



COMMUNITY DEVELOPMENT COMMITTEE

**WEDNESDAY, JULY 7, 2021 at 6:30 p.m.
POWELL COMMUNITY CENTER
6200 MARTWAY**

Meeting In Person and Virtually via Zoom

This meeting will be held in person at the time and date shown above. In consideration of the COVID-19 social distancing recommendations, this meeting will also be available virtually via Zoom (<https://zoom.us/join>). Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913-676-8350, with any questions or concerns.

PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the June 2, 2021 Community Development Committee Minutes - Audrey McClanahan ([page 3](#))

Draft minutes of the June 2, 2021 Community Development Committee meeting are included for review and acceptance.

2. Resolution Ratifying Emergency Expenditures – 55th and Woodson Sinkhole – Laura Smith ([page 10](#))

During recent heavy rain events, a section of 15-inch corrugated metal pipe (CMP) failed underneath the intersection of 55th St. & Woodson Rd. causing a sinkhole to form at the intersection. This section of pipe is rated a “5” (failed) in the City’s stormwater inventory. Upon notification of the sinkhole, Staff placed a steel plate over the area and contacted Kissick Construction to repair the damaged pipe on a time and materials basis. Work commenced the following day and was completed allowing the intersection to reopen to traffic within three days. In accordance with Section 120.140 (5) of the Mission Municipal Code, the City Administrator authorized the emergency repair of the stormwater pipe and now is seeking ratification of the expenditure by the City Council.

DISCUSSION ITEMS

OTHER

3. Department Updates - Laura Smith

Trent Boultinghouse, Chairperson
Ken Davis, Vice-Chairperson
Mission City Hall, 6090 Woodson St
913.676.8350

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	July 7, 2021
Administration	From:	Audrey McClanahan

Action items require a vote to recommend the item to the full City Council for further action.

RE: June 2, 2021 Community Development Committee minutes.

RECOMMENDATION: Review and accept the June 2, 2021 minutes of the Community Development Committee.

DETAILS: Minutes of the June 2, 2021 Community Development Committee meeting are presented for review and acceptance. At the committee meeting, if there are no objections or recommended corrections, the minutes will be considered accepted as presented.

Draft minutes are linked to the City Council agenda packet so that the public may review the discussion from the committee meeting in advance of the Council action on any particular item.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA



MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE

June 2, 2021

The Mission Community Development Committee met at the Powell Community Center and virtually via ZOOM on Wednesday, June 2, 2021. The following Committee members were present in-person: Sollie Flora, Ken Davis, Kristin Inman, and Arcie Rothrock. The following Committee members participated virtually: Trent Boultinghouse, Hillary Parker Thomas. Councilmembers Kring and Councilmember Schlossmacher were absent. Mayor Appletoft was also present. Since Councilmember Boultinghouse was participating remotely, Vice Chair of the Committee, Councilmember Davis, called the meeting to order at 6:30 p.m.

The following staff were present: City Administrator Laura Smith, City Clerk Audrey McClanahan, Assistant to the City Administrator Emily Randel, Public Works Director Celia Duran, Public Works Superintendent Brent Morton, Parks + Recreation Director Penn Almoney and Police Chief Dan Madden.

Public Comments

Councilmember Davis reminded the public they can participate via the chat feature on Zoom. All comments will be visible to the group.

There were no public comments.

Public Presentations

There were no public presentations.

Action Items

Acceptance of the May 5, 2021 Community Development Committee Minutes

Minutes of the May 5, 2021 Community Development Committee were provided to the Committee. There being no objections or corrections, the minutes were accepted as presented.

Facility Conservation Improvement Program

Ms. Randel reported that during the May 5 Community Development Committee meeting, staff presented the improvements that are recommended as part of the Facility Conservation Improvement Program (FCIP). The program is offered by the Kansas Corporation Commission (KCC) as a way to achieve energy conservation through energy performance contracts and will be utilized at all facilities as well as including City streetlights. Initially, three approaches had been packaged for Council's consideration, reflecting a low-medium-high approach. Following the May 26 work session, two of the three scenarios were still under consideration, the "medium" and "high" approach and the financing options for both.

- Project List – Intermediate (Medium) Approach Includes:
 - o LED Retrofits, testing and balancing HVAC, improved thermostat controls and weatherization at all buildings, and Pool Smart Pump controller and onsite hypochlorite generation system and bipolar ionization for the Community Center (PCC)
 - o Street Light Replacement Chiller and Pool Pack Replacement
 - o Total Project Costs: \$2,397,525

- Project List – Full (High) Approach Includes:
 - o LED Retrofits, testing and balancing HVAC, improved thermostat controls and weatherization at all buildings, and Pool Smart Pump controller and onsite hypochlorite generation system and bipolar ionization for the Community Center (PCC)
 - o Streetlights, Chiller and Pool Pack Replacement, HVAC Upgrades
 - o Total Project Costs: \$3,301,244

The results of this plan would include improved equipment performance with fewer days out of service, allowing for City facilities to stay open and an increase in comfort and control for patrons and employees. There will be more certainty around future expenses with a decrease in emergency repairs as well as an annual reduction of 988 metric tons of CO₂ while stopping the usage of harmful refrigerants. By combining projects and allowing items that save the most energy to help payback the terms of those items that are critical equipment replacement needs, it will contribute to a more consistent and predictable financing strategy to replace failing equipment and systems.

Ms. Randel explained that there is a larger up-front cost in order to implement the needed projects but there is the possibility of debt financing options. Ms. Smith explained that included for Council's consideration were several proforma scenarios illustrating both 10 and 15 year debt terms with varying levels of up front capital contribution. Debt service is anticipated to be paid from the General Fund, and final financing scenarios do not need to be determined at this time.

The CTS group understands the complexity of managing occupied buildings and will have project managers on-site who will oversee each upgrade while providing all the information on the software to follow the project progress and full communication plan. They will also provide continued information to the public and staff to keep people informed. The "higher" option was recommended by staff with the understanding that the price of the project included CTS's guarantee for three years and provided training to make sure the systems are optimized to the best of their ability.

Mayor Appletoft asked about the project fees, and specifically the price for the onsite project management and the timeframe for completion, concerned about the cost rate. Ms. Randel and Ms. Blankenship, with The CTS Group, explained that the project would take about six months

and could include multiple project managers to oversee projects being implemented simultaneously. Also, there is over \$100,000 in contingency for support.

Councilmember Flora asked and Ms. Blankenship confirmed that all the professional service costs were at cost and the profit margin was contained in the ESCO fee. Ms. Smith added that the project costs were presented based on the breakdown of true construction costs that the CTS Group secured from various subcontractors. Many of the fees identified would remain costs associated with the project even if the City determined not to pursue the improvements through the FCIP program. Discussion continued on fees included with the project.

Mayor Appletoft asked how general conditions was defined and the project timeline. Ms. Smith answered that those are other costs incurred in putting together a project including insurance and performance bonds. Ms. Randel explained that the program would begin as soon as approved with completion in January 2022. Ms. Blankenship, with CTS Group, explained that there would be a full-time project manager on staff. Councilmember Thomas agreed that the fees seemed costly and asked for comparable to other municipalities that have utilized similar programs. Ms. Blankenship commented that the competitors' information and data is also on the FCIP website for reference.

Councilmember Boultinghouse commented favorably to the program, adding that this is a responsible and sustainable solution that will take care of needed improvements while paying for itself in the long run. Councilmember Inman agreed. Councilmember Flora appreciated the vetting process since building projects are not as commonly assessed by Council and it helps to provide a greater level of comfort as the Council considers how to advance these program recommendations.

Councilmember Flora also commented that the Council had talked about the general debt policy being 10 years and asked how the 15-year term would fit into that. Ms. Smith explained that in the cases where we have extended the life of a note or issued debt, it has been because the useful life of the asset being financed extends beyond that 10-year period.

Councilmember Davis thanked the representatives from The CTS Group for their help as well as Bond Counsel.

Councilmember Inman recommended the authorization for staff to mobilize CTS Group for the 15-year, higher option, plan recommended energy saving projects through the Facility Conservation Improvement Program be forwarded to Council for approval. All on the Committee agreed, this will be a regular agenda item.

Letter of Map Revision (LOMR) Task Order - Rock Creek Channel Improvements Project

Ms. Duran reported that the Rock Creek Channel Improvement Project is complete. The project was completed in May 2021 and included construction of retaining walls, channel modifications, and parking lot improvements along Rock Creek from east of Nall Avenue to Roeland Drive to

address erosion and flooding concerns. The project resulted in modification of the regulatory floodplain and floodway along Rock Creek, including removal of the Zone AE floodplain from Martway St. and reduction of the Zone AE floodplain on several parcels adjacent to Rock Creek. Completing the LOMR will allow FEMA to have updated floodplain maps and will result in more developable land within Mission along the Rock Creek corridor, and a potential reduction in requirements for flood insurance for private property owners. A task order is needed with George Butler Associates, Inc. for preparation of a Letter of Map Revision (LOMR) to revise regulatory floodplain mapping for the Rock Creek Channel Improvements in an amount not to exceed \$17,000.

Councilmember Inman recommended the task order with George Butler Associates, Inc. for preparation of a Letter of Map Revision (LOMR) to revise regulatory floodplain mapping for the Rock Creek Channel Improvements in an amount not to exceed \$17,000 be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Johnson Drive (Lamar to Roe) Design Agreement

Ms. Duran explained that this item was the submitted CARS project for 2022 and includes a street rehabilitation project on Johnson Drive (Lamar Avenue to Roe Avenue) and is a joint project between the cities of Mission and Roeland Park. The proposed improvements include a UBAS surface treatment; restriping to a three-lane section from Nall Avenue to Roe Avenue; pavement and median repairs; spot replacement of curb and gutter, sidewalks, parking stalls, and ADA ramps; and removal of sidewalks with decorative asphalt pavers to which will be replaced with concrete to meet ADA requirements (Nall Avenue to Roeland Drive). Additionally, the improvements include installation of a six-foot wide sidewalk on the north side of Johnson Drive within Roeland Park city limits. This will include regrading of all the driveway entrances to comply with ADA cross slope criteria. A task order is needed with the City's on-call engineers, Olsson, in an amount not to exceed \$66,996.

Councilmember Boultinghouse recommended a task order with Olsson for engineering services for the proposed Johnson Drive (Lamar Avenue to Roe Avenue) Street Rehabilitation Project in an amount not to exceed \$66,996 be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Johnson Drive (Lamar Avenue to Roe Avenue) Interlocal Agreement with Roeland Park

Ms. Duran reported that the 2022 CARS project submitted for the street rehabilitation project on Johnson Drive would require an interlocal agreement with the City of Roeland Park since improvements will be completed in both cities. The interlocal agreement outlines the purpose, project financing for design services, and project administration and is necessary to be executed prior to proceeding with design of the project. A detailed scope of services and breakdown of costs is included in the Agreement. Construction is estimated to begin in Spring 2022. The preliminary total project cost is \$1,481,000 (exclusive of easements) with estimated CARS funding of \$695,500. Mission's estimated cost is \$530,000 and Roeland Park's estimated cost is \$195,500.

(not including any easement costs for the sidewalk). There are no costs associated specifically with the execution of the interlocal agreement. It is the mechanism through which each participating city commits to funding their portion of the project.

Councilmember Rothrock recommended an agreement between the City of Mission, Kansas and the City of Roeland Park, Kansas for design of the public improvement of Johnson Drive from Lamar Avenue to Roe Avenue be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Indoor Pool Slide Restoration

Mr. Almoney explained that the indoor pool, at the Community Center, has wear and tear from general usage and periodic maintenance to protect it from consistent friction, water and chemical exposure. A fiberglass restoration is needed on the pool approximately every 10 years. The slide currently shows deficiencies in fiberglass repairs, seam alignment and crack repair. The restoration project was originally planned for 2020, but deferred because of COVID-19 closures and revenue decreases. However, not completing the restoration now causes the potential need to replace a section of the fiberglass for an additional \$10,000.

Councilmember Rothrock recommended a contract with Safe Slide Restoration in an amount not to exceed \$28,100 to restore the gel coat surfacing and change the exterior color of the indoor pool slide at the Powell Community Center be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Discussion Items

Regional RAISE U.S. Department of Transportation Discretionary Grant

Ms. Duran reported that the Mid-America Regional Council (MARC) has invited cities to collaborate in a regional RAISE grant submission for bike and pedestrian connections to transit corridors. Projects must be located within .05 miles of a transit route (i.e. Martway Street) for consideration. Grant submittals are due July 12, 2021. The federal share of the project costs may not exceed 80%. Funds are available for obligation through September 2024 and must be expended by September 2029. MARC has received such overwhelming response to this grant, that they are asking any entities who submit a grant application with multiple projects to prioritize the submittal request.

Based on staff assessment, the following projects are recommended:

- Woodson Road, Johnson Drive to 56th Street
 - o Sidewalk deterioration/cracks, lack of ADA ramps
 - o Utilized to access downtown area and transit facilities
 - o Construction will not disrupt the existing curb and gutter
 - o Estimated construction \$550,000, RAISE Funding of \$440,000, Mission's cost \$110,000

- Nall Avenue, Johnson Drive to 58th Street
 - o Deteriorating sidewalk on the west side of Nall Ave.
 - o Replace existing and adding new sidewalk on east side of Nall Ave.
 - o Promotes collaboration with City of Roeland Park since it will provide connection of city sidewalks
 - o Estimated construction \$350,000, RAISE Funding of \$280,000, Mission's cost \$70,000

Councilmember Davis asked for a staff recommendation for the priority project. Ms. Duran recommended Woodson because of its very deteriorated condition. Ms. Duran also commented that the collaboration with Roeland Park would mean completing the link of sidewalk that's on the east side of Nall Avenue that travels down through Mission. However, pedestrians could walk over to 58th Street and utilize the other sidewalk. Woodson would take precedent because of its condition and need for ADA improvements.

Department Updates

At the May 19, 2021 City Council meeting Mission resident spoke under public comments regarding concerns at the Community Center. Following that meeting, Ms. Smith and Mayor Appletoft had the opportunity to meet with Mr. Carpenter during which time he clarified his specific concerns and suggested possible equipment to help with deep cleaning. He also inquired about sufficient staffing at a recent pool party, after investigation into the event, it was identified that three guards had been on-duty that day which was appropriate for the group size. Director Almoney and the Powell Community Center's Facility and Maintenance Supervisor will continue to develop a plan and follow-up with Mr. Carpenter to ensure lines of communication remain open. Councilmember Davis thanked Ms. Smith for following up with the resident and providing solutions.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:37 p.m.

Respectfully submitted,

Audrey M. McClanahan
City Clerk

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	July 7, 2021
Administration	From:	Laura Smith/Brent Morton

Action items require a vote to recommend the item to the full City Council for further action.

RE: Resolution ratifying the emergency expenditure of funds to perform stormwater repairs at the intersection of 55th St. and Woodson Rd.

RECOMMENDATION: Approve the Resolution ratifying the emergency expenditure with Kissick Construction Company for emergency repairs to the storm sewer at 55th St. and Woodson Rd. in the amount of \$24,872.81.

DETAILS: During heavy rain events on June 16, 2021, a section of 15-inch corrugated metal pipe (CMP) failed underneath the intersection of 55th St. & Woodson Rd. This failure caused a sinkhole to form at the intersection. This section of pipe is rated a "5" (failed) in the City's stormwater inventory.

Upon notification that a sinkhole had formed in the street, Staff placed a steel plate over the area and contacted Kissick Construction Company to survey the area and repair the damaged pipe on a time and materials basis. Work commenced the following day and was completed with the intersection open to traffic in three days. The scope of work included the removal of 40 feet of 15-inch CMP, replacement with 40 feet of 15-inch reinforced concrete pipe, pavement and curb repair, and site restoration.

In accordance with Section 120.140 (5) of the Mission Municipal Code, the City Administrator authorized the emergency repair of the stormwater pipe under the intersection of 55th St. and Woodson Rd. on June 17, 2021 and now is seeking ratification of that emergency expenditure by the City Council.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	120.140 (5)
Line Item Code/Description:	Stormwater Utility Fund
Available Budget:	\$24,872.81

**CITY OF MISSION
RESOLUTION NO. _____**

A RESOLUTION OF THE CITY OF MISSION, KANSAS RATIFYING THE EMERGENCY EXPENDITURE OF FUNDS TO COMPLETE STORMWATER REPAIRS AT THE INTERSECTION OF 55TH STREET AND WOODSON ROAD.

WHEREAS, heavy rain events on June 16, 2021 resulted in a section of 15-inch corrugated metal pipe failing underneath the intersection of 55th St. and Woodson Rd.; and

WHEREAS, the failed pipe resulted in a sinkhole in the intersection which was deemed to be a safety hazard to motorists and immediately covered with a steel plate by Staff; and

WHEREAS, Staff contacted Kissick Construction Company (Kissick) on June 16, 2021 to survey the area and provide a quote based on time and materials to repair the damaged pipe and sinkhole; and

WHEREAS, Kissick provided an initial quote in the amount of \$32,122 based on a time and materials basis to complete the emergency repairs, which included the removal of 40 feet of 15-inch corrugated metal pipe, replacement with 15-inch reinforced concrete pipe, pavement and curb repair, and site restoration; and

WHEREAS, in accordance with Section 120.140 (5) of the Mission Municipal Code the City Administrator authorized the emergency stormwater repairs on June 17, 2021 and is now seeking ratification of that emergency expenditure by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

Section 1. That the emergency expenditure with Kissick Construction Company for stormwater repairs at the intersection of 55th St. and Woodson Rd. in an amount not to exceed \$24,872.81 is hereby ratified.

PASSED AND APPROVED BY THE CITY COUNCIL this 21st day of July 2021.

APPROVED BY THE MAYOR this 21st day of July 2021.

Ronald E. Appletoft, Mayor

ATTEST:

Audrey M. McClanahan, City Clerk

