Rate Map (F.I.R.M). The map number is 20091C0024G, panel 24 of 161, and the map revision date is August 3rd, 2009. The FEMA Firmette is included in **Appendix B2**.

No floodplain related permits are required for this development.

4.2 KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT

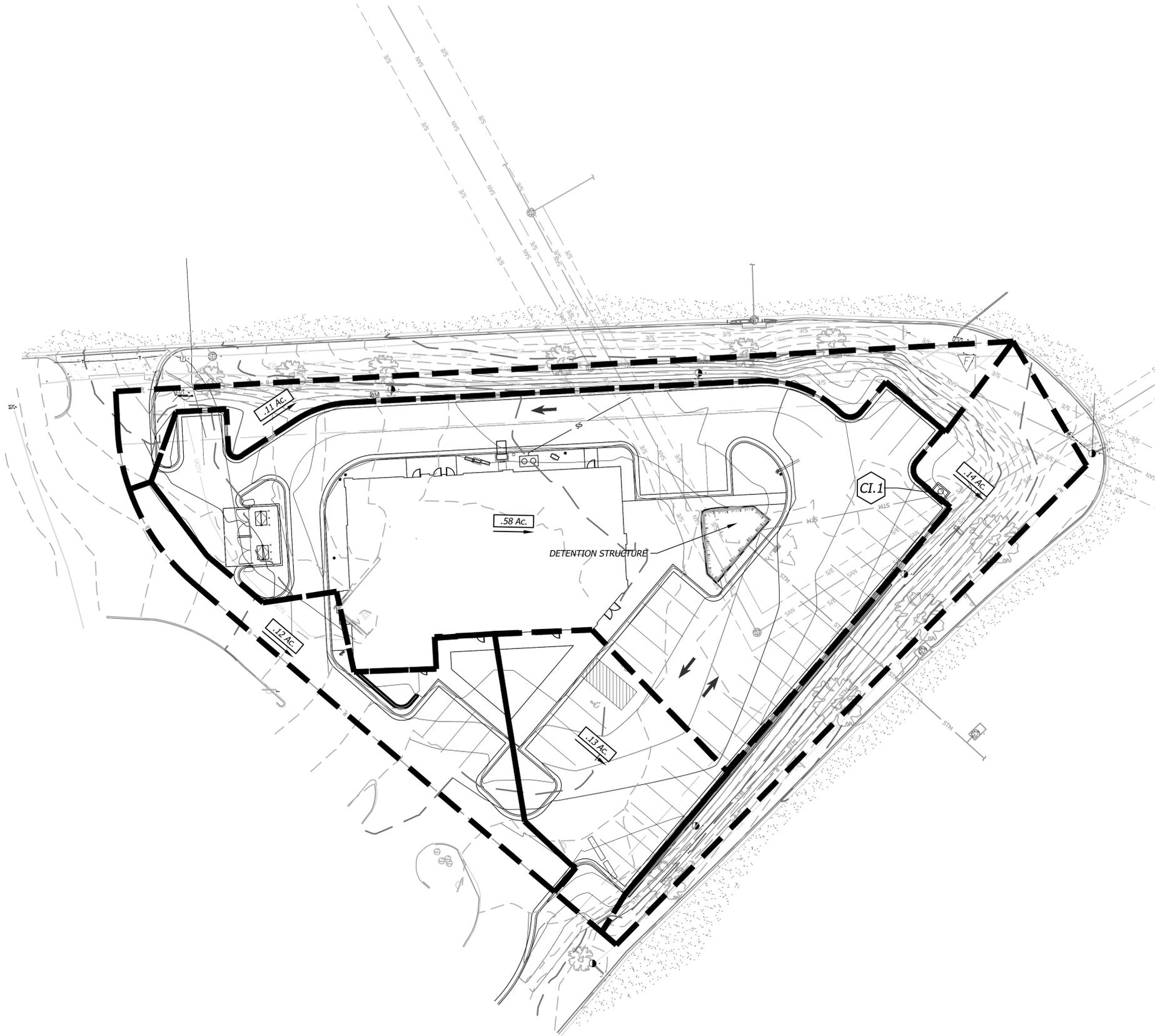
The area to be disturbed by the project does not exceed 1-acre. A Notice of Intent and a Stormwater Pollution Prevention Plan is not required to be prepared for this project.

5.0 CONCLUSION

The proposed improvements consist of redeveloping a 1.08-acre restaurant site to be a multi-tenant, commercial building including parking, drives, and sidewalks that utilizes the existing infiltration detention structure. Any increase in impervious surface is offset with stormwater detaining. The site disturbance includes 0.98 acres.

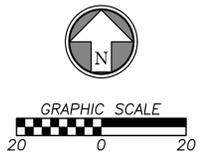
The stormwater measures required for the site are Best Management Practices (BMPs), as defined by the Johnson County Stormwater Management plan which follows the 2008 APWA MARC BMP Manual. The BMP proposed for this project is an infiltration detention structure.

Appendix A



DRAINAGE LEGEND

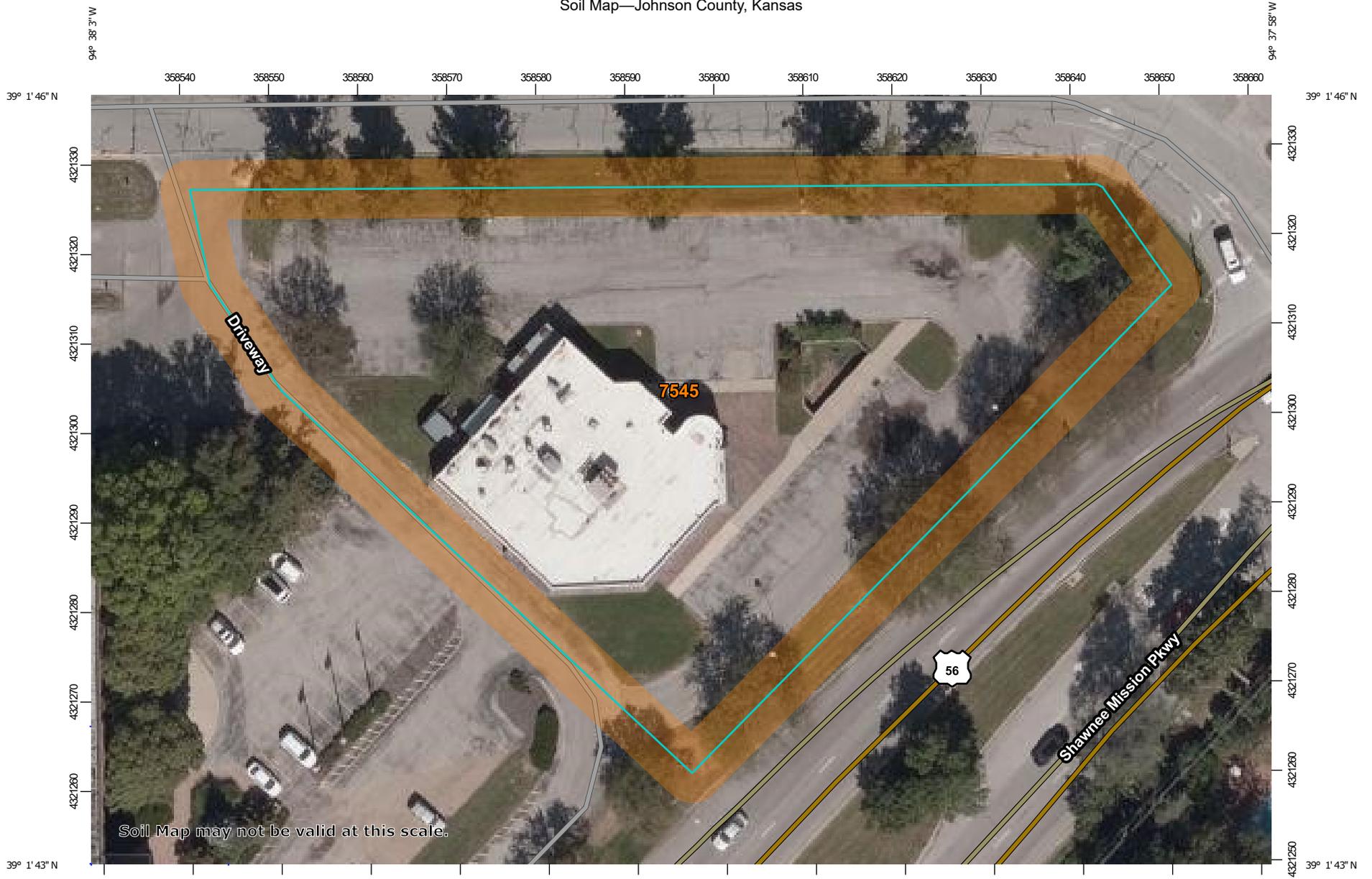
	DRAINAGE AREA BOUNDARY
	PROPOSED STRUCTURE IDENTIFIER
	DRAINAGE DIRECTION
	AREA/DIRECTION OF DRAINAGE BOUNDARY
	PROPOSED FINISH GRADE MAJOR CONTOUR
	PROPOSED FINISH GRADE MINOR CONTOUR
	EXISTING GRADE MAJOR CONTOUR
	EXISTING GRADE MINOR CONTOUR
	PROPOSED STORM SEWER LINE
	PROPOSED ROOF LINE DRAIN
	PROPERTY LINE



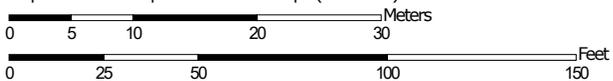
Proposed Drainage Areas Fairway Multi-Tenant Commercial Building 4200 Shawnee Mission Parkway Fairway, KS	Prepared For:
Design: _____ Checked: _____ Issue Date: 09/18/20 Project Number: 028810	Date: _____ By: _____ App: _____
A2	

Appendix B

Soil Map—Johnson County, Kansas



Map Scale: 1:606 if printed on A landscape (11" x 8.5") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 15N WGS84

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Johnson County, Kansas

Survey Area Data: Version 19, Jun 10, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 17, 2019—Sep 25, 2019

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
7545	Sharpsburg-Urban land complex, 4 to 8 percent slopes	1.0	100.0%
Totals for Area of Interest		1.0	100.0%

NOTES TO USERS

This map is for use in administering the National Flood Insurance Program. It does not necessarily identify all areas subject to flooding, particularly from local drainage sources of small size. The community map repository should be consulted for possible updated or additional flood hazard information.

To obtain more detailed information in areas where **Base Flood Elevations (BFEs)** and/or **floodways** have been determined, users are encouraged to consult the **Flood Profiles and Floodway Data** and/or **Summary of Stillwater Elevations** tables contained within the Flood Insurance Study (FIS) report that accompanies this FIRM. Users should be aware that BFEs shown on the FIRM represent rounded whole-foot elevations. These BFEs are intended for flood insurance rating purposes only and should not be used as the sole source of flood elevation information. Accordingly, flood elevation data presented in the FIS report should be utilized in conjunction with the FIRM for purposes of construction and/or floodplain management.

Boundaries of the **floodways** were computed at cross sections and interpolated between cross sections. The floodways were based on hydraulic considerations with regard to requirements of the National Flood Insurance Program. Floodway widths and other pertinent floodway data are provided in the Flood Insurance Study report for this jurisdiction.

Certain areas not in Special Flood Hazard Areas may be protected by **flood control structures**. Refer to Section 2.4 "Flood Protection Measures" of the Flood Insurance Study report for information on flood control structures in this jurisdiction.

The projection used in the preparation of this map was Kansas State Plane North Zone (FIPS zone 1501). The horizontal datum was NAD 83, GRS 80 spheroid. Differences in datum, spheroid, projection or State Plane zones used in the production of FIRMs for adjacent jurisdictions may result in slight positional differences in map features across jurisdiction boundaries. These differences do not affect the accuracy of this FIRM.

Flood elevations on this map are referenced to the North American Vertical Datum of 1988. These flood elevations must be compared to structure and ground elevations referenced to the same vertical datum. For information regarding conversion between the National Geodetic Vertical Datum of 1929 and the North American Vertical Datum of 1988, visit the National Geodetic Survey website at <http://www.ngs.noaa.gov> or contact the National Geodetic Survey at the following address:

Spatial Reference System Division
National Geodetic Survey, NOAA
Silver Spring Metro Center
1315 East-West Highway
Silver Spring, Maryland 20910
(301) 713-3191

To obtain current elevation, description, and/or location information about the **bench marks** shown on this map, please contact the Automated Information Mapping System (AIMS) at (913) 715-1600, or visit their website at <http://aims.jccogov.org/>.

Base map information shown on this FIRM was provided for Johnson County by Analytical Surveys, Inc. The vector data was derived from Aerial Photography, dated 1998-2000 and captured at a resolution of .5 feet.

This map reflects more detailed up-to-date **stream channel configurations** than those shown on the previous FIRM for this jurisdiction. The floodplains and floodways that were transferred from the previous FIRM may have been adjusted to conform to these new stream channel configurations. As a result, the Flood Profiles and Floodway Data tables in the Flood Insurance Study report (which contains authoritative hydraulic data) may reflect stream channel distances that differ from what is shown on this map.

Corporate limits shown on this map are based on the best data available at the time of publication. Because changes due to annexations or de-annexations may have occurred after this map was published, map users should contact appropriate community officials to verify current corporate limit locations.

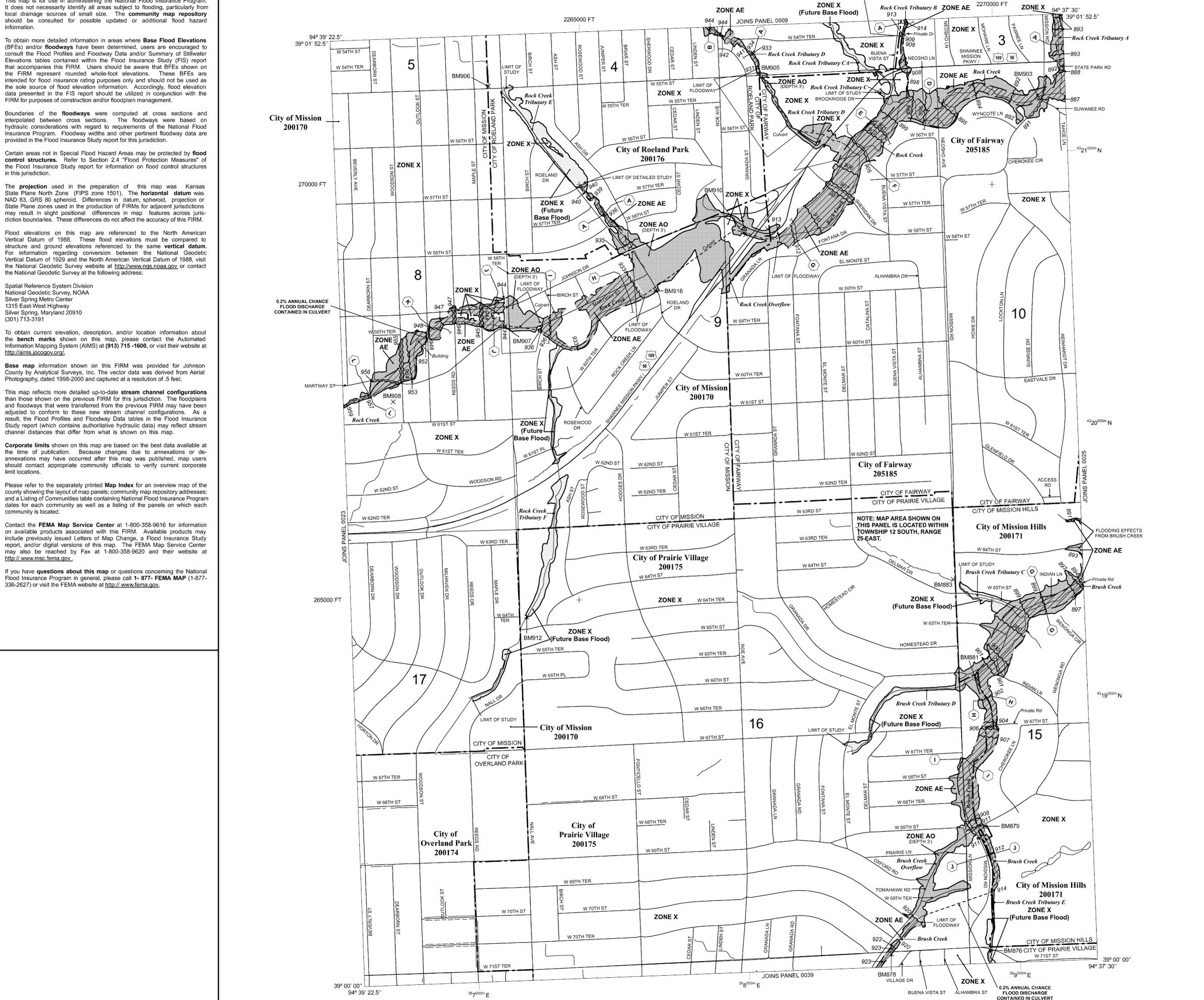
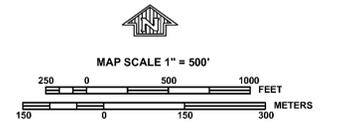
Please refer to the separately printed **Map Index** for an overview map of the county showing the layout of map panels; community map repository addresses; and a Listing of Communities table containing National Flood Insurance Program dates for each community as well as a listing of the panels on which each community is located.

Contact the **FEMA Map Service Center** at 1-800-358-9616 for information on available products associated with this FIRM. Available products may include previously issued Letters of Map Change, a Flood Insurance Study report, and/or digital versions of this map. The FEMA Map Service Center may also be reached by Fax at 1-800-358-9620 and their website at <http://www.msc.fema.gov/>.

If you have **questions about this map** or questions concerning the National Flood Insurance Program in general, please call 1-877-FEMA-MAP (1-877-336-2627) or visit the FEMA website at <http://www.fema.gov/>.

LEGEND

- SPECIAL FLOOD HAZARD AREAS (SFHAs) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD
- ZONE A** No Base Flood Elevations determined.
- ZONE AE** Base Flood Elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
- ZONE AO** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined. Special Flood Hazard Areas formerly protected from the 1% annual chance flood by a flood control system that was subsequently derelict. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
- ZONE AR** Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.
- ZONE A99** Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
- ZONE VE** Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
- FLOODWAY AREAS IN ZONE AE
- The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.
- OTHER FLOOD AREAS**
- ZONE X** Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.
- ZONE X (Future Base Flood)** Areas of 1% annual chance flood based on future conditions hydrology. No Base Flood Elevations determined.
- OTHER AREAS**
- ZONE X** Areas determined to be outside the 0.2% annual chance floodplain.
- ZONE D** Areas in which flood hazards are undetermined, but possible.
- COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS
- OTHERWISE PROTECTED AREAS (OPAs)
- CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.
- Floodplain Boundary
- Floodway Boundary
- Zone D boundary
- CBRS and OPA boundary
- Boundary dividing Special Flood Hazard Areas of different Base Flood Elevations, flood depths or flood velocities.
- Base Flood Elevation line and value; elevation in feet*
- Base Flood Elevation value where uniform within zone; elevation in feet*
- *Referenced to the North American Vertical Datum of 1988
- Cross section line
- Transect line
- 45° 02' 08", 93° 02' 12"
Geographic coordinates referenced to the North American Datum of 1983 (NAD 83) Western Hemisphere
- 4989000 FT
5000-foot grid ticks: Kansas State Plane coordinate system, north zone (FIPS Zone 1501), Transverse Mercator
- 1000-meter Universal Transverse Mercator grid values, zone 15
- DX5510 X
Bench mark (see explanation in Notes to Users section of this FIRM panel)
- *M1.5
River Mile
- MAP REPOSITORY
REFER TO LISTING OF MAP REPOSITORIES ON MAP INDEX
- EFFECTIVE DATE OF COUNTYWIDE FLOOD INSURANCE RATE MAP
SEPTEMBER 27, 1991
- EFFECTIVE DATE(S) OF REVISION(S) TO THIS PANEL
OCTOBER 18, 1995
JULY 17, 1997
JUNE 17, 2002
- August 3, 2009 - to change the Base Flood Elevations, Special Flood Hazard Areas, floodway and zone designations; to add Base Flood Elevations, Special Flood Hazard Areas, floodway, roads and road names; to reflect updated topographic information; to incorporate previously issued Letters of Map Revision and to update corporate limits.
- For community map revision history prior to countywide mapping, refer to the Community Map History table located in the Flood Insurance Study report for this jurisdiction.
- To determine if flood insurance is available in this community contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.



NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0024G

FIRM
FLOOD INSURANCE RATE MAP

JOHNSON COUNTY, KANSAS AND INCORPORATED AREAS

PANEL 24 OF 161

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
FAIRWAY, CITY OF	205185	0024	G
MISSION HILLS, CITY OF	200171	0024	G
MISSION, CITY OF	200170	0024	G
OVERLAND PARK, CITY OF	200174	0024	G
PRAIRIE VILLAGE, CITY OF	200175	0024	G
ROELAND PARK, CITY OF	200176	0024	G

Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.

MAP NUMBER
20091C0024G

MAP REVISED
AUGUST 3, 2009

Federal Emergency Management Agency

Appendix C

WORKSHEET 1A: REQUIRED LEVEL OF SERVICE - DEVELOPED SITE

Project: _____ By: _____ Date: _____

Location: _____ Checked: _____ Date: _____

1. Required Treatment Area

A. Total Area Disturbed by Redevelopment Activity (ac.)

Disturbed Area Description	Acres
Demolition of existing building/parking. Construction of new building, parking, etc.	.99
"1A" Total:	.99

B. Existing Impervious Area Inside Disturbed Area (ac.)

Existing Impervious Area Description	Acres
Building, sidewalks, parking & drives	.71
"1B" Total:	.71

C. Required Treatment Area (ac.)

"1A" Total Less "1B" Total "1C"

2. Percent Impervious in Postdevelopment Condition and Level of Service (LS)

A. Total Postdevelopment Impervious Area Inside Disturbed Area (ac.)

Postdevelopment Impervious Area Description	Acres
Building, sidewalks, parking & drives	.75
"2A" Total:	.75

B. Existing Impervious Area Inside Disturbed Area (ac.)

"1B" Total:

C. Net Increase in Impervious Area (ac.)

"2A" Total Less "1B" Total "2C"

D. Percent Impervious

Net Increase in Impervious Area / Required Treatment Area
 "2C"/"1C" x 100 (Round to Integer)

E. Level of Service

Use Percent Impervious to Enter Table XX **LS =**

3. Minimum Required Total Value Rating of BMP Package

Total Value Rating = LS x Required Treatment Area **VR =**

WORKSHEET 2: DEVELOP MITIGATION PACKAGE(S) THAT MEET THE REQUIRED LS

Project:

By:

Date:

Location:

Checked:

Date:

Sheet of

1. Required LS (New Development, Wksht 1) or Total VR (Redevelopment, Wksht 1A): 1.148

Note: Various BMPs may alter CN of proposed development, and LS; recalculate both if applicable.

2. Proposed BMP Option Package No. 1

Cover/BMP Description	Treatment Area	VR from Table 4.4 or 4.6 ¹	Product of VR x Area
Internal Site runoff to infiltration basin	.58	9	5.22
Total²:		Total:	5.22
		*Weighted VR:	 = total product/total a

¹ VR calculated for final BMP only in Treatment Train.

² Total treatment area cannot exceed 100 percent of the actual site area.

* Blank In Redevelopment

Meets required LS (Yes/No)? YES (If No, or if additional options are being tested, proceed below.)

3. Proposed BMP Option Package No. 2

Cover/BMP Description	Treatment Area	VR from Table 4.4 or 4.6 ¹	Product of VR x Area
Internal Site runoff to dry detention basin	.58	4.0	2.32
Total²:		Total:	2.32
		*Weighted VR:	 = total product/total a

¹ VR calculated for final BMP only in Treatment Train.

² Total treatment area cannot exceed 100 percent of the actual site area.

* Blank In Redevelopment

Meets required LS (Yes/No)? YES (If No, or if additional options are being tested, move to next sheet.)

SCOPE OF SERVICES

Olsson shall provide the following services (Scope of Services) to the Client for a traffic memorandum for a proposed redevelopment located in the northwest quadrant of Shawnee Mission Parkway and 55th Street in Fairway, Kansas. A memorandum presenting a comparison of trip generation has been submitted. The scope presented below is provided based on requests from City staff for additional analysis.

The proposed redevelopment is an existing sit-down restaurant (vacant) to proposed restaurant and retail uses.

Phase 100 – Traffic Impact Analysis Memorandum

Task 101 –Traffic Counts

Turning movement traffic volume counts will be referenced from a study prepared by the Kansas Department of Transportation (KDOT) for US-56 and 55th/Brookridge/Buena Vista dated August 30th, 2017. Historical counts will be reviewed to determine an appropriate traffic growth rate for the corridor. The determined growth rate will be applied to the 2017 counts to develop year 2021 and year 2026 volumes. Year 2021 represents the build year of the proposed development. Year 2026 volumes represent a 5-year after build scenario. It is anticipated that the growth rate will be applied to traffic along US-56 only. Due to the built-out condition of property in the vicinity of the study intersections, it is not anticipated that significant growth to side street traffic has occurred.

Task 102 - Trip Generation and Distribution

Trip generation will be conducted for the existing restaurant as well as for the proposed uses. A traffic impact study for the previous use is not available. Thus daily, AM peak hour, and PM peak hour trips for the existing and proposed uses will be calculated based on the latest edition of the Institute of Transportation Engineering (ITE) Trip Generation Manual. Trip generation will consider pass-by trips.

Trip distribution will be conducted for the site. Distribution of trips will be based on existing gravity, characteristics of the proposed development, and engineering judgement.

Task 103 – Signal Warrant Analysis

Signal warrant analysis will be conducted following guidance provided in the Manual on Uniform Traffic Control Devices (MUTCD). Signal warrant analysis will be conducted for the study intersections separately, consistent with the results presented in the KDOT study. At a minimum, signal warrant analysis will be conducted based on peak hour data. Other warrants will be reviewed if relevant and feasible based on the data available. Signal warrant analysis will be conducted for years 2021 and 2026.

Task 104 – Capacity Analysis

Olsson will conduct capacity and queuing analysis for the typical weekday AM and PM peak hours for the following two scenarios:

- Year 2021 plus Development
- Year 2026 plus Development (5-year growth. Through lane volumes will be grown using historical data.)

Capacity analysis will be conducted for the intersections of US-56 with 55th Street and Buena Vista Street/Brookridge Drive. Capacity analysis will consider the existing geometrics and traffic control of the study intersections.

Task 105 – Memorandum

Olsson will prepare a traffic memorandum documenting the net trip impact of the redevelopment. The memorandum will include a description of the existing site as well as the proposed redevelopment plan (site location, land use and access). The memorandum will summarize the results of signal warrant analysis and capacity analysis.

Exclusions:

- Does not include crash or speed analysis.
- Does not include recommended improvements if operations for each scenario in Task 104 is poor. Memorandum will provide a summary of expected operations.
- This analysis will consider the study intersections represented in the scope of services. Analysis of the US-56 corridor will not be provided.

September 25, 2020

VIA EMAIL

Kim Young
City Clerk
City of Fairway
5240 Belinder
Fairway, KS, 66205

RE: 4220 Shawnee Mission Parkway – Traffic Memo

Kim,

This letter is to provide further insight into the attached traffic memo to add clarification to the numbers presented in the report.

- *The attached traffic memo outlines the additional trips that will be generated by the proposed building on site. While these numbers at first seem daunting it is important to understand several things regarding the traffic around this site and previous studies done for the US-56 corridor for Shawnee Mission Parkway.*
- *The study indicates that the anticipated number of trips for this site will be a total of 2,437 over a 24 hour period, which includes 1 trip for someone entering the site (1,219 trips) and 1 trip for someone leaving the site (1,218 trips), which from the existing building on site is a difference of 1,811 trips total broken down into 906 trips to enter the site and 905 trips exiting the site.*
 - *The important thing to keep in mind regarding this is the percentage of these trips are considered “pass by trips” or trips to the site that are composed of already existing traffic along Shawnee Mission Parkway or 55th street.*
 - *The coffee shop use anticipates that 89% of the trips to the site come from traffic that is already present, resulting in only 11% new trips (194 total trips over a 24 hour period) being from users that are coming to this site directly for the coffee shop use.*
 - *The retail space (which is calculated as a shopping center per the most current trip generation handbook) anticipates that 26% of the trips to the site come from traffic that is already present, resulting in 74% new trips (291 total trips over a 24 hour period) being from users that are coming to this site directly for the retail use.*
 - *The restaurant space anticipates that 43% of the trips to the site come from traffic that is already present, resulting in 57% new trips (160 total trips over a 24 hour period) being from users that are coming to this site directly for the restaurant use.*
- *If you combine these numbers into the two categories of traffic that already exists around this site or “pass by” trips and only factor in the actual new trips that will most likely be generated by these uses, you can see that we are only adding in 645 full trips daily, which breaks down into 323 trips entering, and 325 trips leaving the site, which averaged over a 24 hour period is 27 total cars entering and leaving the site every hour in addition to the traffic which is already present on Shawnee Mission Parkway.*



- *There was a previous study done on August 30th, 2017 along the Shawnee Mission corridor (US-56 and 55th street) This previous study has also been attached to this application as it notes several important things regarding this site intersection. To summarize the study, it concludes that the intersection of 55th street and Shawnee Mission Parkway did not warrant a signal at the time of the study. And that the next intersection to the north at Buena Vista Dr. did not warrant a signal at the time of the study either. KDOT concluded that you cannot consider signalization of 55th street without considering the adjacent intersection due to the close spacing of the two being so close in proximity. Signalizing the intersection would cause a large back up of traffic along Shawnee Mission Parkway and adjacent streets.*
- *This report also notes that there were only 4 reported crashes at the intersection of US-56 and 55th street for the 5 year time frame, or .7 crashes per 10 million entering vehicles which is far below the statewide average of 10 crashes per 10 million vehicles and below the critical rate of 12.67 crashes per 10 million vehicles.*
- *Most importantly, KDOT, on page 6 of this summary, recommended NOT signalizing the intersections due to the negative impact on the US-56 corridor.*

This concludes our response to your comments. Please feel free to give us a call should you have any additional questions or concerns.



Henry C. Klover
President

CC: Brian Douglas, Max Hoffmeier
Attachments: Traffic Memo
Client project #:
Klover project #: 19132.001

MEMO



	Overnight
	Regular Mail
	Hand Delivery
x	Other: <u>E-mail</u>

TO:	Kim Young, City of Fairway
FROM:	Tom Fulton, Vice President Shannon Jeffries, PE, PTOE
RE:	Shawnee Mission Parkway and 55 th Street Redevelopment Trip Generation Comparison
DATE:	September 24 th , 2020
PROJECT #:	020-2672

This memorandum provides a comparison of expected trip generation for an existing site located in the northwest quadrant of Shawnee Mission Parkway and 55th Street in Fairway, Kansas. One building is currently located within the area proposed for redevelopment. The building previously operated as a sit-down restaurant (currently closed). The existing building is proposed to be demolished and reconstructed, with the site supporting a coffee shop with drive-through window, retail store, and a sit-down restaurant. This memorandum compares the number of trips expected to be generated by the existing and proposed land uses for this site.

No other buildings within the existing site are proposed to be modified with this redevelopment plan. Access to the public roadway network (55th Street and Shawnee Mission Parkway) is not expected to change. Internally to the site, circulation may change slightly as a proposed drive through lane is accommodated. The proposed site plan is attached to this memorandum.

A study is not available for the existing site; thus, trip generation was conducted for the existing and proposed land uses. Trip generation for the existing and proposed uses was conducted using the ITE *Trip Generation Manual* (10th Edition). The land use that most resembles the existing site is *High-Turnover (Sit-Down) Restaurant (LU 932)*. The land uses that most resembles the proposed site is *High-Turnover (Sit-Down) Restaurant (LU 932)*, *Shopping Center (LU 820)*, and *Coffee/Donut Shop with Drive-Through (LU 937)*.

Table 1 illustrates the land use comparison between the existing and proposed sites.

Table 1: Land Use Comparison

Land Use	Existing Site	Proposed Site Plan
High-Turnover (Sit-Down) Restaurant	5,573 SF	2,493 SF
Shopping Center	-	1,807 SF
Coffee/Donut Shop with Drive-Through	-	2,150 SF



The most relevant land use provided in the Trip Generation Manual for the retail space is land use 820 (shopping center). The proposed retail space is under 2,000 square feet; within the manual the shopping center land use has data points corresponding with a lower square footage. Both an average rate and a fitted curve equation is available for the land use, however, the fitted curve equation generates a high number of trips during the AM peak hour period (expected to exceed 150 trips during the AM peak hour period) which represents almost half of the total daily trips expected for the retail site. Considering the square footage of the building, data points provided in the manual, and evaluating the number of trips expected to be generated daily, AM and PM, trip generation was conducted using the average rate for the AM peak hour period for the shopping center use. This results in a lower number of trips for the retail portion of the development but is expected to more closely represent trips for the proposed site.

Table 2 illustrates the existing and proposed land use expected trip generation for daily, AM, and PM peak hour periods and compares the difference for each.

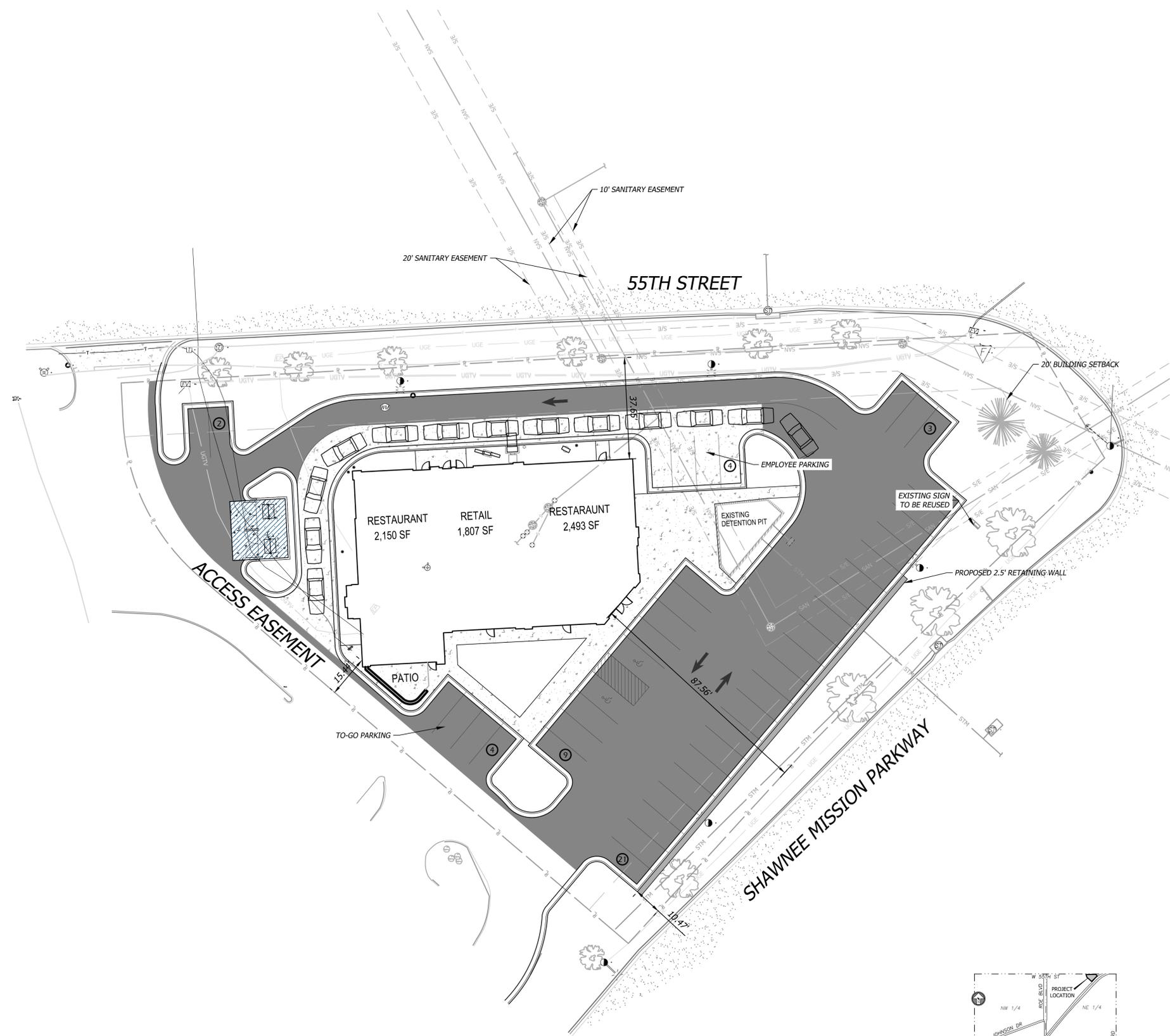
Table 2: Daily and Peak Hour Trip Generation Comparison

Daily Comparison				AM Peak Hour Comparison				PM Peak Hour Comparison			
Existing Site Plan				Existing Site Plan				Existing Site Plan			
	Enter	Exit	Total		Enter	Exit	Total		Enter	Exit	Total
Total	313	313	626	Total	31	25	56	Total	34	21	55
Proposed Site Plan				Proposed Site Plan				Proposed Site Plan			
	Enter	Exit	Total		Enter	Exit	Total		Enter	Exit	Total
Total	1,219	1,218	2,437	Total	112	106	218	Total	75	70	145
Difference				Difference				Difference			
Total	906	905	1,811	Total	81	81	162	Total	41	49	90

Referencing **Table 2**, the proposed land use is expected to generate approximately 1,811 more trips during a typical weekday, 162 more AM peak hour trips, and 90 more trips during the PM peak hour when compared to the existing land use. Trip generation calculations are attached to this memorandum. Trip generation characteristics including internal capture or pass-by trips were not considered for the purposes of this memorandum.

We hope that we have provided adequate information for your request. If you have additional questions, please contact us at 913.381.1170.

Jul 31, 2020 - 9:43am Plotted By: trevor.spichal V:\028810 - Fairway, Commercial Building\04-DWG\Eng\Sheet\SUP\028810-SPTS-SITE-GENL.dwg Layout: Site Plan



SITE DATA	
SITE	
SITE AREA:	1.08 AC 47,327 SF
IMPERVIOUS AREA:	30,547 SF (64.5%)
EXISTING IMPERVIOUS AREA:	34,073 SF
BUILDING	
BUILDING AREA:	6,500 SF (13.7%)
PARKING	
PARKING PROVIDED:	43 STANDARD 2 HANDICAP (1 VAN)
PARKING REQUIRED:	
TOTAL RESTAURANT & RETAIL:	43
RESTAURANT (1/3 SEATS AND 111 SEATS):	37
RETAIL (1/350 GROSS SF. AND 1,807 SF):	6
ADA STALLS:	2
(BASED ON 43 PARKING STALLS)	

ZONING

B-2 (BUSINESS OFFICE)

SURVEYOR OF RECORD

BHC RHODES
712 STATE AVE.
KANSAS CITY, KANSAS 66101
P (913) 663-1900
F (913) 663-1633
CONTACT: JOE MCLAUGHLIN
EMAIL: JOE.MCLAUGHLIN@IBHC.COM

CIVIL ENGINEER

BHC RHODES
7101 COLLEGE BOULEVARD, SUITE 400
OVERLAND PARK, KANSAS 66210
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F (913) 663-1633
CONTACT: WILLIAM BUCK P.E.
EMAIL: WILLIAM.BUCK@IBHC.COM

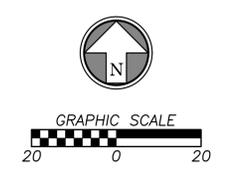
OWNER/DEVELOPER

MARINER REAL ESTATE MANAGEMENT LLC
4220 SHAWNEE MISSION PKWY APT. 200 B
FAIRWAY, KS 66205
CONTACT: BRIAN DOUGLAS
PHONE: (816) 285-3872

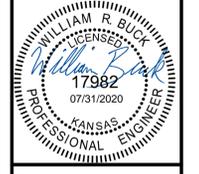
SITE LEGEND	
	PROPOSED BUILDING
	MEDIUM DUTY ASPHALT PAVEMENT
	MEDIUM DUTY PCC PAVEMENT
	CONCRETE SIDEWALK
	CONCRETE PAD
	RETAINING WALL
	PARKING STALL COUNT



SECTION MAP
SECTION 9-T125-R25E
(NOT TO SCALE)



Rev.	Date	Description	By	App.



BHC RHODES
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BHC RHODES is a member of Hangerman & Company, P.A.

Prepared For:
CITY OF FAIRWAY
5240 BELINDER AVE.
FAIRWAY, KS 66205
KIM YOUNG
KYOUNG@FAIRWAYKANSAS.ORG

PRELIMINARY SITE PLAN
4200 SHAWNEE MISSION PKWY
FAIRWAY, KS 66205

Design: TMS | Drawn: TMS
Checked: WB
Issue Date: 07/31/20
Project Number: 028810

C1.0

Trip Generation A - Existing Site Plan

Daily Trip Generation

ITE Code/Page	Land Use	Size	Trip Gen. Avg. Rate/Eq.	Daily Trips	Trip Distribution		Daily Trips		
					Enter	Exit	Enter	Exit	
932	High-Turnover (Sit-Down) Restaurant	5,573	Sq. Ft.	Average	626	50%	50%	313	313
Total					626			313	313

AM Peak Hour Trip Generation

ITE Code/Page	Land Use	Size	Trip Gen. Avg. Rate/Eq.	AM Peak Hour Trips	Trip Distribution		AM Peak Hour Trips		
					Enter	Exit	Enter	Exit	
932	High-Turnover (Sit-Down) Restaurant	5,573	Sq. Ft.	Average	56	55%	45%	31	25
Total					56			31	25

PM Peak Hour Trip Generation

ITE Code/Page	Land Use	Size	Trip Gen. Avg. Rate/Eq.	PM Peak Hour Trips	Trip Distribution		PM Peak Hour Trips		
					Enter	Exit	Enter	Exit	
932	High-Turnover (Sit-Down) Restaurant	5,573	Sq. Ft.	Average	55	62%	38%	34	21
Total					55			34	21

Trip Generation B - Proposed Site Plan

Daily Trip Generation

ITE Code/Page	Land Use	Size		Trip Gen. Avg. Rate/Eq.	Daily Trips	Trip Distribution		Daily Trips	
						Enter	Exit	Enter	Exit
937	Coffee/Donut Shop with Drive-Through	2,150	Sq. Ft.	Average	1,764	50%	50%	882	882
820	Shopping Center	1,807	Sq. Ft.	Equation	393	50%	50%	197	196
932	High-Turnover (Sit-Down) Restaurant	2,493	Sq. Ft.	Average	280	50%	50%	140	140
Total					2,437			1,219	1,218

AM Peak Hour Trip Generation

ITE Code/Page	Land Use	Size		Trip Gen. Avg. Rate/Eq.	AM Peak Hour Trips	Trip Distribution		AM Peak Hour Trips	
						Enter	Exit	Enter	Exit
934	Coffee/Donut Shop with Drive-Through	2,150	Sq. Ft.	Average	191	51%	49%	97	94
820	Shopping Center	1,807	Sq. Ft.	Average	2	62%	38%	1	1
932	High-Turnover (Sit-Down) Restaurant	2,493	Sq. Ft.	Average	25	55%	45%	14	11
Total					218			112	106

PM Peak Hour Trip Generation

ITE Code/Page	Land Use	Size		Trip Gen. Avg. Rate/Eq.	PM Peak Hour Trips	Trip Distribution		PM Peak Hour Trips	
						Enter	Exit	Enter	Exit
937	Coffee/Donut Shop with Drive-Through	2,150	Sq. Ft.	Average	93	50%	50%	47	46
820	Shopping Center	1,807	Sq. Ft.	Equation	28	48%	52%	13	15
932	High-Turnover (Sit-Down) Restaurant	2,493	Sq. Ft.	Average	24	62%	38%	15	9
Total					145			75	70

MEMO



DATE: August 30, 2017

TO: Hugh Bogle, P.E.
District One Engineer (Topeka)

FROM: David J. Northup, P.E. DJN
Traffic Engineering Unit

RE: US-56 & 55th / Brookridge / Buena Vista
City of Fairway
City of Roeland Park
Johnson County

SUB: FINAL Traffic Investigation

Attached is a FINAL traffic investigation for US-56 & 55th / Brookridge / Buena Vista Cities of Fairway and Roeland Park in Johnson County. Please provide the results to concerned parties. If you have any questions, please contact me at (785) 296-1167.

Attachment

c: Joshua Welge, P.E. - Acting Metro South Engineer (Olathe)
Jaci Vogel, P.E. - District Maintenance Engineer
Brian D. Gower, P.E. - State Traffic Engineer
Carla P. Anderson, P.E. - Senior Traffic Engineer

TRAFFIC INVESTIGATION

FINAL

August 30, 2017

US-56 & 55th / Brookridge / Buena Vista

City of Fairway

City of Roeland Park

Johnson County

**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRANSPORTATION SAFETY AND TECHNOLOGY**

Background

KDOT has received inquiries from private citizens, by way of local governments, to review the speed limit postings along US-56 Highway between Hadley Street in City of Merriam and Brookridge Drive in the City of Fairway.

KDOT has also received an inquiry from a private citizen, by way of local government, to review the feasibility of a traffic signal installation at the intersection of US-56 Highway with 55th Street / Brookridge Drive / Buena Vista Drive. The northwest quadrant of this intersection area is in the City of Roeland Park. The other three quadrants of this intersection are in the City of Fairway.

Roadway Characteristics

US-56 / Shawnee Mission Parkway is a 4-lane urban arterial. Throughout the study area, US-56 travels through the Cities of Merriam, Overland Park, Mission, and Fairway. US-56 also touches the southern edge of Roeland Park at the 55th Street / Buena Vista Drive intersection. US-56 has a median throughout this stretch that provides full shadow for left turn lanes. The median changes from raised, to painted, to grass at various locations along this route.

The junction of US-56 with 55th Street / Brookridge Drive / Buena Vista Drive essentially creates a 5-legged intersection. The separation between 55th Street and Buena Vista Drive is short, and traffic flows between the various side streets. Evaluation is simplified when this is considered to be one 5-legged intersection.

US-56 Highway is on the southwest and east legs of the intersection. 55th Street is on the west leg of the intersection. Brookridge Drive is on the south leg of the intersection. Buena Vista Drive is on the north leg of the intersection. Reference is made to a picture of this location at the end of this report.

Crash Analysis

Crash history was reviewed for the timeframe from January 1, 2011 through December 31, 2015.

There were 4 reported crashes at the intersection of US-56 & 55th Street for the 5-year timeframe. The calculated crash rate was 0.70 crashes per ten million entering vehicles (tmev). This is below the statewide average of 10 crashes per tmev at urban intersections. This is also below the critical rate of 12.67 crashes per tmev. There was one right-angle crash, 1 rear-end crash, one rear-end crash resulting from the lead vehicle avoiding a right-angle crash, and a fixed object crash.

There were 8 reported crashes at the intersection of US-56 & Brookridge Drive / Buena Vista Street for the 5-year timeframe. The calculated crash rate was 1.39 crashes per ten million entering vehicles (tmev). This is below the statewide average of 10 crashes per tmev at urban intersections. This is also below the critical rate of 12.67 crashes per tmev. There were three sideswipe crashes, 1 rear-end crash, two right-angle crashes, a right-angle crash, one fixed object crash resulting a maneuver to avoid a side-swipe crash, and a fixed object crash.

Reference is made to crash diagrams at the end of the chapter for additional details.

Speed Data

Speed data was collected at six locations along US-56 Highway. Results of this data collection is given in the table below and at the end of this report.

LOCATION	DATE	PERCENTAGE IN PACE	MEDIAN OF PACE (MPH)	85TH PERCENTILE (MPH)	EXISTING POSTED SPEED (MPH)	RECOMMENDED POSTED SPEED (MPH)
US-56 @ Hadley Street	7/30/2017	88.1	40	43.8	45	Leave as is
US-56 @ Glenwood Avenue	7/20/2017	67.3	46	50.9	45	Leave as is
US-56 @ Hodges Drive	7/20/2017	82.8	47	50.1	45	Leave as is
US-56 @ Roe Avenue	7/20/2017	73.3	46	50.1	45	Leave as is
US-56 @ Sheridan Drive	7/20/2017	74.8	43	46.8	45	Leave as is
US-56 @ 55th Street	7/20/2017	92.1	36	38.5	35	Leave as is

As can be seen, data does not support making any changes to speed limit postings.

Traffic Signal Warrant Analysis

Traffic Signal Warrant Analysis was completed as if there were two separate intersections. This allowed for independent analysis of 55th Street versus Brookridge Drive / Buena Vista Drive. The results are given in the tables below as well as at the end of this report.

US-56 & 55th Street						
WARRANT ANALYSIS RESULTS						
----	Warrant #1 Condition A (8 Hrs. Req.)	Warrant #1 Condition B (8 Hrs. Req.)	Warrant #1 Cond. A & B (8 Hrs. Req.)	Warrant #2 (4 Hrs. Req.)	Warrant #3 (1 Hr. Req.)	Warrant #7 Cond. A or B (8 Hrs. Req.)
Warrant Satisfied	No	No	No	No	No	No
Hours Met	0	3	0 10	2	0	0 10

US-56 & Brookridge Drive / Buena Vista Drive						
WARRANT ANALYSIS RESULTS						
----	Warrant #1 Condition A (8 Hrs. Req.)	Warrant #1 Condition B (8 Hrs. Req.)	Warrant #1 Cond. A & B (8 Hrs. Req.)	Warrant #2 (4 Hrs. Req.)	Warrant #3 (1 Hr. Req.)	Warrant #7 Cond. A or B (8 Hrs. Req.)
Warrant Satisfied	No	Yes	No	Yes	Yes	No
Hours Met	1	10	1 14	9	4	1 14

For traffic signalization purposes, it is difficult to consider signalization at 55th Street without considering signalization at Brookridge Drive / Buena Vista Drive at the same time, or vice versa. Traffic queues from one location would block the other intersection, making it virtually impossible for the non-signalized location to operate successfully or safely.

SYNCHRO Analysis

SYNCHRO Analysis was undertaken to better understand the impacts of signalization. While data was being collected, it was noted that – during the morning peak period – the queue for eastbound traffic from the Mission Road traffic signal backed to through the 55th Street / Brookridge Drive / Buena Vista intersection, but not through it.

Traffic Investigation
US-56 Highway @ 55th / Brookridge / Buena Vista
City of Fairway
Johnson County
Page 5

(FINAL)

The table below summarizes some of the findings of the SYNCHRO Analysis. Actual SYNCHRO printouts are provided at the end of this report. The SYNCHRO analysis was performed for the afternoon peak period, since those volumes are higher and the operation would likely be worse than the morning peak period.

Phasing Options	Intersection LOS	EB/WB LOS	NB/SB LOS	55th St LOS	Notation
Left turn Phasing on US-56	C	C / C	A / F	E	*
No left turn phasing on US-56	C	B / C	A / F	E	*
Left turns prohibited from US-56	B	A / B	A / E	E	na

*The notation about the queue from the upstream signal indicates that the WB queue is quite long. As a result, it would be necessary to synchronize a possible future traffic signal at 55th / Brookridge / Buena Vista with the existing traffic signal at Mission Road.

Currently, Mid America Regional Council's (MARC) Operation Green Light (OGL) Committee manages traffic flow along the US-56 corridor. Due to the large distance between the traffic signal at Roeland Drive and the one at Mission Road, it is not possible to keep platoons together. So, OGL has one synchronization plan for the signals from I-35 to Roeland Drive and a separate synchronization plan for the signals from Mission Road to State Line Road. A copy of OGL's published report for the traffic signals from I-35 to Roeland Drive is provided at the end of this report.

Commentary on Signalization

Traffic volumes along US-56 are quite heavy, either at or beyond capacity. It is speculated that not much is required for breakdown of traffic flow to occur on a routine basis along the eastern stretches of US-56. The SYNCHRO analysis does not easily reveal the consequences of signalizing the 55th Street / Brookridge Drive / Buena Vista Drive intersection.

The first option for signalization includes left turn phasing for the EB and WB movements along US-56. The existing left turn pockets are minimal in length, so it will be important to clear them in order to keep the through lanes open. The given intersectional Level of Service (LOS) is deceiving, as many of the movements are LOS E or F. SYNCHRO does indicate a significant issue with WB traffic backing up through the Mission Road location.

The second option for signalization allows left turning movements from EB and WB US-56, but does not provide left turn phasing. Although operations improve, the analysis does not indicate whether the lack of left turn phasing – while coupled with the short left-turn storage – would be problematic. Once again, the given LOS is deceiving, as many of the movements are LOS E or F. SYNCHRO does indicate a moderate issue

The third options for signalization prohibits left turning movements from US-56, eliminates the left turn pockets from US-56, and forces a 6-lane section onto US-56 (with 10-foot wide lanes) through this intersection. Although the given intersectional LOS appears good, the consequences for local traffic are unknown. Steady enforcement of the left turn prohibition would be necessary to assure that capacity is not lost at the intersection due to left turning violators.

It appears that the only viable option for signalizing the 55th Street / Brookridge Drive / Buena Vista Drive intersection is the 3rd option. It is doubtful that this option is feasible due to the impact on local traffic. Therefore, it is not a recommended solution.

If signalization is pursued, OGL will need to operate the signal to assure traffic breakdown does not occur along the corridor. More extensive study would be required to model various options and determine the negative impacts of signalization and evaluate whether those negative impacts would be tolerable to motorists who utilize this corridor.

Recommendations

- Recommend not changing any speed postings, due to data documentation.
- Recommend not signalizing the 55th Street / Brookridge Drive / Buena Vista Drive intersection due to perceived negative impact on the US-56 corridor.
- A consultant, who has extensive modeling experience, should be hired to complete a more in-depth study to develop options which may be feasible to improve capacity and safety.

US-56 from Buena Vista to Mission

Write a description for your map.

Legend

- Einstein Bros Bagels
- Fairway City Hall
- Fairway Eye Center
- Feature 1
- Feature 2
- Geraldine M. Compton, MSW
- Rock Creek Crockery
- SMP & Mission
- Stroud's Restaurants



W. 55th Street

CONTRIBUTING FACTORS	
ROAD SURFACE COND.	LIGHT COND.
1. Dry	1. Daylight
2. Wet	2. Dawn/Dusk
3. Water Const.	3. Dark, LTG.
4. Snow/Ice	4. Dark, NO LTG.
5. Slippery	5. Unknown
6. Unknown	

ACCIDENT SUMMARY	
No. Of Accidents: 4	STUDY PERIOD 2011 - 2015
Fatal: 0	
Personal Injury: 0	
Property Damage: 4	
Injury Record: 0	
Fatalities: 0	
Personal Injuries: 0	

04/11/2013 (22:58) Dry (Dark w/ lights) M

04/22/2013 (08:15) Dry (Daylight) J

02/05/2015 (07:35) Icy (Daylight) A
Too fast for conditions.

05/06/2011 (15:18) Dry (Daylight) V1-C, V2-N
Vx was a non-contact vehicle.
V2 stopped to avoid Vx.

US-56 Highway
Shawnee Mission Parkway

US-56 Highway
Shawnee Mission Pkwy

ADT = 31,500

ACCIDENT RATE	
(# Acc.)(10 ⁷)	0.70
(365)(Yrs.)(ADT)	12.67
Critical Rate:	

LEGEND	
Fatality	→ ● Uninvolved Vehicle
Personal Injury	→ ○ Vehicle
Property Damage	→ □ Pedestrian
Fixed Object	→ ◇

Case #	Date (Time)	Road Cond.	Light Cond.	Action

CRASHES PER YEAR
2011 - 1
2012 - 0
2013 - 2
2014 - 0
2015 - 1

COLLISION DIAGRAM
KANSAS DEPT. OF TRANSPORTATION
BUREAU OF TRANSPORTATION SAFETY
& TECHNOLOGY

Intersection at
US-56 & W. 55th Street
Fairway / Roeland Park

COUNTY: Johnson DATE: 05/26/2016
COMPLETED BY: DJN

DRIVER ACTION	
A. Illegal or Unsafe Speed	O. Improper Lane Change
B. Impeding Traffic	P. III or Med. Condit.
C. Following Too Close	Q. Brakes Failed
D. Improper Overtaking	R. Alcohol Related
E. Improper Turn	S. Unknown Reason
F. Improper Start, Stop, Park	T. Hit & Run
G. Traf. Control Viol'n. Lights	U. Vision Obstructed by Other Vehicles and/or Sun
H. Traf. Control Viol'n. Signs	
J. Fail to Yield R/W	
K. Drove Left of Center	
L. No or Improper Signal	
M. Careless- Inattention	
N. Avoid Vehicle, Object, Ped.	

ACCIDENT SUMMARY

No. Of Accidents: 8
 Fatal: 0
 Personal Injury: 3
 Property Damage: 5

STUDY PERIOD
 2011 - 2015

Injury Record: 3
 Fatalities: 0
 Personal Injuries: 3



CRASHES PER YEAR

2011 - 3
 2012 - 0
 2013 - 0
 2014 - 4
 2015 - 1

Buena Vista Street

CONTRIBUTING FACTORS

ROAD SURFACE COND.

1. Dry
2. Wet
3. Water Const.
4. Snow/Ice
5. Slippery
6. Unknown

LIGHT COND.

1. Daylight
2. Dawn/Dusk
3. Dark, LTG.
4. Dark, NO LTG.
5. Unknown

US-56 Highway
Shawnee Mission Parkway

US-56 Highway
Shawnee Mission Pkwy

11/01/15 (????) Dry (Daylight) M

07/17/2014 (11:45) Dry (Daylight) J, M
 V2 was a motorcycle.
 D2 did not have a license.
 V1 made a crossing maneuver from 55th Street.

01/10/2014 (11:28) Wet (Daylight) J, M

01/24/2011 (09:00) Dry (Daylight) J, M

12/02/2011 (14:00) Dry (Daylight) P

06/03/2014 (11:50) Dry (Daylight) M

01/02/2014 (12:15) Dry (Daylight) D, M

01/03/2014 (08:15) Dry (Daylight) D (V1)
 Phantom V1 caused V2 to perform an avoidance maneuver, resulting in hitting a tree.

ADT = 31,500

ACCIDENT RATE

(# Acc.)(10⁷) 1.39
 (365)(Yrs.)(ADT)
 Critical Rate: 12.67

LEGEND

- | | | | |
|-----------------|----|------------|----|
| Fatality | →● | Uninvolved | → |
| Personal Injury | →○ | Vehicle | → |
| Property Damage | →□ | Pedestrian | →◇ |
| Fixed Object | →■ | | |

Case # Date (Time) Road Cond. Light Cond. Action

Brookridge Drive

COLLISION DIAGRAM
 KANSAS DEPT. OF TRANSPORTATION
 BUREAU OF TRANSPORTATION SAFETY
 & TECHNOLOGY

Intersection at
 US-56 & Buena Vista & Brookridge
 Fairway / Roeland Park

COUNTY: Johnson DATE: 05/26/2016
 COMPLETED BY: DJN

DRIVER ACTION

- | | |
|---------------------------------|---|
| A. Illegal or Unsafe Speed | O. Improper Lane Change |
| B. Impeding Traffic | P. III or Med. Condit. |
| C. Following Too Close | Q. Brakes Failed |
| D. Improper Overtaking | R. Alcohol Related |
| E. Improper Turn | S. Unknown Reason |
| F. Improper Start, Stop, Park | T. Hit & Run |
| G. Traf. Control Viol'n. Lights | U. Vision Obstructed by Other Vehicles and/or Sun |
| H. Traf. Control Viol'n. Signs | |
| J. Fail to Yield R/W | |
| K. Drove Left of Center | |
| L. No or Improper Signal | |
| M. Careless- Inattention | |
| N. Avoid Vehicle, Object, Ped. | |

SPEED STUDY

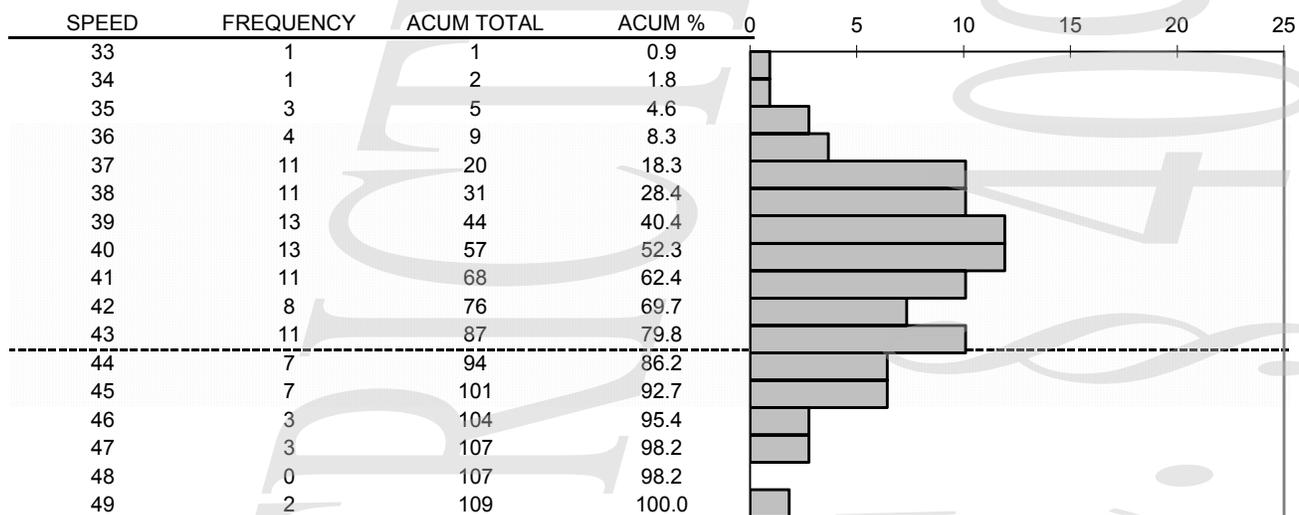
**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRAFFIC ENGINEERING**

CITY: Overland Park
OBSERVER: JC
DATE: July 20, 2017

COUNTY: Johnson
SPEED LIMIT: 45 mph
DIRECTION: Westbound/Eastbound

LOCATION: US-56 @ Hadley St.
TIME START: 11:13 AM
TIME END: 11:19 AM

PERCENTAGE BREAKDOWN



AVERAGE SPEED = 40.6
50th PERCENTILE = 39.8
85th PERCENTILE = 43.8
90th PERCENTILE = 44.6
95th PERCENTILE = 45.9

PACE = 36 - 45
VEHICLES IN PACE = 96
% IN PACE = 88.1
% BELOW PACE = 4.6
% ABOVE PACE = 7.3

SAMPLE VARIANCE = 10.9590554
STANDARD DEVIATION = 3.3104464
RANGE 1*S = 71.55963
RANGE 2*S = 97.24771
RANGE 3*S = 100.

SPEED STUDY

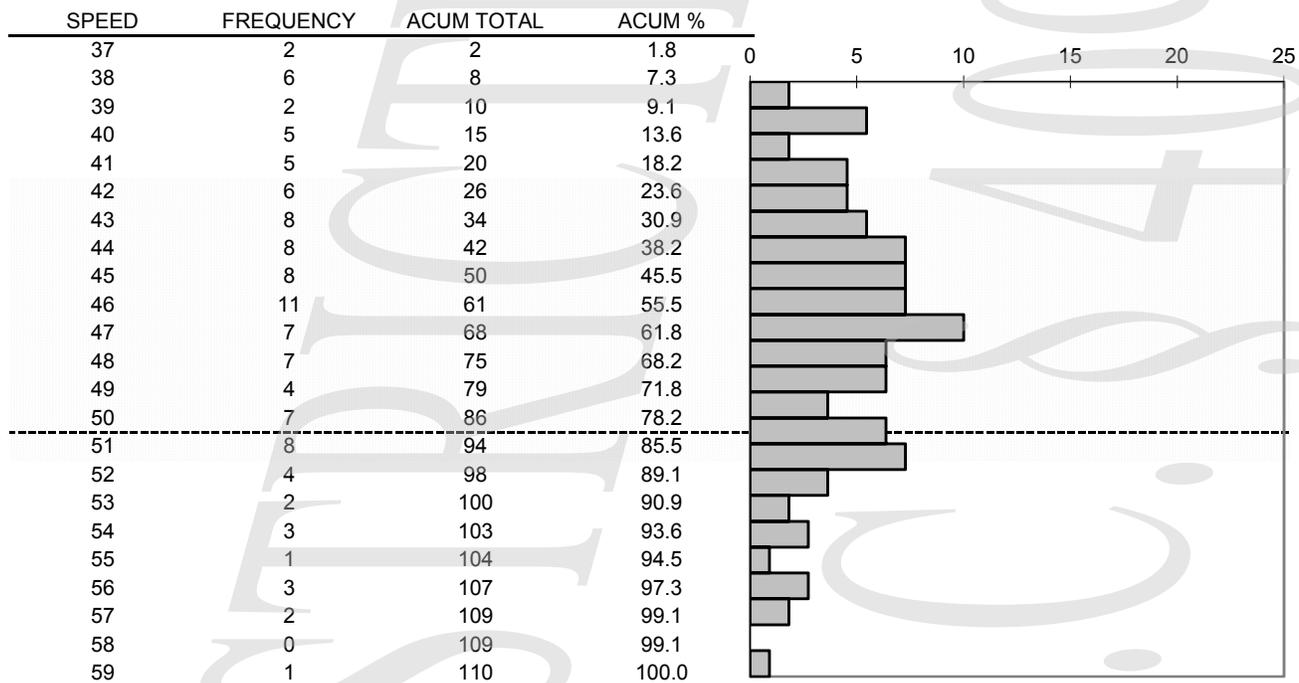
**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRAFFIC ENGINEERING**

CITY: Mission
OBSERVER: JC
DATE: July 20, 2017

COUNTY: Johnson
SPEED LIMIT: 45 mph
DIRECTION: Westbound/Eastbound

LOCATION: US-56 @ Glenwood Ave.
TIME START: 10:58 AM
TIME END: 11:05 AM

PERCENTAGE BREAKDOWN



AVERAGE SPEED = 46.3
50th PERCENTILE = 45.5
85th PERCENTILE = 50.9
90th PERCENTILE = 52.5
95th PERCENTILE = 55.2

PACE = 42 - 51
VEHICLES IN PACE = 74
% IN PACE = 67.3
% BELOW PACE = 18.2
% ABOVE PACE = 14.5

SAMPLE VARIANCE = 25.3010842
STANDARD DEVIATION = 5.0300183
RANGE 1*S = 71.81818
RANGE 2*S = 97.27273
RANGE 3*S = 100.

SPEED STUDY

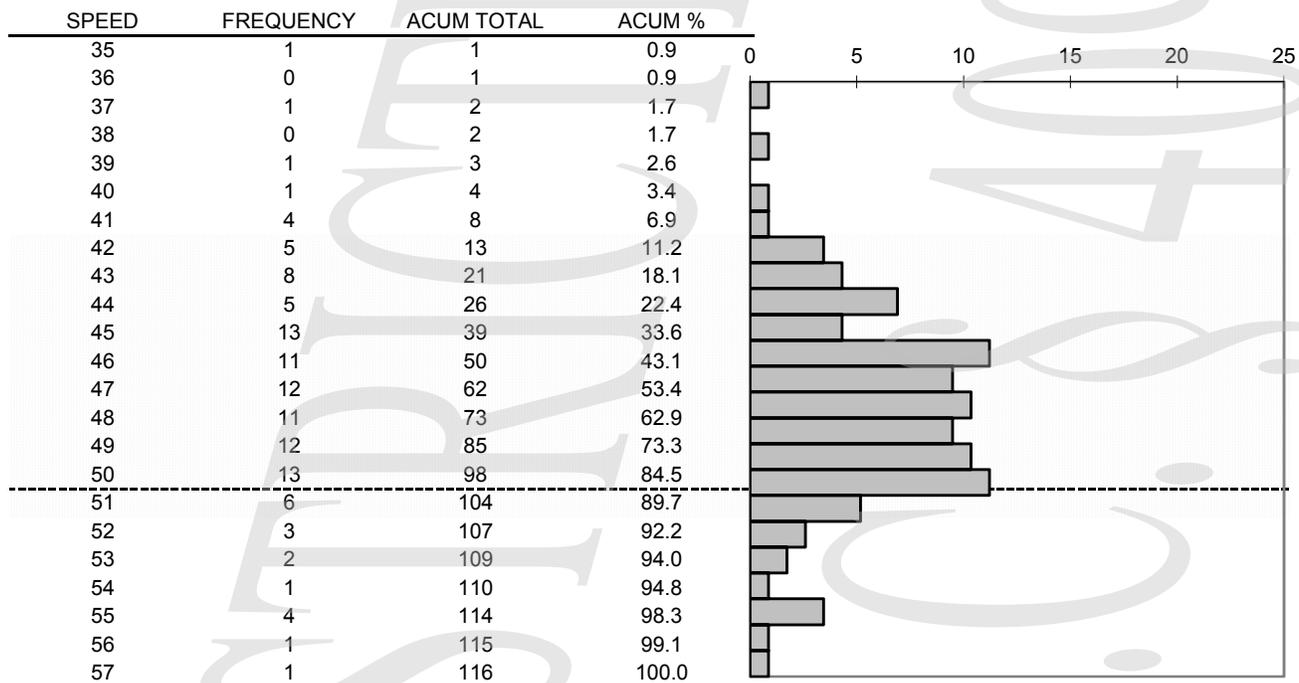
**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRAFFIC ENGINEERING**

CITY: Mission
OBSERVER: JC
DATE: July 20, 2017

COUNTY: Johnson
SPEED LIMIT: 45 mph
DIRECTION: Westbound/Eastbound

LOCATION: US-56 @ Hodges Dr.
TIME START: 10:37 AM
TIME END: 10:44 AM

PERCENTAGE BREAKDOWN



AVERAGE SPEED = 47.1
50th PERCENTILE = 46.7
85th PERCENTILE = 50.1
90th PERCENTILE = 51.1
95th PERCENTILE = 54.1

PACE = 42 - 51
VEHICLES IN PACE = 96
% IN PACE = 82.8
% BELOW PACE = 6.9
% ABOVE PACE = 10.3

SAMPLE VARIANCE = 15.3525487
STANDARD DEVIATION = 3.9182329
RANGE 1*S = 78.44828
RANGE 2*S = 93.10345
RANGE 3*S = 100.

SPEED STUDY

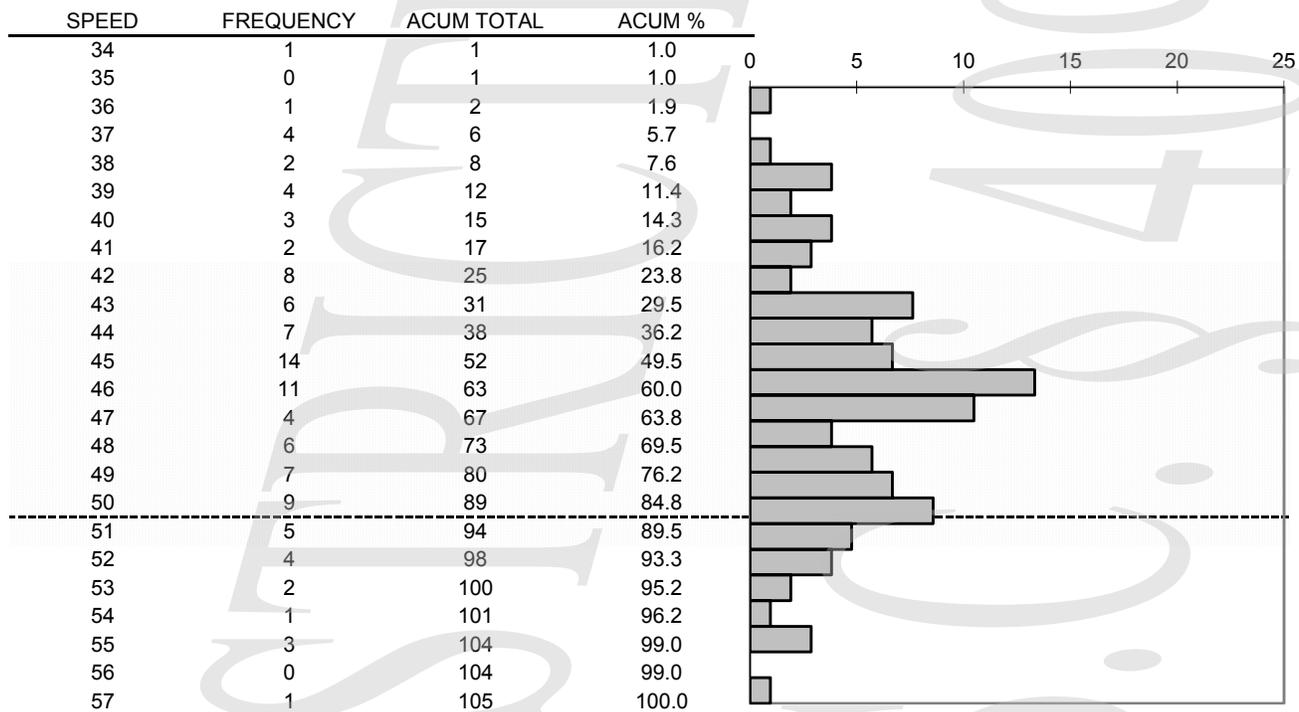
**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRAFFIC ENGINEERING**

CITY: Mission
OBSERVER: JC
DATE: July 20, 2017

COUNTY: Johnson
SPEED LIMIT: 45 mph
DIRECTION: Westbound/Eastbound

LOCATION: US-56, South end of Bridge over Roe Ave.
TIME START: 10:17 AM
TIME END: 10:32 AM

PERCENTAGE BREAKDOWN



AVERAGE SPEED = 45.8
50th PERCENTILE = 45.
85th PERCENTILE = 50.1
90th PERCENTILE = 51.1
95th PERCENTILE = 52.9

PACE = 42 - 51
VEHICLES IN PACE = 77
% IN PACE = 73.3
% BELOW PACE = 16.2
% ABOVE PACE = 10.5

SAMPLE VARIANCE = 22.0919414
STANDARD DEVIATION = 4.7002065
RANGE 1*S = 70.47619
RANGE 2*S = 98.09524
RANGE 3*S = 100.

SPEED STUDY

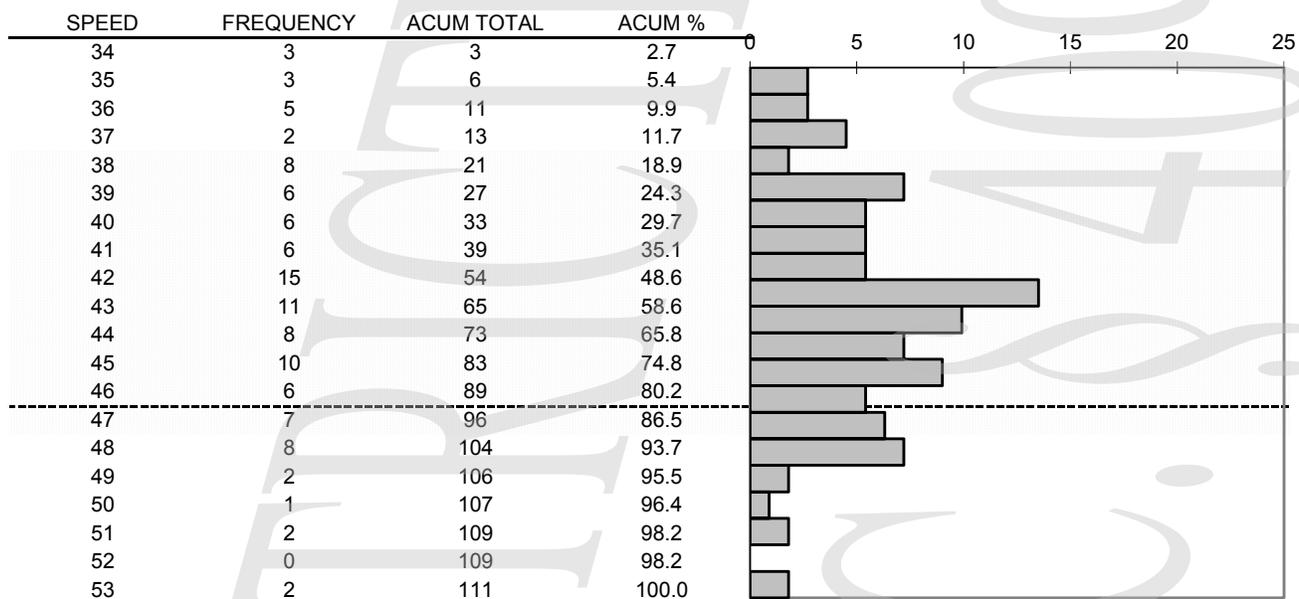
**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRAFFIC ENGINEERING**

CITY: Fairway
OBSERVER: JC
DATE: July 20, 2017

COUNTY: Johnson
SPEED LIMIT: 45 mph
DIRECTION: Westbound/Eastbound

LOCATION: US-56 @ Sheridan Dr.
TIME START: 10:04 AM
TIME END: 10:13 AM

PERCENTAGE BREAKDOWN



AVERAGE SPEED = 42.7
50th PERCENTILE = 42.1
85th PERCENTILE = 46.8
90th PERCENTILE = 47.5
95th PERCENTILE = 48.7

PACE = 38 - 47
VEHICLES IN PACE = 83
% IN PACE = 74.8
% BELOW PACE = 11.7
% ABOVE PACE = 13.5

SAMPLE VARIANCE = 18.0999181
STANDARD DEVIATION = 4.2543999
RANGE 1*S = 68.46847
RANGE 2*S = 98.1982
RANGE 3*S = 100.

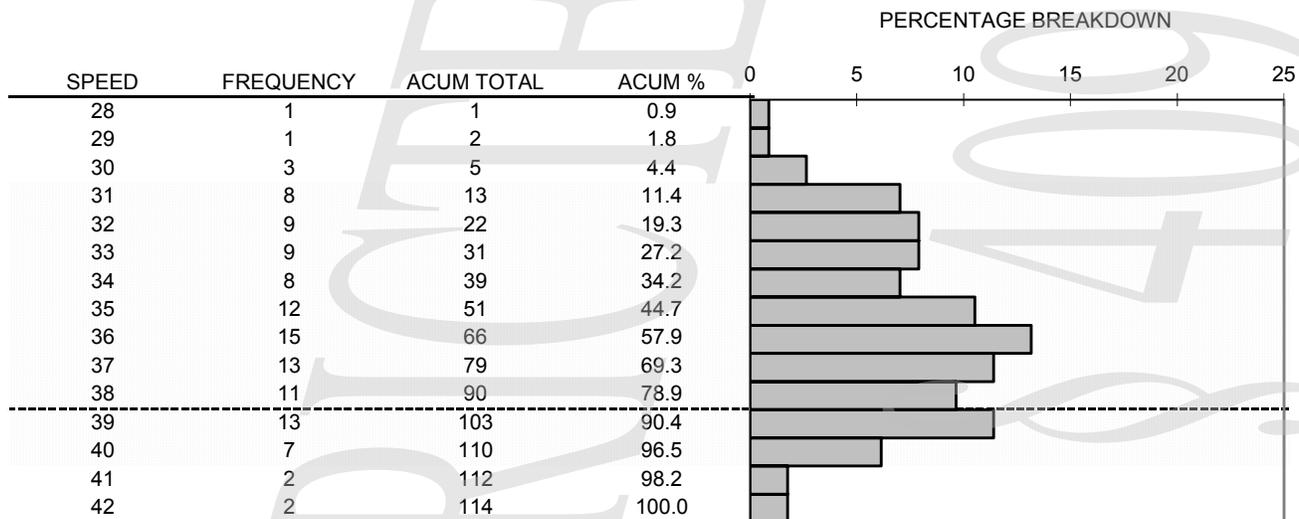
SPEED STUDY

KANSAS DEPARTMENT OF TRANSPORTATION BUREAU OF TRAFFIC ENGINEERING

CITY: Fairway
OBSERVER: JC
DATE: July 20, 2017

COUNTY: Johnson
SPEED LIMIT: 35 mph
DIRECTION: Westbound/Eastbound

LOCATION: US-56 @ 55th St. & Buena Vista Dr.
TIME START: 9:32 AM
TIME END: 9:38 AM



AVERAGE SPEED = 35.6
50th PERCENTILE = 35.4
85th PERCENTILE = 38.5
90th PERCENTILE = 39.
95th PERCENTILE = 39.8

PACE = 31 - 40
VEHICLES IN PACE = 105
% IN PACE = 92.1
% BELOW PACE = 4.4
% ABOVE PACE = 3.5

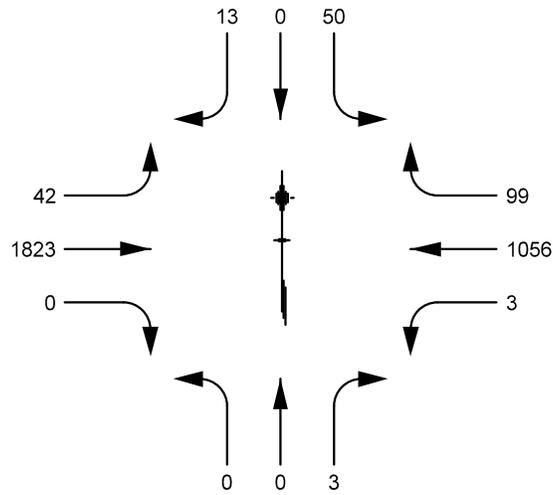
SAMPLE VARIANCE = 9.5926098
STANDARD DEVIATION = 3.0971939
RANGE 1*S = 59.64912
RANGE 2*S = 97.36842
RANGE 3*S = 100.

FIELD DATA

US-56 & 55th Street - Brookridge Drive
 City of Fairway
 Johnson County

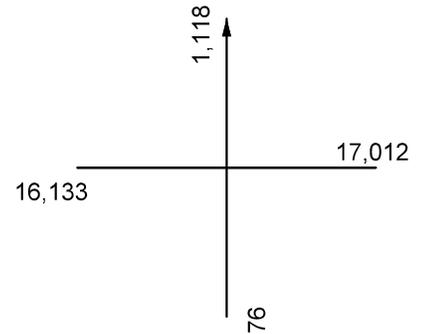
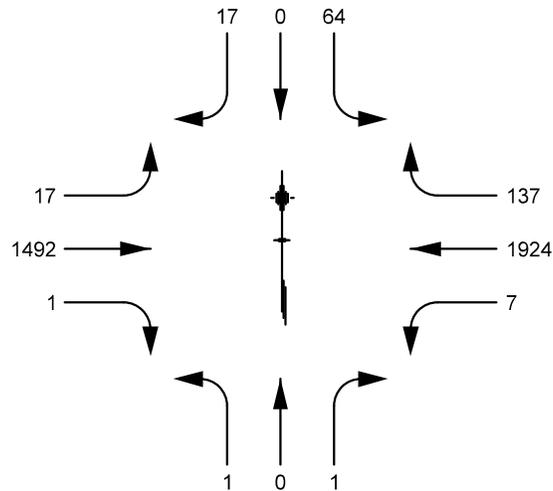
PEAK HOUR TURNING MOVEMENT July 19, 2017

7:30 - 8:30 AM



Note: US-56 / Shawnee Mission Parkway goes SW and E from these intersections. 55th Street goes W, but is considered to go N for diagramming purposes. Brookridge goes S at the Buena Vista intersection, however, there is cross traffic between 55th Street and Brookridge Drive, which is depicted on this diagram.

4:45 - 5:45 PM



City: Fairway
 County: Johnson
 Location: US-56 @ 55th St.
 Counted By: JC

File Name : US-56 @ 55th St,
 Site Code : 00000000
 Start Date : 7/19/2017
 Page No : 1

Groups Printed- Cars - Trucks

	55th St. From North				US-56 (Shawnee Mission Parkway) From East				Brookridge Dr. From South				US-56 (Shawnee Mission Parkway) From West				Int. Total
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	
06:00 AM	1	0	4	5	5	55	0	60	0	0	0	0	0	94	1	95	160
06:15 AM	2	0	9	11	6	65	0	71	0	0	0	0	0	125	2	127	209
06:30 AM	2	0	11	13	9	93	0	102	0	0	0	0	0	193	4	197	312
06:45 AM	1	0	11	12	9	140	0	149	1	0	0	1	0	270	3	273	435
Total	6	0	35	41	29	353	0	382	1	0	0	1	0	682	10	692	1116
07:00 AM	2	0	5	7	7	143	2	152	0	0	0	0	0	239	3	242	401
07:15 AM	2	0	11	13	10	206	1	217	0	0	0	0	0	403	9	412	642
07:30 AM	3	0	11	14	18	249	0	267	1	0	0	1	1	448	8	457	739
07:45 AM	3	0	16	19	26	292	2	320	0	0	0	0	0	468	15	483	822
Total	10	0	43	53	61	890	5	956	1	0	0	1	1	1558	35	1594	2604
08:00 AM	5	0	7	12	25	253	0	278	1	0	0	1	0	467	7	474	765
08:15 AM	2	0	16	18	30	262	1	293	1	0	0	1	0	440	12	452	764
*** BREAK ***																	
Total	7	0	23	30	55	515	1	571	2	0	0	2	0	907	19	926	1529
*** BREAK ***																	
04:00 PM	2	1	11	14	32	378	3	413	0	0	0	0	1	259	7	267	694
04:15 PM	3	1	16	20	24	435	2	461	1	0	0	1	0	244	4	248	730
04:30 PM	1	0	21	22	32	422	0	454	0	0	0	0	1	313	4	318	794
04:45 PM	5	0	12	17	36	486	0	522	0	0	0	0	0	390	8	398	937
Total	11	2	60	73	124	1721	5	1850	1	0	0	1	2	1206	23	1231	3155
05:00 PM	4	0	23	27	31	460	2	493	0	0	0	0	0	344	4	348	868
05:15 PM	5	0	10	15	37	488	3	528	0	0	1	1	1	419	3	423	967
05:30 PM	3	0	19	22	33	490	2	525	1	0	0	1	0	339	8	347	895
05:45 PM	3	0	17	20	38	414	0	452	0	0	0	0	0	364	2	366	838
Total	15	0	69	84	139	1852	7	1998	1	0	1	2	1	1466	17	1484	3568
Grand Total	49	2	230	281	408	5331	18	5757	6	0	1	7	4	5819	104	5927	11972
Apprch %	17.4	0.7	81.9		7.1	92.6	0.3		85.7	0	14.3		0.1	98.2	1.8		
Total %	0.4	0	1.9	2.3	3.4	44.5	0.2	48.1	0.1	0	0	0.1	0	48.6	0.9	49.5	
Cars	48	2	228	278	404	5296	18	5718	5	0	1	6	4	5780	104	5888	11890
% Cars	98	100	99.1	98.9	99	99.3	100	99.3	83.3	0	100	85.7	100	99.3	100	99.3	99.3
Trucks	1	0	2	3	4	35	0	39	1	0	0	1	0	39	0	39	82
% Trucks	2	0	0.9	1.1	1	0.7	0	0.7	16.7	0	0	14.3	0	0.7	0	0.7	0.7

TRAFFIC SIGNAL WARRANT ANALYSIS - VOLUME WARRANTS

KANSAS DEPARTMENT OF TRANSPORTATION

BUREAU OF TRAFFIC ENGINEERING

Major Street : US-56
 Minor Street : Buena Vista Dr./Brookridge Dr.
 City : **Fairway**
 County : **Johnson**

Time Count Began : **3:00 PM**
 Date : **July 20, 2017**
 Day of Week of Count: **Wednesday**

Is the intersection in a community with a population less than 10,000 or are speeds greater than 40 mph? **no**
 Major Street : 0.933
 Minor Street : 0.933
 Adjustment factor for day of week and month of year of count 0.933
 Number of Lanes 2

Time	Major Street			Total	Minor Street		*
	Approach Volumes		Approach Volumes				
Beginning	EAST	WEST		NORTH	SOUTH		
12:00 m	84	44	119	2	0	2	
1:00	56	33	83	0	0	0	
2:00	35	25	56	1	0	1	
3:00 am	22	23	42	4	0	4	
4:00	41	51	86	7	2	7	
5:00	118	190	287	34	1	32	
6:00 am	397	641	968	69	0	64	
7:00	901	1466	2208	112	4	104	
8:00	1034	1650	2504	163	4	152	
9:00 am	834	1027	1736	94	4	88	
10:00	863	807	1558	69	7	64	
11:00	993	1010	1869	121	6	113	
12:00 n	1066	969	1899	97	7	91	
1:00	1017	924	1811	81	7	76	
2:00	1011	862	1748	74	9	69	
3:00 pm	1243	862	1964	90	3	84	
4:00	1714	1174	2695	89	2	83	
5:00	1835	1418	3035	124	3	116	
6:00 pm	1073	1083	2012	92	5	86	
7:00	850	615	1367	66	3	62	
8:00	787	514	1214	56	2	52	
9:00 pm	508	375	824	50	6	47	
10:00	323	213	500	19	0	18	
11:00	207	157	340	17	1	16	
24HR Total	17012	16133		1531	76		

Note: ≡ Total of both approaches.
 * The HIGHEST approach only.

NOTE: Basic minimum hourly volumes (unreduced)

NOTE: Adjusted for day of week/month of year (both major and minor streets)

Warrant #1 - Condition A	
Percent of Warrant Volumes Met	
Major	Minor
20	1
14	0
9	1
7	3
14	5
48	21
161	43
368	69
417	101
289	59
260	43
312	75
317	61
302	51
291	46
327	56
449	55
506	77
335	57
228	41
202	35
137	31
83	12
57	11
Warranting Volumes	
600	150
Hours Met 1	
Warrant Met No	

Warrant #1 - Condition B	
Percent of Warrant Volumes Met	
Major	Minor
13	3
9	0
6	1
5	5
10	9
32	43
108	85
245	139
278	203
193	117
173	85
208	151
211	121
201	101
194	92
218	112
299	111
337	155
224	115
152	83
135	69
92	63
56	24
38	21
Warranting Volumes	
900	75
Hours Met 10	
Warrant Met Yes	

Warrant #1 - Combination of Conditions A & B	
Percent of Warrant Volumes Met	
Major	Minor
20	1
14	0
9	1
7	3
14	5
48	21
161	43
368	69
417	101
289	59
260	43
312	75
317	61
302	51
291	46
327	56
449	55
506	77
335	57
228	41
202	35
137	31
83	12
57	11
Warranting Volumes	
600	150
Hours Met 1 14	
Warrant Met No	

Warrant #2	
Warrant Volume	Percent of Warrant
0	*****
0	*****
0	*****
0	*****
0	*****
0	*****
150	43
80	130
80	190
80	110
80	80
80	141
80	114
80	95
80	86
80	105
80	104
80	145
80	108
80	78
100	52
190	25
330	5
0	*****
Warranting Volumes	
From MUTCD Fig. 4C-1	
Hours Met 9	
Warrant Met Yes	

Warrant #3	
Warrant Volume	Percent of Warrant
0	*****
0	*****
0	*****
0	*****
0	*****
0	*****
280	23
100	104
100	152
100	88
130	49
100	113
100	91
100	76
100	69
100	84
100	83
100	116
100	86
170	36
210	25
340	14
0	*****
0	*****
Warranting Volumes	
From MUTCD Fig. 4C-3	
Hours Met 4	
Warrant Met Yes	

***** Major Street volume is so low that no Minor Street warrant exists

FIELD DATA

US-56 & Buena Vista Dr / Brookridge Rd

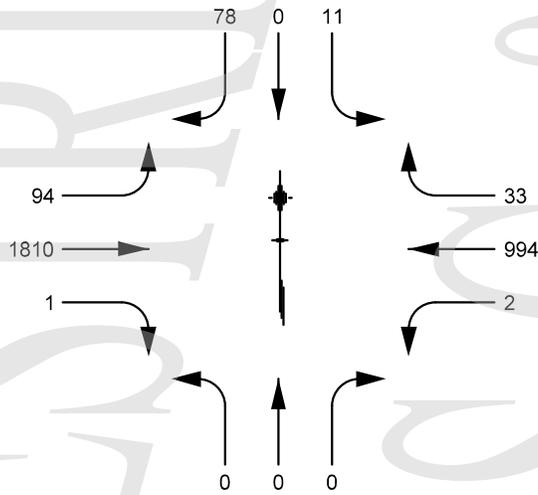
City of Fairway

Johnson County

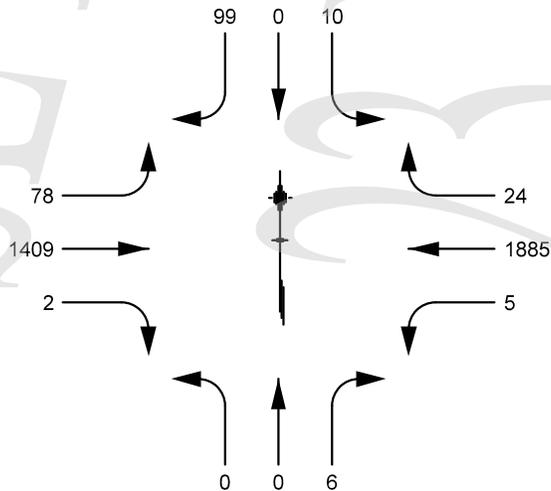
PEAK HOUR TURNING MOVEMENT

July 20, 2017

7:30 - 8:30 AM



4:45 - 5:45 PM



City: Fairway
 County: Johnson
 Location: US-56 @ Buena Vista Dr.
 Counted By: JC

File Name : US-56 @ Buena Vista Dr.
 Site Code : 00000000
 Start Date : 7/20/2017
 Page No : 1

Groups Printed- Cars - Trucks

	Buena Vista Dr. From North				US-56 (Shawnee Mission Parkway) From East				Brookridge Dr. From South				US-56 (Shawnee Mission Parkway) From West				Int. Total
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	
06:00 AM	3	0	3	6	2	32	1	35	0	0	0	0	0	69	7	76	117
06:15 AM	5	0	5	10	2	49	0	51	0	0	0	0	0	126	4	130	191
06:30 AM	6	0	10	16	6	102	0	108	0	0	0	0	0	180	1	181	305
06:45 AM	6	0	2	8	4	123	0	127	2	0	0	2	0	251	11	262	399
Total	20	0	20	40	14	306	1	321	2	0	0	2	0	626	23	649	1012
07:00 AM	14	0	2	16	11	144	0	155	0	0	0	0	0	247	7	254	425
07:15 AM	22	0	10	32	8	180	0	188	0	0	0	0	0	352	15	367	587
07:30 AM	17	0	7	24	5	238	0	243	0	0	0	0	0	363	15	378	645
07:45 AM	20	0	2	22	14	268	0	282	0	0	0	0	0	508	19	527	831
Total	73	0	21	94	38	830	0	868	0	0	0	0	0	1470	56	1526	2488
08:00 AM	17	0	1	18	5	239	2	246	0	0	0	0	0	467	30	497	761
08:15 AM	24	0	1	25	9	249	0	258	2	0	0	2	1	472	30	503	788
*** BREAK ***																	
Total	41	0	2	43	14	488	2	504	2	0	0	2	1	939	60	1000	1549
*** BREAK ***																	
04:00 PM	15	1	2	18	6	397	2	405	0	1	0	1	1	258	16	275	699
04:15 PM	13	0	2	15	6	400	2	408	0	0	0	0	0	275	14	289	712
04:30 PM	16	0	3	19	6	443	4	453	0	0	0	0	0	339	15	354	826
04:45 PM	20	0	2	22	6	506	2	514	2	0	0	2	1	314	23	338	876
Total	64	1	9	74	24	1746	10	1780	2	1	0	3	2	1186	68	1256	3113
05:00 PM	32	0	2	34	4	453	1	458	1	0	0	1	0	361	17	378	871
05:15 PM	22	0	3	25	9	454	2	465	2	0	0	2	1	382	20	403	895
05:30 PM	25	0	3	28	5	472	0	477	1	0	0	1	0	352	18	370	876
05:45 PM	18	0	5	23	2	347	1	350	2	0	0	2	1	322	22	345	720
Total	97	0	13	110	20	1726	4	1750	6	0	0	6	2	1417	77	1496	3362
Grand Total	295	1	65	361	110	5096	17	5223	12	1	0	13	5	5638	284	5927	11524
Apprch %	81.7	0.3	18		2.1	97.6	0.3		92.3	7.7	0		0.1	95.1	4.8		
Total %	2.6	0	0.6	3.1	1	44.2	0.1	45.3	0.1	0	0	0.1	0	48.9	2.5	51.4	
Cars	294	1	65	360	108	5053	16	5177	12	1	0	13	5	5592	284	5881	11431
% Cars	99.7	100	100	99.7	98.2	99.2	94.1	99.1	100	100	0	100	100	99.2	100	99.2	99.2
Trucks	1	0	0	1	2	43	1	46	0	0	0	0	0	46	0	46	93
% Trucks	0.3	0	0	0.3	1.8	0.8	5.9	0.9	0	0	0	0	0	0.8	0	0.8	0.8



Operation Green Light Traffic Signal Coordination Summary Report Shawnee Mission Pkwy-Middle Corridor, I-35 SB to Roeland Dr.

Introduction

Operation Green Light is a regional effort to improve traffic flow and reduce vehicle emissions. Managed by the Mid-America Regional Council (MARC), Operation Green Light works with federal, state and local agencies to develop and implement a system that will coordinate traffic signal timing plans and communication between traffic signal equipment across jurisdictional boundaries.

Corridor Activities

Through Operation Green Light, new coordination plans were installed on the Shawnee Mission Pkwy corridor from I-35 SB to Roeland Dr. The new plans were developed, installed on the street, observed and evaluated for their effectiveness in September of 2010. See Figure 1 on the back of this report for a map of the study area. This corridor has an average daily traffic of approximately 36,200 vehicles between Antioch Rd. and Metcalf Ave.

Results

The results for individual drivers will vary by origin and destination, time of day and direction, as well as other factors outside the scope of traffic signal timing. Table 1 below is a summary of the results.

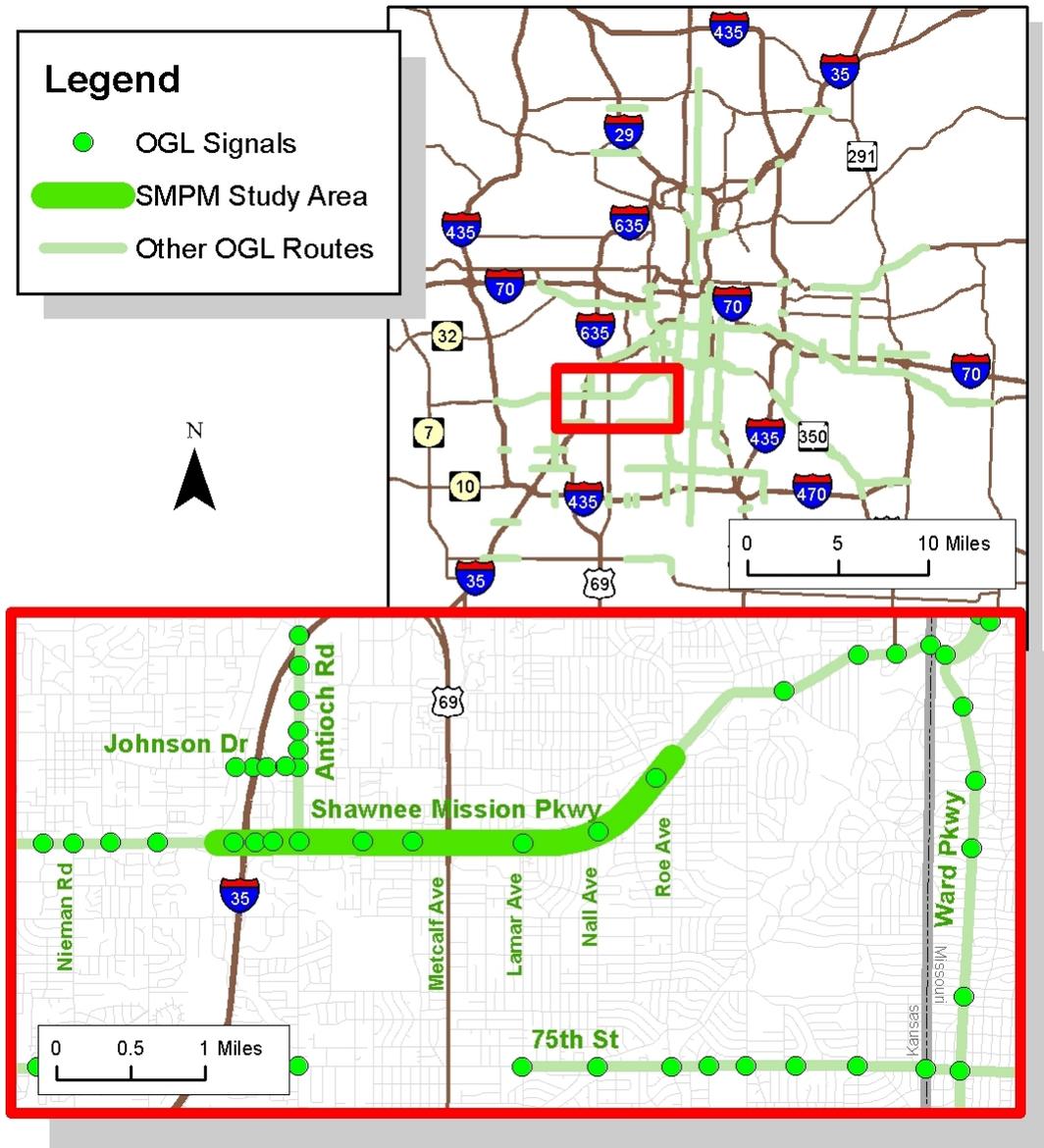
Table 1. Summary of results for Shawnee Mission Pkwy-Middle Project

Improvement during morning, noon, and evening peak periods: (for drivers traveling the entire length of the corridor)				Approximate daily savings: (net change for all drivers impacted by the plans)	
Morning	Noon	Evening		Daily	
55.7%	42.3%	20.5%	less travel delay from signals	217	hours saved in travel time
76.6%	36.0%	30.3%	fewer stops	17200	fewer stops
15.0%	9.4%	4.3%	less fuel consumed	200	gallons of fuel saved
26.4%	16.0%	4.0%	fewer hydrocarbons emitted	29.3	kg less hydrocarbons emitted
19.5%	10.0%	1.9%	less carbon monoxide emitted	210	kg less carbon monoxide emitted
32.1%	17.3%	1.7%	less nitrous oxide emitted	19.7	kg less nitrous oxide emitted
Approximate economic savings from reduced travel time and fuel consumption:				Per Day	Per Year
				\$3,870	\$966,000

Benefit to Cost Ratio

The continued operations of the OGL system will cost approximately \$1800 per signal per year. Thus the cost of keeping the Shawnee Mission Pkwy-Middle corridor a part of OGL is \$16,200 per year for the nine signals included. Therefore the benefit to cost ratio for this corridor re-timing project is **60 to 1**.

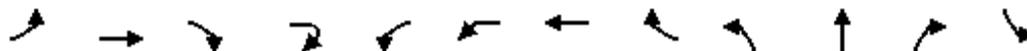
Figure 1. Map of the Shawnee Mission Pkwy-Middle corridor study area.



For more information and a more detailed report of this coordination project, please see:
www.marc.org/transportation/ogl

Lanes, Volumes, Timings
6: US-56 & Brookridge/Buena Vista & 55th St

8/15/2017



Lane Group	EBL	EBT	EBR	EBR2	WBL2	WBL	WBT	WBR	NBL	NBT	NBR	SBL
Lane Configurations		↕	↕		↕	↕↕				↕↕		
Volume (vph)	64	0	0	17	7	1924	0	137	1	0	7	10
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	85		0			75		0	0		0	0
Storage Lanes	1		1			1		0	0		0	0
Taper Length (ft)	25					25			25			25
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	0.97	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850				0.850			0.880		
Flt Protected		0.950			0.950	0.950				0.994		
Satd. Flow (prot)	0	1770	1583	0	1770	3433	0	0	0	1629	0	0
Flt Permitted		0.950			0.950	0.955				0.982		
Satd. Flow (perm)	0	1770	1583	0	1770	3451	0	0	0	1610	0	0
Right Turn on Red				Yes				Yes			Yes	
Satd. Flow (RTOR)			70				79			55		
Link Speed (mph)		30					30			30		
Link Distance (ft)		471					1910			420		
Travel Time (s)		10.7					43.4			9.5		
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	70	0	0	18	8	2091	0	149	1	0	8	11
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	70	18	0	8	2091	149	0	0	9	0	0
Enter Blocked Intersection	No											
Lane Alignment	Left	Left	Right	Right	Left	Left	Left	Right	Left	Left	Right	Left
Median Width(ft)		36					36			0		
Link Offset(ft)		0					0			0		
Crosswalk Width(ft)		16					16			16		
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15	15		9	15		9	15
Turn Type	Split	NA	Prot		Prot	Perm			Perm	NA		Perm
Protected Phases	3	3	3		4!					4!		
Permitted Phases						2!			4!			4!
Minimum Split (s)	8.0	8.0	8.0		20.0	20.0			20.0	20.0		20.0
Total Split (s)	17.0	17.0	17.0		26.0	137.0			26.0	26.0		26.0
Total Split (%)	9.4%	9.4%	9.4%		14.4%	76.1%			14.4%	14.4%		14.4%
Maximum Green (s)	13.0	13.0	13.0		22.0	133.0			22.0	22.0		22.0
Yellow Time (s)	3.5	3.5	3.5		3.5	3.5			3.5	3.5		3.5
All-Red Time (s)	0.5	0.5	0.5		0.5	0.5			0.5	0.5		0.5
Lost Time Adjust (s)		0.0	0.0		0.0	0.0				0.0		
Total Lost Time (s)		4.0	4.0		4.0	4.0				4.0		
Lead/Lag	Lead	Lead	Lead		Lag				Lag	Lag		Lag
Lead-Lag Optimize?	Yes	Yes	Yes		Yes				Yes	Yes		Yes
Walk Time (s)					5.0	5.0			5.0	5.0		5.0
Flash Dont Walk (s)					11.0	11.0			11.0	11.0		11.0
Pedestrian Calls (#/hr)					0	0			0	0		0
Act Effct Green (s)		13.0	13.0		22.0	133.0	0.0			22.0		
Actuated g/C Ratio		0.07	0.07		0.12	0.74	0.00			0.12		
v/c Ratio		0.55	0.10		0.04	0.82	1.89			0.04		
Control Delay		97.5	1.1		65.1	34.9	0.0			0.2		

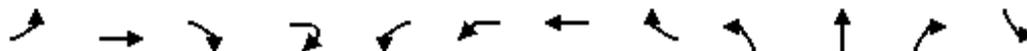
Lanes, Volumes, Timings
6: US-56 & Brookridge/Buena Vista & 55th St

8/15/2017

	↓	↙	↖	↗	↘
Lane Group	SBT	SBR	NEL2	NER	NER2
Lane Configurations	↕		↖	↗	
Volume (vph)	0	99	17	1492	1
Ideal Flow (vphpl)	1900	1900	1900	1900	1900
Storage Length (ft)		0		0	
Storage Lanes		0		2	
Taper Length (ft)					
Lane Util. Factor	1.00	1.00	1.00	0.88	1.00
Frt	0.877			0.850	
Flt Protected	0.995		0.950		
Satd. Flow (prot)	1625	0	1770	2787	0
Flt Permitted	0.978		0.950		
Satd. Flow (perm)	1598	0	1770	2787	0
Right Turn on Red					Yes
Satd. Flow (RTOR)				55	
Link Speed (mph)	30				
Link Distance (ft)	446				
Travel Time (s)	10.1				
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	0	108	18	1622	1
Shared Lane Traffic (%)					
Lane Group Flow (vph)	119	0	18	1623	0
Enter Blocked Intersection	No	No	No	No	No
Lane Alignment	Left	Right	Left	Right	Right
Median Width(ft)	0				
Link Offset(ft)	0				
Crosswalk Width(ft)	16				
Two way Left Turn Lane					
Headway Factor	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15	9	9
Turn Type	NA		Prot	Perm	
Protected Phases	4!		5!		
Permitted Phases				6	
Minimum Split (s)	20.0		8.0	20.0	
Total Split (s)	26.0		9.0	128.0	
Total Split (%)	14.4%		5.0%	71.1%	
Maximum Green (s)	22.0		5.0	124.0	
Yellow Time (s)	3.5		3.5	3.5	
All-Red Time (s)	0.5		0.5	0.5	
Lost Time Adjust (s)	0.0		0.0	0.0	
Total Lost Time (s)	4.0		4.0	4.0	
Lead/Lag	Lag		Lead	Lag	
Lead-Lag Optimize?	Yes		Yes	Yes	
Walk Time (s)	5.0			5.0	
Flash Dont Walk (s)	11.0			11.0	
Pedestrian Calls (#/hr)	0			0	
Act Effct Green (s)	22.0		5.0	124.0	
Actuated g/C Ratio	0.12		0.03	0.69	
v/c Ratio	0.61		0.37	0.84	
Control Delay	89.2		106.5	24.9	

Lanes, Volumes, Timings
 6: US-56 & Brookridge/Buena Vista & 55th St

8/15/2017



Lane Group	EBL	EBT	EBR	EBR2	WBL2	WBL	WBT	WBR	NBL	NBT	NBR	SBL
Queue Delay		0.0	0.0		0.0	0.0	0.0			0.0		
Total Delay		97.5	1.1		65.1	34.9	0.0			0.2		
LOS		F	A		E	C	A			A		
Approach Delay		77.8					32.7			0.3		
Approach LOS		E					C			A		
Queue Length 50th (ft)		82	0		8	1015	0			0		
Queue Length 95th (ft)		143	0		m10	1076	0			0		
Internal Link Dist (ft)		391					1830			340		
Turn Bay Length (ft)					75	75						
Base Capacity (vph)		127	179		216	2549	79			245		
Starvation Cap Reductn		0	0		0	0	0			0		
Spillback Cap Reductn		0	0		0	0	0			0		
Storage Cap Reductn		0	0		0	0	0			0		
Reduced v/c Ratio		0.55	0.10		0.04	0.82	1.89			0.04		

Intersection Summary

Area Type: Other
 Cycle Length: 180
 Actuated Cycle Length: 180
 Offset: 0 (0%), Referenced to phase 2:WBL, Start of Green
 Natural Cycle: 90
 Control Type: Pretimed
 Maximum v/c Ratio: 1.89
 Intersection Signal Delay: 32.5
 Intersection LOS: C
 Intersection Capacity Utilization Err%
 ICU Level of Service H
 Analysis Period (min) 15
 m Volume for 95th percentile queue is metered by upstream signal.
 ! Phase conflict between lane groups.

Splits and Phases: 6: US-56 & Brookridge/Buena Vista & 55th St

p2 (R)	p3	p4
137 s	17 s	26 s
p5 p6		
9 s	128 s	

Lanes, Volumes, Timings
 6: US-56 & Brookridge/Buena Vista & 55th St

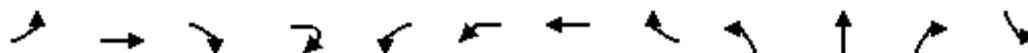
8/15/2017



Lane Group	SBT	SBR	NEL2	NER	NER2
Queue Delay	0.0		0.0	0.0	
Total Delay	89.2		106.5	24.9	
LOS	F		F	C	
Approach Delay	89.2				
Approach LOS	F				
Queue Length 50th (ft)	136		21	738	
Queue Length 95th (ft)	213		53	863	
Internal Link Dist (ft)	366				
Turn Bay Length (ft)			140		
Base Capacity (vph)	195		49	1937	
Starvation Cap Reductn	0		0	0	
Spillback Cap Reductn	0		0	0	
Storage Cap Reductn	0		0	0	
Reduced v/c Ratio	0.61		0.37	0.84	
Intersection Summary					

Lanes, Volumes, Timings
6: US-56 & Brookridge/Buena Vista & 55th St

8/14/2017



Lane Group	EBL	EBT	EBR	EBR2	WBL2	WBL	WBT	WBR	NBL	NBT	NBR	SBL
Lane Configurations		↕	↕		↕	↕↕				↕↕		
Volume (vph)	64	0	0	17	7	1924	0	137	1	0	7	10
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	85		0			75		0	0		0	0
Storage Lanes	1		1			1		0	0		0	0
Taper Length (ft)	25					25			25			25
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	0.97	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850				0.850			0.880		
Flt Protected		0.950			0.950	0.950				0.994		
Satd. Flow (prot)	0	1770	1583	0	1770	3433	0	0	0	1629	0	0
Flt Permitted		0.950			0.088	0.955				0.982		
Satd. Flow (perm)	0	1770	1583	0	164	3451	0	0	0	1610	0	0
Right Turn on Red				Yes				Yes			Yes	
Satd. Flow (RTOR)			69				55			30		
Link Speed (mph)		30					30			30		
Link Distance (ft)		471					1910			420		
Travel Time (s)		10.7					43.4			9.5		
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	70	0	0	18	8	2091	0	149	1	0	8	11
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	70	18	0	8	2091	149	0	0	9	0	0
Enter Blocked Intersection	No											
Lane Alignment	Left	Left	Right	Right	Left	Left	Left	Right	Left	Left	Right	Left
Median Width(ft)		36					36			0		
Link Offset(ft)		0					0			0		
Crosswalk Width(ft)		16					16			16		
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15	15		9	15		9	15
Turn Type	Split	NA	Prot		Perm	Perm			Perm	NA		Perm
Protected Phases	3	3	3							4		
Permitted Phases					2	2			4			4
Minimum Split (s)	8.0	8.0	8.0		20.0	20.0			20.0	20.0		20.0
Total Split (s)	17.0	17.0	17.0		137.0	137.0			26.0	26.0		26.0
Total Split (%)	9.4%	9.4%	9.4%		76.1%	76.1%			14.4%	14.4%		14.4%
Maximum Green (s)	13.0	13.0	13.0		133.0	133.0			22.0	22.0		22.0
Yellow Time (s)	3.5	3.5	3.5		3.5	3.5			3.5	3.5		3.5
All-Red Time (s)	0.5	0.5	0.5		0.5	0.5			0.5	0.5		0.5
Lost Time Adjust (s)		0.0	0.0		0.0	0.0				0.0		
Total Lost Time (s)		4.0	4.0		4.0	4.0				4.0		
Lead/Lag	Lead	Lead	Lead						Lag	Lag		Lag
Lead-Lag Optimize?	Yes	Yes	Yes						Yes	Yes		Yes
Walk Time (s)					5.0	5.0			5.0	5.0		5.0
Flash Dont Walk (s)					11.0	11.0			11.0	11.0		11.0
Pedestrian Calls (#/hr)					0	0			0	0		0
Act Effct Green (s)		13.0	13.0		133.0	133.0	0.0			22.0		
Actuated g/C Ratio		0.07	0.07		0.74	0.74	0.00			0.12		
v/c Ratio		0.55	0.10		0.07	0.82	2.71			0.04		
Control Delay		97.5	1.1		12.9	34.9	0.0			0.4		

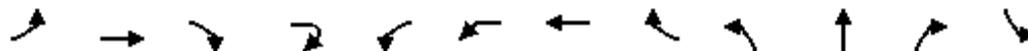
Lanes, Volumes, Timings
6: US-56 & Brookridge/Buena Vista & 55th St

8/14/2017

	↓	↙	↖	↗	↘
Lane Group	SBT	SBR	NEL2	NER	NER2
Lane Configurations	↕		↖	↗	
Volume (vph)	0	99	17	1492	1
Ideal Flow (vphpl)	1900	1900	1900	1900	1900
Storage Length (ft)		0		0	
Storage Lanes		0		2	
Taper Length (ft)					
Lane Util. Factor	1.00	1.00	1.00	0.88	1.00
Frt	0.877			0.850	
Flt Protected	0.995		0.950		
Satd. Flow (prot)	1625	0	1770	2787	0
Flt Permitted	0.978		0.050		
Satd. Flow (perm)	1598	0	93	2787	0
Right Turn on Red					Yes
Satd. Flow (RTOR)				30	
Link Speed (mph)	30				
Link Distance (ft)	446				
Travel Time (s)	10.1				
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	0	108	18	1622	1
Shared Lane Traffic (%)					
Lane Group Flow (vph)	119	0	18	1623	0
Enter Blocked Intersection	No	No	No	No	No
Lane Alignment	Left	Right	Left	Right	Right
Median Width(ft)	0				
Link Offset(ft)	0				
Crosswalk Width(ft)	16				
Two way Left Turn Lane					
Headway Factor	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)		9	15	9	9
Turn Type	NA		Perm	Perm	
Protected Phases	4				
Permitted Phases			6	6	
Minimum Split (s)	20.0		20.0	20.0	
Total Split (s)	26.0		137.0	137.0	
Total Split (%)	14.4%		76.1%	76.1%	
Maximum Green (s)	22.0		133.0	133.0	
Yellow Time (s)	3.5		3.5	3.5	
All-Red Time (s)	0.5		0.5	0.5	
Lost Time Adjust (s)	0.0		0.0	0.0	
Total Lost Time (s)	4.0		4.0	4.0	
Lead/Lag	Lag				
Lead-Lag Optimize?	Yes				
Walk Time (s)	5.0		5.0	5.0	
Flash Dont Walk (s)	11.0		11.0	11.0	
Pedestrian Calls (#/hr)	0		0	0	
Act Effct Green (s)	22.0		133.0	133.0	
Actuated g/C Ratio	0.12		0.74	0.74	
v/c Ratio	0.61		0.26	0.79	
Control Delay	89.2		18.7	17.8	

Lanes, Volumes, Timings
 6: US-56 & Brookridge/Buena Vista & 55th St

8/14/2017



Lane Group	EBL	EBT	EBR	EBR2	WBL2	WBL	WBT	WBR	NBL	NBT	NBR	SBL
Queue Delay		0.0	0.0		0.0	0.0	0.0			0.0		
Total Delay		97.5	1.1		12.9	34.9	0.0			0.4		
LOS		F	A		B	C	A			A		
Approach Delay		77.8					32.5			0.4		
Approach LOS		E					C			A		
Queue Length 50th (ft)		82	0		4	1015	0			0		
Queue Length 95th (ft)		143	0		m5	1076	0			0		
Internal Link Dist (ft)		391					1830			340		
Turn Bay Length (ft)					75	75						
Base Capacity (vph)		127	178		121	2549	55			223		
Starvation Cap Reductn		0	0		0	0	0			0		
Spillback Cap Reductn		0	0		0	0	0			0		
Storage Cap Reductn		0	0		0	0	0			0		
Reduced v/c Ratio		0.55	0.10		0.07	0.82	2.71			0.04		

Intersection Summary

Area Type: Other
 Cycle Length: 180
 Actuated Cycle Length: 180
 Offset: 0 (0%), Referenced to phase 2:WBL, Start of Green
 Natural Cycle: 90
 Control Type: Pretimed
 Maximum v/c Ratio: 2.71
 Intersection Signal Delay: 29.2
 Intersection LOS: C
 Intersection Capacity Utilization Err%
 ICU Level of Service H
 Analysis Period (min) 15
 m Volume for 95th percentile queue is metered by upstream signal.

Splits and Phases: 6: US-56 & Brookridge/Buena Vista & 55th St

p2 (R)	p3	p4
137 s	17 s	26 s
p6		
137 s		

Lanes, Volumes, Timings
 6: US-56 & Brookridge/Buena Vista & 55th St

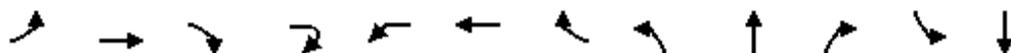
8/14/2017



Lane Group	SBT	SBR	NEL2	NER	NER2
Queue Delay	0.0		0.0	0.0	
Total Delay	89.2		18.7	17.8	
LOS	F		B	B	
Approach Delay	89.2				
Approach LOS	F				
Queue Length 50th (ft)	136		6	615	
Queue Length 95th (ft)	213		24	719	
Internal Link Dist (ft)	366				
Turn Bay Length (ft)			140		
Base Capacity (vph)	195		68	2067	
Starvation Cap Reductn	0		0	0	
Spillback Cap Reductn	0		0	0	
Storage Cap Reductn	0		0	0	
Reduced v/c Ratio	0.61		0.26	0.79	
Intersection Summary					

Lanes, Volumes, Timings
6: US-56 & Brookridge/Buena Vista & 55th St

8/14/2017



Lane Group	EBL	EBT	EBR	EBR2	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations		↕	↔		↔↔↔				↕			↕
Volume (vph)	64	0	0	17	1924	0	137	1	0	7	10	0
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	85		0		0		0	0		0	0	
Storage Lanes	1		1		3		0	0		0	0	
Taper Length (ft)	25				25			25			25	
Lane Util. Factor	1.00	1.00	1.00	1.00	0.94	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.850			0.850			0.880			0.877
Flt Protected		0.950			0.950				0.994			0.995
Satd. Flow (prot)	0	1770	1583	0	4990	0	0	0	1629	0	0	1625
Flt Permitted		0.950			0.940				0.984			0.980
Satd. Flow (perm)	0	1770	1583	0	4938	0	0	0	1613	0	0	1601
Right Turn on Red				Yes			Yes			Yes		
Satd. Flow (RTOR)			96			55			30			
Link Speed (mph)		30				30			30			30
Link Distance (ft)		471				1910			420			446
Travel Time (s)		10.7				43.4			9.5			10.1
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	70	0	0	18	2091	0	149	1	0	8	11	0
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	70	18	0	2091	149	0	0	9	0	0	119
Enter Blocked Intersection	No											
Lane Alignment	Left	Left	Right	Right	Left	Left	Right	Left	Left	Right	Left	Left
Median Width(ft)		48				48			0			0
Link Offset(ft)		0				0			0			0
Crosswalk Width(ft)		16				16			16			16
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	9	15		9	15		9	15	
Turn Type	Split	NA	Prot		Perm			Perm	NA		Perm	NA
Protected Phases	3	3	3						4			4
Permitted Phases					2			4				4
Minimum Split (s)	8.0	8.0	8.0		20.0			20.0	20.0		20.0	20.0
Total Split (s)	21.0	21.0	21.0		127.0			32.0	32.0		32.0	32.0
Total Split (%)	11.7%	11.7%	11.7%		70.6%			17.8%	17.8%		17.8%	17.8%
Maximum Green (s)	17.0	17.0	17.0		123.0			28.0	28.0		28.0	28.0
Yellow Time (s)	3.5	3.5	3.5		3.5			3.5	3.5		3.5	3.5
All-Red Time (s)	0.5	0.5	0.5		0.5			0.5	0.5		0.5	0.5
Lost Time Adjust (s)		0.0	0.0		0.0				0.0			0.0
Total Lost Time (s)		4.0	4.0		4.0				4.0			4.0
Lead/Lag	Lead	Lead	Lead					Lag	Lag		Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes					Yes	Yes		Yes	Yes
Walk Time (s)					5.0			5.0	5.0		5.0	5.0
Flash Dont Walk (s)					11.0			11.0	11.0		11.0	11.0
Pedestrian Calls (#/hr)					0			0	0		0	0
Act Effct Green (s)		17.0	17.0		123.0	0.0			28.0			28.0
Actuated g/C Ratio		0.09	0.09		0.68	0.00			0.16			0.16
v/c Ratio		0.42	0.08		0.62	2.71			0.03			0.48
Control Delay		85.1	0.6		4.1	0.0			0.2			76.5

Lanes, Volumes, Timings
 6: US-56 & Brookridge/Buena Vista & 55th St

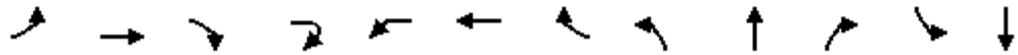
8/14/2017



Lane Group	SBR	NER	NER2
Lane Configurations		TTT	
Volume (vph)	99	1492	1
Ideal Flow (vphpl)	1900	1900	1900
Storage Length (ft)	0	0	
Storage Lanes	0	3	
Taper Length (ft)			
Lane Util. Factor	1.00	0.76	1.00
Fr _t		0.850	
Flt Protected			
Satd. Flow (prot)	0	3610	0
Flt Permitted			
Satd. Flow (perm)	0	3610	0
Right Turn on Red			Yes
Satd. Flow (RTOR)		30	
Link Speed (mph)			
Link Distance (ft)			
Travel Time (s)			
Peak Hour Factor	0.92	0.92	0.92
Adj. Flow (vph)	108	1622	1
Shared Lane Traffic (%)			
Lane Group Flow (vph)	0	1623	0
Enter Blocked Intersection	No	No	No
Lane Alignment	Right	Right	Right
Median Width(ft)			
Link Offset(ft)			
Crosswalk Width(ft)			
Two way Left Turn Lane			
Headway Factor	1.00	1.00	1.00
Turning Speed (mph)	9	9	9
Turn Type		Perm	
Protected Phases			
Permitted Phases		2	
Minimum Split (s)		20.0	
Total Split (s)		127.0	
Total Split (%)		70.6%	
Maximum Green (s)		123.0	
Yellow Time (s)		3.5	
All-Red Time (s)		0.5	
Lost Time Adjust (s)		0.0	
Total Lost Time (s)		4.0	
Lead/Lag			
Lead-Lag Optimize?			
Walk Time (s)		5.0	
Flash Dont Walk (s)		11.0	
Pedestrian Calls (#/hr)		0	
Act Effct Green (s)		123.0	
Actuated g/C Ratio		0.68	
v/c Ratio		0.66	
Control Delay		17.6	

Lanes, Volumes, Timings
 6: US-56 & Brookridge/Buena Vista & 55th St

8/14/2017



Lane Group	EBL	EBT	EBR	EBR2	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Queue Delay		0.0	0.0		0.0	0.0			0.0			0.0
Total Delay		85.1	0.6		4.1	0.0			0.2			76.5
LOS		F	A		A	A			A			E
Approach Delay		67.8				3.8			0.3			76.5
Approach LOS		E				A			A			E

Intersection Summary

Area Type:	Other
Cycle Length:	180
Actuated Cycle Length:	180
Offset:	0 (0%), Referenced to phase 2:WBL, Start of Green
Natural Cycle:	60
Control Type:	Pretimed
Maximum v/c Ratio:	2.71
Intersection Signal Delay:	12.8
Intersection LOS:	B
Intersection Capacity Utilization Err%	ICU Level of Service H
Analysis Period (min)	15

Splits and Phases: 6: US-56 & Brookridge/Buena Vista & 55th St

p2 (R)	p3	p4
127 s	21 s	32 s

Lanes, Volumes, Timings
6: US-56 & Brookridge/Buena Vista & 55th St

8/14/2017



Lane Group	SBR	NER	NER2
Queue Delay		0.0	
Total Delay		17.6	
LOS		B	
Approach Delay			
Approach LOS			
Intersection Summary			

ORDINANCE NO. 1722

SPECIAL USE PERMIT NO. 2020 -1

AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THROUGH FACILITY AT 4200 SHAWNEE MISSION PARKWAY.

WHEREAS, pursuant to the Fairway Development Ordinances ("FDO"), the Governing Body of the City of Fairway, Kansas (the "City") has the power to grant a special use permit ("SUP") after receipt of a recommendation by the Planning Commission; and

WHEREAS, Henry Klover, on behalf of MREM Fairway Property LLC, a Delaware limited liability company ("Applicant"), submitted an application to the City for an SUP to allow a drive-through facility on 1.07 acres generally located at 4200 Shawnee Mission Parkway in Fairway, Johnson County, Kansas, as legally described on **Exhibit A** attached hereto (the "Property"); and

WHEREAS, on August 31, 2020 and September 28, 2020, the Planning Commission held properly-noticed public hearings on the Applicant's request for the SUP and considered the matters set forth in Section 15-684 of the FDO; and

WHEREAS, the Planning Commission submitted a recommendation of conditional approval of the Applicant's request for the SUP and the reasons therefore to the Governing Body; and

WHEREAS, the Governing Body has considered the Applicant's request for renewal of the SUP, reviewed all testimony and evidence submitted for the request, and hereby adopts the Planning Commission's recommendations to approve renewal of the SUP for the Property.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY:

SECTION 1. SUP GRANTED. Pursuant to the FDO and the conditions and stipulations set forth herein, permission is hereby granted to use the Property for a drive-through facility.

SECTION 2. CONDITIONS AND STIPULATIONS. The SUP granted in Section 1 is hereby contingent upon the performance and observation of the following additional and supplementary regulations, stipulations, conditions and restrictions, of which any violation shall constitute an additional basis for revocation in addition to the factors specified in Section 15-686 of the FDO:

- a. The SUP shall be valid for a period of ten (10) years.
- b. The allowed use shall be in accordance with the site plan approved by the Governing Body, which shall be filed in the office of the City Clerk at City Hall, and is incorporated by reference as if set out in full herein (the "Site Plan"). Under no circumstances shall the service window and menu board exceed the size and dimensions set forth in the Site Plan. Any and all modifications or substitutions to the Site Plan shall require City approval, provided that the

Planning Commission may approve a revised site plan for a modification or substitution of the service window and/or menu board that are similar or smaller in size and scope to those in the Site Plan; and further provided that City staff may approve a modification or substitution of any equipment or facilities that are not external or otherwise visible from the exterior of the building, unless City staff determines in its discretion that the modification or substitution should be reviewed by the Planning Commission or by both the Planning Commission and the Governing Body.

- c. The allowed use shall follow and comply with all applicable federal and state codes, laws and regulations, as well as all applicable codes, regulations and standards of the City, unless specifically exempted by the Governing Body.
- d. Applicant shall obtain all required building permits.
- e. All structures, equipment and facilities shall be properly maintained and shall comply with any and all appropriate federal, state or local guidelines, requirements and applicable technical or safety standards.
- f. No additional related equipment and facilities shall be placed or maintained on the Property without City approval.
- g. The allowed use shall not emit any unnecessary intrusive noise and shall comply with any applicable noise ordinance promulgated by the City.
- h. Applicant shall execute a written statement acknowledging it agrees to the conditions and stipulations set forth herein.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect and be in force as of the date of its passage, approval and publication as provided by law.

[Remainder of page intentionally left blank; signatures follow.]

PASSED by the City Council the 12th day of October, 2020. **APPROVED** by the Mayor.

Melanie Hepperly, Mayor

ATTEST:

Kim Young, City Clerk

APPROVED AS TO FORM:

Anna M. Krstulic, City Attorney

EXHIBIT A

PROPERTY – LEGAL DESCRIPTION

TRACT I:

All that part of the Northeast Quarter (NE1/4) of Section 9, Township 12, Range 25, in the City of Fairway, Johnson County, Kansas, more particularly described as follows: Commencing at a point on the North line of said Section 9, 1073.15 feet West from the Northeast corner thereof, as measured along said North line which bears North 90 Degrees West; thence South 0 Degrees West, a distance of 30.00 feet to a point on the South Right-of- Way line of 55th Street, as now established, said point also being the point of beginning of a tract of land to be herein described; thence North 90 Degrees East, parallel to the North line of said Section 9 and along the South line of 55th Street as now established, a distance of 337.23 feet; thence South 31 Degrees 30 Minutes 00 Seconds East, a distance of 54.65 feet to a point on the Northwesterly Right-of-Way line of Johnson Drive, U.S. Highway No. 56, (formerly U.S. Highway No, 50), as now established; thence Southwesterly along said Northwesterly Right-of-Way line and being a curve to the left, the tangent to which bears South 56 Degrees 09 Minutes 24 Seconds West at the last described point, having a radius of 711.00 feet, a distance of 159.26 feet; thence South 43 Degrees 19 Minutes 22 Seconds West tangent to the last described curve and continuing along said Northwesterly Right-of-Way line, a distance of 95.13 feet; thence North 46 Degrees 40 Minutes 38 Seconds West, a distance of 210.99 feet; thence Northwesterly and Northerly along a curve to the right from the last described course as a tangent, having a radius of 82.02 feet, a distance of 66.82 feet; thence North 0 Degrees East, tangent to the last described curve, a distance of 14.09 feet to the point of beginning.

TRACT II:

The non-exclusive perpetual easement appurtenant to and for the benefit of Tract I described above for street, roadway and pedestrian way (referred to as "Access Roadway Easement"), established by and upon the terms and provisions of instrument designated "Declaration of Indentures for Fairway Office Complex", dated as of September 1, 1982, by and among J. C. Nichols Company, a Missouri corporation, City of Fairway, Kansas, a Kansas Municipal corporation, Haas Wilkerson Building Partnership, a Kansas general partnership, and Fairway Office Associates, a Kansas limited partnership, filed for record December 20, 1982, in the Office of the Register of Deeds in and for Johnson County, Kansas, under Document No. 1387622 in Book 1810 at Page 203, over the land referred to as "Access Roadway Easement" as further described in said instrument.

Assessor's Parcel Number (APN): GF251209-3011



DATE: OCTOBER 7, 2020
TO: MAYOR HEPPERLY AND FAIRWAY CITY COUNCIL
FROM: NATHAN T. NOGELMEIER, CITY ADMINISTRATOR
RE: GILMORE & BELL ENGAGEMENT LETTER

Background:

Gilmore & Bell, P.C. serves as the City's Bond Counsel and has done so for a number of years. As Bond Counsel, Gilmore & Bell, P.C. advises the City on both long-term debt and the utilization of tax incentives. Gilmore & Bell, P.C. will work in concert with Stinson, LLP in preparing development documents related to the 4200 Shawnee Mission Parkway Project.

Based on a Funding Agreement, the fees for service charged by Gilmore & Bell, P.C. will be reimbursed to the City by Platform Ventures, owner and developer of 4200 Shawnee Mission Parkway.

Recommendation:

Staff recommends a motion accepting the proposal.

Attachment:

- Letter of Engagement



2405 Grand Boulevard, Suite 1100
Kansas City, Missouri 64108-2521

(816) 221-1000 / (816) 221-1018 FAX / gilmorebell.com

September 30, 2020

Via Email:
nnogelmeier@fairwaykansas.org

Nathan Nogelmeier
City Administrator
City of Fairway
5240 Belinder Road
Fairway, Kansas 66205

Re: MREM Fairway Property LLC Project – Proposed Creation of 55th and Parkway
Community Improvement District by the City of Fairway, Kansas (the “City”)

Dear Nathan:

Pursuant to our discussions, we are pleased to submit this proposal to serve as special counsel to the City of Fairway (the “City”) in connection with creation of a community improvement district pursuant to K.S.A. 12-6a26 *et seq.*, as amended (the “CID Act”). The purpose of this letter is to set forth our responsibilities and fees with respect to this project.

Special CID Counsel Engagement

As special CID counsel, we will perform the following services:

1. We will advise the City’s staff and governing body with respect to creation of a community improvement district pursuant to the CID Act. In this phase of our engagement, we will draft the necessary resolutions and other documents calling the required public hearings and providing for the giving of required notices; we will draft the required ordinances to create the community improvement district; we will review all material and documents prepared by third parties in connection with the creation of the community improvement district and provide comments thereon; and we will provide a representative to attend all public hearings and other public meetings at which the subject of creation of the community improvement district are considered by the City’s staff and governing body.
2. Assist the City Attorney and the City’s financial advisor with respect to the preparation and negotiation of the development agreement and other necessary agreements with the developer, including advice with respect to financing alternatives to implement the community improvement district.

Compensation

Our fees for acting as special counsel for this project will be on an hourly basis at \$350 per hour of attorney time and \$110 per hour of legal assistant time. In addition, we will expect to be reimbursed for all

September 30, 2020

Page 2

out-of-pocket expenses, including travel costs, photocopying, deliveries, postage, filing fees, and other necessary office disbursements. It is anticipated such costs will be paid with funds deposited by the developer pursuant to a funding agreement.

Our fees and expenses may be paid after the community improvement district and development agreement are approved by the City. However, we will provide monthly statements upon request.

Additional Services

In the event that the community improvement district is created and bonds are issued, a separate engagement letter will be entered into with respect to professional services for such bonds. The fees paid by the City pursuant to this agreement will be taken into account in determining a fee for such legal services for the issuance of bonds.

Attorney-Client Relationship

Upon acceptance of this engagement letter, the City will be our client, and an attorney-client relationship will exist between us.

If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a pdf copy of this letter signed by an appropriate official and retain an original for your files. We look forward to working with you.

Very truly yours,



Kevin J. Wempe

ACCEPTED and APPROVED:

Date: _____, 2020

CITY OF FAIRWAY, KANSAS

By: _____
Title: City Administrator



DATE: OCTOBER 7, 2020
TO: MAYOR HEPPERLY AND FAIRWAY CITY COUNCIL
FROM: NATHAN T. NOGELMEIER, CITY ADMINISTRATOR
RE: JOHNSON COUNTY CORONAVIRUS RELIEF FUND SUBRECIPIENT GRANT AGREEMENT

Background:

Earlier this year, Johnson County received approximately \$116 million in Coronavirus Relief Funds (CRF), which was established by the CARES Act. In addition to approximately \$8 million from the State of Kansas, the total amount received was approximately \$124 million. In June, the County announced its intention to divide the original \$116 million into three phases, including 45% or approximately \$50 million going to local government. A committee of city and county representatives worked to develop a proposed method of sharing the Phase 1 funds to the various cities in Johnson County, which included immediate reimbursement of actual expenses incurred in response to the COVID-19 emergency and review and approval of potential additional expenses anticipated or desired through the remainder of 2020.

Each city is eligible to receive a total allocation for both categories that is based upon population. For Fairway, the total possible allocation is \$122,934.29. To date, the City has been reimbursed for \$4,310.03 in actual expenses and has received preliminary approval from the County for an additional \$75,000 in actual expenses, which will be submitted for reimbursement in the coming months. The County has submitted a Subrecipient Grant Agreement ("Agreement"), which sets forth the terms and conditions associated with the City's acceptance of these funds.

Recommendation:

Staff recommends a motion approving the agreement

Attachment:

- Subrecipient Grant Agreement
- Federal Terms and Conditions
- Certification
- Program Scope of Work

Johnson County Coronavirus Relief Fund Subrecipient Grant Agreement

(i) Subrecipient agency name (must match the name associated with its unique entity identifier) City of Fairway, Kansas		(ii) Unique entity identifier (i.e., DUNS) _____	(iii) Federal Award Identification Number (FAIN) TBD
(iv) Federal Award Date MARCH 1, 2020 - DECEMBER 30, 2020		(v) Subrecipient agency Period of Performance Start and End Date MARCH 1, 2020 - DECEMBER 30, 2020	
(vi) Amount of Federal Funds Obligated to the subrecipient agency by this action: \$122,934.29	(vii) Total Amount of Federal Funds Obligated to the subrecipient agency \$122,934.29	(viii) Total Amount of the Federal Award Committed to the subrecipient agency \$4,310.03	
(ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA) CORONAVIRUS RELIEF – Johnson County, Kansas Local Taxing Jurisdiction Support			
(x) Federal awarding agency: DEPARTMENT OF THE TREASURY	Pass-through entity: JOHNSON COUNTY	Awarding official name and contact information: Thomas G. Franzen, Director of Treasury & Financial Management Office of Treasury & Financial Management Thomas.Franzen@jocogov.org	
(xi) CFDA Number and Name (the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement) 21.019 - CORONAVIRUS RELIEF FUND		(xii) Identification of whether the award is R&D NO	
(xiii) Indirect cost rate for the Federal Award NOT ELIGIBLE	Award payment method (reimbursement or lump sum payment) Reimbursement	Is the agency a subrecipient for the purposes of this agreement? Yes	

JOHNSON COUNTY

RECIPIENT

Name, Title: Thomas G. Franzen, Director

Name, Title: _____

Signature:



Signature: _____

Date: 09/05/2020

Date: _____

1. Purpose of Agreement. This Agreement is made by and between Johnson County, a municipal corporation ("the County") a Subrecipient Grant Agreement, ("Agreement") to set forth the terms and conditions under which the County will provide City of Fairway, Kansas ("Recipient") with \$122,934.29 as a grant to be used to reimburse necessary expenditures incurred due to the COVID-19 emergency during the period of March 1, 2020 through December 30, 2020.

2. Scope of Eligible Expenditures. Grant funds may only be used to pay or reimburse eligible expenditures as described in Attachment A ("Federal Terms and Conditions"), consistent with details in Attachment C ("Scope of Work"). No grant funds may be used to pay or reimburse costs reimbursed under any other federal or state program, damages covered by insurance, reimbursement to donors for donated items or services, legal settlements, or severance pay.

3. Recipient Responsibilities. The grant funds provided herein are an allocation of the coronavirus relief fund, as created in section 5001 of H.R. 748, of the CARES Act. Recipient agrees to administer the grant proceeds consistent with this Agreement, in accordance with the applicable provisions of the CARES Act, any future applicable guidance issued by the U.S. Department of the Treasury and any other applicable federal provisions, as currently described at Attachment A. Recipient shall provide the County with certification Attachment B that grant funds were used for eligible expenditures.

4. Access to and Maintenance of Records. Recipient shall maintain internal controls, accounts and records, including personnel, property, financial, and programmatic records and other such records as may be deemed necessary by the County, consistent with Uniform Guidance as described in the Federal Terms and Conditions and for a period of six (6) years to ensure proper accounting for all grant funds and compliance with this Agreement. Recipient acknowledges that records may be subject to disclosure under the Public Records Act.

Recipient shall agree that the County or any duly authorized representatives, shall have, at any time and from time to time during normal business hours, access to any work product, books, documents, papers, and records of the Recipient which are related to this Agreement, for the purpose of inspection, audits, examinations, and making excerpts, copies and transcriptions.

5. Audit. If Recipient expends \$750,000 or more in federal awards from any and/or all sources in any fiscal year including under this Agreement, Recipient shall procure and pay for a single audit or program-specific audit for that fiscal year. Upon completion of each audit, Recipient shall: (i) submit to the County the reporting package specified in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200, Subpart F - Audit Requirements, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor; (ii) submit to the County follow-up and developed corrective action plans for all audit findings. If Recipient is a subrecipient and expends less than \$750,000 in federal awards from any and/or all sources in any fiscal year including this Agreement, Recipient shall notify the County they did not meet the single audit requirement. Recipient shall send all single audit documentation to Becky.Jones@jocogov.org.

6. Termination. Upon seven (7) days-notice, the County may terminate this agreement for convenience. Any unspent grant proceeds shall be immediately returned to the County.

7. Repayment of Funds. If Recipient has unspent grant proceeds on hand as of December 30, 2020, Recipient shall return all unspent grant proceeds to the County within ten (10) calendar days. If any funds provided to recipient were used in a manner that is not consistent or allowable as outlined in this agreement or in Attachment A "Federal Terms and Conditions," recipient shall return funds to County in the amount determined to be ineligible.

8. Conflict of Interest. Recipient designees, agents, members, officers, employees, consultants, and any other public official who exercises or who has exercised any functions or responsibilities with respect to the program during his or her tenure, or who is in a position to participate in a decision-making process or gain inside information with regard to the program, are barred from any interest, direct or indirect, in any grant or proceeds of the program, or benefit there from, which is part of this Agreement at any time during or after such person's tenure.

9. Governing Laws. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. The venue of any suit or arbitration arising under this Agreement shall be in Johnson County, Kansas and if a lawsuit, in Johnson County Superior Court.

10. Indemnification; Recoupment. Recipient shall, at its cost and expense, protect, defend, indemnify, and hold harmless the County, its directors, officers, employees, and agents, from and against any and all demands, liabilities, causes of action, costs and expenses (including attorneys' fees), claims, judgments, or awards of damages, arising out of or in any way resulting from the acts or omissions of Recipient, its directors, officers, employees, or agents, relating in any way to the Recipient's performance under the Agreement. These indemnification obligations shall survive the termination of the Agreement. Recipient further agrees that it is financially responsible for and will repay the County any and all indicated amounts following an audit exception which occurs due to Recipient's failure, for any reason, to comply with the terms of this Agreement.

ATTACHMENTS

- A – Federal Terms and Conditions
- B – Certification
- C – Program Scope

Johnson County Coronavirus Relief Fund Subrecipient Grant Agreement

ATTACHMENT A – Federal Terms and Conditions

PROVISIONS REQUIRED BY LAW DEEMED INSERTED.

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included therein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the Agreement shall be physically amended to make such insertion or corrections.

CORONAVIRUS RELIEF FUND, SECTION 5001 CARES ACT

The funds provided to Recipient are available under section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

The Recipient certifies that the funds under this Agreement shall only be used to cover costs that:

1. Are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
2. [For governmental entities only] Were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if:
 - a. The cost cannot lawfully be funded using a line item, allotment, or allocation within that budget;
OR
 - b. The cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation; and
3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Funds may NOT be used by governmental entities to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use for governmental entities. The funds may only be used for **operating** expenditures.

1. ELIGIBLE EXPENSES. There are six primary eligible cost categories. These cost categories and their eligible cost sub-categories are as follows:

- a. Medical expenses such as:
 - a. COVID-19 related expenses of public hospitals, clinic, and similar facilities.
 - b. Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - c. Costs of providing COVID-19 testing, including serological testing.
 - d. Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - e. Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.

- b. Public health expenses such as:
 - a. Expenses for communication and enforcement by State, territorial, local and Tribal governments of public health order related to COVID-19.
 - b. Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - c. Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
 - d. Expenses for technological assistance to local authorities or other entities on mitigation of COVID-19 related threats to public health and safety.
 - e. Expenses for public safety measures undertaken in response to COVID-19.
 - f. Expenses for quarantining individuals.
- c. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
- d. Expenses of actions to facilitate compliance with COVID-19 related public health measures such as:
 - a. Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - b. Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - c. Expense to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
 - d. Expenses of providing paid sick and paid family medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - e. COVID-19 related expenses of maintaining state prisons and county jails, including as it relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - f. Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
- e. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - a. Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.[Note, this is the eligible expenditure subcategory applicable to this grant].
 - b. Expenditures related to a state, territorial, local or Tribal government payroll support system for those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
 - c. Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
- f. Any other COVID-19 related expenses reasonably necessary to the function of government that satisfy the fund's eligibility criteria.

2. INELIGIBLE EXPENSES.

Non-allowable expenditures include, but are not limited to:

- a. Expenses for the state share of Medicaid.

- b. Damages covered by insurance.
- c. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
- d. Expenses that have been or will be reimbursed under any federal program.
- e. Reimbursement to donor for donated items or services.
- f. Workforce bonuses other than hazard pay or overtime.
- g. Severance pay.
- h. Legal settlements.
- i. Expenditures prohibited under the Health and Human Services requirements outlined in the next section.

PUBLICATIONS. Any publications (written, visual or sound) but excluding press releases, newsletters, and issue analyses, issued by Recipient describing programs or projects funded in whole or in part with federal funds under this Agreement, shall contain the following statements:

“This project was supported by a grant awarded by the US Department of the Treasury. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the US Department of the Treasury.”

UNIFORM GUIDANCE. The recipient understands that use of funds pursuant to this agreement must adhere to official federal guidance issued, or issued in the future, on what constitutes an eligible expenditure and to all requirements applicable to CRF funds including applicable requirements of 2 C.F.R. §200 (specifically including 2 C.F.R. §200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements).

Subaward Language and Federal Clauses Federal Award Identification (reference 2 CFR 200.330-332)

Pursuant to the Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards, found in the Code of Federal Regulations (CFR) at 2 CFR 200, §200.330 requires that an agency **must decide to make a determination whether the scope of work falls under a Subrecipient or Contractor relationship.**

The non-Federal entity may concurrently receive Federal awards as a recipient, a subrecipient, and a contractor, depending on the substance of its agreements with Federal awarding agencies and pass-through entities. Therefore, a pass-through entity must make case-by-case determinations whether each agreement it makes for the disbursement of Federal program funds casts the party receiving the funds in the role of a subrecipient or a contractor. The Federal awarding agency may supply and require recipients to comply with additional guidance to support these determinations provided such guidance does not conflict with this section.

(a) *Subrecipients.* A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

- (1) Determines who is eligible to receive what Federal assistance;
- (2) Has its performance measured in relation to whether objectives of a Federal program were met;
- (3) Has responsibility for programmatic decision making;

- (4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and
- (5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

(b) *Contractors.* A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the contractor:

- (1) Provides the goods and services within normal business operations;
- (2) Provides similar goods or services to many different purchasers;
- (3) Normally operates in a competitive environment;
- (4) Provides goods or services that are ancillary to the operation of the Federal program; and
- (5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

(c) *Use of judgment in making determination.* In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

If the agency determines that the scope of work falls under a subrecipient relationship, all of the information below must be included in any subaward agreement:

(i) Subrecipient agency name (which must match the name associated with its unique entity identifier);	
(ii) Subrecipient agency's unique entity identifier (i.e. DUNS);	
(iii) Federal Award Identification Number (FAIN) or Federal;	TBD
(iv) Federal Award Date;	<i>March 1, 2020 through December 30, 2020</i>
(v) Subrecipient agency Period of Performance Start and End Date;	<i>August 1, 2020 through December 30, 2020</i>
(vi) Amount of Federal Funds Obligated to the subrecipient agency by this action;	
(vii) Total Amount of Federal Funds Obligated to the subrecipient agency;	
(viii) Total Amount of the Federal Award committed to the subrecipient;	
(ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	
(x) Name of Federal awarding agency, pass-through entity, and contact information for awarding official	

(xi) CFDA Number and Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement;	21.019 - Coronavirus Relief Fund;
(xii) Identification of whether the award is R&D; and	No
(xiii) Indirect cost rate for the Federal Award	N/A – Not eligible or billable
Is the agency a subrecipient for the purposes of this agreement?	Yes

The subawardee must be in compliance with the below and must note the required information in their subaward agreements:

- (1) A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part; and
- (2) Appropriate terms and conditions concerning closeout of the subaward.
- (3) All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;
- (4) Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports;
- (5) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:
 - (a) The subrecipient's prior experience with the same or similar subawards;
 - (b) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;
 - (c) Whether the subrecipient has new personnel or new or substantially changed systems; and
 - (d) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).
- (6) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.207 Specific conditions.
- (7) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:
 - (a) Reviewing financial and performance reports required by the pass-through entity.
 - (b) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and other means.
 - (c) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521 Management decision.

(8) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

- (a) Providing subrecipients with training and technical assistance on program-related matters; and
- (b) Performing on-site reviews of the subrecipient's program operations;
- (c) Arranging for agreed-upon-procedures engagements as described in §200.425 Audit services.

(9) Verify that every subrecipient is audited as required by Subpart F—Audit Requirements of this part when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in §200.501 Audit requirements.

(10) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.

(11) Consider taking enforcement action against noncompliant subrecipients as described in §200.338 Remedies for noncompliance of this part and in program regulations.

HEALTH AND HUMAN SERVICES

As applicable (specifically including to any expenditure funded with coronavirus relief funds or public health funds), the Contractor or Recipient (herein each referred to as "Contractor") shall adhere to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS awards as codified in 45 CFR Part 75 effective December 26, 2014, the HHS Grants Policy Statement, and the Contract Provisions below.

APPENDIX II TO 45 CFR 75—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS

In addition to other provisions required by the HHS agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

The following statutory provisions also apply:

General Provisions in FY 2020 Consolidated Appropriation

(PL 116-94, December 20, 2019, 133 Stat 2534 – Division A, Title V)

1. EXECUTIVE PAY

The Contractor agrees that none of the funds paid through this contract shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.

(Sec. 202)

2. GUN CONTROL ADVOCACY

The Contractor agrees that none of the funds paid through this contract may be used, in whole or in part, to advocate or promote gun control.

(Sec. 210)

3. LOBBYING

(a) The Contractor agrees that none of the funds paid through this contract shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) The Contractor agrees that none of the funds paid through this contract shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

(Sec. 503)

4. ABORTIONS

(a) The Contractor agrees that none of the funds paid through this contract, and none of the funds in any trust fund paid through this contract, shall be expended for any abortion.

(b) The Contractor agrees that none of the funds paid through this contract, and none of the funds in any trust fund paid through this contract, shall be expended for health benefits coverage that includes coverage of abortion.

(c) The term "health benefits coverage" means the package of services covered by a managed care provider or organization pursuant to a contract or other arrangement.

(Sec. 506)

5. LIMITATIONS ON ABORTION FUNDING PROHIBITIONS

(a) The limitations established in the preceding section shall not apply to an abortion—

(1) if the pregnancy is the result of an act of rape or incest; or

(2) in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.

(b) Nothing in the preceding section shall be construed as prohibiting the expenditure by a State, locality, entity, or private person of State, local, or private funds (other than a State's or locality's contribution of Medicaid matching funds).

(c) Nothing in the preceding section shall be construed as restricting the ability of any managed care provider from offering abortion coverage or the ability of a State or locality to contract separately with such a provider for such coverage with State funds (other than a State's or locality's contribution of Medicaid matching funds).

(d)(1) The Contractor agrees it will not subject any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

(2) In this subsection, the term “health care entity” includes an individual physician or other health care professional, a hospital, a provider-sponsored organization, a health maintenance organization, a health insurance plan, or any other kind of health care facility, organization, or plan.

(Sec. 507)

6. EMBRYO RESEARCH

(a) The Contractor agrees that none of the funds paid through this contract may be used for—

(1) the creation of a human embryo or embryos for research purposes; or

(2) research in which a human embryo or embryos are destroyed, discarded, or knowingly subjected to risk of injury or death greater than that allowed for research on fetuses in utero under 45 CFR 46.204(b) and section 498(b) of the Public Health Service Act (42 U.S.C. 289g(b)).

(b) For purposes of this section, the term “human embryo or embryos” includes any organism, not protected as a human subject under 45 CFR 46 as of December 20, 2019, that is derived by fertilization, parthenogenesis, cloning, or any other means from one or more human gametes or human diploid cells.

(Sec. 508)

7. PROMOTION OF LEGALIZATION OF CONTROLLED SUBSTANCES

(a) The Contractor agrees that none of the funds paid through this contract may be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established by section 202 of the Controlled Substances Act except for normal and recognized executive-congressional communications.

(b) The limitation in subsection (a) shall not apply when there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance or that federally sponsored clinical trials are being conducted to determine therapeutic advantage.

(Sec. 509)

8. DISTRIBUTION OF INTENTIONALLY FALSE INFORMATION

The Contractor agrees that none of the funds paid through this contract may be used to disseminate information that is deliberately false or misleading.

(Sec. 515(b))

9. PORNOGRAPHY

(a) The Contractor agrees that none of the funds paid through this contract may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

(b) Nothing in subsection (a) shall limit the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

(Sec. 520)

10. ACORN OR ITS AFFILIATES OR SUBSIDIARIES

The Contractor agrees that none of the funds paid through this contract may be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, allied organizations, or successors.

(Sec. 521)

11. NEEDLE EXCHANGE

The Contractor agrees that none of the funds paid through this contract shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug: *Provided*, That such limitation does not apply to the use of funds for elements of a program other than making such purchases if the relevant State or local health department, in consultation with the Centers for Disease Control and Prevention, determines that the State or local jurisdiction, as applicable, is experiencing, or is at risk for, a significant increase in hepatitis infections or an HIV outbreak due to injection drug use, and such program is operating in accordance with State and local law.

(Sec. 527)

GOVERNMENT-WIDE GENERAL PROVISIONS

(PL 116-93, December 20, 2019, 133 Stat 2317 – Division C, Title VII)

12. PROPAGANDA

The Contractor agrees that none of the funds paid through this contract shall be used directly or indirectly, including by subcontractors, for publicity or propaganda purposes within the United States not heretofore authorized by the Congress.

(Sec. 718)

13. PRIVACY ACT

The Contractor agrees that none of the funds paid through this contract may be used in contravention of section 552a of title 5, United States Code (popularly known as the Privacy Act), and regulations implementing that section.

(Sec. 732)

14. CONFIDENTIALITY AGREEMENTS

(a) The Contractor agrees that it will not require employees or subcontractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(b) The limitation in subsection (a) shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(Sec. 742)

15. NONDISCLOSURE AGREEMENTS

These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.

(Sec. 743)

16. UNPAID FEDERAL TAX LIABILITY

The Contractor agrees that it does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless a Federal agency has considered suspension or debarment of the Contractor and has made a determination that this further action is not necessary to protect the interests of the Government.

The Contractor agrees it will not subcontract with any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

(Sec. 744)

17. CRIMINAL FELONY LIMITATION

The Contractor agrees that it was not convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

The Contractor agrees it will not subcontract with any that was convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

(Sec. 745)

OTHER APPROPRIATION PROVISIONS

18. CHIMPANZEES

The Contractor agrees that none of the funds paid through this contract shall be used on any project that entails the capture or procurement of chimpanzees obtained from the wild.

(42 U.S.C. 289d note)

Other Statutory Provisions

19. TRAFFICKING IN PERSONS

This contract is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104)

(a) The Contractor, Contractor's employees, and any subcontractors or subcontractors' employees may not:

- (1) Engage in severe forms of trafficking in persons during the period of time that the contract that this contract is in effect;
- (2) Procure a commercial sex act during the period of time that this contract is in effect; or
- (3) Use forced labor in the performance of this contract or subcontracts.

(b) Violations of the prohibitions in paragraph (a) include –

- (1) Those committed by the Contractor; or
- (2) Those committed by the Contractor's employee or a subcontractor through conduct that is either -
 - i. Associated with performance of this contract; or
 - ii. Imputed to the Contractor or subcontractor using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR part 376.

(c) The Contractor must inform Johnson County immediately of any information it receives from any source alleging a violation of paragraph (a).

(d) Definitions. For purposes of this contract:

(1) "Employee" means either:

- i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
- ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

(2) "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

(3) "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

(Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104))

20. WHISTLEBLOWER PROTECTIONS

The Contractor is hereby given notice that the 48 CFR section 3.908, implementing section 828, entitled "Pilot Program for Enhancement of Contractor Employee Whistleblower protections," of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. 112-239, enacted January 2, 2013) applies to this contract.

21. HUMAN SUBJECTS PROTECTIONS

If any activities under this contract will involve human subjects in any research activities, the Contractor must provide satisfactory assurance of compliance with the participant protection requirement of the HHS/OASH Office of Human Research Protection (OHRP) prior to implementation of those research components. This assurance should be submitted to the OHRP in accordance with the appropriate regulations.

22. FRAUD, ABUSE AND WASTE

The HHS Inspector General accepts tips and complaints from all sources about potential fraud, waste, abuse, and mismanagement in Department of Health and Human Services' programs.

**Johnson County Coronavirus Relief Fund
Subrecipient Grant Agreement
ATTACHMENT B – Certification**

I, [_____], am the [_____] of the CITY OF FAIRWAY of Johnson County, Kansas and I certify that:

1. I have authority and approval from the governing body on behalf of CITY OF FAIRWAY to accept proceeds from the County per the Agreement for COVID-19 Relief Funds by and between the County and CITY OF FAIRWAY from the County’s allocation of the Coronavirus Relief Fund as created by section 5001 of H.R. 748, the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) for eligible expenditures included on the corresponding invoice voucher for report period [March 1, 2020 through December 30, 2020].
2. I understand that as additional federal guidance becomes available, a contract amendment to the agreement between the County and CITY OF FAIRWAY may become necessary and agree to execute necessary amendments.
3. I understand the County will rely on this certification as a material representation in processing this reimbursement.
4. I certify the use of funds submitted for reimbursement from the Coronavirus Relief Fund under this contract were used only to cover those costs that:
 - a. Are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
 - b. Were not accounted for in the budget most recently approved as of March 27, 2020 for CITY OF FAIRWAY [THIS CERTIFICATION REQUIRED ONLY OF LOCAL GOVERNMENT];
 - c. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.
5. I understand the use of funds pursuant to this certification must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. We have reviewed the guidance established by U.S. Department of the Treasury as described in Attachment A to the Agreement and certify costs meet the required guidance. Any funds expended by CITY OF FAIRWAY or its subcontractor or subrecipients in a manner that does not adhere to official federal guidance shall be returned to the County.
6. I understand the CITY OF FAIRWAY receiving funds pursuant to this certification shall retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 Retention requirements for records of 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Such documentation shall be produced to the County upon request and may be subject to audit by the State Auditor.
7. I understand any funds provided pursuant to this certification cannot be used for expenditures for which the CITY OF FAIRWAY has received any other emergency COVID-19 supplemental funding whether state, federal or private in nature, for that same expense.

I hereby certify that I have read the above certification, and that the information and my statements provided herein by me are true and correct to the best of my knowledge, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document could subject me to punishment under federal and/or civil liability and/or in criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and punishment under federal law.

Printed Name

Signature

Title

Date

**Johnson County Coronavirus Relief Fund
Subrecipient Grant Agreement**

ATTACHMENT C - PROGRAM SCOPE OF WORK

1. Introduction

On April 22, 2020, Johnson County received an allocation of \$116,311,033.60 for expenses related to the Coronavirus public health emergency. This funding is being provided to support Johnson County's COVID-19 relief and response strategies, including assistance to local governments, other local taxing jurisdictions, hospitals, K-12 schools, higher education institutions, small businesses, long-term care facilities, and not-for-profit organizations within the County that have been adversely affected by incurred COVID-19 expenditures, closures, cancellations, and loss of work during the COVID-19 public health emergency.

2. Program Objectives/Outcomes

The County anticipates support in the areas of 1) Mental Health, 2) Aging, 3) Housing, 4) Workforce Development/Small Businesses, and 5) Digital Access and will serve a fundamental governmental purpose and results in additional public benefits to the region's economy of preventing job losses, bankruptcies, and permanent closures within the County.

Johnson County is seeking to achieve the following outcomes with the money provided by supporting the following programs: (Get Info From KU, Patty?)

Mental Health Programs

- Get Phase 2 program information from KU

Aging Programs

- Get Phase 2 program information from KU

Housing and Utility Assistance

- Get Phase 2 program information from KU

Workforce Development

-

Small Businesses

- Get Phase 2 program information from KU

Digital Access

- Get Phase 2 program information from KU

Witt's Examples

Culture Relief Fund

- Emergency grants for up to \$2,000 for business owners who have suffered significant financial hardship as result of the COVID-19 public health emergency from;
 - Loss of Income (wages, gigs, ticket/art/book sales, clients, etc.) and/or
 - Loss of Opportunity (fellowship, residency, performance, screening, reading, exhibition, etc.).

Reopen Fund for Organizations

- Help cultural organizations reopen quickly, recover from the impacts of the pandemic, and contribute to community through public program provision;
- Ensure continuity in success for cultural organizations with specific plans for public programs by making funds available to organizations which demonstrated quality and reach of public programs in 2019, in anticipation of future quality and reach of proposed public programs for the future;
- Support underserved and other priority cultural organizations that have not been able to access other resources with
 - Additional consideration and support provided to organizations whose proposals support communities disproportionately impacted by COVID
 - Geographic priority will be given to communities with disproportionately inequitable outcomes as measured by the Communities of Opportunity index.

3. Eligible Expenditures

The grant funds must be used for activities in response to COVID-19. The funds should only be used for costs that comply with all federal requirements set for the Treasury’s Coronavirus Relief Fund (detailed in Attachment A “Federal Terms and Conditions”). Expenditures must be incurred in the period from March 1, 2020, through December 30, 2020, and must be recorded and documented using the generally accepted accounting principles and the provisions of Title 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements.

Expenditures may fall in the following categories:

- Acute financial impact directly from the outbreak of COVID-19
- Emergency circumstances and needs directly resulting from the outbreak of COVID-19 reimbursing the costs of business interruption caused by required closures

The following list provides some examples of eligible expenditures:

- Loss of income and/or loss of opportunity
- Facility changes to adhere to public health guidance such as physical distancing
- Additional staff to monitor compliance with public health guidelines
- Increased sanitation and cleaning
- Equipment and software to move programming online to limit necessity for in-person interaction
- Marketing to publicize reopening and associated public health measures
- Materials to facilitate safe opening (e.g., PPE, sanitation supplies, plexiglass barriers, markers, signage)
- Technical assistance to facilitate safe re-opening

4. Grant Documentation & Reporting

EXHIBIT #	Form/Report	Short Description	Interval
1	Pre-award: risk assessment questionnaire	Short survey to understand organization’s administrative capacity	With the intake form preceding agreement signing
2	Federal Funding Accountability and	<ul style="list-style-type: none">• Only for entities receiving grant funds in excess of \$25,000.	With the signed agreement

	Transparency Act (FFATA) Data Collection Form	<ul style="list-style-type: none"> Johnson County will use this information to report to www.FSRS.gov within 30 days of the award. Template attached. 	<i>(if the grant amount is in excess of \$25,000)</i>
3	Bi-monthly performance report	Summary expenditure report by eligible activity	Bi-monthly following agreement signing
4	An expenditure report detailing all expenditures up to the grant amount	A standard report generated from the organization's official accounting system or sufficient documentation to demonstrate grant expenditures, payee, and date of transaction	Within 30 days of final payment utilizing grant funds
5	Direct Grant & Beneficiaries Report	A standard report that outlines all businesses or organizations that received assistance using program funds	Within 30 days of final payment utilizing grant funds



DATE: OCTOBER 7, 2020
TO: MAYOR HEPPERLY AND FAIRWAY CITY COUNCIL
FROM: NATHAN T. NOGELMEIER, CITY ADMINISTRATOR
RE: ORDINANCE ESTABLISHING A NON-BUDGETED FEDERAL GRANT FUND

Background:

To better track expenditures and reimbursements related to the CARES Funding, staff recommends creating a new Federal Grant Fund. This fund will allow both the expenditures and reimbursements to be handled within the same fund. Without its creation, these unbudgeted expenditures will be funded out of existing department budgets within the General Fund which would result in the City exceeding its General Fund budget authority for the current year.

Fortunately, the State of Kansas allows municipal governments to establish an unbudgeted fund, similar to the CIP Fund and Equipment Reserve Fund to track Federal Grants (KSA 12-1663). This fund must be established by ordinance. If established, all revenues and expenditures related to COVID-19 would be transferred to the new fund and tracking these costs would be simplified by having them in one fund.

Recommendation:

Staff recommends a motion approving the creation of the Federal Grant Fund.

Attachment:

- Ordinance 1723

ORDINANCE NO. 1723

**AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF A NON-BUDGETED
FEDERAL GRANT FUND FOR THE CITY OF FAIRWAY, KANSAS.**

WHEREAS, the city is a subrecipient of funds from the CARES Act Coronavirus Relief Fund,
and;

WHEREAS, the city has entered into an agreement with Johnson County which sets forth the
terms and conditions associated with the City's acceptance of these funds and defines the costs
eligible for reimbursement, and includes provisions associated with reimbursement procedures,
records retention, reporting requirements, and;

WHEREAS, K.S.A. 12-1663 allows public agencies to receive and expend federal aid funds
without regard to budget limitations.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
FAIRWAY, KANSAS:

SECTION 1. The City Clerk shall establish a Federal Grant Fund for the purposes of
receiving and expending federal grant funds for reimbursement of expenses related to the
COVID-19 emergency.

SECTION 2. This Ordinance shall be effective upon passage by the Governing Body, execution
by the Mayor, and publication in the official City newspaper.

PASSED by the Governing Body this day of October 12, 2020.

APPROVED AND SIGNED by the Mayor this day of October ,2020.

Melanie J. Hepperly, Mayor

ATTEST:

Kim Young, City Clerk

APPROVED AS TO FORM:

Richard Cook, City Attorney



Parks & Recreation Department

DATE: 10/8/20
TO: MAYOR HEPPERLY, FAIRWAY CITY COUNCIL
FROM: BRICE SOEKEN, DIRECTOR OF PARKS & RECREATION
RE: CITY HALL VIDEO/AUDIO UPGRADES - COVID

In order to facilitate future virtual meetings, as well as in-person meetings that will have virtual options, we have solicited estimates from audio/visual companies in the area to make our Council Chambers capable of doing so. Along with the upgrades for virtual meetings, we are also including a projector, screen and the necessary equipment to allow the Parks & Recreation Department to be able to virtually broadcast programs, classes and events virtually. Our department plans on stepping into the virtual gaming world in the near future, which has seen significant increases in popularity during COVID. We are currently waiting on one of the bids to come through as I'm writing this but should have it no later than October's Council Meeting.

The funding used to accommodate these upgrades would come through the County via the CARES Act. We would be reimbursed for the upgrade expenses, as these upgrades are a direct impact from COVID.

Staff recommends approval of the contract to City Council.

NEALE PETERSON PARK
& FAIRWAY POOL
6136 MISSION ROAD
FAIRWAY, KANSAS 66205
913-722-3161 (SUMMER ONLY)

FAIRWAY CITY HALL
5240 BELINDER ROAD
FAIRWAY, KS 66205
PHONE: 913-262-0350
FAX: 913-262-4607

SHAWNEE INDIAN MISSION
3403 W. 53RD STREET
FAIRWAY, KS 66205
PHONE: 913-262-8607
WWW.FAIRWAYKANSAS.ORG



DATE: OCTOBER 7, 2020
TO: MAYOR HEPPERLY AND FAIRWAY CITY COUNCIL
FROM: NATHAN T. NOGELMEIER, CITY ADMINISTRATOR
RE: FAIRWAY WEBSITE UPGRADE

Background:

The last time the Fairway website received a major reconstruction was in 2006. For the past several years, this issue has been raised by staff who have identified a substantial need for another overhaul to reflect current best practices and user trends.

In March of 2019, Assistant City Clerk Aldridge, sitting Ward 4 Councilmember Adam Dolski and I conducted interviewed with companies well versed in serving local government website needs. In the end, we approached the administration committee about moving forward with an upgraded website with our current vendor. This decision was based on the city's satisfaction with customer service and price. The Administration Committee, as a part of developing the 2020 budget agreed with the recommendation and included roughly \$7500 for the upgrade in the Administration Department's Capital Outlay Decision Package.

Given limits in staff resources, it was determined to plan for the website improvements in the second quarter of 2020. Once COVID-19 hit our area, like all Capital Outlay projects, this item was put on hold. As of the September financials, I felt comfortable with this project moving forward from a budgetary perspective, however, Administration Department staff resources are strained more than ever and, for this fact, the project could not move forward.

Following a discussion with Parks & Recreation Director Soeken, he agreed to take the lead on moving forward with a website overhaul. Without his willingness to step forward, this project would not occur in 2020.

Staff is recommending we move forward with the one-year design option at a cost of \$7,250. After that the city's annual cost will be that of the service agreement for \$840 per year. This new design will improve the user experience over what we have today as well as opens the door to add more features at time passes.

Recommendation:

Staff recommends a motion approving the proposal with GovOffice and, if necessary, executing an agreement to facilitate the process.

Attachment:

- GovOffice Proposal



**Proposal for Fully Mobile-Friendly Website
Upgrade, Website Service, and Support**

City of Fairway, KS

Today's Date: 10/6/20 **Expiration Date:** 1/6/21

Phil Neenan, Regional Sales Manager
GovOffice Web Solutions
2112 Broadway Street NE, Suite 250
Minneapolis, Minnesota 55413
952-484-1827 direct
Phil@GovOffice.com
www.GovOffice.com

Dear City of Fairway Officials and Staff,

My name is Phil Neenan, I represent GovOffice Web Solutions (www.govoffice.com) in Minneapolis, Minnesota.

Following you will find my proposal for planning, drafting, structuring, revising, programming, testing, implementing, hosting, securing, and supporting a modern, professional, mobile-friendly website to better serve your residents.

Citizens' expectations of their local government website have grown tremendously over the years; GovOffice has added technology and service solutions and infrastructure upgrades over time to keep pace with those expectations, and they are presented in this proposal with a focus on the following:

- Your website will be fully mobile-friendly (and each design element will be built for compliance with ADA standards), meaning the design and its content will conform to your citizens' choice of device from wide desktop monitors to small smartphone screens in both vertical and horizontal orientations. **See pages 5-6.**
- Included in your service are enhancements to the core GovOffice Content Management System for greater editing features and our expanding infrastructure for increased speed, security, and support. **See pages 8-10.**
- An attractive, mobile-friendly design is not the only enhancement that you can expect. Navigation and, thus, delivery of information will be greatly improved as well, with a focus on ease of use for your residents and staff. **See page 14.**
- GovOffice offers numerous, flexible payment options, but our standard Agreement calls for a commitment of only 3 years, and all charges are spread evenly over those 3 years. Some national competitors require a commitment of 4 and even 5 years! **See page 15.**

On behalf of the entire GovOffice Team, I thank you for your consideration of my proposal for a next generation website. I look forward to discussing it with you in the near future.

Sincerely,

Phil

Phil Neenan
Regional Sales Manager
952-484-1827
GovOffice.com
phil@govoffice.com

Content

GovOffice Introduction..... 4

Responsive Website Design (RWD) Framework 5

Premium RWD Features 6

Content Management Highlights 7

GovOffice CMS Version 4.0 Announcement 8

Delivery of GovOffice Technology, Hosting, and Security..... 9-10

CMS Product & Service Features 11-13

Navigation and Content Services 14

3-Year Payment Plan 15

Live Examples..... 16

Renewal Options and General Project Timeline..... 17

Testimonials from Upgraded Clients 18



Background

GovOffice is a leading provider of cost-effective, state-of-the-art websites for local governments. With its cloud-based, mobile-friendly platform, GovOffice offers proven, easy-to-use web technology tools to enable a more efficient and responsive government.

Launched in 2001, GovOffice was the centerpiece of a unique public-private partnership to bring website technologies to cities across America. Founding partners included the International City-County Management Association and the League of Minnesota Cities, with an additional 15 state municipal leagues eventually joining our partnership.

In those 19 years, we've seen local government websites evolve from being a novelty to a necessity. We have served over 1400 local governments in 44 states and stayed true to our mission of providing state-of-the-art web technologies that meet the needs of local government at an affordable cost.

GovOffice LLC is headquartered in Minneapolis, Minnesota.

Our Value Proposition

Our population-based pricing makes GovOffice an effective, affordable solution for every size of local government. With GovOffice, you don't pay for a bunch of pricey features you don't want or need. Our solution provides all the core features used by most local governments, and enables you to add more specialized features as needed. In short, we are easier to use, more affordable, and offer the features you and your citizens need, designed to fit a government budget. And as governments try to do more with less now more than ever, that's the perfect win-win for you and your constituents.

GovOffice is Powerful and Affordable

GovOffice delivers the solution you need with a whole lot less hassle and expense, including:

- Professional Responsive Website Design (RWD) website
- Powerful, flexible Content Management, with unlimited sections and subsections
- Online forms system for sign-ups, comment forms, polls, and more
- Audio and video files integration
- Calendars, News, Image galleries
- Security system enabling multiple users with varying levels of editing permissions to update the website

Responsive Website Design (RWD) Framework



Why RWD?

The number of U.S. residents using smartphones increases each year, and the number of visits to government websites increases annually, too. To extend service to the public whose choice of device is a smartphone—tablets as well—a fully mobile-friendly RWD website is the answer, as it conforms to any device from large desktop monitors to small smartphone screens in either portrait/vertical or landscape/horizontal view.

Why Now?

Simply put, RWD is not only the future, it is the present. Today your website receives twice as many visits from someone using his/her smartphone than from any other type of device. So, local governments should be looking at RWD for its next website design, and many already have made the switch.

While RWD itself is not new, it is a new concept to local governments that are slow to adopt new Internet technologies; far too few of them have a Responsive Website Design in 2020. Making the switch to RWD now will not only serve your citizens better right away, your website may be promoted as a model of excellence to communities across the region that are not yet Responsive.

Creative Process

1) Personal consultation with our graphic designer, **2)** Development of draft(s), **3)** Presentation of design draft(s) to the Client via Preview Mode, **4)** Round(s) of revision to the Client's chosen draft, **5)** After completion of revision(s), presentation of final draft to the client via Preview Mode; Client's approval is then requested

Programming Process

6) Constructing the final design draft approved by the Client onto a working test site (Test Mode), **7)** Adjustment as necessary to the display or behavior of the design on the test site, **8)** Testing of the design across the latest versions of all major Web browsers; further adjustment made, **9)** Schedule a date for upload of the finished, browser-tested design with the Client, **10)** Upload of the design to replace the Client's existing design on its live, public website; the project is then declared completed

Popular RWD Features

Packages that included these features are noted in **blue**

1. Development of new **title graphic** including official logo, slogan, and stylish font type. It appears atop or overlapping the large homepage image and moves to the navigation menu and Search bar automatically on smaller devices. **Favicon** and **Mobile Touch Icon** development both take place at this time and also are included. **Budget, Value, Progressive, Premium**
2. **Image Slider** allows staff to put up and take down community photos at any time on the homepage (5 images at a time). Each image may be captioned and linked to any page, internal or external. Further, website visitors may swipe forward or back with their cursor or finger to see more photos. **Value, Progressive, Premium (Slider on any section at Premium); Budget: 1 static image at a time**
3. The **Filmstrip** contains **Icons** that allow one click access to the most highly trafficked pages of the website. Ten icons will be uploaded, arranged, and linked for the Client per the Homepage Setup process and will slide continuously. Website visitors may swipe forward or back with their cursor or finger to see more Icons. **Progressive, Premium**
4. **Carousel** allows even more self-admin control (images, titles, links) in directing visitors to specific areas of interest on the website. Up to 10 items at a time may be added to the color-styled Carousel and, like the Filmstrip feature, will slide continuously. Website visitors may swipe forward or back with their cursor or finger to see more. **Premium**
5. Like Image Slider, Filmstrip, and Carousel, the **Notifications Banner** is another self-administered, self-activated feature to Responsive designs. It allows Clients to draw citizens' attention to urgent notices, alerts, reminders, etc. on the homepage with an eye-catching, colored, roll down banner that also has a close out button. **Progressive, Premium (Notifications on any section at Premium)**
6. **Social Media Icons Bar** supports clickable icons to your Facebook, Twitter, YouTube, Blogger, Instagram, Pinterest, LinkedIn, and Nextdoor pages. The icons are anchored to the browser window so that your citizens know where to find them, regardless the page they are on. Above Social Media Icons Bar is **Local Weather Integration**, also fixed in the same location on every page. Local Weather Integration is a feed from the National Weather Service (weather.gov) and provides a dynamic reading of temperature and weather condition. **Weather Integration: Progressive & Premium; Social Media Icons Bar: Premium only**
7. An **Advanced Footer** is personalized to the Client's branding with a custom color, font, image, and left and right (or centered) blocks of text. It also includes a floating Return to Top button. **Progressive, Premium**
8. This entire area of the homepage (and all interior pages), left to right, above the footer and, in this case, above the Secondary Navigation Block (Premium designs only) is where **self-administered website content** displays. If a Section Introduction is added, it will be located in the center. Regular Promotions, such as a calendar, and Sidebars may be added to the left, center, or right, and all are totally Responsive. If **Content Boxes**, another standard, self-admin feature of Responsive designs, is utilized, they will appear in the main column (4 are shown here). **Budget, Value, Progressive, Premium**



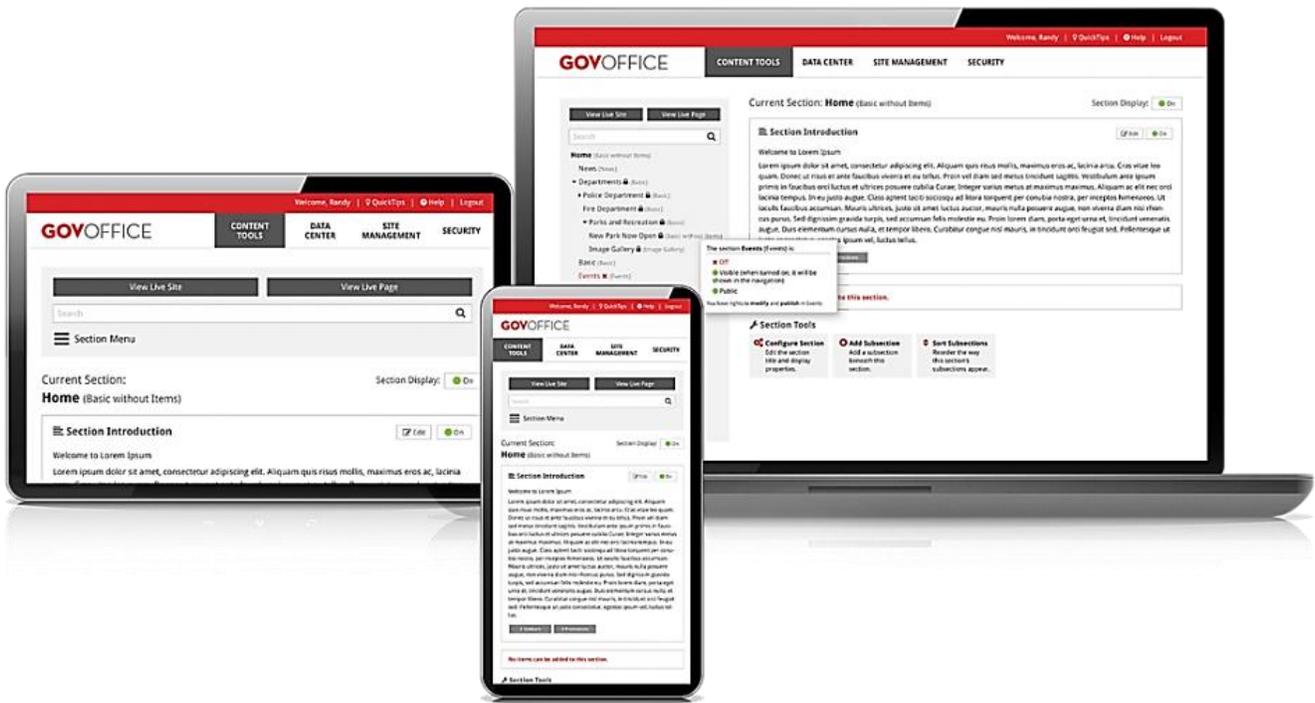
Content Management Highlights

Every day GovOffice users efficiently manage their websites from their office and at home—on any computer that is connected to the Internet through the latest versions of modern Web browsers—and they enjoy the many features that GovOffice offers:

- Unlimited number of sections and subsections are allowed to expand your site
- Unlimited number of links throughout your site
- Build a home page that includes a greeting, breaking news, upcoming events
- Online sign-up for newsletters, comment forms, polls, and surveys
- Audio and video files posted throughout the site
- Image gallery that serves as an online photo album
- News articles that can be featured and archived
- Post meetings agendas and minutes as searchable documents
- Calendar of all community events and meetings
- Contact information of staff and elected officials
- Advanced users may switch to HTML mode for added flexibility
- Social media integration (Facebook, Twitter, YouTube, Pinterest, Instagram, LinkedIn, Blogger, Nextdoor)
- Security system allows multiple users with varying levels of permissions to update the website simultaneously
- And much more!

This is how your GovOffice Site Administration appears on desktop, tablet, and smartphone devices...

GovOffice CMS Version 4.0: A Message from Our CEO



GovOffice was launched in 2001 as the centerpiece of a unique public-private partnership to bring website technologies to cities across America. Founding partners included the International City-County Management Association, League of Minnesota Cities, and Avenet Web Solutions which developed the GovOffice technology. Over time an additional 15 state municipal leagues joined our partnership.

In those 19 years local government websites have evolved from being a novelty to a necessity. We have served over 1500 local governments in 44 states and stayed true to our mission of providing state-of-the-art web technologies that meet the needs of local government, at an affordable cost. Now we are excited to announce that we have initiated a major development initiative to create the next generation of our technology:

GOV OFFICE 4.0

GovOffice CMS 4.0 will meet the needs of our local government clients and your constituents well into the future.

This major upgrade will be implemented in multiple phases which will help users absorb and adopt to changes over time. User interface upgrades will maintain a priority on ease of use. Current sites will be seamlessly upgraded to the new system with no or minimal disruption.

Phase 1 will result in:

- A faster, more intuitive Admin system—**DONE**
- Even faster public websites—**DONE**
- A new site-wide Search system—**DONE**
- Refresh of the Admin look & feel aimed at enhancing ease of use; also, it will be fully Responsive (mobile-friendly)—**DONE**
- A state-of-the-art code which can be extended rapidly to add new features in subsequent phases—**ONGOING**

Additional, incremental upgrades will feature new content types to meet the growing needs of our clients.

Thank you for being a client and partner in preparing for the next generation of GovOffice!

Eric Johnson, General Manager
GovOffice LLC

Delivery of GovOffice Technology, Hosting, and Security

GovOffice has provided the website technology to over 1500 local governments for almost 20 years. We have developed unique expertise in protecting local government websites from security concerns and delivering a proven record of reliability, performance and data protection for our clients.

Delivery of GovOffice CMS Technology

The GovOffice technology stack is architected for redundancy and scalability. We use blade servers with Intel Xeon processors with SSD storage. The GovOffice CMS is hosted on a load-balanced Web farm that can easily be expended as resources require. Our application servers run Windows Server 2016 with IIS 10.0 and SQL Server 2016, which allows SSL communication to be done over TLS 1.2. The GovOffice design framework utilizes jQuery and HTML 5 to provide Responsive designs that look great and are optimized on both desktop and mobile browsers.

In contrast to some widely used software systems, GovOffice CMS is a proprietary system that does not have known exploits published on public websites for hackers to exploit. The GovOffice team installs patches on a regular basis, adheres to the highest standard of web server administration and access and logs access to all of our infrastructure.

Worry-Free Hosting & Security

All GovOffice websites include our worry-free hosting and support which includes the following services:

Web Monitoring

- Data center engineers monitor all of our servers and infrastructure, 24/7/365

Up-time and Disaster Recovery

- 99.99% up-time
- Daily backups of all website data and are kept for 90 days
- Website data can be restore as needed from backups, typically within hours

Enterprise Class Data Center

GovOffice websites are hosted in a highly secure, cutting-edge global data center with 24 x 7 monitoring to meet your critical need for robust bandwidth, streamlined data storage, and business continuity.

Located only 15 minutes from GovOffice's corporate office, the data center is monitored by trained technicians with a Network Operations Center (NOC) team. The NOC adheres to a strict escalation procedure to help ensure that GovOffice websites are available to the public at all times. Our primary data center is located in a former US Federal Reserve System building, constructed to withstand natural disasters, such as earthquakes, tornadoes, and floods.

Security

The safety and security of your data is our highest priority. Our data center is SAS 70 audited, SOC 2® attested, and SOC 3® certified

We observe industry best-practice standards including, but not limited to:

- Hand biometric and RFID card controlled access to data center
- Cage door sensors
- Motion activated surveillance cameras
- 24 x 7 Monitoring
- 24 x 7, on-premise security guards

DDoS protection

Federal, state and local government websites have become prominent targets for both domestic and foreign originated Distributed Denial of Service (DDoS) attacks designed to impair or shut down websites. All GovOffice clients' websites are protected through a system-wide DDoS solution designed to combat this growing threat.

The data center utilizes an enterprise level DDoS solution developed by a leading DDoS security company, Corero. The key benefit of the Corero solution is that it automatically mitigates DDoS attack traffic before it impacts GovOffice clients, enabling us to keep our networks clean of attack traffic.

Training & Technical Support

Our Training & Technical Support Team is available Monday through Friday, excluding national holidays, from 8:00 AM to 5:00 PM Central Standard Time. It provides **unlimited** assistance to clients via toll-free phone and e-mail in the areas of initial online training of the GovOffice toolset, additional training, technical support of websites, and more.

Online training sessions typically take 90 minutes to complete. If your staff has a basic understanding of Microsoft Word, everyone will easily pick up our Content Management System. Support will schedule a training session at **no added charge** that fits your group's schedule, and sessions are conducted via Webinar. No expensive on-site meetings is necessary, and there is no charge for future training sessions with new or existing staff.

GovOffice Support delivers **unlimited** access to:

- Help Website
- Online Training Sessions
- Toll-Free Phone Support
- Video tutorials
- Support documents
- Online Help Chat

Chat with us 

CMS Product & Service Features

GovOffice requires no specialized software skills, and it allows staff to administer the site anytime, from any Internet connection. GovOffice CMS is a database driven web application based upon underlying Microsoft technologies, including SQL Server.

Our Software as a Service (SaaS) hosting model means your website will be worry-free. GovOffice provides the hosting, technical infrastructure, upgrades and maintenance, saving you time and money. No additional software is required.

Professional Design	Standard	Suggested
Access to stock design template styles; customization of the design by the end user is limited to adding your organization’s name, slogan, and a footer	✓	
Customized graphic design to incorporate a community theme into a Responsive Website Design format: Budget, Value, Progressive, Premium packages available		✓
Self-admin linking of Facebook and Twitter icons; in addition, YouTube, Pinterest, Instagram, LinkedIn, Blogger, and Nextdoor icons are available on all designs	✓	
Web Hosting, Performance, and Support	Standard	Suggested
Up to 2 GB of stored uploads; nightly data backups at a cloud based Web hosting facility	✓	
Extended Storage Plan for an additional 2 GB of stored uploads on your website	N/A	
DDoS (Distributed Denial of Service) protection	✓	
SSL encrypted administrative website	✓	
TLS encrypted public website	✓	
Unlimited online Webinar training of the GovOffice CMS and selected modules	✓	
Unlimited access to toll-free Technical Support for all staff	✓	
Video tutorials and unlimited, live Help Chat at help.govoffice.com	✓	
GovOffice Mobile delivers mobile version of website (smartphones)	✓	
Page-relevant Quick Tips within the administrative website	✓	

Website Access, Editing, and Management	Standard	Suggested
Homepage Setup by a GovOffice Content Specialist	✓	
Unlimited number of administrative users on the GovOffice system	✓	
Limit access and administrative permissions to each user and group(s) on the system	✓	
Preview feature that shows how an unsaved edit would appear if it was saved and activated on the live website	✓	
Live Site feature that allows users to switch between the live and administrative websites within one browser window	✓	
Data storage tracker to help manage your load of Web content	✓	
Audit log that shows editing activity of all administrative users	✓	
Google Analytics integration	✓	
CMS Features	Standard	Suggested
Flexibility to name and order all navigation menu buttons	✓	
Import, type, and edit text with formatting controls essential for a Web page	✓	
Create unlimited number of links to internal pages and external websites	✓	
Upload, resize, position, and caption photos	✓	
Online forms for questions, comments, and requests to be contacted by staff	✓	
Upload and post audio and video files	✓	
Upload and name documents, such as Agendas & Minutes and newsletters	✓	
Schedule of events, including recurring events, within a true calendar display	✓	
Online opinion polls with controlled responses and option to display the results	✓	
Image gallery to create a Community Photo Album; includes slideshow capability	✓	

- Ability to add, turn on & off, and easily remove sidebars from all pages 
- Directory, including contact information and photos, of Elected Officials and staff 
- Post news stories with a pre-set release date for automatic display on live website 
- Display job listings with post & deadline dates and post the employment application 
- List Frequently Asked Questions by department or the entire organization 
- Highlight *related links* to associated websites without posting long URLs 
- Directory of local attractions and automatically created links to a Google Map 
- Site Map for added ease by site visitors in locating any section of the website 
- Last Edit* stamp that shows the date on which any Web page was last updated 
- Site-wide search engine that also searches keywords within uploaded documents 

Advanced Features	Standard	Suggested
HTML mode for editing—example: embed community videos from your YouTube Channel or Google Maps of your area		
Friendly URLs (for example, govofficacity.com/ police) for quicker and direct access to select sections the website—bypassing the home page entirely		
Intranet capability for <i>staff only</i> areas of the website; accessed only by username and password		
Bulk e-mail tool that allows visitors to opt-in and opt-out of receiving e-mail notifications from your government office		
RSS feeds <i>in</i> from other news-related websites		
NEW GovOffice ePayment—online and over-the-counter payments (taxes, utilities, etc.)		
NEW Meetings content type (agendas, minutes, packets, audio, video)		

Navigation and Content Services

The **Complete Navigation Analysis & Restructure** will make your navigation menu compatible with a Responsive Website Design and greatly enhance speed of service to your website visitors.

Our content professionals will analyze the entire site navigation menu and then organize and label it according to best practices of usability, Web design and the latest standards for government websites. The end result is a well-organized, intuitive website that ensures your site visitors will quickly and easily find the information they need.

After completion of the Complete Navigation Analysis & Restructure project, GovOffice will move on to the homepage and perform a **Homepage Setup** that involves organizing your existing homepage content to follow the best practices of Web writing and design. Specifically it involves:

- Re-writing and formatting welcome text for efficient online reading
- Organizing and labeling primary site navigation menus
- Incorporating images effectively
- Using Promotions to display news, events, calendars, etc. in a visually appealing way
- Using Sidebars and Content Boxes to display related links, text and images

Quarterly Accessibility Review (QAR) Service—**OPTIONAL**

GovOffice provides the following for ongoing assistance in maintaining website accessibility compliance:

- GovOffice will utilize automated tools to review your website and identify areas of your website which are not in compliance with WCAG 2.0 accessibility standards.
- Based upon findings, GovOffice Content Specialists will perform remediation to remediate or address areas of your website which are not in compliance with accessibility standards.
- The Accessibility Review includes up to **4 hours** of professional services, **four times** per year.
- Only clients with a Responsive Website Design are eligible for the QAR Service. With acceptance of this proposal, the Client will have a Responsive Website Design.

3-Year Payment Plan

Recurring and Non-Recurring Services Over 3 Years	Budget Responsive	Value Responsive	Progressive Responsive	Premium Responsive
DESIGN Non-Recurring Creative and technical development of a customized, public RWD which elements support the latest in ADA compliance standards, Additional pages	\$3950	\$5450	\$7250	\$9250
CONTENT Non-Recurring Complete Navigation Analysis & Restructure, Homepage Setup, and Accessibility Statement	\$0	\$0	\$0	\$0
HOSTING, MAINTENANCE, SECURITY, SUPPORT Recurring (\$840/ year x 3 years) License of GovOffice Content Management System (CMS) • Unlimited bandwidth & Website hosting up to 2 GB of uploads • Unlimited toll-free technical support • Unlimited training/ re-training of CMS • Daily backups of stored Website content and design files • Maintenance of Web servers and their installed security systems • Unlimited Administrative users • Secure SSL (Secure Sockets Layer) Administrative Website • Upgrades of base CMS • DDoS (Distributed Denial of Service) Protection • Secure TLS (Transport Layer Security) Public Website • Domain name registration or redirection • Friendly URLs for all sections	\$2520	\$2520	\$2520	\$2520
1-year agreement payment	\$4790	\$6290	\$8090	\$10,090
3-year agreement	\$6470	\$7970	\$9770	\$11,770
Equal, Annual Payments	÷ 3 years	÷ 3 years	÷ 3 years	÷ 3 years
November 2020 – September 2022	\$2156	\$2656	\$3256	\$3923
October 2022 – September 2023	\$2156	\$2656	\$3256	\$3923
October 2023 – September 2024	\$2156	\$2656	\$3256	\$3923

↓ **OPTIONAL** ↓

Quarterly Accessibility Review Service (ADA compliance of website content); see page 14

Add \$1200/year	Add \$1200/year	Add \$1200/year	Add \$1200/year
------------------------	------------------------	------------------------	------------------------

Live Examples

Budget Responsive



<https://www.beloitwi.gov/>

Another Example: <https://jackmanme.net/>

Another Example: <https://hilltop.govoffice.com/>

Value Responsive



<https://www.mvrra.org/>

Another Example: <https://www.janesvillemn.gov/>

Another Example: <https://uniontwp-hcnj.gov/>

Progressive Responsive



<https://zimmerman.govoffice.com/>

Another Example: <https://caldwell-nj.com/>

Another Example: <https://www.killingtontown.com/>

Premium Responsive



<https://www.ci.benicia.ca.us/>

Another Example: <https://www.ci.sauk-rapids.mn.us/>

Another Example: <https://www.cityofbaraboo.com/>

MOST POPULAR CHOICE

3-Year Budget Plan: Three Options to Continue with GovOffice at the End of Year 3

1. The original Agreement may be renewed for Years 4-6. At renewal, GovOffice will repeat all of the services performed in the original Agreement (or services up to an equal dollar value), including development of a totally new graphic design and content services and the respective levels.

This plan will keep you in a modern, compelling Responsive Website Design at all times, and will be insulated from any rate increase that occurs over the next **6 years** in the areas of Annual Service & Maintenance, Graphic Website Design, and Professional Content Services that are used to calculate the annual payment.

2. You may opt not to renew the original Agreement, rather start an entirely new 3-year Agreement (again, with an option for renewal for Years 4-6). The new annual charge could be less than or greater than the original Agreement, depending on the services selected (i.e. a less advanced website or a more advanced website).
3. You may opt out of the original 3-year Agreement and convert back to a year-to-year commitment at the then-current, population-based Annual Service Package rate, but none of the non-recurring services will be repeated.

General Project Timeline

The implementation timeline for deliverables is subject to client participation, direction, and approvals. The Client's remade GovOffice website may be deployed in approximately 3.5 months (estimate only).

Responsive Website Design (RWD) process—creative & programming	9 weeks
Site testing across all major Web browsers and mobile devices	< 1 week
Complete Navigation Analysis & Restructure, Homepage Setup, Accessibility Statement	4 weeks
Webinar training/ re-training (no added charge) of GovOffice CMS for staff	90 minutes

Testimonials from Upgraded Clients

City of Cascade Locks, Oregon

<https://www.cascade-locks.or.us/>

"GovOffice walked side by side with us through the process, stayed in constant communication, advised and guided us to an exquisite website that today is the central source for information and connection in our community."



City of Twentynine Palms, California

<https://www.ci.twentynine-palms.ca.us/>

"GovOffice allowed us to personalize our website with new features so it remains fresh and innovative for years to come. And their customer service gets an A+ rating. Always quick replies, always a positive attitude and all the options you need to decide what fits your city."

