



COMMUNITY DEVELOPMENT COMMITTEE

WEDNESDAY, MAY 3, 2023 at 6:30 p.m.

**MISSION CITY HALL
6090 Woodson Street**

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

1. Milhaus Development - Preliminary Discussion of Request for Incentives – Laura Smith/Devon Coffey ([page 3](#))

Representatives from Milhaus Development will share high level information on several factors related to their anticipated request for consideration of a tax abatement for a 200+ unit multi-family project located between Beverly and Dearborn on both the north and south sides of Martway Avenue. This is not the formal/final ask from the developer, but rather an opportunity for the Council and the public to gain a general understanding of what will be evaluated by the City in connection with the project.

2. Energy Audit Grant Program Guidelines – Emily Randel ([page 13](#))

Council set aside \$30,000 in the 2023 budget for a residential energy audit program, which was one of the Climate Action Plan Task Force recommendations. Program guidelines have been discussed by the Sustainability Commission and staff will present these to Council prior to beginning to promote the program.

ACTION ITEMS

3. Acceptance of the May 3, 2023 Community Development Committee Minutes – Robyn Fulks ([page 16](#))

Draft minutes of the May 3, 2023 Community Development Committee meeting are included for review and acceptance.

4. 2023 Public Works Capital Equipment Purchases – Brent Morton ([page 28](#))

The 2023 budget for Public Works capital equipment includes funding for the purchase of one (1) Ford F-450 truck and equipment, one (1) 2023 utility vehicle/snowplow and spreader, and one (1) Windtrax car wash self-service system in an amount not to exceed \$82,915.19. This amount does not include the Ford F-450 truck that was previously approved by City Council in January 2023 in the amount of \$63,340.00, but does include the related equipment to outfit the truck already purchased. Recommendations, by equipment and vendor, are detailed in the action item summary included in the packet.

5. Resolution Ratifying the Emergency Expenditure of Funds to Perform Stormwater Repairs at at 6100 W. 62nd Terrace, 5816 W. 62nd Terrace, and the Intersection of 57th Street and Riggs – Brent Morton ([page 35](#))

During the week of April 17, 2023, Staff was contacted by residents regarding potential sinkholes at three locations. G-B Construction subsequently submitted a bid in the amount not to exceed \$62,121.00. In accordance with Section 120.140 (5) of the Mission Municipal Code, the City Administrator authorized the emergency repair of the stormwater infrastructure on April 26, 2023 and now is seeking ratification of that emergency expenditure by the City Council.

6. Fencing at Powell Community Center – Penn Almoney ([page 40](#))

The fence in the southeast corner of the PCC parking lot fell and was damaged beyond repair in 2022. Staff solicited bids for the fence replacement and the proposal from Mid-America Contractors has been determined to be the lowest and most responsive bid. Staff recommends approval of a contract with Mid-America Contractors in an amount not to exceed \$13,479.00 to be paid from Parks and Recreation Sales Tax funds.

DISCUSSION ITEMS

OTHER

7. Department Updates - Laura Smith

Ben Chocie, Chairperson
Lea Loudon, Vice-Chairperson
Mission City Hall, 6090 Woodson St
913.676.8350

City of Mission	Item Number:	1.
INFORMATIONAL ITEM	Date:	May 3, 2023
ADMINISTRATION	From:	Laura Smith

Informational items are intended to provide updates on items where limited or no discussion is anticipated by the Committee.

RE: Milhaus Development – Mission Beverly Project

DETAILS: Since the fall of 2022, Staff has been in discussion with representatives from Milhaus Development regarding a 228-unit multi-family project proposed in two buildings, located east and south of the Powell Community Center on several assembled parcels. The Council heard an initial presentation on the project in November 2022, and a meeting was held on Monday, March 20, 2023 to present the project to surrounding neighbors.

The Developer has indicated that they plan to request tax abatement incentives in connection with the project. As the preliminary development plan begins to move forward, it is important to also provide more information around the anticipated incentive request. Representatives from Milhaus Development will share high level information on several factors related to the project and their anticipated request for consideration of a tax abatement.

It should be noted that this is not the formal/final ask from the developer, but rather an opportunity for the Council and the public to gain a general understanding of some of the component pieces to be evaluated by the City in connection with the project.

CFAA CONSIDERATIONS/IMPACTS: Access to quality housing for individuals of all ages is an important pillar of the Community for All Ages initiative. The proposed redevelopment project will provide additional housing options for residents of Mission.

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



MEETING AGENDA

1. **Project Considerations – Incentive Request**
2. **Affordable Housing Component**
3. **Project Parking**
4. **Sustainability Program**
5. **Community Benefit**
6. **Land Swap**
7. **Sewer Relocation**

Incentive Request

Planning to request a 10-year 100% abatement versus 20-year TIF.

We feel like this is a benefit for all the impacted taxing jurisdictions with the project coming fully on the tax roll 10 years sooner.

Affordability Component

Unit types and anticipated rents are detailed below. Approximately 12% of our one-bedroom units are expected to fall within 70%-80% of AMI. It would be our preference to consider other alternatives and community benefit when considering the project rather than formalizing affordable housing requirements in the final development agreement based on our current underwriting projections.

UNIT MIX SUMMARY

TYPE	#QUANTITY	% MIX	TOTAL SF	AVERAGE SF	\$RENT	\$RENT PSF
1 BED TypeA	29	11%	15,247	526	\$1,278	\$2.43
1 BED TypeB	139	55%	98,271	707	\$1,655	\$2.34
2 BED	71	28%	75,190	1074	\$2,111	\$1.97
3 BED	14	6%	17,584	1256	\$2,850	\$2.27
TOTAL/AVERAGES:	253	100%	206,292	891	\$1,974	\$2.25

IRS SECTION 42 RENT LIMITS

HUD - Unit Type	Accommodates	60%	70%	80%
EFFICIENCY	1 person	\$1,017	\$1,186	\$1,356
1 BED	1.5 persons	\$1,089	\$1,271	\$1,453
2 BED	3 people	\$1,308	\$1,526	\$1,744
3 BED	4.5 people	\$1,510	\$1,762	\$2,014



Project Parking

Our current design provides 351 parking spaces, which exceeds the code requirement of 338 spaces. The surface lot on the south side of Martway provides 12 spaces as shared for the benefit of the new Beverly Park location. These spaces would be utilized by residents during the off-hours for the park. The estimated cost to construct these 12 shared parking stalls could be valued between \$25,000 and \$30,000.

PARKING ANALYSIS

MISSION CITY CODE CALCULATION			
TYPE	#QUANTITY UNITS	MULT-FACTOR	REQUIRED STALLS
1 BED DRK	29	1	29
1 BED REG	139	1	139
2 BED REG	71	2	142
3 BED REG	14	2	28
<i>MINIMUM STD.</i>			338

PROJECT PROVIDES		
STRUCTURE/GARAGE	286	<i>Building A is 211 units</i>
SURFACE LOT	55	<i>Building B is 42 units</i>
ON-STREET	10	<i>Visitor & Retail</i>
TOTAL PARKING	351	

Sustainability Program

The project architect (NSPJ) has completed the City of Mission’s Sustainability Score Card based on the current project plan. It is estimated that the Milhaus Mission Beverly apartment project will achieve Gold-level based on our understanding of the criteria. We expect to score 79 out of 100 points. We also plan to participate in the Green Globes program, certifying the project to at least one Globe (Same as Mission Gateway). We understand that the project would formally be scored and evaluated by the City’s Sustainability Commission, but the draft responses to the score card are included below:



Project: Milhaus Mission Beverly
 Expected completion: TBD
 Project Team: MILHAUS, NSPJ, KH

Building Scorecard (Revised December 2018)

Please complete all sections that are applicable to this project. Check any boxes for areas that apply to the work, and use the blank area to explain further. You may also assign point totals for each section; though these will be reviewed and a final score determination will be made by the Mission Sustainability Commission. Additional explanations and clarifications for each item can be found in the building scorecard supplemental document.

1. Will this project pursue any sustainable building certifications? Include rating details.

The project plans to pursue certification (one of the certifications listed). The descriptions of the proposed sustainable elements below are what is currently being evaluated for the project, although these may adjust upon further research and documentation.

2. Site Development, Land Use, Location and Transportation Impact

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> a. Pre-design site assessment | <input checked="" type="checkbox"/> b. Preserve natural resources | <input checked="" type="checkbox"/> c. Manage storm water |
| <input checked="" type="checkbox"/> d. Landscape irrigation | <input type="checkbox"/> e. Manage plants/ vegetation | <input checked="" type="checkbox"/> f. Manage soils/ erosion control |
| <input type="checkbox"/> g. Site waste management | <input checked="" type="checkbox"/> h. Walking/ bicycle paths | <input checked="" type="checkbox"/> i. Bicycle storage |
| <input checked="" type="checkbox"/> j. Changing/ shower facilities | <input checked="" type="checkbox"/> k. Carpool/ car share | <input checked="" type="checkbox"/> l. EV charging |
| <input checked="" type="checkbox"/> m. Bus access | <input checked="" type="checkbox"/> n. Heat island mitigation | <input checked="" type="checkbox"/> o. Reduce light pollution |

Baseline site conditions will be assessed to evaluate sustainable options and inform site design. Added walking/bicycle paths and connect to and enhance existing Turkey Creek Trail system north of Marloway. Long term bike storage and repair facilities will be incorporated in the project as well as short term bicycle parking. Shower facilities for building occupants will be provided in clubhouse. Dedicated parking area (designated spaces to be determined) for ride-sharing companies will be incorporated. Changing stations will be provided for a percentage of spaces (locations to be coordinated with the City of Mission). Close proximity to bus routes, potential relocation of Bus Shelter to be determined. High reflectance roof and landscapes will be incorporated. Exterior lighting will be selected that limits up-lighting and light trespass.

Points scored - 17 out of 20

3. Materials and Resource Use

- | | |
|--|---|
| <input type="checkbox"/> a. Reuse existing building | <input checked="" type="checkbox"/> b. Construction material management |
| <input checked="" type="checkbox"/> c. Construction waste management | <input checked="" type="checkbox"/> d. Sustainable/ local materials |
| <input checked="" type="checkbox"/> e. Occupant waste management | <input checked="" type="checkbox"/> f. Occupant recycling/ composting |

Contractor will comply with product instructions for storage and handling. A construction and demolition waste management plan will be developed and implemented, as is common for Milhaus. Existing buildings on site will be environmentally abated due to asbestos or other hazardous building materials currently present. Environmentally preferred products will be sourced. Locations and signage for occupant recycling collection areas will be incorporated, as well as a trash/recycling concierge service for resident convenience and sanitation.

Points scored - 18 out of 20

4. Energy Conservation, Efficiency, and CO₂e Emission Reduction

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> a. Energy Modeling | <input type="checkbox"/> b. CO ₂ e modeling | <input checked="" type="checkbox"/> c. Energy metering/ monitoring |
| <input type="checkbox"/> d. Automated demand response | <input checked="" type="checkbox"/> e. Building envelope/ insulation | <input checked="" type="checkbox"/> f. Mechanical systems |
| <input checked="" type="checkbox"/> g. Electrical/ lighting systems | <input checked="" type="checkbox"/> h. Appliances/ equipment | <input type="checkbox"/> i. Onsite renewable energy |
| <input checked="" type="checkbox"/> j. Refrigerant management | <input type="checkbox"/> k. Control air pollution | |

Energy modeling for building will be conducted. Smart lighting and thermostats are planned to be installed in each unit as well as the Leasing/Clubhouse and Amenity Areas. Building envelope and insulation to follow requirements based on selected certification. Meters will be installed that measure all building energy consumption and install electricity meters for each unit. No CFC based refrigerants in HVAC systems will be used. Energy Star compliant appliances will be provided.

Points scored - 13 out of 20



5. Water Conservation and Efficiency

- a. Water metering
- b. Fixtures/ fittings
- c. Appliances/ equipment
- d. HVAC water use
- e. Water treatment devices
- f. Reduce irrigation
- g. Rainwater
- h. Graywater

Water meters that measure total potable water usage will be installed. Primary HVAC systems will not utilize water, so water use will be substantially reduced as compared to a more commercial land use. Minimal condensate drainage will be managed. Low flow fixtures will be selected. Landscaping with native plants will be incorporated to reduce irrigation needs.

Points scored - 10 out of 20

6. Indoor Environmental Quality and Comfort

- a. IAQ management plan
- b. Air handling filtration
- c. Increase ventilation
- d. IAQ during construction
- e. Thermal comfort
- f. Indoor pollutant control
- g. Material emissions control
- h. Acoustics
- i. Daylighting/ views
- j. Accessibility/ Community for All Ages

Materials with low VOC content will be selected. Ventilation will be provided via large windows (facing either outward toward the city environment or inward toward the amenity court) and doors to balconies in all units, with fresh air provided to all corridors and common spaces. Primary indoor pollutants will be associated with the Pool Equipment and Storage rooms, each of which will have discrete areas away from resident interaction. Wall, floor ceiling assemblies will have a minimum STC of 50. Accessibility elements will be incorporated and comply with ADA requirements.

Points scored - 9 out of 10

7. Commissioning, Operations, and Maintenance

- a. Inspections
- b. Mechanical commissioning
- c. Energy commissioning
- d. Building controls systems
- e. O+M documentation
- f. Maintenance staff training

Operation and Maintenance manuals will be provided to owner at completion of construction. Smart lighting and thermostats are planned to be installed in each unit as well as the Leasing/Clubhouse and Amenity Areas.

**Commissioning is expected to be provided, Question: is it acceptable for the MEP Engineer of Record to be utilized as the commissioning agency?

Points scored - 10 out of 10

8. Additional Comments

Any additional sustainable attributes that will be incorporated in this project.

Remote working opportunities will be built into some of the unit designs, and a co-working spaces will be integrated into the Clubhouse to further facilitate residents who full or partially work remotely.

Milhaus would like to discuss relocation of the existing bus stop on Martway closer to the intersection of Martway and Beverly potentially adjacent retail and the relocated city park. This would further encourage utilization of public transportation and provide a safer, more convenient location for users.

Bonus Points (if applicable, 5 maximum) - 2

Total Points Scored - 79 out of 100

Rating Achieved - 79 - Gold (Bronze 20-39, Silver 40-59, Gold 60-89, Platinum 90+)



Community Benefit

Milhaus estimates the following additional community benefits would result from the project:

- Bus shelter relocation: Should the City desire, we believe that our project could feasibly accommodate the relocation of public transportation shelters, shifting them east and to a safer location with better visibility.



- Rock Creek Trail would be shifted to the north side of Martway and incorporated into the sidewalk which provides for better crossing points and improved safety for pedestrians.
- We intend to provide outdoor seating for the retail and a corner pocket park as additional greenspace.
- Milhaus proposed to set aside \$300,000 for City to use at their discretion. This could be used to purchase park equipment and accessibility enhancements for the new park or for any other purpose the City deemed appropriate. If the City wanted to include the installation of park equipment, Milhaus contractors could perform this work. The examples/costs of park equipment shown below are intended to illustrate what could be purchased with a portion of the \$300,000 if that was the City's priority.



Example Park Equipment Installation

Estimated Cost: \$190,000.00

FunPoint, Ultimate

PCT802









1656 WASHINGTON ST., STE. 230, KANSAS CITY, MISSOURI 64108 - 816.490.6355 - MILHAUS.COM

Item no. PCT802-0901	
General Product Information	
Dimensions LxWxH	19'6"x15'9"x10'2"
Age group	5 - 12
Play capacity (users)	16
Color options	●





1656 WASHINGTON ST., STE. 230, KANSAS CITY, MISSOURI 64108 - 816.490.6355 - MILHAUS.COM

Project Name		US292139 Mission Beverly Park Replacement	
No.	Description	Qty Unit	Unit Price
<u>KSW93045-0909</u>	SWING COMBINATION - STEEL A-FRAME H:2,5M - IN-GROUND 	1 Pieces	5,810.00
<u>M17601-01P</u>	Fairy Tale Seesaw In-ground 40cm 	1 Pieces	8,270.00
<u>M14700-00P</u>	Multi-Seesaw Support Seat - Greenline 	1 Pieces	760.00
<u>GXY801421-3417</u>	Spica 1 In-ground 60cm 	2 Pieces	2,580.00
<u>PCT802-0901</u>	FUNPOINT, ULTIMATE IN-GROUND 90CM 	1 Pieces	35,340.00
<u>CRP250802-0902</u>	MOUNTAIN TRAIL GREEN - IN-GROUND 	1 Pieces	45,700.00



Beverly Park Land Swap

- Current Location – 5935 Beverly Ave. (18,534 SF)
- Milhaus Parcel – 6045 Martway St. (20,582 SF)

The new park location is more central to the City’s other amenities and Sylvester Powell Community Center, creating a connected collection of assets that benefit more people.

The project provides for a significant improvement to the dilapidated buildings currently existing where the new park and the new residences would be located.

Milhaus Parcel – 6045 Martway St. (20,582 SF)



Identify Results	
Property	Value
Tax Property ID	KP20600000 0001
Situs Address	6045 MARTWAY ST
Owner 1	MARTWAY OFFICEWORKS LLC
Own Addr Line 1	423 DELAWARE ST APT 102
Own Addr Line 2	KANSAS CITY, MO 64105
Appraisal Info.	Click Here
Tax Bill Info.	Click Here
Acres	0.47 (20,582.49 ft ²)
Year Built	1966
Class	C
LBCS Function	2401 - General office buildings (1-4 stories)
Neighborhood Code	411.F
KS Uniform Parcel #	0460630804022003000
Quick Ref (APR)	R642032
Taxing Unit	0959UT
Zoning	MS2

Current Park Parcel – 5935 Beverly Ave. (18,534 SF)

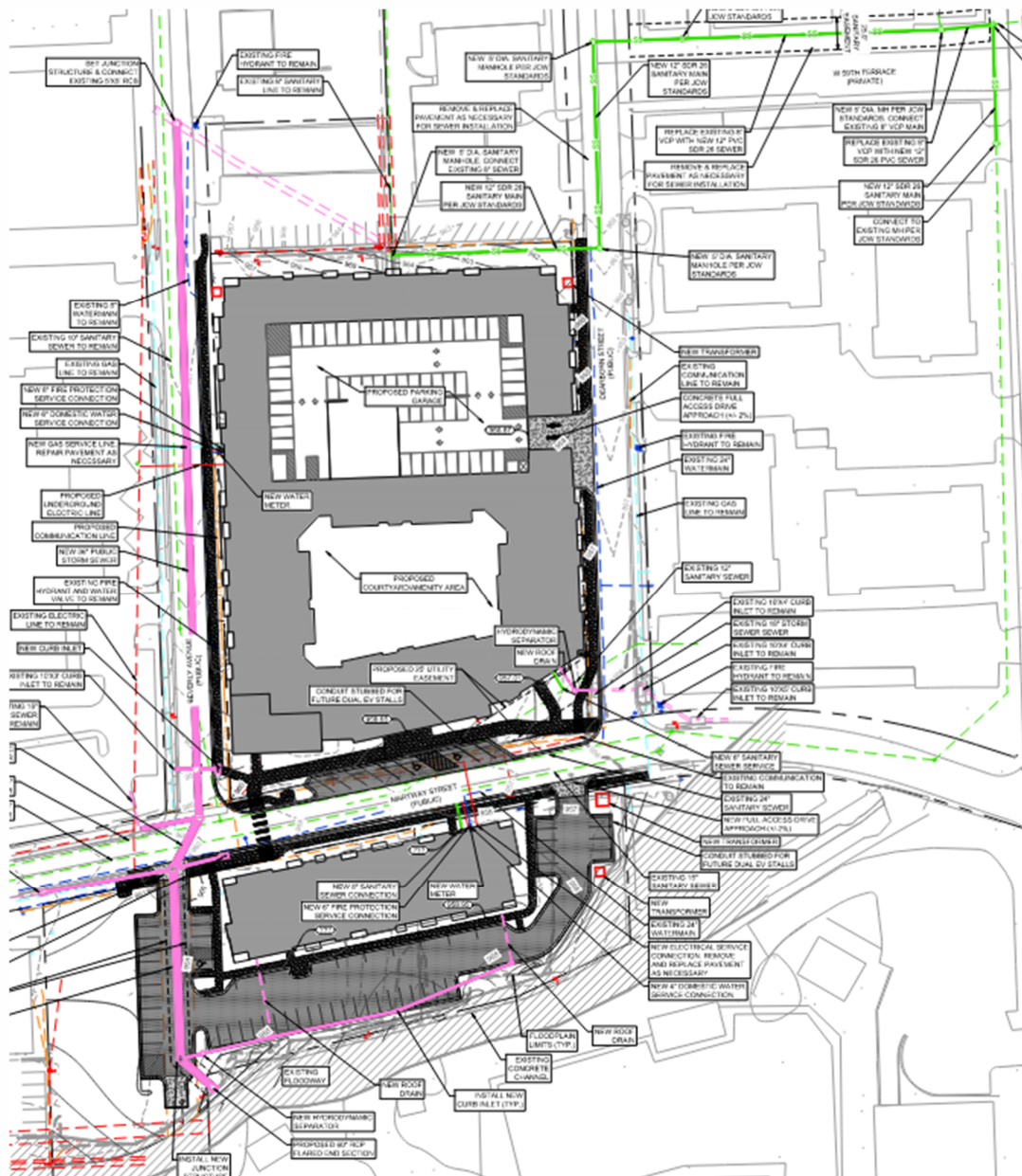


Identify Results	
Property	Value
Tax Property ID	KF251208-4022
Situs Address	5935 BEVERLY AVE
Owner 1	CITY OF MISSION
Own Addr Line 1	6090 WOODSON ST
Own Addr Line 2	MISSION, KS 66202
Billing Name	MISSION CITY
Billing Addr Line 1	6090 WOODSON ST
Billing Addr Line 2	MISSION, KS 66202
Appraisal Info.	Click Here
Tax Bill Info.	Click Here
Acres	0.43 (18,534.11 ft ²)
Year Built	0
Class	E
LBCS Function	2650 - Parking Lot (uncovered)
Neighborhood Code	411.F
KS Uniform Parcel #	0480630804006005000
Quick Ref (APR)	R75919
Taxing Unit	0649UW
Zoning	MS2



Sewer Relocation

- An additional community benefit of the project is the fact Milhaus would be improving the sewer situation for the neighborhood by taking pressure off the existing undersized infrastructure.
- Current estimate \$900,000 for sewer relocation + additional fees associated with design and installation.
- Potential compensation to adjacent landowners for utility easement is TBD and is not included in the \$900,000 estimate.
 - Milhaus is coordinating with neighbor FTW Investments and JCW to get a new easement in place.



1656 WASHINGTON ST., STE. 230, KANSAS CITY, MISSOURI 64108 - 816.490.6355 - MILHAUS.COM

City of Mission	Item Number:	2.
INFORMATIONAL ITEM	Date:	May 3, 2023
ADMINISTRATION	From:	Emily Randel

Informational items are intended to provide updates on items where limited or no discussion is anticipated by the Committee.

RE: Energy Audit Program Guidelines

DETAILS: Carbon emissions from buildings are a leading source of emissions contributing to Mission’s overall footprint. The Mission Climate Action Plan Task Force set a goal in their initial recommendations in 2022 of net zero emissions in homes and buildings by 2035. In support of this goal, the Task Force recommended an energy audit and weatherization program. The City Council set aside \$30,000 in the 2023 budget for the program. The full list of Task Force recommendations are included in the meeting packet.

The Sustainability Commission has discussed program guidelines and gathered information from the cities of Prairie Village and Merriam who have similar programs. Staff is recommending Mission’s program be established as a demonstration project occurring within a shortened timeframe to capitalize on education and communication of the results to scale the impact of those interested in participating even without grant funds. In exchange an energy audit, residents would agree to have results shared, to allow for photographs of the audit taking place, and would share information on what actions they take following the audit and the results.

To begin, staff will solicit interest from residents, then select fifteen homes that represent a variety of housing types in terms of size, style, layout and location. The City would pay the full cost of the energy audits for these first 15 homes, but would connect any others interested with contractors in the event these residents would like to do an audit at their own cost. Staff estimates the cost of the energy audits to be between \$300-350. Fifteen audits at that price, \$5,250, would leave approximately \$1,650 per household for implementation of recommended weatherization projects. Staff is recommending that these projects be funded on a reimbursement basis on a sliding scale based on income. Following the first round of fifteen homes, staff will evaluate how to share the information so more residents are aware of both the benefits of performing weatherization on a home like theirs and how to connect to resources to do so.

Staff will also be approaching our multi-family property owners to promote weatherization efforts in those properties, especially in order to take advantage of federal funding that is now available.

CFAA CONSIDERATIONS/IMPACTS: Financial stability and affordable housing is key for older adults to be able to age in place. Reducing energy costs through

Related Statute/City Ordinance:	NA
Line Item Code/Description:	01-09-215-04
Available Budget:	\$30,000

City of Mission	Item Number:	2.
INFORMATIONAL ITEM	Date:	May 3, 2023
ADMINISTRATION	From:	Emily Randel

Informational items are intended to provide updates on items where limited or no discussion is anticipated by the Committee.

weatherization and conservation is an important tool in reducing cost of living for Mission residents.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	01-09-215-04
Available Budget:	\$30,000

Climate Action Task Force Charge:

Evaluate and recommend 1-, 3- and 5-year strategies for Mission in support of the [Regional Climate Action Plan](#)'s goal of Net-Zero emissions by 2050. The Task Force has identified a first set of shorter-term recommendations listed below. The recommendations are categorized by the overall Regional Climate Action Plan [C] goal for 2050 and by the interim net zero emissions targets of:

- Local Government Operations [G] in Mission by 2025 (Regional target: 2030)
- Energy Generation [E] in Mission by 2035 (Regional target: 2035)
- Homes and Buildings [B] in Mission by 2035 (Regional target: 2040)

Climate Action Task Force Initial Recommendations:

1. Transition City-owned vehicles and equipment to electric as appropriate. [G]
2. Include sustainable elements when refurbishing or constructing new City-owned parking lots including infrastructure for electric vehicle charging stations and enhanced water retention and filtration. [G]
3. Expand native planting to more City facilities. [G]
4. Implement purchasing changes in each City department that would significantly reduce related waste and greenhouse gas emissions. [G]
5. Encourage the installation of water-efficient fixtures in both commercial and residential applications and limit the amount of irrigation required for site landscaping. [G, B]
6. Invest in the preservation and enhancement of the tree canopy. [G, C]
7. Educate on the importance of composting and share resources about how to do it. Evaluate other cities' citywide composting programs. [G, C]
8. Evaluate City-owned facilities for feasibility of solar and other renewable energy options in 2022. [E]
9. Review City Code and HOA covenants for restrictions on onsite energy generation, food production and native plantings. [E, B, C]
10. Establish and promote a grant program to subsidize energy audits and weatherization for single family homes. Create an income-based reserve fund if anyone seeks financial assistance for participating. [B]
11. Establish a formal policy that ties development incentives to sustainable building practices. [B]
12. Amend the City Code to allow Accessory Dwelling Units. [B]
13. Enforce continued compliance with landscape agreements related to trees and vegetation especially in commercial areas and on multi-family housing properties. [B, C]
14. Formalize the intention to incorporate complete street elements in future infrastructure projects. [C]
15. Conduct a citywide bike and pedestrian plan in 2023 whose scope considers vulnerable populations. [C]
16. Establish a new location for the City's existing community garden. [C]
17. Review the availability of recycling services to multi-family residents in Mission and consider requiring it. [C]
18. Codify and fund a periodic greenhouse gas inventory every three years and the requirement for an annual report to the City Council on climate action. [G, E, B, C]

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	May 3, 2023
Administration	From:	Robyn Fulks

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

RE: April 12, 2023 Community Development Committee minutes.

RECOMMENDATION: Review and accept the April 12, 2023 minutes of the Community Development Committee.

DETAILS: Minutes of the April 12, 2023 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

April 12, 2023

The Mission Community Development Committee met at Mission City Hall and virtually via ZOOM on Wednesday, April 12, 2023. The following Committee members were present: Ken Davis, Trent Boultinghouse, Kristin Inman, Debbie Kring, Lea Loudon and Mayor Flora. Councilmember Ryherd joined via Zoom. Councilmember Loudon called the meeting to order at 6:30 p.m. Committee Chair Ben Chociej joined the meeting at approximately 6:35 p.m. and conducted the remainder of the CDC meeting.

The following staff were present: City Administrator Laura Smith, Deputy City Administrator Brian Scott, Deputy City Administrator Emily Randel, City Clerk Robyn Fulks, Public Works Director Celia Duran, Parks and Recreation Director Penn Almoney, Building Official Jim Brown, and Chief Dan Madden.

Public Comments

Councilmember Loudon 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/Informational Items

There are no public presentations on the agenda.

Action Items

Acceptance of the March 1, 2023 Community Development Committee Minutes

Minutes of the March 1, 2023 Community Development Committee were provided to the Committee.

Councilmember Davis recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Purchase of Permitting Software

Deputy City Administrator Brian Scott explained to the Committee that he has

been working for several years to improve operations in the Community Development Department in several ways. To improve operations further, permitting software is necessary as the existing software has reached the end of its useful life. Currently spreadsheets and an old database program are the only options available other than paper tracking of projects, permits and code violations. Software will increase efficiency for residents, businesses, and contractors as well as staff. An RFP was issued in 2022 with nine proposals returned, and five were selected for product demonstration. Following the demonstrations, staff narrowed the focus to two vendors, and after additional review and reference checking are now recommending the City proceed with GovBuilt.

GovBuilt is a newer company headquartered in Manhattan, KS and they have several local customers including Westwood, KS and Grandview, MO. They are a service subscription software that is internet based. Links to various applications will be placed on the City's website, automating the submission process, including the upload of plans/documents and fee payment. Applications are then routed to staff electronically, and in many cases, the entire workflow process can be managed on-line. Applicants can track project status through the software, and comments can be exchanged between staff and the applicant. Eventually, staff anticipates the software can be used in other departments for things like business licensing, alarm permitting, right-of-way permits, etc. Mr. Scott's goal is to implement the software in Community Development, ensure staff is comfortable with the functionality, and then seek potential expansion into other departments.

The software's annual subscription fee will be \$22,450.00 with a 5% increase built in for each subsequent year. The implementation fee of \$59,995 will be spread over two years, allowing for more budget flexibility. The 2023 budgetary impact is \$52,447.50 and the 2024 amount will be \$53,569.50.

Councilmember Davis asked how the process will work if an applicant does not have access to a computer? Mr. Scott replied that a terminal will likely be set up in City Hall for applications where staff can help with the process. Lack of access to a computer will not prohibit anyone from applying for or receiving a permit from the City.

Councilmember Davis also asked how the fact that the company is a start up will affect their ability to accommodate growth and support? Mr. Scott replied that the company plans to add additional staff as more clients come on.

Councilmember Davis followed up by asking if Mr. Scott has spoken with other entities using the software. Mr. Scott replied that he has spoken with Grandview, MO and staff there have been very pleased. He also spoke with the City Administrator in Westwood, who has been using the software for one year, and they are very happy with it as well.

Mayor Flora asked about term 17 under liabilities in the Master Services agreement which states that the City is responsible for personal data collected as she believes there could be some exposure of the City. Mr. Scott advised Mayor Flora that the City's attorneys completed a legal review of the contract, and were not concerned about this provision as the only personal information that will be collected would be credit card information, collected by a 3rd party point of sale merchant through a secure site.

Councilmember Chociey asked if any permitting data wouldn't be in the public record and Mr. Scott replied that there is not, all of the information is available under KORA.

Councilmember Chociey also asked about permitting volume by number. Mr. Scott referenced approximately 300-400 building permits issued annually by the City in recent years. In addition to building permits, there are permits for land use, development plans, chicken and bee permits, and more. Additionally, code enforcement actions will be tracked through the software. Councilmember Chociey also wanted to know if the software pricing was impacted by the number of permits given per year. Mr. Scott replied that the cost is based on population.

Councilmember Davis asked how it would work in the future if either the City decides not to continue using the software, or the company goes out of business, will the information and reporting capability be impacted. Mr. Scott replied that they did ask that as part of the RFP process, and GovBuilt has the ability to download all information into a format that would be compatible with another software service. The data and records are the property of the City.

Councilmember Davis recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Supplemental Building Inspection Services, FSC, Inc.

Mr. Scott's next presented on a request to secure supplemental building

inspection services for larger projects. Even after the new building inspector position is finalized and filled, there will still be too many projects needing inspection for two employees to handle. Large residential and mixed-use projects, in addition to the new Rushton Elementary School and Nelson Wastewater Treatment Facility projects require a large number of inspections, and there are occasions for more specialized inspections as well. Staff reached out to FSC in 2022 to discuss contracting for third-party services in order to be able to manage the heavier workload. Staff worked with FSC during the Mission Gateway project in 2019 and was pleased with their work. Work includes plan review and initial inspections. Proposals were requested for the Residence at Rock Creek (Mission Bowl) and Rushton projects, and are estimated at approximately \$230,000.00.

Councilmember Thomas asked, since the expense wasn't budgeted for, were the revenues budgeted for the permit fees coming in? Mr. Scott confirmed that fees (expense) for third-party inspection services were not specifically budgeted for in 2023 but revenues and permitting fees had been collected. City Administrator Smith explained that not all costs and fees will be in this budgeting year, it's more of a running total spread out over time, reducing the impact to the annual budget. She also mentioned that an updated fee schedule will come forward in the next couple of months and asked Mr. Scott to share more information on that process.

Mr. Scott explained that he plans to create a fee schedule, which will come to Council in the next month or two. The comprehensive fee schedule is out of date and needs to be updated. Fees are not all captured in one spot for consistency, and many fees are very out of date, and should be re-evaluated in the context of the current costs to provide the service. Additionally, software costs could be recouped over time through an update of the fees and publication of a fee schedule.

Councilmember Kring asked if the County offers building inspection services. Mr. Scott answered that they previously did, however a restructuring of services eliminated those services several years ago.

Councilmember Davis recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the regular agenda.

Declaration of Structure as Unfit for Human Habitation – 6350 W. 49th

Street, Mission, Kansas

Mr. Scott's third item of the evening was the introduction of the property located at 6350 W 49th Street to be declared as unfit for human habitation. Mr. Scott asked Building Official Jim Brown to make the presentation.

Mr. Brown reviewed the history of the property, which included violations and issues which began in 2021 and intensified throughout 2022. Staff have followed all legal requirements for due process and notifications to the homeowner, Ms. Minkhoff. In February 2023, she was found guilty on nine counts and the Judge assessed fines of over \$100,000. Since that time, additional court appearances have been violated. Upon escalation, staff determined that the issues were not likely to be resolved timely through the Municipal Court process and two cases were filed in District Court.

In accordance with the City's code provisions to declare a structure unfit for human habitation, a hearing was held with the Public Officer, who is Mr. Brown. At the conclusion of the hearing Mr. Brown prepared the findings of fact and an order which were issued February 21 and sent out as required by statute. March 21, 2023 was the deadline for either the sale of the property or for work to begin to bring the property up to code, neither of which occurred, bringing us to this next step. Under the City Code, and State statute, the matter is to be brought in front of the Governing Body to formally declare the property as unfit for human habitation. If the Council accepts the findings and adopts the Resolution it will allow the City flexibility in stepping in to bring the property back to a habitable condition if neither the current property owner or a new property owner do not initiate the necessary repairs.

Councilmember Kring asked if the homeowner would need to be here on April 19 when the resolution is voted on. Councilmember Kring then asked how many people reside in the home. Mr. Brown stated that the property is currently vacant. Mr. Brown and Ms. Smith clarified that the owner is not required to attend, but she will be invited. Council might anticipate her attorney will attend.

Mayor Flora asked if the fines would be a lien on the property, and Mr. Brown stated Judge Drill will make that determination. Typically, in municipal court those fines are not assigned to the property.

Councilmember Loudon asked to confirm that the property is vacant, and Mr.

Brown confirmed that is correct.

Councilmember Inman stated that no property taxes have been paid through the County for several years. She is concerned that, after sale for taxes and assessed fines, there would not be anything left to satisfy the City's liens for repairs to the property. Mr. Scott answered that he had that question as well and reached out to the County a week ago. He is waiting for an answer back from their legal department.

This item will be forwarded to the City Council for approval on the regular agenda. No recommendation is necessary at this time.

2024-2028 5-Year CARS Program

Public Works Director Celia Duran presented a recommended five-year CARS program. She shared her appreciation to the County for the program, which helps fund street repairs for eligible streets. Ms. Duran reported that due to an increase in demand for matching funding, the 50% of construction and construction inspection cost reimbursements that the City used to receive is often reduced as demand, needs and costs continue to rise. Ms. Duran noted that the biggest change from last year's 5-year CARS program is the increase in cost. Ms. Duran then summarized the projects included in the five-year plan.

2024: Roe Avenue from Johnson Drive to 63rd Street, which she previously planned to work with the City of Fairway on, and which they will now jointly administer. Proposed improvements include mill and overlay with 2-inch asphaltic concrete surface; traffic signal replacement; pedestrian signals on the east side of the intersection of Roe Ave. and Johnson Dr.; pavement and median repairs; stormwater repairs; spot replacement of curb and gutter, sidewalks, and ADA ramps; and pavement markings. Total estimated project cost: \$1,828,000. Additionally, traffic signal buyout and crosswalk addition will be included. The timing of the Gateway project may influence the curb and sidewalk portion of the project.

2025 - 63rd Street (Nall Avenue to Roe Avenue): Proposed improvements include a 3-inch mill and overlay; pavement repairs; replacement of curb and gutter; spot replacement of sidewalks and ADA ramps; and pavement markings. Costs have decreased as Prairie Village cannot afford the full depth reconstruction. Total estimated project cost: \$875,000, with Mission funding

\$369,325 and Prairie Village funding \$98,175.

2026 - Johnson Drive (Metcalf Ave. to Lamar Ave.): Proposed improvements include full depth pavement replacement; traffic signal replacement; HAWK pedestrian signal at Riggs Ave.; spot replacement of curb and gutter, sidewalks, and ADA ramps; streetlights; and pavement markings. Additionally, stormwater infrastructure will be replaced and includes the continuance of the stormwater interceptor completed with the Johnson Dr., Lamar Ave. to Nall Ave. Phase I project. Olsson, the City's on-call design engineer, is currently working on concepts to evaluate right-of-way needs for widening sidewalks, including costs and any potential impact to adjacent businesses. Right-of-way and interceptor costs are also included. Options will include both with and without. Mission has secured a \$6,000,000.00 STP grant for this project. Total estimated project cost: \$14,800,000 (or \$8,800,000 with funds from the STP grant).

2027 - Nall Avenue (Martway Street to 63rd Street): Proposed improvements include UBAS surface treatment; pavement repairs; spot replacement of curb and gutter; sidewalks, and ADA ramps; and pavement markings. Total estimated project cost: \$380,000.

2028 - Martway Street (Woodson Road to Roeland Drive): Proposed improvements include a 2-inch mill and overlay; pavement repairs; stormwater repairs; spot replacement of curb and gutter; sidewalks, and ADA ramps; and pavement markings. Total estimated project cost: \$932,000.

Prairie Village is applying for CARS funds for Nall Avenue (63rd St. to 67th St.) and Mission's funding portion is estimated to be \$73,750.

Ms. Duran stated that they are waiting for car counts to increase to be able to add 51st Street to the list. She also reminded the Committee that none of these projects are locked in except for 2024, and that changes can be made. Costs included are estimated as it's hard to know what the costs will be in upcoming years. Olsson's cost estimates have been increased due to inflation and experience with recent projects.

Councilmember Davis asked for a definition of an interceptor. Ms. Duran explained that it is a large storm box under the street that diverts or intercepts stormwater. He also wanted to know that since 63rd now does not include a full-depth reconstruction, will it require additional work later. Ms. Duran replied

that she would rather do the full-depth reconstruction, despite cost, however in this case she is having to work with multiple jurisdictions and, while not ideal, we need to move ahead with the mill and overlay. Councilmember Davis wanted to know if this is more a band-aid and the full depth reconstruction will still be needed. Ms. Duran acknowledged that it is likely, but it's hard to know when that might be. After the pavement repairs, wear over time can be reviewed. Councilmember Davis's concern is that funds are being spent that will be a waste if a bigger fix is needed in the future. Ms. Duran acknowledged the concern but feels it is in our best interest to continue to partner with Prairie Village to address 63rd Street.

Councilmember Boultinghouse asked about how potential bridge changes at Johnson Drive and Metcalf might affect the Johnson Drive project. Ms. Duran answered that staff met with KDOT recently to discuss design options, as they are planning for repairs in 2026. The information was very preliminary; however, their traffic studies show that lowering the bridge to at-grade would have the new bridge opening up and immediately failing due to the amount of traffic it sees daily. She does not believe they would design and implement something that will fail on day one. They are exploring additional options and have listened to Mission's ideas including raising the bridge or including a round-about and ramps down to Johnson Drive. That could be a potential solution to the issue, but no costs have been presented. Additionally, there are impacts to Overland Park that will need to be explored and discussed.

Councilmember Kring asked if it would be conducive to look at burying power lines during large road projects. Ms. Duran answered that can definitely be looked at. That cost is typically extremely high, as the utility company does not like to do so. Councilmember Kring also asked if any were conducive to using permeable materials. Ms. Duran does not recommend that on major arterials as it has not been successful in other cities. The permeable materials clog quickly on heavily trafficked roadways and have had to be taken out and replaced because of it.

Mayor Flora thanked Ms. Duran for all of her work on the Johnson Drive project and for her work in securing the STP grant funding.

Councilmember Chociey echoed Mayor Flora's comments. He would like to see Johnson Drive have a better pedestrian footprint. Ms. Duran stated she is going to work with Olsson to look at a three-lane project vs. four. She is unsure about options based on the volume of traffic. Councilmember Chociey's main concern

is the overpass at Metcalf as many high school students use that walkway under Metcalf. Ms. Duran's hope is that the area can be widened in working with Overland Park and KDOT.

Councilmember Inman discussed the comp plan and its direction of the Johnson Drive project. Ms. Duran is going to consult with Olsson about the volume and traffic studies.

Councilmember Davis recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Summer Camp Staff Wage Adjustments

Parks + Recreation Director Penn Almoney introduced the next action item, which is a proposal to raise the summer camp wages for employees in an effort to attract more applicants. He thanked Council for their approval previously of the bonus program, which is also really helpful. His current proposal is to increase starting wages from \$12 per hour to \$14 per hour. That will equate to about \$15,840.00 for the season. That increase will be absorbed by the Childcare Aware grant funding his staff obtained. In future years, increases can be absorbed by increasing the weekly fee. Additionally, the number of campers could be increased in future years to help offset rising costs.

Councilmember Boultinghouse voiced his support for the increase, he sees the summer camp as a very positive program.

Councilmember Boultinghouse recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the regular agenda.

Trail Counters

Mr. Almoney's last item of the evening was a presentation for the purchase of trail counters for the City's trails. The numbers obtained by the counters will be used for grant applications and to help guide maintenance for the trails. Staff began collected trail user data in visually in 2020 in one-hour increments at random intervals. In the fall of 2020, an Eagle Scout Project installed a trail counter at Mohawk to assist in this effort. Data was more consistent and can be used in quarterly reporting and was helpful in generating strong datapoints for

grant applications. The Parks, Recreation and Tree Commission, have reviewed options and have recommended the counters to be waterproof, endure outdoor elements, pressure plate or laser guided, and that data can be shared and be Wi-Fi accessible. There have been no maintenance issues with the trail counter currently in place, and so staff is recommending the additional counters be procured from this same manufacturer. At this time, staff recommends the purchase and installation of five trail counters to be located on the Rock Creek Trail (2), Broadmoor (1) Park, Streamway Park (1) and Waterworks Park (1).

Councilmember Davis asked how often the counters need to be replaced. Mr. Almoney replied that there is a 10-year warranty, and the only routine or on-going maintenance is changing out batteries.

Councilmember Inman asked about vandalism and if the warranty would apply if that happened. Mr. Almoney answered that it would not, however the counters are fairly hidden and not inviting for people who aren't looking for them. His team will keep an eye on the devices.

Councilmember Chociey asked about the ease of relocating the devices if needed. Mr. Almoney replied that, depending on the installation, moving them can be very easy, especially if they are not put in concrete like the one at Mohawk Park. At trails where trail improvements are pending they will be installed in a way that they can be relocated upon implementation of those improvements.

Councilmember Davis recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Discussion Items

There are no discussion items on the agenda.

OTHER

Department Updates

Mr. Almoney announced that a large number of applications have come in for lifeguards and the Department is currently fully staffed for lifeguards, which he is very excited about. Secondly, the Mohawk Park improvements are on pace to

be completed in mid-May with the pavilion and restroom structures.

Mr. Scott announced that a joint work session with the City Council and Planning Commission was held earlier in the week to discuss the updates to the Comprehensive Plan. It was a productive and very interactive meeting, and a follow-up survey will be distributed by the end of the week to assist with preparation for the final work session on May 2. Mr. Scott also shared that the City was awarded funds for a second Planning Sustainable Places grant application to complete a bike-pedestrian study. Almost the full ask of funds was awarded as Staff asked for \$55,000 and received \$53,000, which when combined with the required 20% match allows for a much more robust study. He thanked City Planner Karie Kneller for her hard work on the grant application.

Deputy City Administrator Emily Randel shared that the Mission Market has been invited by the County and the Department of Health and Environment to participate in a USDA capacity building grant. The county is discussing joining on for a joint analysis to study different aspects of various markets in the area. The plan is still coming together, with a quick turnaround. No upfront costs will be involved. Ms. Randel also reminded the Council about Citywide Clean Up on April 22.

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,

Robyn L. Fulks, City Clerk

City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	May 3, 2023
Public Works	From:	Brent Morton

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

RE: 2023 Public Works Capital Equipment Purchases

RECOMMENDATION: Approve the purchase of Equipment for a Ford F-450 Truck, one (1) 2023 Utility Vehicle/Snowplow and Spreader, and one (1) Windtrax Car Wash Self Service System located at the Public Works Facility in an amount not to exceed \$82,915.19

DETAILS: The 2023 budget includes \$146,000 in the Equipment Reserve and Replacement Fund to purchase a Ford F-450 truck and related equipment, a utility vehicle/snowplow and spreader, and a Windtrax car wash self service system.

The Ford F-450 truck was ordered in January 2023 at a total cost of \$63,340. This action item includes purchase of the related equipment for that truck, including the bed, lights, plow, and spreader. Once the Ford F-450 is delivered to the City, Truck #401 will be surplus and sold. Staff recommends purchasing the equipment from American Equipment at a total cost of \$32,827. The total budget for replacement of this truck is \$90,000.

Ford F-450 (1)	Vendor	Price
F-450 Crew Cab Equipment	Shawnee Mission Ford American Equipment Co.	\$ 63,340 (Truck) \$ 32,827 (Equipment) \$ 96,167

The Kubota RTX-X1100CWL-H utility vehicle with attachments (Boss 6'6" UTV Steel Snowplow and Boss Exact Path 2.5 Stainless Steel Drop Spreader) will replace Gator utility vehicle #468, purchased in 2012. The utility vehicle is primarily used for snow removal and special events. Unit #468 will be passed to the Parks Department to be used for maintenance in the outdoor parks. Staff recommends purchasing the Kubota utility vehicle from Coleman Equipment Inc and equipment from American Equipment Co. The budget for the replacement of the utility vehicle and equipment is \$38,000.

Utility Vehicle	Vendor	Price
Kubota RTX-X1100CWL-H	Coleman Equipment, Inc. American Equipment Co.	\$24,975.35 (Utility Vehicle) \$ 9,216.00 (Equipment) \$34,191.35
John Deere Gator XUV865M	AG-Power, Inc.	\$29,480 (Utility Vehicle) \$ 9,216 (Equipment) \$38,696

Related Statute/City Ordinance:	NA
Line Item Code/Description:	24-20-403-01 (\$67,018.35) 24-20-403-06 (\$15,896.84)
Available Budget:	\$82,660

City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	May 3, 2023
Public Works	From:	Brent Morton

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

The current Windtrax car wash system was purchased in 2007 when the Public Works facility was constructed and is now 15 years old and due for replacement. The current system is used for maintaining the city-wide fleet. Once the new Windtrax car wash system is installed, the existing system will be surplus and sold. Staff recommends purchasing the car wash system from Windtrax since we are satisfied with the functionality of this system and it can be serviced locally. The budget for the replacement of the car wash system is \$18,000.

Windtrax Car Wash System	Vendor	Price
Windtrax Self Service Car Wash System	Windtrax	\$15,896.84

<u>Item</u>	<u>2023 Budget</u>	<u>2023 Recommended</u>	<u>Difference</u>
Ford F-450	\$ 90,000.00	\$ 96,167.00	\$ 6,167.00
Utility Vehicle	\$ 38,000.00	\$ 34,191.35	(\$ 3,808.65)
Windtrax Car Wash	<u>\$ 18,000.00</u>	<u>\$ 15,896.84</u>	<u>(\$ 2,103.16)</u>
Total	\$146,000.00	\$146,255.19	\$ 255.19

The PW capital equipment purchases exceed the budget by \$255.19. There are sufficient funds from the sale of the surplus vehicles and equipment into the Equipment Replacement Fund to cover this minor overage.

CFAA CONSIDERATIONS/IMPACTS: Developing and adhering to appropriate vehicle and equipment replacement schedules ensures Public Works staff have the tools to safely maintain public streets and sidewalks as well as park areas to promote engaging and inviting spaces and to serve residents and visitors.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	24-20-403-01 (\$67,018.35) 24-20-403-06 (\$15,896.84)
Available Budget:	\$82,660

Sourcewell
 Utility Tractors & Mowers - 031121
 CE and AG - 040319
 Utility Vehicles 122220
 Arkansas 460041718
 Delaware GSS-21673
 Mississippi [CE Only] 8200056371
 Mississippi 8200055841

RTV-X1100CWL-H WEB QUOTE #2639761
 Date: 4/11/2023 1:08:23 PM
 -- Customer Information --
 Morton, Brent
 City of Mission
 bmorton@misslonks.org
 9136768375

Quote Provided By
 COLEMAN EQUIPMENT, INC.
 Brandon Elston
 24000 W 43RD ST
 SHAWNEE, KS 66226
 email: belston@colemanequip.com
 phone: 9134223040

-- Standard Features --

-- Custom Options --



V Series RTV-X1100CWL-H
 *** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
 3 Cyl. 68.5 cu In
 +24.8 Gross Eng HP
 75 Amp Alternator

TRANSMISSION

VHT-X
 Variable Hydro Transmission
 Forward Speeds:
 Low 0 - 15 mph
 High 0 - 25 mph
 Reverse 0 - 17 mph
 Limited-slip Front Differential
 Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
 with manual tilt-feature
 Hydraulic Cargo Dump
 Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
 Cooling 8.3 qts
 Engine Oil 4.3 qts
 Transmission Oil 1.8 gal
 Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
 Length 40.5 in
 Depth 11.2 in
 Load Capacity 1102 lbs
 Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

KEY FEATURES

Factory Cab w/ A/C, Heater,
 Defroster
 Fully opening roll-down door
 windows
 Digital Multi-meter
 Speedometer
 Pre-wired w/ speakers/antenna for
 stereo
 Front Independent Adjustable
 Suspension
 Rear Independent Adjustable
 Suspension
 Brakes - Front/Rear Wet Disc
 Rear Brake Lights / Front
 Headlights

2" Hitch Receiver, Front and Rear
 Deluxe 60/40 split bench seats
 with driver's side seat adjustment
 Underseat Storage Compartments
 Deluxe Front Guard
 (radiator guard, bumper, and lens
 guard)

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
 Hom
 Dash-mounted Parking Brake
 Spark Arrestor Muffler
 Retractable 2-point Seat Belts

DIMENSIONS

Width 63.2 in
 Height 79.5 in
 Length 120.3 in
 Wheelbase 80.5 in
 Tow Capacity 1300 lbs
 Ground Clearance 10.4 in
 Suspension Travel 8 in
 Turning Radius 13.1 ft

Factory Spray-on Bedliner
 L Models Only

Bright Alloy Wheels (Silver-
 painted)
 Silver-painted with machined
 surface
 S Models only

TIRES AND WHEELS

Heavy Duty Worksite 25 x 10 - 12, 6 ply

RTV-X1100CWL-H Base Price: \$25,899.00

(1) MUD GUARD - REAR WHEELS PNF K7591-99510-MUD GUARD - REAR WHEELS PNF	\$204.97
(1) LED FRONT WORK LIGHTS KIT (2) 77700-11811-LED FRONT WORK LIGHTS KIT (2)	\$179.00
(1) BACKUP ALARM K7591-99640-BACKUP ALARM	\$184.37
(1) REAR SCREEN - BLACK K7731-99280-REAR SCREEN - BLACK	\$318.27
(1) TURN SIGNAL/HAZARD LIGHT KIT K7731-99910-TURN SIGNAL/HAZARD LIGHT KIT	\$369.77
(2) SIDE MIRROR KIT - CAB (1) 77700-V5059-SIDE MIRROR KIT - CAB (1)	\$200.12
(1) STROBE LIGHT KIT 77700-VC5058-STROBE LIGHT KIT	\$199.00
(1) TRAILER HITCH - 2IN RECIEVER - 3/4IN MOUNT 77700-V5200-TRAILER HITCH - 2IN RECIEVER - 3/4IN MOUNT	\$50.47
(1) MUD GUARD - FRONT WHEELS PNF K7591-99520-MUD GUARD - FRONT WHEELS PNF	\$143.17
(1) LED REAR WORKLIGHT (1) 77700-11812-LED REAR WORKLIGHT (1)	\$99.00

Configured Price: \$27,847.14

Sourcewell Discount: (\$6,126.37)

SUBTOTAL: \$21,720.77

2Yr RTV-X1100CWL-H Extended Warranty (2000 hrs.) \$1,350.00

Dealer Assembly: \$623.33

Freight Cost: \$881.25

PDI: \$400.00

Total Unit Price: \$24,975.35

Quantity Ordered: 1

Final Sales Price: \$24,975.35

Final pricing will be based upon pricing at the time of final delivery to Sourcewell members. Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.



Car Wash Parts, Supplies and Equipment
 6800 Foxridge Drive, Mission, KS 66202
 Phone (800) 443-0676 ▪ 913-789-9100 ▪ Fax 913-789-9110
 www.windtrax.com

Customer: **City Of Mission Public Works**
 Carwash:
 Address:
 City:
 Phone:
 Fax:

REVISED

4.17.23

ReModel Car Wash - 1 Self Service

			Price	Extension
PUMPING STATION				
1	BPU-310-53	WINDTRAX Prewired Pumping Station Cat 310 Pump -Pressure Fed 5 hp, 3 Phase Motor - Belt Drive Soap & Wax Adjustable Flow Meters Stainless Steel Frame w/ Power Box ***OPTION***	4,410.24	4,410.24
1	BPU-530-53	Cat 530 Pump 7.5 hp Motor ****WILL REQUIRE 30 AMP BREAKER****	4,649.40	4,649.40
SOAP & WAX SYSTEM				
2	SS-3GAL-W/LID	3 Gallon Stainless Steel Tanks w/ Lid	107.78	215.56
1	SSTS-132530	Tank Stand - Stainless Steel	212.62	212.62
2	506 HYDROMINDER	Hydrominder - Low Volume - 4.5 gpm	155.57	311.14
2	AA122-1/2-PC-50	Line Strainer - 50 Mesh SS. Screen - Clear Bulb	13.50	27.00
2	216P-8	Nipple - Brass	3.20	6.40
2	28-269	90 Elbow - Brass	8.46	16.92
2	940-241	Ball Valve 1/2: Port	24.89	49.78
2	209P-8-4	Bushing 1/2 x 1/4	2.00	4.00
2	169PL-4-4	ELBOWS SW 90~ 1/4 X 1/4	6.72	13.44

YOU WILL NEED TO SUPPLY THE FOLLOWING TO THE PUMPS
 HOT WATER,COLD WATER, SOAP, WAX, WEEP LINES

COIN BOX - Rotary Switch

1	CB-PL3	Weather Proof Control Box	312.65	312.65
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FOAM BRUSH SYSTEM

1	LPWM-1	Wall Mount Foam Brush System - 1 Bays 3-Gallon Stainless Steel Mixing Tank, Hydrominder Proportioner, G57 Air Driven Pump, Kip 24v Stainless Metering valves 2 Valves Per Bay - Air & Chemical - Air Reg/H2O Separator The Above item requires an Air Compressor - Not Included	1,193.25	1,193.25
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WATER SOFTENER

1	502067	Water Softener	2,350.44	2,350.44
		Valve Size: 1"		
		(1) Tanks Size : 10X54 1.5 Cu ft of Resin Per Tank (48,000)		

	SUBTOTAL	Total	13,772.84
	TOTAL WITH FREIGHT AND LABOR	TOTAL	15,896.84
	This Bid Is For Parts And Equipment Listed Above Only		
	You Will Need Additional Parts To Complete Installation		

Prices on this bid good for 30 days - Please request new bid after 30 days

FREIGHT		300.00	
	Freight will be added to NON-STOCK ITEMS		
	FREIGHT IS AN ESTIMATE ONLY		

LABOR - LODGING - MEALS			
16 Labor Per Bay	Installation of Self Service Equipment	114.00	1,824.00
	LABOR WILL BILL TIME & MATERIALS		

Note: This quote does not include Federal, State and Local Tax.

American

EQUIPMENT CO.
 3250 Harvester Road
 Kansas City, Kansas 66115
 (Phone) 913-342-1450 (Fax) 913-342-1377
 sales@americanequipment.us

QUOTATION

DATE	Quotation #
3/16/2023	031623/5RK

NAME / ADDRESS
City of Mission 6090 Woodson Mission, KS 66202

TO CONFIRM ORDER
Quote Accepted by _____
Date _____
P.O. # _____

LEAD TIME	TERMS	REP	FOB	PHONE	FAX #		
	Due on Rece...	REK	KC, KS	913-262-6916(SHOP)	913-262-6916		
QTY	ITEM	DESCRIPTION			U/M	COST	Total
1	300	Equipment for Full-Size John Deere or Kubota UTV: Boss 6' 6" UTV VXT Steel Plow: - 25" - 30.5" tapered blade height - 14 gauge steel moldboard - 1/2" x 6" high performance cutting edge with built in curb guards - (2) plow markers - RT3 attachment system - Smart Touch hand held controller Installation Options: - Plow shoe kit - (ADD \$163.53) - Boss Rubber Snow Deflector - (ADD \$329.08) - UTV LED Headlights - (ADD \$388.80) - Smarthitch Kit - (ADD \$320.94) - Urethane Cutting Edges (ADD \$517.50)				4,806.00	4,806.00
1	300	Boss Exact Path 2.5 Stainless Steel Drop Spreader - Spreading Width 40" (102 cm) - Controller Variable Speed - Hopper Construction 14 ga Stainless Steel - Motor 12 Volt - Top Screen Standard - Cover Standard Hard Poly - Drum Guard/Bed Shield Standard Stainless Steel - Mount kit Installation				4,410.00	4,410.00
Quoted by Ryan Keith					Total		\$9,216.00

This quote is valid for 30 days. Applicable taxes not included.

American

EQUIPMENT CO.
 3250 Harvester Road
 Kansas City, Kansas 66115
 (Phone) 913-342-1450 (Fax) 913-342-1377
 sales@americanequipment.us

QUOTATION

DATE	Quotation #
4/24/2023	042123/5RK

NAME / ADDRESS
City of Mission 6090 Woodson Mission, KS 66202

TO CONFIRM ORDER
Quote Accepted by _____
Date _____
P.O. # _____

LEAD TIME	TERMS	REP	FOB	PHONE	FAX #
	Due on Rece...	REK		913-262-6916(SHOP)	913-262-6916

QTY	ITEM	DESCRIPTION	U/M	COST	Total
1	300	Equipment for 2023 Ford F-450 4x4 Diesel, 84" CA: Rugby 11' 2-3 Yard Stainless Steel Dump Body: - 12 1/2" Stainless fold down sides - 3/16" AR400 steel floor - 8" formed longills - 1/4 cab shield w/window - SR4016 underbody hoist with double-acting electric/hydraulic power unit - (6) Amber/Clear LED strobes - (2) on rear posts and (2) on cabshield facing out sides and (2) on cabshield facing forward - Pull tarp system with asphalt tarp - Full size amber/clear light bar with built-in arrowstick - Hitchplate w/ 2" receiver hitch and adapter with 10 ton pintle ball combo (2 5/16" ball) - 7 pole RV style trailer plug mounted as high as possible - back-up alarm - install OEM supplied b/u camera - 1,600lbs. Capacity Galvanized Dump-Thru Liftgate - Installation		32,827.00	32,827.00

Quoted by Ryan Keith	Total	\$32,827.00
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This quotation is valid for 90 days.

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	May 3, 2023
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 6100 W. 62nd Terrace, 5816 W. 62nd Terrace, and the intersection of 57th Street and Riggs Street

RECOMMENDATION: Approve the Resolution ratifying the emergency expenditure of funds to perform stormwater repairs at 6100 W. 62nd Terrace, 5816 W. 62nd Terrace, and the intersection of 57th Street and Riggs Street in an amount not to exceed \$62,121.00.

DETAILS: During the week of April 17, 2023, Staff was contacted by residents regarding potential sinkholes at three locations: the north and south side of the culvert located adjacent to 6100 W. 62nd Terrace, the north side of the culvert adjacent to 5816 W. 62nd Terrace, and the northwest corner of 57th Street and Riggs Street.

Staff performed site inspections and observed sinkholes adjacent to stormwater infrastructure at each location. Upon observation of the sinkholes, Staff deemed these to be a safety hazard and immediately placed cones, barrier tape, and steel plates over the sinkholes and subsequently requested a bid from G-B Construction who has performed stormwater repairs for the City previously and provided good service and quality work. Bids were not obtained from other contractors that are usually solicited, as the proposed solutions for these sinkholes are only for repairs and not for total pipe replacement.

6100 W. 62nd Terrace: The sinkhole on the north side (downstream end) of the culvert is due to a void over deteriorated pipe, which requires grouting, flowable fill inside the void, and repairs to the pipe connection. The structure and pipe were previously rated a “3” (fair) in the City’s stormwater inventory.

The sinkhole on the south side is at the upstream end and conveys stormwater off of Shawnee Mission Parkway. Stormwater from Shawnee Mission Parkway is undercutting the pipe and headwall and requires a concrete invert, grout, and flowable fill inside the void. The structure and RCB were previously rated a “5” (near/close to failure) and “3” (fair) in the City’s stormwater inventory.

5816 W. 62nd Terrace: The sinkhole on the north side (downstream end) is due to a void where two existing pipes connect into a curb inlet on an angle and requires

Related Statute/City Ordinance:	120.140 (5)
Line Item Code/Description:	Stormwater Utility Fund
Available Budget:	\$62,121.00

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	May 3, 2023
Administration	From:	Laura Smith/Brent Morton

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

removal and replacement of a portion of the pipe, and installation of a concrete collar and curb inlet throat. This is a temporary fix until this pipe and downstream stormwater infrastructure can be replaced as part of a larger street and/or stormwater project. This location was identified as a potential project in Staff's presentation on localized drainage issues on April 19, 2023. The structure and pipe were previously rated a "4" (poor) in the City's stormwater inventory.

57th Street and Riggs Street: The sinkhole at the northwest corner of the intersection is due to a void over deteriorated stormwater pipe. The pipe is very shallow and requires replacement of the pipe and curb inlet, installation of two concrete collars, as well as removal and replacement of the curb. The pipe is rated a "5" (near/close to failure).

G-B Construction provided a bid for repairs in an amount not to exceed \$62,121.00. The scope of work includes repair of the infrastructure listed above, as well as restoration.

In accordance with Section 120.140 (5) of the Mission Municipal Code, the City Administrator authorized the emergency repair of the stormwater infrastructure at 6100 W. 62nd Terrace, 5816 W. 62nd Terrace, and 57th Street and Riggs Street on April 26, 2023 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:	\$62,121.00

G-B CONSTRUCTION
P.O.BOX 1305
LOUISBURG, KANSAS 66053
913/709-3101
FAX 913/837-5241

BID
DATE: 4/26/2023

JOB: City of Mission Storm Repair
Rev 1

PROPOSAL

WE RESPECTFULLY SUBMIT THE FOLLOWING PRICES FOR THE ABOVE PROJECT.

ITEM#	DESCRIPTION	UNIT	BID QUANTITY	UNIT PRICE	TOTAL
Box 1 South Side of 62nd West End (Upstream)					
1	Install Concrete Valley Gutter on Upstream Side (Includes Pumping Water)	LS	1	\$ 5,000.00	\$5,000.00
2	Grout Inside of Box and Repair Invert	LS	1	\$ 1,500.00	\$1,500.00
3	Restoration (Includes Topsoil for Void, Seed and Straw Mat)	LS	1	\$ 1,000.00	\$1,000.00
4	Excavate Sink Hole and Install Flowable Fill	LS	1	\$ 3,250.00	\$3,250.00
Box 1 Subtotal					\$10,750.00
Box 2 North Side of 62nd West End (Downstream)					
1	Grout Inside of Box and Repair "Box Connection to Pipe"	LS	1	\$ 1,500.00	\$1,500.00
2	Excavate Sink Hole and Install Flowable Fill	LS	1	\$ 3,250.00	\$3,250.00
3	Restoration (Includes Topsoil, Seed and Straw Mat)	LS	1	\$ 1,000.00	\$1,000.00
Box 2 Subtotal					\$5,750.00
Box 3 North Side of 62nd East End					
1	Demolition and Removals (Includes Cones and RWA Signs)	LS	1	\$ 3,050.00	\$3,050.00
2	Install 18" HDPE Plastic to Existing Clay (Includes collar at Pipe and Box)*	LS	1	\$ 5,000.00	\$5,000.00
3	Install Curb Throat	LS	1	\$ 1,500.00	\$1,500.00
4	Restoration (Includes Topsoil, Seed, Straw Mat, Concrete and Asphalt Patch)	LS	1	\$ 3,875.00	\$3,875.00
Box 3 Subtotal					\$13,425.00
*Plastic Pipe to be installed into box in similar fashion as it is now					
Box 4 57th and Riggs					
1	Demolition and Removals (Includes Curb Inlet, CMP, Curb, and Traffic Control)	LS	1	\$ 5,500.00	\$5,500.00
2	Install +/- 40 LF of HDPE and Two Collars onto CMP	LS	1	\$ 6,350.00	\$6,350.00
3	Install New Larger Curb Inlet to Accommodate HDPE (Reuse Existing Casting)	LS	1	\$ 6,500.00	\$6,500.00
4	Install +/- 40 LF of Curb	LF	40	\$ 63.65	\$2,546.00
5	Restoration (Includes Topsoil, Seed, Straw Mat, Concrete and Asphalt Patch)	LS	1	\$ 4,300.00	\$4,300.00
Box 4 Subtotal					\$25,196.00
FORCE ACCOUNT					\$7,000.00
LUMP SUM TOTAL					\$62,121.00

**CITY OF MISSION
RESOLUTION NO. _____**

A RESOLUTION OF THE CITY OF MISSION, KANSAS RATIFYING THE EMERGENCY EXPENDITURE OF FUNDS TO COMPLETE STORMWATER REPAIRS AT 6100 W. 62nd TERRACE, 5816 W. 62nd TERRACE, AND THE INTERSECTION OF 57th STREET AND RIGGS STREET.

WHEREAS, Staff was contacted by residents regarding potential sinkholes at three locations (6100 W. 62nd Terrace, 5816 W. 62nd Terrace, and the northwest corner of 57th Street and Riggs Street); and

WHEREAS, Staff performed site inspections and observed sinkholes adjacent to stormwater infrastructure at each location and deemed them to be a safety hazard to the public, immediately placing cones, barrier tape, and steel plates over the sinkholes; and

WHEREAS, Staff requested a bid from G-B Construction, who has performed stormwater repairs for previous sinkholes within the City and provided good service and quality work; and

WHEREAS, bids were not obtained from other contractors that the City has previously used for stormwater replacements since the proposed solutions for these sinkholes are only for repairs and not for total pipe replacement; and

WHEREAS, G-B Construction provided a bid in the amount of \$62,121.00 to complete miscellaneous emergency repairs, which included removal and replacement of pipe and curb inlets, installation of concrete collars, inverts, grout, curb, and flowable fill, 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 April 26, 2023 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 G-B Construction for stormwater repairs at 6100 W. 62nd Terrace, 5816 W. 62nd Terrace, and the northwest corner of 57th Street and Riggs Street in an amount not to exceed \$62,121.00 is hereby ratified.

PASSED AND APPROVED BY THE CITY COUNCIL this 17th day of May 2023

APPROVED BY THE MAYOR this 17th day of May 2023.

Solana Flora, Mayor

ATTEST:

Robyn Fulks, City Clerk

City of Mission	Item Number:	6.
ACTION ITEM SUMMARY	Date:	May 3, 2023
Parks + Recreation	From:	Penn Almoney

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

RE: Fence Repair at Powell Community Center

RECOMMENDATION: Approve the bid from Mid-America Contractors to replace 125 feet of the outdoor fence at the Powell Community Center (PCC) southeast parking lot in an amount not to exceed \$13,479.00.

DETAILS: The fence in the south east corner of the PCC was replaced in 2020 due to a patron driving through the parking lot fence and over the retaining wall onto Beverly Avenue. That repair was reimbursed through the City’s insurance carrier and the fence was installed along the top block of the retaining wall where it had been located previously. In 2022, a microburst blew through Mission and damaged the same section of fence, which when anchored to the retaining wall could not sustain the wind speeds.

The project completion has been delayed in part because the existing fencing was a unique style that was not easy to match with manufacturers. Lack of vendor interest and responsiveness also contributed to the delay in replacing the fence section.

Staff discussed the fence design alternatives and associated costs with each vendor and supports maintaining the same aesthetic elements – vertical spires, aluminum construction, black color, 36” height, etc. The primary difference in the new section of fence would be anchoring the posts directly into the ground which is recommended to improve structural resilience. There is enough space between the retaining wall and the parking lot asphalt/curbing to accommodate that modification.

Four vendors were solicited to bid, with three responding as summarized in the table below:

Vendor	Amount	Timeline
Stainless Cable & Railing	\$14,148.51	6 weeks
Mid-America Contractors	\$13,479.00	6 weeks
Yates Construction	\$13,843.75	4-5 weeks
Fence Repair Co. and Slagle Fence LLC	Declined	

At the time of budget preparation, staff believed sections of the remaining fence could

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$15,000

City of Mission	Item Number:	6.
ACTION ITEM SUMMARY	Date:	May 3, 2023
Parks + Recreation	From:	Penn Almoney

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

be reused, but after several consultations with vendors came to the conclusion that it was necessary to install new replacement fencing rather than potentially compromising the project by reusing existing fence.

Since this project was not initially included in the 2023 CIP, staff will forego the trash and recycling can replacement that was approved for \$15,000.00 and utilize those funds for this fence replacement. The trash and recycling can replacement can be pushed to a future year.

In order to finally move forward to alleviate this potential fall hazard, staff is recommending approval of a contract with Mid-America Contractors, the lowest and most responsive bidder, in an amount not to exceed \$13,479.00. This project will be paid for from the Parks + Recreation sales tax fund which includes Parks + Recreation capital improvements.

CFAA CONSIDERATIONS/IMPACTS: Repair and replacement of aging components keeps facilities safe, efficient and allows residents and visitors to engage as a community within dynamic facilities.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$15,000

Ph# 816-221-4516
Fax# 816-221-4127
mike@macbuildske.com



1400 Iron
North Kansas City
MO, 64116

4/24/2023

Mission Parks & Rec
6200 Martway St
Mission, KS
Rodger Salinas 307-287-6541

Revised Proposal

Scope of Work:

Replace Missing Fence (Aluminum)

Make sure all top caps of retaining wall are securely attached. Match remaining fence as close as possible.
Reattach new post using 4" x 1/2" Red Head Anchors into secured top caps.

Total:	\$13,094.84
Aluminum Cost Increase:	\$384.16
Revised Total:	\$13,479.00

Approximately:

- (21) - 42" x 6' bronze fence panels.
- (20) - 42" lines posts.
- (2) - 42" end posts
- (90) 1/2" x 4" Red Head anchors. *figured in this quote.*

No bonds, permints or prevailing wages figured in this quote.

Quote good for 30 days.

Submitted by: _____

Mike Stadter
816-985-4658