COMMUNITY DEVELOPMENT COMMITTEE AGENDA

WEDNESDAY, JUNE 4, 2025 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)

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the May 7, 2025 Community Development Committee Minutes – Robyn Fulks (page 2)

   Draft minutes of the May 7, 2025 Community Development Committee meeting are included for review and acceptance.

DISCUSSION ITEMS

OTHER

2. Department Updates - Laura Smith

Cheryl Carpenter-Davis, Chairperson
Mary Ryherd, Vice-Chairperson

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	June 4, 2025
Administration	From:	Robyn Fulks

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

RE: May 7, 2025 Community Development Committee minutes.

RECOMMENDATION: Review and accept the May 7, 2025 minutes of the Community Development Committee.

DETAILS: Minutes of the May 7, 2025 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
May 7, 2025

The Mission Community Development Committee met at Mission City Hall and virtually via ZOOM on Wednesday, May 7, 2025. The following Committee members were present: Mayor Sollie Flora, Brian Schmid, Debbie Kring, Lea Loudon, Ben Chociej, Wanda Vaughn, Mary Ryherd, and Cheryl Carpenter-Davis. Councilmember Haden Chomphosy was absent. Councilmember Ryherd called the meeting to order at 6:35 p.m.

The following staff were present: City Administrator Laura Smith, City Clerk Robyn Fulks, Deputy City Administrator Justin Carroll, Deputy City Administrator Brian Scott, Public Works Director Stephanie Boyce, and Parks and Recreation Director Penn Almoney.

Public Comments

Councilmember Ryherd reminded the public they can participate via the chat feature on Zoom. All comments would be visible to the group. Public comments are limited to three minutes per person.

There were no public comments.

Planning Commission Items

Special Use Permit to Operate a Dog Daycare and Overnight Boarding Facility at 5918 Broadmoor

Deputy City Administrator Brian Scott introduced this item. He explained that the Planning Commission heard an application for Special Use Permit (SUP) for a dog daycare and overnight boarding facility at 5918 Broadmoor Street. The applicant, Damien Hicks, owns KCK9's dba Playful Pack. Mr. Hicks intends to purchase the property if the SUP is approved. The property is currently owned by Unleashed Pet Rescue and Adoption and is being used an animal shelter, which has struggled with a number of licensing and code violation issues both at the City and State level. One issue included animal feces being washed down the stormwater and sewer system, which violates the City's MS-4 permit. Mr. Scott provided that brief history to help with context for consideration of the SUP.

He went on to explain that Staff developed a number of stipulations for the SUP, which were reviewed and agreed to by Mr. Hicks and his attorney. Those include:

- The Special Use Permit is contingent upon the property being used by only KCK9's dba Playful Pack to kennel and board (overnight) dogs.
- The owner/operator will obtain and maintain a boarding/kennel operator license issued by the Kansas Department of Agriculture, Division of Animal Health and will follow all pertinent rules and regulations as outlined in the Kansas Pet Animal Act.
- The owner/operator will ensure that procedures are in place and followed requiring employees to clean-up all animal feces that may be deposited outdoors (including the activity areas) so that no feces can potentially be washed into the City's storm water sewer system.
- The owner will ensure that procedures are in place and followed for the proper disposal of animal feces in a designated disposal bin within the facility.
- All outdoor activity areas for the dogs shall be constructed with K-9 Grass System, or a similar product approved by the City. Such a system shall be constructed to manufacturer's specifications and regularly cleaned and maintained according to manufacturer's instructions. Maintenance and cleaning instructions shall be provided to the City at the time a building permit is pulled for installation. There will be no drainage component that attaches or directs drainage to the City's storm water sewer system. City inspection of the K-9 Grass system will be required at the time of installation. Periodic inspection by a City Officer will be allowed during normal business hours to ensure that all procedures for cleaning and maintenance are followed.

Mr. Scott then showed an aerial view of the location, pointing out the existing outdoor exercise area which is currently asphalt. Mr. Hicks will use the same outdoor area for exercise but will be required to install an industry specific product like the K9 Grass System or approved equivalent which will allow runoff to be captured and absorbed into the ground naturally, without connections to the storm sewer or sanitary system. The system will be cleaned and sanitized regularly after dogs use the area, and there will be additional routine cleanup maintenance. Mr. Scott moved to building improvements, which include painting and adding awnings, along with installing an 8 foot vinyl fence around

the activity area on the north side of the property. Mr. Scott added that the Planning Commission added one additional provision, which was to move the trash dumpster in the front of the building to a different location. Mr. Hicks is hoping to share a trash dumpster with the owner of the building to the north and to create an enclosed or screened trash area. Finally, Staff is recommending a five-year term for the SUP, with the possibility of renewal as long as conditions of the SUP have been followed. The Planning Commission held a public hearing with just one person offering testimony. That person was the manager of the Mission Pet Mart located at Martway Street and Broadmoor. He asked questions about operations and for assurances about regular clean up as they have experienced issues with the current owner of the property.

Councilmember Vaughn asked to clarify whether the Mission Pet Mart manager was worried about the application being competition and Mr. Scott confirmed they did not.

Councilmember Carpenter-Davis asked what the maximum amount of animals that could be kept at one time would be, from a noise standpoint she was concerned about that. Mr. Scott answered that the lack of residences around the building was a reason Mr. Hicks liked the location, but there would likely be some noise coming from the business. Mr. Hicks answered at the Planning Commission that he hoped to be able to board between 35 and 50 dogs, but renovations are necessary before he can make final plans. Councilmember Carpenter-Davis suggested Mr. Hicks could help by introducing himself to neighboring businesses.

Councilmember Loudon expressed concern about the trash storage sharing solution due to the type of waste and possible smell concerns. Mr. Scott explained that the business does not anticipate generating as much trash as the current owners do, but Mr. Hicks will need to figure out a solution to the animal waste trash. Councilmember Loudon asked if the roof issues of the building had been resolved and Mr. Scott answered that the current owner had replaced the roof.

Councilmember Chociej reviewed the SUP reasons and land use report, which has the site as mixed-use. He finds the application to be appropriate and no reason not to allow the property as applied. He would like to see land-use classification on future staff reports.

Councilmember Kring asked if there had been any personal references for Mr. Hicks or issues with his business that Mr. Scott was aware of. He answered that there were no issues he knew of.

Councilmember Vaughn asked for clarification that the Unleashed ownership will not have anything to do with the new business. She also asked why the business was not allowed to open in Overland Park as they originally wanted to do before choosing the Mission location. Mr. Scott explained that Unleashed still owns the property and are still operating from there. Mr. Hicks will be purchasing the property and has a contingent offer pending but cannot close until the SUP is approved. Mr. Hicks' SUP in Overland Park was denied due to the need for an outdoor activity area, which backed up to a residential area and brought neighbor concerns.

Public Presentations/Informational Items

There were no public presentations.

Action Items

Acceptance of the April 2, 2025 Community Development Committee Minutes

Minutes of the April 2, 2025 Community Development Committee were provided to the Committee.

Councilmember Chociej 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.

Indoor Pool Liner Restoration

Parks and Recreation Director Penn Almoney explained that the plaster lining of the indoor pool at the Powell Community Center is due for restoration. The lining waterproofs and smooths out the concrete of the pool. The last restoration was seven years ago. Staff received two responsive bids, each using a different quality of product. The work includes draining the pool, removing the current liner, acid-washing the concrete, and applying the new plaster. After that, it is tested for waterproofing and will last seven to ten years. Preventative

maintenance is done by Staff to help increase longevity. The plaster restoration project was approved as part of the 2025 Parks + Recreation CIP plan.

Staff recommends approval of the contract with Mid-America Pool Renovation, Inc. in an amount not to exceed $79,000 with funding from the Parks + Recreation Sales Tax fund. Upon contract approval, the restoration work will be scheduled in August 2025 during the PCC's annual maintenance closure.

Mayor Flora asked about the reference in the materials to most commonly using the product for unheated pools, and she was worried that because the pool is heated it could cause an issue. Mr. Almoney explained that is more in reference to hot tub type of facilities with water temperatures in the 90 – 110 degree range. The product is durable in 65-78 degree range which is within the range of where the PCC's pool is maintained.

Councilmember Ryherd asked to confirm that the work can be completed during the two-week maintenance closure in August and Mr. Almoney confirmed it can be as both the removal and application processes can be accomplished very quickly.

Councilmember Vaughn 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.

Rock Creek Trail Repairs

Mr. Almoney's second item of the evening was for consideration of repairs to the Rock Creek Trail. Mr. Almoney explained that some sections of the trail have deteriorated enough that crack-sealing is no longer an option. Those sections will be milled and overlayed, and areas that can be crack-sealed will completed. Finally, the entire trail from Lamar west to Barkley St. will be sealed. McConnell and Associates quoted a four-inch mill and overlay, which is preferred even though more expensive. The subsurface of the trail was not built properly to begin with, which makes repairs and maintenance more expensive. This project was originally budgeted for $80,000 in the CIP, and the recommended bid from McConnell and Associates at $53,443 provides overall savings. Staff anticipates to complete work at the end of May or beginning of June.

Councilmember Vaughn asked if asphalt is the appropriate material with high temperatures. Mr. Almoney explained it is very durable, although it does require

more maintenance overtime versus concrete.

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

Purchase of an Industrial Size Fan for Public Works Facility

Public Works Director Stephanie Boyce presented the final action item of the evening, for consideration of the purchase of an industrial-size fan for the Public Works facility. She explained that the 2025 budget included $30,000 for exhaust fan replacement in the Public Works facility, however the vendor was able to perform some routine maintenance for $1,000 and avoid a complete replacement. Because of that, Staff identified another pressing need of improved air circulation in the shop, especially in summer months. The shop is not air-conditioned and does not have a fan system. Staff requests to reallocate the unspent funds toward an industrial fan to improve airflow and working conditions. Two companies provided quotes, with BAF being the staff recommendation due to having more blades and more power and with a longer warranty. There was also a better installation timeline for BAF at a cost of $19,426. The company is well received and conducted an on-site visit for an installation quote and to explain the fire-relay switch component. Installation will happen prior to peak hot temperatures with BAF as well. Remaining budget from the exhaust system will go toward the higher cost of the Public Works radios approved earlier in 2025.

Councilmember Vaughn 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.

Department Updates

Mr. Almoney announced that the summer camp team is fully staffed, three weeks ahead of day one of camp. Additionally, the outdoor pool has been filled in anticipation of the outdoor pool season. The pool opens Saturday, May 24 at 12:00 p.m.

Ms. Boyce announced that the 2025 Street Rehabilitation project along 61st and 62nd Streets is wrapping up stormwater work now, and then crews will move to another location. Road repairs will begin after the stormwater work is completed. For the 2025 CARS Project, utility companies are working on relocations along 63rd Street, and Olsson has been out along the Rock Creek Channel surveying for the design of the channel project for 2026. The pavement marking project will begin at the end of May or beginning of June and will be done overnight. Public Works will host an Open House on May 22 in conjunction with Public Works Week. Finally, she shared that she and Superintendent Brent Morton attended a transportation symposium hosted by Burns & McDonell to explore topics around improving road safety for vulnerable users. There was an emphasis on utilizing tools to make roads safer for those who are visually or mobility impaired.

Mr. Scott announced that he has hired two new employees to fill the roles of Administrative Assistant/Permit Tech and Building Official. Additionally, he has extended an offer to an applicant for the City Planner role. He also announced that the new permitting and licensing software system has been launched as of May 1.

Councilmember Kring asked if old plans would be integrated into the system, or if the system would incorporate old paper plans. Mr. Scott explained that there were no plans to digitize old plans because it is very expensive. Paper plans are still maintained at City Hall.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee was adjourned at 7:12 p.m.

Respectfully submitted,

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Robyn L. Fulks, City Clerk