



## **COMMUNITY DEVELOPMENT COMMITTEE**

**WEDNESDAY JULY 7, 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. 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. Preliminary Development Plan for Swig Soda Shop (5959 Barkley Street - PC Case #23-06) – Brian Scott ([page 4](#))

The Planning Commission considered an application at their June 26th meeting for a preliminary development plan for the construction of a Swig soda shop at the northeast corner of the Barkley and Martway. This site is currently vacant and serves as a pop-up nursery for Kaw Valley Greenhouses in the spring. Swig has purchased the property and purposes to construct a small drive-up soda shop offering flavored sodas and cookies. The shop itself will be located on the west side of the site near the sidewalk along Barkley with the drive-thru component internal to the site. The Planning Commission recommended approval to the City Council of PC Case #23-06, PDP for Swig at 5959 Barkley by a vote of 6-0.

2. Preliminary Development Plan for Waterworks Park (5814 W. 53rd Street - PC Casen #23-11) – Brian Scott ([page 36](#))

The Planning Commission considered an application at their June 26th meeting for a preliminary development plan for improvements to Waterworks Park at 5814 W. 53rd Street. Improvements include a new trail through the park, playground, pavilion, restroom, and off-street parking. This project is part of a comprehensive effort to improve parks throughout the City. The Planning Commission recommend approval to the City Council of PC Case #23-11, PDP for Waterworks Park by a vote of 6-0.

### **ACTION ITEMS**

3. Acceptance of the June 7, 2023 Community Development Committee Minutes – Robyn Fulks ([page 47](#))

Draft minutes of the June 7, 2023 Community Development Committee meeting are included for review and acceptance.

4. Design Agreement for Roe Ave. (2024 CARS Project) - Celia Duran ([page 62](#))

The Roe Ave. (Johnson Dr. to 63rd St.) project is included in the City's 5-Year Capital Improvement Program (CIP) and 5-year CARS Program for construction in 2024 at an estimated cost of \$1,740,000. The scope of work includes a 2-inch mill and overlay, sidewalk installation on the east side of Roe Ave. between Johnson Dr. and W. 59th St., spot sidewalk and curb replacement, retaining walls, stormwater repairs, traffic signal buyout and replacement at the intersection of Roe Ave., and pavement markings. The attached design agreement with Olsson includes design services in an amount not to exceed \$105,657.

5. 2023 Stormwater System Inspection Project Agreement – Celia Duran ([page 75](#))

In the last ten years, Mission has had a considerable problem with sinkholes caused by deteriorating stormwater infrastructure. In an effort to be more proactive, funds to begin work on an updated inventory and condition assessment are budgeted in the Capital Improvement Program (CIP). The 2023 Stormwater System Inspection Project includes inspection of 369 structures and 191,133 linear feet of pipes/cross-road culverts with an estimated risk of 3.2 or higher. The attached agreement with TREKK Design Group, LLC includes inspection services in an amount not to exceed \$175,536.

6. Interlocal with Johnson County for 2023 Stormwater System Inspection Project – Celia Duran ([page 93](#))

The Johnson County Stormwater Management Program (SMP) will provide up to 50% matching funds for stormwater system inspection of structures and pipes with an estimated risk of 3.2 or higher. The Interlocal Agreement with Johnson County specifies the County's contribution towards project costs for the City's 2023 Stormwater System Inspection Project. The total project cost is \$175,536 and the County will provide matching funds up to \$87,768. Approval of this agreement is the final step with the County to accept 2023 funds for this project.

7. Sponsor Agreement for Planning Sustainable Places Grant #2 – City-Wide Bike/Ped Trail Connection Study – Brian Scott ([page 100](#))

The City was recently awarded a second Planning Sustainable Places (PSP) grant from the Mid-America Regional Council (MARC) for a City-Wide Bike/Ped Trail Connection Study. The grant is in the amount of \$53,000 with a \$15,000 match from the City for a total of \$68,000. The sponsor agreement between the City and MARC provides a structure for how funding will be made and administration of the grant. Proposals for the study are due in early July. Interviews, selection, negotiation of scope of work and costs and contact execution will occur over the summer with the study getting underway in early fall.

8. Flooring for PCC Conference Space – Penn Almoney ([page 115](#))

The 2023 Parks + Recreation CIP included replacing the Powell Community Center flooring in conference rooms C/D/E, which had carpet installed in December 2015. Staff received three bids and is recommending contracting with Big Red Decorative Concrete,

LCC for carpet removal and polished concrete installation in an amount of \$32,132.10. Funds will be provided from the Parks + Recreation Sales Tax Fund.

9. Broadmoor Trail Construction – Penn Almoney ([page 121](#))

The Broadmoor Park Trail Construction Improvements includes demolition of the existing six-foot asphalt trail, excavation, grading and pouring a ten-foot concrete perimeter trail. Four bids were received on June 15, 2023, with Gunter Construction submitting the lowest and most responsive bid. Staff recommends approval of a contract with Gunter Construction in an amount not to exceed \$306,935. Construction is anticipated to begin in September 2023 and be completed in January 2024. This project was approved in the 2023 CIP Park System Improvements budget which is funded by Parks + Recreation sales tax revenues.

10. North Breezeway Wood Staining – Penn Almoney ([page 124](#))

The exterior woodwork in the north breezeway and corbels at the Powell Community Center were last stained over ten years ago. Manufacturer recommendations suggest exterior wood features and character elements be stained every two to three years to protect the wood from heat, rain and wind exposure. Staff is recommending a contract be awarded to Jeremy's Trim and Remodeling in an amount not to exceed \$13,830 with funding from the Parks + Recreation Sales Tax Fund.

## DISCUSSION ITEMS

### OTHER

11. Department Updates - Laura Smith

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

<b>City of Mission</b>	Item Number:	1.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2022
<b>Community Development</b>	From:	Brian Scott

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

**RE:** Preliminary Development Plan for Swig soda shop at 5959 Barkley Street (PC Case #23-06) – Brian Scott

**RECOMMENDATION:** Approve a preliminary development plan for Swig soda shop at 5959 Barkley Street (PC Case #22-06)

**DETAILS:** Swig is a national company that sells flavored sodas and cookies. Their concept is to sell these items from a small building (less than a 1,000 sq. ft.) to customers via a drive-up window. They do not offer in-store dining.

Swig recently purchased the property at 5959 Barkley, which is the vacant lot at the northeast corner of Barkley and Martway that was the site of Back Yard Burgers many years ago. Swig is proposing a single-story, 640 sq. ft. building to be located on the west side of the site with drive-thru lanes that are internal to the site. The building will be situated near Barkley such that it provides a small outside patio and walk-up window for order taking, as well as the drive-thru lane window. There will also be a small sitting area in the middle of the green space that makes up the drive-thru lanes. Other features of the site include significant landscaping and an EV charging station.

This site is located in the Form Based Code (FBC) overlay district. Requirements of the FBC for this particular block require mid-rise buildings (two stories) to be built at the front of the site with parking in the back. Though the development does not meet the requirements of the FBC entirely, it incorporates many of the elements of the FBC by placing the building near the front of the property, along the sidewalk and the drive-thru lanes toward the back or more internal to the site. There will be sidewalks on both Martway and Barkley with trees and landscaping to add to the pedestrian experience.

The preliminary development for Swig at 5959 Barkley Street (PC Case #23-06) was considered by the Planning Commission at their regular meeting on June 26th where they voted to recommend approval to the City Council by a vote of 6 to 0.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	Chapter 400
Line Item Code/Description:	NA
Available Budget:	NA

**CITY OF MISSION, KANSAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE APPROVING A PRELIMINARY DEVELOPMENT PLAN WITH STIPULATIONS FOR THE CONSTRUCTION OF A LIMITED-SERVICE RESTAURANT (SODA SHOP) AT 5959 BARKLEY STREET – SUPERSTAR HOLDINGS, LLC, APPLICANT (PLANNING COMMISSION CASE # 23-06)**

**WHEREAS**, subject property (KF251208-2050) is located at 5959 Barkley Street in the City of Mission, Johnson County, Kansas; and

**WHEREAS**, subject property is zoned Pedestrian Oriented Business (“C-2A”) and is located within the Form Based Code Overlay District with certain stipulations on building type, height, setbacks, architecture, landscaping, and street layout; and

**WHEREAS**, Superstar Holdings, LLC (the applicant), presented an application to the Community Development Department of the City of Mission for a preliminary development plan for the construction of an approximately 640 square foot soda shop on the subject property on February 17, 2023; and

**WHEREAS**, the application was presented to the Mission Planning Commission on June 26, 2023 as Planning Commission Case #23-06, at which time a public hearing was held by the Commission so that all interested parties may present their comments concerning the application; and

**WHEREAS**, notice of said public hearing was published in The Legal Record on June 6, 2023, and sent, certified mail, to property owners and occupants within 200 feet of the subject property; and

**WHEREAS**, At the conclusion of the public hearing for PC Case #23-06, the Planning Commission, after due consideration, voted 6-0 to recommend approval of the application to the Mission City Council with certain stipulations.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, KANSAS:**

**Section 1. Approval of Preliminary Development Plan Granted** – Pursuant to Section 440.175 of the Mission Municipal Code, the Preliminary Development Plan (Planning Commission Case #23-06) on file with the Community Development Department of the City of Mission, 6090 Woodson, Mission, Kansas 66202 is hereby approved for the subject property as described below, and in accordance with Section 410.320 et. seq. of the Mission Municipal Code, subject to the stipulations set forth in Section 2, and subject to all other laws and regulations:

ALL THAT PART OF THE SOUTHWEST 1/4 OF SECTION 8, TOWNSHIP 12, RANGE 25, NOW IN THE CITY OF MISSION, JOHNSON COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT A POINT ON THE NORTH LINE OF THE SOUTHWEST

1/4 OF SAID SECTION 8 AND 1,155 FEET EAST OF THE NORTHWEST CORNER THEREOF, AS MEASURED ALONG SAID NORTH LINE, SAID POINT ALSO BEING ON THE CENTERLINE OF BARKLEY, AS NOW ESTABLISHED; THENCE SOUTHERLY, ALONG A LINE PERPENDICULAR TO THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 8, AND ALONG THE CENTERLINE OF SAID BARKLEY, A DISTANCE OF 380 FEET; THENCE EASTERLY, ALONG A LINE PARALLEL TO THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 8, A DISTANCE OF 25 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF SAID BARKLEY, SAID POINT ALSO BEING THE TRUE POINT OF BEGINNING OF SUBJECT TRACT; THENCE CONTINUING EASTERLY ALONG A LINE PARALLEL TO THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 8, A DISTANCE OF 150 FEET; THENCE SOUTHERLY, ALONG A LINE PERPENDICULAR TO THE LAST DESCRIBED COURSE, A DISTANCE OF 208 FEET, TO A POINT ON THE NORTHERLY RIGHT- OF-WAY LINE OF MARTWAY (60TH STREET), AS NOW ESTABLISHED; THENCE WESTERLY, ALONG A LINE PARALLEL TO THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 8, AND ALONG THE NORTHERLY RIGHT-OF- WAY LINE OF SAID MARTWAY, A DISTANCE OF 150 FEET, TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF SAID BARKLEY; THENCE NORTHERLY, ALONG A LINE PERPENDICULAR TO THE LAST DESCRIBED COURSE, AND ALONG THE EASTERLY RIGHT-OF-WAY LINE OF SAID BARKLEY, A DISTANCE OF 208 FEET, TO THE TRUE POINT OF BEGINNING OF SUBJECT TRACT.

**Section 2. Conditions and Stipulations** – The Preliminary Development Plan referenced in Section 1 above is hereby approved with requested deviations and adopted subject to the following stipulations:

1. Landscaping Plan shall be in accordance with the Municipal Code for native and non-invasive species.
2. Landscaping Plan shall be in accordance with the Municipal Code for continual maintenance and disease prevention.
3. International Dark Sky lighting standards as of 2022 shall be applied to the exterior lighting on building frontages and interior site areas and submitted with the Final Development Plan.
4. All signage will be submitted as a package with a sign permit application.
5. A Final Development Plan will be submitted to the City and approved by the Planning Commission prior to the issuance of any building permits. The Final Development Plan shall be in conformance with the Preliminary Development Plan including but not limited to architectural features and details, materials used, and amenities.
6. The applicant shall submit a Final Site Plan and construction documents to the City for review and approval prior to building permit issuance.
7. The applicant shall obtain all approvals from the Consolidated Fire District No. 2 prior to building permit issuance.
8. The applicant shall obtain all approvals from Johnson County Wastewater and Johnson County Water District #1 prior to building permit issuance.

9. The applicant shall be responsible for all damage to existing City infrastructure, including roads, curbs, and sidewalks. Repairs shall be of a quality like or better than existing conditions before final Certificate of Occupancy issuance.
10. The applicant shall provide a two (2) year warranty bond on all public infrastructure installed as part of this Preliminary Development Plan; bond(s) will be placed on file with the City of Mission Community Development Department.
11. This Preliminary Development Plan approval shall lapse in five (5) years from the effective date of this ordinance if construction on the project has not begun; provided, however, that the applicant may request a hearing before the City Council to request an extension of this time period for up to 12 months.

**Section 3. Effective Date** - This ordinance shall take effect and be in force from and after its publication as required by law.

**PASSED AND APPROVED** by the City Council this 19th day of July 2023.

**APPROVED** by the Mayor this 19th day of July 2023.

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**Solana Flora, Mayor**

**ATTEST:**

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**Robyn L. Fulks, City Clerk**

**APPROVED AS TO FORM:**

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**David Martin, City Attorney**

Payne & Jones, Chartered  
11000 King Street, King 2 Building  
Overland Park, KS 66210

## AT A GLANCE

**Applicant:**  
Superstar Holdings, LLC

**Case Number:**  
23-06

**Location:**  
5959 Barkley Street

**Project Name:**  
Swig Soda Shop Preliminary Development Plan

**Property ID:**  
KF251208-2050

**Project Summary:**  
Proposed preliminary development plan for a drive-through soda and cookie shop on the northeast corner of Martway Street and Barkley Street.

**Current Zoning:**  
C2-A

**Proposed Zoning:**  
N/A

**Current Land Use:**  
Vacant

**Staff Contact:**  
Karie Kneller, City Planner

**Proposed Land Use:**  
Drive-through Food Establishment

Public Hearing Required

**Legal Notice:**  
June 6, 2023

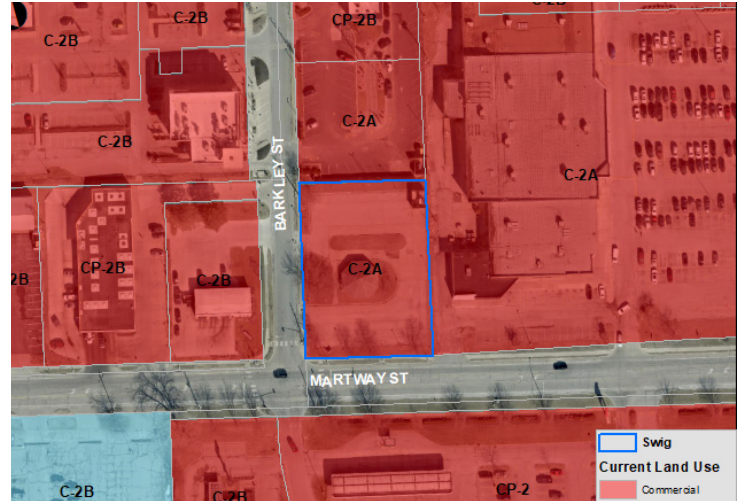




## BACKGROUND AND PROPERTY INFORMATION

The applicant, Superstar Holdings, LLC, submitted an application for a preliminary development plan for property located on the northeast corner of Martway Street and Barkley Street. The preliminary plat will be heard with Case #23-09. The subject property is approximately .71 acres that is currently a parking lot with a gazebo structure. The property is zoned C2-A “Pedestrian Oriented Business District.” The property lies within the Form Based Code overlay district.

Surrounding the subject property are the following zones and uses:



Direction	Zone	Land Use
West	C2-B	Commercial - Auto Shop
East	C2-A	Commercial - Shopping Center
North	C2-A	Commercial - Parking/Fast Food
South	CP-2	Commercial - Grocery

All necessary utilities are currently provided and accessible on-site.

## PROJECT PROPOSAL

The applicant proposes a drive-through soda shop with vehicle parking, landscaping, internal pedestrian walkways, and outdoor seating. Vehicular circulation is confined to the existing northernmost entrance/exit. The southernmost curb-cut on Barkley will be eliminated. Cars enter the site and circulate clockwise through double-stacked lanes of the drive-through to a pick up window in the one-story 650 square foot building. The estimated daily vehicle count is approximately 347 cars, with a peak time during the 8:00AM and 5:00PM hours. There is also a pedestrian walk-up window for orders and pickup with a bike rack located nearby. Eight proposed parking spaces, including one ADA accommodation and an EV charging station, are located on the north side of the lot, generally in the rear. A dumpster enclosure is located within the green space, constructed of CMU blocks, which will be painted to match the primary structure. Greenspace will increase with the proposal from .22 acres (31%) to .37 acres (52%), including access for the community to a small, centrally located parklet with park benches and shade trees.

## PLAN REVIEW AND ANALYSIS

### Mission Comprehensive Plan and Form Based Code

The Mission Comprehensive Plan (2007) designates the subject property as within the Form Based Code (FBC) overlay district, which takes precedence over the municipal code for new construction regarding building types, urban and architectural design, and landscaping. The property is also subject to the restrictions in §410.340, Development Standards and Prohibited Uses. Any deviations from the zoning regulations that result in a score of less than 90 points according to the FBC scoring criteria require a non-conforming use permit.

#### FBC Review and Scoring:

Step 1 of the FBC Regulating Plan is worth 45 points and addresses frontage, parking, and access. The project site is located within block T of the Westgate Sector. Building frontages should face Barkley Street, which is the secondary frontage, and access should also be from Barkely. Parking should be located away from Johnson Drive.

***Analysis: The proposed structure fronts Barkley Street; therefore, the building orientation conforms with the FBC regulations for block configuration and frontage type, receiving 15 points. Parking is discreet from Johnson Drive; therefore, parking conforms with the FBC, receiving 15 points. Access is proposed on Barkley Street, and an additional existing entrance is eliminated that reduces the number of curb cuts; therefore, the proposal conforms with access regulations and receives an additional 15 points. A total of 45 required points are allotted to the first step in the review process.***

Building types appropriate for this block include mid-rise and parking structures; low-rise structures are allowed anywhere in the district if the total site area does not exceed .5 acres. Step 2 of the Regulating Plan indicates that building types that conform with the appropriate block would receive 10 points.

***Analysis: The proposed building is a one-story structure on a .71 acre lot. Structures built on lots larger than .5 acres in block T should be “mid-rise,” or at least two stories; therefore the building type does not conform and does not receive 10 points toward the score. According to the FBC, “because of the importance of these elements, a score of 10 is required to automatically continue to the next review group in the process.” Therefore, the proposal if approved requires a non-conforming situation permit and must follow the regular approval process.***

The Urban Guidelines of the FBC in Step 3 of the review are worth 25 points, and regulate parking and front, side, and rear setbacks. A mid-rise building is also intended for a mix of uses with a courtyard common space. Front setback required is 0'-10'; side street setback is 0'-10'; side lot setback is 0' minimum; rear setback is 0' minimum; parking is permitted in the rear only with a 10'-20' setback from the side street, and screening is required.

***Analysis: Front and side street setback is non-conforming. Parking and side lot/rear setback conforms. The intent of a mix of uses in non-conforming, but a centrally located common space courtyard is provided. The proposal partially meets the intent of the Urban Guidelines by providing a common courtyard, and the side yard, rear, and parking area conform; therefore, the proposal***

## PLAN REVIEW AND ANALYSIS

*receives an additional 17.5 points.*

Step 4 of the review involves architectural guidelines, worth 15 points. These elements relate to the intent, materials, configurations, and techniques employed on the building walls, roofs, doors & windows, storefronts, signage, and awnings & canopies. Stone and masonry materials reflect permanence, the roof is a simple flat form, windows and doors are generally located appropriately. Canopies are utilized on building facades.

***Analysis: The intent, materials, configurations and techniques employed in the architectural elements of the proposal generally conform with the FBC; therefore, the proposal receives an additional 15 points.***

***The proposal receives a total score of 77.5 points of the 90 points required, and must be evaluated as a non-conforming situation by the Planning Commission and City Council.***

### Municipal Code

The municipal code for zoning district C2-A “Pedestrian Oriented Business District” relates to the purpose and intent, permitted uses, and development and performance standards.

#### Purpose and Intent:

Businesses in the C-2A district are encouraged to be a retail and service establishment with products and services where the consumer enters the place of business to accomplish a purpose, and where transactions may be conducted without using a motor vehicle. No drive-in or drive-through operations are allowed except where they would be remote from pedestrian traffic.

#### Permitted Uses:

Restaurants are permitted uses where the customer normally remains within the building while consuming food, but food may be carried out, provided that the purchase takes place within the restaurant. Prepared food may be delivered by an employee of the restaurant.

#### Development and Performance Standards:

The height, bulk, and setback stipulated in the municipal code conflicts with the FBC, which takes precedent. Storefronts are parallel to the street and no parking or other paved surface shall interrupt the frontage except that pedestrian plazas or walkways leading to the interior may be provided. Landscaping and screening are required by §415.060, and mechanical equipment shall be screened by materials harmonious with the building. Performance standards states that new buildings shall be in accordance with the Community Wide Design Guidelines (hereafter, Johnson Drive Design Guidelines); analysis is provided in the next section.

***Analysis: The proposal does not conform with the development standards, as a customer does not***

## PLAN REVIEW AND ANALYSIS

***enter the premises to conduct transactions or consume food. The drive-in operations are generally remote from pedestrian traffic around the site. A pedestrian walkway does cross the drive-through lane after the circulation passes the pick up window, but this walkway is interior to the site and leads to the parklet; it is not the main pathway for general pedestrian traffic around or off the site. Mechanical equipment is screened from view.***

Article II Screening and Fencing states in §415.030 that “commercial...projects shall include on the site plan a detailed drawing of enclosure and screening method to be used in connection with trash bins on the property. No trash bin shall be visible from off the property and a permanent masonry or frame enclosure shall be provided and maintained.

***Analysis: The dumpster enclosure is constructed of CMU with a steel gate, to be painted a color to match the primary structure.***

Article III Landscaping states in §415.060 (A) that the location of all trees twelve inches or greater in diameter, which are proposed to be removed shall be shown on the plan.

***Analysis: One existing tree that is at least 12 inches in diameter on the west side of the site will be removed according to the proposal. The tree will be replaced by 19 additional ornamental and shade trees.***

Landscaping:

The landscaping plan shows the locations of shade trees, decorative trees, bushes, and ground cover in accordance with §415.090 (A) that requires one tree for each 50 feet of street frontage. The interior of a parking lot requires no less than 6% of landscaped area according to §415.100.

***Analysis:***

***The final development plan will detail the locations and species of each type of planting. The landscaping will adhere to the NE Kansas preferred trees list of native species. The preliminary development plan indicates a sufficient number of trees on the street frontage, and the interior of the parking lot is sufficiently landscaped.***

### Johnson Drive Design Guidelines

A maximum of 25% of any one façade may be EIFS material (there are no stipulations for percentage of stucco material); EIFs must be 8' from ground level unless specially reinforced.

***Analysis: The proposal conforms, as EIFS below 8' at-grade is noted on the plan as reinforced with high impact base mesh.***

Building facades on corner lots shall address both streets of the intersection.

## PLAN REVIEW AND ANALYSIS

***Analysis: The proposal addresses the public realm on both sides of the intersection with brick facades, awnings and windows, and alterations in material selections. Extensive landscaping softens hard edges and walls.***

Roof mounted mechanical equipment shall be hidden from pedestrian view by roof parapet walls.

***Analysis: The proposal conforms.***

Parking lots shall incorporate green space (minimum 6%).

***Analysis: The proposal includes 11% of landscaping in the parking area.***

Parking lots on Martway and side streets between Martway and Johnson Drive shall be screened.

***Analysis: The proposal includes evergreen boxwoods to screen the parking area and evergreen cypress to screen drive-through lanes along Martway Street.***

Amenities such as bike racks should be incorporated.

***Analysis: A bike rack is included on the south side of the building near the pedestrian pathway entrance.***

Clear glass is preferred, and reflective or highly-tinted windows are prohibited.

***The plan elevations indicate clear and non-tinted glazing.***

Building façade colors shall be natural yellow, pale tan, brick, beige, brown and terracotta tones.

***Analysis: The proposal appears to conform; final materials selections will be provided with the Final Development Plan.***

Curb cuts should be a maximum of 24' wide and shall be minimum distance of 30' from other curb cuts.

***Analysis: The proposal conforms.***

A landscaping maintenance agreement that indicates all plant materials will be maintained and dead/diseased landscaping will be replaced; this agreement will be required before a permit for construction is issued.

***Deviations from the municipal code and Johnson Drive Design Guidelines require approval by the Planning Commission and City Council.***

## Sustainability

The project team met with the Sustainability Commission on June 5, 2023. The team provided a completed scorecard with an 80/100 score at the gold level. The Scorecard Sub-Committee will be reviewing the criteria and will provide options for them to improve the score. Favorable comments from the meeting included a

decrease of impervious area and increased landscaping with drought-resistant plants. Nearby transit opportunities, bike racks, and extended sidewalk connections in place of existing curb cuts, along with “no idling” signs that will help improve the health and mobility options for visitors. An EV charging station provides alternative energy for vehicular transportation. Additionally, a shaded parklet central on the site will provide space for recreation and community gathering for pedestrians, bicyclists, and visitors traveling by vehicle. LED lighting with Dark Sky Association standards will enhance sustainable lighting (which will be provided in the Final Development Plan).

***Analysis: Elements that promote environmental, social, and economic improvements on the site enhance the project and further Mission’s sustainability goals. While the business will provide a primarily vehicular operation, the enhanced pedestrian and bicycle amenities, along with alternative energy on site and minimal parking, will encourage multi-modal visitors.***

## RECOMMENDATION

Staff recommends that the Planning Commission recommend approval to the City Council a Preliminary Development Plan and Non-conforming Situation Permit for Case #23-09 Swig Soda Shop with the following conditions:

1. Landscaping Plan shall be in accordance with the Municipal Code for native and non-invasive species.
2. Landscaping Plan shall be in accordance with the Municipal Code for continual maintenance and disease prevention.
3. International Dark Sky lighting standards as of 2022 shall be applied to the exterior lighting on building frontages and interior site areas and submitted with the Final Development Plan.
4. All signage will be submitted as a package with a separate sign permit application.
5. A Final Development Plan will be submitted to the City and approved by the Planning Commission prior to the issuance of any building permits. The Final Development Plan shall be in conformance with the Preliminary Development Plan including but not limited to architectural features and details, materials used, and amenities.
6. The applicant shall submit a Final Site Plan and construction documents to the City for review and approval prior to building permit issuance.
7. The applicant shall obtain all approvals from the Consolidated Fire District No. 2 prior to building permit issuance.
8. The applicant shall obtain all approvals from Johnson County Wastewater and Johnson County Water District #1 prior to building permit issuance.

9. The applicant shall be responsible for all damage to existing City infrastructure, including roads, curbs, and sidewalks during construction. Repairs shall be of a quality like or better than existing conditions before final Certificate of Occupancy issuance.
10. The applicant shall provide a two (2) year warranty bond on all public infrastructure installed as part of this Preliminary Development Plan; bond(s) will be placed on file with the City of Mission Community Development Department.
11. This Preliminary Development Plan approval shall lapse in five (5) years from the effective date of this ordinance if construction on the project has not begun; provided, however, that the applicant may request a hearing before the City Council to request an extension of this time period for up to 12 months.

### **PLANNING COMMISSION ACTION**

The Planning Commission will hear Case #23-06, the Preliminary Development Plan for Swig Soda Shop at its June 26, 2023 public hearing and will vote to recommend approval of the plan to the City Council.

### **CITY COUNCIL ACTION**

Upon Planning Commission's recommendation, the City Council will hear Case #23-06 at its July 19, 2023 meeting.

## THE SWIG STORY :

Swig is one tall drink of soda. The booming beverage brand launched in 2010 in St. George, Utah, after owner and founder Nicole Tanner brainstormed the idea for a drive-by drink shop. Customers fast became loyalists, and it didn't take long before the Home of the Original Dirty Soda™ made a clean sweep across Utah. Today, they have over 45 locations in Utah, Arizona, Oklahoma, and Texas serving up customized beverages and stellar sweets — with countless more to come across the nation.

Currently SWIG has 5 leases signed in the KC metro area with many more to come in the Kansas and Missouri area with the first stores opening in late 2023 or early 2024 in the Kansas City area.

SWIG was prominently featured on NBC's the Today Show, have over 100,000 followers on Instagram and Facebook and is becoming a huge favorite across the West and Midwest

Swig's story has been made even sweeter with [Save The Cups](#). Nicole Tanner is a breast cancer survivor herself, and she is now on a mission to help other breast cancer patients. In the last three years, Save The Cups has raised over \$550,000 that has gone directly to paying the medical bills of women fighting the disease — and they're just getting started. Learn more about this cause near and dear to our hearts at [SaveTheCups.org](#).





SAVORY  
MANAGEMENT

**SWIG**  
**BARKLEY STREET & MARTWAY STREET**  
MISSION, KANSAS



OLSON ARCHITECTURAL GROUP  
1916 NW 79TH TERRACE  
KANSAS CITY, MISSOURI 64151

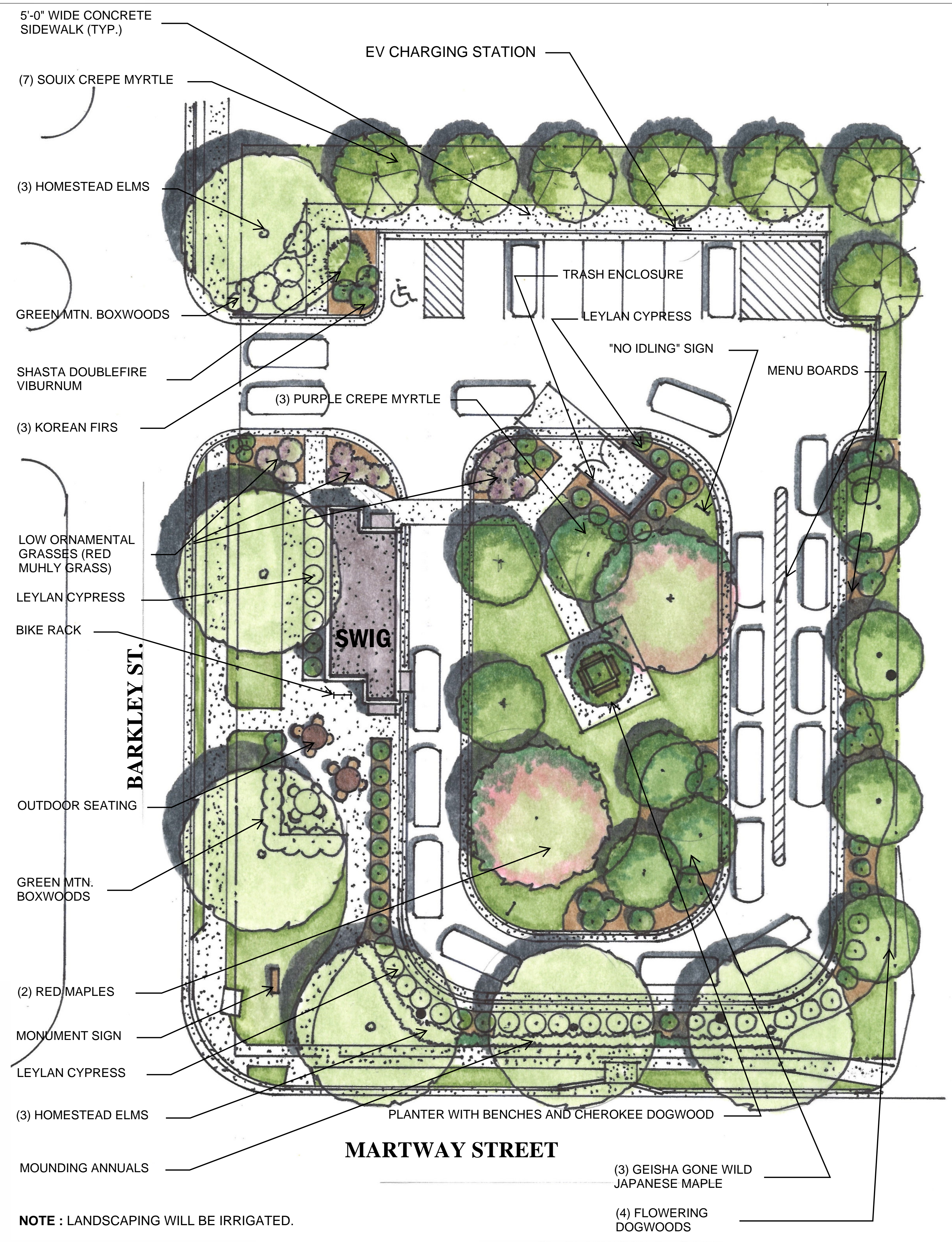
REVISION SCHEDULE		
No.	Description	Date

SHEET NAME

**LANDSCAPE PLAN**

PROJECT NUMBER	2101
DATE	05/05/2023
DRAWN BY	PJS
CHECKED BY	SDO
SCALE	1" = 40'-0"

LS101



10/10/2023 1:37:12 PM



SAVORY  
MANAGEMENT

**SWIG**  
**BARKLEY STREET & MARTWAY STREET**  
MISSION, KANSAS



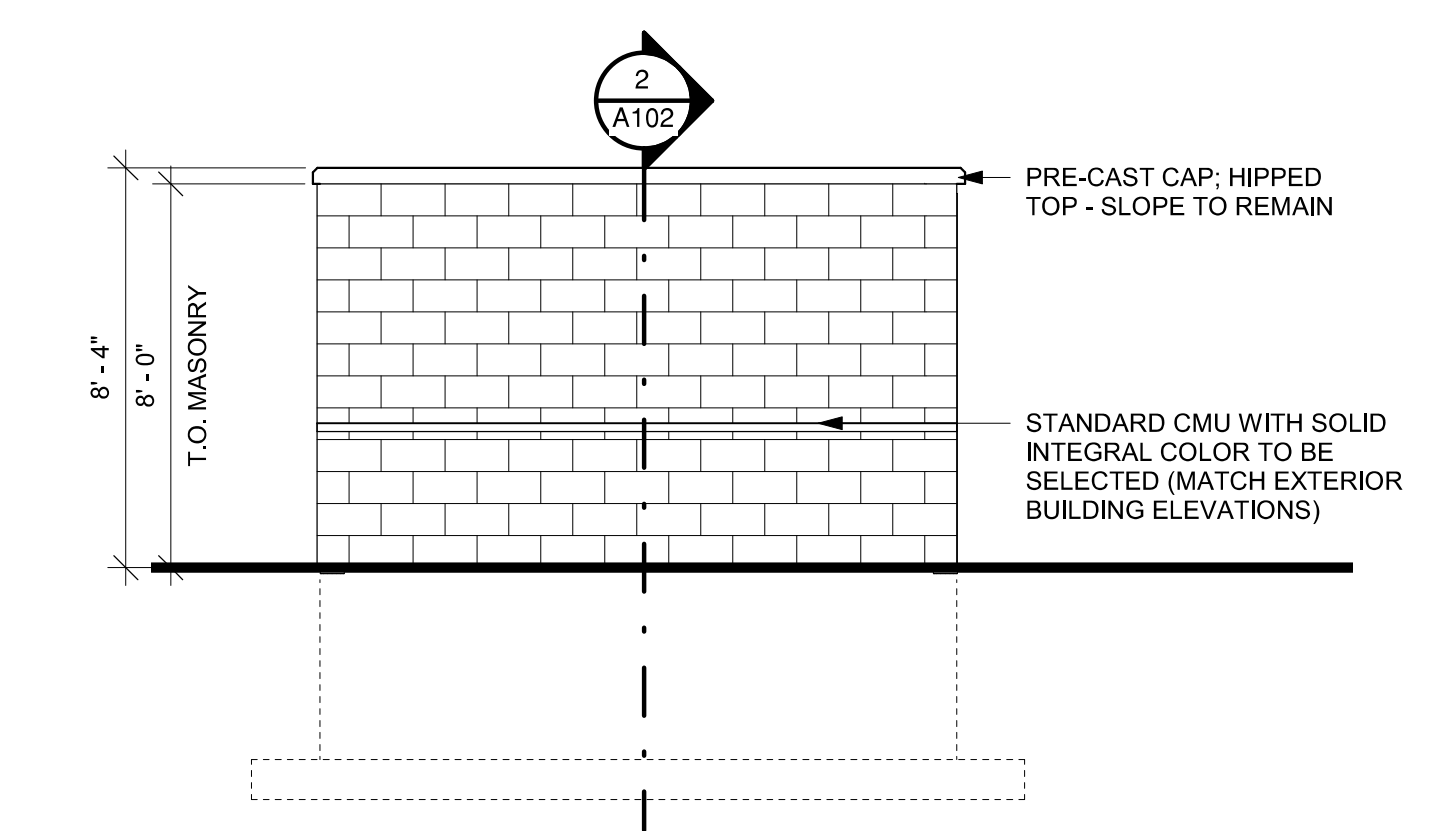
OLSON ARCHITECTURAL GROUP  
1916 NW 79TH TERRACE  
KANSAS CITY, MISSOURI 64151

REVISION SCHEDULE		
No.	Description	Date

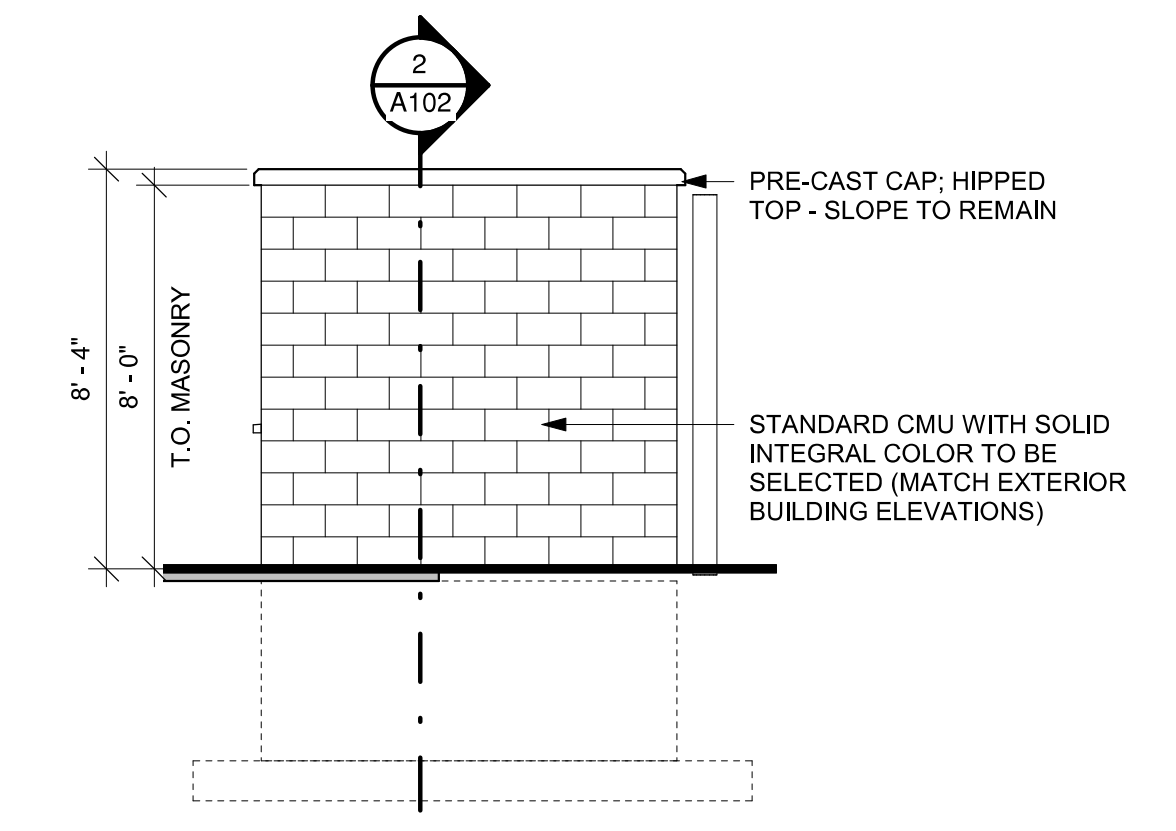
SHEET NAME	
<b>TRASH ENCLOSURE</b>	
PROJECT NUMBER	2101
DATE	05/29/2023
DRAWN BY	PJS
CHECKED BY	SDO
SCALE	1/2" = 1'-0"

**A102**

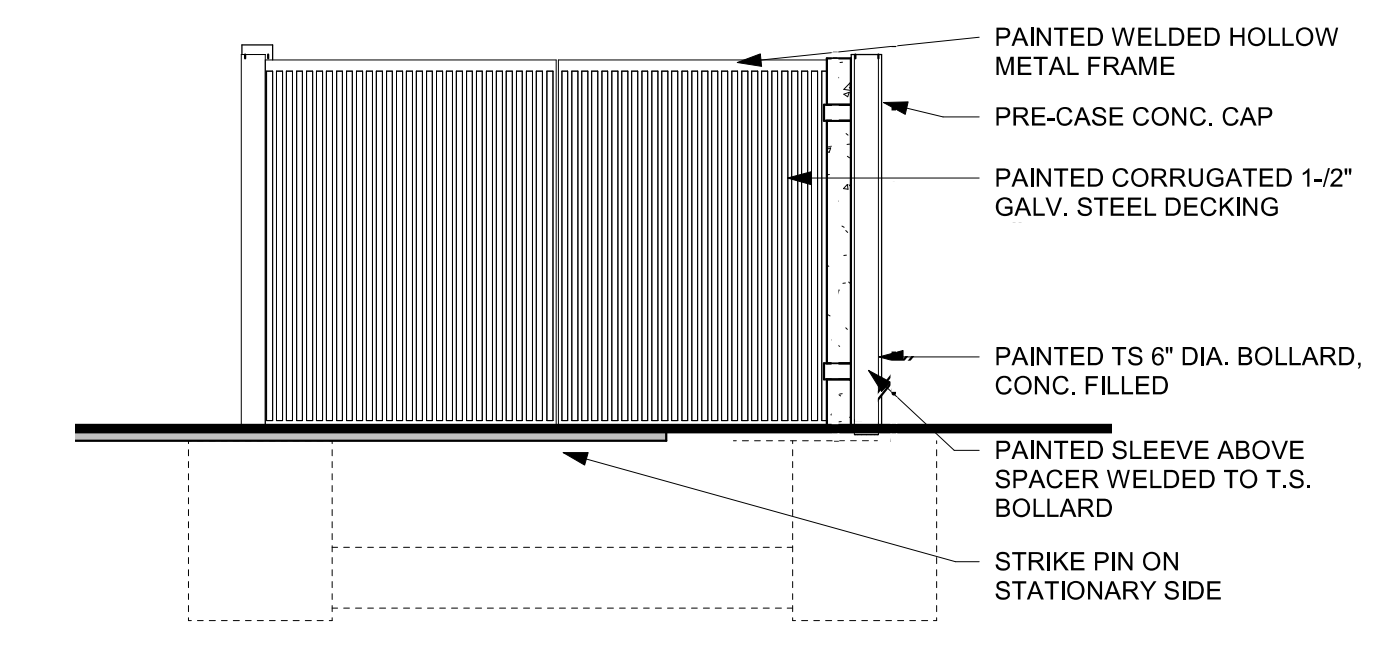
10/10/2023 1:37:12 PM



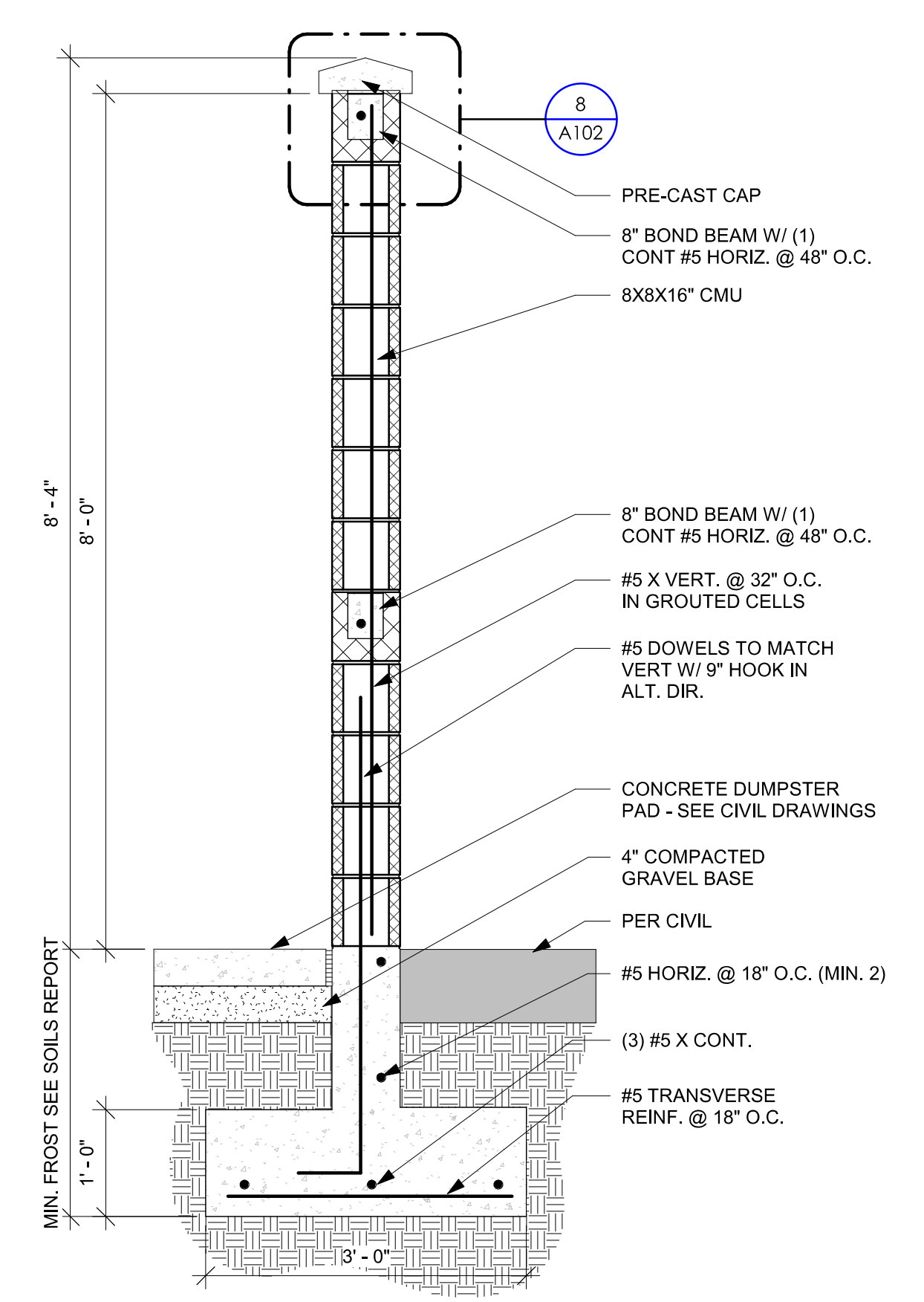
5 ENCLOSURE REAR ELEVATION  
1/2" = 1'-0"



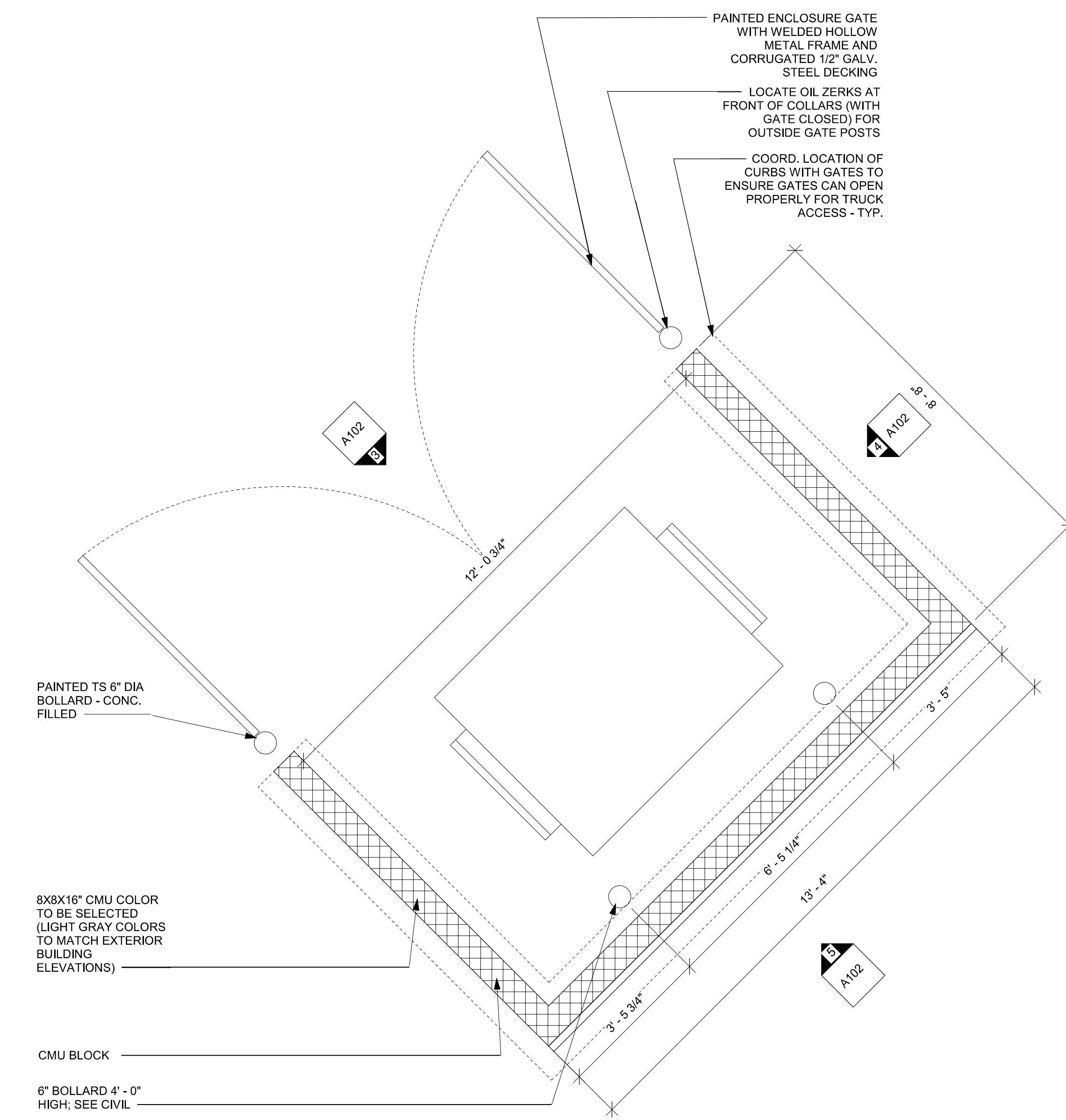
4 ENCLOSURE SIDE ELEVATION  
1/2" = 1'-0"



3 ENCLOSURE FRONT ELEVATION  
1/2" = 1'-0"



2 ENCLOSURE WALL SECTION  
1/2" = 1'-0"



1 TRASH ENCLOSURE  
1/2" = 1'-0"



SAVORY  
MANAGEMENT

**SWIG**  
**BARKLEY STREET & MARTWAY STREET**  
MISSION, KANSAS



OLSON ARCHITECTURAL GROUP  
1916 NW 79TH TERRACE  
KANSAS CITY, MISSOURI 64151

REVISION SCHEDULE

No.	Description	Date

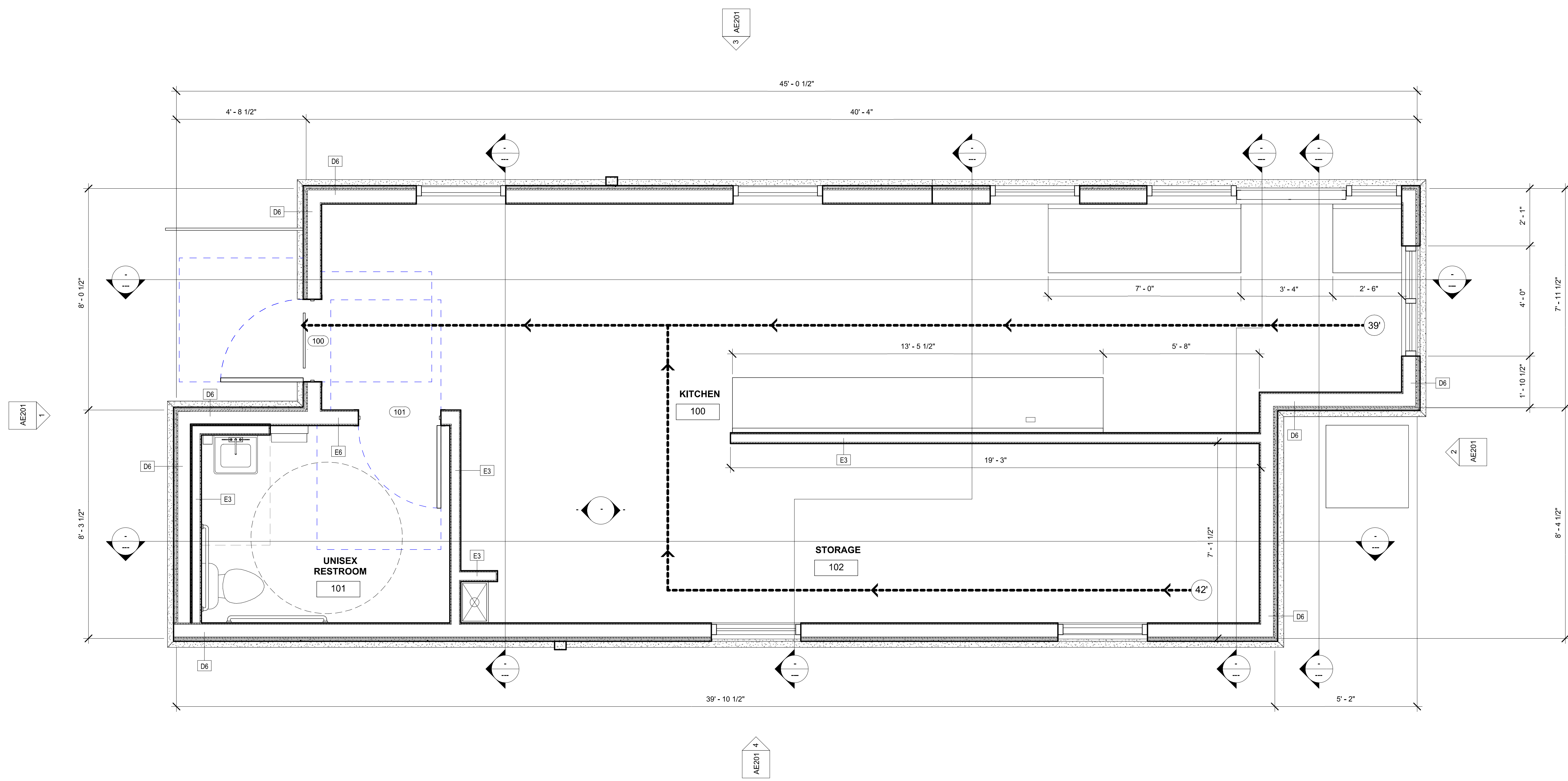
SHEET NAME

FLOOR PLAN

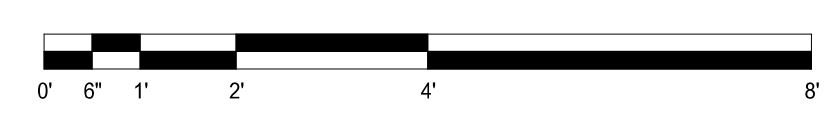
PROJECT NUMBER	2101
DATE	05/05/2023
DRAWN BY	PJS
CHECKED BY	SDD
SCALE	1/2" = 1'-0"

AE112

10/12/2023 1:37:12 PM



1 FLOOR PLAN  
1/2" = 1'-0"



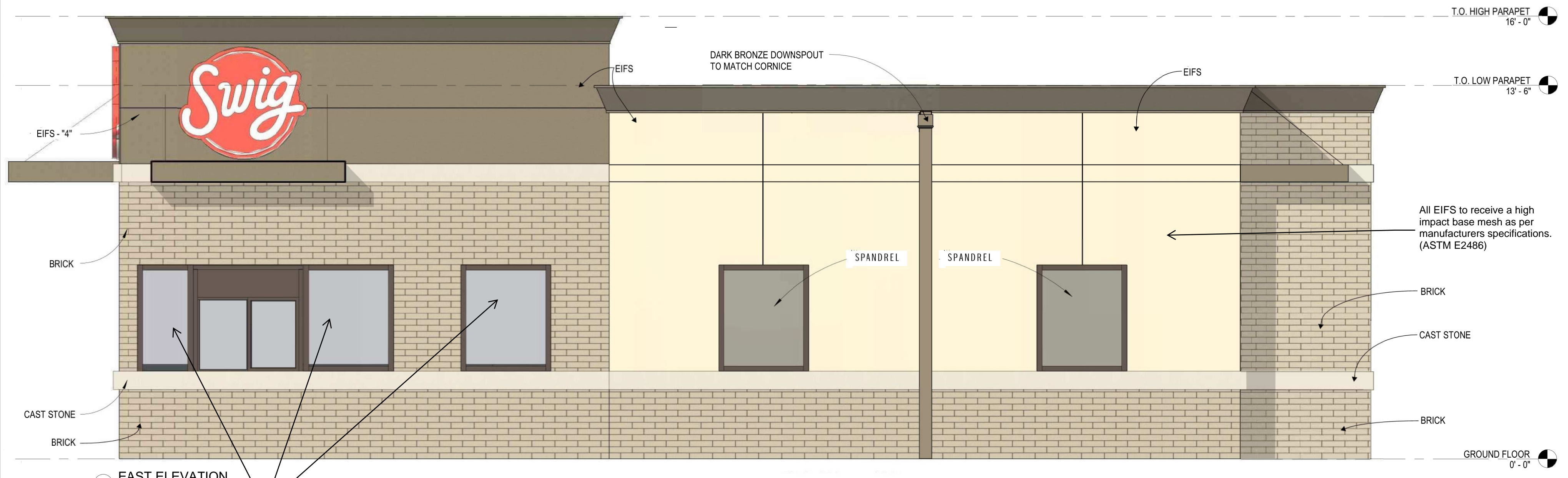


4 SOUTH ELEVATION  
3/8" = 1'-0"

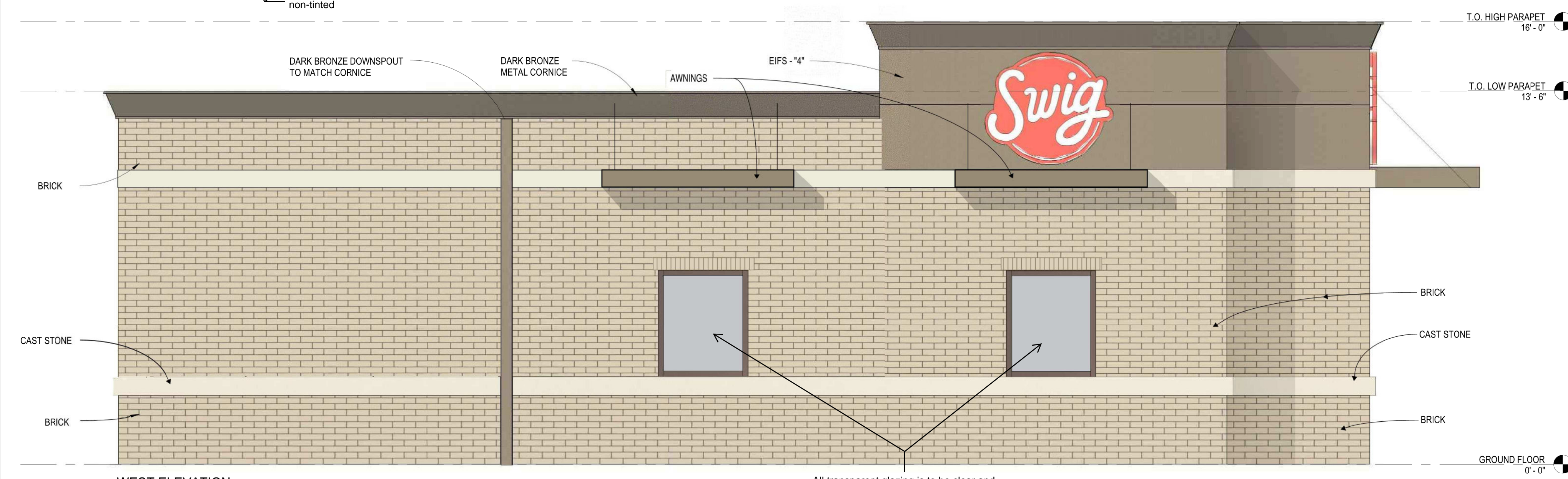


4 NORTH ELEVATION  
3/8" = 1'-0"

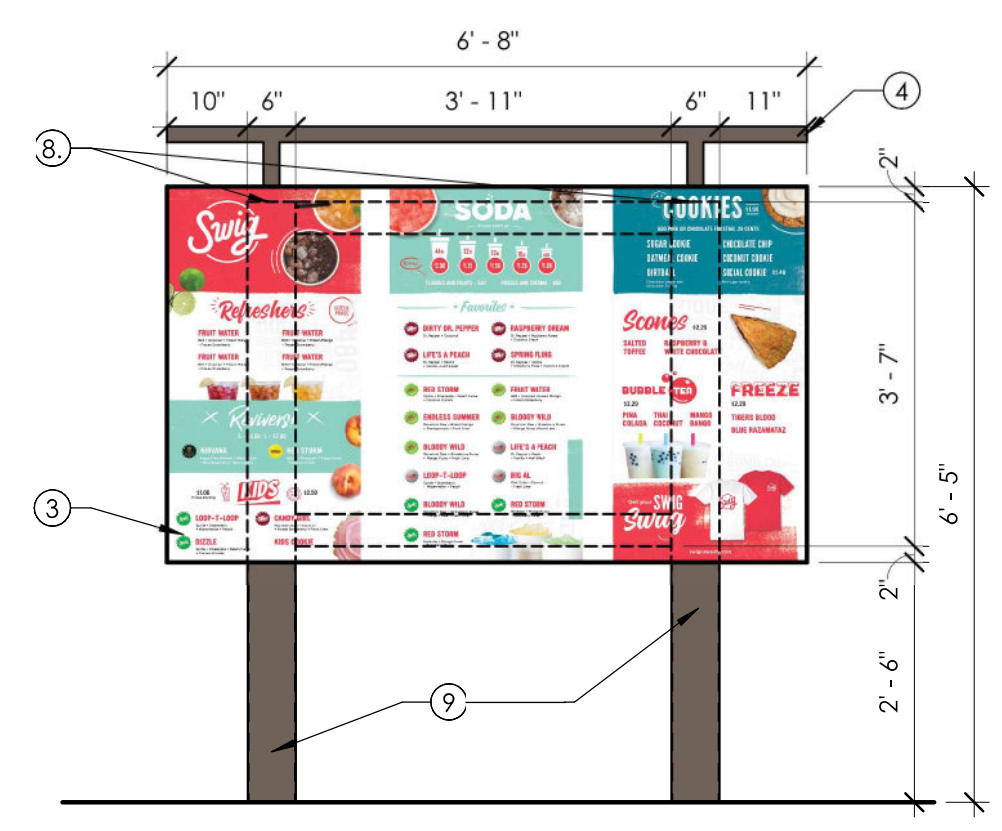
- 1 KEYNOTES
- 1 PREFINISHED METAL DOWNSPOUT
  - 2 BUILDING SIGNAGE BY OWNER
  - 3 MENU BOARD AND FOOTINGS BY SEPARATE SIGN PERMIT
  - 4 DARK BRONZE LIGHT FIXTURE; COORDINATE WITH ELECTRICAL
  - 5 CO2 ENCLOSURE - SEE EQUIPMENT PLAN
  - 6 ELECTRICAL PANEL OR EQUIPMENT; COORDINATE WITH ELECTRICAL
  - 7 CONTROL JOINT
  - 8 STEEL CAP AT TOP OF POSTS
  - 9 POWDER COATED STEEL TUBE FRAME, TYP.
  - 10 24" X 36" OPENING
  - 11 EXTERIOR CANOPY MANUFACTURER - ARCHITECTURAL CANOPIES; EXTRUDECK
  - 12 ROOF PROFILE
  - 13 RTU BEYOND
  - 14 TRASH ENCLOSURE



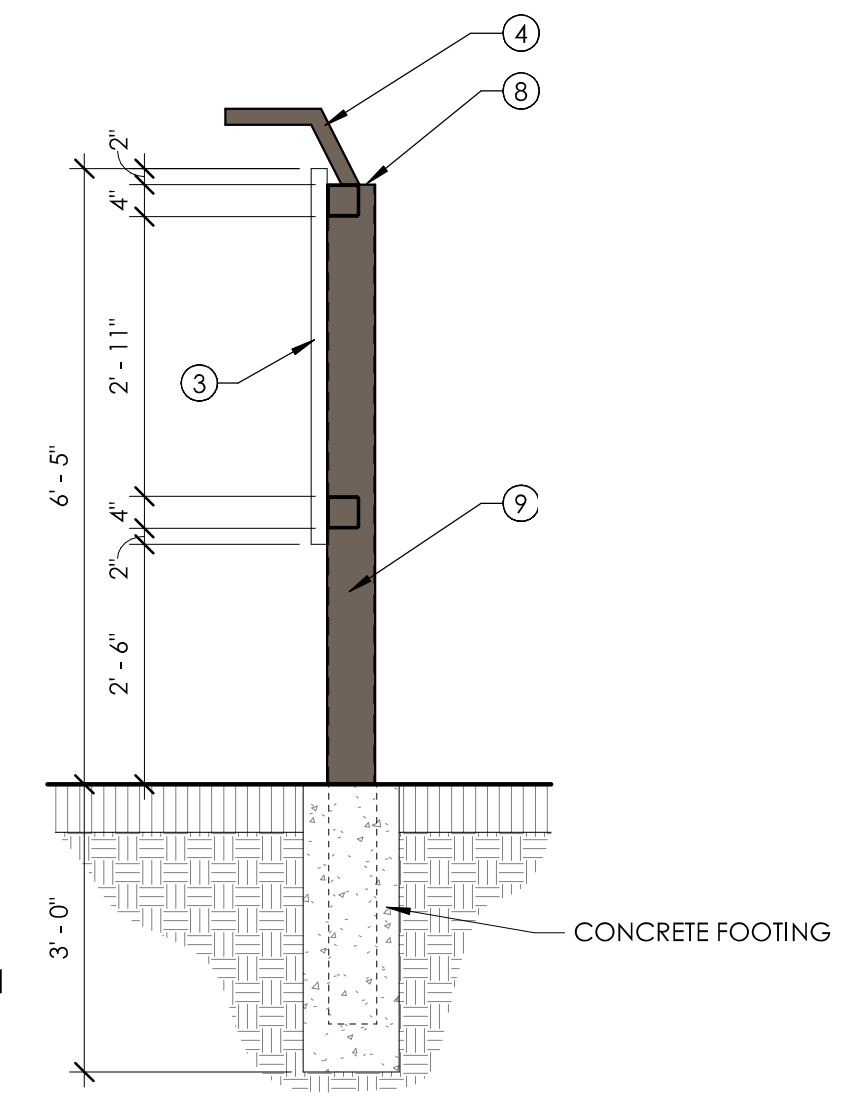
2 EAST ELEVATION  
3/8" = 1'-0"



1 WEST ELEVATION  
3/8" = 1'-0"



ELEVATION



SECTION

DRIVE-UP MENU BOARD - BY OWNER



SWIG  
BARKLEY STREET & MARTWAY STREET  
MISSION, KANSAS



OLSON ARCHITECTURAL GROUP  
1916 NW 79TH TERRACE  
KANSAS CITY, MISSOURI 64151

REVISION SCHEDULE

No.	Description	Date

SHEET NAME  
EXTERIOR ELEVATIONS

PROJECT NUMBER	2101
DATE	05/05/2023
DRAWN BY	PJS
CHECKED BY	SDD
SCALE	3/8" = 1'-0"

AE201

10/12/2023 1:37:18 PM



February 14, 2023

Mr. Ronald L. Cowger, PE  
 AGC Engineers, Inc.  
 405 South Leonard Street, Suite D  
 Liberty, Missouri 64068

RE: SWIG – Mission, Kansas

Dear Mr. Cowger,

As requested, Priority Engineers, Inc. has estimated the trip generation for the proposed SWIG soda specialty soda store to be located at the northeast corner of Barkley Street and Martway Street in Mission, Kansas. The existing lot has two driveways onto Barkley Street and is vacant except for a gazebo located within a small green space.

The proposed development will include a 650 square foot building with drive-through lanes wrapping around the building. The northernmost driveway will be closed, and the existing southern drive will remain in place.

In the 11<sup>th</sup> Edition of the ITE [Trip Generation Manual](#), Land Use 937, Coffee/Donut Shop with Drive-Through Window is the most similar use. Table 1 below shows the trips estimated using this land use.

<b>Table 1: Trip Generation (ITE)</b>								
<b>Land Use</b>	<b>Intensity</b>	<b>Daily</b>	<b>AM Peak</b>			<b>PM Peak</b>		
			<b>Total</b>	<b>In</b>	<b>Out</b>	<b>Total</b>	<b>In</b>	<b>Out</b>
Coffee/Donut Shop with Drive-Through Window	650 SF	347	56	28	28	25	13	12

Although Land Use 937 is the most similar land use available, the peak hours of a coffee/donut shop are concentrated in the AM Peak Hour. Existing SWIG locations do not open until 7:30 or 8:00 and only do about 3% of their daily sales during the 8:00 hour. SWIG reports about 8.1% of their sales in the 5:00 hour. Assuming a daily volume of 347 vehicles, estimates for peak hour volumes were made based on these daily sales reports. These estimates are shown in Table 2 below.

**Table 2: Trip Generation Based on Percent of Sales Per Hour**

<i>Land Use</i>	<i>Intensity</i>	<i>Daily</i>	<i>AM Peak</i>			<i>PM Peak</i>		
			<i>Total</i>	<i>In</i>	<i>Out</i>	<i>Total</i>	<i>In</i>	<i>Out</i>
SWIG - Based on Percent of Sales	650 SF	347	10	5	5	28	14	14

In summary, the currently proposed use for this site is expected to generate only 10 trips in the AM Peak Hour and 28 in the PM Peak Hour. Using ITE Trip Generation for the AM Peak Hour would result in an estimated 56 vehicles in the AM Peak Hour.

Please let me know if you have any questions or require additional information. I can be reached at (816) 738-4400.

Sincerely,

PRIORITY ENGINEERS, INC.



Kristin L. Skinner, P.E., PTOE



Thank you for your interest in the City of Mission, Kansas Sustainability Scorecard. The Sustainability Commission has developed this scorecard for prospective development projects. This is a voluntary program that seeks to reward those making sustainable choices in new construction, redevelopment, or renovations.

It is a way to capture considerations taken into account through project design and construction that go above and beyond minimum Building Code. We have used the scorecard with projects like:

- The Mission Gateway Development,
- The Cornerstone Commons development at Johnson Drive and Barkley Street,
- The EPC Mission Trails project on Johnson Drive, and
- The Martway Apartments project.

Once you go through the scorecard document and the supplemental information, we would invite you to score your project to the best of your judgement, and then come to a Sustainability Commission meeting to talk through your scoring. The priority is to have a dialogue between you and the Sustainability Commission members, with you sharing your decision making. We will benefit from hearing you explain when implementing some of these criteria makes sense, and if it doesn't, the reasons why not. To the extent that the conversation may lead you to consider enhanced sustainability measures, all the better.

Following a presentation from you or someone from your team, the Sustainability Commission will review your scoring, and then forward its comments and/or recommendation to you and to the Planning Commission. If a project scores high enough, the Sustainability Commission will award Sustainable Mission certification at one of four levels: Bronze, Silver, Gold or Platinum.

There is no binding authority in this process, just an additional opportunity for community involvement in the context of our sustainability values.

We have seen the scoring summarized in a simple letter format, in a slide presentation, and we have seen a more formal design piece that addressed each set of criteria, so the format of how you share the information with the Sustainability Commission is up to you.

The group meets the first Monday of each month, at 6:30 p.m. at City Hall. We would be happy to coordinate a date with you, based on the progress of your project and when your schedule allows.

Emily Randel, assistant to the city administrator, can assist with questions at [erandel@missionks.org](mailto:erandel@missionks.org) or 913-676-8368.

Thank you very much,

Mission Sustainability Commission  
6090 Woodson Road  
Mission, KS 66202

**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.**

<p>The size of the Building (650 SF) will limit the opportunity to pursue most building certifications, however we feel that the project could accumulate enough points to be at least a minimum of a LEED Green Level Certification.</p>
---

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

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> a. Pre-design site assessment | * <input type="checkbox"/> b. Preserve natural resources         | <input checked="" type="checkbox"/> c. Manage storm water            |
| <input checked="" type="checkbox"/> d. Landscape irrigation       | <input checked="" type="checkbox"/> e. Manage plants/ vegetation | <input checked="" type="checkbox"/> f. Manage soils/ erosion control |
| <input type="checkbox"/> g. Site waste management                 | *1 <input type="checkbox"/> h. Walking/ bicycle paths            | <input checked="" type="checkbox"/> i. Bicycle storage               |
| <input type="checkbox"/> j. Changing/ shower facilities           | <input 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        |

<p>This project will consist of a 650 Square Foot Building, parking and a drive-thru lane. The remainder of the site will include extensive landscaping, patios, sidewalks and seating. Bicycle storage will be included on the exterior (8 bikes) and the site can be used for Bus Stop access if needed. Landscape Irrigation, erosion control and water management will be an important feature of this site. An Electrical Vehicle charging station will be installed.</p> <p>* This is a Brown Site with a large expanse of paving and a few remaining trees. Several trees will be added and the amount of paving will be reduced.          * 1 No additional bike paths are shown on site, connections to existing walking and/or bike paths would be encouraged.</p>
--

Points scored - 16 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   |

<p>A construction waste management system will be in place at the start of construction and preferences will be made to use as many materials as possible that are local and sustainable. SWIG will have an occupant waste management and recycling program.</p> <p>* The old Gazebo is the only structure on the site and sadly, it cannot be reused.</p>
--

Points scored - 16 out of 20

**4. Energy Conservation, Efficiency, and CO<sub>2e</sub> Emission Reduction**

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> a. Energy Modeling              | <input checked="" type="checkbox"/> b. CO <sub>2e</sub> 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 checked="" type="checkbox"/> k. Control air pollution         |  |

<p>Energy Modeling and CO<sub>2e</sub> Modeling will be performed for this project. Shading devices are over all transparent windows and the extensive amount of landscaping will help to dissipate a large percentage of heat gain. Whenever possible, Energy Star appliances will be used. In addition, this building/service produces a minimal amount of air pollution.</p>
---

Points scored - 17 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 metering will be used and all equipment consider maximum flow rates. When possible, Water Sense Fixtures will be used. Drought tolerant plantings will be used strategically to reduce the amount of irrigation water required.

Points scored - 15 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

All air handling equipment will be protected through the construction process. Indoor air quality will be improved through the inclusion of fresh air in the air handling system and this SWIG Building will comply with ASHRAE 55.

Points scored - 7 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

Inspections and Commissioning will be performed on all Mechanical and Energy components of this building. O+M Documentation and Staff training will also be a part of the SWIG Program.

Points scored - 9 out of 10

8. Additional Comments

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

Bonus Points (if applicable, 5 maximum) - \_\_\_\_\_

Total Points Scored - 80 out of 100

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



## **City of Mission, Kansas Sustainability Commission Building Scorecard – Supplemental Document**

This scorecard is a way to encourage projects to consider sustainability throughout the entire lifecycle of a building. It is designed with the 2015 International Green Construction Code (IgCC) in mind, and is meant to reward voluntary efforts to make projects more sustainable than currently required. It is a project of the Mission Sustainability Commission, an advisory body to the City Council that aims to be a good steward of natural resources, make Mission, Kansas a desirable community, be advisors to the City Council, and increase visibility of sustainability in our community. This supplemental document provides some definitions and further explanation related to the Mission Sustainability Commission Building Scorecard. The scorecard is intended for developers, architects, builders, building owners, tenants, or anyone wishing to be more sustainable. This scorecard can be a helpful guide for anyone pursuing new construction, renovation, or upgrading a few light bulbs.

Although this can be a helpful resource, it is not intended to be an all-inclusive guide. Please see the additional resources section at the end of this document for links to further information.

### How to Complete the Scorecard

We encourage users to check all boxes applicable to the project. The goal is to reward buildings that surpass minimum building code requirements and incorporate sustainability. In the commentary section, include a description of the features/strategies, and whether they fall short, meet, or exceed code requirements. If the project includes any attributes that are not included in this scorecard, describe them in detail in the additional comments section.

#### 1. Sustainable Building Certifications

Note if this project is pursuing any sustainable rating including IgCC, LEED, WELL, ASHRAE 189.1, Green Globes, EnergyStar Building, ICC-700, etc. Include details of which rating system and the level/score the building will achieve. See additional resources at the end of this document.

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

Each building should consider how its location, natural geography, and occupant access are encouraging sustainability. Additional details on many of the items are available in the most current International Green Construction Code.

- a. Pre-design site assessment – Projects could take an inventory of the building site baseline conditions including areas to protect, native plants/ trees, invasive species, terrain/ topography, hazard areas, storm water hydrology, and site features to be preserved. Make a plan to minimize the negative effects of altering the site.
- b. Preserve natural resources – Any site near flood hazard areas, surface water bodies, wetlands, conservation areas, parklands, agricultural land, or previously undeveloped land, could limit the disturbance of these natural resources. In the comments, please explain what natural resource is present, and how this project aims to preserve that portion of the site.

- c. Manage storm water – Projects could consider how this project will address the increased/redirected runoff and water contaminants like coal tar. The project could identify a water management system for rain events, snowmelt, etc.
- d. Landscape irrigation – To reduce potable water use, projects could limit the amount of irrigation required for site landscaping. This can be accomplished by using native plants which require less watering, and designing a more efficient irrigation system. Irrigation systems could be installed to aim away from building/ pavement, create less overspray, incorporate smart controls/ sensors, group plants of similar water needs, include pressure regulators, and include efficient nozzles. Decorative fountains and water features should be designed to limit water usage by recirculating, treating, and limiting evaporation of water. Creative solutions may involve using collected rainwater for site water use.
- e. Manage plants/ vegetation – Projects should preserve existing vegetation, protect trees, eliminate invasive species, and landscape with native plants. Plants depend on good soil, therefore managing soils goes hand-in-hand with managing vegetation.
- f. Manage soils/ erosion control – Projects should protect the topsoil, limit importing soil, prepare and restore the soil nutrients, and stabilize the earth to prevent erosion. Erosion could occur during construction and throughout the lifecycle of the building. Go beyond the standard erosion control requirements.
- g. Site waste management – Projects should avoid depositing site waste, such as land clearing debris, vegetation, or previous hardscape materials from the site into the land fill. Waste could be diverted from the traditional waste stream by reusing, recycling, composting, or upcycling. In the comments, describe any site waste that will be removed for this project and where it will go.
- h. Walking/ bicycle paths – Projects could incorporate paved walkways and bicycle paths to encourage pedestrian and bicycle access to existing paths/ infrastructure. IgCC requires at least one independent path for bicycles, strollers, pedestrians and other non-motorized locomotion connected to a building entrance and a street or existing walkway/ bicycle path. Include a description or site plan showing the location of the paths.
- i. Bicycle storage – Projects could provide long-term and short-term bicycle storage with adequate accessibility, lighting, space, and location near a building entrance. Describe the location and number of spaces of bicycle storage provided for this building.
- j. Changing/ shower facilities – If building occupants have access to a changing/ shower facility, this could encourage pedestrian and bicycle commuting.
- k. Carpool/ car share – To decrease energy use of accessing a building or commuting, the site could encourage carpooling or car sharing through methods like parking spaces reserved for high occupancy vehicles. Companies such as Zipcar or CarToGo provide occupants an opportunity to borrow a car.

- l. Electric Vehicles – Projects could provide preferred parking and/or charging stations for low-emission, hybrid, and electric vehicles.
- m. Bus access – Projects could encourage building occupants to access bus transit by locating the nearest bus stops and providing convenient pathways to encourage people to use the bus and alternative transportation.
- n. Heat island mitigation – Temperatures can be significantly warmer in cities than in surrounding rural areas due to the heat island effect. To reduce the heat island effect, a building could consider hardscape materials, light reflectance, shading by structures, shading by trees, pervious pavement, solar reflective roof coverings, and vegetative roofs.
- o. Reduce light pollution – Exterior lighting could be designed or installed to limit up-light, light trespass, and glare. Solutions include proper fixture selection, efficient layout, and automated controls. Consider reducing lighting of facades and areas beyond the site boundary.

### 3. Material And Resource Use

Building materials should be sustainable. Conserving material resources involves material selection, recycling, reuse, renewability, limiting toxicity, and durability, including resistance to damage caused by moisture. Consider the life cycle of materials, transportation, and waste material.

- a. Reuse existing building – It is beneficial to reuse existing buildings to limit demolition waste. Buildings can be reused in total, or materials can be reused on new projects.
- b. Construction material management – Most products have specific instructions for storage and handling. Instructions generally include moisture control, temperature regulations, and stacking instructions. Care should be taken to not let products be damaged in order to prevent wasting materials and reduce the chance of mold growth.
- c. Construction waste management – Projects could develop a construction material and waste management plan to recycle or salvage construction materials and waste.
- d. Sustainable/local materials – Projects could select materials that are sustainable and local. In addition, materials should be free from harmful chemicals such as lead, cadmium, and mercury. Material selection could include used/ reclaimed materials or content that is recycled, recyclable, bio-based, sustainably sourced, rapidly renewable, or indigenous. Alternatively, projects could undertake whole building life cycle assessments or provide environmental product declarations.
- e. Occupant waste management/ recycling/ composting – Recycling areas could be provided for occupants after the building is completed. Describe the services offered, location of collection areas, and signage.

#### 4. Energy Conservation, Efficiency and CO<sub>2</sub>e Emission Reduction

Energy and atmosphere are perhaps the most common items considered in sustainability. There are many building attributes that work together to achieve energy efficiency. The items below should all be considered to reduce energy consumption, install efficient systems, and utilize renewable energy when possible. Consult the International Green Construction Codes for additional specific information for these items.

- a. Energy modeling – Energy modeling uses computerized calculations to predict the energy consumption of a building due to a wide variety of inputs. International Green Construction Codes require a zero energy performance index (zEPI) of 50 or less. The IgCC provides a calculation which compares the proposed performance to a baseline building.
- b. CO<sub>2</sub>e modeling – Equivalent carbon dioxide (CO<sub>2</sub>e) emissions can be modeled in a similar way as energy modeling, by adding the type of energy sources used for a building.
- c. Energy metering/ monitoring – To identify where energy is used in a building, it is helpful to install energy meters and sub-meters. These can be used to monitor and efficiently operate loads from many different building systems. By continuously monitoring and reporting, energy meters can identify areas or systems of the building that are operating improperly or inefficiently. By performing simple maintenance, buildings can save money on utility bills. Describe any efforts the project uses to track electric power, gas, liquid and solid fuels as well as heating and cooling as applicable.
- d. Automated demand response – Utilities can operate more efficiently if buildings offer to shed energy on peak load days. Enrolling in an automated demand response allows the utility to shift building energy usage to another time to limit additional energy production needed at peak times.
- e. Building envelope/ insulation – To conserve energy related to heating and cooling a building, the building façade and insulation should be considered. Shading combines with the insulation performance of all exterior elements (walls, roof, windows, etc.) to create a building envelope. Projects also could seal all windows and doors, and prevent air leakage for the entire building.
- f. Mechanical systems – Heating ventilation and air conditioning (HVAC) systems are often the largest consumers of energy in any building. There are many types of HVAC systems, some are more efficient than others depending on the building location and usage. There are federal standards for energy efficiency detailed in the International Energy Conservation Code (IECC).
- g. Electrical/ lighting systems - Many strategies exist to reduce the energy used by electrical and lighting systems. Daylight can be used to reduce required lighting during the day. Controls systems and occupancy sensors can turn off interior and exterior lights when they are not required. It is also important to consider all of the electrical plug loads, and what can be done to reduce energy from appliances plugged into electrical outlets.

- h. Appliances/ equipment – There are federal requirements for energy efficiency in many appliances. In addition to these federal requirements, ENERGY STAR labelled appliances can reduce overall energy use.
- i. Onsite renewable energy – Another way to reduce utility energy is to install renewable energy systems on the project site like solar or wind energy.
- j. Refrigerant management – Refrigerants can be detrimental to human health and the atmosphere if they are not used or disposed of properly. It is illegal to use CFCs and HFCs are also bad for the environment. When possible, select natural refrigerants such as water or propane to reduce atmospheric damage. Also, any existing refrigerants should be disposed of properly.
- k. Control air pollution – Buildings can pollute the air directly or indirectly by using energy from utilities burning fossil fuels. Buildings should consider reducing air pollution or planting trees to offset releasing CO<sub>2</sub> into the atmosphere.

##### 5. Water Resource Conservation, and Efficiency

Water is a limited resource, and it should be conserved and protected in all buildings. Potable water (suitable for drinking) is a precious commodity that humans require. Items in this section are strategies to decrease water use and increase water quality. Check the International Green Construction Codes for specific examples.

- a. Water metering – Water meters track the water usage of a project. If alternative water sources are used (i.e. reclaimed water, well water, or other potable water) each water source could be metered individually. Metering can identify any abnormal conditions in order to correct and prevent wasting water. Water sub-meters can be helpful when there are multiple tenants or pieces of equipment that consume large quantities of water.
- b. Fixtures/ fittings – Installing water efficient fixtures can significantly reduce building water consumption. Some fixtures have a WATER SENSE label which is similar to ENERGY STAR for energy efficiency. To reduce water use, consider maximum flow rates for all water fixtures within a building (lavatory, kitchen, drinking fountains, etc.). In addition, automatic or metered fixtures can save water by preventing a fixture from remaining on when not in use.
- c. Appliances/ equipment – Many appliances in a building may require a water connection. Projects could consider maximum flow rates for clothes washers, icemakers, steam cookers, and dishwashers. Plumbing design and equipment layout could also focus on conserving water.
- d. HVAC water use – The building HVAC system can consume large amounts of water if not designed and installed properly. Any equipment that uses water including condensate drainage, humidification systems, hydronic loops, heat exchangers, and cooling towers should have protections in place to reduce water usage. In addition to reducing water, the HVAC system should maintain good water quality in all systems.

- e. Water treatment devices – Any water treatment device should limit the amount of wasted water. Check green building codes for specific requirements for water softeners, reverse-osmosis water treatment systems, and onsite reclaimed water treatment systems.
- f. Reduce irrigation – Selecting vegetation and plants that require less irrigation helps to reduce the overall water usage for the entire project. If irrigation is required, ensure that the system is operated efficiently by only watering the necessary areas, and watering at an efficient time of day to reduce evaporation.
- g. Rainwater – Collecting rainwater is a strategy to reduce municipal potable water use. Be sure to follow requirements in building codes for storing water and preventing water borne diseases.
- h. Graywater – Graywater is water that has been used once and is no longer potable (i.e. water from hand washing sinks), however it may be reclaimed and used for non-potable water requirements (such as irrigation). Reusing graywater is another strategy to reduce overall water usage.

#### 6. Indoor Environmental Quality and Comfort

Human comfort and quality of life has a direct impact on productivity and health. It is important to remember the building occupants for a truly sustainable project. The items below can help create a better interior environment for the building occupants. International Green Construction Codes can provide specific guidance.

- a. Indoor air quality (IAQ) management plan – Managing the indoor air quality inside a building starts during construction and continues into occupancy. It is important to have a plan in place before the project begins.
- b. Air handling filtration – All air handling equipment should have sufficient filters to clean the air supplied to occupied spaces.
- c. Increase ventilation – Indoor air quality can be improved by providing more fresh air to occupied spaces. IgCC requires projects to provide either natural ventilation (operable windows) or increased mechanical ventilation in excess of building code requirements.
- d. Indoor air quality (IAQ) during construction – During construction it is important to protect the building and HVAC system from collecting dust and contaminants. It is also important to store construction materials in a responsible way to reduce mold. Check green construction codes for specific ways to do this.
- e. Thermal comfort – Human productivity and comfort are affected by humidity and temperature within a space. It is important to provide a comfortable thermal environment and controls for occupants to be comfortable. IgCC requires compliance with ASHRAE 55.

- f. Indoor pollutant control – Everyday products can contain many indoor pollutants. Projects should decrease the use of harmful indoor pollutants and locate pollutant sources in enclosed rooms, away from building occupants. Pollutant sources can include printers, copiers, and janitorial rooms.
- g. Material emissions control – Choosing materials with low emissions can improve the indoor air quality. Volatile organic compounds are common in many building materials. Check green building codes for prohibitions and limits on volatile organic compounds in composite wood, adhesives, sealants, paints, flooring, and insulation.
- h. Acoustics – Another factor that contributes to indoor environmental quality is sound. Productivity depends on good speech communication and limiting distracting noises. Projects could consider sound transmission, mechanical system noise, structure borne sound, and sound absorbing room surfaces.
- i. Daylighting/ views – Occupants benefit from natural sunlight and being able to see outdoors. Consider access to windows or glazing that allow views for as many occupants as possible.
- j. Accessibility/ community for all ages – Consider all people that may be occupants of your project site and building. Projects could also consider how they contribute to the Mid-America Regional Council’s Communities for All Ages initiative. City of Mission participates in this program.

#### 7. Commissioning, Operations, and Maintenance

It is important to check building systems to ensure they are working efficiently. Commissioning is a process to verify that all building systems are operating as intended. To maintain efficiency throughout the lifecycle of the building it is important to perform routine maintenance and ensure the building is operating properly.

- a. Inspections – An independent commissioning agent can verify that all systems were installed correctly and meet the project requirements in all of the sections above. Consider a special inspection and commissioning report by an approved agency before building occupancy.
- b. Mechanical system commissioning – Commissioning can be considered “fine-tuning” to ensure the building HVAC system is functioning at peak efficiency. Mechanical systems commissioning includes measuring the occupied spaces and each piece of mechanical equipment to verify proper operation. Check green construction codes for a list of mechanical items that could be commissioned.
- c. Energy system commissioning – Similar to mechanical system commissioning above, energy system commissioning ensures that electrical generation and distribution systems are operating properly to ensure energy efficiency.



- d. Building controls systems – Automated control systems can be a great benefit to controlling equipment and operating a building efficiently. However, they must be checked to ensure they are programmed and installed correctly, or the outcome may be negative.
- e. Operations and maintenance (O+M) documentation/ schedule – It is important for the owner or project manager to have access to important information related to operations and maintenance to keep the building functioning efficiently. Green construction codes require a user manual for each building system, and record documents be provided to the owner.
- f. Maintenance staff training – The maintenance staff can be a huge factor in whether a project achieves its sustainability goals or not. Consider maintenance documentation to help the staff keep the project operating properly.

#### 8. Additional Comments

This section is meant to address any sustainable building elements that do not fit neatly into the categories above. Please describe any items this project incorporates that contribute to a more sustainable community. This could include description of the design team and integrative process, building orientation decisions, community gardens, access to local food/ farmers, markets, increased durability, reduced maintenance, incorporating open outdoor space, occupant sustainability training/ education, increased occupant comfort, carbon monoxide alarms in every space, community engagement, or involvement with programs such as Community for All Ages, Walk/Bike/Ride KC, or Smart Growth. But don't feel limited to those, either. Document anything that improves the economy, people of our community, and/or the natural environment.

This is your chance to highlight any sustainable attributes that this scorecard does not cover. Feel free to attach additional documentation or narratives to add further detail for any comments that do not fit in the comments section.

### Green construction codes and other sustainable rating systems

- **International Green Construction Code (IgCC) 2015**  
The IgCC is the first model code to include sustainability measures for the entire construction project and its site — from design through construction, certificate of occupancy and beyond. The new code is expected to make buildings more efficient, reduce waste, and have a positive impact on health, safety and community welfare.  
<https://www.iccsafe.org/codes-tech-support/international-green-construction-code-igcc/international-green-construction-code/>
- **Leadership in energy and environmental design (LEED)**  
LEED, or Leadership in Energy and Environmental Design, is the most widely used green building rating system in the world. Available for virtually all building, community and home project types, LEED provides a framework to create healthy, highly efficient and cost-saving green buildings. LEED certification is a globally recognized symbol of sustainability achievement. There are several different rating systems (Building Design and Construction, Interior Design and Construction, Building Operations and Maintenance, Neighborhood Development, and Homes). Projects can achieve awards of certified, silver, gold, or platinum based on meeting prerequisites and a certain number of credits in each rating system.  
<https://new.usgbc.org/leed>
- **ENERGY STAR Buildings**  
ENERGY STAR is the simple choice for saving energy in buildings and plants. Buildings receive a percentile score from 1 to 100 based on energy usage compared to similar buildings across the country. To be eligible for ENERGY STAR certification, a building must earn an ENERGY STAR score of 75 or higher, indicating that it performs better than at least 75 percent of similar buildings nationwide.  
<https://www.energystar.gov/buildings>
- **Green Globes**  
Green Globes offers a different approach: one that provides in-depth support for improvements ideally suited to each project. Building owners and facility managers know their buildings and operations better than anyone else. We respect and leverage that knowledge with personalized assistance to produce best practices in sustainable design, construction and operations. Incorporating third-party assessors available throughout the certification process, we forge a partnership that allows experienced green building project teams to shine and reduces the learning curve for those new to green building. The building gets a rating from 1 to 4 globes.  
<https://www.thegbi.org/green-globes-certification/>

- ASHRAE 189.1  
ASHRAE is the American Society for Heating Refrigeration and Air Conditioning Engineers. Standard 189.1 provides total building sustainability guidance for designing, building, and operating high-performance green buildings. From site location to energy use to recycling, this standard sets the foundation for green buildings by addressing site sustainability, water use efficiency, energy efficiency, indoor environmental quality (IEQ), and the building's impact on the atmosphere, materials and resources. Standard 189.1 is a compliance option of the International Green Construction Code™ (IgCC).  
<https://www.ashrae.org/resources--publications/bookstore/standard-189-1>
- ICC/ASHRAE 700-2015  
The ICC/ASHRAE 700-2015 National Green Building Standard™ (NGBS) is the first residential green building standard to undergo the full consensus process and receive approval from the American National Standards Institute (ANSI). A residential building can achieve bronze, silver, gold, or emerald rating.  
<https://www.nahb.org/en/research/nahb-priorities/green-building-remodeling-and-development/icc-700-national-green-building-standard.aspx>

<b>City of Mission</b>	Item Number:	2.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2022
<b>Community Development</b>	From:	Brian Scott

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

**RE:** Preliminary Development Plan for Water Works Park at 5814 W. 53rd Street (PC Case #23-11)

**RECOMMENDATION:** Approve a preliminary development plan for Water Works Park at 5814 W. 53<sup>rd</sup> Street (PC Case #23-11)

**DETAILS:** The City of Mission has undertaken an initiative to make significant improvements to the City’s outdoor parks over the next 5-10 years. These efforts began with Phase I improvements at Mohawk Park which are expected to be completed in mid-July. The next round of improvements includes Phase II improvements at Mohawk, which is currently in design, and the improvements at Water Works Park.

Water Works Park is actually located on property owned WaterOne, the water district serving the majority of Johnson County. The property has a large, underground storage tank with a pump station on top. There are also a number of buried water mains and pipes that lead to from the facility in the area where the park is located.

Parks + Recreation staff have worked closely with representatives of WaterOne over the past year as well as stakeholders and Park, Recreation and Tree Board members to develop concept plans for the proposed improvement of Water Works Park. These include a new trail network throughout the park, new pavilion and restrooms, and new playground. There will also be off-street parking with ADA accessible parking. The plans for the park incorporate a number of sustainability components including solar lighting and a bio-swale for stormwater retention. The improvements have been timed to allow for completion simultaneous with the return of students to the new Rushton Elementary School.

The preliminary development for Water Works Park at 5814 W. 53rd Street (PC Case #23-11) was considered by the Planning Commission at their regular meeting on June 26th where they voted to recommend approval to the City Council by a vote of 6 to 0.

**CFAA CONSIDERATIONS/IMPACTS:** N/A

Related Statute/City Ordinance:	Chapter 400
Line Item Code/Description:	NA
Available Budget:	NA

## AT A GLANCE

**Applicant:**  
City of Mission Parks +  
Recreation Department

**Location:**  
5814 West 53rd Street

**Property ID:**  
KP70000000 0001, KF251205-4039,  
KP62500000 0010, KP70000000 0001,  
KP70000000 0002, KP62500000 0009B,  
KP70000000 0008, KP70000000 0007

**Current Zoning:**  
R-1

**Proposed Zoning:**  
N/A

**Current Land Use:**  
Park

**Proposed Land Use:**  
Park

Public Hearing Required

**Legal Notice:**  
June 6, 2023

**Case Number:**  
23-11

**Project Name:**  
Water Works Park Preliminary Development Plan

**Project Summary:**  
Proposed preliminary development plan for the redesign of the Water Works Park site with additional amenities such as restrooms and equipment, with redesigned trails and landscaping.

**Staff Contact:**  
Karie Kneller, City Planner



## BACKGROUND AND PROPERTY INFORMATION

Water Works Park is located on 53rd Street just west of residential properties facing Outlook Street. The property is a four-acre site owned by WaterOne for a pump station facility, and in 1982 WaterOne leased the site to the City of Mission to operate the park facilities through the Parks and Recreation Department. The park is currently programmed with play equipment, trails, and a small shelter. The trail connects to Rushton Elementary, which is currently under construction, via a four-foot sidewalk. There is an unstriped parking lot for up to seven vehicles along 53rd Street. Restrooms are temporary portable facilities. WaterOne also owns several 24-inch water main and smaller transmission pipes under and adjacent to the property.

The Mission Parks + Recreation Department, WaterOne, and Rushton Elementary have worked through the design process to renovate the site and maintain the connection to the school, as well as to the surrounding neighborhoods. There has been extensive public deliberation for the potential new programming and site design, including two public meetings to discuss all of Mission's parks that would include Water Works Park, two Water Works Park stakeholder meetings, and one public meeting to discuss Water Works Park exclusively. The Parks + Recreation Department has also presented information about the process and the initial designs to the Community Development Committee and the Parks and Recreation Tree Board.

The Parks + Recreation Department has worked with its consultant and WaterOne representatives to develop a preliminary development plan to be considered by the Planning Commission for recommendation to the City Council. Final layout and design considerations for all amenities, the sidewalks and trails, and the parking required review and approval by WaterOne based on the location of their facilities and the anticipated maintenance or replacement projects.

## PROJECT PROPOSAL

The improvements include safety enhancements, new concrete shared use pathways, new playground equipment, restrooms, shelter, and off-street parking. The restroom facility and shelter is planned for year-round use. Environmental conservation efforts were also included in the design and universal design features are included throughout the site.

Major pathways are 10-foot shared use trails throughout the park, which create a loop for walking and biking which connect to minor 6-foot walkways to access the site and its trailways. A minor pathway is located at the southeast corner, and at the north and south sides of the playground, these paths are contiguous with the poured-in-place playground surface. The continuous trailway for activity within the park complies with WaterOne's requirements and preserves as much impervious area as possible. Impervious area is currently .31 acres, and will be increased to .84 acres with the new design. Consultants have completed stormwater calculations, and will work with staff and WaterOne to design green infrastructure BMPs prior to submittal of the final development plan.

New playground equipment will include universal design features for users of all abilities, including a multi-tier play area with age-appropriate focus areas. Non-verbal communication boards and musical play elements will promote play for all users. An additional community greeting space will promote community-

building and interaction at a central location for special events. A new 750-square-foot shelter with seating for groups up to 75, unisex restroom facilities, park benches, and bike racks provide a variety of amenities for users. Six off-street parking spaces will double the current parking capacity and add ADA striped stalls. Solar lighting along with native landscaping promote environmental sustainability. New signage will embrace the site's history, inform about native landscaping, and educate the public on water processes.

## PLAN REVIEW AND ANALYSIS

### Municipal Code

Section 440.175(B) of the municipal code provides the following:

1. Consideration of a preliminary development plan for non-residential uses in a residential district requires a public hearing before the Planning Commission, with publication notice and notice to surrounding property owners as required by Section 440.060 and Section 440.070 respectively.
2. Following the close of the public hearing, the Planning Commission shall determine the appropriateness of the proposed preliminary development plan according to the following criteria:
  - a. The capability of the site to accommodate the building, parking and drives with appropriate open space and safe and easy ingress and egress.
  - b. An appropriate degree of harmony shall prevail between the architectural quality of the proposed building and the surrounding neighborhood.
  - c. The appropriateness of the minimum dimensions and areas of lots and yards contained in the applicable zoning district regulations may be considered and increased. The Planning Commission may approve the application, disapprove the application or approve the application subject to modifications being made. Unless the Planning Commission's action is appealed by the applicant, the Planning Commission's decision shall be final.
3. In the event of disapproval of a preliminary development plan by the Planning Commission, the applicant may appeal the decision to the City Council by filing a notice of appeal with the City Clerk within ten (10) days of the Planning Commission's decision. On appeal, the City Council may approve the proposed plan, disapprove the proposed plan or approve the proposed plan subject to modifications being made.

***Analysis: A public notice was sent to property owners within 200 feet of the subject property and a notice was published in the Legal Record. Staff concludes the following: the space accommodates buildings, parking, and drives appropriately; the architectural quality of the buildings are in harmony with the surrounding neighborhood; and the lot and yard areas are appropriate for a park.***

### **Mission Comprehensive Plan (2007)**

Goals and objectives for parks, recreation and public facilities emphasize maintenance and preservation of existing open space and natural features, and to provide for outdoor recreation and visual enjoyment through enhancement of parkland used by Mission residents. Improvements should be focused on multi-modal transportation and greenways with trail linkages.

***Analysis: The proposal conforms with the Comprehensive Plan.***

### **Parks and Recreation Master Plan (2018)**

The Parks and Recreation Mission Statement is “to enrich the quality of life for residents of Mission and surrounding areas by fostering a strong sense of community and providing a variety of multi-generational activities that promote healthy lifestyles,” with a Vision to “become the most integrated, connected and accessible parks and recreation system in northeast Johnson County.”

During the creation of the Master Plan, certain facility needs were identified. All seven of the identified needs for these facilities are addressed in the improvement plan for Water Works Park, including:

1. ADA Accessible Facilities
2. Greater Variety and Updated Play Elements
3. Expanded Current Program Offerings
4. Maintenance of Existing Facilities
5. Park Facility Identity
6. Connected Trail Network
7. Extended Usage of Park Facilities

Another goal of the Master Plan is to maintain a fiscally responsible parks and recreation system. Some recommended improvements to Water Works Park according to the Plan include restroom facilities, replace/expand site furnishings, replace playground equipment, new shelter, and improved trail connections.

Other overarching recommended improvements for all of Mission’s parks include resurfacing/reconfiguring parking lots, resurfacing/reconfiguring trails, signage and way-finding.

***Analysis: The proposal expands ADA access, and the universal design elements provided by the variety of play equipment and facilities provide extensive opportunities for people of all ages and abilities. New gathering spaces will allow for expanded programming, and the existing park is being maintained while also being improved. New signage and unique features lend to a specific park identity and the connections to Rushton Elementary and nearby residential neighborhoods provides connectivity. Restrooms will provide a high-quality facility that will allow extended usage of facilities. The proposal implements many of the recommendations for Water Works Park that are fiscally responsible according to budget approval by the City Council.***



## RECOMMENDATION

Staff recommends that the Planning Commission votes to recommend approval to the City Council for the Water Works Park Improvements Preliminary Development Plan with the following conditions:

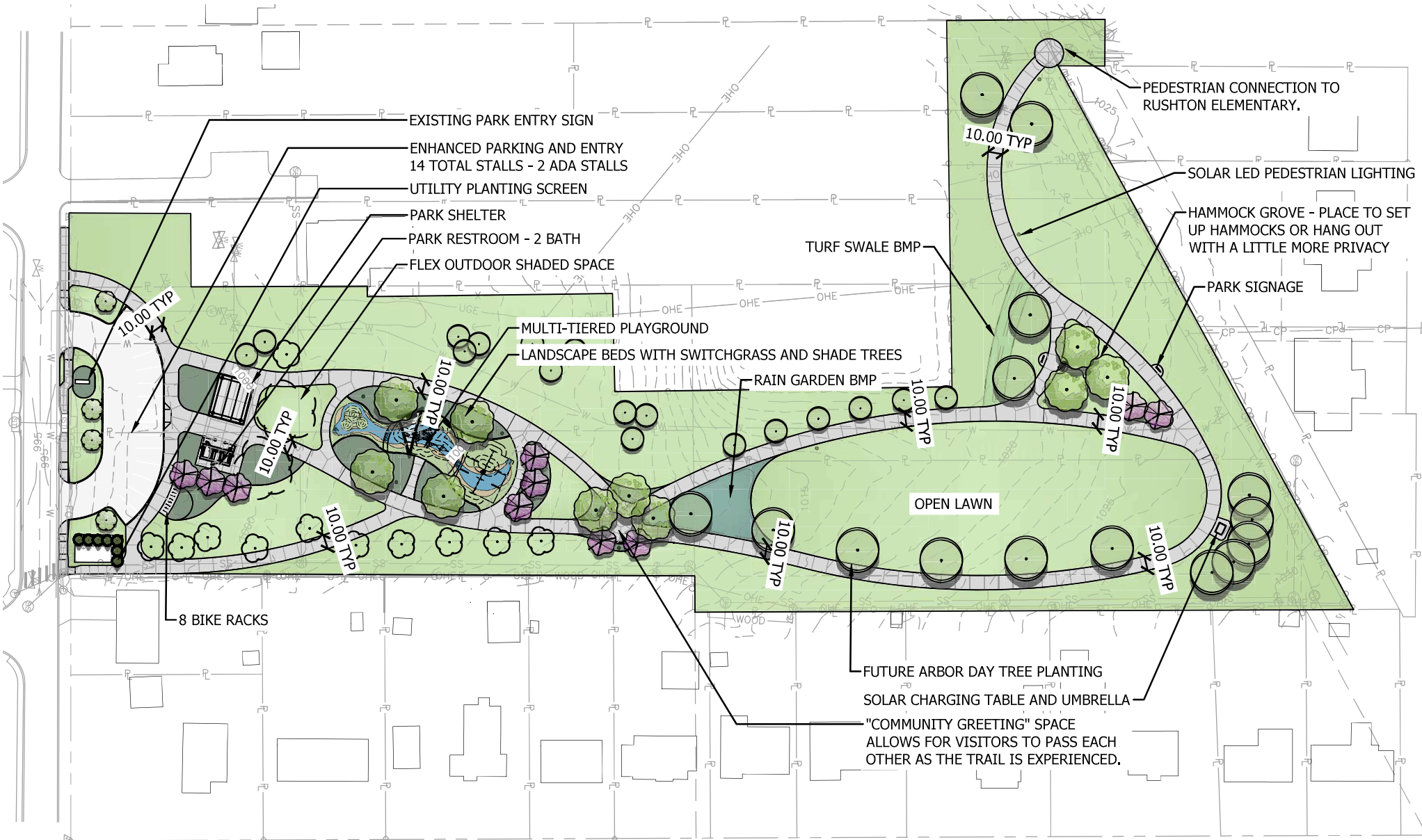
1. Landscaping Plan shall be in accordance with the Municipal Code for native and non-invasive species.
2. Landscaping Plan shall be in accordance with the Municipal Code for continual maintenance and disease prevention.
3. International Dark Sky lighting standards as of 2022 shall be applied to the exterior lighting on building frontages and interior site areas and submitted with the Final Development Plan.
4. All signage will be submitted as a package with a separate sign permit application.
5. A Final Development Plan will be submitted to the City and approved by the Planning Commission prior to the issuance of any building permits. The Final Development Plan shall be in conformance with the Preliminary Development Plan including but not limited to architectural features and details, materials used, and amenities.
6. The applicant shall submit a Final Site Plan and construction documents to the City for review and approval prior to building permit issuance.
7. The applicant shall obtain all approvals from the Consolidated Fire District No. 2 prior to building permit issuance.

## PLANNING COMMISSION ACTION

The Planning Commission will hear Case #23-11, the Preliminary Development Plan for Water Works Park, at its June 26, 2023 public hearing and will vote to recommend approval of the plan to the City Council.

## CITY COUNCIL ACTION

Upon Planning Commission's recommendation, the City Council will hear Case #23-11 at its July 19, 2023 meeting.



EXISTING PARK ENTRY SIGN

ENHANCED PARKING AND ENTRY  
14 TOTAL STALLS - 2 ADA STALLS

UTILITY PLANTING SCREEN

PARK SHELTER

PARK RESTROOM - 2 BATH

FLEX OUTDOOR SHADED SPACE

MULTI-TIERED PLAYGROUND

LANDSCAPE BEDS WITH SWITCHGRASS AND SHADE TREES

RAIN GARDEN BMP

TURF SWALE BMP

PEDESTRIAN CONNECTION TO  
RUSHTON ELEMENTARY.

SOLAR LED PEDESTRIAN LIGHTING

HAMMOCK GROVE - PLACE TO SET  
UP HAMMOCKS OR HANG OUT  
WITH A LITTLE MORE PRIVACY

PARK SIGNAGE

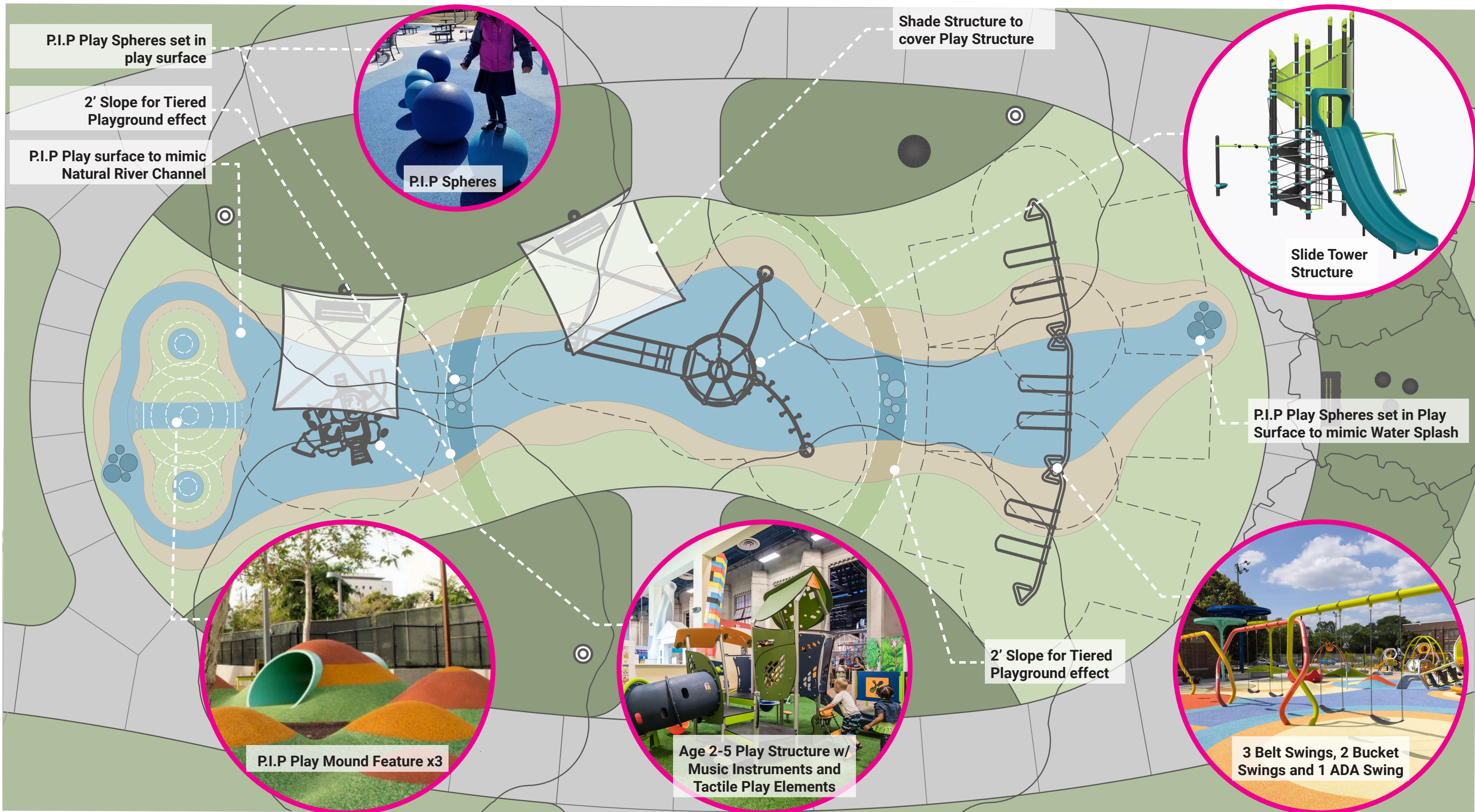
OPEN LAWN

8 BIKE RACKS

FUTURE ARBOR DAY TREE PLANTING

SOLAR CHARGING TABLE AND UMBRELLA

"COMMUNITY GREETING" SPACE  
ALLOWS FOR VISITORS TO PASS EACH  
OTHER AS THE TRAIL IS EXPERIENCED.



P.I.P Play Spheres set in play surface

2' Slope for Tiered Playground effect

P.I.P Play surface to mimic Natural River Channel

P.I.P Spheres

Shade Structure to cover Play Structure

Slide Tower Structure

P.I.P Play Spheres set in Play Surface to mimic Water Splash

P.I.P Play Mound Feature x3

Age 2-5 Play Structure w/ Music Instruments and Tactile Play Elements

2' Slope for Tiered Playground effect

3 Belt Swings, 2 Bucket Swings and 1 ADA Swing

**CITY OF MISSION, KANSAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE APPROVING A PRELIMINARY DEVELOPMENT PLAN WITH STIPULATIONS FOR THE CONSTRUCTION OF A PARK AT 5814 W. 53RD STREET—CITY OF MISSION, APPLICANT (PLANNING COMMISSION CASE # 23-11)**

**WHEREAS**, Subject property (parcels KP62500000 0009B; KP62500000 0010; KP70000000 0001; KP70000000 0002; KP70000000 0007; KP70000000 0008; KF251205-4039) is located at approximately 5814 W. 53rd Street in Mission, Johnson County, Kansas; and

**WHEREAS**, subject property is zoned Single-Family Residential District (“R-1”) with certain stipulations on use, height and setbacks; and

**WHEREAS**, the City of Mission (the applicant), presented an application to the Community Development Department of the City of Mission on April 20, 2023 for a preliminary development plan for the construction of a new park on the subject property; and

**WHEREAS**, the application (PC Case # 23-11) was presented to the Mission Planning Commission on June 26, 2023, at which time a public hearing was held by the Commission so that all interested parties may present their comments concerning the application; and

**WHEREAS**, notice of said public hearing was published in The Legal Record on June 6, 2023, and sent certified mail to property owners and occupants within 200 feet of the subject property; and

**WHEREAS**, At the conclusion of the public hearing, the Planning Commission took the application under consideration and voted 6-0 to recommend approval of the application to the Mission City Council.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, KANSAS:**

**Section 1. Approval of Preliminary Development Plan Granted** – Pursuant to Section 440.175 of the Mission Municipal Code, permission is hereby granted to use the following property in the manner set forth in the Preliminary Development Plan, Planning Commission Case # 23-11, on file with the Community Development Department of the City of Mission, 6090 Woodson, Mission, Kansas 66202, and in accordance with Section 410.010 et. seq. of the Mission Municipal Code, subject to the stipulations set forth in Section 2, and subject to all other laws and regulations:

Property ID: KP62500000 0009B

Abbreviated Legal Description:

VITT'S SUBDIVISION EX S 349.10' LT 9 WOODSON PUMPING STATION

Property ID: KP62500000 0010  
Abbreviated Legal Description:  
VITT'S SUBDIVISION LT 10 WOODSON PUMPING STATION MIC 1252

Property ID: KP70000000 0001  
Abbreviated Legal Description:  
WIEDENMANN ACRES LT 1 WOODSON PUMPING STATION MIC 1253

Property ID: KP70000000 0002  
Abbreviated Legal Description:  
WIEDENMANN ACRES LT 2 WOODSON PUMPING STATION MIC 1254

Property ID: KP70000000 0007  
Abbreviated Legal Description:  
WIEDENMANN ACRES LT 7 WOODSON PUMPING STATION MIC 1265

Property ID: KP70000000 0008  
Abbreviated Legal Description:  
WIEDENMANN ACRES LT 8 WOODSON PUMPING STATION MIC 1266

Property ID: KF251205-4039  
Abbreviated Legal Description:  
5-12-25 1 A NE1/4 SE1/4 1 AC WOODSON PUMPING STATION MIC 28

**Section 2. Conditions and Stipulations** – The Preliminary Development Plan referenced in Section 1 above is hereby approved and adopted subject to the following stipulations:

1. Landscaping Plan shall be in accordance with the Municipal Code for native and non-invasive species.
2. Landscaping Plan shall be in accordance with the Municipal Code for continual maintenance and disease prevention.
3. International Dark Sky lighting standards as of 2022 shall be applied to the exterior lighting on building frontages and interior site areas and submitted with the Final Development Plan.
4. All signage will be submitted as a package with a separate sign permit application.
5. A Final Development Plan will be submitted to the City and approved by the Planning Commission prior to the issuance of any building permits. The Final Development Plan shall be in conformance with the Preliminary Development Plan including but not limited to architectural features and details, materials used and amenities.

6. The applicant shall submit a Final Site Plan and construction documents to the City for review and approval prior to building permit issuance.
7. The applicant shall obtain all approvals from the Consolidated Fire District No. 2 prior to building permit issuance.
8. The applicant shall obtain all approvals from Johnson County Wastewater and Johnson County Water District #1 prior to building permit issuance.

**Section 3. Effective Date** - This ordinance shall take effect and be in force from and after its publication as required by law.

**PASSED BY THE CITY COUNCIL** this 19th day of July 2023.

**APPROVED** by the Mayor this 19th day of July 2023.

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**Solana Flora, Mayor**

**ATTEST:**

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**Robyn L. Fulks, City Clerk**

**APPROVED AS TO FORM:**

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**David Martin, City Attorney**

Payne & Jones, Chartered  
11000 King Street, King 2 Building  
Overland Park, KS 66210

<b>City of Mission</b>	Item Number:	3.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Administration</b>	From:	Robyn Fulks

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

**RE:** June 7, 2023 Community Development Committee minutes.

**RECOMMENDATION:** Review and accept the June 7, 2023 minutes of the Community Development Committee.

**DETAILS:** Minutes of the June 7, 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**

June 7, 2023

The Mission Community Development Committee met at Mission City Hall and virtually via ZOOM on Wednesday, June 7, 2023. The following Committee members were present: Sollie Flora, Ben Chociej, Trent Boultinghouse, Mary Ryherd, Debbie Kring, Hillary Thomas, Lea Loudon, Ken Davis and Kristin Inman. Councilmember Loudon called the meeting to order at 6:30 p.m.

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, 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 were no public presentations.

### **Action Items**

#### **Acceptance of the May 3, 2023 Community Development Committee Minutes**

Minutes of the May 3, 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.

#### **Ordinance Revising Section 103.115 and Adding Section 103.118 to the Mission Municipal Code for Land Disturbance and Right-of-Way Permits**



Public Works Director Celia Duran explained that the City Code includes a fee schedule, however that schedule of fees seems to be incomplete. Staff is working to revise the entire fee schedule across all departments for later in 2023 to bring to the Council to more accurately address cost recovery for the services provided. She would like to revise the Code now, however, only for the purposes of adding a land disturbance permit fee of \$250.00 and right-of-way fee of \$75.00. When the whole fee schedule is revised later in the year, those amounts will likely increase to reflect the services provided and to be competitive.

Councilmember Davis asked who pays the fees for something like an easement during the City's street project. Ms. Duran answered that residents are typically happy to enter into easements as a "donation". She also stated that, for these permit fees, the developer or utility company pays them.

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.

### **Biennial Bridge Inspection**

Public Works Superintendent Brent Morton provided bridge inspection ratings from 2019 and 2021 to the Committee for their reference. He explained that KDOT requires biennial bridge inspections for any bridges over 20' in length. GBA has been used by Staff to complete the inspections and will be the contractor for this year as well. GBA is pre-certified by KDOT, which is required to do the work. Mission has nine bridges over 20'. The contract with GBA includes an on-site bridge inspection, entering the reports into the KDOT portal, preparing a summary and report of conditions, and maintenance recommendations to help extend the life of the bridges, along with cost estimating. GBA will also follow up with KDOT and answer any questions they may have about the inspections. Mr. Morton explained that the condition rating of each bridge is on a 0-9 scale and includes the super structure, sub structure, culvert and channel itself. Mr. Morton's handout shows the City's bridges haven't changed in the last 4-6 years, and that bridges are built for a 75-year life span. Staff recommends the agreement with GBA, not to exceed \$11,900.00, for the bridge inspections.

Councilmember Kring asked if a negotiation for inspection costs with the Unified Government (UG), as one of the bridges ends in their jurisdiction. Mr. Morton

stated that the bridge is Mission's, there isn't really any connection with UG for that bridge. Councilmember Kring explained that an issue arose several years ago with that bridge had the City paying all of the costs for the repairs. She feels like, since you end up in the Unified Government's jurisdiction at the end of the bridge, they should have some responsibility for it.

Mr. Morton explained that his understanding is that UG does not have any responsibility for that bridge.

City Administrator Laura Smith explained that, historically, the UG has not shared responsibility for the bridge. She believes the issue Councilmember Kring is referencing happened occurred 18-20 years ago when a Federal grant was secured for replacement of the bridge. UG declined to participate in the bridge replacement then, so nothing has been pursued since then. She believes that conversations could be restarted if needed.

Councilmember Davis asked if work has been done on the Reeds bridge over Rock Creek that is rated as a 5 on Mr. Morton's list, and should the scoring number be improved during this year's inspections? Mr. Morton answered that minimal repairs were done to the storm drains on the bridge, along with asphalt patching and scaling. Those repairs should keep the rating the same. That bridge is the worst of the nine bridges and has already been identified as needing replacement.

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.

### **Lamar Ave. and Foxridge Dr. Evergy Traffic Signal Buyout**

Public Work Director Celia Duran returned to explain the Foxridge Drive project is underway, including traffic signal replacement. She reminded the Committee that in February the purchase of the new signal was approved as there is a very long lead time on obtaining the signal and necessary components. As part of the project, Staff would like to buy out the existing signal from Evergy. Evergy has calculated the buyout based on usable life, at \$34,816.54. She believes the benefit for the City to own and maintain the signals and the City has been working to do that with major road reconstruction projects. She gave the example of the license plate readers recently approved by Council as a potential benefit. The ALPRs are not allowed to be put on Evergy's signals, which reduces

the available locations for them. Staff also feels like managing and operations benefits from the buyout, as well as costs. She explained that the replacement and cut-over process will be seamless. The new signal will be installed right next to the existing one, and then the existing one will be removed. The intersection will stay functional during the transition.

Councilmember Davis asked if the maintenance of the signals will be done by the same company after the buyout as it is now. Ms. Duran stated that if the signal is owned by the City a different maintenance company is used than by Energy owned signals. She also clarified that Staff has calculated there are seven signals plus three pedestrian lights owned by the City, while Evergy owns eighteen signals plus seven pedestrian or school crossing lights.

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.

Ms. Smith clarified that the buyout cost was factored into the project budget for the Foxridge Drive project, so no additional funds are needed that haven't already been accounted for. She also mentioned that, because the Foxridge Drive project is a CARS project through the County, some of the buyout cost is recovered by the City as well.

### **Mission Family Aquatic Center Shade Replacement**

Parks and Recreation Director Penn Almoney introduced the need for replacement shade canopies at the Mission Family Aquatic Center. He stated that the original canopies were installed in 2014 and are generally anticipated to have 5-7 years of useful life. Preventative maintenance has extended that lifespan to ten years, which he is pleased with. The canopies have now reached their useful end. Vendors bid on twelve individual shade canopies for replacement. Three companies provided bids with a wide variation of bid amounts. The original manufacturer's bid was the highest. Staff asked about the price differences between the bids. The original company does not typically do replacement work, only initial installation. Comparable elements were the same standards for Shade N Net as from the original company, Shade Systems Inc. Staff recommends contracting and purchasing from Shade N Net not to exceed \$11,600.00. This was included in last year's CIP for \$15,000.00, so there will be a savings of \$3,400.00 from what was budgeted.

Councilmember Davis asked if Mr. Almoney had been able to find other cities who have used this company and have good reviews of their work. Mr. Almoney answered that he had not, he reached out to Roeland Park and did not hear back. Merriam has used Shade Systems Inc. Mr. Almoney stated that Shade N Net is new to the region. Councilmember Davis also asked for clarification that the new shade systems will be installed after the end of the 2023 pool season and Mr. Almoney confirmed that is correct. Purchasing will be done this year with installation as part of the 2024 MFAC opening.

Councilmember Davis also mentioned he has noticed at least one frame on the underside of the canopies is rusting, and wanted to know if that is something that Staff would fix. Mr. Almoney confirmed that is correct, that rust is a powder coating failure and would need to go through the bidding process to be fixed. He mentioned that a few spots have crept up, however none are at the point where they are at risk of failure.

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 consent agenda.

**Repeal and Termination of a Special Use Permit to Operate a Microbrewery and Drinking Establishment for Sandhills Brewing (5612 Johnson Drive)**

Deputy City Administrator Brian Scott presented to the Committee that the original need for a Special Use Permit for both Sandhills Brewing at 5612 Johnson Drive and Rock Creek Brewing at 5880 Beverly are no longer necessary due to recent changes to the zoning code for MS-1 in December. To clean up books, Staff wishes to repeal and terminate the permits as they are null and void due to the zoning code changes.

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.

**Repeal and Termination of a Special Use Permit to Operate a Microbrewery and Drinking Establishment for Rock Creek Brewing (5880 Beverly)**

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.

### **Cardboard Recycling Bins for Downtown Business District**

Mr. Scott reported that he and his staff were approached by Jennifer Pugh of Lulu's Boutique to discuss the possibility of placing cardboard recycling bins in the downtown business district. Staff discussed the proposal with GFL, the City's solid waste provider, who will provide that service for \$125.00 per bin per month, with six locations throughout downtown, or an estimated \$9,000 per year. Mr. Scott provided a list of locations he has identified that would make the most sense for the bins. Locations will be at the Mission Mart shopping center, behind the new Casey's General Store, behind the Mission Theater, behind the Go Pet Go store, behind the Irish dance studio, and one behind Rock Creek Brewing. The bins will be solely for cardboard recycling, with a slit that is cardboard sized for depositing recyclables. The top will be locked to discourage any other types of items from being placed in the bins. Bins will be emptied one to two times per week. The program will be on a pilot basis for the first year to gauge interest and a map of the locations will be provided to businesses on the City's website.

Councilmember Davis stated he believes this is a good idea and aligns with the City's sustainability practices. He would like to ensure that the bins are used appropriately and likes the pilot program idea. Mr. Scott assured him that, due to the design of the bins, there will be very little foreign trash that can be deposited outside of cardboard. Mr. Scott also mentioned that the one recycling bin located at the Community Center is getting a lot of use and is filled up at least weekly. Staff noticed that most of the items come from businesses in the downtown corridor, so this should help alleviate some of that traffic to the bin at the Community Center.

Councilmember Kring asked what the bins would be made out of. Mr. Scott confirmed they are metal similar to a dumpster. Councilmember Kring would like to see a touting of the program in the Mission Magazine to let businesses know about the existence of the bins. Mr. Scott confirmed that, once the bins are in place, Staff will do an extensive marketing campaign to get the word out.

Councilmember Loudon asked if Staff has found that the appropriate things are being deposited in the recycling bin at the Community Center. Mr. Scott confirmed that, for the most part, yes. Some foreign trash is found from

surrounding multi-family complexes, however management there have helped get the word out to only use it for recycling.

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.

## **Discussion Items**

### **Water Works Park Design Review**

Penn Almoney reviewed the timeline of the redesign of Water Works park, beginning back in 2019 with the conceptual redesign of five major parks. Feedback from various stakeholder groups and the public was incorporated into a final conceptual design approved by the Council last fall. The project will add restrooms, a new pavilion, trail improvements, as well as playground and parking improvements.

In January of 2023 Council awarded a final design contract to Stantec. Since January they have a site survey, which found utility conflicts as well as grading issues that have influenced the final design elements. Those findings do have impacts on final cost estimates, and staff is hopeful to get direction on elements that are supported and not supported by Council before moving forward to the Planning Commission and bidding the project. Mr. Almoney then introduced Jake Stotola, landscape designer, as well as Kelly Van Elders, principal from Stantec.

Mr. Stotola introduced himself as not only a Stantec employee, but also a neighbor who lives up the street from Water Works Park. He will be showing slides outlining the original master plan and key elements, conceptual plan and renderings, layout of shelter and restrooms compared to the Master Plan, and sustainability scorecard.

Mr. Stotola reviewed the community-based master plan process, which was used to build the conceptual design for the park. Elements gathered included increased accessibility between the park and Rushton Elementary School, an enhanced trail system, open lawn space, a multi-level and zoned playground, contemporary designed shelter and restrooms for year-round use, and enhanced parking. He next showed the improved concept plan. That plan proposes pulling parking off street to enhance safety and access, shelter and restroom, multi-level playground with different play zones, community greeting space where the trail loops merge, solar charging table to charge electronics,

benches and new trees and solar LED lights along the trail. A preliminary rendering of the overall view that shows parking off-street, central trail loop and playground was shared with the Committee.

The northern portion of the park will have an enhanced trail and new grove of trees. The master plan layout for the restrooms and shelter required tear out of one of the largest and healthiest trees on the site, therefore his team worked to rearrange those elements to preserve the tree. Different designs were worked up, with designers finally swapping the location of the shelter and restroom from the master plan. A shaded spill out zone is also created outside of the shelter using the final design layout for the shelter and restroom. The shelter will hold 75 students and the restrooms will have two year-round bathrooms and be bordered by ornamental trees for screening. Mr. Stotola did note that there are two options for the shelter structure. The higher price shelter is more in line with the master plan vision and relates better to the restroom that is planned. A lower cost shelter building was also shown for comparison. He concluded his presentation with a review of Stantec's sustainability scorecard for the project, where many key components were met. His team looks forward to moving forward with the project.

Mr. Almoney discussed the playground elements of the park, as there were no visuals provided of the items being considered. He mentioned that they are working to meet the needs of all residents and hope to provide play features that are accessible. The engineer's cost estimate initially for play amenities did not allow Staff to meet all abilities, but with the upgrades proposed, that can be accomplished. The entire playground area will be poured in place rubber, which will allow for a continuous smooth surface with no lip off of the concrete trail. Mr. Almoney noted that close to the pavilion some of the natural grading of the park will be used for tunnels and climbing. Staff was hoping to build slides into the side of the elevation where storage tanks for WaterOne were, however there is not enough of a grade differential to allow for that without substantial in-fill of topsoil. A 2-5-year-old play feature with a slide, accessibility areas and rope climbing areas will be brought in along with a 5-12 year old play feature that is larger with many of the same components for the older age group. Swings will be at the northern expanse. Shade structures will also be built in, especially over slides.

Ms. Smith asked the Committee to envision two structures, a smaller one for younger children and a larger one for older children.

Councilmember Thomas asked to see a rendering of the playground with the chosen features prior to full consideration of the project for approval. She also asked if the play structures would have multiple elements, as the price point listed seems modest. Mr. Almoney agreed that what is included has been moved away from as it does not meet the needs of the age groups targeted. The play structures are mostly rope, the smaller one includes a slide, two access points and rope for climbing. The 5–12-year-old structure is significantly bigger with multiple access points, a two-story high tower with slide and rope elements to create a spiderweb look. Lower elements can be accessed by people in a wheelchair or using a walker as well.

Ms. Smith noted that tonight the hope was to share base costs as the project was originally built at the \$1.5 million level. She noted that the cost originally included design fees. This was different with the way design fees were handled with Mohawk Park Phase I, and staff is looking for some direction for Water Works and other upcoming park improvements. She directed the Committee's attention to the cost estimate worksheet. The project has been impacted overall by price escalation, and the worksheet then highlights proposed enhancements which Staff would recommend including, along with the estimated budget impact. Ms. Smith reminded the Committee that in the 2023 budget Council had allocated \$350,000 from the General Fund to be used to supplement parks to allow for upgrades and those funds are available to accommodate these upgrades.

Mr. Almoney then reviewed the potential upgrades/changes which impact the project budget. He highlighted Stantec's recommendation of a best practice to bring parking off street (+\$60,000). The parking meets a lot of the needs of the community and helps with safety. Meeting the higher standard of accessibility on the playground is also driving the increased costs. Moving the pavilion to the left side and restrooms to the right also gives the police the ability to have much better visibility on all areas of the park from the street. The interior trail is recommended to be 10' wide, which adds \$50,000 to the budget. The \$80,000 pavilion structure shown in the base bid is predominantly wood and modular, very basic with a limited capacity. The increased cost (\$20,000) of the proposed shelter increases the capacity and allows the park to better meet the needs of the community, specifically the school. The BMPs speak to Mission's desire for green infrastructure and to use the natural rainfall to help utilize that in nurturing native plantings. There are no direct costs associated with the BMPs as Staff hopes to use grant funding for that. BMP solutions are widely varied from butterfly gardens to rain and bio soil systems. Mr. Almoney explained that



construction cost increases across the board, estimated by Stantec to be close to 35% increase in most cases, since the initial conceptual design.

Ms. Smith also pointed out that grant opportunities for playground structures are being explored and that she hopes to obtain Council feedback while the design moves through the Planning Commission and to bid documents so that the park can be completed by the time students come back to Rushton Elementary School in the fall of 2024. She recommended reating the project similarly to the first phase of Mohawk Park by excluding the design fees from the construction budget.

Councilmember Boultinghouse asked for some clarification about the rain garden being part of the design. Mr. Almoney confirmed that is correct, Staff hopes to have some sort of BMP in the final design. He also explained that BMP is Best Management Practice, using the rainfall and other natural elements like drainage to not burden infrastructure. Councilmember Boultinghouse also asked if the industrial features are still part of the design plan such as a zipline. Mr. Almoney answered that the zip line was removed as it is a higher cost piece. The Stantec folks explained other issues and conerns with zip line features. Councilmember Boultinghouse asked about ongoing maintenance and a plan to maintain things like the rain garden after the park is complete. Mr. Almoney stated his main concern is to make sure any BMPs installed can be maintained appropriately. He referenced the native plantings at Broadmoor Park and the amount of time and work needed to maintain those features. He has several BMPs he would like to include that are much less intense as far as maintenance and have much less overgrowth. His maintenance team is now fully staffed, which gives him more confidence about what can be maintained going forward.

Councilmember Loudon referenced the large number of children that use the park on a daily basis, both from the neighborhood and from Rushton Elementary School. She wants to ensure that there is plenty for all ages of children to do. Mr. Almoney agreed and referenced the rope features and their access points, which provides for quite a bit to do.

Councilmember Kring asked if there were opportunities for community members to purchase trees for this park as they do at Legacy Park and Mohawk Park. Mr. Almoney assured her there are donated trees at most of the City's parks. Water Works currently has three donated trees. Stantec will create a tree master plan to allow for ideal species of trees to be in the correct place. She also asked to ensure that there is equity among the parks upon reconstruction of each. Mr.

Almonee acknowledged that that can be a challenge, but assured her that he believes each park deserves the time and attention it needs and he intends to give each project that. Councilmember Kring followed up by asking if there would be any bioswale on the site. Mr. Almonee explained that there is a BMP to the right of the restrooms that would be similar to bioswale. She then asked if it would compare to what is at Broadmoor Park. Ms. Smith explained that Staff will work through a development checklist that includes bioswale and other native planting options. There is some flexibility open to choose what makes the most sense for the site and for maintenance. The bioswale at Broadmoor Park got very overgrown when it became maintenance heavy and Staff is being very careful not to recreate that. Initially a rain garden was included at the north part of the site, however WaterOne has asked that that be removed due to a large pipe the runs under the area. They were concerned that work on that line would cause potential large repair needs to a rain garden, so that component has been reworked and moved.

Mayor Flora mentioned she believes that the upgrades make sense. She is particularly excited about the uniform size of the trail versus the differing sizes in previous drawings. She also believes that using the General Fund monies set aside to help maximize the project without jeopardizing plans for other parks.

Councilmember Davis echoed support for handling design costs consistently, so he believes that if they were excluded from the Mohawk Park project they should be excluded from this project and others after it.

Councilmember Chociej stated that he does not support the full 10' trail size as he does not believe it is necessary compared to the cost. He feels like a 6' trail is more than adequate, especially in light of the long list of bid alternates that increase costs.

Councilmember Loudon asked about the rain garden in relation to the area at the northwest corner of the park where rain and water stagnate. Ms. Smith assured her that problem will be dealt with through grading Mayor Flora clarified that that area is where BMP couldn't be done per WaterOne, therefore the grading will take care of the rain issue there.

Councilmember Davis asked whether the 10' trail width would help with maintenance within the park. Mr. Almonee stated he believes it is helpful as the size will allow for larger vehicles to access the trail if needed. A 6' trail will cause problems for a vehicle and could cause edging and landscaping to be crushed.

He also stated he likes to keep the width the same especially for snow plow purposes. Ms. Duran reviewed that 10' is a Federal standard for a trail as it allows for wheelchairs and pedestrians to pass. It's not a requirement for all trails, however she did note that the Rock Creek Trail is 10' as it was built using Federal grant funding which required 10'.

Councilmember Chociej pointed out that a 10' path already will exist around the park, so it may not be valuable to have all of the paths 10'.

Councilmember Thomas agreed with Councilmember Chociej that a smaller trail width in parts of the park would be her preference as well, as long as a 10' option does exist on part of the trails. She also stated her preference to use all of the bid alternatives to improve the playgrounds. She finds that to be a priority, however she believes not being able to see the renderings makes it more challenging to decide if the alternate is worth the increased cost. She also asked how tall the wood fence along Outlook is. It was clarified that the fencing on the renderings is not an actual fence being put in, but rather was included conceptually in the renderings. She also wanted to know about EV charging in the park as it was highlighted on the Sustainability Scorecard. Mr. Almoney clarified that they are planning to install electric bike charging station with the restrooms. Councilmember Thomas complimented the design and stated she is excited for these improvements.

Councilmember Loudon thanked Staff and Stantec to preserving the mature trees in the park.

Councilmember Inman asked what the proposed trail width replacement at Broadmoor Park is. Mr. Almoney answered that the trails are 10'.

Mayor Flora mentioned that, if thinking about all users, 10' makes more sense for mobility. She also asked that Staff considers amenities for other user groups outside of children as part of Communities for All Ages, and she believes 10' makes sense.

## **OTHER**

### **Department Updates**

Mr. Almoney gave an update on the work at Mohawk Park. Completion is

estimated for June 19. The project is waiting on some plumbing fixtures for the site. The restroom ceiling decking has been installed and spray insulation has been installed, and the electrical work will now be completed. Mr. Almoney also mentioned that four concrete pads that were poured had large depressions in them so Staff has worked with the contractor to have those repoured at no cost. He also mentioned that a pre-bid meeting for Broadmoor Park will be held the next day at the Community Center, and that a movie night in the park at Water Works Park is planned for Friday, June 16. He also updated the Committee on membership sales at the MFAC. 1045 individual memberships have been sold as of the meeting. Last year at this time they had sold roughly 1100 individual memberships, and in the last seven days membership numbers have trended up. Revenue generated compared to this point last year is approximately \$8,000.00 more. 592 residents vs 453 non-residents have bought memberships this year.

Mayor Flora asked when the old fencing will be removed from Mohawk Park. Mr. Almoney answered that the western portion will stay in place and the fencing at 67th Street will be removed at the very end of Phase I of the project.

Ms. Smith also mentioned that summer camp has started at the Community Center.

Ms. Duran reviewed the Safe Streets for All Grant that staff is interested in applying for. The grant is a \$200,000.00 grant with a \$10,000.00 City match. The grant would provide a comprehensive evaluation of every intersection in the City for safety issues. She mentioned that she gets requests frequently for different parts of the City and she believes the grant would allow Staff to review the recommendations and work them into street projects.

Mr. Moton reviewed the 2023 street projects. All projects have started now. On Foxridge the road is down to one lane and grubbing is being done before the stormwater crews get in to do their work. Once that is completed, removals and tear out will begin one half at a time. Plates will be used to get cars through during the stormwater work. The 2023 street project is actively being worked on, with Beverly coming soon. He mentioned that 50th and Beverly will be ready for full tear outs within a few days. Stormwater work is limited on those streets also. He reported that Riggs is going well, although there are some difficulties due to the dead-end street. The contractor has been working well but there have been some delays for cars coming through. An onsite shuttle service will be provided for residents also once full demolition begins. The work being done

on 61st Terrace is going well and one of the box culverts is almost complete. WaterOne will do some water main work on the east end of the street too.

Councilmember Kring asked if Riggs was still on schedule to finish in October. Mr. Morton confirmed that is correct, unless the old infrastructure causes delays. Mr. Morton explained some of the utility delays. Councilmember Kring commended Ms. Duran for a very helpful response she sent to a resident earlier in the day who was unhappy.

Councilmember Davis commended Mr. Morton and Ms. Duran for their work and the responses they give to residents who have questions or complaints and offered his help to work with residents if needed.

### **Meeting Close**

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:49 p.m.

Respectfully submitted,

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Robyn L. Fulks, City Clerk

<b>City of Mission</b>	Item Number:	4.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Public Works</b>	From:	Celia Duran

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

**RE:** Roe Avenue (Johnson Drive to 63rd Street) Engineering Services Agreement

**RECOMMENDATION:** Approve a task order with Olsson for design of the Roe Ave. (Johnson Dr. to 63rd St.) project in an amount not to exceed \$105,657.

**DETAILS:** The Roe Ave. (Johnson Dr. to 63rd St.) project is included in the City's 5-Year Capital Improvement Program (CIP) and 5-year CARS Program for construction in 2024 at an estimated cost of \$1,740,000. The scope of work includes a 2-inch mill and overlay, sidewalk installation on the east side of Roe Ave. between Johnson Dr. and W. 59th St., spot sidewalk and curb replacement, retaining walls, stormwater repairs, traffic signal buyout and replacement at the intersection of Roe Ave., and pavement markings.

The attached design agreement with Olsson includes design services (survey, roadway, stormwater, retaining walls, traffic signal), utility coordination, easement acquisition, project management, and bid and construction phase services in an amount not to exceed \$105,657.

This project will be administered by the City of Mission and is a joint project with the cities of Fairway, Roeland Park, and Prairie Village. Design and construction costs will be split between Mission (63%), Fairway (22%), Roeland Park (14%), and Prairie Village (1%).

**CFAA CONSIDERATIONS/IMPACTS:** The project seeks to improve connectivity by constructing sidewalks and a roadway to maximize use and safety for all users.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Capital Improvement Fund
Available Budget:	\$105,657



# ENGINEER'S ESTIMATE - CARS APPLICATION

**Client:** City Of Mission Kansas  
**Project:** Roe - Rehabilitation - 63rd Street to Johnson Drive 2024 CARS  
**Project Number:** 018-3593  
**Date:** 4/12/2023

	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST \$	COST \$
	<b>CITY OF MISSION</b>				
	FORCE ACCOUNT (Set)	1	LS	\$50,000.00	\$50,000.00
	HMA COMMERCIAL GRADE CLASS A OVERLAY (2")	1292	TON	\$110.00	\$142,120.00
	MILLING (2")	11482	SY	\$3.00	\$34,446.00
	ASPHALT PAVEMENT REPAIR (7")	323	SY	\$83.00	\$26,809.00
	COMBINED CURB & GUTTER REPLACEMENT, TYPE B	1616	LF	\$55.00	\$88,880.00
	REMOVE & REPLACE 4" CONCRETE SIDEWALK	775	SF	\$14.00	\$10,850.00
	SIDEWALK (4")	6790	SF	\$10.00	\$67,900.00
	SIDEWALK RAMP	12	EA	\$2,500.00	\$30,000.00
	REMOVE AND REPLACE DRIVEWAY (6")	60	SY	\$85.00	\$5,100.00
	INTEGRAL SIDEWALK RETAINING WALL	27	CU	\$1,800.00	\$48,600.00
	STAMPED COLORED CONCRETE 4"	503	SY	\$120.00	\$60,400.00
	CURB INLET THROAT REPLACEMENT	37	LF	\$75.00	\$2,775.00
	MEDIAN NOSE	2	EA	\$3,000.00	\$6,000.00
	CONVERT INLET TO JUNCTION BOX	1	EA	\$3,000.00	\$3,000.00
	MANHOLE ADJUSTMENT	7	EA	\$2,500.00	\$17,500.00
	GRATE INLET	1	EA	\$7,000.00	\$7,000.00
	15" RCP	32	LF	\$150.00	\$4,800.00
	18" RCP	85	LF	\$175.00	\$14,875.00
	30" RCP	33	LF	\$280.00	\$9,240.00
	36" RCP	49	LF	\$320.00	\$15,680.00
	SOD	1211	SY	\$7.50	\$9,082.50
	PAVEMENT MARKING	1	LS	\$15,000.00	\$15,000.00
	PROJECT SIGN (CARS)	1	EA	\$1,000.00	\$1,000.00
	TRAFFIC SIGNAL REPLACEMENT (JOHNSON DR)	1	LS	\$175,000.00	\$175,000.00
	TRAFFIC CONTROL	1	LS	\$20,000.00	\$20,000.00
	CONSTRUCTION INSPECTION	1	LS	\$49,000.00	\$49,000.00
				<b>TOTAL MISSION</b>	<b>\$915,057.50</b>
				<b>INFLATION TO 2024 DOLLARS</b>	<b>4.5%</b>
				<b>SUBTOTAL 2024 DOLLARS</b>	<b>\$956,418.10</b>
				<b>CONTINGENCY</b>	<b>15%</b>
				<b>OPINION OF PROBABLE COST</b>	<b>\$1,099,880.81</b>
	<b>CITY OF FAIRWAY</b>				
	FORCE ACCOUNT (Set)	1	LS	\$50,000.00	\$50,000.00
	HMA COMMERCIAL GRADE CLASS A OVERLAY (2")	655	TON	\$110.00	\$72,050.00
	MILLING (2")	5821	SY	\$3.00	\$17,463.00
	ASPHALT PAVEMENT REPAIR (7")	33	SY	\$83.00	\$2,739.00
	COMBINED CURB & GUTTER REPLACEMENT, TYPE B	216	LF	\$55.00	\$11,880.00
	REMOVE & REPLACE 4" CONCRETE SIDEWALK	501	SF	\$14.00	\$7,014.00
	SIDEWALK (4")	600	SF	\$10.00	\$6,000.00
	SIDEWALK RAMP	3	EA	\$2,500.00	\$7,500.00
	MANHOLE ADJUSTMENT	1	EA	\$2,500.00	\$2,500.00
	30" RCP	33	LF	\$175.00	\$5,775.00
	36" RCP	49	LF	\$200.00	\$9,800.00
	42" RCP	64	LF	\$600.00	\$38,400.00
	48" RCP	75	LF	\$600.00	\$45,000.00
	SOD	170	SY	\$7.50	\$1,275.00
	PAVEMENT MARKING	1	LS	\$7,500.00	\$7,500.00
	PROJECT SIGN (CARS)	1	EA	\$1,000.00	\$1,000.00
	TRAFFIC CONTROL	1	LS	\$20,000.00	\$20,000.00
	CONSTRUCTION INSPECTION	1	LS	\$15,400.00	\$15,400.00
				<b>TOTAL FAIRWAY</b>	<b>\$321,296.00</b>
				<b>INFLATION TO 2024 DOLLARS</b>	<b>4.5%</b>
				<b>SUBTOTAL 2024 DOLLARS</b>	<b>\$335,818.58</b>
				<b>CONTINGENCY</b>	<b>15%</b>
				<b>OPINION OF PROBABLE COST</b>	<b>\$386,191.37</b>



# ENGINEER'S ESTIMATE - CARS APPLICATION

Client: City Of Mission Kansas  
 Project: Roe - Rehabilitation - 63rd Street to Johnson Drive 2024 CARS  
 Project Number: 018-3593  
 Date: 4/12/2023

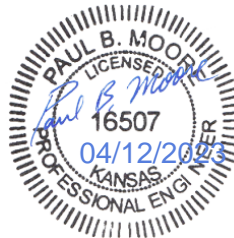
ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST \$	COST \$
<b>CITY OF ROELAND PARK</b>				
FORCE ACCOUNT (Set)	1	LS	\$10,000.00	\$10,000.00
SIDEWALK RAMP	1	EA	\$2,500.00	\$2,500.00
TRAFFIC SIGNAL REPLACEMENT (JOHNSON DR)	1	LS	\$175,000.00	\$175,000.00
CONSTRUCTION INSPECTION	1	LS	\$10,700.00	\$10,700.00
<b>TOTAL ROELAND PARK</b>				<b>\$198,200.00</b>
<b>INFLATION TO 2024 DOLLARS</b>			4.5%	<b>\$8,958.64</b>
<b>SUBTOTAL 2024 DOLLARS</b>				<b>\$207,158.64</b>
<b>CONTINGENCY</b>			15%	<b>\$31,073.80</b>
<b>OPINION OF PROBABLE COST</b>				<b>\$238,232.44</b>
<b>CITY OF PRAIRIE VILLAGE</b>				
FORCE ACCOUNT (Set)	1	LS	\$5,000.00	\$5,000.00
HMA COMMERCIAL GRADE CLASS A OVERLAY (2")	32	TON	\$110.00	\$3,520.00
MILLING (2")	282	SY	\$3.00	\$846.00
COMBINED CURB & GUTTER REPLACEMENT, TYPE B	21	LF	\$55.00	\$1,155.00
REMOVE & REPLACE 4" CONCRETE SIDEWALK	50	SF	\$14.00	\$700.00
<b>TOTAL PRAIRIE VILLAGE</b>				<b>\$11,221.00</b>
<b>INFLATION TO 2024 DOLLARS</b>			4.5%	<b>\$507.19</b>
<b>SUBTOTAL 2024 DOLLARS</b>				<b>\$11,728.19</b>
<b>CONTINGENCY</b>			15%	<b>\$1,759.23</b>
<b>OPINION OF PROBABLE COST</b>				<b>\$13,487.42</b>

**OPINION OF PROBABLE COST 2024 DOLLARS**

**\$1,737,792.03**

NOTES:

1 Quantites based on Aerial image and field measurements





## Exhibit "A" – Task Order

### TASK ORDER: Roe – Johnson Drive to 63rd Rehab Project

This Task Order is made as of this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, under the terms and conditions established in the MASTER AGREEMENT FOR PROFESSIONAL SERVICES, dated January 1, 2019 (the Agreement), between the City of Mission, Kansas (Owner) and OLSSON. This Task Order is made for the following purpose, consistent with the Project defined in the Agreement:

This task order is related to scope of services for preparing plans & specs for the mill and overlay, restriping, and rehabilitation of the following roadway.

1. Roe Ave. from Johnson Dr. to 63<sup>rd</sup> St. mill and overlay including the restriping of the pavement markings. In addition, spot full depth street repairs, joint repairs, sidewalk repairs, and curb and gutter repairs will be included in areas identified in the walk thru already performed. Storm sewer identified as in bad condition will be replaced. The traffic signal at Roe and Johnson Dr. will be replaced including cross walks on all four legs of the intersection. Sidewalk will be added on the east side from Johnson Dr. south to 59<sup>th</sup> St. Topographic survey will be required for this part of the project.

#### Section A. - Scope of Services

A.1. OLSSON shall perform the following Services as outlined in **EXHIBIT C "Scope of Services"**

#### Section B. - Schedule

OLSSON shall perform the Services and deliver the related Documents starting in June 2023 and ending in August 2024.

#### Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, Owner shall pay to OLSSON the estimated amount of \$105,657.00, payable according to the following terms:

Client shall pay to Olsson for the performance of the Basic Services the actual time of personnel performing such Services Reimbursable Expenses, unless otherwise agreed to by both parties. Reimbursable expenses will be invoiced in accordance with the Schedule contained in Item C.2. Olsson's Services will be provided on a time and expense basis. Olsson shall submit invoices on a monthly basis, are due upon presentation and shall be considered past due if not paid within 30 calendar days of the due date.

C.2. Owner shall pay to OLSSON in accordance with the Schedule of Fees described in Exhibit B attached to the Master Agreement for Professional Services. Adjustments to the above Schedule of Fees will be presented to the Owner annually for approval.

**Section D. - Owner's Responsibilities** Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of OLSSON. Unless otherwise provided in this Task

*Paul B. Moore*

Order, Owner shall bear all costs incident to compliance with the following:

**Section E. - Other Provisions**

The parties agree to the following provisions with respect to this specific Task Order:

IN WITNESS WHEREOF, the Owner and OLSSON have executed this task order.

City of Mission, Kansas (Owner)

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

OLSSON

By: *Paul B. Moore*

Name: Paul Moore, P.E.

Title: Vice President.

Date: 06/09/2023



## EXHIBIT C

### **SCOPE OF SERVICES: Roe – Johnson Drive to 63rd Rehab Project Mission, Kansas**

#### **FURTHER DESCRIPTION OF BASIC ENGINEERING SERVICES:**

Olsson will provide design services (plans and specifications) for the street rehab (Mill and overlay) of Roe Ave. from Johnson Dr. to 63<sup>rd</sup> St. including the restriping of the pavement markings. In addition, spot full depth street repairs, joint repairs, sidewalk repairs, and curb and gutter repairs will be included in areas identified in the walk thru already performed. Storm sewer identified as in bad condition will be replaced. The traffic signal at Roe and Johnson Dr. will be replaced including cross walks on all four legs of the intersection. Sidewalk will be added on the east side from Johnson Dr. south to 59<sup>th</sup> St. Topographic survey will be required for this part of the project.

#### **GENERAL DESIGN REQUIREMENTS**

The Design plans shall be signed and sealed by the licensed professional engineer responsible for the preparation of the design plans.

#### **Task I. Survey**

##### **1.01 Topographic Survey**

- A. Complete topographic survey for select areas such as storm sewer replacements, proposed retaining walls, and traffic signal. See attached map for locations. Survey shall include shots at pavement tie-in locations, existing back of curb, edges of pavement, existing lane lines across roadway, existing storm and sanitary sewer systems, fences, trees, building corners, etc. to create project mapping.
- B. All topographical surveys shall include field locating utilities.
- C. Pick up additional information resulting from Field Check review and evaluation.
- D. Contact utility companies and one call center as appropriate for field marking of utility locations.

##### **1.02 Office Survey Services**

- A. Gather and research information such as boundary records, utility information, easements, benchmark data, and attend external meetings regarding surveying and base mapping.

- B. Create a base map at a scale of 1" = 20 ft showing both contours at one-foot intervals and property lines using the plat information, field boundary data, topography information, and legal descriptions. We will use local GIS data for areas outside of the immediate project limits to help depict the corridor.

### **1.03 Right of Way and Easements**

- A. Describe Easements necessary to complete project. Assume 8 tracts
  - 1. Furnish legal descriptions (sealed by Kansas RLS)
  - 2. Maps and sketches as follows:
    - a. Plan showing all proposed takings.
    - b. Individual tract maps of takings for each ownership including:
      - (1.) Title block
      - (2.) Ownership boundaries
      - (3.) Existing rights-of-ways and easements
      - (4.) Proposed takings identified with text and graphically.
      - (5.) Legend for taking type.
      - (6.) Graphical scale and north arrow
      - (7.) Ownership information
      - (8.) Legal description of all takings

## **Task II. Design**

### **1.01**

- A. Cover sheet.
- B. Standard Detail sheets
- C. General Layout
- D. Set alignment for the project
- E. Plan sheets (Create base map from GIS data and spot survey)
- F. Sidewalk retaining wall design including wall profile of top and bottom of wall.
- G. Storm sewer profiles

- H. Pavement Marking plans
- I. Pavement marking quantities.
- J. Traffic Control plan. It is anticipated that a flagger operation will be utilize on this project for lane drops for curb work and mill and overlay paving.
- K. Layout spot curb replacement on plans
- L. Layout spot sidewalk replacement on plans including ADA ramp pavement replacement. Spot grades will be included for ADA ramps to depict ADA compliant grading (12).
- M. Quantity tables (Road). A recap plus breakouts per sheet will be included.
- N. Cost estimate shall be furnished based on the experience and qualifications of Olsson's judgment as an experienced and qualified design professional, familiar with the construction industry and advise the City if, in its opinion, the amount budgeted for construction is not sufficient to adequately design and construct the improvement as requested.
- O. Olsson will design a new traffic signal at the new intersection of Roe Avenue with Johnson Drive to replace the existing signal. Design of the signal will include street lighting mounted on the signal poles, preemption, detection, pedestrian accommodations, and components as needed to meet the City of Mission requirements. The signal plans will include calculating the yellow and red clearance intervals. The contractor/supplier is responsible for the signal turn on and any additional controller settings.

**1.02** Preparation of Bid Documents from City boilerplates will be performed by Olsson.

**1.03** Meetings

- A. Meet with the City for a coordination meeting.

**1.04** Project Management

- A. Monitor scope schedule and fee.
- B. Coordination with KDOT and other cities

**Task III. Bidding**

**3.01** Prepare written addenda to the bidding documents as required and/or requested.

**3.02** Attend the Prebid conference.

- 3.03 Answer contractor questions during bidding
- 3.04 Assist the city in analyzing bids and making recommendations for award of the construction contract.
- 3.05 Prepare bid tabulations MS Excel Format.
- 3.06 Attend Bid letting.

**Task IV. Construction Period Services**

- 4.01 Prepare for and attend preconstruction meeting.
- 4.02 Shop Drawing & Material Submittal Review.
- 4.03 Answer contractor questions (RFI).
- 4.04 Plan Revisions (minor).
- 4.05 Field Visits to resolve issues.
- 4.06 Compile as built plans.
- 4.07 Participate in walk through.

**Compensation - Roe – Johnson Drive to 63rd Rehab Project**

<b>Task I – Survey</b>	<b>\$22,941.00</b>
<b>Task II – Design</b>	<b>\$69,805.00</b>
<b>Task III – Bidding</b>	<b>\$2,817.00</b>
<b>Task IV – Construction Period Services</b>	<b>\$7,436.00</b>

<b>Expenses</b>	
<b>Survey Mileage</b>	<b>\$158.00</b>
<b>O&amp;E Reports (5 @\$400)</b>	<b>\$2,000.00</b>
<b>Miscellaneous</b>	<b><u>\$500.00</u></b>
<b>TOTAL</b>	<b>\$105,657.00</b>

### ***City Responsibilities***

1. The City shall be responsible for providing the GIS linework for the existing curbs and an aerial background.
2. The City shall arrange the pre-bid and bid letting meetings.

### ***Assumptions***

1. Traffic control will consist of a flagger operation with lane drops.

### ***Exclusions***

1. Olsson has not included services for a Traffic Impact Study, Level of Service Analysis, or traffic count data.
2. Olsson will not be involved with direct land acquisition or appraisal proceedings.
3. Olsson will not design any utility relocation such as waterline, sanitary sewer line, gas, phone, power, etc.
4. No time has been included in this fee estimate for surveying associated with utility relocations, setting project control for the contractor prior to construction, staking of temporary easements, or construction staking.
5. Storm sewer design calculations. It is assumed that storm sewer is being replaced with the existing pipe sizes and curb openings.

**EXHIBIT C - MAN-HOUR ESTIMATE - Roe - Johnson Dr. to 63rd Rehab - Mission, Kansas**

6/9/2023

		Billing Rate	\$238	\$214	\$151	\$126	\$97	\$83	\$131	\$105	\$142	\$92			
Task No.	Description of Work Items / Tasks	Senior Technical Leader	Team Leader	Project Engineer	Associate Engineer	SrTech	Associate Tech	Senior Suveyor	Survey Crew 1 Person	Survey Crew 2 Person	Admin Coord	Total Man-hours	Total Fee	Total Per Phase	
<b>1.0</b>	<b>Survey</b>														
	Topographic survey of slected areas		2						43			45	\$4,943.00		
	Establish Control and benches		3					3		8		14	\$2,171.00		
	Boundary work		5					12	8			25	\$3,482.00		
	Base file creation		5					37				42	\$5,917.00		
	Exhibits & descriptions (8 tracts)		8					36				44	\$6,428.00		
<b>1.0</b>	<b>SUBTOTAL</b>	0	23	0	0	0	0	88	51	8	0	170		<b>\$22,941.00</b>	
<b>2.0</b>	<b>Design</b>														
	<b>Sheet creation</b>														
	Cover Sheet		0.5				2					3	\$273.00		
	Standard Detail sheets		1				6					7	\$712.00		
	General layout		0.5				2					3	\$273.00		
	Set alignment		1				2					3	\$380.00		
	Plan Sheets		2				14					16	\$1,590.00		
	Sidewalk retaining wall design		2		6		20					28	\$2,844.00		
	Storm Sewer Profiles		4		6		24					34	\$3,604.00		
	Pavement marking Sheets	2	3		24							29	\$4,142.00		
	Pavement marking quantities	2	2		12							16	\$2,416.00		
	Traffic Control (Flagger sheets) lane drops				2							2	\$252.00		
	Road Quantities (by city)		8				40					48	\$5,032.00		
	<b>Roadway Design</b>														
	Draw curb replacement and patching areas		1				8					9	\$878.00		
	Layout sidewalk repair locations		1				8					9	\$878.00		
	ADA ramp design (12)		2				36					38	\$3,416.00		
	Technical specs and bid book		4				1				4	9	\$1,307.00		
	<b>Traffi Signal</b>														
	Traffic signal design	18	24		70	80	40					232	\$29,320.00		
	<b>Project Management and Meetings</b>														
	Attend pre design meeting		2									2	\$428.00		
	Meet with the City for coordination meetings (Assume 1)		2									2	\$428.00		
	Coordination with KDOT and Cities		10									10	\$2,140.00		
	Coordination with KDOT and Cities (traffic)		6									6	\$1,284.00		
	Estimate broken out by city		10									10	\$2,140.00		
	Utility Coordination		20		4							24	\$4,784.00		
	QAQC		6									6	\$1,284.00		
<b>2.0</b>	<b>SUBTOTAL</b>	22	112	0	124	80	203	0	0	0	4	545		<b>\$69,805.00</b>	
<b>3.0</b>	<b>Bidding</b>														
	Prepare written addenda to the bidding documents		2				2					4	\$594.00		
	Attend and prepare for the pre bid meeting		2									2	\$428.00		
	Answer Contractor questions during the bid period.		2									2	\$428.00		
	Prepare bid tabs in MS Excel		2				1					3	\$511.00		
	Attend bid letting		2									2	\$428.00		
	Assist the City in analyzing bids and making recommendations		2									2	\$428.00		
<b>3.0</b>	<b>SUBTOTAL</b>	0	12	0	0	0	3	0	0	0	0	15		<b>\$2,817.00</b>	



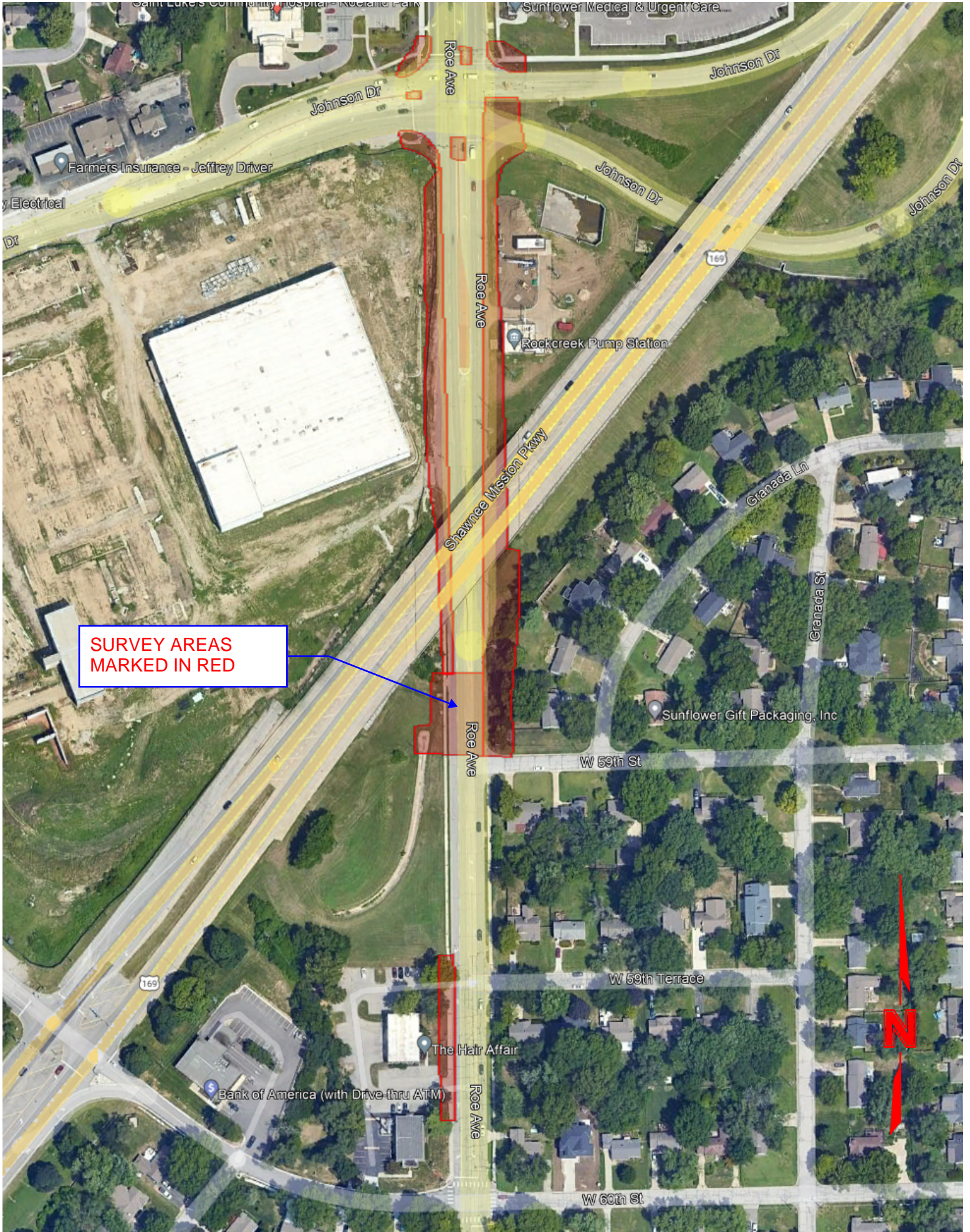
**EXHIBIT C - MAN-HOUR ESTIMATE - Roe - Johnson Dr. to 63rd Rehab - Mission, Kansas**

6/9/2023

		Billing Rate	\$238	\$214	\$151	\$126	\$97	\$83	\$131	\$105	\$142	\$92			
Task No.	Description of Work Items / Tasks	Senior Technical Leader	Team Leader	Project Engineer	Associate Engineer	SrTech	Associate Tech	Senior Suveyor	Survey Crew 1 Person	Survey Crew 2 Person	Admin Coord	Total Man-hours	Total Fee	Total Per Phase	
<b>4.0</b>	<b>Construction period Services Phase</b>														
	Prepare for and attend preconstruction meeting		3									3	\$642.00		
	Shop Drawing & Material Submittal Review		4									4	\$856.00		
	Shop Drawing & Material Submittal Review Signal and Pavement markings		1	8								9	\$1,422.00		
	Answer contractor questions (RFI)		6									6	\$1,284.00		
	Plan Revisions (Road)		2				6					8	\$926.00		
	Field Visits to resolve issues		6									6	\$1,284.00		
	Compile as built plans		1				2					3	\$380.00		
	Participate in walk through		3									3	\$642.00		
<b>4.0</b>	<b>SUBTOTAL</b>	0	26	8	0	0	8	0	0	0	0	42		<b>\$7,436.00</b>	
	<b>Total Man-hours</b>	22	173	8	124	80	214	88	51	8	4				
	<b>Total</b>	\$5,236	\$37,022	\$1,208	\$15,624	\$7,760	\$17,762	\$11,528	\$5,355	\$1,136	\$368		<b>\$102,999.00</b>	\$102,999	
	<b>Total Labor, OH &amp; Profit</b>	\$5,236	\$37,022	\$1,208	\$15,624	\$7,760	\$17,762	\$11,528	\$5,355	\$1,136	\$368		<b>\$102,999.00</b>		

SUMMARY

Total Labor	\$102,999.00
Total Expenses	\$2,658.00
<b>Total Project Fee</b>	<b>\$105,657.00</b>



<b>City of Mission</b>	Item Number:	5.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>PUBLIC WORKS</b>	From:	Celia Duran

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

**RE:** Agreement for 2023 Stormwater System Inspection Project

**RECOMMENDATION:** Approve an Agreement with TREKK Design Group, LLC to perform stormwater system inspection in an amount not to exceed \$179,962.

**DETAILS:** In the last ten years, Mission has had a considerable problem with sinkholes caused by deteriorating stormwater infrastructure. In an effort to be more proactive, funds to begin work on an updated inventory and condition assessment are budgeted in the Capital Improvement Program (CIP). This assists the City in long-range project planning and budgeting for stormwater projects city-wide. The Johnson County Stormwater Management Program (SMP) will provide up to 50% matching funds for structures and pipes with an estimated risk of 3.2 or higher. Matching funds are not provided for infrastructure with no inspection data or risk factors less than 3.2.

The City's last stormwater system inspection was completed in 2020 by BHC Rhodes. The total cost of this project was \$187,552.50 and the SMP contributed funds in an amount of \$41,930.54.

Following the 2020 inspection, Staff submitted an application in 2022 to the SMP for BHC Rhodes to inspect remaining structures and pipes with estimated risk of 3.2 or higher for 2023 funding with an estimated total project cost of \$142,876 and SMP matching funds of \$71,438. The scope of services was based on using a pipe camera for shorter pipe segments and a "crawler" camera for pipe runs exceeding 150 linear feet. This methodology was used for the previous inspection in 2020; however, it was determined in early 2023 that more accuracy is needed in order to thoroughly inspect and assign an accurate risk rating to all structures and pipe.

City staff subsequently requested that TREKK Design Group, LLC (TREKK) submit a new scope of services using the "crawler" camera for all pipe runs regardless of length. This project includes inspection of 369 structures and 191,133 linear feet of pipes/cross-road culverts with a total project cost of \$175,536 and SMP project share of \$87,768. An interlocal agreement between the City and the Board of County Commissioners (BOCC) for Johnson County with this revised project cost and matching funds is presented as a separate agenda item on the July 5 Community Development Committee agenda.

There are additional stormwater structures and pipe that are currently not eligible for SMP funding since the estimated risk factor is less than 3.2 based on inspections from 2009. Staff will work with Johnson County to run the algorithm on our stormwater

Related Statute/City Ordinance:	NA
Line Item Code/Description:	22-61-407-05
Available Budget:	\$179,962

<b>City of Mission</b>	Item Number:	5.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>PUBLIC WORKS</b>	From:	Celia Duran

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

system on an annual basis to determine whether risk factors have increased to determine eligibility for future funding by SMP and will recommend allocation of additional CIP funds for inspection as appropriate.

There is currently funding available in the Stormwater Utility Fund for this project.

**CFAA CONSIDERATIONS/IMPACTS: NA**

Related Statute/City Ordinance:	NA
Line Item Code/Description:	22-61-407-05
Available Budget:	\$179,962

## **MASTER AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is entered into between City of Mission, Kansas (Owner) and TREKK Design Group, LLC (TREKK), for the following reasons:

1. Owner intends to require professional engineering services for various storm sewer inspections and recommendations throughout the City (the Project); and,
2. Owner requires inspection services, design/recommendation services, and general professional services associated with the City's storm sewer improvement projects (the Services); and,
3. TREKK is prepared to provide the services. In consideration of the promises contained in this Agreement, Owner and TREKK agree as follows:

### **ARTICLE 1 - EFFECTIVE DATE**

The effective date of this Agreement shall be \_\_\_\_\_. Agreement shall be for a period of 36 months with an option to extend the agreement for an additional 12 month period.

### **ARTICLE 2 - TASK ORDERS**

Task Orders shall be used to describe the parties' mutual agreement on the Scope of the Services, schedule, compensation, and other particulars as stated therein. Task Orders shall be in the general form shown in attached Exhibit "A." Task Orders are binding only after acceptance and execution by duly authorized representatives of both parties. Each Task Order shall govern the parties' rights and obligations with respect to each assignment, but all within the framework of this Agreement.

### **ARTICLE 3 - SCOPE OF SERVICES**

TREKK shall provide the Services described in Section A (Scope of Services) of each Task Order.

### **ARTICLE 4 - SCHEDULE**

TREKK shall exercise its reasonable efforts to perform those Services within the time frame set forth in Section B (Schedule) of each Task Order.

### **ARTICLE 5 - COMPENSATION**

Owner shall pay TREKK in accordance with Section C (Compensation) of each Task Order. Notwithstanding anything to the contrary in this Agreement or any Task Order, should the Services under this Agreement include products or services that are commercially priced by TREKK, such amounts shall be invoiced to Owner in accordance with the Schedule of Fees offered by TREKK and are not subject to audit on the basis of costs incurred.

TREKK shall periodically invoice Owner for Services rendered. Invoices shall be due and payable upon receipt. Owner shall give prompt written notice of any disputed amount and shall

pay the remaining amount. Invoice amounts not paid within 30 days after receipt shall accrue interest at the rate of 1.5% per month (or the maximum rate permitted by law, if less), with payments applied first to accrued interest and then to unpaid principal. Owner shall pay TREKK's reasonable attorneys' fees incurred in connection with any litigation instituted to recover invoice amounts.

#### **ARTICLE 6 • OWNER'S RESPONSIBILITIES**

Owner shall be responsible for all matters described in Section D (Owner's Responsibilities), of each Task Order. In addition, Owner shall perform and provide the following in a timely manner so as not to delay the Services of TREKK:

(a) Place at TREKK's disposal all available information pertinent to the Project, including previous reports, drawings, specifications or any other data as may be reasonably required by TREKK to perform its Services.

b) Give prompt written notice to TREKK whenever Owner becomes aware of any development that affects the scope or timing of TREKK's Services, or any defect in the Services of TREKK.

(c) Advise TREKK of the identity and scope of services of any independent consultants retained by Owner to provide services in regard to the Project.

Owner hereby represents that it owns the intellectual property rights in any plans, documents or other materials provided by Owner to TREKK. Owner hereby grants TREKK the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the Services. Owner represents that TREKK's use of such documents will not infringe upon any third parties' rights. TREKK shall provide prompt, written notice to the City if TREKK becomes aware of any errors, omissions or inconsistencies in any provided information/data.

#### **ARTICLE 7 • STANDARD OF CARE**

The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any Task Order, drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.

#### **ARTICLE 8 • INDEMNIFICATION AND LIABILITY**

General. Having considered the potential liabilities that may exist during the performance of the Services, the relative benefits and risks of the Project, and TREKK's fee for the Services, and in consideration of the promises contained in this Agreement, Owner and TREKK agree to allocate and limit such liabilities in accordance with this Article.

Indemnification. TREKK and the Owner mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from their own negligent acts, errors or omissions in the performance of their services under this Agreement, to the extent that each

party is responsible for such damages, liabilities or costs on a comparative basis of fault.

Survival. The terms and conditions of this Article shall survive completion of the Services, or any termination of this Agreement.

## **ARTICLE 9 - INSURANCE**

During the term of this Agreement, TREKK shall maintain the following insurance:

(a) General Liability Insurance, with a limit of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.

(b) Automobile Liability Insurance (Owned and non-owned autos), with a combined single limit of \$1,000,000 per occurrence.

(c) Workers' Compensation and Employers Liability Insurance in accordance with statutory requirements and Employers' Liability Insurance, with a limit of \$100,000/\$500,000.

(d) Professional Liability Insurance, with a limit of \$1,000,000 per claim and annual aggregate.

TREKK shall furnish Owner certificates of insurance which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to Owner. Owner shall be added as an additional insured under policies listed under (a) and (b) above. Owner shall require all Project contractors to include Owner, TREKK, and its parent company, affiliated and subsidiary entities, directors, officers and employees as additional insured's on their General and Automobile Liability insurance policies, and to indemnify both Owner and TREKK, each to the same extent.

## **ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY**

TREKK shall not be responsible for:

(a) Construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project;

(b) The failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to TREKK, to fulfill contractual responsibilities to Owner or to comply with federal, state, or local laws, regulations, and codes, or

(c) Procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to TREKK in a Task Order.

In the event the Owner requests TREKK to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to TREKK for review at least 15 days prior to the requested date of execution. TREKK shall not be required to execute any certificates or documents that would:

(a) Unreasonably increase TREKK's legal or contractual obligations or risks;

(b) Require knowledge, services or responsibilities beyond the scope of this Agreement; or

(c) Result in TREKK having to certify, guarantee or warrant the existence of conditions whose existence TREKK cannot ascertain.

## **ARTICLE 11 - OPINIONS OF COST AND SCHEDULE**

Because TREKK has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet Project schedules, TREKK's opinion of probable costs and of Project schedules, if any, shall be made on the basis of experience and qualifications as a practitioner of its profession. TREKK does not guarantee that proposals, bids, or actual Project costs will not vary from TREKK's cost estimates or that actual schedules will not vary from TREKK'S projected schedules.

## **ARTICLE 12 - REUSE OF DOCUMENTS**

All documents, including, but not limited to, plans, drawings, and specifications prepared by TREKK as deliverables pursuant to the Scope of Services are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Owner or others on modifications or extensions of the Project or on any other project. Any reuse without prior written verification or adaptation by TREKK for the specific purpose intended will be at Owner's sole risk and without liability or legal exposure to TREKK. Owner shall indemnify and hold harmless TREKK and its subconsultants against all judgments, losses, damages, injuries, and expenses, including reasonable attorneys' fees, arising out of or resulting from such reuse. Any verification or adaptation of documents will entitle TREKK to additional compensation at rates to be agreed upon by Owner and TREKK.

## **ARTICLE 13 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY**

Except as otherwise provided herein, documents, drawings, and specifications prepared by TREKK and furnished to Owner as part of the Services shall become the property of Owner; provided, however, that TREKK shall have the unrestricted right to their use. TREKK shall retain its copyright and ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of TREKK.

## **ARTICLE 14-TERMINATION AND SUSPENSION**

This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement; provided, however, the nonperforming party shall have 14 calendar days from the receipt of the termination notice to cure or to submit a plan for cure acceptable to the other party.

Owner may terminate or suspend performance of this Agreement for Owner's convenience upon written notice to TREKK. TREKK shall terminate or suspend performance of the Services on a schedule acceptable to Owner, and Owner shall pay TREKK for all the Services performed. Upon restart of suspended Services, an equitable adjustment shall be made to TREKK's compensation and the Project schedule.

The provisions of this Article shall also apply to each individual Task Order, separate and apart from any other Task Orders, and without terminating or otherwise affecting this Agreement as a whole.



**ARTICLE 15- DELAY IN PERFORMANCE**

Neither Owner nor TREKK shall be considered in default of this Agreement or any Task Order for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either Owner or TREKK under this Agreement or any Task Order. TREKK shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance.

**ARTICLE 16 - NOTICES**

Any notice required by this Agreement shall be made in writing to the address specified below:

**Owner:** Ms. Laura Smith, City of Mission, Kansas, 6090 Woodson, Mission, Kansas 66202.

**TREKK:** Kimberly Robinett, 1411 E. 104<sup>th</sup> St., Kanas City, MO 64131.

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Owner and TREKK.

**ARTICLE 17 - DISPUTES**

In the event of a dispute between Owner and TREKK arising out of or related to this Agreement, or any Task Order, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation.

Should the parties themselves be unable to agree on a resolution of the dispute, then the parties shall appoint a third party who shall be a competent and impartial party and who shall be acceptable to each party, to mediate the dispute. Any third party mediator shall be qualified to evaluate the performance of both of the parties, and shall be familiar with the design and construction progress. The third party shall meet to hear the dispute within ten (10) days of their selection and shall attempt to resolve the dispute within fifteen (15) days of first meeting.

During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

**ARTICLE 18 - EQUAL EMPLOYMENT OPPORTUNITY**

TREKK hereby affirms its support of affirmative action and that it abides by the provisions of the "Equal Opportunity Clause" of Section 202 of Executive Order 11246 and other applicable

laws and regulations.

TREKK affirms its policy to recruit and hire employees without regard to race, age, color, religion, sex, sexual preference/orientation, marital status, citizen status, national origin or ancestry, presence of a disability or status as a Veteran of the Vietnam era or any other legally protected status. It is TREKK's policy to treat employees equally with respect to compensation, advancement, promotions, transfers and all other terms and conditions of employment.

TREKK further affirms completion of applicable governmental employer information reports including the EEO-1 and VETS-100 reports, and maintenance of a current Affirmative Action Plan as required by Federal regulations.

#### **ARTICLE 19 -WAIVER**

A waiver by either Owner or TREKK of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

#### **ARTICLE 20-SEVERABILITY**

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement or any Task Order. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

#### **ARTICLE 21 - INTEGRATION**

This Agreement, including Exhibit "A" (incorporated by this reference), and subsequently issued Task Orders (and their respective attachments, if any), represents the entire and integrated agreement between Owner and TREKK. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this Agreement.

#### **ARTICLE 22 - SUCCESSORS AND ASSIGNS**

Owner and TREKK each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this Agreement and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this Agreement.

#### **ARTICLE 23 - ASSIGNMENT**

Neither Owner nor TREKK shall assign any rights or duties under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld; provided, however, TREKK may assign its rights to payment without Owner's consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or

discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent TREKK from engaging independent consultants, associates, and subcontractors to assist in the performance of the Services.

**ARTICLE 24 - NO THIRD PARTY RIGHTS**

The Services provided for in this Agreement are for the sole use and benefit of Owner and TREKK. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Owner and TREKK.

**ARTICLE 25 - GOVERNING LAW**

This Agreement shall be governed by the laws of the State of Kansas.

IN WITNESS WHEREOF, Owner and TREKK have executed this Agreement.

**City of Mission, Kansas (Owner)**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: : \_\_\_\_\_

**TREKK Design Group. LLC (TREKK)**

By:  \_\_\_\_\_

Name: Kimberly Robnett

Title: CEO/Managing Member

Date: : 4/26/23

## TASK ORDER NUMBER 1

This Task Order is made as of this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ ; under the terms and conditions established in the MASTER AGREEMENT FOR PROFESSIONAL SERVICES, dated \_\_\_\_\_ (the Agreement), between the City of Mission, Kansas (Owner) and TREKK Design Group, LLC (TREKK). This Task Order is made for the following purpose, consistent with the Project defined in the Agreement:

(Insert a brief description of the Project elements to which the Task Order Applies)

### SECTION A. - SCOPE OF SERVICES

A.1. TREKK shall perform the following Services:

See Attachment

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A.2. The following Services are not included in this Task Order, but shall be provided as Additional Services if authorized or confirmed in writing by the Owner:

- Rehab recommendations based on inspection results
- Capacity analysis of existing storm sewer
- Design of storm sewer improvements

A.3. In conjunction with the performance of the foregoing Services, TREKK shall provide the following submittals/deliverables (Documents) to OWNER:

- ArcGIS geodatabase
- Inspection reports
- 360 portal link to photos of each storm structure inspected
- List of storm structures with calculated composite condition scores
- PACP inspection database
- CCTV video files
- List of storm pipes with calculated composite QSR scores
- Summary report memorandum

## SECTION 8. - SCHEDULE

TREKK shall perform the Services and deliver the related Documents (if any) according to the following schedule:

Assuming notice to proceed in July 2023, field inspection activities will be completed by the end of November 2023 and reporting and deliverables completed by the end of February 2023

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## Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, Owner shall pay to TREKK the estimated amount of \$ 175,536.00, payable according to the following terms:

Client shall pay to TREKK for the performance of the Basic Services the actual time of personnel performing such Services Reimbursable Expenses, unless otherwise agreed to by both parties. Reimbursable expenses will be invoiced in accordance with the Schedule contained in Item C.2. TREKK's Services will be provided on a time and expense basis, estimated not to exceed \$ 175,536.00. ~~TREKK~~ shall submit

invoices on a monthly basis, are due upon presentation and shall be considered past due if not paid within 30 calendar days of the due date.

C.2. Owner shall pay to TREKK in accordance with the Schedule of Fees described in Exhibit B attached to the Master Agreement for Professional Services. Adjustments to the above Schedule of Fees will be presented to the Owner annually for approval.

C.3. Compensation for Additional Services (if any) shall be paid by Owner to TREKK according to the following terms:

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**SECTION D. - OWNER'S RESPONSIBILITIES**

Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of TREKK. Unless otherwise provided in this Task Order, Owner shall bear all costs incident to compliance with the following:


Section E. - Other Provisions The parties agree to the following provisions with respect to this specific Task Order:

IN WITNESS WHEREOF, the Owner and TREKK have executed this task order.

City of Mission, Kansas (Owner)

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

TREKK Design Group, LLC (TREKK)

By:  \_\_\_\_\_  
Name: Kasey R. Bennett  
Title: CEO / Managing Member  
Date: 6/21/23



DESIGN GROUP, LLC

A D/WBE, WOSB Certified  
Civil Engineering Firm

### 2023 Compensation for Professional Engineering Services<sup>1</sup>

The OWNERS's payment to the ENGINEER shall be due and payable as follows:

- I. For Professional Engineering Services, when authorized and agreed upon in writing, an amount based upon hourly billing rates plus expenses, in accordance with Section III below allowable salary range for each position classification and expenses, or a negotiated amount as agreed upon.
- II. For Other Services, when authorized and agreed upon in writing, an amount based upon hourly rates plus expenses or unit rates, in accordance with Section III below, or a negotiated amount as agreed upon.
- III. Hourly Billing Rates and Expenses:

Project Principal	\$231.26	-	\$394.68	Field Crew	\$129.51	-	\$185.01
Project Manager	\$129.51	-	\$302.18	Senior Field Technician	\$95.59	-	\$154.17
Senior Professional Engineer	\$200.43	-	\$302.18	Field Technician I	\$77.09	-	\$114.09
Professional Engineer I	\$166.51	-	\$243.59	Field Technician II	\$64.75	-	\$92.50
Professional Engineer II	\$138.76	-	\$194.26	Field Technician III	\$55.50	-	\$77.09
Professional Engineer III	\$117.17	-	\$160.34	Field Technician IV	\$49.34	-	\$64.75
Senior Project Engineer	\$144.92	-	\$234.34	Senior Professional Land Surveyor	\$157.26	-	\$252.84
Project Engineer I	\$117.17	-	\$172.67	Professional Land Surveyor I	\$129.51	-	\$188.09
Project Engineer II	\$98.67	-	\$138.76	Professional Land Surveyor II	\$107.92	-	\$151.09
Project Engineer III	\$83.25	-	\$114.09	Professional Land Surveyor III	\$92.50	-	\$126.42
Senior Industry Specialist	\$181.92	-	\$292.93	Survey Crew	\$181.92		
Industry Specialist I	\$148.01	-	\$215.84	3-Man Survey Crew	\$255.93		
Industry Specialist II	\$123.34	-	\$172.67	LiDAR Crew	\$231.26		
Industry Specialist III	\$104.84	-	\$141.84	Senior Survey Technician	\$98.67	-	\$160.34
Senior Office Technician	\$98.67	-	\$160.34	Survey Technician I	\$80.17	-	\$117.17
Office Technician I	\$80.17	-	\$117.17	Survey Technician II	\$67.84	-	\$95.59
Office Technician II	\$67.84	-	\$95.59	Survey Technician III	\$58.59	-	\$80.17
Office Technician III	\$58.59	-	\$80.17	Senior Survey Crew Chief	\$111.00	-	\$178.84
Senior GIS Analyst	\$120.26	-	\$194.26	Survey Crew Chief I	\$89.42	-	\$132.59
GIS Analyst I	\$98.67	-	\$144.92	Survey Crew Chief II	\$74.00	-	\$104.84
GIS Analyst II	\$83.25	-	\$117.17	Survey Crew Chief III	\$61.67	-	\$83.25
GIS Analyst III	\$70.92	-	\$98.67	Survey Instrument Technician	\$55.50	-	\$95.59
Senior GIS Technician	\$98.67	-	\$160.34	Senior Utility Coordinator	\$101.75	-	\$163.42
GIS Technician I	\$80.17	-	\$117.17	Utility Coordinator I	\$80.17	-	\$120.26
GIS Technician II	\$67.84	-	\$95.59	Utility Coordinator II	\$80.17	-	\$114.09
GIS Technician III	\$58.59	-	\$80.17	Utility Coordinator III	\$67.84	-	\$92.50
Senior Project Designer	\$132.59	-	\$212.76	Senior Construction Inspector	\$117.17	-	\$188.09
Project Designer I	\$107.92	-	\$157.26	Construction Inspector I	\$95.59	-	\$138.76
Project Designer II	\$89.42	-	\$126.42	Construction Inspector II	\$80.17	-	\$114.09
Project Designer III	\$77.09	-	\$104.84	Construction Inspector III	\$67.84	-	\$92.50
Senior CADD Technician	\$95.59	-	\$154.17	Senior Innovation Specialist	\$132.59	-	\$212.76
CADD Technician I	\$77.09	-	\$114.09	Senior Technology Specialist	\$185.01	-	\$296.01
CADD Technician II	\$64.75	-	\$92.50	Senior PMO Specialist	\$132.59	-	\$212.76
CADD Technician III	\$55.50	-	\$77.09	PMO Specialist I	\$107.92	-	\$157.26
Senior Marketing Specialist	\$114.09	-	\$185.01	PMO Specialist II	\$89.42	-	\$126.42
Marketing Specialist I	\$92.50	-	\$138.76	PMO Specialist III	\$77.09	-	\$104.84
Marketing Specialist II	\$74.00	-	\$111.00	Senior Operations Administrator	\$98.67	-	\$160.34
Marketing Specialist III	\$58.59	-	\$89.42	Operations Administrator I	\$80.17	-	\$117.17
Admin	\$58.59	-	\$160.34	Operations Administrator II	\$67.84	-	\$95.59
Intern	\$52.42	-	\$107.92	Operations Administrator III	\$58.59	-	\$80.17
Equipment Billing Rates:				LiDAR Equipment	\$2,000.00	hr	
CCTV Crew	\$325.00	hr		Survey Drone	\$300.00	hr	
Jetter Crew	\$250.00	hr		Static Scan Equipment	\$500.00	dy	
Mileage <sup>2</sup>	\$0.655	mi		Slam Equipment	\$300.00	dy	
Other Expenses	Cost			Survey Equipment	\$10.00	hr	

<sup>1</sup>: The above hourly rates and unit prices are good through December 31, 2023.

<sup>2</sup>: Or current IRS Standard Mileage Rate

## EXHIBIT A SCOPE OF SERVICES

Professional services to be provided by TREKK shall include stormwater structure and conduit inspections, condition rating characterization of approximately 369 stormwater structures and condition rating characterization of approximately 19,134 linear feet of stormwater conduits in the system. The inspections must follow Johnson County's SMP inspection guidelines and NASSCO Pipeline Assessment Certification Program (PACP) coding standards. Sewer cleaning of the structures and conduits prior to inspection is not part of this scope of services. Hereinafter, TREKK Design Group, LLC will be defined as the CONSULTANT and City of Mission, KS, will be defined as the CLIENT.

### **Task 1: Project Management and Administration**

Consultant will hold a project kickoff meeting with Client. The purpose of the initial meeting will be to discuss the Client's project goals and objectives, establish project limits and inspection guidelines and to review proposed pipe inspection locations.

Consultant will keep Client informed of progress via phone and/or email updates.

Consultant will provide project management and administration including in-house project management, administration, budget tracking, and monthly billing.

During the course of the project, Consultant will conduct three (3) progress meetings to discuss work progress, coordination efforts, inspection results, and any potential issues that may need resolved.

### **Task 2: Field Inspection Activities**

#### **Storm Sewer Structure Inspections:**

All existing storm structures with either no previous inspection date or a 2009 inspection date and a risk factor greater than 3.2 will be inspected, 369 structures. Consultant will collect a sub-meter GPS shot of each structure. Consultant will utilize the TREKK 360 Camera to collect panoramic photos of the interior of the storm structures. The photos will allow for a 360 degree perspective view of the storm structure which allows for the inspection of the structure from any angle and any elevation. A defect database will be created and populated with the minimum data fields required, and referenced in Section 3.3.3 of the Johnson County SMP Stormwater Infrastructure Inspection Tools Version 1.1 document. Each component of the structure will be scored per Section 3.3.3 of the Johnson County SMP Stormwater Infrastructure Inspection Tools Version 1.1 document. The individual component scores will be combined into an overall condition rating for the structure per Section 3.6 of the Johnson County SMP Stormwater Infrastructure Inspection Tools Version 1.1 document.



The field crews will commit a minimum of 15 minutes searching for a structure before classifying it as "could not locate", "could not access", or "buried". A list of structures that could not be located or accessed will be tabulated and given to the Client. A follow-up inspection will be conducted once the structure has been made accessible by the Client.

Light traffic control will be conducted and included within inspection rate. This includes Utility Work Ahead signs and cones. Any heavy traffic control needed that includes barricades, sign boards, arrow boards, lane closures, or trail closures will be additional and will be communicated with Client prior to conducting inspection.

Deliverables to the City shall include:

- ArcGIS geodatabase
- Inspection reports that include photos taken for each storm sewer structure inspected
- List of structures with calculated composite condition scores
- Submit the QSR inspection scores to Johnson County to run script for risk score. The structures will be prioritized based on the risk scoring.

**CCTV Inspections of Storm Sewer Conduits:**

All existing storm sewer conduits with either no previous inspection date or a 2009 inspection date and a risk factor greater than 3.2 will be inspected, 19,134 linear feet.

Consultant will provide all equipment, labor, software, supplies and other resources to fully accomplish the work. Consultant will approach this project by attempting CCTV inspection without cleaning of the assigned line segments. If cleaning is required conduits will be cleaned at the hourly rate included in the fee spreadsheet.

The CCTV inspection efforts will be conducted with industry standard equipment. The camera shall be moved through the system in either direction at a uniform rate, stopping when necessary to ensure proper documentation of the pipe conditions, but in no case will the television camera be moved at a speed greater than 30 feet per minute. If during the inspection, the camera will not pass through the pipe, equipment shall be reset in a manner so the inspection can be performed from the opposite direction. If the camera fails to pass through the entire pipe, the location and cause of the camera blockage will be documented, and information will be provided to the City. The inspection shall be considered complete, and no additional inspection work will be required. The camera will be capable of stopping and panning the head of the camera 180 degrees to view any defect, observations and connections. It shall also be capable of taking still photographs of any defects observed. All informational data on the storm sewer system conduits will be collected in NASSCO PACP format.

Light traffic control will be conducted and included within inspection rate. This includes Utility Work Ahead signs, and cones. Any heavy traffic control needed that includes

barricades, sign boards, arrow boards, lane closures, or trail closures will be additional and will be communicated with the Client prior to conducting inspection.

As part of the QA/QC process, specialized data reviews and data queries will be performed to help ensure data completeness. Logical data checks will also be performed to assure that the values recorded follow and comply with the established rating system.

All observed defects will be coded per PACP standards. QSR scores will be calculated and provided to Johnson County SMP script to calculate the asses risk score.

Deliverables to the City include:

- PACP Inspection database
- CCTV video files
- Updated and overall list of pipes with calculated composite QSR scores
- Submit the QSR scores to Johnson County to run script for risk score. The pipes will then be prioritized based on the risk scoring.

### **Task 3: Reporting and Deliverable**

Consultant will prepare a memorandum summarizing the inspection activities and the conditions of the storm sewer structures and pipes inspected. Consultant shall submit the following deliverables:

- An ArcGIS geodatabase containing inspection data
- Inspection reports for each storm sewer structure and storm sewer pipe segment inspected.
- 360 photos of each storm sewer structure inspected
- CCTV database and videos
- Two (2) copies of a summary report memorandum.

Consultant will maintain a copy of all data submitted to the Client and will be available by phone, email and in person to meet with Client to discuss any questions regarding the project.

## **Article 2** Additional Services

All additional work required by the client will be billed on an hourly basis according to the rate schedule attached, or at a negotiated lump sum fee. Extra work would include, but not be limited to:

- Changes in Scope of Services.
- Design modifications requested by the Client.

- Any additional permitting or easements.
- Any additional permitting required by other agencies.
- Rehab recommendations based on inspection results.

### **Article 3**

#### **Client Responsibilities**

- The Client shall provide full information regarding existing information in regard to all existing utility infrastructure and land-use data, including survey information.
- The Client shall be responsible for all costs associated with permits, easement acquisition and approvals of the facilities under this agreement.

### **Article 4**

#### **Schedule**

The project Schedule is as follows, assuming a Notice to Proceed in July 2023:

Task 1: Field Inspection Activities  
Task 2: Reporting and Deliverable

Aug - Nov 2023  
Dec - Feb 2023



Fee Estimate

Mission, Kansas Storm Sewer Inspections

WORK TASK DESCRIPTION	Project Principal	Project Manager	Asset Manager	GIS Analyst I	GIS Technician II	Field Manager	Office Technician II	Admin	Mileage	Labor Sub-Total	UNIT COSTS			Units Sub-Total	TOTAL	
	Fee Billing Rate	\$216.00	\$198.00	\$118.00	\$120.00	\$92.00	\$114.00	\$85.00	\$104.00	\$0.655	Units	Quant	Rate			
<b>Task 1 - Project Management and Administration</b>																
Project Administration	4	12						6		\$ 8,832				\$ -	\$ 8,832	
Kickoff Meeting (1 meeting)		3	8							\$ 3,864				\$ -	\$ 3,864	
Progress Meetings (3 meetings)		10	12						52	\$ 1,538				\$ -	\$ 1,538	
										\$ 3,430				\$ -	\$ 3,430	
<b>Task 2 - Field Inspection Activities</b>																
Conduct Storm Sewer Inspections (369 Structures)	6	10	10	12	10	10				\$ 30,836	Structure Inspections	369	\$147	\$ 128,996	\$ 159,832	
Conduct CCTV Inspections (19,134 LF)	4	20	10	2	8	24	12			\$ 7,556	CCTV	19,134	\$3.75	\$ 54,243	\$ 62,199	
Cleaning	2		4			2				\$ 10,736	Cleaning Hours	12	\$250.00	\$ 3,000	\$ 4,132	
Data QA/QC and Final Deliverables	2	10	20	6	60					\$ 1,132				\$ -	\$ 11,012	
										\$ 11,012				\$ -	\$ -	
<b>Task 3 - Reporting and Deliverable</b>																
Summary Report	2	10	30		10					\$ 6,872				\$ -	\$ 6,872	
										\$ 6,872				\$ -	\$ 6,872	
										\$ -				\$ -	\$ -	
<b>Project Total - Hours</b>	20	75	94	20	88	36	12	6	52							
<b>Project Total - Dollars</b>	\$ 4,320	\$ 14,850	\$ 11,092	\$ 2,400	\$ 8,096	\$ 4,104	\$ 1,020	\$ 624	\$ 34	\$ 46,540				\$ 128,996	\$ 175,536	

<b>City of Mission</b>	Item Number:	6.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>PUBLIC WORKS</b>	From:	Celia Duran

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

**RE:** Interlocal with Johnson County for Stormwater System Inspection Project

**RECOMMENDATION:** Approve an Interlocal Agreement with Johnson County for the 2023 Stormwater System Inspection Project (1-MI-2023-I-2).

**DETAILS:** In the last ten years, Mission has had a considerable problem with sinkholes caused by deteriorating stormwater infrastructure. In an effort to be more proactive, funds to begin work on an updated inventory and condition assessment are budgeted in the Capital Improvement Program (CIP). The Johnson County Stormwater Management Program (SMP) will provide up to 50% matching funds for structures and pipes with an estimated risk of 3.2 or higher. Matching funds are not provided for infrastructure with no inspection data or risk factors less than 3.2.

Staff submitted an application in 2022 to the SMP to inspect remaining structures and pipes with estimated risk of 3.2 or higher for 2023 funding with an estimated total project cost of \$142,876 and SMP matching funds of \$71,438. The scope of services was based on using a pipe camera for shorter pipe segments and a “crawler” camera for pipe runs exceeding 150 linear feet. This methodology was used for previous inspections in 2020; however, it was determined in early 2023 that more accuracy is needed in order to thoroughly inspect and assign an accurate risk rating to all structures and pipe.

City staff subsequently requested that TREKK Design Group, LLC (TREKK) submit a new scope of services using the “crawler” camera for all pipe runs regardless of length. This project includes inspection of 369 structures and 191,133 linear feet of pipes/cross-road culverts with a total project cost of \$175,536 and SMP project share of \$87,768.

The Interlocal Agreement specifies the County’s policy and procedures, stormwater system inspection requirements, the County’s contribution towards project costs (50% of the total project cost of \$175,536 or \$87,768) and commits the City’s funds to the project.

Approval of the interlocal agreement will cancel the original application and request for funds originally submitted in 2022 (total project cost of \$142,876 and SMP matching funds of \$71,438), and is the final step with the County to accept 2023 funds for this project.

Related Statute/City Ordinance:	
Line Item Code/Description:	22-61-407-05
Available Budget:	\$179,962

<b>City of Mission</b>	Item Number:	6.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>PUBLIC WORKS</b>	From:	Celia Duran

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

There is currently funding available in the Stormwater Utility Fund for this project.

**CFAA CONSIDERATIONS/IMPACTS: NA**

Related Statute/City Ordinance:	
Line Item Code/Description:	22-61-407-05
Available Budget:	\$179,962

**Agreement between  
Johnson County and the City of Mission  
For a Stormwater System Inspection Project  
known as 2023 Mission Storm Sewer Inspections  
1-MI-2023-I-2**

This agreement is entered into by and between the Board of County Commissioners of Johnson County, Kansas (the "County") and the City of Mission (the "City") pursuant to K.S.A. 12-2908.

**Recitals**

1. Pursuant to K.S.A. 19-3311, by Resolution No. 38-90, the County has established a county-wide retailer's sales tax for the purpose of providing funds for stormwater management projects, and by Resolution No 76-90, created a Stormwater Management Advisory Council to identify and recommend projects for inclusion in the Stormwater Management Program.
2. The County has established a Stormwater Management and Flood Control Fund for the purpose of funding Stormwater Management Program projects.
3. The County, by Resolution No. 66-92, as modified by Resolution No 034-94, adopted the Johnson County Stormwater Management Policy and the Administrative Procedures for the Johnson County Stormwater Management Program ("Policy and Procedures") to promote interlocal cooperation between the County and the participating municipalities in stormwater management activities.
4. In accordance with the Policy and Procedures, the City has requested that the County participate in the funding for the stormwater system inspection project ("Inspection Project") for the stormwater management project identified as 2023 Mission Storm Sewer Inspections (the "Project"), which meets the minimum requirements, and the County is willing to provide such funding upon the terms and conditions set forth in this agreement.

## **Agreement**

In and for the consideration of the mutual covenants contained in this agreement and the mutual benefits to be derived from the Project, the City and the County agree as follows:

1. **Policy and Procedures.** The City acknowledges receipt of the Policy and Procedures. The City and County agree that the Inspection Project shall be undertaken in accordance with the terms and provisions of the Policy and Procedures provided, however, in the event a conflict exists between any provision of the Policy and Procedures and any provision of this agreement, the terms and conditions of this agreement shall control.
  
2. **Stormwater System Inspection Requirements.** The City shall conduct field investigations of qualifying stormwater system assets and make available to the Stormwater Management Program Manager, or his/her designee (“Manager”), the resulting data collected as part of the field investigations. Field investigations shall be performed by inspection service providers as mutually agreed to by the city and the Manager, or by qualified City personnel, or both, subject to the provisions of this agreement and the Policy and Procedures. The costs and expenses incurred by the City in connection with the Inspection Project shall be reimbursable, subject to the limitations on reimbursement contained in the Policy and Procedures and in this agreement. Reimbursement will only be made for eligible stormwater assets which have been assigned an estimated risk score of 3.2 or higher by the Stormwater Management Program. Inspections of stormwater system assets shall assess at least the structural integrity of the asset and assign it a condition rating. If the city has an established rating system listed in table 2-6 of the 2018 Stormwater Strategic Asset Management Plan (SAMP), that city shall continue using that system or use the system outlined in table 2-5 of the SAMP. The system shown in Table 2-5 of the SAMP shall be used for cities not listed in table 2-6. Additionally, information required for a renewal project as documented in Table 2-2 of the SAMP shall be collected and made available to the Stormwater Management Program Manager, or his/her designee (“Manager”). The SAMP can be found at [https://jocogov.org/sites/default/files/documents/PWK/SMP/FINAL%20Submittal\\_JOCO%20SMP%20SAMP%20Report.pdf](https://jocogov.org/sites/default/files/documents/PWK/SMP/FINAL%20Submittal_JOCO%20SMP%20SAMP%20Report.pdf) or will be provided upon request.
  
3. **Estimated Cost of Inspection Project.** The parties acknowledge and agree that the City has established an estimated total cost for the inspection of eligible assets included in the Inspection Project of One Hundred Seventy Five Thousand Five Hundred Thirty Six Dollars (\$175,536) based upon assumed inspection unit costs provided by the Stormwater Management program or City staff's estimates and assumptions.



4. **Affected Municipalities.** The City agrees that it shall share the results of the inspections with adjacent municipalities if ownership of an asset is shared between multiple municipalities prior to submitting the results of the Inspection Project to the County.
5. **Administration.** It is acknowledged and agreed that the City shall enter into all contracts relating to the Inspection Project in its own name and not as the agent of the County. The City agrees to be solely responsible for the administration of all contracts for the Inspection Project. Any contract disputes shall be resolved by the City at the City's sole cost and expense.

The City shall require adequate indemnity covenants and evidence of insurance from inspection service providers for loss or damage to life or property arising out of the engineering inspection provider's negligent acts or omissions. The required insurance coverage and limits shall be established by the City but shall not, in any event, be less than \$1,000,000 professional liability coverage for inspection service providers. The City may, in the exercise of its reasonable judgment, permit any insurance policy required by this agreement to contain a reasonable and customary deductible or co-insurance provision.

6. **County Contribution Toward Costs.** The County shall reimburse the City from the Stormwater Management and Flood Control Fund for expenditures made by the City for the Inspection Project as follows:

Not more than once each calendar month, the City may submit to the County a request for payment, invoice, or statement satisfactory in form and content to the County detailing total Inspection Project costs and expenses, in line-item detail, for the preceding calendar month ("Payment Request") and for year-to-date.

The City's Payment Request shall list, by category, those particular expenditures that are reimbursable according to the Policy and Procedures, The City represents and warrants that each Payment Request shall seek reimbursement for only those expenditures that the City determines, in good faith, to be reimbursable by the County. The County may require the City to supplement the Payment Request as needed to satisfy the County, that the Payment Request accurately reflects properly reimbursable costs and expenses. Additionally, the Project Reimbursement Form shall be submitted with each invoice. The project reimbursement form can be found at <https://www.jocogov.org/dept/public-works/stormwater-management/about-smp/strategic-plan>, or will be provided upon request.

The County agrees to make payment to the City within thirty days following the Manager's approval and acceptance of a properly documented Payment Request in an amount equal to fifty percent (50%) of the inspection costs incurred for eligible assets.

7. **Limitation of Liability.** To the extent permitted by law and subject to the provisions of the Kansas Tort Claims Act, including but not limited to maximum liability and immunity provisions, the City agrees to indemnify and hold the County, its officials, and agents harmless from any cost, expense, or liability not expressly agreed to by the County which result from the negligent acts or omissions of the City or its employees or which result from the City's compliance with the Policy and Procedures.

This agreement to indemnify shall not run in favor of or benefit any liability insurer or third party.

8. **Notice Addresses.** Any notice required or permitted by this agreement shall be deemed properly given upon deposit in the U.S. mail, postage prepaid and addressed as follows:

**If to the County:**

Mr. Lee Kellenberger  
Urban Services Division Director  
Johnson County Public Works  
1800 W. Old Highway 56  
Olathe, KS 66061

**If to the City:**

Celia J. Duran, P.E.  
Public Works Director  
City of Mission  
4775 Lamar Avenue  
Mission, KS 66202

9. **Effective Date.** Regardless of the dates(s) the parties execute the agreement, the effective date of this agreement shall be \_\_\_\_\_ provided the agreement has been fully executed by both parties.

**Board of County Commissioners of  
Johnson County, Kansas**

**City of Mission**

\_\_\_\_\_  
Mike Kelly, Chairman

\_\_\_\_\_  
Solana Flora, Mayor

Attest:

Attest:

\_\_\_\_\_  
Lynda Sader  
Deputy County Clerk

\_\_\_\_\_  
City Clerk

Approved as to Form:

Approved as to Form:

\_\_\_\_\_  
Robert A. Ford  
Assistant County Counselor

\_\_\_\_\_  
City Attorney

<b>City of Mission</b>	Item Number:	7.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2022
<b>Community Development</b>	From:	Brian Scott

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

**RE:** Approval of A Planning Sustainable Places Grant Sponsor Agreement for a City-Wide Bike/Ped Trail Connection Study

**RECOMMENDATION:** Approve a Planning Sustainable Places Grant Sponsor Agreement with the Mid-America Regional Council for funding of a City-Wide Bike/Ped Trail Connection Study in an amount not to exceed \$15,000.

**DETAILS:** The Mid-America Regional Council (MARC) serves as the metropolitan planning organization (MPO) for the Kansas City region. In this role, MARC has embarked on a number of initiatives over the years that promote successful land use and transportation planning and development.

The Planning Sustainable Places (PSP) program was created in 2015 with funding from the Livable Communities Surface Transportation Program. The PSP program has the following objectives:

- Support the development and implementation of local activity center plans consistent with Creating Sustainable Places principles, identified regional activity centers, and the land use policy direction outlined in *Connected KC 2050*.
- Support localized public engagement and community consensus building.
- Support the identification and conceptualization of land use strategies, transportation projects, and related sustainable development initiatives that help to realize and advance the objectives identified in the Creating Sustainable Places initiative, *Connected KC 2050*, and the MARC Board's adopted policy statement on regional land use direction.
- Support the conceptualization, development, and implementation of Creating Sustainable Places projects.

In 2022, Mission received a \$100,000 grant from this program for the Rock Creek Trail Corridor Study that utilizes an intensive public engagement process to examine the existing conditions of the trail corridor from Woodson to Roeland Drive and develop recommendations for improvements that will support transportation, safety, and green infrastructure along the trail.

In early 2023 Mission made another application for funds remaining from the 2022 program year to do a comprehensive bike/ped trail connection study for the City. This application received the highest score of those projects that were submitted for the funding. Mission has been awarded a total of \$53,000 in funding for this with study with a \$15,000 match from the City for a total of \$68,000. Mission had originally budgeted \$25,000 in the 20203 FY budget to do this study on its own.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	\$25,000 in 2023 FY Budget

<b>City of Mission</b>	Item Number:	7.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2022
<b>Community Development</b>	From:	Brian Scott

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

The goals of the study are to:

- Assess existing conditions and locations of sidewalks and trails throughout Mission, including ADA accessibility, safety, and connections (to neighborhoods, parks, schools, businesses, amenities, and to adjacent inter-jurisdictional connection points).
- Assess the existing bicycle network, including accessibility, safety, connections, and use.
- Perform public and stakeholder engagement to assess current conditions and perceptions to determine future priorities, including but not limited to feasibility of new sidewalks and bike infrastructure, possible locations of bike-share, e-bike/scooters, and possible complete streets applications.
- Create a prioritization matrix for maintaining and/or improving existing walk/bike infrastructure, and for expanding the infrastructure to create better and more connections.

Like the Rock Creek Trail study, this study will also utilize an intensive public engagement process to solicit input from residents, business owners and other interested parties.

Proposals are currently being solicited for the study. Interviews with firms that submit proposals is scheduled for late July. Selection, final contract negotiations, and execution will occur in September with a start date sometime in early fall.

**CFAA CONSIDERATIONS/IMPACTS:** Connection throughout the community by various means of transportation including walking, biking, and other forms of transportation is one of the fundamental components of the Community for All Ages initiative. This study aligns and further supports component of CFFA with the goal of making Mission a more connected community – literally and figuratively – for those of all ages.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	\$25,000 in 2023 FY Budget

MID-AMERICA REGIONAL COUNCIL'S  
PLANNING SUSTAINABLE PLACES PROGRAM

**AGREEMENT**

**PARTIES:**                    **City of Mission, Kansas**, hereinafter referred to as the “Sponsor”

**Mid-America Regional Council**, hereinafter referred to as “MARC”

**PURPOSE:**                    The Planning Sustainable Places (here in after known as “PSP”) program provides local governments with financial support to advance detailed planning and project development activities in support of *Connected KC 2050*'s activity centers and corridors framework. Funds received will be used to advance detailed local planning in support of the Mission City-Wide Bike/Ped & Trail Connections Study as detailed in Exhibit A.

The program looks to facilitate the following objectives:

- Support the development and implementation of local activity center plans consistent with the Creating Sustainable Places principles, identified regional activity centers, and the land use policy direction outlined in *Connected KC 2050*.
- Support localized public engagement and community consensus building.
- Support the identification and conceptualization of transportation projects, land use strategies, and related sustainable development initiatives that help to realize and advance the objectives identified in the Creating Sustainable Places initiative, *Connected KC 2050*, and the MARC Board's adopted policy statement on regional land use direction.

**EFFECTIVE**                    The parties mutually agree to Articles I, II, and III in accordance with this Agreement effective the date signed by MARC's Executive Director or his/her designee until the 31st day of May, 2024.

**ARTICLE I**

**SPONSOR AGREES:**

1. To fund their portion of the PSP program's required local match of \$15,000.00 with a one-time payment upon receipt of invoice for the local match;
2. To fund the 1% transportation fee of \$530.00 which MARC collects for any federal funds awarded to any project selected through a MARC transportation project selection/programming process.
3. That any change order or request for additional services must be submitted through MARC to the contracted consultant. If the resulting change order or request for additional services requires additional funding, payment shall be the responsibility of the Sponsor;
4. To provide a project manager and coordinate the consultant team;

5. To participate in the PSP program management and provide MARC all required technical assistance, data and any other necessary information needed to successfully manage and comply with federal requirements regarding the PSP project;
6. Agree to include designated MARC project liaison in study advisory committee; and
7. To provide a selection committee to review consultant vendor proposals, interview prospective consultant vendors, and make final selection of vendor.
8. To provide final approval of project deliverables.

## **ARTICLE II**

### **MARC AGREES:**

1. To provide project liaison and project management;
2. To administer awarded Planning Sustainable Places federal funding of \$53,000.00, unless state or federal funding sources withdraw funding.
3. To coordinate and conduct consultant selection process to meet state and federal procurement requirements in the use of federal funds that includes but is not limited to debarment and Disadvantaged Business Enterprise (DBE) requirements;
4. To provide oversight of federal requirements that governs the use of federal funds in connection with the PSP program; and
5. To administer consultant invoicing and reimbursement process per state and federal guidelines.
6. To accept consultant deliverables only with Sponsor approval.

## **ARTICLE III**

### **BOTH PARTIES MUTUALLY AGREE:**

1. That this Agreement and all contracts entered into under provisions of this Agreement shall be binding upon City of Mission, Kansas and MARC; and
2. That no third party beneficiaries are intended to be created by this Agreement, nor do the parties herein authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.

[Balance of page left blank]

**IN WITNESS WHEREOF:** the parties hereto have caused this Agreement to be signed by their authorized officers effective the date signed by MARC's Executive Director or his/her designee.

**Mid-America Regional Council**

**City of Mission, Kansas**

David Warm  
Executive Director

Laura Smith,  
City Administrator

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Robyn Fulks, City Clerk



## Exhibit A

[Include PSP Application Summary PDF]



# Planning Sustainable Places

ADVANCING A SUSTAINABLE REGION PLACE BY PLACE

## 2022 Planning Sustainable Places Funding Call

### General & Project Information [First Page]

No.	Question	Answer
<b>General Information</b>		
1.01	You must classify your project into one category. Select your category from the following list:	Sustainable Places Plan
1.02	Project Name:	Mission City-Wide Bike/Ped & Trail Connections Study
1.03	Organization Type:	City
1.04	Organization Name:	Mission, KS
1.05	Project Location: (city, county, and general boundaries if site-specific plan)	Mission, KS
1.06	Project Scope: Please provide an outline that includes activities to be carried out and expected deliverables	A mobility plan that includes ROW analysis for pedestrian and bike pathways, bicycle and bike-share parking, potential ebikes/escooters locations, trail connections, and safety improvements for bicyclists and pedestrians.

### Project Financial Information

2.1	Total Cost	\$70,000
2.2	Federal Amount	\$55,000
2.3	Minimum Funding Amount	\$0
2.4	Non-federal Cash Match - <b>Must be at least 20% of Question 2.1 above...</b>	\$15,000
2.5	Source of local match:	City of Mission
2.6	Is the project scalable?	Yes
2.65	If Yes, what is the minimum amount?	\$30,000

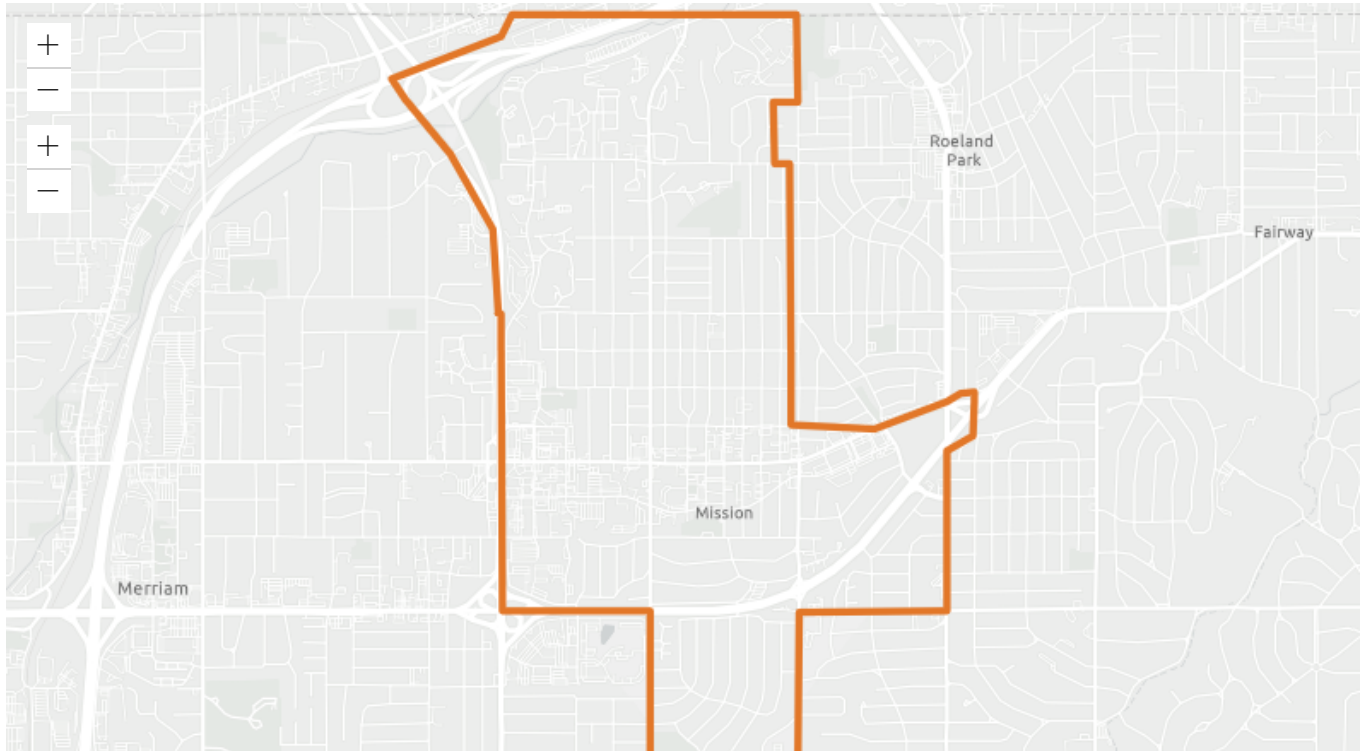
### Study Area & Context [Second Page]

No.	Question	Answer
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### Sustainable Places Characteristics

There are characteristics that contribute to the success of a Sustainable Place. The "Sustainable Places" Map provides layers of these characteristics so that we can understand your study area's strengths and opportunities. It also helps us understand which characteristics you intend to address in your proposed Planning Sustainable Places project's scope of work.

3.05 Please draw the boundaries of your proposed project's study area.



Unified Gov of Wyandotte Co, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NP... Powered by Esri

**Next, to help us better understand the context of the project that you are proposing, we are asking the following questions. The questions ask about characteristics that contribute to the success of a Sustainable Place. Each of the questions are associated with a layer or layers in the above map where you drew your study area. You may wish to click on the "Show Layers" item to show the list of the layers included.**

## Destinations

3.11 What is in your proposed scope to connect the above destinations in your study area? Please tell us about any priority destinations that are to be connected.

The scope of the study is to evaluate transportation connections between neighborhoods, parks, and businesses or activity centers in the downtown area. Residential neighborhoods lack sidewalks and functional bike connections to downtown, and downtown lacks these connections to neighborhoods and parks. North/south pedestrian/bike pathways that link to the city's main east/west bike and pedestrian path, the Rock Creek Trail, and existing transit routes will encourage alternative modes of transportation besides just traditional gas-powered vehicles throughout Mission. Identifying multi-modal opportunities for residents and visitors through bike share, e-bike/e-scooter facilities, EV charging facilities, as well as providing adequate parking for regional visitors near downtown and the existing transit center could provide a more robust multi-modal transportation network.

**The next six questions ask about characteristics other than destinations. Each question references a particular layer or layers.**

Study Area & Context [Second Page]

3.12 The scale of a study area is impacted by the presence of people. The layers, Population by Block, and Jobs by Block, show the numbers by block. What is in your proposed scope that addresses the scale of your study area?

Mission's goal is to increase its supply of housing options according to the Comprehensive Plan. The First Suburbs Coalition Regional Housing Summit conducted in 2019 by the National League of Cities in partnership with the Mid-America Regional Council suggested that Mission's rental housing had reached capacity, and as new multifamily rental developments have been constructed, units fill quickly. The Johnson County Community Housing Study, completed in 2021 by United Community Services of Johnson County, indicates that Mission should be adding an average of 45 housing units per year over the next decade to meet demand. Currently, a new large multifamily project is being constructed on the south side of Martway just east of Nall along the Rock Creek Trail. The Mission Gateway, on the City's east side, is at the eastern terminus of the Rock Creek Trail and is also under construction. Particularly, the Downtown District and East Gateway District along the Johnson Drive and Martway commercial corridors are expected to see significant redevelopment and economic vitality due to increased population brought by higher density residential projects to the adjacent north and south parcels along the commercial corridors. To build on the projected population increase, the City envisions pedestrian, bike, and vehicular enhancements that improve safety, walkability, and bike-ability for area residents and to mitigate anticipated increased congestion. Increased population is also expected to drive transit ridership at the east side transit station. Building key bike and pedestrian pathways and facilities that branch out from existing and potential population areas to neighborhood amenities will promote population increase in the downtown district as well as in single-family neighborhoods.

3.13 The mix of land use types contributes to the vibrancy of a place. The layer, Land Use Variety by Block, illustrates how many different land use types are found in a block. What is in your proposed scope that addresses land use mix?

Enhanced multi-modal connectivity between the downtown commercial district along Johnson Drive/Martway and the northern and southern residential neighborhoods in Mission will provide the connections that are necessary to build a safe and vibrant walkable city. While Mission boasts the well-utilized east-west connecting Rock Creek Trail, there may be yet unrealized opportunities to create north and south connections, as well as more east and west connections along certain corridors to complete a healthy mobility grid that not only connects residential and commercial land uses, but also parks, historic sites, and surrounding jurisdictions.

3.14 The mix of housing land use types contributes to housing choice. The layer, Housing Variety by Block, illustrates how many housing types are found in a block. What is in your proposed scope that addresses housing mix in your study area?

Mission hosts a variety of housing types, with about 50% single-family residential units and 50% multi-family units; the most balanced mix of housing types for jurisdictions in the region. Linking area residents from their single-family or multi-family homes to parks and commercial activity centers is a functional means to create a well-designed "15-minute" city for pedestrians and bicyclists and promotes access to equitable housing choice. The scope of the project should evaluate pedestrian and bike pathways within a 1/2 mile or less on a grid pattern that ties each neighborhood to community services, amenities, and jobs for residents who wish to live in either single detached homes or apartments and townhomes and who wish to use alternative modes of travel. Focus on north/south pathways such as Metcalf frontage from the Rock Creek Trail to Streamway Park, Lamar Avenue from the southern single-family neighborhoods, through downtown housing, to the northern multi-family neighborhoods, and enhanced pathways north and south along Nall may be corridors considered for the study. East/West connections such as 55th Street and 51st Street could potentially weave the mobility fabric together as an integrated grid network that encourages housing choice by providing a means of travel by foot, bike, or other modes no matter where one chooses to live.

3.15 One of the components of environmental justice is an at or above regional presence of minority populations. The layer, % Minority Population by Block, illustrates the percentage of population that is minority. What is in your scope that addresses minority populations in your study area?

Tract 20091050302 encompasses the downtown corridor and the surrounding residential population. Socioeconomic indicators show that this tract is above the 50th percentile in the region for people of color, unemployment, linguistically isolated, and people over age 64. Elements of the project proposal will improve the air quality and environment by promoting walkability while addressing transportation equity of vulnerable populations. By providing safe and improved pedestrian connections to the transit center on the City's east side, people without a vehicle can have a viable means to access jobs in the region. Trees, native vegetation, and green infrastructure BMPs will reduce urban heat islands and benefit air quality by potentially reducing the number of vehicle trips in and around Mission. Bicycle racks and EV charging stations would promote alternative modes of transportation that do not increase emissions or air pollution. In this way, vulnerable populations that have historically experienced environmental injustice may have more equitable transportation choices that improve the surrounding environment.

3.16 Stormwater runoff can adversely affect infrastructure and properties. The layer, Impervious Surface, illustrates the percentage of impervious surface by block. What in your proposed scope addresses impervious surface in your study area?

Mission's Downtown District has a high percentage of impervious surface. In close proximity to Rock Creek and the Rock Creek Trail, there are currently limited areas where runoff can be captured and/or slowed to allow for percolation and filtration before entering the waterway and stormwater inlets throughout the city. The creek is part of a larger watershed and protecting water resources is a priority for the City and the region as a whole. The city has several parcels where BMPs and green infrastructure could be incorporated to address stormwater runoff challenges and help mitigate impacts on grey infrastructure, and creating smaller pockets of parking surface will allow vehicular access at key nodes near downtown businesses. Incorporating green infrastructure, bioswales, and BMPs within parking areas and along key pathways with added sidewalks and trails can improve stormwater runoff as well as provide beautification at key points for travelers.

### Connections

3.17 What is in your proposed scope to address connections in your study area? If connections are missing, tell us about them.

This study is focused on providing key alternative transportation connections throughout the city. The City's sidewalk infrastructure lacks connectivity throughout the three square mile study area. A focus on connecting parks to neighborhoods and neighborhoods to businesses will provide the network the city currently lacks throughout key corridors such as along the Metcalf/Foxridge Drive corridor, Lamar, and Nall, 55th and 51st Streets. A project that provides an in-depth study of these key corridors could help us understand how and where pedestrian and bike pathways are feasible to promote a grid network of corridors within a half-mile of each proposed pathway to improve walkability.

Project Overview [Third Page]

No.	Question	Answer
4.1	Project Description	<p>This study is based on the number one priority according to resident input via the Mission Direction Finder Survey conducted in 2015 and the 2021 Community Survey. In 2015, 70% of surveyed residents were either very satisfied, satisfied, or neutral about the number of walking/biking trails throughout the City. By 2021, that number decreased to 50%. Residents have consistently stated that connections via sidewalks and trails should be addressed, and this study that focuses on priority corridors will help to determine the feasibility of making those resident-driven needs a viable reality.</p>
4.2	Is the project consistent with the relevant adopted local comprehensive plan(s)?	<p>As part of the the updated draft Comprehensive Plan, as well as the 2007 plan, enhancing and increasing the number and functionality of sidewalks and trails are a high priority. As Mission anticipates adopting the updated Comprehensive Plan in the first quarter of 2023, allocating resources toward finding feasible solutions to these high-priority amenities is directly related to the input the city received during the public input process during the formulation and update of the plan. Taking an active move toward developing a plan will build momentum toward the city's goals.</p>
4.4	Describe how this project and its outcomes directly relate to transportation issues.	<p>While trails are an amenity many residents and visitors may typically use for recreation, the functional use of trails to connect people with activity centers and neighborhoods will build a mobility network that can motivate people to use alternative modes of transportation on a more regular basis for daily activities. A strong pedestrian and bike network will encourage healthy lifestyles that are not as dependent upon the automobile to access services and amenities. Building this network and creating connections across the city will promote walkability, and the more people see others walking, the more people will be encouraged to also walk, bike, and take public transit to their local and regional destinations. We must first provide the infrastructure for alternative transportation opportunities to breed a healthy and walkable culture.</p>
4.5	The Planning Sustainable Places program requires projects to include a robust citizen engagement component. Please outline this component.	<p>Mission is a close-knit community of involved citizens, and Staff takes input from Mission residents very seriously. From our website to neighborhood and stakeholder meetings, Staff actively seeks engagement during its planning and development projects. For the public engagement phase of this proposal, Staff would like to develop new ways to reach out to its citizens and neighbors. Utilizing ESRI mapping and StoryMaps may be one way to engage the public in the process. Online mapping and public input opportunities for public comment, surveys with visual imagery and mapping components, and educational outreach will help tell the story of where we started, where we are, and where we envision the future will take us. Visualizations with perspectives and eye level views will demonstrate existing conditions and proposed enhancements. Social media has become one of the most wide-spread avenues of engaging public feedback and will continue to be utilized by communities for the foreseeable future. Accessing feedback through Facebook, Twitter, and Instagram, a few of the most prominent platforms, is essential to the entire package of public outreach activities. These avenues are often places where people feel free to voice their opinions, whereas they might feel less inclined to share thoughts in a large group. This is one of the ways we can reach out to people in their homes and they can provide feedback at their convenience if they do not have the time or opportunity to engage in face-to-face meetings. In addition to online public engagement, in-person engagement opportunities that occur early and often throughout the process are necessary to bring the project to life. Building on the trust between City Staff, Planning Commission and City Council members, and business leaders, face-to-face engagement will create buy-in that is necessary for a successful project. In-person engagement will meet people where they are and will create opportunities to activate pedestrian and bicycle corridors with pop-up events. Engagement will include residents, local businesses, and other stakeholders with vested interest.</p>
4.6	One of the dominant goals of the Planning Sustainable places program is to create or enhance vibrant communities. Please explain how this project will enhance future vibrancy. (See this link ( <a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a> ) for principles and concepts that contribute to a vibrant community.)	<p>Creating links to the main commercial corridor in Mission's activity center from north to south, as well as east west connections throughout neighborhoods, will create a vibrancy at the street level. Neighbors that meet along sidewalks and trails will promote interaction at a personal level that can help solidify intimate, neighborly relationships as people meet face-to-face along their travels. Promoting multi-modal travel will help older residents age in place while maintaining the sense of community, as well. Sidewalk and trail improvements offer multiple opportunities for placemaking strategies at key nodes via art and historic markers, and extending the network to planned opportunities in neighboring jurisdictions will be vital to build upon other planning efforts in Mission.</p>

Intent Questions [Fourth Page]

No.	Question	Answer
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**The following questions address a project's Intent.**

<p>5.01 Describe how the project promotes improved travel choices (e.g., bicycling, walking, transit use, transportation demand strategies, etc.) For more information see the sustainability principle of Transportation Choice in the Sustainable Land Use Resource (<a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a>).</p>	<p>The Rock Creek Trail, one of Mission's most treasured amenities, runs parallel to Mission's main commercial district and historic downtown, but connections to other commercial nodes in the south and in the north lack elements that create a safe and vibrant environment. Many of the residential neighborhoods lack sidewalks, and walking or biking from these locations to commercial destinations or community amenities are not ideal. Improving walkability and bike-ability in Mission to these distinct land uses will promote improved travel choice for residents and visitors.</p>
<p>5.02 Describe how the project promotes sustainable land-use patterns (e.g., mixed use, transit-oriented, walkable, affordable housing, etc.) For more information see the sustainability principle of Housing Choice or Reinvestment in the Sustainable Land Use Resource (<a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a>).</p>	<p>By providing a more integrated pedestrian network, existing housing stock - both multifamily and single-family units - and commercial uses are bolstered and made more sustainable by promoting reinvestment. Likewise, new developments will be more likely to occur with a more walkable surrounding community. Connectivity will promote aging in place, walkability, diverse infill housing developments, housing choice, and mixed density neighborhoods. In conjunction with pathway connections, green space and tree cover will be an essential part of any plan to beautify, provide carbon capture and improve stormwater runoff, and promote ecological diversity.</p>
<p>5.03 Describe how the project advances environmental stewardship. For more information see the sustainability principle of Resource Conservation and Energy Efficiency in the Sustainable Land Use Resource (<a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a>).</p>	<p>Additional vehicle parking near commercial activity on permeable surface with incorporated electric vehicle charging stations and green space encourages energy efficiency, natural resource protection, renewable energy use, as well as optimized parking. Connecting this parking with a trail network encourages walkability, multi-modal transportation, and encourages infill development nearby that utilizes existing infrastructure. Providing the option for pedestrians and bicyclists to utilize trails, sidewalks, and shared roads to get to work, to recreate, and to easily access retail shops encourages fewer vehicle trips, thus reducing greenhouse gas emissions and pollutants from entering air and water systems. Enhancing trail systems with complete streets adds another layer of green space to reduce the heat island effect of large expanses of impervious parking and wide road networks. Green Infrastructure enhancements along pathways to reduce runoff and improve water quality provide additional benefits.</p>
<p>5.04 Describe how the project advances housing choice. For more information see the sustainability principle of Housing Choice in the Sustainable Land Use Resource (<a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a>).</p>	<p>By providing an integrated pedestrian and bicycle network throughout the City, multi-family homes will have equitable connections to amenities, as will residents within single-family homes. This will provide a network for those choosing to live in multiple housing types within the community. This also encourages residents to age in place when amenities and services are within walking distance and truly connected to one another by a robust pedestrian network. A mobility grid promotes housing choice by linking single-family housing types with commercial districts, and commercial districts that contain more multi-family housing are linked with parks and recreation activities. A person who wants to live in a single-family home without a vehicle can travel to downtown restaurants and retail as easily as someone who lives downtown, and downtown residents can access more remote areas with parks and trails.</p>
<p>5.05 Describe how the project advances improved public health. For more information see the sustainability principle for Healthier Lifestyles in the Sustainable Land Use Resource (<a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a>).</p>	<p>Improving walkability in a community will advance and encourage use of sidewalks and pathways for both recreation and function. When residents can walk to their destinations and are not required to drive, pollution decreases, obesity and heart disease decreases, and active living is encouraged. Integrating green infrastructure into the pedestrian realm and integrated trail network will preserve natural resources and trees, which help reduce greenhouse gases and clean the air of pollutants that pose health hazards.</p>
<p>5.06 Describe how the project supports investment in areas with existing infrastructure. For more information see the sustainability principle of Corridors &amp; Activity Centers in the Sustainable Land Use Resource (<a href="http://resource.sustainable-kc.org/">http://resource.sustainable-kc.org/</a>).</p>	<p>The existing Rock Creek Trail is a connector for the Johnson Drive Activity Center. The project will support the existing trail and the creek by investing in strategies to mitigate climate change, promote resiliency, and enhance walkability. Trails require less maintenance and resource-intensive materials than streets, and the more people can use a trail network to travel, the less vehicle traffic will impact existing street networks. In conjunction with the Rock Creek Master Plan, the City has implemented certain improvements along Johnson Drive. In 2014, a robust program to improve the public realm along Johnson Drive from Nall to Lamar in the Downtown Commercial District was implemented after existing conditions were assessed and analyzed. In 2022, Mission began to assess the ADA accessibility of its existing sidewalks and should complete that work in 2023. The City widened the sidewalks along business storefronts on Johnson Drive and incorporated landscaped islands, crosswalks and pedestrian warning lights, and diagonal street parking. During the summer of 2022, Mission restriped Johnson Drive to reduce the street from four lanes to two lanes with a center turn lane. Small, well-designed parking areas with green infrastructure to mitigate stormwater runoff could provide the additional infrastructure businesses may need to grow regional markets while lessening potential impacts on stormwater infrastructure. Small-scale design can also be more easily adapted for pocket parks or housing if less parking is needed in the future.</p>

## Intent Questions [Fourth Page]

5.07	Describe how the project improves economic growth (i.e. jobs retention, jobs generator, tax growth).	Promoting foot and bicycle traffic to adjacent businesses propels the viability of current local businesses and encourages more businesses to come to Mission and surrounding cities. Johnson Drive, the main commercial and jobs corridor in Mission, is located in the center of the city on an east-west trajectory. The west side of Mission is also a job-generating district that is oriented north-south. Providing more north-south connections to the main commercial corridor, along with east-west connectors from the west and throughout neighborhoods will promote economic growth for Mission, neighboring jurisdictions, and the region as a whole. Also, by providing an integrated pedestrian network, people are offered the opportunity to choose their mode of transportation to school, work, entertainment, or recreation. The will promote accessibility for those without vehicle access and therefore improve job retention and economic growth regionally.
5.08	Describe how the project commits to using a planning resource(s) to understand the project area and craft the plan (e.g. scenario planning, data indicators, performance measures, environmental data or similar resources - for example list visit this link ( <a href="https://marc2.org/tr_psp/pdf/Planning_Resources_Overview_2023_Final.pdf">https://marc2.org/tr_psp/pdf/Planning_Resources_Overview_2023_Final.pdf</a> ))	The study will involve at least three different types of planning resources: 1. Scenario planning: to develop an alternative mobility vision for the community; 2. Public engagement: by actively involving the public in the decision-making process through robust public and stakeholder engagement, the planning team will gain key insights into land use and development strategies that impact the community; and 3. Visualization: a key component to develop a plan that will be comprehensible and encourage public and stakeholder buy-in, while allowing city staff to determine project feasibility through right-of-way analysis and data mapping.
5.09	Describe how the project promotes resiliency (physical and/or economic).	As climate change continues to affect our way of life, we will need to adapt to cultural shifts in the way we move throughout and between our communities. Regionally, connecting bike and pedestrian pathways will encourage transit ridership. In Mission, the transit station on the east side of the city is connected via ped/bike paths to the west side of the city by the Rock Creek Trail. Building on the trail's success, Mission should incorporate north-south connections that will take transit riders to their final destinations. By encouraging walking and bicycling, dependence on vehicular transportation should decrease as climate change and energy costs make cars less viable. However, electric cars are expected to change the transportation landscape further over time, and preparing for EV infrastructure now will help us be more resilient in the future.
5.1	Describe how the project includes innovation in concept generation and public engagement.	Mission's stakeholders will participate in hands-on concept generation for the multilayered approach this project can provide. Public engagement will provide online and in person opportunities to participate. The community will be encouraged to express priorities for the components of these amenities; elements configured according to needs consensus. These activities stimulate dialogue and encourage participants to consider design elements comprehensively. The project team will also provide pragmatic data points for traffic flow, stormwater needs, and parking requirements to guide concepts that are feasible to meet performance metrics. Focus groups will address specific concerns or viewpoints of local constituents to build trust and buy-in during concept refinement.

## Location Questions [Fifth Page]

No.	Question	Answer
<b>The following questions address a project's Location. To see map layers for each of the questions, visit the Planning Sustainable Places Atlas (<a href="https://marc-gis.maps.arcgis.com/apps/instant/sidebar/index.html?appid=d8f9871db6f14d29abc0914227a4cf18">https://marc-gis.maps.arcgis.com/apps/instant/sidebar/index.html?appid=d8f9871db6f14d29abc0914227a4cf18</a>)</b>		
6.1	Does this project serve MARC's defined redevelopment area? Click on the Redevelopment Area layer in the Planning Sustainable Places Atlas.	Yes
6.15	If yes, please describe.	The entirety of Mission is within the MARC redevelopment area. A 16-acre office area just to the north of Mission's downtown has lost some employment in recent years due to a significant drop in office uses regionally due to changing markets and the pandemic. Future projections contemplate possible redevelopment opportunities in this area to offset the vacancies this cultural shift may cause long-term.
6.2	Is the project located in an activity center identified on MARC's map of activity centers? Click on the Activity Centers layer in the Planning Sustainable Places Atlas.	Yes



Location Questions [Fifth Page]

6.25	If yes, please describe.	The potential trails and pathways would connect with the downtown activity center in Mission, which is a "high" intensity designation. This activity center has several multi-family development projects in process that could increase the intensity significantly. The Form Base Code District is a "medium" intensity center on Mission's west side. Several multi-family projects in this district have significantly increased intensity, and more potential projects nearby may further increase activity.
6.3	Does the project serve a current or future transit corridor or mobility hub (Smart Moves 3.0)? Click on Mobility Services and select the Mobility Hubs or Smart Moves layer in the Planning Sustainable Places Atlas.	Yes
6.35	If yes, please describe.	The Metcalf corridor is a key corridor for JOCO Transit. Johnson Drive and Martway are also key transit corridors, which currently run parallel and intersect at key points along the Rock Creek Trail. The project will contemplate locations for EV charging (DCFC and Level 2) along the Metcalf Corridor, in the downtown commercial district, and on Mission's east side, especially where parking locations could be combined with a trail head. This project proposal can address all the goals of the Smart Moves 3.0 vision, including economic vitality, placemaking, equity, transportation choices, safety and security, conditions, performance, public health, environment, and climate change/energy use by establishing key pedestrian and bike connections throughout the city.
6.4	Does the project serve an environmental justice area(s) or has areas with hidden environmental justice populations or does the project provide connections to environmental justice area(s) with opportunities (i.e., jobs access, education, reduce health disparities, etc.)? Click on Environmental Justice Tracts layer in the Planning Sustainable Places Atlas.	Yes
6.45	If yes, please describe.	About half of Mission lies in an Environmental Justice Tract according to the Planning Sustainable Places Atlas. Both east-west and north-south connecting pathways will cross the boundaries between these EJ tracts and non-EJ tracts, promoting equitable access to amenities, jobs, and education, and reducing health disparities through mobility choice.

Partnership & Implementation Questions [Sixth Page]

No.	Question	Answer
<b>The following questions address a project's Partnerships.</b>		
7.1	Describe the partnerships formed to develop the project and the manner in which these partnerships will benefit the project. In particular detail project coordination within the sponsor entity and partnership with entities outside the sponsor entity.	The City's Community Development Department and Parks and Recreation Department will partner with area residents, business and property owners, and special interest groups such as organizations that advocate for persons with disabilities and persons with special needs to determine best practices within the project scope. Representatives from these groups will provide vital input in the decision-making process and some individuals are expected to be part of a steering committee for the project. Organizations that plan bike and pedestrian access in communities like Mission will be especially considered as key partners for the study, and neighboring jurisdictions (Overland Park, Merriam, Roeland Park) will be encouraged to provide input during scenario planning efforts.
7.2	Describe if the project demonstrates sustained involvement with social equity and/or typically underrepresented stakeholders.	Mission has an on-call ADA consultant that provides input on many of the planning and mobility projects in the City. The relationship has garnered considerable relevant input for our sidewalks network in 2022 through an existing conditions assessment, and that work will continue in 2023. The information gleaned during the assessment will help the City prioritize sidewalks and connections that are in greatest need of improvement during the project. Other underrepresented stakeholders with special needs, such as the Down Syndrome Guild and The Mission Project, a non-profit for adults with disabilities, have worked with the city to provide input on Comprehensive Plan initiatives, and will be invited to participate in steering activities for this study.

The following questions address a project's steps towards Implementation.

8.1 Describe local activities that show commitment and ability to carry out the proposed project and support the stated project summary.

Construction of, and improvements along, the Rock Creek Trail in 2014 was a successful endeavor that Mission would like to build upon. The update to the Comprehensive Plan is currently in its final draft and is expected to be adopted in 2023. This document outlines the priorities of city residents which include sidewalks and bike pathways as a "high" priority. The City's Parks and Rec Master Plan (PRMP) vision statement is to "become the most integrated, connected and accessible parks and recreation system in northeast Johnson County." The PRMP ranks trail connectivity as a top priority through input received through both public open houses and a statistically valid survey. This includes providing connections within parks, improving sidewalk conditions to access parks, and connections to adjacent park and trail networks. Mission's governing body has expressed implicit support for planning efforts that incorporate environmental sustainability, social equity, and economic vitality.

Supplemental Information [Seventh Page]

No.	Question	Answer
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**Supplemental Information**

**Thank you for answering all of the previous questions about your project. If you would like to include additional information, you can upload up to five files.. Each file is limited to a maximum of 25 MB. We can only accept the following file types: PDF, JPG, Microsoft Word, and Microsoft Excel. To submit other file types, including available GIS files for the project, please contact Beth Dawson at 816-701-8325, bdawson@marc.org or Taylor Cunningham at 816-701-8228, tcunningham@marc.org. Examples of supplemental information that previous sponsors have supplied include:**

- 1. Project area in map form (11" x 17" maximum). The project area should be clearly defined, focused and of concise size/composition to be manageable and geographically illustrate the project summary. Also identify the project area location within the county. Ensure that all maps include a scale and north arrow.**
- 2. Letter from the local government acknowledging commitment to develop the project and provide a non-federal cash match equivalent to at least 20 percent of the total study amount.**
- 3. Letter(s) of support from entities with which you are partnering.**
- 4. Other supporting documentation such as photos, related study summaries, supporting comprehensive plan policies, etc.**

9.21 File 1

15\_9.21.pdf ([https://gis2.marc2.org/Uploads/PSP/2022r2/15\\_9.21.pdf](https://gis2.marc2.org/Uploads/PSP/2022r2/15_9.21.pdf))

<b>City of Mission</b>	Item Number:	8.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Parks + Recreation</b>	From:	Penn Almoney

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

**RE:** Flooring for PCC Conference Space

**RECOMMENDATION:** Approve a contract with Big Red Decorative Concrete, LLC for Powell Community Center carpeted flooring removal and polished concrete installation in an amount not to exceed \$32,132.10.

**DETAILS:** The Powell Community Center’s (PCC) conference rooms C, D and E had new carpet installed in December 2015. These rooms host a myriad of rental groups ranging from business conferences to birthday parties. Staff vacuums and cleans the carpet regularly in order to minimize stains and wear patterns. The existing flooring is 1’ x 3’ carpet sections that can be replaced individually in case of damage.

As the existing flooring ages, maintenance time and costs continue to be a concern. Additionally, transitioning between events, especially when there was a spill or stain that cannot be lifted prior to the next event, can be challenging.

Turning over the event space to a rental group that witnessed a clean space during their walkthrough only to find large stains or damage prior to their event has happened frequently enough that staff began considering alternative flooring solutions.

The 2023 Parks + Recreation Capital Improvement Plan includes \$40,000 for replacement of the conference center flooring. In preparing for this capital project, Staff considered various replacement objectives including:

- Aesthetics
- Durable
- Ease of care and cleaning/On-going maintenance costs
- Maximizing Flexibility of facility spaces
- Impact to patrons - time to replace
- Standard rental space flooring solutions

With those objectives in mind, staff reviewed vendor solutions along with industry best practices and concluded that the most cost-effective, safe, visually appealing and maintenance-friendly option was polished concrete. Several rental facilities utilize polished concrete or epoxy flooring solutions. The feedback from these facilities is that maintenance is significantly easier and rental transitions or “flips” can happen quicker with less time-intensive cleaning measures like carpet cleaning. One contractor

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$40,000

<b>City of Mission</b>	Item Number:	8.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Parks + Recreation</b>	From:	Penn Almoney

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

suggested that the PCC install polished concrete because scratches or scuffs in epoxy need resurfaced whereas polished concrete can have a quick application of polish and buff.

Eight vendors who install polished concrete were solicited, four of whom responded. Bid amounts are included in the table below.

<b>Contractor</b>	<b>Total</b>
Big Red Decorative Concrete, LLC	\$32,132.10
Epoxy Floors by Welch, LLC	\$33,950
Hardacre Construction, LLC	\$25,695
MAC Service KC	\$33,690

Hardacre Construction, LLC was the lowest bidder, but did not include the wood base trim installation and staining and lacked any costing details. Big Red Decorative Concrete, LLC had a more responsive bid which included details on each phase of the project, reusing the existing wood base trim where possible, installing all trim and securing protective masking film over all walls/trim. Big Red has extensive experience working both small and large-scale projects and completed a project similar in scope at Union Station, KC, MO and several hotels in the region.

Big Red provides care instructions to protect the industry's best polish system and walks through the project with PCC personnel prior to job completion. They have staff available to complete the project within a 5-day window with projects currently booking through August. Staff asked if Big Red could fit the PCC project into the last two weeks of August, which coincides with the facility closure. Big Red said they would do their best if staff returned the signed bid as soon as possible. There is a 15-year warranty on this polish system, which is scratch resistant and four times stronger than epoxy.

Staff recommends the project be awarded to Big Red Decorative Concrete, LLC for conference room polished concrete for \$32,132.10 with anticipated installation to occur the last two weeks of August 2023 to coincide with the PCC annual maintenance closure. Funds are budgeted and available from the Parks + Recreation Sales Tax

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$40,000

<b>City of Mission</b>	Item Number:	8.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Parks + Recreation</b>	From:	Penn Almoney

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

Fund for this project.

**CFAA CONSIDERATIONS/IMPACTS: 4-A** This work will help ensure the Powell Community Center patrons of all ages and abilities will be able to enjoy the conference space for many years to come.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$40,000

Big Red Decorative Concrete, LLC  
 8203 Schell Road  
 Pleasant Valley, MO 64068 US  
 816-734-8930  
 bigreddecorativeconcrete@gmail.com  
 bigreddecorativeconcrete.com

# Estimate

ADDRESS
Roger Salinas Sylvester Powell Jr. Community Center 6200 Martway St. Mission, Kansas 66202

SHIP TO
Roger Salinas Sylvester Powell Jr. Community Center 6200 Martway St. Mission, Kansas 66202

ESTIMATE #	DATE	
1061	06/15/2023	

**SALES REP**  
 Tyler

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		PROJECT LOCATION: CONFERENCE ROOM E (1,258SF), ROOM D (1,020SF), AND ROOM C (1,388SF).  **RUBBER BOTTOMS ON ROOM DIVIDERS WILL NEED TO BE REMOVED BEFORE PROJECT START DATE**			
	<b>TAPE AND PLASTIC</b>	PROPERTY PROTECTION: Tape and plastic walls, trim, doors, dividers, and doorways.	300	1.25	375.00
	<b>CONCRETE            PREPARATION</b>	CONCRETE PREPARATION: Remove carpet squares and dispose of in dumpster on site. Chip up and remove tile in Conference Room E.  **DUMPSTER WILL NEED TO BE ORDERED AND PRESENT ON SITE AT PROJECT S TART DATE**	3,666	0.60	2,199.60
	<b>CONCRETE            PREPARATION</b>	CONCRETE PREPARATION: Remove quarter round base.  **CREW WILL DO THEIR BEST TO KEEP QUARTER ROUND INTACT FOR REINSTALLATION.**	275	1.00	275.00
	<b>CONCRETE            PREPARATION</b>	CONCRETE PREPARATION: Diamond grind floor to remove remaining glue and mortar for carpet and tile.	3,666	1.00	3,666.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>CONTROL JOINT FILL</b>	CONTROL JOINT FILL INTERIOR: Clean out control joint and insert backerrod. Install Quickmender crack fill.  **WILL BE REQUIRED IF CONTROL JOINTS ARE PRESENT ONCE CARPET IS REMOVED. WILL CHARGE \$5.50/LINEAR FOOT.**			0.00
	<b>400 Grit POLISH WITH DYE</b>	400 GRIT POLISHED CONCRETE: Grind concrete with 30, 50, and 120 metal bond diamonds. Grind with 100 and 200 grit resin bond diamonds. Apply Densifier/Hardener. Apply Dye stain if requested. Grind with 400V-Harr diamonds Apply Polish Guard and burnish.  COLOR: CONCRETE GREY  **TILE IN CONFERENCE ROOM E MAY SHADOW THROUGH STAIN**  5-6 day turn around time for project competition.	3,666	6.50	23,829.00
	<b>400 Grit POLISH WITH DYE</b>	400 GRIT POLISHED CONCRETE: (WALLS - 275 LINEAR FOOT) 1) Hand grind along walls to remove remaining glue and sealer. 2) Hand grind along walls with 100 metal bond wheel. 3) Hand grind along walls with 400 grit resin bond wheel.	275	6.50	1,787.50
	<b>NOTES</b>	NOTES: Treatment of existing cracks in surface does not guarantee cracks will not return or reopen. Big Red Decorative Concrete will not guarantee cracks.  Client must remove all furniture and fixtures from the work area being serviced by Big Red. Additional charges maybe applied if Big Red is required to move them.  Blue painters tape is used to secure masking film to all walls and trim. Great care is taken to carefully remove all tape and masking upon project completion. Occasionally, as tape is removed from walls and trim, it may also pull some paint	1	0.00	0.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		<p>from these surfaces. Client is responsible for any required touch up of these area.</p> <p>Every effort is made to protect plants and landscaping from harm while laying and pulling tarps to protect from overspray. Occasionally, accidents happen. Big Red will not be responsible for harm done to plants and landscaping.</p> <p>Projects are scheduled once a signed Estimate/Contract is received from client. ESTIMATES ARE GOOD FOR 30 DAYS. AFTER 30 DAYS WE WILL RE-EVALUATE PRICING BASED ON CURRENT MATERIAL COSTS.</p> <p>No other trades in area during application/installation process. Pets need to be restricted from area as well.</p> <p>Excessive cleaning and repairs of concrete may result in additional charges.</p> <p><b>PAYMENT TERMS:</b> 25% Down payment with signed estimate/contract. 25% Mid-payment on project start date. 50% Remaining balance on completion date.</p> <p>You will be charged a service fee of three percent (4%) of the amount paid with your credit card, if paid using MasterCard, Visa, Discover, and American Express. This fee will be added to your total balance. <b>LATE FEES WILL BE ADDED AFTER 30 DAYS OF NONPAYMENT.</b> Thank you for the opportunity to bid this project.</p>			

TOTAL

**\$32,132.10**



<b>City of Mission</b>	Item Number:	9.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Parks + Recreation</b>	From:	Penn Almoney

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

**RE:** Contract Award Broadmoor Park Trail Improvements

**RECOMMENDATION:** Approve a contract with Gunter Construction Co. for Broadmoor Park Trail Improvements in an amount not to exceed \$306,935.

**DETAILS:** Broadmoor Park is a 5-acre neighborhood park located east of Broadmoor St between 57th and 58th Streets, owned and maintained by the City of Mission.

In 2019, the City contracted with Confluence to begin master planning improvements for each of the City's major parks. Improvements to Broadmoor Park's trail have been a long-standing priority of the Parks, Recreation and Tree Commission. Through the conceptual planning process improvements totaling approximately \$2 million were identified and approved. Improvements to Mohawk Park and Water Works Park were funding first, with a phased approach to construction planned for other park locations. However, based on the trail deterioration, and a desire to make investments in all parks to some degree, it was recommended to proceed with the Broadmoor trail improvements in 2023.

The project includes a 10-foot concrete perimeter trail, ADA trail access points and grading that supports the safety and accessibility goals. Future phased improvements include new baseball/softball protective seating/fencing, new restrooms, new pavilion/shelter, new playground equipment with poured in place rubber surfacing, shade sails, multi-purpose court for pickleball or basketball, native plantings and more diverse tree species.

GBA completed the survey and design schematics along with a revised engineer's cost estimate in May 2023. The updated cost estimate exceeded the original budget of \$190,000 for project improvements. As a result, the project was advertised with option for a base bid that included the northeast trail entrance off 57 Street and extended southward toward the southeast bridge as well as a bid alternate containing the remaining perimeter trail and grading.

The project was bid the fourth week of May, and a pre-bid meeting was held on June 8 with two construction firms in attendance. A Project Addendum was issued following the

Related Statute/City Ordinance:	NA
Line Item Code/Description:	45-90-805-09
Available Budget:	\$306,395

<b>City of Mission</b>	Item Number:	9.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>Parks + Recreation</b>	From:	Penn Almoney

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

pre-bid meeting. Bids were received and opened on June 15 with four (4) firms submitting bids as detailed in the table below.

<b>Broadmoor Trail Improvements</b>	<b>Base Bid Amount</b>	<b>Bid Alternate</b>	<b>Total Bid</b>	<b>Project Length</b>
<b>Engineer Estimate</b>	<b>\$109,139</b>	<b>\$270,432</b>	<b>\$379,571</b>	<b>days</b>
Gunter Construction Co.	\$89,918	\$217,017	\$306,935	90
PCC	\$118,463.50	\$260,067.75	\$378,531.25	40
Kansas Heavy Construction	\$137,722	\$264,819	\$402,541	-
Freeman Concrete Construction, LLC	\$255,435.40	\$542,750.30	\$798,185.70	110

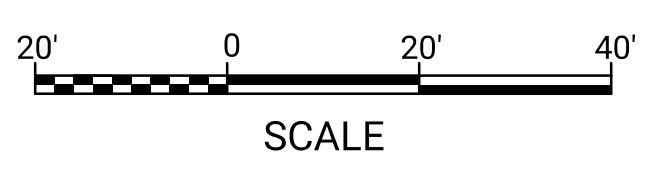
Based on a review and evaluation of the bids, Staff recommends approval of a contract with Gunter Construction Co. for Broadmoor Park Trail Improvements (base bid and bid alternate) in an amount not to exceed \$306,935. Construction is anticipated to begin in September 2023 and be completed in January 2024.

GBA is completing a final review of the bid documents and working to prepare a contract for execution.

This project is funded from the 2023 Park System Improvements budget (Parks + Recreation sales tax) identified in the Parks + Recreation Capital Improvement Plan.

**CFAA CONSIDERATIONS/IMPACTS:** The Community for All Ages initiative provides a mechanism for examining important community decisions from the perspective of residents for all ages. A place for residents of all ages to relax and play within a peaceful and natural setting is important component of a healthy and vibrant community. The trail improvements also address insufficient access and ADA accessibility making the trail safer for users of all ages and abilities.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	45-90-805-09
Available Budget:	\$306,395



DATE	BY

Drawn By : mfishette  
 Plotted : 5/18/2023  
 File : c:\bms\gpa-pw-01\matthew\_fisette\dms09962\141845\1R\_1300.dgn

	STA. FROM	STA. TO
<b>Base Bid</b>	Baseline 1	9+50.76
	Baseline 2	20+00.00
<b>Bid Alternate #1</b>	Baseline 1	1+00.00
	Baseline 1	12+52.07

C.I. #200  
 2.81' x 4.81' Concrete Block  
 Top=1033.63  
 FL W=1030.39' (IN)  
 FL S=1029.86' (OUT)

C.J. #201  
 4'x4' Pre Fabricated Concrete  
 Top=1032.86  
 FL N= 1028.35' (IN)  
 FL W= 1028.55' (IN)  
 FL SW= 1028.24' (OUT)

C.I. #202  
 2.75'x2.75' Pre Fabricated Concrete  
 Top=1029.62  
 FL N= 1026.97' (IN)  
 FL SW= 1026.77' (OUT)

WATER VALVE TO BE ADJUSTED TO GRADE BY OTHERS DURING CONSTRUCTION, CONTACT WATERONE MINIMUM 72 HOURS IN ADVANCE

WATER METER TO BE ADJUSTED TO GRADE BY OTHERS DURING CONSTRUCTION, CONTACT WATERONE MINIMUM 72 HOURS IN ADVANCE


CONTRACTOR SHALL GRADE AROUND MANHOLE, DO NOT DISTURB

DO NOT DISTURB AT&T FACILITIES

DO NOT DISTURB EXISTING SIDEWALK RAMP, USE IN PLACE.

CONTRACTOR SHALL GRADE AROUND MANHOLE, DO NOT DISTURB

EXISTING PEDESTRIAN BRIDGE AND CONCRETE APPROACHES. DO NOT DISTURB.

SHEET NUMBER	8	TOTAL SHEETS	33
YEAR	2023		
PROJECT NO.	14184.51		
CITY OF MISSION, KANSAS BROADMOOR PARK TRAIL REPLACEMENT			
DESCRIPTION			
DATE			
PLAN SHEET			
 9801 Renner Blvd., Ste. 200 Lenexa, KS 66219 913.492.0400 gbateam.com			

<b>City of Mission</b>	Item Number:	10.
<b>ACTION ITEM SUMMARY</b>	Date:	July 5, 2023
<b>PARKS + RECREATION</b>	From:	Penn Almoney

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

**RE:** North Breezeway Wood Staining

**RECOMMENDATION:** Approve a contract with Jeremy's Trim and Remodeling for exterior wood staining and maintenance at the Powell Community Center in an amount not to exceed \$13,830.

**DETAILS:** The wood features in the northern breezeway areas of the Powell Community Center (PCC) are unique characteristics that help keep it a beautiful and distinctive local attraction/landmark for members, rental groups, patrons and visitors throughout the year. Deferred maintenance along with heat, rain, wind and UV rays have eroded the wood's natural beauty and necessitated restoring some damaged pieces. The exterior woodwork in these areas was last stained more than ten years ago. Manufacturer recommendations suggest exterior wood features and character elements be stained every two to three years, to protect them from heat, rain and wind exposure. This is especially important at the PCC because of the western orientation and exterior weather abuse of these features.

Staff reached out to three firms that have the qualifications and expertise for this scale of work and received bids, which are detailed in the table below:

<b>Bidder</b>	<b>Total Bid</b>
Jeremy's Trim and Remodeling	\$10,830.00 (not to exceed \$13,830.00)
Distinctive Quality Painting, LLC	\$20,979.38
Premier Painting Company, LLC	Non-responsive

This project was approved in the 2023 CIP Park System Improvements budget for \$20,000. Jeremy's Trim and Remodeling bid \$10,830 for materials and labor and has concerns on the number of coats of stain needed. Due to years of no staining, there is a level of uncertainty on how much stain will get absorbed into the layers of wood verses being visible. They are including an additional \$3,000 to complete the project to the highest standards of satisfaction. They are guaranteeing that all work will be accomplished and warranted for one year for no more than \$13,830. That would be a savings of \$6,170 from the original bid estimates.

Staff recommends approval of a contract with Jeremy's Trim and Remodeling for

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$20,000

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exterior wood staining at the PCC in an amount not to exceed \$13,830. This project is anticipated to begin in August 2023 and be completed within seven days. Funding is provided by Parks + Recreation sales tax revenues.

**CFAA CONSIDERATIONS/IMPACTS: 1-C** The city designs and builds its public buildings to meet the needs of residents of all ages.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$20,000



# Jeremy's Trim And Remodeling

Jeremy Pose  
202D W Nicholas Lone Jack MO 64070  
913-701-4605  
Jeremystrimandremodeling@gmail.com

ESTIMATE  
EST0432

DATE  
May 26, 2023

TOTAL  
USD \$10,830.00

DESCRIPTION	RATE	QTY	AMOUNT
Make cabinets smaller	\$300.00	1	\$300.00
Stain and poly	\$150.00	1	\$150.00
Labor front desk	\$2,500.00	1	\$2,500.00
Stain back breeze way	\$60.00	5	\$300.00
Labor back breeze way	\$2,100.00	1	\$2,100.00
Stain corbels labor	\$800.00	1	\$800.00
Stain front	\$60.00	8	\$480.00
Labor front breeze way	\$2,800.00	1	\$2,800.00
Side pergola labor with 3 new top boards	\$1,400.00	1	\$1,400.00
TOTAL			USD \$10,830.00

Upon acceptance of this estimate, the deposit for all materials is due before work begins. Jobs with estimates less than \$1,000.00 require a 50% deposit.