# MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING
## March 16, 2016

The Mission Community Development Committee met at Mission City Hall on Wednesday, March 16, 2016, at 6:00 p.m. The following committee members were present: Jennifer Cowdry, Debbie Kring, Amy Miller, Pat Quinn, and Arcie Rothrock. Mayor Schowengerdt was also in attendance. Councilmember Quinn called the meeting to order at 6:00 p.m.

Also present were City Administrator Laura Smith, Finance Director Brian Scott, Parks & Recreation Director Christy Humerickhouse, Police Chief Ben Hadley, Public Works Director John Belger, Interim Community Development Director Danielle Murray, and Management Assistant Glen Cole.

*Recording started after meeting began....*

### Resolution Approving 2017-2021 CARS List

Mr. Belger: The approval of this resolution does not commit us to the expenditure of these funds. It's basically just to communicate to the County, "Here's our eligible projects that we're planning in our CIP to complete," in whichever year they're designated.

Councilmember Quinn: We'll get back to you later.

Mr. Belger: Exactly.

Councilmember Quinn: Any questions about that? Any recommendations?

*Councilmember Rothrock recommended that the resolution adopting the Five-year City/County Street Imrpovement Program for the City of Mission be forwarded to Council for approval. All on the committee agreed. This will not be a consent agenda item.*

### Foxridge Project Design Contract

Mr. Belger: This contract would designate the design of Foxridge Drive from 51st to 56th Street. This will be our 2017 CARS project. It basically consists of mill and overlay, full depth patch in areas, curb and sidewalk, a couple stormwater upgrades on Foxridge between 51st Street and 56th Street. we'll do all the design, preliminary and final design, and this will also help us submit our package to CARS, sealed estimates, things of that nature.

Councilmember Kring: I really do have a concern about that fee breakdown with the names. P-1, P-2, T-1, C-1 – whatever. I see what their hourly rate is. It's by their name. It ought to be by their technical capacity.

Mr. Belger: Okay.

Councilmember Kring: So, I want them charging us for it, this should just be standard. I've never seen a contract by their names.

Mr. Belger: Sure. I'll get with Cory on that and have him modify that, so it's a little more clear. For me, I'm familiar with that, so I kind of know. I'll touch base with him. I think that's why I practice that – I'll touch base with them.

Councilmember Miller: So, this would be paying $65,000 now for a plan, but it's not in the current CIP?

Ms. Smith: It is in our CIP. This one is the smaller of the Foxridge projects, so this is the one that we definitely have the ability to cash flow and move forward with, with CARS funding. So, CARS would fund about 50 percent of construction.

Councilmember Miller: That's "if," right? If they - ?

Ms. Smith: It's in their plan because it's been in our plan that we've submitted for the last three years.

Mr. Belger: Yeah, we've re-submitted for the last three years that I know. And we've kind of moved those pieces around a little bit, too.

Councilmember Miller: So, what's the overall project for that street replacement fund? What's the budget for that?

Ms. Smith: It's actually $848,000 total, but that's going to come down a little bit, because our estimate on the design for this project was $134,000. The contract that you got is $65,000. So that's half. So, we're going to see some immediate reduction in that project right now. So, $134,000 and $113,000 is what we have submitted in the past, our estimate at the time, and what we have plugged into our CIP for design costs. The contract from GBA is $65,000 so it's half of that, roughly.

Councilmember Miller: Are you saying for $134,000, we can build this entire street?

Ms. Smith: No, $848,000.

Mr. Belger: That's the design portion. So, our estimate compared to the real-world costs for the design portion is half of what we initially estimated.

Councilmember Miller: Okay. So then, the $848,000 can be cash flowed by the City with no issuance of debt?

Ms. Smith: Correct.

Mr. Belger: With CARS funds. CARS pays 50 percent of the eligible construction costs.

Councilmember Miller: Okay, so we're only going to have to fund $400,000.

Mr. Belger: The way we have it broken out now is that the CARS funding request is going to be $350,000, because the construction cost is $714,000. So, essentially, we're asking for half of that. So, the other part of that $848,000 would be made up by us.

Councilmember Kring: Who was the last contractor who worked on this strip of road?

Mr. Belger: On Foxridge? I'd have to go back and look. It would probably be a ways back.

Councilmember Kring: The only reason I'm asking, a lot of baseline information that has not changed – topography, things of that nature – it's kind of economy of scale. We could look at someone who's worked on the project before to see what's been done in the past and they could just - .

Mr. Belger: Well, and the information – Part of the reason why the design costs have come down so much is because with this project, being that it is just a mill and overlay, we're not getting into the full-depth detail of the topography and all the surveying that goes along with that, and stuff like that. Because it's not necessary.

Councilmember Miller: Are there sidewalks?

Mr. Belger: There are some sidewalks along that stretch.

Councilmember Miller: Are we adding anymore?

Mr. Belger: That is the intent, to make those missing connections, is what we call them. They're also going to evaluate the street lighting through there because the way it is now, you've got street lights right in the middle of the sidewalk panels. So, we're looking at doing some changes there. That will all come through in the preliminary design and final plan.

Councilmember Cowdry: Do we have 51st Street from Foxridge to Lamar? Not 51st to Lamar, south. I know that's on our CIP. I'm talking 51st Street between Foxridge and Lamar. Is that slated for anything in the near future?

Mr. Belger: It is not on the CARS program right now because that section isn't eligible through CARS. That would be something that would be totally on us. I would have to look at –

Councilmember Cowdry: It's really a mess.

Mr. Belger: It is.

Councilmember Quinn: Do we have a recommendation for this?

*Councilmember Kring recommended that the contract with GBA for the design of Foxridge Drive from 51st to 56th Street be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.*

**Tree Board Ordinance Amendments**

Ms. Humerickhouse: We do this, it's actually supposed to be bi-annually in even number of years. So, last time I checked, 2016 was an even-numbered year. So, the Tree Board has reviewed this a couple of times and really no major changes. Just cleaning everything up. I think you can tell under Section 1, they want to be sure – before it used to refer to that they would coordinate or consult with the identified arborist with the Public Works Department. We know Public Works' duties are all changing, they're much more street-focused now, so, this will give us the authority to go out and contract an arborist to talk to in developing our tree plan. And then, just cleaning up that it should be bi-annually, and by April 1st of each year, we'll submit changes and everything to the City Council.

Then, Section 2, they used to list the permissible street trees, as well as the prohibited trees. They wanted to separate those out so they weren't listing permissible trees and prohibited trees in the same section. So, that's making those prohibited trees their own section. We're removing some subsections that we no longer need, making those prohibited trees their own section. Also, when it's talking about injury to trees, making sure that we include that they can't do injury to trees in public parks, as well as any streets or alleys. Again, it's really just cleaning up. If anybody has questions, I can answer those.

Councilmember Kring: You've got a height requirement. Do we have anything that requires how far back from the sidewalk or street a tree has to be so that there is no root damage under the sidewalk and it has to be torn up?

Ms. Humerickhouse: I believe that is included in the ordinance. I can double-check that.

*Councilmember Miller recommended that the proposed revisions to Chapter 240 of the City of Mission Code be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.*

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## 2016 Tree Plan

Ms. Humerickhouse: Again, in even-numbered years, we review the tree plan and bring updates as requested by the Tree Board here. They just want to add here in Section 2, under "Interface with Governing Body and City Staff," that when we submit our annual budget that we have money specifically earmarked for tree removal and replacement. And then, the 10 percent rule under Section 4 - just moved that from Section 3 under "Interface with the Landscape" because we made reference to the 10 percent rule there first in the document. So, it's just about having an appropriate place for it to be.

*Councilmember Kring recommended that the revised Tree Plan for 2016 be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.*

## Interlocal Agreement for Cooperative Use of Pools

Ms. Humerickhouse: This is the eighth year for the pool pass program of those surrounding communities. Ever since we built the new aquatic center, it's starting to generate some good monies for us. Again, that is that any Mission resident can buy what's called a "super pool pass" for $50 for a family of up to five. That allows them admission to any of the other pools. The City of Mission keeps 50 percent of that, of all monies generated off of the passes, and the rest of it goes into a pool to be distributed based on the number of uses we have at each of the other pools. In 2014, the first year of our new aquatics center, we made $6,000. Last year, the numbers were down about $1,100, but it also was a cold, wet summer.

Councilmember Quinn: I was going to ask why that was off a little bit.

Ms. Humerickhouse: It was a cold, wet summer.

Councilmember Kring: Does the 50 percent go back in Parks and Rec? What does the 50 percent go back into?

Ms. Humerickhouse: The 50 percent that we keep from the super pool pass sales stays in pool membership money. The additional monies that we get based on how many people visited goes into the daily admission.

Ms. Smith: It's all accounted for as pool revenue.

Ms. Humerickhouse: Yes, it's all pool revenue.

*Councilmember Kring recommended that the Interlocal Agreement between NE Johnson County cities for the use of swimming pool facilities be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.*

**Intergovernmental Services Agreement for Day/Extended Trips**

Ms. Humerickhouse: This is an agreement that Jenny Smith is working on with the senior program leaders in the cities of Lenexa and Shawnee, looking for a way to increase programming opportunities, number of trips, and the nicety, if you will, of trips. Right now, we use that Mission Square van. These would all be motor coach trips. Again, each trip would allow up to 45 participants. Each City has 15 participants that they can register. At the end of the registration date, if the City has a wait list, if one of the other Cities didn't fill all of theirs to capacity, then there's a 15 percent upcharge on the cost of the trip, which is admission fees, bus fees, etc. And then, based on the number of people from each city, they get back a portion of that upcharge based on the number of people. So, it's a win-win. We get to take nice trips on a nice motor coach, and we get money for doing it.

Councilmember Kring: Give me an example of what a trip is.

Ms. Humerickhouse: On Exhibit A are the trips that they have planned for this year already. "They" are the cities of Lenexa, Shawnee and Mission.

Councilmember Kring: What is the intent of the trip? What are they doing?

[*Overlapping comments*.]

Ms. Humerickhouse: It's senior trips.

Councilmember Cowdry: Entertainment, just an opportunity to get together

Councilmember Kring: Okay.

*Councilmember Kring recommended that the Intergovernmental Services Agreement between the cities of Mission, Shawnee, and Lenexa to provide recreational programs including travel opportunities be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.*

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## DISCUSSION ITEMS

### Sign Inventory/Sign Code Revisions

Ms. Murray: This is just an update on what you all have discussed with us at our work session. Just to summarize what we heard we should be working on. We've already started working on this. We're working with our attorneys and working on drafting ordinances that will incorporate these elements. We're still talking about prohibiting or continuing to prohibit pole signs, and amortization of those pole signs on some sort of schedule. Dealing with temporary signage, trying to find ways to regulate that more strictly so we can keep track of it, and address the design and frequency concerns that we hear about. Also, address the concern about window signs, making them more available to larger portions of the city to use frequently, whereas right now, a lot of those are not in conformance with the sign code. So, we have a calendar on there as well and we've already started working on the first steps there so that we can stick to that schedule as closely as we can.

Councilmember Quinn: Very good.

Councilmember Miller: I was out of town and unable to attend the work session. What about the flexible signs that flap in the wind, etc.?

Ms. Murray: That would be an attention-attracting device, which is currently prohibited. That's really just something that we need to do enforcement with – it wouldn't require a sign code change to address.

[*Overlapping comments*.]

Councilmember Miller: So in the past we haven't enforced it very much?

Ms. Murray: We haven't had staff to do that because it's primarily a planning/zoning enforcement role. So, we transitioned that over to one of our Neighborhood Services staff since we have two field enforcement officers now so we can do more of that. The whole impetus was that before we do a whole lot more proactive enforcement, we needed to get our ordinances straight.

*This item was informational only and no action was taken.*

### Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 6:17 p.m.

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Respectfully submitted:

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Martha Sumrall
City Clerk