



COMMUNITY DEVELOPMENT COMMITTEE
MEETING AGENDA

WEDNESDAY, NOVEMBER 1, 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

PLANNING COMMISSION ACTION ITEMS

(items will be included on the next legislative agenda for Council action)

1. Preliminary Development Plan for Phase II of Mohawk Park – 6649 Lamar - (PC Case #23-21) - Brian Scott [Planning Commission Materials \(page 3\)](#)

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

2. Acceptance of the October 4, 2023 Community Development Committee Minutes – Robyn Fulks ([page 14](#))

Draft minutes of the October 4, 2023 Community Development Committee meeting are included for review and acceptance.

3. Extension of On-Call Engineering Contracts – Laura Smith/Brent Morton ([page 30](#))

Olsson and GBA currently provide various on-call engineering services for the City of Mission through a Master Services Agreement that was approved in January 2019. The Agreement was originally set to expire in December 2022 and Staff recommended a one year extension, through December 2023. With the transition in the Public Works Director's position, there wasn't sufficient capacity or time to prepare for and implement the extensive qualifications process that has been used in the past to select firms for on-call services. Staff is recommending a second amendment to the Master Services Agreements with both firms to extend the contract through December 31, 2024.

4. PCC North Kitchen and Hallway Floor – Penn Almoney ([page 34](#))
The kitchen doorway transition to the Conference Rooms poses a safety hazard. This, in combination with a water leak, accelerated the need to remove the exiting tile and replace with an epoxy coating. The existing flooring continues into the staff hallway, which during the winter season becomes especially slippery. Staff received three bids and is recommending contracting with APEX Concrete Coatings for tile removal and epoxy flooring installation in the PCC north kitchen and staff hallway in an amount not to exceed \$9,432. Funds will be provided from the Parks + Recreation Sales Tax Fund.

5. Contract Award Water Works Park Improvements – Penn Almoney ([page 40](#))
The Water Works Park Improvements Project includes installation of restrooms, pavilion, trail lighting, concrete pours, tie-in to existing utilities and parking lot demolition and relocation. Four bids were received on October 19, 2023, with Centric Construction Group submitting the lowest and most responsive bid. Staff recommends approval of a contract with Centric Construction Group in an amount not to exceed \$1,158,637.25. Construction is anticipated to begin in January 2024 and be completed in August 2024. The project is funded from the 2023 Park System Improvements budget (Parks + Recreation sales tax) identified in the Parks and Recreation Capital Improvement Plan.

DISCUSSION ITEMS

6. 2024 Snow Plan – Brent Morton ([page 45](#))

Snow removal is an essential service provided by the City to keep services functioning and the traveling public safe. Each year the Public Works Department reviews the snow plan including routes, priorities and procedures. There are no recommended changes to the Snow Plan for the 2023-2024 winter season.

OTHER

7. Department Updates - Laura Smith

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

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Community Development	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 Mohawk Park Phase II at 6649 Lamar Avenue (PC Case #23-21)

RECOMMENDATION: Approve a preliminary development plan for Mohawk Park Phase II at 6649 Lamar Avenue (PC Case #23-21)

DETAILS: The City of Mission has undertaken an initiative to make improvements to a number of city parks over the next few years. This effort began with Mohawk Park at the northeast corner of Lamar Avenue and 67th Street in the fall of 2022. The Phase I improvements consisted of a new parking lot located on the south side of the park, new restrooms, and a new shelter.

With the renewal of the Parks and Recreation Sales Tax in September 2022 and the decision to proceed with a bond issue, additional funding became available for Phase II improvements which includes new playground equipment, pickleball and half basketball court, and a new trail around the perimeter of the park.

The Planning Commission held a public hearing to take a public comment on the proposed plan. A few neighborhood residents came to speak. All were complimentary of the Phase I improvements but were concerned that the improvements (and Phase II improvements) might result in additional visitors to the park and additional traffic. One suggestion was made for a speed hump along Horton to help slow traffic near the park. Staff explained that a speed hump was not part of the initial plan and the need for any type of traffic calming solution would best be evaluated once the improvements are completed and traffic conditions can be better monitored to determine if anything is needed.

Another resident expressed concern about the potential noise from the pickleball court citing a recent news report on National Public Radio and an article in the New York Times about how pickleball use is disturbing neighboring properties. It was noted by staff that the pickleball court was located toward the center of the park, almost 200 feet from the nearest residence, to help reduce any noise issues. Staff also noted that there is the possibility of landscaping around the pickleball court that could help buffer the sound further.

Some discussion ensued about access to the park from Lamar, location of the trail, and grading and condition of the fields.

At the conclusion of the public hearing, and after further discussion the Planning

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

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Community Development	From:	Brian Scott

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

Commission recommended approval of a preliminary development plan for the Phase II improvements to Mohawk Park with conditions outlined in the staff report and that consideration be given to landscaping around the pickleball court to help buffer any sound that may emanate from the court.

The Planning Commission voted 7-0 (Lee and Schmid absent) to recommend approval to the City Council.

CFAA CONSIDERATIONS/IMPACTS: The City of Mission has undertaken a plan to make improvements to a number of City parks over the next few years. Improvements will include new walking trails and new all-inclusive playground equipment and other amenities developed with resident and stakeholder group input. The goal of this effort is to make City parks a place that can be enjoyed by Mission residents and visitors of all ages and abilities.

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

CITY OF MISSION, KANSAS

ORDINANCE NO. _____

AN ORDINANCE APPROVING A PRELIMINARY DEVELOPMENT PLAN WITH STIPULATIONS FOR THE CONSTRUCTION OF A PARK IMPROVEMENTS AT 6649 LAMAR AVENUE – CITY OF MISSION, APPLICANT (PLANNING COMMISSION CASE # 23-21)

WHEREAS, Subject property (Property ID KP22500008 0006) is located at approximately 6649 Lamar Avenue 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 August 18, 2023 for a preliminary development plan for the construction of park improvements on the subject property; and

WHEREAS, the application (PC Case # 23-21) was presented to the Mission Planning Commission on October 23, 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 October 3, 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 7-0 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 # 23-21, 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:

Address: 6649 Lamar Avenue, Mission, Johnson County, Kansas

Property ID: KP22500008 0006

Legal Discrp: MILHAVEN LOT 6 BLK 8 MIC BOTA 04 4089 TX

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. Include safety crossing feature at the vehicular entrance in the final development plan; include painted crosswalk and signs on both sides of the entrance/exit.
2. Include BMP details in the final development plan that adhere to the adopted MARC/APWA 5600 BMP Manual.
3. Provide the required number of ADA parking spaces on-site per code.
4. Playground equipment shall include sensory and universal design features that also conform to ADA standards.
5. Include a lighting plan with a photometric diagram in the final development plan if additional lighting is included with phase two improvements.
6. Lighting shall meet or exceed International Dark Sky standards, including but not limited to LED light fixture, full cutoff, and 3000K specifications.
7. Include an irrigation plan showing location of proposed conduit with the Landscaping Plan in the final development plan.
8. All signage shall be submitted as a separate sign permit application to the Community Development Department prior to installation.
9. Consideration be given to landscape around the pickleball court that will help to buffer the sound emanating from the court.

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 15th day of November, 2023.

APPROVED by the Mayor this 15th day of November, 2023.

Solana Flora, Mayor

ATTEST:

Robyn Fulks, City Clerk

APPROVED AS TO FORM:

David Martin, City Attorney

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



AT A GLANCE

Applicant:
Confluence

Case Number:
23-21

Location:
6649 Lamar Avenue

Project Name:
Mohawk Park Phase II

Property ID:
KP22500008 0006

Project Summary:
The City of Mission Parks + Recreation Department submitted a preliminary development plan for phase two of park improvements at Mohawk Park. Improvements include new trail, playground equipment, pickleball court with half-court basketball, and parallel on-street parking. The plan includes landscaping and preserved sports fields.

Current Zoning:
R-1

Proposed Zoning:
N/A

Current Land Use:
Park/Public

Staff Contact:
Karie Kneller, City Planner

Proposed Land Use:
N/A

Public Hearing Required

Legal Notice:
October 3, 2023



PROPERTY BACKGROUND AND INFORMATION

The subject property, Mohawk Park is owned by the City of Mission and managed by the Parks and Recreation Department. It is located at 6649 Lamar Avenue, on the northeast corner of 67th Street and Lamar Avenue. The parcel is also bounded by Horton Drive on the east and residential properties on the north. It is located at the southernmost border of Mission, with the boundary of Overland Park across 67th Street to the south and Lamar to the west. The property and surrounding neighborhood is zoned “R-1” Single-Family Residential District and Mohawk Park is enveloped by residential single-family homes. The Millhaven neighborhood in Mission is adjacent to the property on the northeast. The Walmer, Southmoor Gardens, and Highland Plains neighborhoods in Overland Park are adjacent to the west and south of the property.

Terrain is relatively flat, with the highest point in the northwest and water runoff generally draining to the west and south. There is a gradual 10-foot elevation change across the almost 8-acre site. Currently, some minor pooling during heavy rain events occurs at the northwest corner of the property in the open grassy area. Existing stormwater inlets at the northwest and southern borders of the property capture stormwater runoff from the site. The site has access to water, sewer, and electrical utilities.

The first phase of Mohawk Park improvements were completed in August 2023, which included amenities such as bathrooms, a covered pavilion, parking lot, and landscaping. Phase two of the Mohawk Park improvements were dependent upon the sales tax approval in 2022. The City issued bonds to pay for park improvements in the same year. The Parks + Recreation Department contracted Confluence to develop a second phase of improvements with a budget that the City Council’s Finance and Administration Committee initially approved with the adopted package of park improvements in 2023. The design of the phase two improvements are based on the previously determined budgetary constraints. During the Phase I development approval, the Planning Commission and attendees from the public provided input that expressed a priority for universal and inclusive design in the playground equipment and safe crossings where the trail intersected the vehicular entrance. The site has had some stormwater drainage issues in the past, and these issues were also a concern during the Phase I design process.

PROJECT PROPOSAL

The project proposal will realign the current walking trail and provide a ten-foot trail loop around and throughout the site. New playground equipment will be constructed to the east of the phase one pavilion and restrooms, and a combined half-court basketball and pickleball sport court is proposed to the east of the new playground. Chain link fencing around the sport court will be coated with black vinyl.

The existing playground will be removed, and the proposed playground will be designed with universal design features. ADA features such as a “crow’s nest” play area, swing, and accessible ramp are included in the proposal, as well as sensory equipment for additional universal inclusivity. Sensory equipment may include musical chimes and communication board with symbols. Poured in place rubber surfacing

is designed with ADA considerations for sloped entry. Proposed play equipment is proposed for children aged 2-5 and 5-12. The proposal includes six benches beneath 12'X12' hyperbolic umbrellas at an 8' height. Features throughout the playground provide intermittent shade.

An existing parking and drive loop in the northeast corner of the site will be replaced with landscaping and open space, with 12 new proposed parallel on-street parking spaces along Horton Street. There are ADA standard sidewalk ramps at the northeast park entrance adjacent to parking, at the vehicular entry on 67th Street and at the crosswalk on 67th Street, and at the southernmost corners of the site where sidewalks meet the road at crossing locations.

The proposed impervious surface, including new playground, sport court, trail, and parallel parking, will increase the existing impervious area, but will decrease the impervious area from the conditions when the site was developed as a school. Two proposed BMP (Best Management Practice) stormwater detention areas are located in the northwest and southeast areas of the site in green space adjacent to the trail loop. BMP areas will be planted with a mixture of various grass species. Two additional BMP locations exist in the south parking lot that were included in phase one. The south parking lot has incorporated drainage tie-in with an existing stormwater inlet near the vehicular entrance on 67th Street.

Landscaping will be native to northeast Kansas. The proposal includes a variety of shade trees, ornamental trees, conifer trees, and native grasses including a meadow mix within areas in the northernmost areas of the site. Fescue grass will be planted in other landscaped areas, including on the west, south, and in narrow strips around the playground and sport court areas, as well as on the east side of the existing parking lot.

PLAN REVIEW AND ANALYSIS

Mission Comprehensive Plan (2007)

The Comprehensive Plan recommends preserving open green spaces in Mission and maintaining existing parks and recreation facilities. These amenities promote neighborhood stability, public health and safety, provide outdoor recreation opportunities as well as visual enjoyment, and promote environmental benefits such as carbon capture, air and water purification, and wildlife habitat. The City has committed to the maintenance and enhancement of its existing parklands. The Plan also calls for sustainability practices and building standards for facilities that align with Leadership in Energy and Environmental Design (LEED) principles and practices.

Parks and Recreation Master Plan (2018)

The Parks and Recreation Master Plan recommends implementing the following improvements for Mohawk Park that are included in this proposal:

- Redesign Mohawk Park in a way that reconfigures the playing fields to allow for the same programs, but in a more efficient manner (high priority)

- Design and construct a permanent shelter that includes restrooms, a storage facility, and water fountain stations (medium priority, completed in phase one)
- Replace and expand existing site furnishings (medium priority).
- Incorporate irrigation for field improvements (low priority).

The Mohawk Phase II proposal incorporates many of the elements that were discussed by members of the Planning Commission during the first phase of improvements, as well as the features that residents and stakeholders recommended.

Analysis

The plan conforms with the adopted Comprehensive Plan and the Parks and Recreation Master Plan by including preservation of green space and maintaining existing parks and recreation facilities. Mohawk Park is enhanced by the phase two proposed improvements to include practices that promote sustainability practices. The unprogrammed playing fields are also preserved and promote more efficient use of space. Additional furnishings such as park benches, shade structures, and play equipment is part of the expanded improvements on the site. Irrigation conduit will be included during construction so that a watering system may be installed at a later date should the need arise.

Staff recommends that the Planning Commission recommend approval of the Mohawk Park Phase II Preliminary Development Plan with the following conditions:

RECOMMENDATION

1. Include safety crossing feature at the vehicular entrance in the final development plan; include painted crosswalk and signs on both sides of the entrance/exit.
2. Include BMP details in the final development plan that adhere to the adopted MARC/APWA 5600 BMP Manual.
3. Provide the required number of ADA parking spaces on-site per code.
4. Playground equipment shall include sensory and universal design features that also conform to ADA standards.
5. Include a lighting plan with a photometric diagram in the final development plan if additional lighting is included with phase two improvements.
6. Lighting shall meet or exceed International Dark Sky standards, including but not limited to LED light fixture, full cutoff, and 3000K specifications.
7. Include an irrigation plan showing location of proposed conduit with the Landscaping Plan in the final development plan.

8. All signage shall be submitted as a separate sign permit application to the Community Development Department prior to installation.

PLANNING COMMISSION ACTION

The Planning Commission will consider the Mohawk Park Phase II Preliminary Development Plan at its October 23, 2023 public hearing.

CITY COUNCIL ACTION

Upon Planning Commission recommendation, the City Council will consider the Mohawk Park Phase II Preliminary Development Plan at its November 15, 2023 public hearing.



City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Administration	From:	Robyn Fulks

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

RE: October 4, 2023 Community Development Committee minutes.

RECOMMENDATION: Review and accept the October 4, 2023 minutes of the Community Development Committee.

DETAILS: Minutes of the October 4, 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

October 4, 2023

The Mission Community Development Committee met at Mission City Hall and virtually via ZOOM on Wednesday, October 4, 2023. The following Committee members were present: Sollie Flora, Lea Loudon, Debbie Kring, Trent Boultinghouse, Mary Ryherd, Ken Davis, Hillary Thomas and Ben Chocie. Councilmember Inman attended the meeting virtually. Councilmember Loudon called the meeting to order at 6:30 p.m.

The following staff were present: City Administrator Laura Smith, Deputy City Administrator Emily Randel, City Clerk Robyn Fulks, Public Works Superintendent Brent Morton, Parks and Recreation Director Penn Almoney, Chief Dan Madden, Budget and Finance Manager Christine Korth, and City Planner Karie Kneller.

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 was one public presentation on the agenda.

MFAC/Mission Summer Camp Wrap-up Presentation

Parks + Recreation Director Penn Almoney introduced Aquatic Facilities Manager Jenna Dickman and Recreation Program Supervisor Jenny Smith to present information regarding the 2023 summer camp and outdoor pool seasons.

Ms. Dickman began with her presentation regarding the Mission Family Aquatic Center. She provided slides showing changes for this season, including membership changes, lifeguard safety changes, concession additions and new programming. She next showed revenues, which stayed relatively the same; concessions which had a 51% increase, programming which increased 368%

and rentals which increased by 20%. She also explained that these increases would not have been possible without the high levels of staffing. She explained that the Super Pass revenue number is a bit low but should increase after a final meeting later in the month to solidify Super Pass numbers. Overall, the MFAC saw an 11% increase in revenue over 2022. Ms. Dickman next presented expenses, showing an increase in personnel due to increased wages, expanded and after-hours events, and Super Pass users. Additionally, contractals and commodities were lower this year for an overall cost recovery of 52%. She next presented membership, daily pass and Super Pass visits. There was a noticeable visit of Super Pass holders from Roeland Park which did require Staff to add more lifeguard shifts to accommodate the large number of visitors. Next, she reviewed opportunities for 2024 including remaining competitive in pay, continuing the employee referral program, creating a Junior Lifeguard program, using registration software to free up admin time and a membership rate increase. Ms. Dickman shared highlights from the season, including that 100 team members were employed, mostly from referrals. Events were a big hit with residents and members, especially the Under the Sea Pool Party, which brought in over 400 people throughout the event. There was one rainout day for the season, several lifeguard saves that were handled quickly, improvements including painting, addition of toddler swings, and replacement of umbrellas. Sixty lifeguards were retained going into the fall season and there was an overall positive team and member experience. Finally, Ms. Dickman shared feedback from a season-end survey that went out to members.

Councilmember Kring shared with Ms. Dickman that she had done a wonderful job at the pool this summer and thanked her for her hard work.

Councilmember Loudon thanked Ms. Dickman for the extra programming which builds community and brings families together.

Ms. Smith began her presentation by reviewing for the Committee a snapshot of enrollment and licensing numbers, including that the camp hosted 150 campers each week over nine weeks and had a total of 205 unique campers, 21% of which were Mission residents. She also reviewed that the weekly camp fee was \$151.00 (resident or PCC member) or \$161.00 (non-residents/PCC member) which was a \$6 per week increase over last summer. She anticipates an increase again next year to cover staffing costs. The camp offered several

add on activities this year including karate lessons, archery, Zumba Kids, and the Banfield Pet Academy. Campers could also sign up for Knight School Chess Camp and swimming, tennis and basketball camps. She hopes to offer additional programming next season including dance, art, kendo and pickleball. The camp was awarded a Childcare Aware Grant which helped with revenues, including \$79,000.00 in 2023. Revenue numbers from camp fees increased due to the increased number of campers. The camp had a 217% cost recovery for 2023. Expenses also increased as she explained, mostly due to increased personnel costs and field trip expense increases. Ms. Smith anticipates expenses will be comparable next season. She also noted that, since 2019, the KDHE has covered all fingerprinting costs for camp staff for KBI background checks. She anticipates in 2024 that the facilities will be required to cover those costs, which is \$75.00 per staff member.

Ms. Smith next reviewed highlights of the season, including the Childcare Aware Grant which allowed for the purchase of new camp equipment and some upgrades to the center where camp is held. Three staffers were retained for ongoing employment at the Community Center. She hopes to keep staff wages consistent and competitive while offering unique camp experiences for campers. She noted that all scholarship requests were funded following HUD standards for qualification. This makes camp more accessible to families on a limited income. Finally, Ms. Smith shared a letter she received from a new camp family this year. The letter really showed their appreciation and love of summer camp.

Councilmember Loudon commented that it's really good to hear that the increased wages and referral program were such a hit.

Planning Commission Items

Final Plat – Swig 5959 Barkley

City Planner Karie Kneller presented the final plat for Swig Soda Shop at 5959 Barkley. She stated that there is no additional right-of-way dedication in this plat other than easements for stormwater, however the site was not platted originally so Staff requested the developer plat it at this time to be recorded. The Planning Commission voted unanimously to approve the plat at their September 25 meeting, and there were no outstanding conditions.

Final Plat Morrison Ridge Park Second Plat and Use and Maintenance Agreement

Ms. Kneller's second presentation was for a final plat of Morrison Ridge Park, which is a re-plat of an original plat that was two parcels that are being divided into four for residential development for single family homes by Klassen Construction. Upon submission of the preliminary plat, she worked with Public Works extensively to determine what sort of right-of-way was needed and what kind of tie in for stormwater was needed. She also worked with property owners to the east of the site who signed easement agreements for stormwater access to tie these properties into the existing stormwater infrastructure there and continue that infrastructure to the west side of the property. She explained that those two easements were all that were required for the preliminary plat as the plans for the site were not yet completed. She also explained that Staff then recognized the west side would need an easement for Tower Properties, the apartments near the property site and that the site itself is near 53rd and Riggs on undeveloped land. Properties to the west worked with the Developer for an easement for stormwater as well. Staff worked extensively with all of the properties, especially with residential homeowners around the site to help them understand the easements and why they were being completed. Easements should have been established beforehand and never were. Ms. Kneller explained that there were no attendees for the public hearing. Conditions with the preliminary plat were fulfilled by Klassen Construction for the permanent drainage easement, stormwater infrastructure and stormwater management study submission showing that development would not be a detriment to downstream properties, and the final plat will note a private drive that is being proposed with a construction permitting prior to building the homes. The private drive will be maintained in perpetuity by the property owners of lots 1-4. The maintenance agreement will be recorded with the County and stay with the property and will be a pertinent management agreement and then recorded. The final plat was approved unanimously by the Planning Commission at their September 25 meeting and recommended for approval for the City Council.

Councilmember Davis asked what sort of parking or garage spaces will be built. Ms. Kneller explained she believes the homes will have garages. When the property was originally platted years ago, there was a possibility of a right-of-way for a public street, however that was never built and there is no intention for the City to build that street. That private drive was indicated as Florence Street on the original plat and will be maintained by the property owners. Staff is encouraging Klassen Construction to establish a HOA for the maintenance of

the private drive, however they cannot require that. The private drive will be built to City standards.

Councilmember Chociey asked if the City will retain ownership of the strip of land and the drive will be an easement. Ms. Kneller confirmed that is correct and indicated that, on the plat, where the utilities are now will have easements for access. He also wanted to know if a permanent structure could not be constructed. Ms. Kneller stated that if the owner constructs a private drive there, he maintains the rights to keep it there. Councilmember Chociey asked then who mows and maintains the part of the unbuilt Florence Street area, wanting to ensure that they did not feel like they would have rights to that strip of land because they have been maintaining it. Ms. Kneller explained that they have not heard anything from surrounding property owners stating that the land is theirs, however they did have one neighbor who was concerned about a fence around her property and what would be done if utility access was needed. Staff explained that, if access was necessary, the fence would have to come down. The resident was comfortable still signing the easement knowing that information.

Councilmember Kring asked if Ms. Kneller knew where the street name Florence Street came from. It was thought to be the name of a family member involved with early construction in Mission. She went on to thank Ms. Kneller and Public Works Superintendent Brent Morton for their hard work and working with neighbors on this.

Action Items

Acceptance of the September 6, 2023 Community Development Committee Minutes

Minutes of the September 6, 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.

61st Street and Broadmoor Street Pedestrian Improvements Project

Interim Public Workd Director/Public Works Superintendent Brent Morton was not able to attend the meeting, therefore City Administrator Laura Smith presented his items. Staff requested design services from Olsson, in February 2023, to prepare a traffic control design for this intersection to give pedestrians the ability to stop traffic when crossing at this location. Olsson's recommendation is to upgrade the existing STOP sign assemblies to provide flashing red operations activated by a pedestrian push button. Currently the intersection is a 4-way stop, so upgrades will take place to add the flashing stop signs with pedestrian activation buttons at three of the four corners of the intersection. The system will be solar powered to avoid the need for running conduit. The project was bid in August, with one bidder responding. Total Electric was the bid, and Staff is familiar with them as they do maintenance on the City owned traffic signals. Ms. Smith explained that \$60,000.00 was included in the 2023 Streets Capital Improvement Program for this project. The bid came in at \$71,000.00, however approximately \$11,820.00 is included in the project's Force Account (contingency account). Staff anticipates the majority of these funds will not be spent, allowing the project to be completed more closely in alignment with the \$60,000.00 budget estimate.

Councilmember Chociey stated that he believes this solution is fine solution, but he believes a true fix for this intersection will eventually require something more structural in nature. He does believe the cost for the project is reasonable. He would like to see a raised crosswalk or speed table in the future. Ms. Smith explained that, as final design comes in for the Johson Drive and Metcalf interchange from KDOT, there will be impacts to his area when other considerations will be looked at as well.

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.

Johnson Drive Phase II (Metcalf to Lamar) Project Survey

Ms. Smith's next item was for a project survey for Phase II of Johson Drive, from Metcalf to Lamar. A grant has been secured for part of the project funding, and the price tag for the complete project is currently \$14,000,000.00. The project is programmed in the Street CIP and CARS program for 2026 and will

include full depth pavement reconstruction, sidewalk and retaining walls, stormwater improvements, traffic signal buyout and replacement of streetlights, installation of a HAWK pedestrian signal at Riggs and various streetscape improvement. The stormwater and sidewalk improvements will trigger the need for the City to acquire easements or additional right-of-way as a significant portion of the existing stormwater facilities and sidewalks are located outside of the right-of-way or existing easements. Ms. Smith explained that in 2014 when Phase I of Johnson Drive was completed, there are some strange right-of-way lines down Johnson Drive and those exist on the west side of Lamar as well. Staff has worked closely with KDOT, who will be administering and overseeing the STP grant funds, and they have issued a timeline for the project to meet their schedules for the project. Staff must use a KDOT approved appraiser through a very formal process for the right-of-way acquisition. The first step is completing survey work to then turn the documents over to an appraiser to then begin the easement acquisition process. The total design estimates for the project is plugged into the 2024 street CIP program at \$950,000.00. Authorizing the full contract in 2023 does create both budget and audit issues, so Staff worked with Olsson to extract just the survey work as a separate task order. This will allow Staff to proceed while staying on budget and keeping on track with the KDOT timeline and milestones. Staff estimates coming back in early 2024 with the balance of the design contract. This task order includes survey services for the roadway and stormwater infrastructure.

Councilmember Thomas commented that she continues to hear the poor condition of the street on that part of Johnson Drive and would like to share the information about Phase II to educate the public that the project is coming.

Councilmember Davis asked if the business community is on board with or familiar with what is coming. Ms. Smith explained that the scope and impact of this project on business owners will be much different but will also be a long process and Staff will ensure they are out communicating well ahead of the project, especially working through negotiating easements with businesses. Until the project is bid, timing, closures and the like will not be able to be shared. But once this information is available, Staff will communicate early and often.

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.

2025 Street Preservation Program Projects (SMP Funding)

Ms. Smith's final item of the evening for Mr. Morton was for consideration of 2025 Street Preservation Program Projects in conjunction with SMP Funding. Staff is working hard to design ahead on projects to be ready in case additional funds are available in a given year for residential street projects. In addition, the County's stormwater program has changed requirements. They have added an opportunity for cities to apply for stormwater maintenance costs, which historically they have not funded. However, they have also put cities on a two-year funding request cycle. In order to request reimbursement for stormwater for projects in 2025, the application has to be submitted by the end of 2023. Staff has carved out this task order from the larger overall design project in order to be able to submit for reimbursement before the end of 2023. Staff will bring back a design contract in 2024. Ms. Smith also added that the design work is for \$12,468.00 paid for from the Stormwater Utility Fund.

Councilmember Davis asked if the City will get a new revised version of the condition of the streets. Ms. Smith answered that Staff is operating on the previous index, with a plan to revise the PCI every five years. Overall PCI rankings have not created any reshuffling of the street project plan.

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.

Powell Community Center Kitchen Floor Replacement

Parks + Recreation Director Penn Almoney presented to the Committee the need for floor replacement in the kitchen space at the Powell Community Center. Mr. Almoney shared that the tile flooring is original to the building constructed in 1999 and that the 4x4' tiles and grout have reached the end of their useful life. \$10,000.00 was set aside in the 2023 Capital Improvement Plan for the project of floor replacement. Staff considered several objectives when choosing the new flooring, including industry standards, cost effectiveness, safety, visual appeal and maintenance friendly options and determined that an epoxy surface would be the best choice. Bids were solicited from four companies, with three responding. Big Red Decorative Concrete provided the lowest and most comprehensive bid. They have done numerous projects for the City in the past, and most recently completed the polished concrete flooring in rooms C, D and E at the community center. The warranty is for one year with a product warranty for seven years. Staff recommends approval of a contract with Big Red Decorative Concrete in an amount not to exceed \$5,050. This is a savings of \$4,950.00 over the budgeted funds.

Councilmember Chociey asked how the polished concrete work had gone with this company, specifically how the dust control portion of the work has gone. Mr. Almoney replied that the project has gone very well, and that dust control was very well done. He noted that Big Red remediated most of the dust issues immediately or the next day and had tools that vacuumed dust as they worked which really avoided many dust issues that worried Staff.

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.

Mohawk Park Playground Equipment Purchase

Mr. Almoney's second item was for the purchase of playground equipment for Mohawk Park. Mr. Almoney introduced that the existing playground was installed in 1996, prior to the City owning the land. In 2020 the equipment was brought up to safety standards and repairs were made to prolong its longevity, so the park is still a safe place to play. However, play structures are recommended to be replaced every twenty years or so. Additionally, accessibility for the equipment is not up to industry standards. Staff conversations have surrounded ensuring that the needs and wants of all residents regardless of age or ability and met while ensuring universal design principles are incorporated such as equitable use, flexibility in use, simple and intuitive use, perceptible information, tolerance for error, low physical effort, size and space for approach and use. Using those principles will not only meet the standards in place right now but will exceed them and the expectations of residents. The existing design does not meet all abilities standard. The components included will allow people of all different abilities to play alongside each other. The play elements have benefits to users along with caregivers alongside. The cost estimates began at \$600,000.00 not including the poured in place surface for seamless access. Those funds exceeded initial budget projections by about \$200,000.00. Staff discussed grant funding and fundraising while Confluence reached out to the several major playground manufacturers and solicited quotes for inclusive playground concepts. Berliner, Landscape Structures and Game Time each submitted concepts for an "All Abilities" layout. Staff and Confluence reviewed each option, weighing public and stakeholder feedback, and chose Game Time's conceptual layout which gives the most complete and comprehensive array of elements. The regional distributor, Cunningham Recreation, reached out with a grant opportunity that have a limited funding period. The grant requires Staff to purchase the equipment by the end of October and store it until construction begins in the summer of 2024. Staff believe that taking advantage of this funding option would save approximately \$216,744.00. Mr. Almoney has also reached out to the Land and Water Conservation Fund for Phase II grant funding in the amount

of \$566,000.00. He believes with those two elements Phase II will be funded at the appropriate levels. Staff sees value in ordering the equipment early to take advantage of the grant funding and recommended approval of a contract with Cunningham Recreation for inclusive playground pieces in an amount not to exceed \$226,428.00. Mr. Almoney addressed the storage needs and stated he has worked with the Public Works team to store the wrapped and packaged equipment in their storage yard until installation. He noted that the packaging and wrapping will protect the equipment from weather and transport.

Mayor Flora noted that, in the contract with Cunningham, it is stated that any concealed damage or quantity discrepancy has to be noted within 60 days of receipt. Because Staff won't be unpackaging the items for far longer than that she thought Mr. Almoney may want to address that clause to see if there is flexibility. Mr. Almoney stated also that this purchase is only a portion of the inclusive play features, with a large chunk still to be purchased that does not have the extended lead time. He will follow up with Cunningham for an amended contract.

Councilmember Kring asked if any of the materials used are recycled materials. Mr. Almoney provided that the items are made of recycled materials and are also made in America.

Councilmember Loudon asked when Staff would hear about the grant funds from the Land and Water Conservation Fund. Mr. Almoney met with their coordinator recently, who shared that turnaround time should be shorter than it was in 2022. He is hopeful that improved and streamlined processes mean a decision would be issued in April hopefully.

Ms. Smith added that Staff did not anticipate applying for the Land and Water Conservation Fund Grant when the CIP was put together, however if it is successful funds will be freed up for additional parks work.

Councilmember ChocieJ asked if the playground equipment training that Mr. Almoney and Taylor received will apply to this equipment, or only to older styles of equipment. Mr. Almoney explained that the training does apply to all equipment, however there are specific features that continue to be introduced, such as soft fall zones which are always being amended. Part of their re-certification is reviewing new things and amendments since the previous certification. He cited the example of in-ground trampolines, which are so new that there are not established safety standards to measure. That missing body of knowledge did cause them to shy away from features like that for this design.

Councilmember Thomas shared that her daughter was very excited to see the rendering for the new equipment and that kids will be very excited to play on the new playground.

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.

Adult Lounge Furniture (Powell Community Center)

Mr. Almoney's final action item of the evening was for approval of the purchase of adult lounge furniture for the Powell Community Center. He reminded the Committee that prior to the Covid-19 pandemic, an adult lounge space was provided at the community center. After restrictions were lifted somewhat, that space was used to a modified fitness space. Since that time, patrons who previously could not access fitness equipment due to mobility issues have provided great feedback that they would like that space to remain a fitness space. Staff has decided to keep that as a modified fitness space. Discussions with PROS for the feasibility study of the community center have also helped weigh in on the best uses for rooms and spaces at the center. Also in that time, around 15-20 patrons have approached Staff about a new lounge at the center. The idea is for a sitting area for waiting for someone or relax during their time at the center. Staff has identified a potential location near the south entry desk and will create a functional workspace just outside the indoor pool space with a viewing ability of the pool. Currently the space is a vending area, which will be converted into a functional lounge with charging ports along a bar height table or standard height table. This will activate an under-utilized space and keep patrons near the south exit and gives patrons better access to staff for questions or helps. This also allows the Communities for All Ages standards to be in place by having the space centralized to a major access point. It is also close to the entry desk staff and is an ideal nook just on the other side of where Staff plans to install a coffee station. Vending machines currently in the space will be moved to the north lobby for open seating in the nook space. The area will comfortably seat ten individuals (roughly ten percent of the active membership), which is an industry standard for lounge spaces. Areas are designed to be congregation spaces and short-term meeting points. The previous larger space used prior to the Covid-19 pandemic became loud and raucous quickly, and patrons didn't feel comfortable using the space or were told they were not allowed in the space by some users who frequented the space. Staff has secured bids from two commercial furniture companies. Scott Rice Office Works was the winning bid at \$9,539.62 which does include installation. Staff recommends awarding the project to Scott Rice Office Works. The furniture includes a 12-year warranty, and all seating will accommodate up to a 300lb individual. There is an eight-week lead time for the furniture, therefore Staff is hoping for an anticipated

installation date at the end of December. Funds were budgeted in the 2023 Capital Improvement Fund and will come from the Parks + Recreation Sales Tax.

Councilmember Boultinghouse stated his enthusiasm for the vision of the new lounge. He was wondering if there would be any artwork or visual element in the space to brighten it up. Mr. Almoney responded that Staff changes artwork around at the center at times, most recently many items were moved around during the annual two-week shutdown of the center in August. He stated that is an ongoing goal of Staff at the center, to keep space activated with visual elements and moving them around for variety. There have also been conversations about adding a television into the space. Councilmember Boultinghouse also asked if free coffee will be part of the lounge as well. Mr. Almoney stated they are planning to have some free coffee, although not to the extent in the previous lounge space, which had coffee available during all hours the center was open. That became a customer service issue for Staff who were constantly having to provide more supplies or coffee, plus cleaning up spills. Discussions now have determined that the coffee service in the new space will be limited to morning hours to ease that strain on staff. Councilmember Boultinghouse stated he feels like, overall, an opportunity is being missed by not offering concessions for sales at the center. Especially with the demand surrounding things like coffee. He feels like a coffee or concession sales element would help with revenues. He would like Staff to consider a commerce element related to concessions. Mr. Almoney stated he is happy to discuss locations and feasibility, however in his experience, concessions have limited periods of time when they are in demand. That requires alignment of fitness scheduling with staff in the concession space, or finding the right down time where concessions are in demand. He compared it to the demand only at certain times for the child watch program, which has heavy demand only at certain times and is empty at other times. Mr. Almoney felt like the concession idea would bring a new, fresh idea and creates a more specific purpose within the area which he likes. Councilmember Boultinghouse mentioned he will defer to Mr. Almoney's expertise on the matter, he just feels like discussion and focus group discussions about revenue generation would point toward this as an opportunity.

Councilmember Boultinghouse also asked if Staff will keep the free coffee on a short leash to see how it works. He also likes the vision for the space.

Councilmember Loudon asked about the layout of this space compared to the old space, where patrons congregated in a circle of seats. She wondered if that

was intentional to attempt to avoid the issues in the old space of attempting to exclude some patrons. Mr. Almoney agreed that avoiding those issues that made the space anti-community. This set up should help limit those behaviors while giving patrons a place to meet up for a short period of time before moving to a different space.

Mayor Flora stated that the design shows 8 of the ten seats as high-top seating, which may be difficult for older patrons, children and patrons who are shorter in stature. She would like to see at least one of the tables be seated height and the high-top seating changed to seated height. Mr. Almoney agreed that more shorter seating would be beneficial and will provide a revised rendering.

Councilmember Thomas commented that she is excited for the free coffee. She believes it's the little things that people enjoy. She also liked the idea of concessions, perhaps being sold behind the desk. She also agreed with Mayor Flora's request to revise the height of the seating.

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

Discussion Items

There were no discussion items on the agenda.

OTHER

Department Updates

Mr. Almoney updated the Committee that the Broadmoor Park trail reconstruction has begun on the east side of the park, with phased construction that will allow access to the rest of the park as much as possible throughout the project. Staff painted the seating along the west edge of Mohawk Park to help with safety and visibility. Additionally, the polished concrete floor has finished at the community center, which really changes the space. He was happy that the echo in the room is not as loud as he anticipated. There are a few spots for touch ups, but Staff is pleased with the work.

Councilmember Chociej noted that on the Rock Creek Trail behind the County office buildings a tree that loses pods has covered the trail which is making the

trail slippery and could use some attention. Mr. Almoney thanked him and will have a staff member assess the issue. He also noted to the Committee that five trees will be planted along the Rock Creek Trail this fall along the western edge to create new shade. Ms. Smith stated that the planting will be a City wellness activity and Staff will help with the planting.

Councilmember Loudon stated she and her dog went to Mohawk Park this weekend and she really enjoyed the outdoor sinks at the restrooms.

Deputy City Administrator Emily Randel updated the Committee with a street project update in the absence of Mr. Morton. She stated that, on the Foxridge Drive project, a first layer of asphalt has gone down and the underdrain is being completed along with drive approaches and streetlights. That will happen over the next couple of weeks. Those items need to be completed prior to the final 2" of asphalt, which will be applied once those items are completed Crews are waiting for the arrival of the new stoplight at the Lamar intersection. A 2" mill and overlay is scheduled for that intersection; however, it may need to be delayed depending on temperatures once the signal is delivered and installed. If that timing is missed the 2" mill and overlay will be done in the spring. Sidewalks will be worked on in the next two weeks as well. Staff will do an updated communication for residents about what is being done and what they can expect to see. She updated that the rest of the street program is going well. 61st Terrace should have asphalt beginning next Wednesday. Sod and restoration will begin mid-October on the other street projects.

Ms. Randel also shared that Mr. Almoney hosted a group from the Mid-America Regional Council and the Communities for All Ages program at Mohawk Park, after Roeland Park hosted them at R Park. Sustainability Commission member Cathy Boyer-Sheshol coordinated the visited and she was very complimentary to Mr. Almoney's ability to highlight the park and showcase Mission. She thanked Mr. Almoney for that work.

Ms. Randel's final update was to let the Committee know that Staff is working on a holiday window decorating contest for the upcoming winter holiday season as an effort to support local businesses. The program was launched that day with immediate sign ups. She asked the Committee to send any creative people they know to the sign-up form, and they can be matched with local businesses, or the business can create their own decorations. She also asked the Committee to talk up the contest with local businesses. Windows should be completed by November 25 (Small Business Saturday) and will stay up through the end of

December. Paper ballots and electronic voting will be available, and the contest will be highlighted at the City's Holiday Lights and Festive Sights night. She also reminded the Committee that Holiday Lights and Festive Sights will be on Friday, December 1 at 6:00p.m. and the downtown businesses will hold a local shopping event the following weekend.

Councilmember Thomas stated her appreciation for the window decorating contest and asked for the encouragement of inclusivity of all religions around the holiday season. Ms. Randel agreed and will plant that seed to share that need for inclusivity. Councilmember Thomas also mentioned she received a call from a frustrated resident who lives at The Falls and was hoping Staff can encourage the construction crews to allow for car movement more regularly to avoid hold times for traffic of 15-20 minutes. Ms. Randel agreed and will help pass that message on.

Ms. Smith reminded the Committee that Foxridge didn't have stormwater drains, which was a large component of this project. There have been several large rain events since this summer which have tested the limits of that infrastructure. Those drains are not yet connected but it is coming. The sub-surface of the road was in bad shape which made the project additionally challenging.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:52 p.m.

Respectfully submitted,

Robyn L. Fulks, City Clerk

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Community Development & Public Works Department	From:	Laura Smith/Brent Morton

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

RE: Extension of the Master Agreement for Professional Services with the City’s On-call Engineering Firms

RECOMMENDATION: Approve a Second Amendment to the Master Agreement for Professional Services with George Butler & Associates (GBA) and Olsson to perform On-Call Engineering Services for the City of Mission.

DETAILS: Olsson and GBA currently provide various on-call engineering services for the City of Mission through a Master Services Agreement that was approved in January 2019. The Agreement was for a three-year period with an option to renew for one additional year, which correlated to an expiration date of January 1, 2023.

In November 2022, staff recommended an amendment to the agreements to extend them through January 1, 2024. With the current transition in the Public Works Director’s position, there wasn’t sufficient capacity or time to prepare for and implement the extensive qualifications process that has been used in the past to select on-call engineering firms.

Staff continues to be very pleased with the work of both GBA and Olsson and recommends that a second amendment to the Master Agreement be approved, extending the contracts for an additional 12-month period, resulting in an expiration date of January 1, 2025. Extending the Agreement an additional twelve months will allow each firm to continue the work they have in progress on various projects and will give Staff more time to prepare for and implement the extensive qualifications process that has been used in the past to select firms for on-call services.

Funds are included in the Community Development and Public Works Department’s annual budgets for on-call engineering work. In addition, engineering costs may be charged to the Special Highway, Street Sales Tax, Stormwater or other funds used for infrastructure, maintenance or construction. Budgets/funds are identified and allocated on a project-by-project basis.

COMMUNITIES FOR ALL AGES IMPACT: Ensuring the selection of qualified engineering firms allows for both public and private projects constructed in the City of

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	01-23-207-03 (Comm Dev) and 01-20-207-03 (Public Works)
Available Budget:	\$75,000 (CD) + \$60,000 (PW) + specific capital projects authorized

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Community Development & Public Works Department	From:	Laura Smith/Brent Morton

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

Mission to be built to appropriate standards and address important considerations such as ADA, walkability and other factors which positively impact the quality of life for our residents and visitors of all ages and abilities.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	01-23-207-03 (Comm Dev) and 01-20-207-03 (Public Works)
Available Budget:	\$75,000 (CD) + \$60,000 (PW) + specific capital projects authorized

Second Amendment of Master Agreement for Professional Services

This Second Amendment of Master Agreement for Professional Services (the “Second Amendment”) is made effective as of _____, 2023 (the “Effective Date”) between the City of Mission, Kansas, a Kansas municipality (“Owner”) and Olsson, Inc., a Nebraska corporation (“Olsson”).

WHEREAS, Owner and GBA executed a Master Agreement for Professional Services (the “Master Agreement”) on January 1, 2019; and

WHEREAS, under Article 1 of the Master Agreement, the parties agreed the Master Agreement had a term of 36 months, with an option to extend the Master Agreement for an additional 12 months; and

WHEREAS, the parties extended the Master Agreement for the additional 12 month period in accordance with Article 1 of the Master Agreement to expire on January 1, 2023; and

WHEREAS, on November 16, 2022 the Council approved a First Amendment to the Master Agreement extending it for an additional 12 months; and

WHEREAS, the extended agreement is currently set to terminate on January 1, 2024; and

WHEREAS, the parties wish to further extend the Master Agreement for an additional twelve (12) months.

NOW, THEREFORE, Owner and Olsson agree as follow:

1. Extension of Term. The parties hereby agree to extend the Master Agreement (as defined above) for an additional twelve (12) months beyond the current termination of the Master Agreement. Unless otherwise extended by further agreement of the parties or terminated in accordance with a provision of the Master Agreement, as amended by this Second Amendment, the Master Agreement shall terminate on January 1, 2025.

3. Inconsistency. If there is any inconsistency between the terms of the Master Agreement and this First Amendment, the provisions of this Second Amendment shall govern.

IN WITNESS WHEREOF, the said parties hereunto have subscribed their names as of the Effective Date.

OWNER:
CITY OF MISSION, KANSAS

OLSSON:
OLSSON, INC.

Laura Smith, City Administrator

By: _____
Title: _____

Second Amendment of Master Agreement for Professional Services

This Second Amendment of the Master Agreement for Professional Services (the “Second Amendment”) is made effective as of _____, 2023 (the “Effective Date”) between the City of Mission, Kansas, a Kansas municipality (“Owner”) and GBA, a Kansas corporation (“GBA”).

WHEREAS, Owner and GBA executed a Master Agreement for Professional Services (the “Master Agreement”) on January 1, 2019; and

WHEREAS, under Article 1 of the Master Agreement, the parties agreed the Master Agreement had a term of 36 months, with an option to extend the Master Agreement for an additional 12 months; and

WHEREAS, the parties extended the Master Agreement for the additional 12 month period in accordance with Article 1 of the Master Agreement to expire on January 1, 2023; and

WHEREAS, on November 16, 2022 the Council approved a First Amendment to the Master Agreement extending it for an additional 12 months; and

WHEREAS the extended agreement is currently set to terminate on January 1, 2024; and

WHEREAS, the parties wish to further extend the Master Agreement for an additional twelve (12) months.

NOW, THEREFORE, Owner and GBA agree as follow:

1. Extension of Term. The parties hereby agree to extend the Master Agreement (as defined above) for an additional twelve (12) months beyond the current termination date of January 1, 2024. Unless otherwise extended by further agreement of the parties or terminated in accordance with a provision of the Master Agreement, as amended by this Second Amendment, the Master Agreement shall terminate on January 1, 2025.

3. Inconsistency. If there is any inconsistency between the terms of the Master Agreement and this Second Amendment, the provisions of this Second Amendment shall govern.

IN WITNESS WHEREOF, the said parties hereunto have subscribed their names as of the Effective Date.

OWNER:
CITY OF MISSION, KANSAS

GBA:
GBA, INC.

Laura Smith, City Administrator

By: _____

Title: _____

City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Parks + Recreation	From:	Penn Almoney

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

RE: Powell Community Center Floor Replacement

RECOMMENDATION: Approve a contract with APEX Concrete Coatings for Powell Community Center north kitchen floor and staff hallway tile removal and epoxy finishing in an amount not to exceed \$9,432.

DETAILS: The Powell Community Center’s (PCC) north kitchen flooring is tile, which is original to the north expansion construction in 2004. Staff pressure washes and waxes as a continuous standard of care. The recent polished concrete installation in Conference Rooms C/D/E have been a successful improvement with noticeable aesthetic and maintenance advantages. Unfortunately, the transition from the north kitchen to the Conference Rooms poses a tripping hazard.

A potential solution involves keeping the existing kitchen flooring and installing a rubber door threshold transition strip. However, some of the floor tiles were damaged from an ice machine leak this year, which means they should be replaced soon to avoid hazards. Staff had originally planned on replacing this surface in 2024 as part of the Capital Improvement Plan. Due to damaged tiles, an increase in winter weather traction concerns and the threshold need, staff is recommending installing this new epoxy flooring solution in 2023.

Epoxy is a very safe coating for hard surfaces. It is slip resistant, shock resistant and is not porous when compared to tile, concrete and other types of industrial flooring. This product is an ideal solution considering the kitchen amenities and their uses. It is resistant to harsh chemicals that can damage tile, grout and other types of surfaces.

Four vendors who install epoxy flooring were solicited, three of whom responded with the bid amounts listed in the table below.

Contractor	North Kitchen	Staff Hallway	TOTAL
Big Red Decorative Concrete	\$4,566	\$5,734	\$10,300

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$10,000

City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Parks + Recreation	From:	Penn Almoney

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

Blast It Clean	\$6,250	Not Responsive	\$6,250+Hallway
APEX Concrete Coatings	\$4,988	\$4,444	\$9,432

APEX Concrete Coatings has extensive experience working both small and large-scale projects with a high standard of customer satisfaction. They also completed the PCC locker room epoxy flooring installation in January 2023. They have staff available to complete the project in three to four days. There is a warranty on this epoxy installation for one year with the added coverage of the epoxy product guarantee for 7 years.

Staff was able to realize cost savings through multiple projects this year. The polished concrete installation was \$7,868 under budgeted estimates and the south kitchen flooring replacement was \$4,950 under budgeted estimates. Staff proposes utilizing this \$12,818 total savings to fund the north kitchen and staff hallway flooring project.

Staff recommends the project be awarded to APEX Concrete Coatings for the north kitchen and staff hallway tile removal and epoxy resurfacing for a total not to exceed \$9,432. Anticipated installation will occur the last two weeks of December. Attendance levels and facility demand is historically lower during this period. Funds are available from the Parks + Recreation Sales Tax Fund for this project.

CFAA CONSIDERATIONS/IMPACTS: This work will help ensure the Powell Community Center patrons of all ages and abilities will be able to enjoy the rental spaces for many years to come.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	45-90-805-09
Available Budget:	\$10,000



ESTIMATE

Prepared for:

Penn Almoney
 6200 Martway St
 Mission, KS 66202
 palmoney@missionks.org
 (913) 722-8210

October 4, 2023**No. 1675**

APEX Concrete Coatings
 7096 Universal Ave., Kansas City, MO 64120
 P: (816) 819-2739 | apexcckc@gmail.com
 apexcckc.com

Penn Almoney hallway

Flake System



Flake System

Quantity

1

Measurement

404 (Sq Ft)

Notes

After tile is removed, will have to charge for cracks

Flake Colors

TBD

Access Door Dimensions

22'-30'

Lighting Available

true

Outlets Available

true

Access to "work"

Yes

Ceramic/Porcelain Tile Removal

\$2,020.00**Quantity**

1

Measurement

404 (Sq Ft)

Must jackhammer out floated floor beneath

Pricing

Grand Total:	\$4,444.00
Deposit Amount:	\$888.80
Balance Due:	\$3,555.20

PLEASE NOTE, ANY SERVICES OR ITEMS NOT WRITTEN INTO THIS AGREEMENT WILL NOT BE INCLUDED OR PERFORMED.

APEX Concrete Coatings to provide all permits and bonds. Remove all job related debris. The process of installation requires the preparation of site and the supply and installation of products described above with all ancillary hardware. The Company shall not be responsible for the moving of any gas, electrical, wiring, plumbing, or telephone installations. You shall at your own cost, make suitable arrangements for such work prior to the time the Company begins work and shall acquire any permits necessary for the Company to perform the work provided herein. You agree to pay cash according to the terms shown below or, if your credit is approved, to sign a note whether or not provided by us for payment of the amount due. If you fail to pay according to the terms below and have not signed a note the entire unpaid amount becomes immediately due and you must pay a collection cost equal to our actual costs of collection, up to 15% of the total amount you owe plus attorney's fees and court costs. In addition, you understand that by failing to pay according to the terms below, the Company may have a claim against you which may be enforced against your property in accordance with the applicable lien laws. Unless otherwise specified it is understood that you are ready for this work to begin. If you refuse to permit the Company or their representatives to proceed with the work herein, or in the event of any other breach of this agreement, for any reason whatsoever, shall cause you to pay to the Company a sum of money equal to 75% (Seventy-Five Percent) of the price agreed to be paid, as fixed, liquidated and ascertained damages, and not as a penalty without further proof of loss or damage. For Credit Card Payments, balance due will automatically be charged upon completion. For checks or cash, Balance will be collected by crew foreman on the day of completion. Finance Charges will be assessed on all balances over 30 days in accordance with applicable law.

You, the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. This sale is subject to the provisions of the Home Solicitation Sales Act and the Home Improvement Act. This instrument is not negotiable.

Buyer(s) hereby jointly and severally agrees to purchase the products and/or services of APEX Concrete Coatings ("Contractor") as listed herein and on the accompanying specification sheet(s), in accordance with the terms and conditions described on the front and reverse of this Agreement and on the front and reverse of the attached project Agreement(s) (collectively, "Agreement"). Buyer(s) hereby agrees to sign a completion certificate after Contractor has completed all work under this Agreement.

Buyer(s) hereby acknowledges that the Lead Poisoning Prevention Program was explained to them which includes the potential risk of lead hazard exposure from renovation activity to be performed in Buyer's home, at the address written above. Buyer(s) was informed of this information on the date of this Agreement, before commencement of work.

Buyer(s) agrees and understands that this Agreement constitutes the entire understanding between the parties, and that there are no verbal understandings changing or modifying any of the terms of this Agreement. Buyer(s) hereby acknowledges that Buyer(s) 1) has read this Agreement, understands the terms of this Agreement, and has received a completed, signed, and dated copy of this Agreement, including the two attached Notices of Cancellation, on the date first written above and 2) was orally informed of Buyer's right to cancel this Agreement.

APEX Concrete Coatings does not guarantee any water proofing of any type.

Floors are not to be walked on for 6 hours after completion or driven on prior to 24 hours in Summer and 36 hours in Fall, Winter, and Spring after completion.

APEX Concrete Coatings is not responsible for any accidents or liabilities that occur while walking, running, driving, or riding on the coatings.

Additional Notes: APEX; is family owned and operated, we use the best polyurea and polyaspartic products on the market, provide the highest quality/detailed installation that is backed with Limited Lifetime Warranty. The warranty does not cover future cracking, spalling, and/or scaling of the concrete or the damaging effect it has to the coating. Avoid placing rusting objects on/over the floor, rust will stain the coating and is not covered in the warranty.

X

Penn Almoney

X

Company Authorized Signature



ESTIMATE

Prepared for: Penn Almoney 6200 Martway St Mission, KS 66202 palmoney@missionks.org (913) 722-8210	October 4, 2023 No. 1674 APEX Concrete Coatings 7096 Universal Ave., Kansas City, MO 64120 P: (816) 819-2739 apexcckc@gmail.com apexcckc.com
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Penn Almoney N kitchen

Flake System



Flake System

Quantity	Measurement
1	388 (Sq Ft)

Notes

After tile is removed then we will charge for cracks

Flake Colors

TBD

Access Door Dimensions

22'-30'

Lighting Available

true

Outlets Available

true

Access to "work"

Yes

Ceramic/Porcelain Tile Removal \$1,940.00



Quantity	Measurement
1	388 (Sq Ft)

Must jackhammer out floated floor beneath

Form Cove \$720.00



Quantity	Measurement
1	80 (Ft)

Rounding corners

Pricing

Grand Total:	\$4,988.00
Deposit Amount:	\$997.60
Balance Due:	\$3,990.40

PLEASE NOTE, ANY SERVICES OR ITEMS NOT WRITTEN INTO THIS AGREEMENT WILL NOT BE INCLUDED OR PERFORMED.

APEX Concrete Coatings to provide all permits and bonds. Remove all job related debris. The process of installation requires the preparation of site and the supply and installation of products described above with all ancillary hardware. The Company shall not be responsible for the moving of any gas, electrical, wiring, plumbing, or telephone installations. You shall at your own cost, make suitable arrangements for such work prior to the time the Company begins work and shall acquire any permits necessary for the Company to perform the work provided herein. You agree to pay cash according to the terms shown below or, if your credit is approved, to sign a note whether or not provided by us for payment of the amount due. If you fail to pay according to the terms below and have not signed a note the entire unpaid amount becomes immediately due and you must pay a collection cost equal to our actual costs of collection, up to 15% of the total amount you owe plus attorney's fees and court costs. In addition, you understand that by failing to pay according to the terms below, the Company may have a claim against you which may be enforced against your property in accordance with the applicable lien laws. Unless otherwise specified it is understood that you are ready for this work to begin. If you refuse to permit the Company or their representatives to proceed with the work herein, or in the event of any other breach of this agreement, for any reason whatsoever, shall cause you to pay to the Company a sum of money equal to 75% (Seventy-Five Percent) of the price agreed to be paid, as fixed, liquidated and ascertained damages, and not as a penalty without further proof of loss or damage. For Credit Card Payments, balance due will automatically be charged upon completion. For checks or cash, Balance will be collected by crew foreman on the day of completion. Finance Charges will be assessed on all balances over 30 days in accordance with applicable law.

You, the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. This sale is subject to the provisions of the Home Solicitation Sales Act and the Home Improvement Act. This instrument is not negotiable.

Buyer(s) hereby jointly and severally agrees to purchase the products and/or services of APEX Concrete Coatings ("Contractor") as listed herein and on the accompanying specification sheet(s), in accordance with the terms and conditions described on the front and reverse of this Agreement and on the front and reverse of the attached project Agreement(s) (collectively, "Agreement"). Buyer(s) hereby agrees to sign a completion certificate after Contractor has completed all work under this Agreement.

Buyer(s) hereby acknowledges that the Lead Poisoning Prevention Program was explained to them which includes the potential risk of lead hazard exposure from renovation activity to be performed in Buyer's home, at the address written above. Buyer(s) was informed of this information on the date of this Agreement, before commencement of work.

Buyer(s) agrees and understands that this Agreement constitutes the entire understanding between the parties, and that there are no verbal understandings changing or modifying any of the terms of this Agreement. Buyer(s) hereby acknowledges that Buyer(s) 1) has read this Agreement, understands the terms of this Agreement, and has received a completed, signed, and dated copy of this Agreement, including the two attached Notices of Cancellation, on the date first written above and 2) was orally informed of Buyer's right to cancel this Agreement.

APEX Concrete Coatings does not guarantee any water proofing of any type.

Floors are not to be walked on for 6 hours after completion or driven on prior to 24 hours in Summer and 36 hours in Fall, Winter, and Spring after completion.

APEX Concrete Coatings is not responsible for any accidents or liabilities that occur while walking, running, driving, or riding on the coatings.

Additional Notes: APEX; is family owned and operated, we use the best polyurea and polyaspartic products on the market, provide the highest quality/detailed installation that is backed with Limited Lifetime Warranty. The warranty does not cover future cracking, spalling, and/or scaling of the concrete or the damaging effect it has to the coating. Avoid placing rusting objects on/over the floor, rust will stain the coating and is not covered in the warranty.

X

Penn Almoney

X

Company Authorized Signature

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Parks + Recreation	From:	Penn Almoney

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

RE: Contract Award Water Works Park Improvements

RECOMMENDATION: Approve a contract with Centric Construction Group for Water Works Park Improvements in an amount not to exceed \$1,158,637.25.

DETAILS: Water Works Park is a 6.5-acre neighborhood park located at 5814 W 53rd Street, which is owned by WaterOne and maintained by Mission Parks + Recreation through a Joint Use Agreement (JUA). The existing JUA was revised and signed in January 2022 and Mission’s use has been in good standing since the original JUA inception in 1982. The last major improvement on site was the installation of the existing playground features in approximately 1999.

In 2019, the City contracted with Confluence to begin master planning improvements for each of the City’s major parks. Improvements to Water Works Park were a focus and priority of the Parks, Recreation and Tree (PRT) Commission. Through the conceptual planning process, improvements totaling just over \$1.5 million were identified and approved. Based on the size of the property and its proximity to Rushton Elementary, stakeholders, neighbors, PRT members and City Council agreed and planned to complete the entire conceptual design in one project coinciding with Rushton Elementary School’s new construction. The goal was to have the park improvements installed when students return to Rushton Elementary in August 2024.

Project improvements include a shelter and restrooms to support and enhance the current programming, new 10-foot-wide concrete trails connecting the proposed facilities to Rushton Elementary and providing alternative routes along the park, water fountain, solar lighting along one central route, All-Abilities playground with poured in place rubber surfacing and shade sails, trash and recycling receptacles, benches, bike racks, native plantings and additional site furnishings. Demolition of the existing parking lot and construction of a new parking lot along 53rd Street will increase the number of existing parking spaces and keep child pick-up/drop-off farther away from traffic.

The Preliminary Development Plan was approved by the Planning Commission at their June 2023 meeting, and by the City Council in July 2023. Stantec finalized construction

Related Statute/City Ordinance:	NA
Line Item Code/Description:	45-90-805-09
Available Budget:	\$1,700,000.00

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Parks + Recreation	From:	Penn Almoney

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

documents in September 2023 and staff advertised the project for bid on October 2. A pre-bid meeting was held on October 12 with nine (9) construction firms in attendance. Following the pre-bid meeting, three Project Addendums were issued.

Bids were received on October 19, 2023 with four (4) firms submitting bids as detailed in the table below.

Water Works Improvements	Base Bid Amount	Contingency	Total Bid
Engineer's Estimate	\$1,240,894.29	\$62,044.71	\$1,302,939
Centric Construction	\$1,103,464.05	\$55,173.20	\$1,158,637.25
Sands Construction	\$1,219,900.00	\$60,995.00	\$1,280,895.00
MegaKC Corporation	\$1,364,000.00	\$68,200.00	\$1,432,200.00
Gunter Construction	\$1,384,409.80	\$69,220.49	\$1,453,630.20

Based on a review and evaluation of the bids, staff recommends approval of a contract with Centric Construction Group for Water Works Park improvements in an amount not to exceed \$1,158,637.25. Construction is anticipated to begin in January 2024 and be completed in August 2024.

The All-Abilities playground pieces, shade sails and poured in place rubber surfacing, picnic tables, benches and bike racks will be purchased separately through Landscape Structures and Wishbone Site Furnishings saving an estimated \$40,000.

- Playground + Amenities \$350,000
- Tables, benches, bike racks \$52,000
- 3rd Party Inspection Services \$25,000
- General Contractor (Centric) \$1,158,637.25
- **TOTAL Water Works Improvements \$1,585,637.25**

Stantec completed a final review of the bid documents and is working to prepare a

Related Statute/City Ordinance:	NA
Line Item Code/Description:	45-90-805-09
Available Budget:	\$1,700,000.00

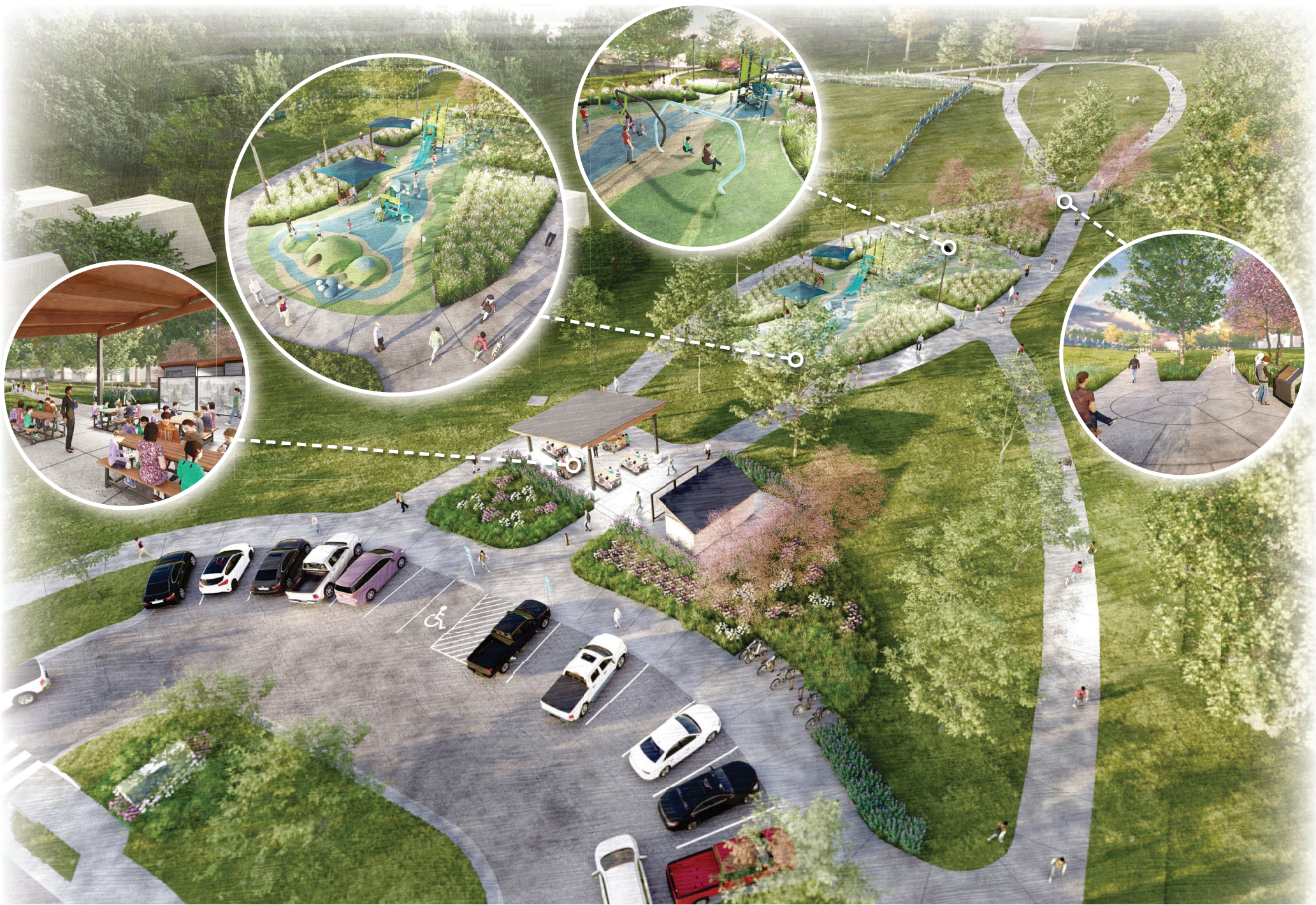
City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	November 1, 2023
Parks + Recreation	From:	Penn Almoney

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

contract for execution. This project is funded from the 2023 Park System Improvements budget (Parks + Recreation sales tax) identified in the Parks and 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.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	45-90-805-09
Available Budget:	\$1,700,000.00



Water Works Park
Mission, Kansas

COMING AUGUST 2024!



Water Works Park - Mission, Kansas

Item No.	Description	Unit	Approx. Unit Quantity	Gunter Construction Company		MegaKC Corporation		Sands Construction LLC		Centric Construction Group	
				Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal	Unit Price	Subtotal
PARKING											
1	Sawcut and Asphalt Removal	sf	1930	\$3.00	\$5,790.00	\$3.00	\$5,790.00	\$2.00	\$3,860.00	\$1.37	\$2,649.76
2	Curb and Gutter (Type A)	lf	535	\$55.00	\$29,425.00	\$42.00	\$22,470.00	\$29.00	\$15,515.00	\$28.30	\$15,138.66
3	Asphalt Pavement (6") - includes all subsidiary elements related to asphalt pavement such as ab-3 base, compaction, etc. per details on plans.	sy	720	\$70.00	\$50,400.00	\$60.00	\$43,200.00	\$51.00	\$36,720.00	\$42.34	\$30,485.75
4	6" Concrete Paving (Street Sidewalk replacement) - includes all subsidiary elements related to concrete pavement such as ab-3 base, compaction, etc. per details on plans.	sf	1200	\$10.00	\$12,000.00	\$10.00	\$12,000.00	\$8.00	\$9,600.00	\$7.85	\$9,423.31
5	Handicap Ramp	ea	6	\$3,200.00	\$19,200.00	\$1,500.00	\$9,000.00	\$2,100.00	\$12,600.00	\$1,870.62	\$11,223.72
6	Handicap Parking Signs (MUTCD R7-8)	ea	2	\$450.00	\$900.00	\$760.00	\$1,520.00	\$1,900.00	\$3,800.00	\$1,607.47	\$3,214.95
7	4" Solid White Line Pavement Marking	lf	100	\$8.00	\$800.00	\$8.50	\$850.00	\$1.15	\$115.00	\$17.42	\$1,742.17
8	Handicap Parking Pavement Marking Symbol (4' x 4')	ea	2	\$300.00	\$600.00	\$125.00	\$250.00	\$1,030.00	\$2,060.00	\$260.03	\$520.05
SITE UTILITIES											
9	Water Utility to Restroom	lf	100	\$245.00	\$24,500.00	\$95.00	\$9,500.00	\$78.00	\$7,800.00	\$88.41	\$8,840.85
10	Sanitary Utility to Restroom	lf	75	\$200.00	\$15,000.00	\$80.00	\$6,000.00	\$89.00	\$6,675.00	\$92.92	\$6,968.67
11	Miscellaneous Restroom Connection costs	ea	1	\$2,700.00	\$2,700.00	\$8,500.00	\$8,500.00	\$1,600.00	\$1,600.00	\$520.05	\$520.05
12	Electric Service	ls	1	\$12,925.00	\$12,925.00	\$6,200.00	\$6,200.00	\$14,500.00	\$14,500.00	\$11,378.69	\$11,378.69
13	Telecom Conduit	ls	1	\$5,400.00	\$5,400.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$3,276.32	\$3,276.32
14	Pavilion Lighting	ls	1	\$6,960.00	\$6,960.00	\$4,500.00	\$4,500.00	\$7,765.00	\$7,765.00	\$1,622.56	\$1,622.56
15	EV Conduits	ls	1	\$7,835.00	\$7,835.00	\$6,000.00	\$6,000.00	\$8,740.00	\$8,740.00	\$3,796.37	\$3,796.37
16	4' x 4' Concrete Area Inlet	ea	2	\$7,600.00	\$15,200.00	\$12,400.00	\$24,800.00	\$8,360.00	\$16,720.00	\$5,720.55	\$11,441.10
17	Storm Sewer Pipe - 18" RCP	lf	30	\$145.00	\$4,350.00	\$99.00	\$2,970.00	\$172.00	\$5,160.00	\$74.89	\$2,246.62
18	Storm Sewer Pipe - 24" RCP	lf	140	\$155.00	\$21,700.00	\$110.00	\$15,400.00	\$118.00	\$16,520.00	\$182.02	\$25,482.45
19	Storm Sewer Pipe - Flared Outlet	ea	1	\$3,500.00	\$3,500.00	\$2,500.00	\$2,500.00	\$1,675.00	\$1,675.00	\$1,040.10	\$1,040.10
20	Storm Sewer Underdrain - 6" PP	lf	220	\$40.00	\$8,800.00	\$40.00	\$8,800.00	\$39.00	\$8,580.00	\$20.80	\$4,576.44
21	Storm Sewer Underdrain - area inlet	ea	2	\$2,800.00	\$5,600.00	\$2,200.00	\$4,400.00	\$715.00	\$1,430.00	\$520.05	\$1,040.10
22	Turf Reinforcement Mat	sy	695	\$5.00	\$3,475.00	\$2.50	\$1,737.50	\$8.25	\$5,733.75	\$2.08	\$1,445.74
23	Erosion Control	ls	1	\$4,600.00	\$4,600.00	\$15,016.00	\$15,016.00	\$8,833.00	\$8,833.00	\$8,619.31	\$8,619.31
<i>Note: Grading for parking included below</i>											
DEMOLITION & GRADING											
24	Concrete removal	sf	11115	\$2.00	\$22,230.00	\$2.75	\$30,566.25	\$1.30	\$14,449.50	\$0.37	\$4,161.86
25	Demo - Playground, Shelter, Curb Removal	ls	1	\$27,000.00	\$27,000.00	\$20,000.00	\$20,000.00	\$3,144.00	\$3,144.00	\$5,465.73	\$5,465.73
26	Grading - Fill	cy	1250	\$16.00	\$20,000.00	\$20.00	\$25,000.00	\$34.50	\$43,125.00	\$33.80	\$42,254.06
27	Grading - Cut	cy	1250	\$14.00	\$17,500.00	\$20.00	\$25,000.00	\$13.60	\$17,000.00	\$22.88	\$28,602.75
28	Grading - Cut Export	cy	1200	\$64.00	\$76,800.00	\$53.00	\$63,600.00	\$30.50	\$36,600.00	\$22.88	\$27,458.64
29	Construction Staking	ls	1	\$12,800.00	\$12,800.00	\$26,500.10	\$26,500.10	\$14,725.00	\$14,725.00	\$13,313.28	\$13,313.28
PLAYGROUND											
30	6" Concrete Curb around surfacing	lf	220	\$56.00	\$12,320.00	\$38.00	\$8,360.00	\$25.25	\$5,555.00	\$28.08	\$6,178.19
SIDEWALKS											
31	6" Concrete Paved Sidewalks - includes all subsidiary elements related to concrete pavement such as ab-3 base, compaction, etc. per details on plans.	sf	28750	\$11.00	\$316,250.00	\$8.85	\$254,437.50	\$8.00	\$230,000.00	\$7.50	\$215,599.73
GENERAL SITE IMPROVEMENTS											
32	Solar LED Lighting (Fonroche) (not in base / MP)	ea	8	\$9,000.00	\$72,000.00	\$9,000.00	\$72,000.00	\$9,132.00	\$73,056.00	\$7,293.70	\$58,349.61
33	Removable Bollard (Wishbone)	ea	1	\$2,180.00	\$2,180.00	\$3,000.00	\$3,000.00	\$700.00	\$700.00	\$2,712.58	\$2,712.58
34	Park Informational Signage Panels	ls	1	\$28,000.00	\$28,000.00	\$26,000.00	\$26,000.00	\$23,400.00	\$23,400.00	\$21,826.50	\$21,826.50
STRUCTURES											
35	Shelter Structure (Park Planet)	ls	1	\$86,665.00	\$86,665.00	\$84,000.00	\$84,000.00	\$69,500.00	\$69,500.00	\$64,781.59	\$64,781.59
36	Restroom Structure (Conworth) *Base Height	ls	1	\$250,000.00	\$250,000.00			\$225,515.00	\$225,515.00	\$210,270.78	\$210,270.78
37	Restroom Structure Metal Screen Wall	ls	1	\$28,000.00	\$28,000.00	\$28,000.00	\$28,000.00	\$25,630.00	\$25,630.00	\$27,859.08	\$27,859.08
38	Shelter Columns	ls	1	\$17,000.00	\$17,000.00	\$10,500.00	\$10,500.00	\$6,020.00	\$6,020.00	\$6,448.59	\$6,448.62
39	Restroom Footing	lf	55	\$425.00	\$23,375.00	\$160.00	\$8,800.00	\$98.00	\$5,390.00	\$223.85	\$12,311.66
PLANTINGS											
40	Trees - Overstory	ea	10	\$600.00	\$6,000.00	\$680.00	\$6,800.00	\$965.00	\$9,650.00	\$572.05	\$5,720.55
41	Trees - Understory	ea	17	\$600.00	\$10,200.00	\$630.00	\$10,710.00	\$687.00	\$11,679.00	\$530.45	\$9,017.67
42	Shrubs	ea	60	\$90.00	\$5,400.00	\$88.00	\$5,280.00	\$100.00	\$6,000.00	\$73.85	\$4,430.83
43	Perennials	ea	1100	\$22.00	\$24,200.00	\$20.00	\$22,000.00	\$36.00	\$39,600.00	\$17.68	\$19,449.87
44	Sodding	sf	27432	\$1.00	\$27,432.00	\$0.80	\$21,945.60	\$0.80	\$21,945.60	\$0.72	\$19,687.10
45	Seeding	sf	34563	\$0.60	\$20,737.80	\$0.35	\$12,097.05	\$0.11	\$3,801.93	\$0.30	\$10,425.20
46	Tree Relocation (4 trees)	ls	1	\$2,800.00	\$2,800.00	\$3,000.00	\$3,000.00	\$1,240.00	\$1,240.00	\$2,496.23	\$2,496.24
Mobilization											
	Mobilization	ls	1	\$13,860.00	\$13,860.00	\$124,000.00	\$124,000.00	\$130,172.22	\$130,172.22	\$117,948.19	\$117,948.19
				Subtotal							
Total Estimated Construction Cost				\$1,384,409.80		\$1,364,000.00		\$1,219,900.00		\$1,103,464.05	
<i>Note: Total doesn't match bid line item total. Restroom Structure is not listed in bid tab form.</i>											
Contingency		perc	5%	\$69,220.49		\$68,200.00		\$60,995.00		\$55,173.20	
Engineers Estimate				\$1,302,939.00							

City of Mission	Item Number:	6.
DISCUSSION ITEM SUMMARY	Date:	November 1, 2023
PUBLIC WORKS	From:	Brent Morton

Discussion items allow the committee the opportunity to freely discuss the issue at hand.

RE: Snow Removal Policy and 2023-2024 Snow Plan

DETAILS: A copy of the 2023-2024 Snow Plan, which includes the Miscellaneous Snow Removal Table and Snow Removal Maps, is included in the packet for your information. These documents serve as the guideline for snow removal activities conducted by the Mission Public Works Department.

We will review the plan at the Committee meeting as a reminder of current policies and procedures for the 2023-2024 winter season.

CFAA CONSIDERATIONS/IMPACTS: Snow removal is an essential service provided by the City. In order to keep services functioning and the traveling public safe, snow removal services are performed by the Public Works department for streets, public facilities, trails, and parks.

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

2023-2024 Snow Season Plan



Public Works Department

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2-Ton Truck Route - A	9-10
2-Ton Truck Route - B	11-12
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Procedural Review & Training

Procedural Review

- Crew and Shift Assignments
- Plowing and Spreading Routes
- On-Call Procedure -
 - 2 Hour Window
 - Cell phones on and waiting
- Working with Police (Command Staff Contact Info in the following pages)

Equipment Operation and Maintenance

- Trucks
- Plows
- Spreaders and Their Controls
- Loading Salt
- Radio Communication
- Vehicle / Equipment Repairs Procedure
- Preventive Maintenance
 - Cleaning vehicles / equipment

Salt Application Procedures

- How Salt Works
- How and When to Salt
- Anti-Icing vs. Deicing
- Application Rates
- Storm Conditions (Detailed on Next Page)
- Special Deicing Problems (Bridges, Elevated Curve, Ramps, Intersections)

On the Job Safety

- Vehicle and Equipment Pre-Trip Checks
- Safety Practices
- Dealing with the Public
- Assisting Motorists

Weather Conditions & Strategy

Condition 1

Temperature: Near 30

Precipitation: Snow, sleet or freezing rain

Road Surface: Wet

If snow or sleet, apply salt at 500 lb per two-lane mile. If snow or sleet continues and accumulates, plow and salt simultaneously. If freezing rain, apply salt at 200 lb per two-lane mile. If rain continues to freeze, re-apply salt at 200 lb per two-lane mile. Consider anti-icing procedures.

Condition 2

Temperature: 30 or Falling

Precipitation: Snow, sleet or freezing rain

Road Surface: Wet or Sticky

Apply salt at 300-800 lb per two-lane mile, depending on the rate of accumulation. If the snowfall continues to accumulate, plow and repeat the salting process. If freezing rain, apply salt at 200-400 lb per two-lane mile. Consider anti-icing procedures as warranted.

Condition 3

Temperature: Below 20 and falling

Precipitation: Dry Snow

Road Surface: Dry

Plow as soon as possible. Don't apply salt. Continue to plow and patrol keeping an eye for wet, packed or icy spots; treat any of these with heavy salting applications.

Condition 4

Temperature: Below 20

Precipitation: Snow, sleet or freezing rain

Road Surface: Wet

Apply salt at a rate of 600-800 lb per two-lane mile, as required. If the snow or sleet continues and accumulates, plow and salt simultaneously. If temperature starts to rise, apply salt at 500-600 lb per two-lane mile, wait for salt to react before plowing. Continue until safe pavement is obtained.

Condition 5

Temperature: Below 10

Precipitation: Snow or freezing rain

Road Surface: Accumulation of packed snow or ice

Apply Salt at rate of 800 lb per two-lane mile or salt-treated abrasives at rate of 1500 to 2000 lb per two-lane mile. When snow or ice becomes mainly slush, plow. Repeat application and plowing as necessary.

Crew & Shift Assignments

Public Works Snow Removal		
Shift Assignments		
November 2023 - March 2024		
Contact Information		
Name	Title	
Brent Morton	Superintendent of Public Works	
	Director of Public Works	
Snow Crew 1		
<i>Name</i>	<i>Route</i>	<i>Truck #</i>
Chris Truett*	Route A- Arterial	688
Juan Del Real	Route B- Arterial	656
Josh Ryun	Route 1- North Side Residential	315/494
James Schlereth	Route 2- South Side Residential	574
Brent Morton*	Route 1- North Side Residential	315/494
Snow Crew 2		
<i>Name</i>	<i>Route</i>	<i>Truck #</i>
Alex Gonzalez*	Route A- Arterial	688
Jorge Martinez	Route B- Arterial	656
Chad Osenton	Route 2- South Side Residential	574
Ernesto Bernal	Route 1-North Side Residential	315/494
Vacant	Route 1-North Side Residential	315/494
* designates Snow Crew Leader		
Shift Information		
Month	Day (7am-7pm)	Night (7pm-7am)
October	Snow Crew 2	Snow Crew 1
November	Snow Crew 1	Snow Crew 2
December	Snow Crew 2	Snow Crew 1
January	Snow Crew 1	Snow Crew 2
February	Snow Crew 2	Snow Crew 1
March	Snow Crew 1	Snow Crew 2

Vehicle/Plow Route Descriptions & Maps

1-Ton Truck Route # 1

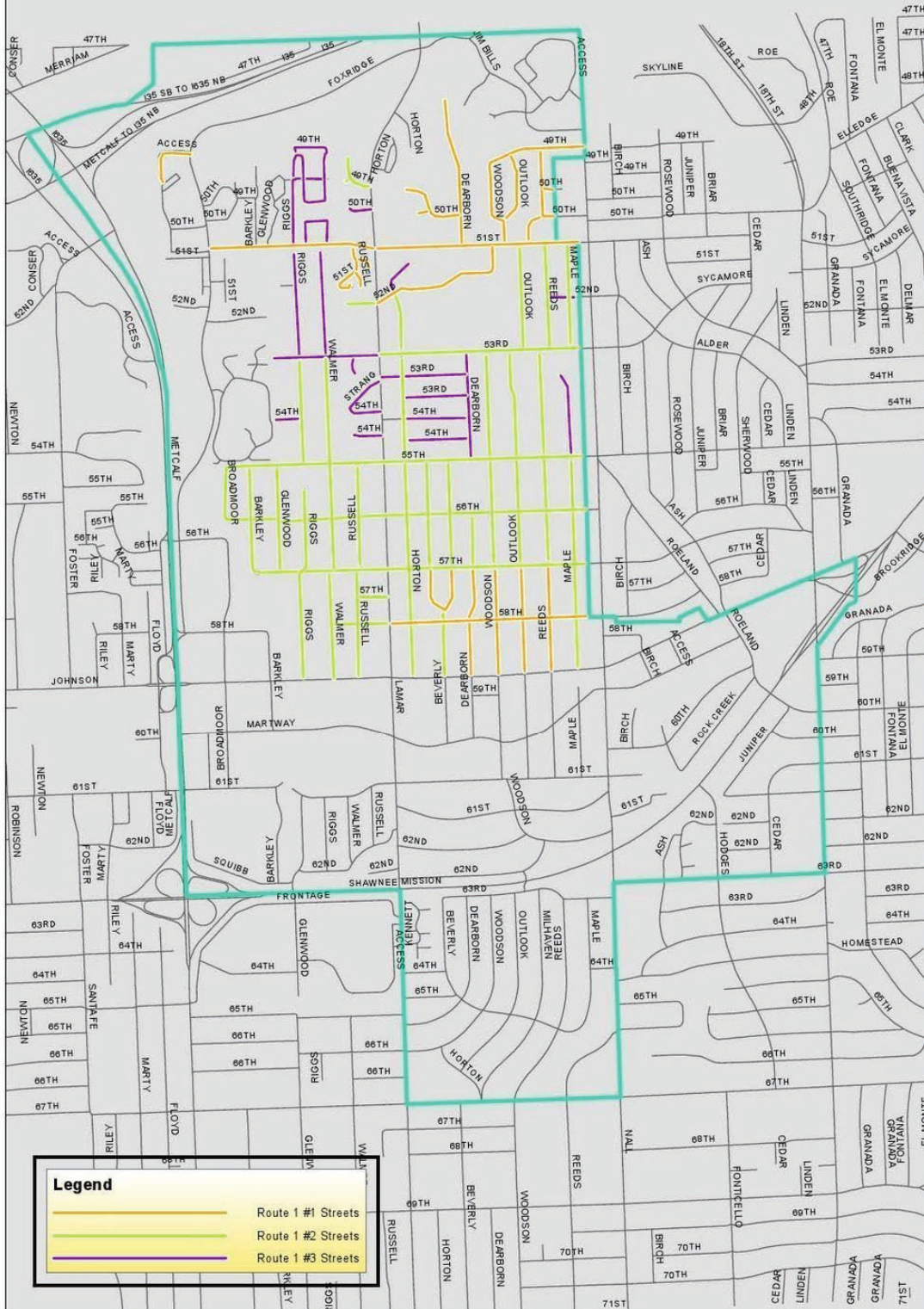
Main Streets need to be completed first. Driver needs to keep on top of main streets, and it takes passes in both directions. Then the driver can proceed on with the rest of the North side streets.

Main Streets

- Streamway Dr.
- 51st St.
- Lincolnshire – Russell St. off of 51st St.
- Reeds Rd. – North of 51st St.
- 50th Ter. – North of 51st St.
- 50th St. – North of 51st St.
- 49th St.– North of 51st St.
- Outlook St. – North of 51st St.
- Woodson St. – North of 51st St.
- Dearborn St. – North of 51st St.
- Beverly Ln. – Between 57th St, & 58th St.
- Beverly Ave - Between 57th St, & 58th St.
- Dearborn St. – Between 57th St, & Johnson Dr.
- Woodson St. – Between 57th St, & Johnson Dr.
- Outlook St. –Between 57th St, & Johnson Dr.
- Reeds Rd. – Between 57th St, & Johnson Dr.

After the mains are done, it is best to proceed with numbered streets (East / West) all the way to Johnson Drive. Then the driver should proceed on with the named streets. (North / South)

Snow Plow Route 1



1-Ton Truck Route # 2

Main Streets need to be completed first. Driver needs to keep on top of main streets, and it takes passes in both directions. Then the driver can proceed on with the rest of the South side streets.

Main Streets

- Woodson St. – Between Johnson dr. & 61st St. (City Hall Area)
- Outlook St. – Between Johnson dr. & 61st St. (City Hall Area)
- Reeds Rd. – Between Johnson dr. & 61st St. (City Hall Area)
- Maple St. – Between Johnson dr. & 61st St. (City Hall Area)
- 61st Street – Between Lamar Ave & Nall Ave (City Hall Area)
- Walmer St. – Between 61st St. & 62nd St.
- Riggs St. – Between 61st St. & 62nd St.
- Glenwood St. – Between 61st St. & 62nd St.
- 61st Ter. – Between Woodson St. & Nall Ave (Countryside)
- 61st Place – Dead end into Bickford Senior Living.
- 60th Ter. – Between Rosewood St. & Roeland Dr. (Rock Creek Area)
- Rock Creek Ln. – Between Rosewood St. & Roeland Dr. (Rock Creek Area)
- Rosewood St. – Between 60th Ter. & Rock Creek Lane. (Rock Creek Area)
- Juniper St. – Between 60th St. & 61st Ter. (Highlands Area)
- 61st Ter. – Between Juniper St. & Roe Ave. (Highlands Area)
- 61st St. – Between 61st Ter. & Roe Ave. (Highlands Area)
- 60th Ter. – Between Juniper St. & Roe Ave. (Highlands Area)

After all the mains are done proceed to finish the rest of the areas.

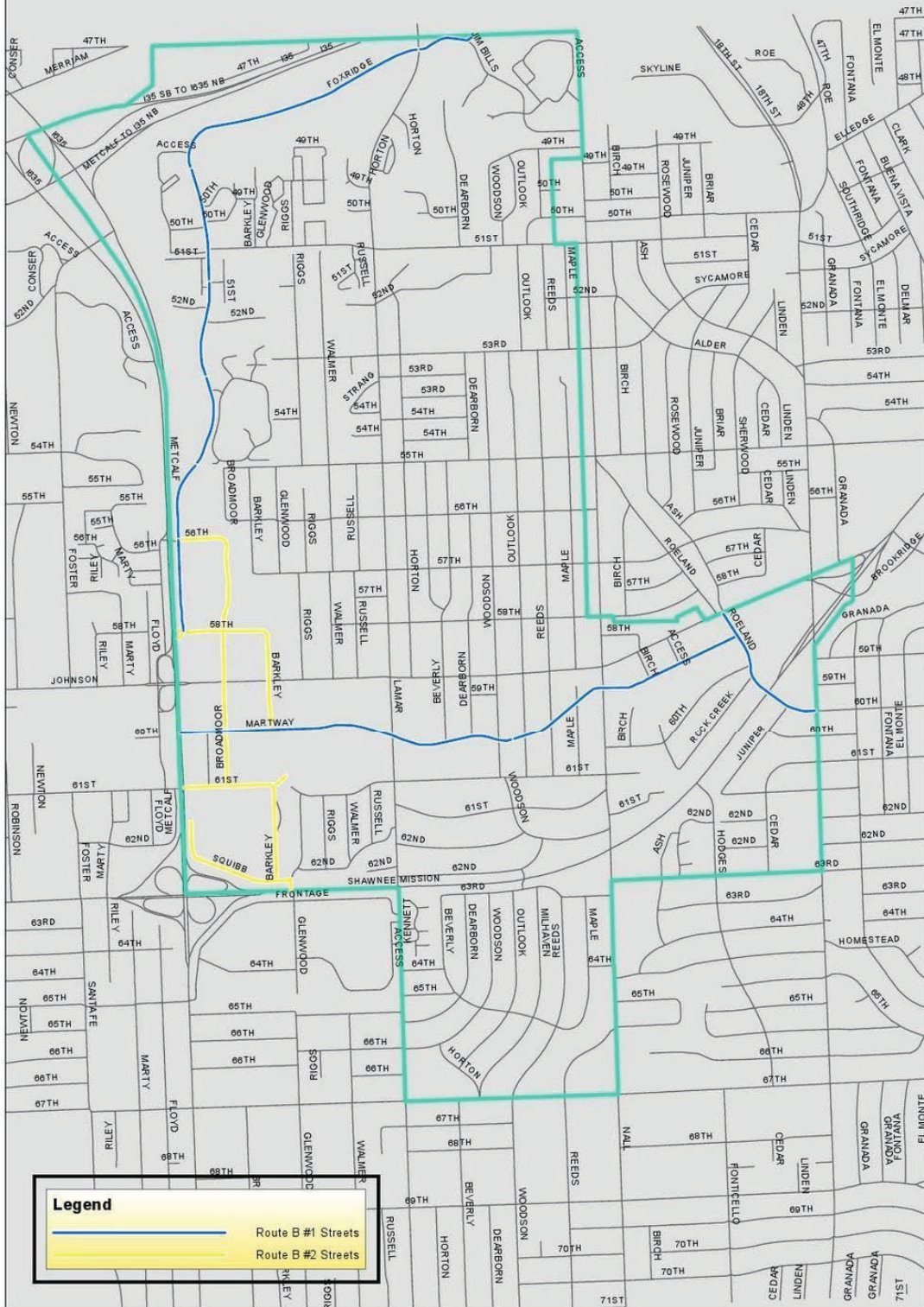
2-Ton Truck Route - A

- North on Lamar Ave, at the first bridge make a U – Turn
- Heading back south up Lamar Ave to 67th St.
- East on 67th St. to Nall Ave
- North on Nall Ave to 58th St.
- East on 58th St. to Birch St.
- South on Birch St. to Johnson Dr.
- West on Johnson Dr. to Nall Ave.
- South on Nall Ave. to 67th St.
- West on 67th St. to Lamar Ave.
- North on Lamar Ave. to Shop – Load up with Salt
- South on Lamar Ave. to Johnson Dr.
- West on Johnson Dr. to Metcalf Ave. – U - Turn
- East on Johnson Dr. to Shawnee Mission Parkway – U – Turn
- West on Johnson Dr. to Metcalf Ave. – U – Turn
- Redo in opposite lane / as needed
- North and south lanes of Rosewood St.
- West on Johnson Dr. to Birch St.
- North on Birch St. to 58th St.
- West on 58th St. to Nall Ave.
- South on Nall Ave. to Johnson Dr.
- West on Johnson Dr. to Lamar Ave.
- North on Lamar to Shop – Load up with Salt
- South on Lamar to Johnson Dr.
- East on Johnson Dr. to Roeland Dr.
- South on Roeland Dr. to Roe Ave. (Roeland Dr turns into 60th Ter Heading East)
- South on Roe Ave. to 63rd St.
- West on 63rd St. to Hodges Dr.
- North on Hodges Dr. to Shawnee Mission Parkway – U – Turn
- South on Hodges Dr. to 63rd St.
- West on 63rd St. to Nall Ave. – U – Turn
- East On 63rd St. to Roe Ave.
- North on Roe Ave. to 57th St. – U - Turn (57th St is in Roeland Park)
- South on Roe Ave. to 63rd St. – U – Turn
- Redo in opposite lanes / as needed

2-Ton Truck Route – B

- North on Lamar Ave. to Foxridge Dr.
- East on Foxridge to Waste water – U – Turn
- West on Foxridge (turns back South) to 58th St.
- East on 58th St. to Broadmoor St.
- South on Broadmoor St. to 61st St.
- West on 61st St. to Metcalf Ave. – U – Turn
- East on 61st St. to Barkley St.
- South on Barkley St. to Squibb Rd.
- West on Squibb Rd. to Target – U – Turn
- East on Squibb Rd. to Glenwood St. – U - Turn
- West on Squibb Rd. to Barkley St.
- North on Barkley St. to 61st St.
- West on 61st St. to Broadmoor St.
- North on Broadmoor St. to 58th St.
- West on 58th St. to Foxridge Dr.
- North on Foxridge Dr. to Lamar Ave.
- South on Lamar Ave. to Shop – Load up with Salt
- Leaving Shop
- South on Lamar Ave. to Johnson Dr.
- West on Johnson Dr. to Barkley St.
- South on Barkley St. to Martway St. – U – Turn (Hy-Vee Parking lot)
- North on Barkley St. to 58th St.
- West on 58th St. to Broadmoor St.
- North on Broadmoor St. to 56th St.
- West on 56th St. to Foxridge Dr. – U – Turn
- East on 56th St. to Broadmoor St.
- South on Broadmoor St. to 58th St.
- East on 58th St. to Barkley St.
- South on Barkley St. to Martway St.
- West on Martway St. to Metcalf Ave. – U – Turn (may not be possible, so follow Metcalf Ave. North on around to 58th St.. Then 58th St. to Broadmoor St to 61st St., Then on to Metcalf Ave. North to Martway St.)
- East on Martway St. to Roeland Dr. – U – Turn
- West on Martway St. to Broadmoor St. – U – Turn
- Redo in opposite lane / as needed

Snow Plow Route B



City Owned On-Street Parking Snow Removal

Public Works is responsible for removing snow from the on-street parking areas adjacent to Johnson Drive and Broadmoor St in the Downtown District. The procedure for snow removal is as follows:

1. Snow is plowed to each end of the parking areas in order to accommodate as much parking as possible.
2. Once snow accumulates to the point that sight is impaired, snow is loaded onto trucks and transported to a City lot for storage. These activities are done at night for the safety of staff and motorists.

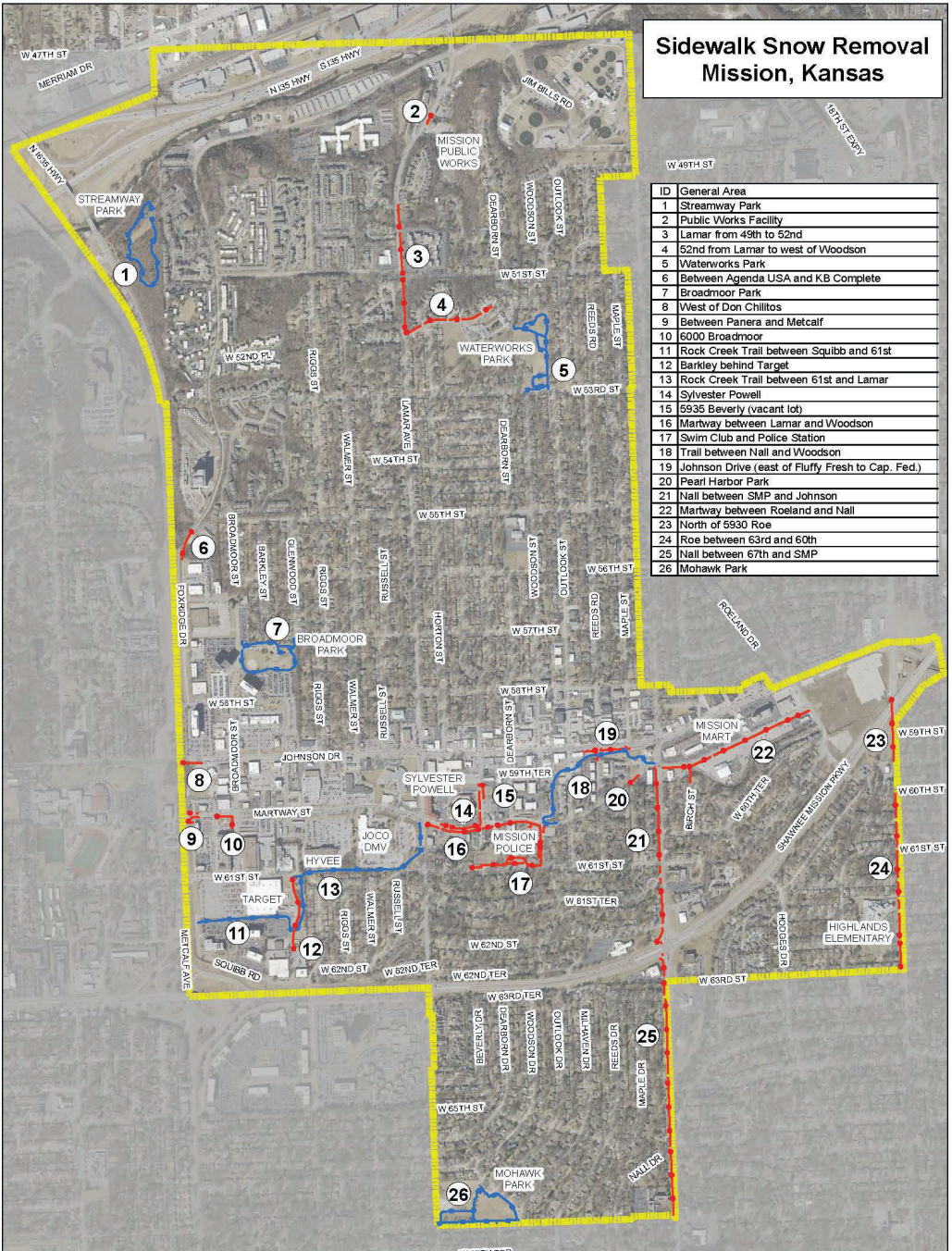
Public Works does not remove snow from the sidewalks. Snow removal on sidewalks remains the responsibility of the adjacent property owner.

Miscellaneous Snow Removal Locations

Location	Property	Address/Direction	Notes
1	SPJCC	6200 Martway	Includes parking adjacent to SPJCC and Mission Square
2	City Hall	6090 Woodson	Includes Parking Lots
3	Waterworks	53rd & Woodson	Parking areas
4	Broadmoor	5701 Broadmoor	Parking Lot
5	Mohawk	67th & Lamar	Parking Lot
6	Streamway	51st & Foxridge	Parking Lot

Sidewalk Snow Removal Mission, Kansas

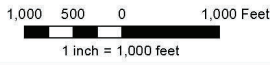
ID	General Area
1	Streamway Park
2	Public Works Facility
3	Lamar from 49th to 52nd
4	52nd from Lamar to west of Woodson
5	Waterworks Park
6	Between Agenda USA and KB Complete
7	Broadmoor Park
8	West of Don Chillos
9	Between Panera and Metcalf
10	6000 Broadmoor
11	Rock Creek Trail between Squibb and 61st
12	Barkley behind Target
13	Rock Creek Trail between 61st and Lamar
14	Sylvester Powell
15	5935 Beverly (vacant lot)
16	Martway between Lamar and Woodson
17	Swim Club and Police Station
18	Trail between Nail and Woodson
19	Johnson Drive (east of Fluffy Fresh to Cap. Fed.)
20	Pearl Harbor Park
21	Nail between SMP and Johnson
22	Martway between Roeland and Nail
23	North of 5930 Roe
24	Roe between 63rd and 60th
25	Nail between 67th and SMP
26	Mohawk Park



Legend

Snow Removal Type

- Sidewalk
- Trail
- Mission City Limits



GBA

MISSION
Kansas