



## MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE

September 1, 2021

The Mission Community Development Committee met at the Powell Community Center and virtually via ZOOM on Wednesday, September 1, 2021. The following Committee members were present: Sollie Flora, Ken Davis, Arcie Rothrock, Trent Boultinghouse, Hillary Parker Thomas, Debbie Kring and Nick Schlossmacher. Mayor Appletoft and Councilmember Inman were absent. Councilmember Boultinghouse called the meeting to order at 6:30 p.m.

The following staff were present: City Administrator Laura Smith, Assistant City Administrator Brian Scott, 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 Boultinghouse reminded the public they can participate via the chat feature on Zoom. All comments would be visible to the group.

There were no public comments.

### **Public Presentations**

#### **MFAC and Mission Summer Camp Season Review**

Jenna Dickman provided an overview of the Mission Family Aquatic Center's season. She explained that one of the COVID-19 protocols utilized was blended training which allowed lifeguards to complete their courses online and in-person, reducing interaction time. Other considerations for safety included a reduction in capacity limits, reservations, no Super Pool Pass and the MoKan Swim League Championships was changed to another location. The concession food choices were also limited to prepackaged only choices. Staff continued a regiment of cleaning throughout the day as well as a deep cleaning after hours. Ms. Dickman also reported that revenues increased in memberships and daily passes. There was also a significant decrease in overtime with only approximately \$150 spent for the total season. Furthermore, contractual services were reduced by performing tasks in-house such as deck maintenance. She added a few of the highlights included a new high dive, Marlins swim practices and a wonderful job from staff in helping accommodate shifts. They look forward to the new aquatics coordinator being trained and bringing back the prepared food items at the concession stand and the Super Pool Pass for 2022.

Councilmember Thomas thanked staff for their wonderful job operating the pool for this season, adding that the splash pad has been a much appreciated accommodation to the public. Councilmember Kring asked if any of the practices put into place this summer, especially in relation to concession stand operations, would be continued into the next season. Ms. Dickman

replied that there are many aspects that would be beneficial to continue but there are other past practices that they would like to reincorporate such as hot food items.

Councilmember Rothrock asked about the retention of lifeguards and if there was incentives that could be provided for the staff. Ms. Dickman answered that staff has been collaborating on those efforts and would like to bring back the referral program and sign-on bonuses. Councilmember Davis asked and Ms. Dickman confirmed that the City hopes to bring back Saturday morning lap swimming. Councilmember Kring thanked staff for their hard-work, adding that they have all done a great job.

Next, Jenny Smith reported on the Summer Camp activities and operations for 2021. She explained that the eight-week program is licensed through the Kansas Department of Health and Environment. This season there were 769 campers with a 23% Mission residency rate. While the camp fees have not been raised in four years, staff has assessed that it is a viable option for 2022. Options for implementation include an additional \$150 per week charged per camper or an increase by \$6 for the discounted rate provided to Mission residents and business employees as well as Community Center members. There would be a 2% increase in revenue with the first option and a 4% increase in the latter.

The camp utilized COVID-19 protocols to insure safety, these included limited capacity, assigned group home rooms, outside camp meetings, staggered locker room usage, only prepackaged food, frequent hand washing and cleaning. These efforts proved successful with no positive COVID-19 cases during the whole season. There was a 163% cost recovery with expenses being higher than normal in order to allow for each camper to have their individual supplies. Personnel costs were kept low by less staff needed due to the limited capacity and reclassification of camp counselors to seasonal temporary employees. Ms. Smith added that the highlights, for the season, included a grant from Childcare Aware, the purchase of a camp app. and additional seating to allow for physical distancing.

Councilmember Davis thanked Ms. Smith for all the work she had done and for the great report. Councilmember Thomas asked about the number of scholarships this year and if there was a need to increase the number offered for next year. Ms. Smith replied that five campers applied this year and all received a scholarship. Staff is currently assessing other options as well, such as allowing sponsorships in order to help fund more scholarships.

Mr. Almoney concluded the presentation by commenting that Ms. Dickman and Ms. Smith have been an amazing part of the team and adjusted to the many challenges that have been present during this season. The COVID-19 protocols were not only adhered to but were successful and properly implemented by a well-trained staff that collaborated effectively together.

## Action Items

### Acceptance of the August 4, 2021 Community Development Committee Minutes

Minutes of the August 4, 2021 Community Development Committee were provided to the Committee. There being no objections or corrections, the minutes were accepted as presented.

### Tree Maintenance Service

Mr. Almoney reported that in early 2021, staff reached out to local arborists to bid on tree pruning and selective removal of certain trees. Staff then organized walk-throughs with interested bidders to gather insights into various diseases, canopy and watering concerns, soil erosion, long-term maintenance and tree species variants. The three arborists who walked the parks submitted bids based on criteria such as tree pruning, raising low canopies, trimming and disposal of debris. There were two options to consider in terms of tree care, maintenance and planning. The first is to bid work every three or four years to hire a certified arborist to prune trees then using our Public Works staff to remove the debris. The second option is building a longer term commitment with an arborist who has a vested interest in keeping trees as healthy as possible for the duration of the contract and being on call to solve any immediate downed tree needs.

As the Parks, Recreation + Tree Commission evaluates and develops a tree plan for Council consideration, researching and evaluating these options would seem to make sense. However, in the immediate term, staff recommended approving a contract with Arbor Masters in an amount not to exceed \$23,749.09 to take care of the more immediate trimming needs in Broadmoor, Streamway, and Andersen Parks, and on the KDOT ROW on the north side of Shawnee Mission Parkway, east of Lamar. Funds will be paid from the Tree/Shrub Maintenance line item in the Public Works budget.

Councilmember Flora asked about utilizing the same long-term arborist to expand and diversify the tree canopy since it was a significant priority on the DirectionFinder survey. Mr. Almoney explained that it might be a better choice to contract with a landscape architect to allow for the design expertise to expand the tree canopy.

Councilmember Davis thanked Mr. Almoney and staff for including the KDOT Right-of-Way.

Councilmember Davis recommended the bid from Arbor Masters in an amount not to exceed \$23,749.09 for pruning and dead tree removal at Broadmoor, Streamway, and Andersen Parks and KDOT ROW be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

### Pool Filter Replacement at Community Center

Mr. Almoney explained that the indoor pool filter at the Powell Community Center (PCC) was originally installed in 1999 and has received periodic maintenance throughout the last 20 years.

Every piece of the pool filter has been replaced since its original installation except the external housing which is now almost completely deteriorated on the bottom due to oxidation. The life expectancy of pool filters is around ten years. Continued use, chemical and temperature changes along with natural wear and tear of components have led to the filter needing replacement.

Aquatic engineers from Commercial Aquatic Services and CTS Group reviewed the operating systems of the indoor pool. They determined that the first course of action prior to proceeding with the Facility Conservation Improvement Program (FCIP) improvements is to remove and replace the pool filters and tie any future upgrades into that new system. Commercial Aquatic Services is the regional distributor for the two 48-inch diameter FRP horizontal filters that are recommended to replace the existing system. The mechanical room was built around the current pool filter and it will need to be cut into pieces in order to remove it from the facility. MMC Contractors is the bonded installer who guarantees compliance with manufacturer designs and specifications and is familiar with the PCC pool and bathroom plumbing.

The new filter system will be similar in design to the one at the Mission Family Aquatic Center, so cross-training staff will be consistent from one facility to the next. This will create training efficiencies, reduce maintenance concerns on the horizon and open more space in the mechanical room at the PCC, improving safe work zones. Staff recommended approval of a contract with Commercial Aquatic Services for pool filter replacement in an amount not to exceed \$31,552.00 and a contract with MMC Contractors for filter demolition and new filter installation in an amount not to exceed \$19,350.00. This item was planned to be done in connection with the FCIP improvements, but could not be included in that program because the filter is not a system component that generates energy savings. It is recommended to be financed as a part of that project, freeing up Parks + Recreation Sales tax revenues for other projects.

Councilmember Kring asked for clarification on the difference between a pool filter replacement and a new filter installation. Mr. Almoney explained that the difference is that with the installation there is plumbing involved to incorporate the dehumidifying system. Councilmember Flora pointed out the MMC proposal listed a one-year warranty on their labor as well as a workmanship warranty of thirty-days. Mr. Almoney replied that the company does a final walkthrough and will have thirty-days to correct any issues.

Councilmember Thomas asked about the available budget and since the project is financed through the FCIP if it will allow that money not to be pulled from another budget. Mr. Almoney explained that since the money will not have to be used on the pool filter, it can go towards replacing items such as carpet and chairs. Ms. Smith added that this project was able to be incorporated within the estimate for debt service that was previously anticipated in the budget.

Councilmember Davis recommended a contract with Commercial Aquatic Services for pool filter replacement and delivery in an amount not to exceed \$31,552.00 and a contract with MMC Contractors for demolition and plumbing installation in an amount not to exceed \$19,350.00 be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

### **Discussion Items**

There were no Discussion Items.

### **Department Updates**

Mr. Almony reported on the improvements accomplished during the two-week maintenance closure at the Community Center. He thanked staff for their hard-work training on new software as well as helping with maintenance projects such as grouting and cleaning. He added that the Waterworks Park Conceptual Design Public Meeting will be held on September 2 at the Community Center.

Councilmember Kring commented on the wonderful Community Center staff, especially recognizing Dave Rockers who goes above and beyond in his work and showing kindness to patrons and staff.

Ms. Duran reported that the curb and gutter has been completed in Milhaven on Dearborn and 63<sup>rd</sup> Terrace and teams are currently working on the curb on 53<sup>rd</sup> Place as well as installing drain pipes. Upcoming projects include continued storm tops in Milhaven then UBAS and patching treatments. Ms. Duran provided an update on the WaterOne Project, reporting that they would soon be milling and paving 51<sup>st</sup> Street which might have some delay due to rain.

Councilmember Davis noticed a damaged fence along the canal on Martway. Ms. Duran replied that the Public Works crew would assess this fall if it could be repaired in-house.

Ms. Smith asked and the Council agreed to have a representative, from Evergy, come to speak on infrastructure improvements and tree trimming plans at the September 15<sup>th</sup> City Council meeting. Ms. Smith thanked Ms. Randel and Crux for their hard-work on the special mailer for the sales tax election that went to every household. The City would continue to take questions as well as post updates on social media and the website. There will be a townhall meeting on September 15<sup>th</sup> before the legislative meeting. Councilmember Davis complimented the staff on the informative brochure, adding that it was very well written.

### **Meeting Close**

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:20 p.m.

Respectfully submitted,

Audrey M. McClanahan  
City Clerk