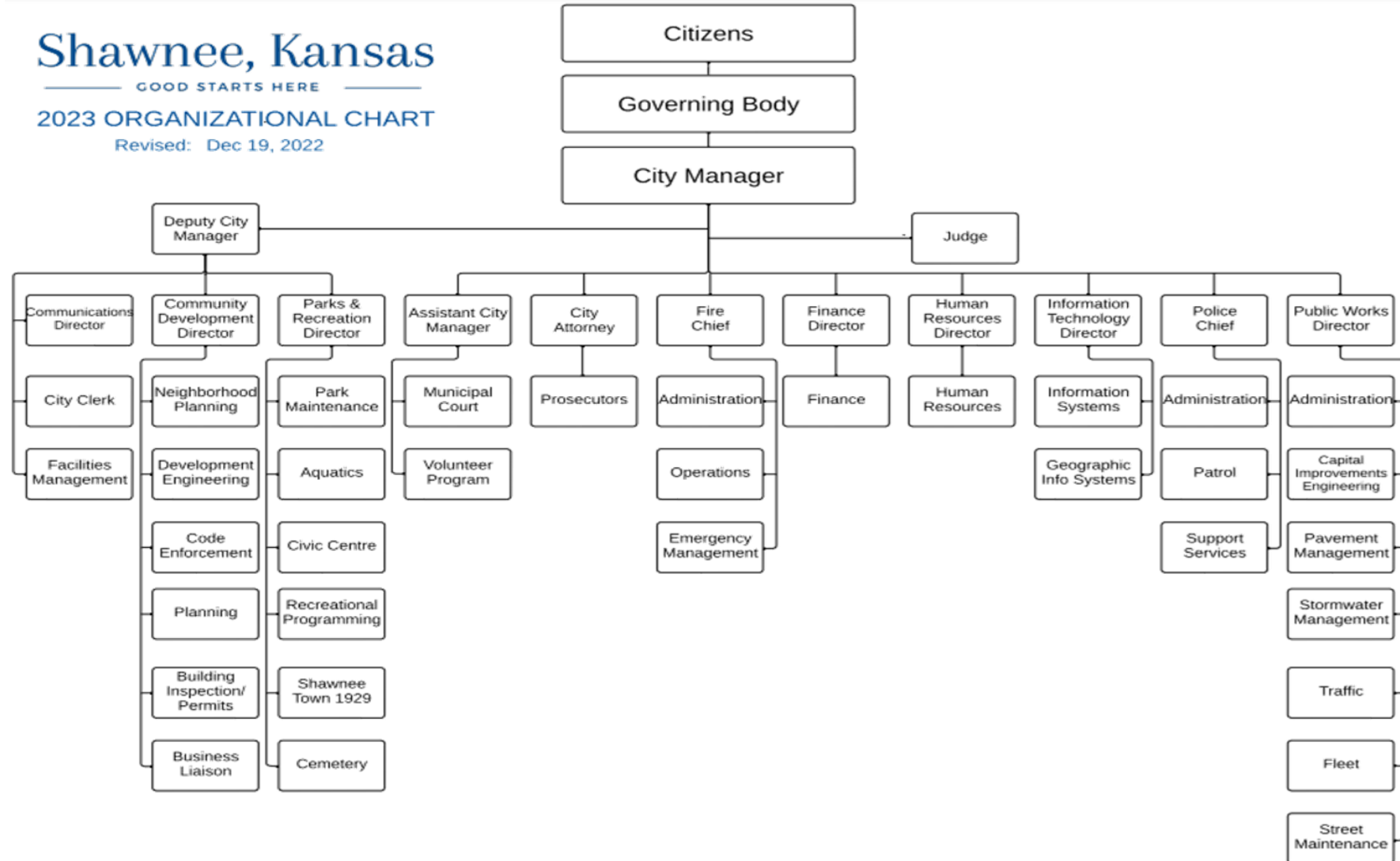


Shawnee, Kansas

GOOD STARTS HERE

2023 ORGANIZATIONAL CHART

Revised: Dec 19, 2022





Shawnee City Council Meeting

August 14, 2023

Roll Call

- Michelle Distler
- Tony Gillette, Ward 1
- Tammy Thomas, Ward 1
- Eric Jenkins, Ward 2
- Mike Kemmling, Ward 2
- Kurt Knappen, Ward 3
- Angela Stiens, Ward 3
- Jill Chalfie, Ward 4
- Jacklynn Walters, Ward 4



Pledge of Allegiance and Moment of Silence



Consent Agenda

1. Approve minutes from the City Council meeting of July 24, 2023.
2. Approve minutes from the Council Committee meeting of July 24, 2023.
3. Review minutes from the Planning Commission meeting of July 17, 2023.
4. Consider approval of SUP-07-06-07, a special use permit issued to Sacred Heart Church for the operation of a preschool in the Agricultural zoning district, located at 5501 Monticello Road.
5. Consider approval of SUP-07-10-07, a special use permit issued to Residential Solutions to operate an adult day care facility in the Commercial Highway zoning district, located at 12684 Shawnee Mission Parkway.
6. Consider approval of SUP-10-18-07, a special use permit issued to Halo's Haven Montessori for the operation of a group day care with up to twelve (12) children, as a home occupation in the R-1 (Single Family Residential) zoning district, located at 5630 Meadow View Drive.
7. Consider approval of SUP-10-20-07, a special use permit issued to Maranatha Academy for operation of an athletic stadium in the Agricultural zoning district, located at 7055 Silverheel.
8. Consider approval of SUP22-6, a special use permit issued to Jake's Place Bar and Grill to operate an outdoor seasonal corn-hole league, located at 12001 Johnson Drive.
9. Consider the withdrawal of SUP-01-96-03, a special use permit issued to operate the Sugar and Spice commercial child care center in the Townsquare zoning district, located at 11104 West 61st Street.
10. Consider the withdrawal of SUP-06-16-12, a special use permit issued to E-Sports Arena for the provision of live entertainment in the form of video gaming and billiard tables at a drinking establishment in the CN (Commercial Neighborhood) zoning district, located at 7470 Nieman Road.
11. Consider the withdrawal of SUP-09-18-06, a special use permit issued to La Terraza for live musical entertainment, located at 10923 Shawnee Mission Parkway.
12. Consider approving the annual renewal for VMWare software and support with Converge One.
13. Consider a Cooperative Agreement for FY 2023 Local Edward Byrne Memorial Justice Grant (JAG) funds.

Recommendation: Consider approving the Consent Agenda.



Business from the Floor



Mayor's Items



Appointments

1. Consider the appointment to the Code Board of Appeals.

One motion will approve the entire slate as presented.

Recommendation: Consider the appointment to the Code Board of Appeals.



Appointments

2. Consider the appointment to the Planning Commission.

One motion will approve the entire slate as presented.

Recommendation: Consider the appointment to the Planning Commission.



Staff Items

1. Consider approving staff recommendations for the Maurer Road and Johnson Drive Intersection Improvements.

The Governing Body was made aware of citizen concerns at the intersection of Maurer Road and Johnson Drive. Staff has provided three alternative recommendations.

Recommendation: Consider staff recommendation for the Governing Body to approve proceeding with the second alternative.

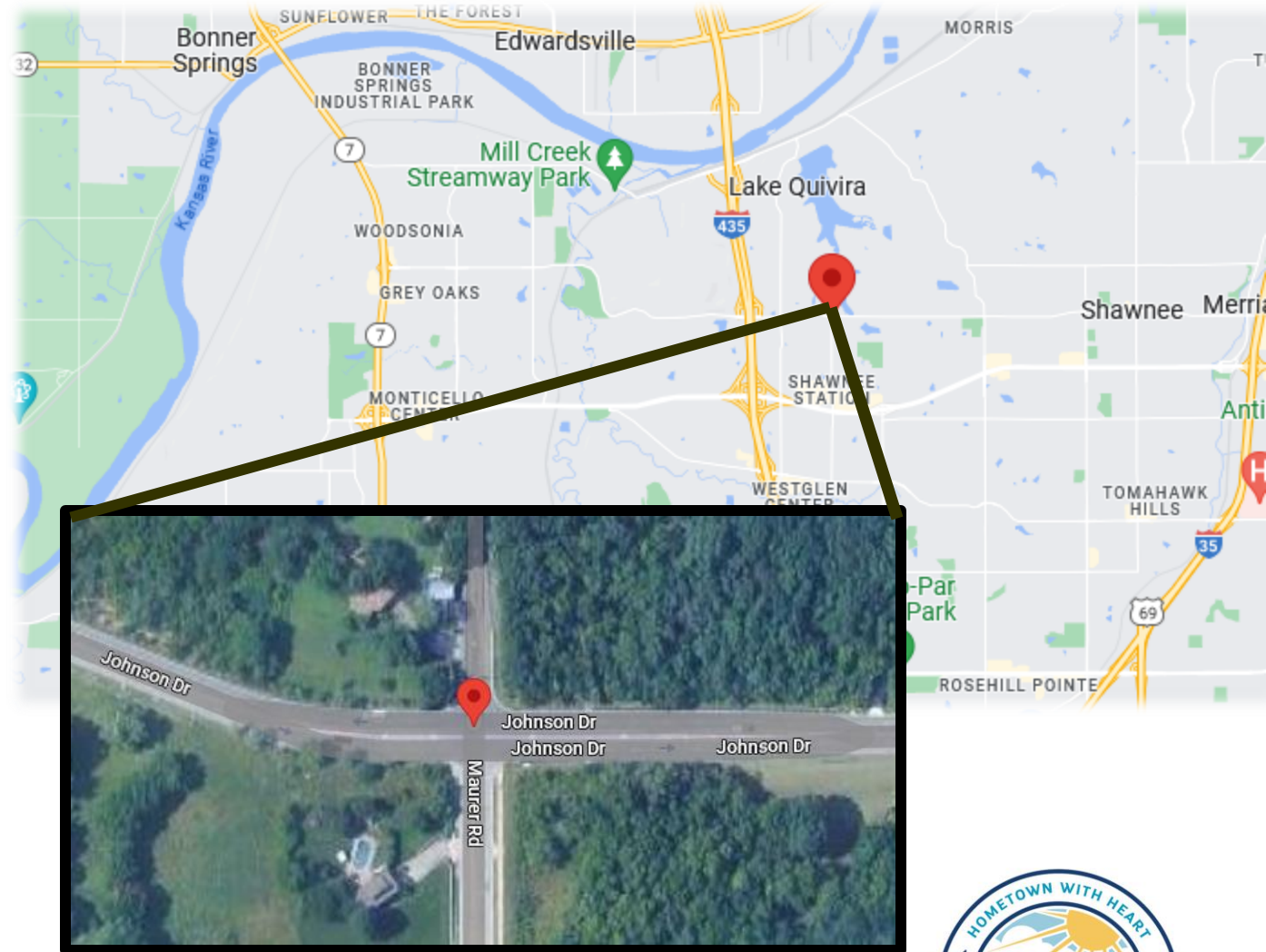




**Maurer Road and Johnson Drive
Intersection Improvement Study
City Council Meeting
August 14, 2023**

Agenda

- Intersection History
- Scope of Study
- Existing Conditions
- Alternatives Considered
- Cost Estimates
- Recommended Alternative
- Discussion



Intersection History

- 1985 – Construction of Johnson Drive
- 2003 – Widening of Maurer Road
- After 2003 – Additional Signage



Scope of Study

- LIDAR – Truck mounted laser 3D topographic survey
- Recommendations with estimated cost

Photos 1 (Looking East) & 2 (Looking West): View of Johnson Drive from Maurer Road (North Leg)



Photos 3 (Looking West) & 4 (Looking East): View of Johnson Drive from Maurer Road (South Leg)



Existing Conditions

- East and west from the north side of Johnson Drive



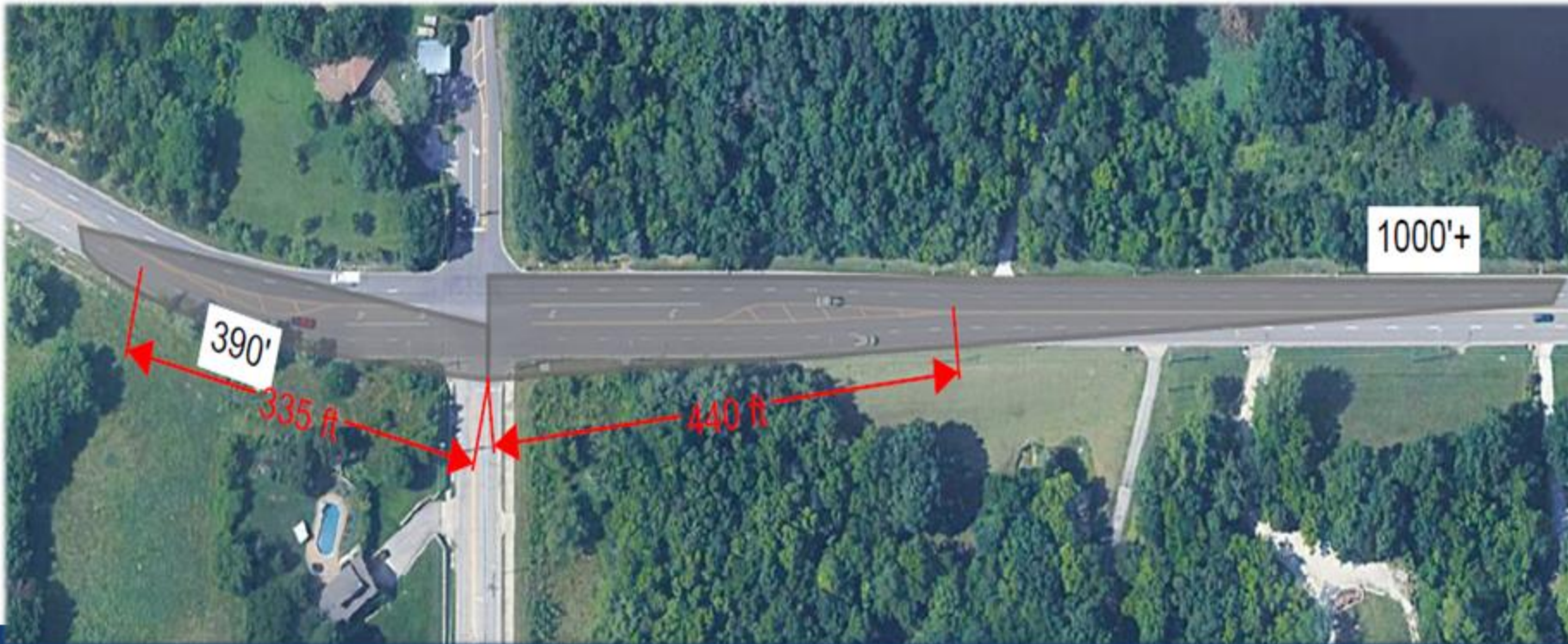
Grey boxes and black numbers are the exiting sight distance

Red dimensions and numbers are the recommended sight distance



Existing Conditions

- East and west from the south side of Johnson Drive



Grey boxes and black numbers are the exiting sight distance

Red dimensions and numbers are the recommended sight distance



Alternatives Considered

- Alternative 1: Re-grade Johnson Drive, remove brush/trees, and re-grade existing slopes adjacent the intersection
- Alternative 2: Remove brush/trees and re-grade existing slopes adjacent the intersection, add 30 mph advisory speed sign west of intersection
- Alternative 3: Signalize Intersection



Alternative 1

- Alternative 1: Re-grade Johnson Drive, remove brush/trees, and re-grade existing slopes adjacent the intersection
 - Regrade Johnson Drive



Cut roadway
down to red line
to reduce the
crest of the hill



Alternative 1

- Alternative 1: Re-grade Johnson Drive, remove brush/trees, and re-grade existing slopes adjacent the intersection
 - Remove brush and trees



Alternative 1

- Alternative 1: Re-grade Johnson Drive, remove brush/trees, and re-grade existing slopes adjacent the intersection
 - Re-grade existing slopes

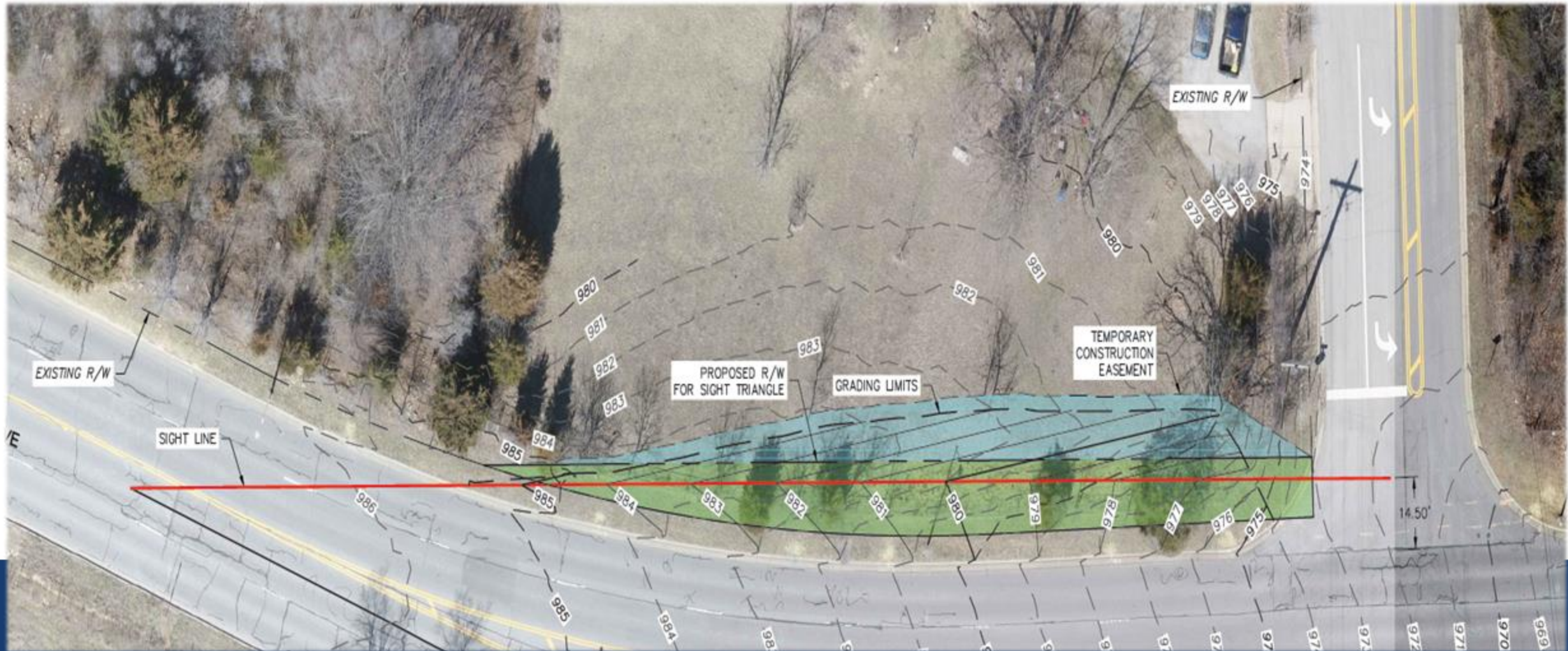


Existing slope is steep and blocks view

Proposed slope is flattened and will increase view

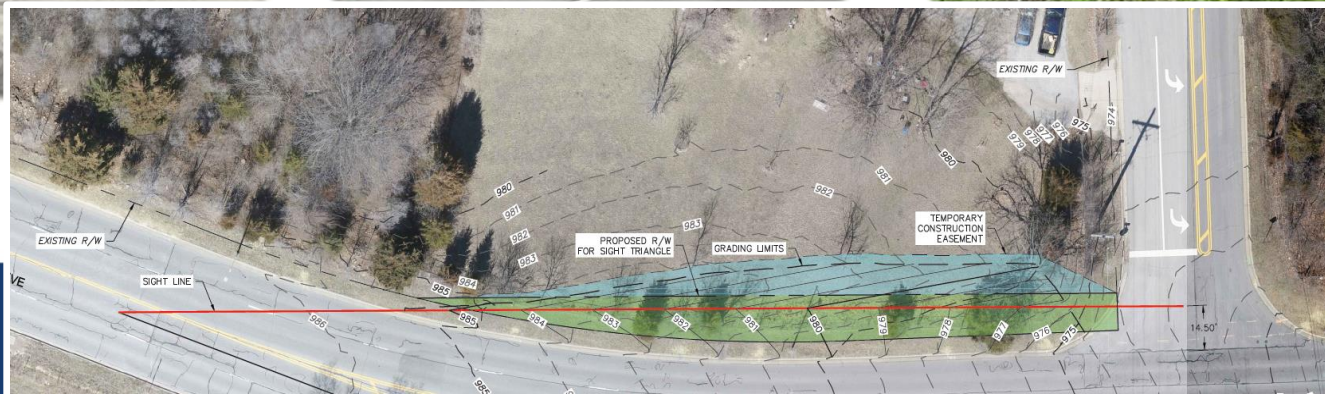


Alternative 1



Alternative 2

- Alternative 2: Remove brush/trees and re-grade existing slopes adjacent the intersection, add 30 mph advisory speed sign east of intersection.



Alternative 3

- Alternative 3: Signalize Intersection



Improvements to the Southwest Corner

- Remove brush and trees on the southwest corner



Cost Estimates

Alternative	Brief Description	Item	Cost	Total
1	Re-Grade Johnson Drive	Olsson Estimate	\$707,406.00	\$746,102.24
		Clear SW Corner	\$ 10,000.00	
		Escalation (4%)	\$ 28,696.24	
2	Clear Trees and Re-grade	Olsson Estimate	\$ 64,000.00	\$ 76,960.00
		Clear SW Corner	\$ 10,000.00	
		Escalation (4%)	\$ 2,960.00	
3	Traffic Signal	Pre-Construction	\$ 75,000.00	\$650,000.00
		Construction	\$550,000.00	
		Escalation (4%)	\$ 25,000.00	



Recommended Alternative

- Alternative 1: Re-grade Johnson Drive, remove brush/trees, and re-grade existing slopes adjacent the intersection, clear southwest corner \$746,102
- **Alternative 2: Remove brush/trees and re-grade existing slopes adjacent the intersection, add 30 mph advisory speed sign east of intersection, and clear southwest corner \$76,960**
- Alternative 3: Signalize Intersection \$650,000 plus maintenance



Discussion



Staff Items

2. Consider a Contract with Spaces, Inc., for Furniture, Fixtures, and Equipment for Fire Station 71 and 73 Project.

This agreement with Spaces, Inc. is for the procurement of furniture, fixtures, and equipment for the Fire Station 71 and 73 Project for a total cost not to exceed \$424,316.81.

Recommendation: Consider approving substantive terms of the Contract with Spaces, Inc., for Furniture, Fixtures, and Equipment for Fire Station 71 and 73 Project, and authorizing the Mayor to sign the final contract in the amount not to exceed \$424,316.81 as approved by the City Attorney.



Staff Items

3. Fire Department 7/5/22 Mayday Call After Action Report.

The Mayday Review Committee will provide a presentation regarding the events surrounding the mayday that occurred July 5 2022.

Recommendation: This item is for informational purposes only.





Mayday Review

Incident: July 5th, 2022

Mayday Details

- What is a Mayday
 - Lost/ Separated
 - Low on air
 - Trapped
 - Disoriented
 - Egress cut off
 - Medical Emergency
- 11 Maydays – 4 required assistance
- First FF out 3:25 from the Mayday
- Second FF out 3:55 from the Mayday
- Third FF out 7:18 from the Mayday
2:13 from known missing
- Fourth FF out 10:55 from the Mayday
3:19 from known missing

Group Established

- Dave Anderson – Deputy Chief - Olathe Fire Dept
- Scott Hoch – Deputy Chief - Lenexa Fire Dept
- Steve Chick – Fire Chief - Consolidated Fire Dist #2
- Todd Kerkhoff – Fire Marshal - Consolidated Fire Dist #2
- Lyle Schwartz – Division Chief - Lawrence Douglas County Fire Medical
- Kate Dorsey – Operations Manager - Johnson County ECC
- Alexis Haynes – Battalion Chief – Johnson County Med-Act
- Nicki Lantz – Administrative Assistant - Consolidated Fire Dist #2



Group Work

- Phase I – Interviews and fact finding
- Phase 2 – Prepare info and deliver PIA
- Phase 3 – Create recommendations
- Phase 4 – Complete report
- Reviewed 400+ photos
- 26 audio & video clips



Internal Communications

- Conducted 33+ Interviews
- Post incident analysis & fact-finding presentation with shift
- Follow-up questions
- Presentations made available to the entire Shawnee FD



Recommendations

Organizations Impacted

- Shawnee Fire Dept
- Lenexa Fire Dept
- Olathe Fire Dept
- Med-Act
- Emergency Communications

7 categories

- Operations
- Training
- Accountability
- Fireground Communications
- Equipment
- Policies & Procedures
- Building Materials / Codes / Prevention

Accountability

Overview:

- Multiple times during this incident personnel were separated from their crew for different reasons including but not limited to specific assignments, self-initiated actions, and interior disorientation. Some personnel did not realize they were separated which resulted in a critical breakdown of personnel accountability. Additionally, one firefighter was unaccounted for by the incident commander because of a “switch time” that was not recorded and posted in the staffing software.

Finding:

- Multiple times crews were split. These actions were not always voiced to the incident commander.

Recommendation:

- Crews should remain intact as much as possible. Splitting crews makes accountability more challenging and increases the complexity on the fireground. When this occurs, it must be reported to the incident commander.
- [Near-Miss Reporting: Crew Integrity: People Should Stick Together \(iafc.org\)](https://iafc.org)



Operations

- Develop operational procedure to adapt between a 3- & 4-person crew
- The incident commander should have an aide
- Assigning chief officers divisions or group leaders
- The incident commander must be aware of medical operations when functioning on a different radio channel either by radio monitoring and/or by face-to-face communications. All resource needs should be ordered through the IC
- For a single or multiple mayday situation the incident commander must ensure receipt of the appropriate information for each individual/company (Location, Unit, Name, Assignment, Remaining air).



Training

- Personnel participating in operations training with donned SCBA should maintain continuous situational awareness of cylinder breathing air capacity to exit an IDLH environment prior to vibra-alert activation. Low air alarms should never be used as an exit notification from an IDLH environment.
- Research, develop and conduct training for scenarios that involve multiple maydays.



Equipment

- Assign radios to specific personnel, units, or apparatus positions with programmed identifiers to quickly recognize the source of a radio transmission.
- When cost prohibitive, ensure radios are labeled, assigned to apparatus positions, and audited regularly for proper location



Building Materials

- Open underside stairwell structural components should have some form of protection from fire.
- Amend the International Residential Code (IRC) by adding a new Section R302.7.1 Under Stairway Protection, which states:
 - Under-stair surfaces of stairways shall be protected with ½-inch gypsum board. Exceptions:
 1. Exterior stairways.
 2. Stairways of non-combustible materials.
 3. Decorative and open stairways where approved by the building official
- **On November 28, 2022, the Shawnee City Council approved a 2018 IRC amendment to Sec. R302.7.1 requiring ½” sheet rock under combustible stairway surfaces. This amendment was effective January 1, 2023, and will be applied to approximately 600 newly constructed residential structures before the 2024 code adoption.**



Mayday by the Numbers

- Total of 42 units responded
- Mayday report 14:51 into the incident
- Mayday cleared after 19:21 of being called
- 63 radio rejects during the mayday
- 28 missed radio transmission first 35 min
- 208 push to talks during the Mayday
- Mayday lasted 19:21
 - 16:29 was airtime that was used
 - 2:52 of available airtime during the mayday





Questions

Staff Items

4. Consider Establishing a Mill Levy rate and a Budget Limit and Setting a Public Hearing for the 2023 Revised and the 2024 Budget.

Kansas Statute requires the City to set a public hearing for the 2023 Revised and the 2024 Budget. The time and date for the public hearing is set for August 28, 2023 at 6:00 p.m.

Recommendation: Consider establishing a Mill Levy rate.

Recommendation: Consider approving the Notice of Public Hearing for the 2023 Revised and the 2024 Budget for August 28, 2023 at 6:00 p.m.



2023 Revised/2024 Budget

Monday, August 14, 2023



Budget Process

Date	Topic
May 8	<ul style="list-style-type: none">• Revenue Neutral Rate Discussion• Project Rollover Discussion
May 22	<ul style="list-style-type: none">• Propose Capital Improvement Program• Revenue Estimates
June 12	<ul style="list-style-type: none">• Department Budgets
June 26	<ul style="list-style-type: none">• Chamber of Commerce: Economic Development Council & Visit Shawnee Update• Other Special Revenue Funds• Capital Improvement Program Update• Budget Wrap Up
July 10	<ul style="list-style-type: none">• Revenue Neutral Rate Resolution• Budget Wrap Up
July 24	<ul style="list-style-type: none">• Adopt Capital Improvement Program• Budget Wrap Up



Budget Process - Upcoming

Date	Topic
August 14	<ul style="list-style-type: none">• Establish Budget Limit• Set Notice for Public Hearings
August 24	<ul style="list-style-type: none">• Budget Open House• Servaes Brewing Company – 6:00 pm to 8:00 pm
August 28	<ul style="list-style-type: none">• Hold Revenue Neutral Rate Public Hearing• Hold Budget Public Hearing• Adopt 2023 Revised and 2024 Budgets



2023 Revised / 2024 Budget

- Reducing the mill levy by 1.0 (to an anticipated 23.047 mill levy rate)
- General Fund reserves at 48.2% at the conclusion of 2024
- Exceeding Senate Bill 13's revenue neutral rate
- Six additional full-time positions (3 Firefighters, 1 ALS Coordinator, 1 Building Inspector, and 1 Facilities Specialist)
- Relatively flat non-personnel costs
- General Fund transfer to fund Phase III of the Facility Conservation Improvement Project (FCIP)
- General Fund reserves remaining above the 30% target until 2030



Action Items

- Determine the mill levy rate to establish for the 2024 budget year
- Authorize staff to establish Notice of Public Hearings amending the 2023 Budget and the adopting the 2024 Budget for Monday, August 28, 2023, at 6:00 pm



Miscellaneous Items

1. Ratify the semi-monthly claims for August 14, 2023 in the amount of \$6,814,347.17.

Recommendation: Consider approving the semi-monthly claim.

2. Miscellaneous Council Items



Executive Session

Retire into an Executive Session for 30 minutes with City Attorney Jenny Smith, City Manager Doug Gerber, and Community Development Director Doug Allmon, pursuant to K.S.A. 75-4319(b)(2) for consultation with our attorney which would be deemed privileged in the attorney-client relationship.

Conclude the Executive Session and Reconvene the Meeting.



**The Shawnee City Council is currently in
Executive Session.**



The Shawnee City Council Meeting has
adjourned.

