

CITY OF MISSION, KANSAS
COMMUNITY DEVELOPMENT COMMITTEE

WEDNESDAY, NOVEMBER 4, 2020

7:30 P.M.

(or immediately following 6:30 p.m. Finance & Administration Committee)

Meeting Held Virtually via Zoom

In consideration of the COVID-19 social distancing recommendations, this meeting will be held virtually via Zoom (<https://zoom.us/join>). The public may participate with comments by using the “chat” feature, please note all statements are made visible to the group.

Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913-676-8350, with any questions or concerns.

PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the October 7, 2020 Community Development Committee Minutes - Audrey McClanahan ([page 3](#))

Draft minutes of the October 7, 2020 Community Development Committee meeting are included for review and acceptance.

2. Purchase of Pickup Truck for Public Works - Celia Duran ([page 13](#))

The 2020 budget included \$301,000 in the Equipment Reserve and Replacement Fund and \$8,000 in the General Fund to replace a dump truck and equipment, a skid steer loader with attachments, an electronic arrow board, and a pickup truck. The dump truck, skid steer loader, and electronic arrow board were approved for purchase at the October 21, 2020 City Council meeting. Quotes were solicited for the pickup truck and are summarized in the action item. Staff recommends approval of the purchase of the following: one (1) 2021 Ford F-150 4x4 Crew Cab pickup truck for a total estimated cost of \$32,929.00 excluding trade in or surplus.

3. Snow Shoveling Ordinance - Celia Duran ([page 16](#))

At the February 5, March 4, and October 7, 2020 Community Development Committee (CDC) meetings, there was discussion regarding the City of Mission’s current policy for shoveling sidewalks after a snowfall. The discussion included concerns regarding students walking to school on unshoveled sidewalks in residential areas, as well as sidewalk clearing in some commercial locations. The City’s current policy, per Resolution No. 786, encourages property owners to shovel sidewalks; however, this resolution does not specifically require property

owners to shovel sidewalks and there is no enforcement mechanism or fine schedule. In order to address Council concerns, Staff recommends adoption of an ordinance that requires property owners to shovel snow on adjacent sidewalks abutting their property within 48 hours after a snow storm.

4. FCIP Consultant Selection - Emily Randel/Penn Almoney ([page 26](#))

The Kansas Corporation Commission (KCC) offers the Facility Conservation Improvement Program (FCIP) to achieve energy conservation through energy performance contracts. Staff will share a summary of activities to date including the results of presentations from three Energy Service Companies. Staff will recommend soliciting an investment grade audit from Control Technology & Solutions, LLC.

DISCUSSION ITEMS

5. Regional Wayfinding Signage - Penn Almoney ([page 60](#))

The Kansas City Area Transportation Authority, several local jurisdictions, and MARC worked together on *Connecting Our Region: Kansas City's Regional Wayfinding Plan*. The project developed a system that helps users find logical and safe connections between key destinations and commercial districts in the region. Staff presented the concept at the October Community Development Committee and was asked to gather additional information, specifically related to funding and potential grant opportunities. This new information will be reviewed with the Committee as staff continues to explore the creation and installation of wayfinding signs at the intersections of Johnson Drive/ Lamar Avenue and Shawnee Mission Parkway/ Lamar Avenue.

6. Snow Plan - Brent Morton ([page 68](#))

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 will review the snow plan including routes, priorities and procedures. There are no recommended changes to the Snow Plan for the 2020-2021 winter season.

7. Mission Market Season Update - Emily Randel ([page 82](#))

The Mission Market had its sixth year in 2020. A highly modified season still succeeded in connecting customers with local vendors in a safe environment. Vendors adapted to pre-order pick-ups and most attended for each of the 13 weeks, June through August. Staff will share more details of the season in review, and will share refreshed plans for 2021.

OTHER

8. Department Updates - Laura Smith

Sollie Flora, Chairperson
Trent Boultinghouse, Vice-Chairperson
Mission City Hall, 6090 Woodson St
913-676-8350

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	November 4, 2020
Administration	From:	Audrey McClanahan

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

RE: October 7, 2020 Community Development Committee minutes.

RECOMMENDATION: Review and accept the October 7, 2020 minutes of the Community Development Committee.

DETAILS: Minutes of the October 7, 2020 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 7, 2020

The Mission Community Development Committee met virtually via ZOOM on Wednesday, October 7, 2020. The following Committee members were present: Trent Boultinghouse, Hillary Thomas, Arcie Rothrock, Nick Schlossmacher, Kristin Inman, Sollie Flora, Debbie Kring and Ken Davis. Mayor Appletoft was also present. Councilmember Flora called the meeting to order at 6:30 p.m.

The following staff were present: City Administrator Laura Smith, Assistant City Administrator Brian Scott, City Clerk Audrey McClanahan, Assistant to the City Administrator Emily Randel, Public Works Director Celia Duran, Public Works Superintendent Brent Morton, Parks & Recreation Director Penn Almoney and Interim Police Chief Dan Madden.

Public Comments

Councilmember Flora reminded the public they can participate via the chat feature on ZOOM. All comments will be visible to the group.

There were no public comments.

Public Presentations

There were no public presentations at the meeting.

Acceptance of the September 2, 2020 Community Development Committee Minutes

Minutes of the September 2, 2020 Community Development Committee were provided to the Committee. There being no objections or corrections, the minutes were accepted as presented.

Hodges/61st Terrace Intersection

Mr. Smith reported that the planters along Hodges Drive at 61st Terrace, 62nd Street, and 62nd Terrace were installed in the mid-1990s to replace barricades that had been in place since the 1970s. The planters present ongoing concerns for the City including, but not limited to: emergency services response, snow plow operations, street construction specifications, and safety. There were discussions with the neighbors in the 1970s, 1990s, and late summer of 2018 (following significant damage to one of the planters) regarding removal of the barricades/planters; however, each time there was significant opposition from the neighborhood. From late 2018 through September 2019, there were many discussions about the planters, including public meetings, development of a summary report presenting various options, and formation of a working group composed of residents, staff, and representatives from GBA. Following consensus of the working group and presentation of the summary report at the

September 4, 2019 Community Development Committee, Council authorized staff to:

1. Leave the existing planters intact until such time as 62nd St. and 62nd Terrace are reconstructed with reflective signage being installed at this time.
2. Remove the existing planters and install gates in association with a combination island/street paver component approved by the working group, beginning with the intersection of Hodges and 61st Terrace.

In November 2019, George Butler Associates (GBA) began design of this project and following completion of design, a request for bids (RFB) was distributed. Four contractors submitted bids ranging from \$34,671.05 to \$42,239.00. The design alternative for the Hodges/61st Terrace Intersection was originally budgeted at approximately \$15,000. Since the bid prices were significantly higher than anticipated, staff began exploring other alternatives, and reconvened the working group on July 23, 2020.

The working group and staff identified additional alternatives which were presented to GBA for review and pricing with the goal of reaching a solution which still meets the intent of the project within the anticipated budget. Staff presented a schematic to the working group in late September 2020 which includes installation of the gate, as well as extended curb to narrow the intersection to discourage drivers from thinking that this entrance is a street. The working group reached consensus on the design and recommended Council to proceed with installation.

The updated cost estimate provided by GBA is approximately \$29,050 assuming that this project is bid stand alone with all work done by external contractors. In order to complete this project within the existing budget, City crews plan to construct all this work with the exception of the curb and gutter, which will be completed by a subcontractor. The estimated project cost using city crews and subcontracting the curb and gutter is approximately \$9,000. If there is consensus by City Council to move forward with this option, it is anticipated that the project can be completed by the end of the year depending upon contractor and vendor availability since these costs are within the City Administrator's authority for approval.

Councilmember Davis asked if this should be postponed until all the options are addressed with the working group. Councilmember Flora suggested that this item not be postponed, since it has been pending for two years, and noting the staff has proposed a further modified option that would allow for bicycles and pedestrians to pass comfortably through the area.

Councilmember Boultinghouse commented that staff has acted in good faith, adding that Ms. Smith and Ms. Duran have developed a good plan and his preference would be to move forward with this project. Councilmember Rothrock agreed with continuing with this project as well and preferred the walking path design. Councilmember Inman agreed to move forward and also liked the walking path design, adding that she appreciates all the hard work from staff.

Sara Newell, a neighborhood resident and member of the working group, commented that repairing the damaged planter might be a good start before proceeding to the other two planters, that way they can see if it will create the right environment and accomplish to objectives for the neighborhood and the City.

Councilmember Schlossmacher asked why they are not going to just completely close off the street, adding that he thought the gate idea would be a hassle. Ms. Duran replied that there is the concern with access for emergency services and snow plows, while they could back up, it's not as safe an option as opening a gate.

Councilmember Davis recommended the installation of a gate with the extended curb to narrow the intersection of Hodges Drive and 61st Terrace be forwarded to Council for approval. All on the Committee agreed, this will be a non-consent agenda item.

Purchase of Two Clorox Total 360 Sprayers

Mr. Almoney reported that the Parks and Recreation department has one Clorox Total 360 System (CT360S) electrostatic sprayer housed in a mobile cart with an extending hose and misting nozzle that allows for easy maneuverability and safe and consistent distribution. The sprayer is currently used multiple times daily at midday and evenings to disinfect the Community Center. The Clorox Total 360 System eliminates 99.9% of bacteria on non-porous surfaces in two minutes or less.

As a result of its high mobility and effectiveness, it is being used at City Hall, the Police Station and Public Works once a week. Disinfecting restrooms, office spaces, gathering areas, vehicle interiors and shop mechanical equipment. Having separate units at each facility reduces the staff time spent loading/unloading and transporting to each facility and allows staff to use the sprayer following municipal court or other group gatherings. Staff solicited bids for purchase with Pur-O-Zone determined to be the lowest and most responsive bid. The purchase includes the electrostatic module, mobile cart, hand wand extension and delivery. Staff training will be coordinated by department and will take less than 30 minutes. These units will be reimbursed from CARES funding provided through Johnson County.

Councilmember Davis recommended the purchase of two (2) Clorox Total 360 System disinfecting sprayer units from Pur-O-Zone in an amount of \$3,995 each, for a total cost not to exceed \$7,990, be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Retrofit of Touchless Fixtures

Mr. Almoney reported that during the COVID-19 pandemic, Staff have continually discussed facility efficiency improvements and safety enhancements that could mitigate the spread of germs and bacteria and also create long-term cost savings. Protecting patron and staff welfare

continues to be of paramount concern when establishing enhanced cleaning standards. Although the installation of the touchless fixtures will not eliminate the need for cleaning and disinfecting, it reduces the opportunity for transfer of germs or bacteria. Retrofitting manual flushing toilets, urinals and faucets with touchless fixtures not only addresses the public health considerations, but also reduces water usage. Water savings can be significant which is better for the environment and department budgets. Retrofitting existing fixtures with more efficient touchless fixtures also aligns Mission's 2009 Climate Action Plan that recommends water conservation efforts.

The scope of work for the project involves:

- Replacing fixtures at City Hall, Police Department, Parks & Recreation Facilities and Public Works Buildings, including all necessary labor, materials, equipment, supplies, tools and supervision to accomplish the work.
- Provide and install Toto Polished Chrome Standard Eco Power Fixtures meeting the following requirements: Sinks - 0.35 GPM, Urinals - 1.0 GPM, and Toilets - 1.6 GPF.
- The City of Mission reserves the rights to add to or reduce the scope of work if it determines it is in the best interest of the City of Mission.
- Fixture counts by facility include: City Hall - sinks (2), toilets/urinals (5), Police Department - sinks (7), toilets/urinals (7), Public Works - sinks (4), toilets/urinals (6), Community Center - sinks (29), toilets/urinals (40), Broadmoor Park - sinks (2), toilets/urinals (4), MFAC Pool – sinks (6), toilets/urinals (4) Four firms were solicited to bid on the project.

Three firms (MMC Contracting, EW Plumbing and Heartland Plumbing) walked through each facility to gauge and confirm the scope of work, but only two bids were ultimately received. Staff recommends contracting with MMC Contractors as the lowest and most responsive bidder to retrofit and install 117 Toto touchless fixtures in an amount not to exceed \$78,681. Fixture installation shall conform and comply with all applicable building construction standards, laws, ordinances and industry standards including:

- OSHA - Occupational Safety and Health Administration
- IPC - International Plumbing Codes – 405.2 ,405.3 & 412.1.1
- ADA - Americans with Disabilities Act

Initial funding will be provided through the Parks and Recreations Sales Tax Fund and will be reimbursed from CARES funding provided through Johnson County.

Councilmember Flora asked if the automatic flushing toilets created more concerns with introducing bacteria into the air than non-automatic toilets. Mr. Almomey replied that the automatic flushing only occurs when someone is utilizing the facility, however, they will make sure extra flushing is not programmed in order to reduce spray out.

Councilmember Davis recommended the contract with MMC for Toto model touchless restroom fixture retrofitting and installation at various Mission facilities in an amount not to exceed \$78,681.00 be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Purchase of Riding Floor Scrubber

Mr. Almoney explained that Parks and Recreation staff use an Advance spinning brush floor scrubber for cleaning Community Center tile and hardwood floors daily and the walking track every other day. The floor scrubber gets serviced every three months as part of a preventive maintenance schedule. During that servicing, the squeegees and disk brushes are replaced and the hoses and battery are inspected for proper operation. The current model works well at cleaning flat surfaces and has been in service since 2014. The spinning brush scrubber does not clean grout lines or rubber track surfacing well, which requires staff to use alternative cleaning methods. Advance offers the EcoFlex model that uses an agitator scrubbing motion which cleans grout lines and rubber surfacing well.

An additional benefit of this new model is its ability to clean the coarse pool deck surface which is currently pressure washed. Staff solicited bids for riding floor scrubbers from Smith Janitorial Supply, Pur-O-Zone and Bills Floor Machine Service. Smith Janitorial Supply and Pur-O-Zone were able to bid on identical Advance 28 inch EcoFlex models (the manufacturer of the current floor scrubber). Bills Floor Machine Service does not sell Advance scrubbers, and they submitted a bid for an alternative manufacturer (ICE), which has similar functionality, but 26-inch scrubbing deck compared to Advance's 28-inch deck.

Staff recommends purchasing the Advance Advenger EcoFlex from Pur-O-Zone in a total amount not to exceed \$17,280 due to its durability and wider cleaning deck. The new riding floor scrubber comes with a 3 year warranty and staff will continue the quarterly preventive maintenance agreement to extend its useful life. Costs to operate the new model will be comparable to the current equipment. The current unit will be traded in.

Funding will come from the Parks and Recreation Sales Tax Fund and the General fund, and the expense is reimbursable from CARES funding provided through Johnson County. The current equipment would be moved to Public Works to assist in cleaning and sanitizing that facility. If excess CARES dollars are available once all other projects are bid/completed, staff is seeking authority to purchase a second rider scrubber for an additional \$17,280 to be housed at the Public Works facility.

Councilmember Kring recommended the purchase of up to two (2) Advance Advenger EcoFlex Riding Floor Scrubbers from Pur-O-Zone, in an amount not to exceed \$34,560, be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

**Purchase of Single Axle Dump Truck, Skid Steer with Attachments and
Lighted Arrow Board**

Mr. Morton reported on the 2020 Public Works Capital Equipment Purchases. He explained that the 2020 budget included \$301,000 in the Equipment Reserve and Replacement Fund and \$8,000 in the General Fund to replace a dump truck and equipment, a skid steer loader with attachments, an electronic arrow board and a pickup truck. The pickup truck would be presented to Council for consideration at a future meeting.

The current dump truck (Truck #630), a 2007 International, has proven to be unreliable, requiring repairs costing \$28,726.00 over the life of the truck. Staff recommends purchasing one Kenworth T470 dump truck from MHC for \$166,351. Even though the initial acquisition cost is slightly higher, the service reliability and a five-year extended warranty result in the recommendation to award this as the most responsive bid. Other cities currently using the Kenworth T470 were contacted and they confirmed the reliability of this equipment. The total cost includes both vehicle and upfitting costs. American Equipment provides and installs all of the equipment, including the bed, lights, plow, and spreader. Truck #630 will be surplused and sold. The budget for replacement of this truck is \$185,000.

The Cat 262D3 skid steer with attachments (18" cold planer with water kit and 72" grapple bucket) will replace the Case skid steer #701, purchased in 2008. The skid steer is primarily used for asphalt patching and snow removal, and was extended beyond its originally anticipated 10-year replacement cycle. The budget for replacement of the skid steer is \$78,000 and will cost \$83,484 and include both the skid steer and attachments. Staff recommends purchasing one Cat 262D3 skid steer from Foley Cat, and although the initial cost is higher, the reliability and 10-year extended warranty is estimated to make this the most efficient purchase in the long term. Staff spoke with contractors in the asphalt industry and demoed equipment and determined that the 262D3 is suited best to handle the department workload. The existing skid steer will be surplused and sold.

The Vermac arrow board will replace the current arrow boards (purchased in 2002) used for traffic control and crack sealing activities. Staff is recommending the purchase be upgraded to the 25 bulb model since it's more visible to traffic and improves safety in the work zone. The current arrow board will be surplused and sold. Budget for the replacement of the message board is \$8,000 and will cost \$4,550.

As recommended, the equipment included in this action item results in savings of approximately \$16,615 over the estimated budget. Savings will be retained in the appropriate funds and staff recommended depositing proceeds from the sale of the surplused vehicles and equipment into the Equipment Replacement Fund.

Councilmember Kring recommended the purchase of one (1) 2021 Kenworth T470 dump truck and equipment, one (1) CAT Skid Steer Loader with Attachments, and one (1) Electronic Arrow

Board be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Discussion Items

Ordinance Revision - Snow Removal on Sidewalks

Ms. Duran explained that at the February 5th and March 4th, 2020 Community Development Committee (CDC) meetings, there was discussion regarding the City's current policy for shoveling sidewalks after a snowfall. The discussion included concerns regarding students walking to school on unshoveled sidewalks in residential areas, as well as uncleared sidewalks in some commercial locations. Staff was directed to provide further information regarding various options in advance of the 2020/2021 winter season.

Per Resolution No. 768, approved in 2010, Mission's current policy states that "owners of property adjacent to public right-of-way or easement upon which a public sidewalk is located are encouraged to remove snow, ice and other debris therefrom." Although property owners are encouraged to shovel, this Resolution does not specifically require property owners to shovel sidewalks and there is no enforcement mechanism or associated fine schedule.

As of March 2020, seven of sixteen cities in Johnson County have adopted policies that require property owners to shovel snow on sidewalks in public right-of-way adjacent to their property. The typical timeframe required to shovel snow is within 48 hours after a snowfall, although there are some variations in some of the cities. In order to address Council concerns expressed earlier in the year, Staff recommends adoption of an ordinance that would require property owners to shovel sidewalks within 48 hours after the end of a snow storm. This would be incorporated into Chapter 220, Nuisances, of the Mission's Municipal Code and has been drafted using the same general format and language.

The passage of an ordinance allows staff the opportunity to require private property owners (apartments, commercial properties) to complete the snow removal, thereby alleviating the need for the City to dedicate limited staff resources to this purpose. City crews' current snow removal time is 36 hours for a typical storm, covered with employees working 12 hour rotating shifts. This ordinance would prevent the need for crews to take on additional areas and allow them to focus their efforts on downtown, school zones, trails and parking lots. Through an educational approach, the changes to the requirements for snow shoveling will be promoted on the website, social media and letters and would allow for the tracking of specific concerns.

Councilmember Davis asked if there had been consideration for contracting snow removal services. Mr. Morton explained they had contracted services before, however, because priority is given to streets and parking lots, private crews are unable to get to sidewalks soon enough.

This ordinance discussion was agreed to be considered as an Action Item at the November meeting of the Community Development Committee.

Regional Wayfinding Standard

Mr. Almoney explained that wayfinding presents all the tools and resources which help people navigate their environment by using visual and sensory cues. The Kansas City Area Transportation Authority, several local jurisdictions, and MARC worked together on Connecting Our Region: Kansas City's Regional Wayfinding Plan which was part of the Planning Sustainable Places project. Individual surveys, events, public meetings, various stakeholder engagement presentations and in-person interviews informed the design committee. The Planning Sustainable Places project worked to create an inclusive signage plan that enhances the visitor experience and fits the needs of bicyclists, pedestrians and transit users across the metro area. The goal was to develop a system that helps users find logical and safe connections between key destinations and commercial districts in the region.

Staff shared the plan with the Parks, Recreation and Tree Commission to solicit feedback, discuss important wayfinding locations and gather a recommendation on the first two intersections for potential implementation. Discussion surrounds wayfinding branding and how this proposed wayfinding signage transitions to and through strategic locations in Mission. Consideration should be given to the intent to connect the region and create a seamless transition from one city to another. This is especially important to trail users, tourists and transit patrons. Consideration should also be given to a long-term funding plan wherein a specific dollar amount is authorized each year for additional signage. The Transient Guest Tax revenues could be a potential source along with Federal or local matching-grant opportunities.

Staff is recommending coordinating intent with neighboring municipalities and the Mid-America Regional Council (MARC) in conjunction with soliciting bids for the creation and installation of two wayfinding signs at the intersections of Johnson Drive/ Lamar Avenue and Shawnee Mission Parkway/ Lamar Avenue. An informational placard would be provided, for people coming off the trailway or waiting at the intersection, which would highlight the amenities that Mission has to offer.

Councilmember Davis asked how many regional cities are participating in our vicinity. Mr. Almoney replied that it was currently just Overland Park. Councilmember Davis added that he is in favor of moving forward with this project and would like to see estimated costs for the whole project.

Councilmember Kring asked if there was any place that they could see an example of these signs completed. Mr. Almoney showed a sign from Overland Park, demonstrating the color coordination that could be utilized by Mission.

Ms. Smith commented that this discussion's intent was to decide if this was a program that the City would be interested in participating in and pursue in more detail. Councilmember Schlossmacher said he had seen where other places had received sponsorships for their signage and asked if this was a consideration. Mr. Almoney replied that if Council was interested that they could put together a plan about different funding and cost scenarios. Ms. Smith added there is the possibility for grant opportunities as well.

Councilmember Rothrock commented that she liked this concept, especially with the integration of the mobile and website app, since many people access the information online before going into a community.

It was agreed that the Regional Wayfinding Standard would be continued as a Discussion Item with further information on funding and partnerships with other cities.

Other

Department Updates

Ms. Smith reminded the public that there will be the Howl-O-Ween, pet costume event, on October 24th at Andersen Park. Also, Mr. Almoney has begun the conceptual park planning process for Broadmoor Park and there will be future information provided to the Committee.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:26 p.m.

Respectfully submitted,

Audrey M. McClanahan
City Clerk

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	November 4, 2020
Public Works	From:	Brent Morton

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

RE: Purchase of Ford F-150 Pickup Truck for Public Works

RECOMMENDATION: Approve the purchase of one (1) 2021 Ford F-150 4x4 Crew Cab Pickup Truck for the Public Works Department..

DETAILS: The 2020 budget included \$301,000 in the Equipment Reserve and Replacement Fund and \$8,000 in the General Fund to replace a dump truck and equipment, a skid steer loader with attachments, an electronic arrow board, and a pickup truck for the Public Works Department. The dump truck, skid steer loader, and electronic arrow board were approved for purchase at the October 21, 2020 City Council meeting at a total cost of \$254,385.

The remaining item in the 2020 capital equipment budget to be considered for purchase is the pickup truck. This pickup truck will be used for park maintenance, special events, winter sidewalk treatment, and field visits and external meetings by the Public Works Director.

Quotes were solicited for replacing the pickup truck, and are summarized in the table below with additional information provided for each item.

Pickup Truck (1)	Vendor	Price
Ford F-150	Olathe Ford	\$ 37,014
Ford F-150	Shawnee Mission Ford	\$ 32,929
Ford F-150	Bob Allen Ford	Non-responsive

The current pickup truck (Truck #159), a 2007 Chevy 1500, has continued to require transmission repairs and is three years past its anticipated 10-year replacement cycle. Truck #159 will be surplus and sold.

After purchase of all anticipated capital equipment, the savings realized from budgeted amounts totaled \$21,686. As detailed below:

PW 2020 Capital Equipment Budget	\$309,000
Dump truck, skid steer loader and attachments, and arrow board from October 21	-\$254,385
Ford F-150 Pickup truck	<u>-\$ 32,929</u>
	\$ 21,686 (savings)

Related Statute/City Ordinance:	NA
Line Item Code/Description:	01-20-403-03 (PW Vehicles)
Available Budget:	\$54,615

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	November 4, 2020
Public Works	From:	Brent Morton

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

Staff recommends depositing proceeds from the sale of the surplus vehicles and equipment into the Equipment Replacement Fund.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	01-20-403-03 (PW Vehicles)
Available Budget:	\$54,615

Shawnee Mission Ford, Inc.

11501 SHAWNEE MISSION PARKWAY • P.O. BOX 3179
SHAWNEE, KANSAS 66203-0179 • 913/631-0000 • FAX 913/631-7325

October 22, 2020

Brent Morton
City of Mission

Pricing good until 11-30-2020

2021 Ford F-150 Crew Cab 4x4 6.5 Bed (**W1E 157**)

Exterior: Oxford White (**YZ**)
Interior: 40/20/40 Vinyl (**AS**)

Bid Price: \$32,929

Options:

- **Line X**
- **101A**
- Power Locks, Windows, Mirrors, RKE (**85A**)
- Cruise Control (**50S**)
- Reverse Sensors (**76C**)
- 5.0L V-8 (**99G**)
- 6.5 Bed (**157**)
- 3.31 E-locking Rear Axle (**X3L**)
- Black Cab Steps (**18B**)
- Trailer Tow Package (**53A**)
- Trailer Brake Controller (**67T**)
- Rear Defroster (**57Q**)
- Privacy Glass (**924**)
- LED Warning Amber (**94S**)
- Power Driver Seat (**91P**)
- XL Chrome Package (**86A**)
Chrome Bumpers
Fog Lamps
17" Silver Aluminum

Thank you for your time and interest.

Sincerely,

Jay Cooper

Government Fleet Sales



City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	November 4, 2020
Administration/Public Works	From:	Celia Duran

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

RE: Ordinance requiring snow removal from sidewalks

DETAILS: On several occasions over the past year, the Council has discussed the City’s current policy for shoveling sidewalks after a snowfall. The discussion included concerns regarding students walking to school on unshoveled sidewalks in residential areas, as well as uncleared sidewalks in some commercial locations. Staff was directed to provide further information regarding various options in advance of the 2020/2021 winter season.

Resolution No. 768 which was approved in 2010, states that “owners of property adjacent to public right-of-way or easement upon which a public sidewalk is located are encouraged to remove snow, ice and other debris therefrom.” Although property owners are encouraged to shovel, this resolution does not specifically **require** property owners to shovel sidewalks and there is no enforcement mechanism or associated fine schedule. This makes it difficult for staff to respond effectively to complaints. The attached table illustrates snow removal policies from other Johnson County cities

As of March 2020, seven of sixteen cities in Johnson County have adopted policies that require property owners to shovel snow on sidewalks in public right-of-way adjacent to their property. The typical timeframe required to shovel snow is within 48 hours after a snowfall, although there are some variations in some of the cities.

In order to address Council concerns, Staff has recommended adoption of an ordinance that would require property owners to shovel sidewalks within 48 hours after the end of a snow storm. This would be incorporated into Chapter 220, Nuisances, of Mission’s Municipal Code. The proposed ordinance includes a courtesy notice that will be sent to owners, occupants or agents in charge of the property adjacent to public sidewalks with snow and ice in violation of this ordinance. This notice will inform them of the requirement to remove snow and ice within 48 hours after a snowfall. No fee or assessment will be charged with the courtesy notice. Only one courtesy notice each winter season shall be required.

With passage of the attached ordinance, staff is provided with opportunities to require private property owners (apartments, commercial properties) to complete the snow removal, thereby alleviating the need for the City to dedicate limited staff resources to this purpose. Staff plans to inform and educate residents and business owners through the website, mailings, Mission magazine, etc. following ordinance approval.

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

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	November 4, 2020
Administration/Public Works	From:	Celia Duran

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

CFAA IMPACTS/CONSIDERATIONS: Snow removal policies can assist in ensuring that sidewalks and trails are cleared in a timely manner to ensure access and safe walking conditions for residents of all ages and abilities.

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

CITY OF MISSION, KANSAS

ORDINANCE _____

AN ORDINANCE ADOPTING REQUIREMENTS FOR KEEPING PUBLIC SIDEWALKS FREE OF SNOW AND ICE BY ESTABLISHING ARTICLE V, SNOW AND ICE TO BE REMOVED, OF SECTION 220, NUISANCES, OF THE MISSION MUNICIPAL CODE.

WHEREAS, Sidewalks are an integral part of the City's transportation network, providing a safe and efficient means by which pedestrians can walk around their neighborhood, go to and from school, or access other parts of the city; and

WHEREAS, In order to ensure that sidewalks remain passable during inclement weather conditions, the City Council adopted Resolution No. 786 on February 17, 2010 which states that "owners of property adjacent to public right-of-way or easement upon which a public sidewalk is located are *encouraged* (emphasis added) to remove snow, ice and other debris therefrom"; and

WHEREAS, The City council would now like to require that sidewalks be free of snow and ice within 48 hours after the end of a severe weather event;

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

Chapter 220. Nuisances

Article V. Snow and Ice to Be Removed.

Section 220.350 - Purpose.

The purpose of this Article is to establish requirements for removal of snow and ice on public sidewalks in order to protect the public health and welfare of the residents, and businesses of the City and to authorize the City to take certain actions to ensure that the intent and requirements of this Article are met.

Section 220.360 - Definitions.

PUBLIC SIDEWALK

Any sidewalk for use by the public.

Section 220.370 - Snow and Ice to Be Removed.

A. It shall be unlawful for any owner, agent, lessee, tenant or other person occupying or having charge or control of any property abutting public sidewalks to fail to take reasonable measures to remove all snow and ice from such sidewalks within forty eight (48) hours from the time that the snowfall or ice storm ceases.

B. Furthermore, it shall be unlawful for any owner, agent, lessee, tenant or other person occupying or having charge or control of any property to place snow removed from said property upon any public street, alley or sidewalk.

Section 220.380 – Public Officer – Notice To Remove.

A. Courtesy Notice. The City Administrator, or his/her designee, is hereby designated as the “Public Officer” and shall be charged with the administration and enforcement of this Article. The Public Officer, or an authorized assistant, shall notify in writing the owner, occupant or agent in charge of any property in the City adjacent to public sidewalks with snow and ice in violation of this Article, by mail, by personal service, or by posting Notice on the front door. The first notice will be sent as a courtesy and no fee or assessment will be charged. This courtesy notice will inform the owner, occupant or agent in charge of the property of the requirements to remove snow and ice from public sidewalks within 48 hours from the time that the snowfall or ice storm ceases. Only one courtesy notice each winter season shall be required.

B. Enforcement Notice. An enforcement notice may be issued following the courtesy notice. Such Notice shall include the following:

The second notice shall, as a minimum, include the following:

1. The owner, occupant or agent in charge of the property is in violation of the City snow and ice removal law on public sidewalks;
2. The owner, occupant or agent in charge of the property is ordered to remove snow and ice within 24 hours of the receipt of notice unless it has already melted due to weather temperatures.
3. The owner, occupant or agent in charge of the property may request a hearing before the Governing Body or its designated representative within five (5) days of the notice to contest any nuisance fee or special assessment. This does not apply to a Citation issued in Municipal Court or decision of the Municipal Judge;
4. If the owner, occupant or agent in charge of the property does not remove the snow and ice on public sidewalks to the satisfaction of the Public Officer, the City or its authorized agent will remove the snow and ice and assess the cost of this removal, including a reasonable administrative fee, against the owner, occupant, or agent in charge of the property and at the option of the Public Officer will:
 - a. Assess a nuisance fee in an amount not less than one hundred dollars (\$100.00) nor more than five hundred dollars (\$500.00); and/or,
 - b. Issue a citation to appear in the Municipal Court of the City;
5. The owner, occupant or agent in charge of the property will be given an opportunity to pay the assessments and, if it is not paid, the assessments will be added to the property tax as a special assessment;

6. No further notice shall be given prior to snow and ice removal during the calendar year;

7. The owner, occupant or agent in charge of the property shall contact the Public Officer if there are any questions regarding the order.

If there is a change in the recorded owner of title to the property subsequent to the giving of notice prior to Subsection, the City may not recover any costs or levy an assessment for the costs incurred by the removal of snow or ice on public sidewalks adjacent to such property unless the new recorded owner of title to such property has been provided notice as required by this Section.

Section 220.390 Abatement – Nuisance Fee – Assessment of Costs.

A. Upon the expiration of 24 hours after receipt of an Enforcement Notice required by Section 220.380; and in the event that the owner, occupant or agent in charge of the premises shall neglect or fail to comply with the requirements of Section 220.360, the City or its authorized agent shall cause the snow or ice to be removed and assess the cost of removal, including a reasonable administrative fee, against the owner, occupant or agent in charge of the property and, at the option of the Public Officer, will:

1. Assess a nuisance fee in an amount not less than one hundred dollars (\$100.00) nor more than five hundred dollars (\$500.00); and/or
2. Issue a citation to appear in the Municipal Court of the City against the owner, occupant or agent in charge of the property.

B. The Public Officer or his/her authorized agent shall give notice to the owner, occupant or agent in charge of the premises by mail of the costs of the nuisance fee and the costs of the abatement of the nuisance, if applicable. The notice shall state the payment of the costs is due and payable within thirty (30) days following issuance of the notice.

C. If the costs of the nuisance fee or of removal or abatement costs remain unpaid after thirty (30) days following issuance of the notice, a record of the costs of such nuisance fee or the costs of the removal shall be certified to the City Clerk who shall cause such costs to be assessed against the particular lot or piece of land in front of or abutting the sidewalk on which such snow or ice was so removed. The City Clerk shall certify the assessment to the County Clerk at the time other special assessments are certified for spreading on the tax rolls of the County.

Section 220.400 Failure to Comply –Penalty.

A. Upon conviction of the owner, occupant or agent in charge of the property by the Municipal Court of the City of any provisions of this Article, such owner, occupant or agent in charge of the property shall be fined an amount according Section 100.100 General Penalty as follows:

Whenever any offense is declared by any provision of this Code, absent a specific or unique punishment prescribed, the offender shall be punished in accordance with this Section:

1. A fine of not to exceed one thousand dollars (\$1,000.00); or
2. Imprisonment for not more than one hundred eighty (180) days; or
3. Both such fine and imprisonment not to exceed (1) and (2) above.

B. Whenever any provision of this Code declares that each day of violation of a Code Section constitutes a separate offense, each day shall be deemed ended at 6:00 P.M. on the day following the original or previous offense.

RESOLUTION NO. 786

A RESOLUTION ESTABLISHING POLICY REGARDING SNOW AND ICE REMOVAL ON SIDEWALKS.

WHEREAS, previous ordinances regarding snow and ice removal on City sidewalks have proven difficult to enforce; and

WHEREAS, the severity, duration, and other factors regarding snow and ice storms contribute to the complexities of determining a "proper" time for snow and ice removal; and

WHEREAS, plowing and other street maintenance activities during snow and ice events may in fact contribute to snow and ice accumulations upon the sidewalks.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

SECTION 1. Owners of property adjacent to public right-of-way or easement upon which a public sidewalk is located are encouraged to remove snow, ice and other debris therefrom;

SECTION 2. The Public Works Department should make a concerted effort to keep trails and public sidewalks around schools clear of snow and ice in conjunction with any street snow removal actions.

SECTION 3. City Staff should make every effort to encourage citizens to shovel their sidewalks using standard and electronic media and outreach efforts, such as through the City's newsletter, webpage, and social networking presence.

ADOPTED by the Governing Body of the City of Mission, Kansas, this 17th day of February 2010.

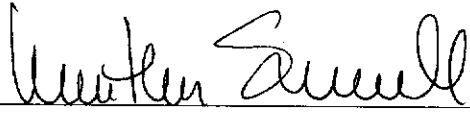
APPROVED by the Mayor, this 17th day of February, 2010.



LAURA McCONWELL, Mayor

(SEAL)

ATTEST:



Martha Sumrall, City Clerk

APPROVED AS TO FORM ONLY:

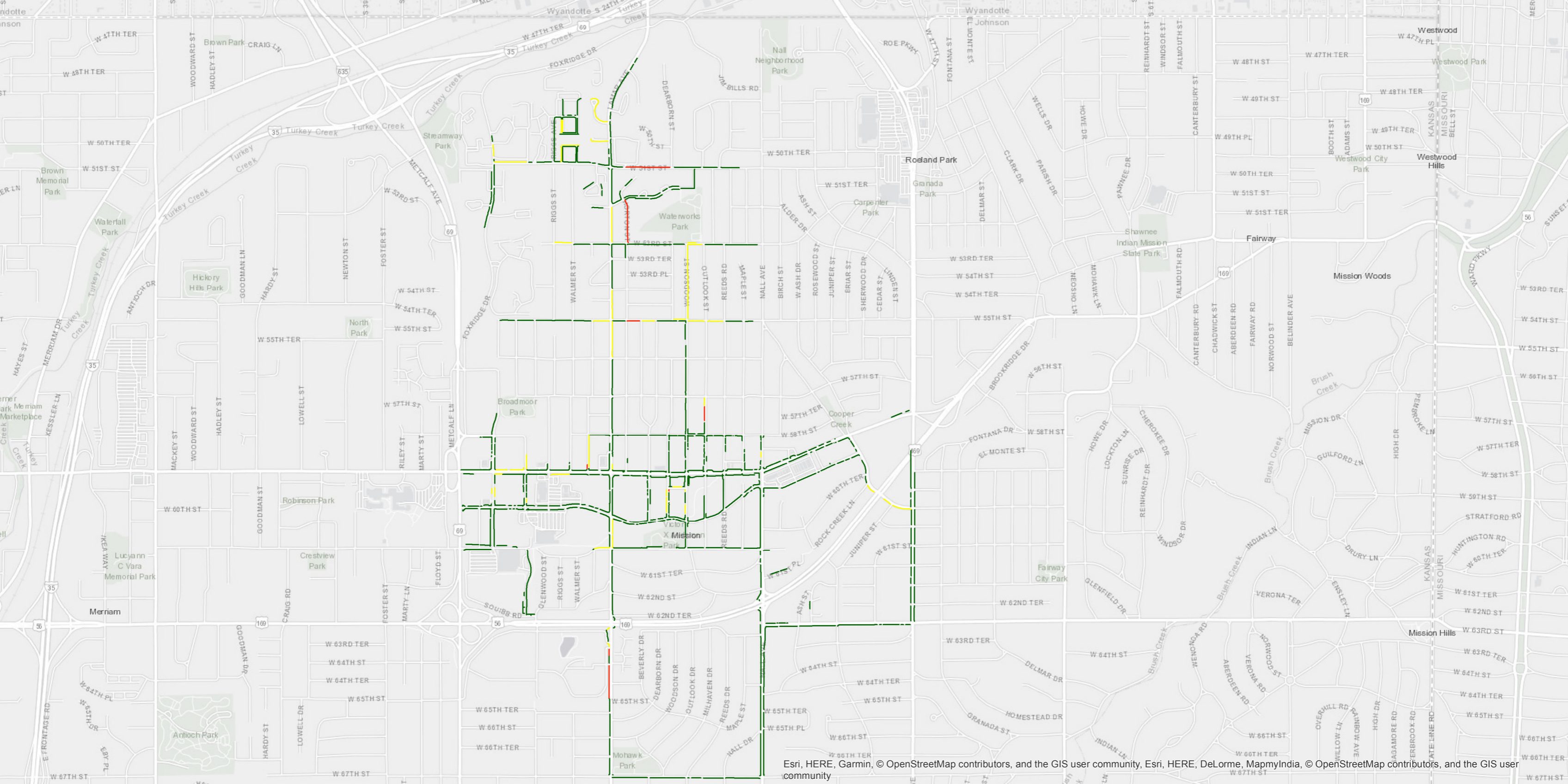


David Martin, City Attorney

**POLICIES FOR SHOVELING SIDEWALKS
(CITIES IN JOHNSON COUNTY)**

CITY	POLICY	DESCRIPTION
DeSoto	Yes	12 hours after snowfall (\$25 fine)
Edgerton	Yes	48 hours after snowfall
Fairway	No	N/A
Gardner	Yes	48 hours after snowfall or next sunrise if snows overnight
Leawood	Yes	48 hours after snowfall
Lenexa	No	N/A
Merriam	No	N/A
Mission Hills	No	N/A
Mission Woods	No	N/A
Olathe	No	No ordinance, but requests shoveling on a case-by-case basis
Overland Park	No	Currently evaluating per Shawnee Mission Post
Prairie Village	Yes	24 hours after snowfall
Roeland Park	Yes	48 hours after snowfall
Shawnee	Yes	48 hours after snowfall
Spring Hill	Yes	No timeframe specified (\$2-\$50 fine imposed)
Westwood		No

Note: This data was based on review of City Code.



City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	November 4, 2020
ADMINISTRATION	From:	Emily Randel

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

RE: Facility Conservation Improvement Program Consultant Selection

RECOMMENDATION: Authorize staff to formally enter into the Facility Conservation Improvement Program (FCIP) and solicit an investment grade audit with Control Technology & Solutions, LLC.

DETAILS: In July 2019, the Community Development Committee directed staff to move forward with the Facility Conservation Improvement Program (FCIP) offered by the Kansas Corporation Commission (KCC) as a way to achieve energy conservation through energy performance contracts. Cities may take advantage of the program's single procurement energy performance contracts that include the cost of an energy study, audit, improvement or equipment design and costs associated with the implementation of approved improvements. Energy performance contracting guarantees energy savings, and if the savings are not achieved, the Energy Service Company (ESCO) reimburses the City the difference. An energy audit at the Community Center has been a Council priority, and maintenance issues have also been an increasing concern at both the Community Center and the Public Works Facility.

Staff engaged in the process in summer of 2020, checking with others at municipalities and school districts who had used the program. Staff selected three Energy Service Companies (ESCOs) from the State of Kansas' pre-approved list and invited them to conduct walk-throughs of the City facilities. Staff provided the firms with utility billing history information, mechanical equipment lists and maintenance records, building plans, and energy usage information related to the City's streetlights. Lynn Retz and David Carter and others from the FCIP program also attended the walk-throughs and will provide technical assistance throughout the process.

The three Energy Services Companies selected were:

- Navitas, LLC
- Energy Service Companies (ESP)
- Control Technology & Solutions, LLC (CTS Group)

On October 26, the three firms presented their qualifications and a preliminary review of the City's energy demands and potential savings via a virtual meeting. The review group consisted of two councilmembers, a member of the Sustainability Commission, a member from the Planning Commission, and four City staff members. Lynn Retz and David Carter also participated. Based on the ranked scoring completed by each of the members of the review group, staff recommends pursuing an investment grade audit

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

City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	November 4, 2020
ADMINISTRATION	From:	Emily Randel

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

with Control Technology & Solutions, LLC (CTS Group).

The investment grade audit will incorporate feedback from City staff, the City Council and members of the Sustainability Commission to determine what elements to include in the improvements. The audit will include detailed analysis of the energy needs of the City and the anticipated cost of upgrading or replacing various equipment in each building. The audit will also weigh the benefits of converting the streetlights not yet using LED lighting. Each element included in the eventual contract and project will be evaluated by the ESCO, the project team, City Council, and the Sustainability Commission. The audit will include engineering and construction services and will be comprehensive in fee for service, the administrative fee owed to the State, and the monitoring of the improvements for a minimum of three years following installation.

The program steps include:

1. Check references of the pre-approved list of ESCOs.	Completed
2. Schedule walk-throughs with selection of ESCOs	Completed
3. ESCO presentations	Completed
4. Consideration of the selection of an ESCO by the Community Development Committee, City Council	In Progress
5. Investment grade audit performed	Pending
6. KCC staff review audit report	Pending
7. Consideration of recommendations from report, development of contract	Pending
8. Implementation	Pending

CFAA IMPACTS/CONSIDERATIONS: N/A

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

CITY OF MISSION FCIP INTERVIEW

PREPARED BY CTS GROUP

OCTOBER 26TH, 2020



AGENDA

- Introductions
- Goals and Challenges
- Process Overview
- Facility Analysis
- Preliminary Recommendations
- Financial Summary
- References
- About CTS



YOUR TEAM



ELLIE BLANKENSHIP

LOCAL GOVT ACCOUNT EXECUTIVE

With over 20 years in the energy services industry, and eleven at CTS, Ellie has been dedicated exclusively to the local government market and has been instrumental in all CTS Municipal Projects. Ellie brings this experience to all her clients as she guides them through the process of developing a high-quality solutions that exceed their expectations.



JOHN SHAW, ICMA-CM

MUNICIPAL MARKET MANAGER

With over 20 years working in state and local government, and five years at CTS, John brings his previous experience as City Manager to help guide the team to develop innovative solutions for infrastructure and facility needs for our Municipal Clients. His extensive knowledge of city budgeting and finances provides additional support throughout the process.



**AMY NEMETH, PE, CEM,
LEED AP**

REGIONAL ENGINEERING MANAGER

Amy has been a leader in the field of energy services for 30 years. She leads the development and operations team to deliver projects on time and on budget and leverages her extensive knowledge of mechanical and control systems for the design of new systems that maximize efficiency, comfort and investment for our clients.



MATT ANDERSON, PE, CEM

SENIOR PROJECT ENGINEER

Matt's 10-year career in the field of engineering and energy optimization has provided him with the tools and insight to develop energy savings performance projects that maximize not only saving, but also comfort for the occupants. He leverages his knowledge to develop systems that embody a life cycle program management approach.

MISSION GOALS AND CHALLENGES

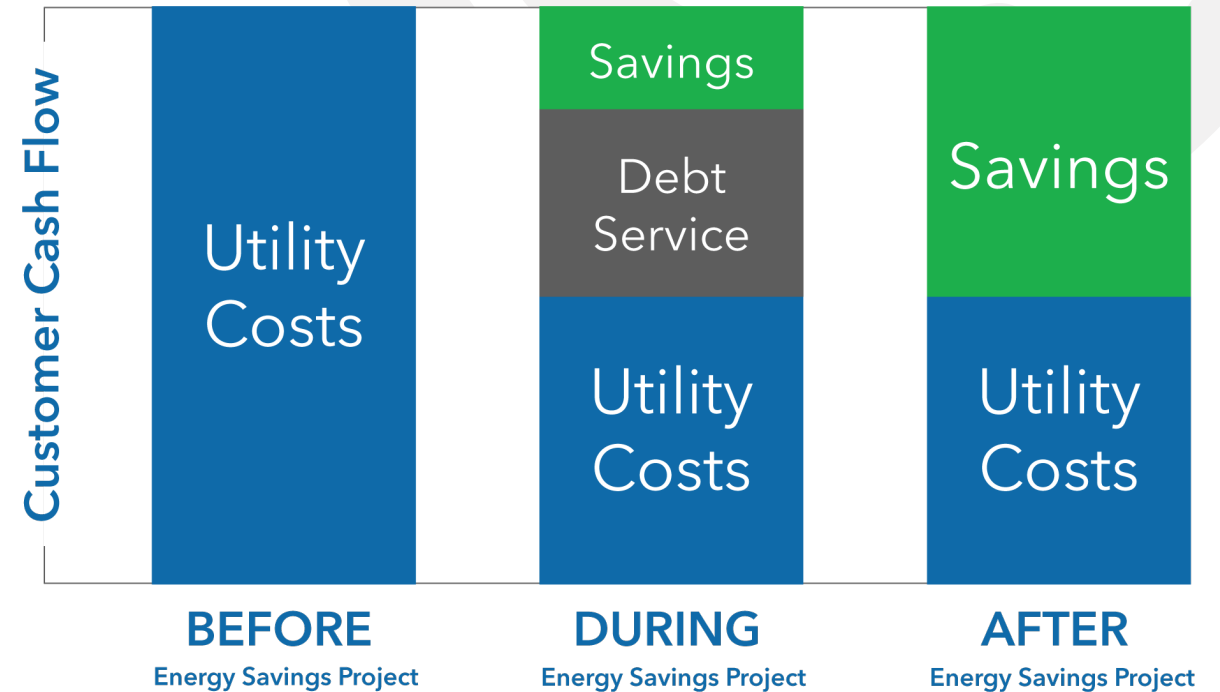
- Budget Pressures
- Maintain Aging Infrastructure
- Maintain High Quality of Life
- Provide Effective and Valued Public Services
- Competition with Other Cities and Commercial Service Providers
- COVID-19 Impact
- Safety and Security
- Changing Demographics
- Public Relations and Perceptions
- Currently updating Comprehensive Plan
- Sustainability - Active Sustainability Committee



In other words, every day you have to do more with less!

BENEFITS OF PERFORMANCE CONTRACTING WITH CTS

- Uses current funds spent on utility bills to pay for infrastructure
- Improves workplace environment
- Implement strategies to create safer, healthier, building environments
- Corrects building deficiencies
- Saves staff time
- Enhanced safety, comfort and energy efficiency
- Reduction of maintenance and operations costs
- Significantly reduce carbon footprint
- Standardize equipment for improved economics
- Guaranteed Energy Savings
- No CHANGE ORDERS!



PRELIMINARY FACILITY ANALYSIS

Powell Community Center

Public Works

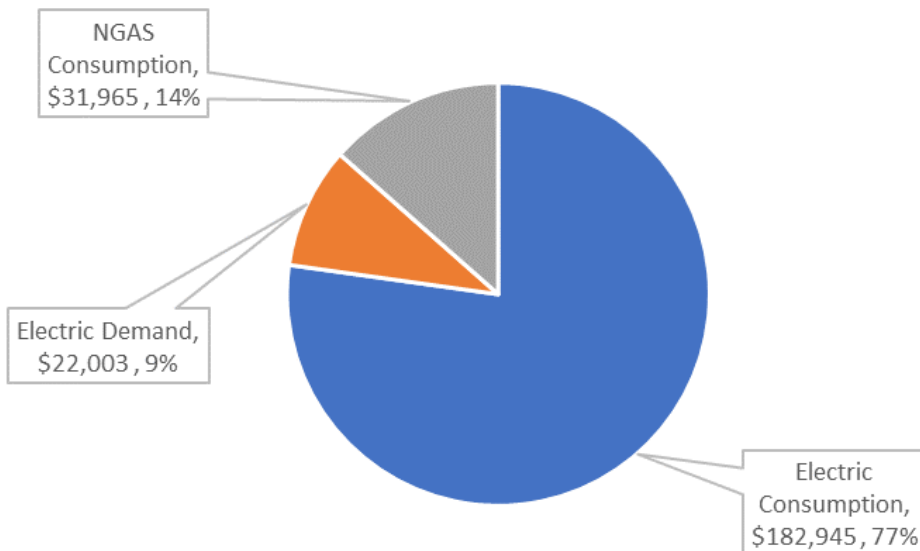
Street Lighting



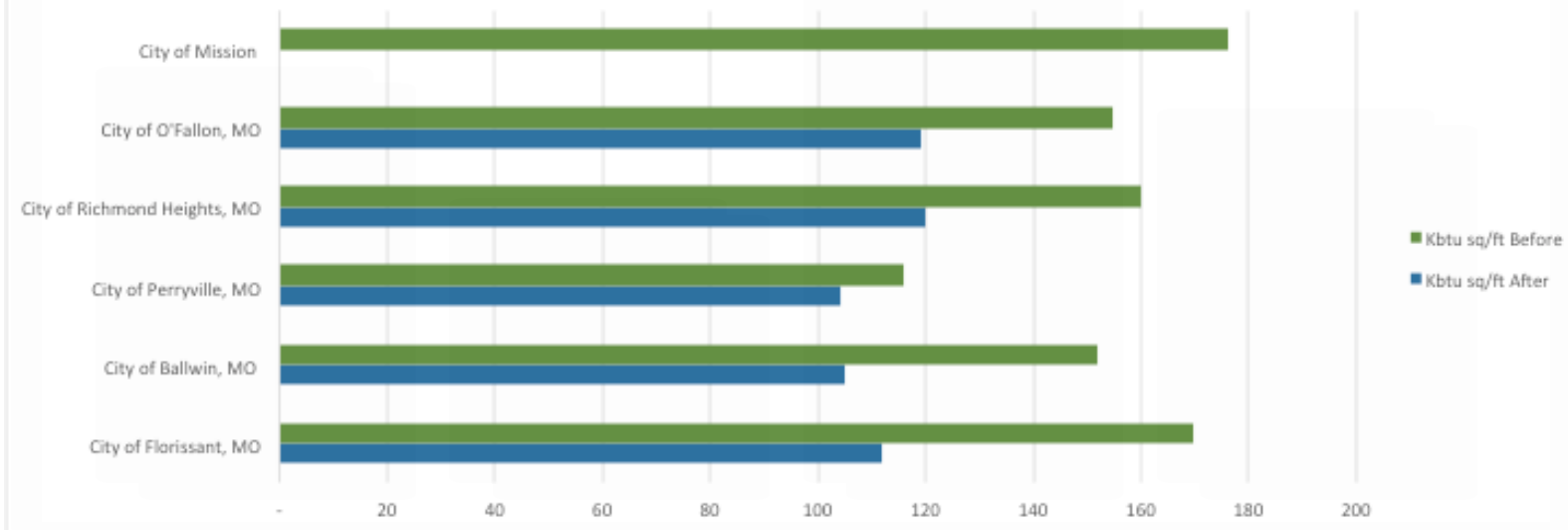
UTILITY ANALYSIS – POWELL COMMUNITY CENTER

Community Center							
Type		Annual Total		Annual Costs		Average Unit Cost	
Electricity	Consumption	2,214,847	kWh	\$ 182,945	77%	\$ 0.08	\$/kWh
	Demand	4,688	kW	\$ 22,003	9%	\$ 4.69	\$/kW
Natural Gas	Consumption	57,396	Therms	\$ 31,965	13%	\$ 0.56	\$/therm
Annual Operating Cost:				\$ 236,913			
Area	74,526		Total Cost per SF	\$ 3.18	\$/SF		
Energy Use Index	178.42	kBtu/SF/Year	Electrical kWh Cost per SF	\$ 2.45	\$/SF		
Electrical EUI	101.40	kBtu/SF/Year	Electrical Cost per SF	\$ 0.30	\$/SF		
NGAS EUI	77.02	kBtu/SF/Year	NGAS Cost per SF	\$ 0.43	\$/SF		

Building Utility Cost



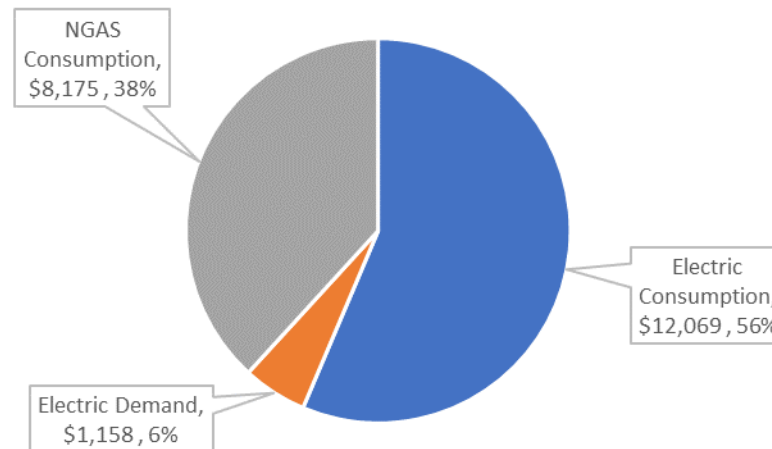
Community Center Kbtu Per Sq Ft Comparison



UTILITY ANALYSIS - PUBLIC WORKS FACILITY

Public Works Facility							
Type		Annual Total		Annual Costs		Average Unit Cost	
Electricity	Consumption	120,219	kWh	\$ 12,069	56%	\$ 0.10	\$/kWh
	Demand	386	kW	\$ 1,158	5%	\$ 3.00	\$/kW
Natural Gas	Consumption	12,196	Therms	\$ 8,175	38%	\$ 0.67	\$/therm
Annual Operating Cost:				\$ 21,401			
Area	23,275		Total Cost per SF	\$ 0.92	\$/SF		
Energy Use Index	70.02	kBtu/SF/Year	Electrical kWh Cost per SF	\$ 0.52	\$/SF		
Electrical EUI	17.62	kBtu/SF/Year	Electrical Cost per SF	\$ 0.05	\$/SF		
NGAS EUI	52.40	kBtu/SF/Year	NGAS Cost per SF	\$ 0.35	\$/SF		

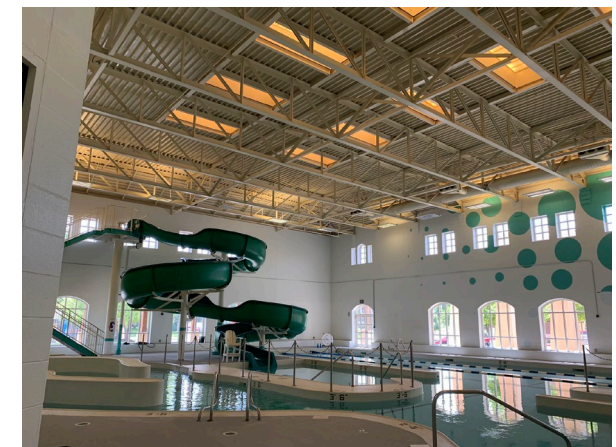
Building Utility Cost



EXISTING CONDITIONS – POWELL COMMUNITY CENTER

Mechanical Systems

- Original building is served by Chiller, Boiler, Cooling Tower & Air handling units
 - ▶ Pool exhaust is being sucked into Cooling Tower causing deterioration
 - ▶ Equipment is reaching the end of its useful life
 - ▶ Piping appears to be in good condition
- The addition is served by rooftop units
 - ▶ Units are oversized and bringing in too much outside air
- 2nd Floor Aerobics Room has Humidity issues
 - ▶ Required addition of humidifiers
- Pool area unit in need of replacement and has started having costly repairs
 - ▶ Chloramines are stagnating at the water level.
 - ▶ Condensation all long the window area
 - ▶ Currently there is supply air being dumped at the bottom of the windows



EXISTING CONDITIONS – POWELL COMMUNITY CENTER

Electrical Power and Lighting

- Mostly T8 Fluorescent troffers
- Compact fluorescent (CFL) cans
- Exterior lighting with high intensity discharge (HID) and CFL wall pack fixtures
- Some areas appear to be under-lit, especially Pool and Gym
- No daylight harvesting with skylights

Temperature Controls

- Units seem to be competing with one another
- Maintenance staff reported hot and cold areas which can be indicative of a malfunctioning control system

Building Envelope

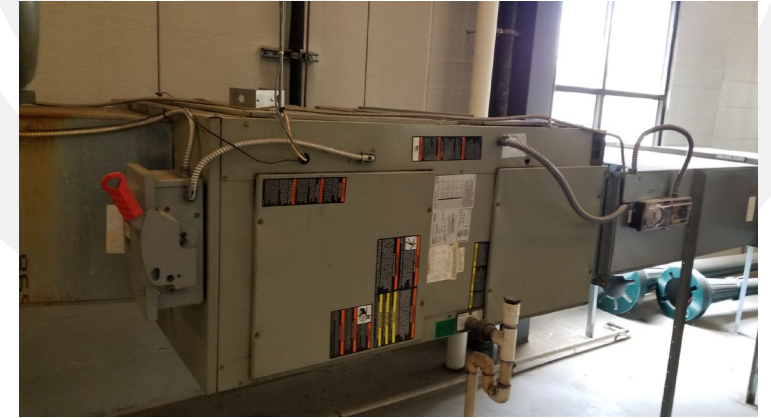
- Air infiltration throughout the building
- Skylights do not function well



EXISTING CONDITIONS – PUBLIC WORKS FACILITY

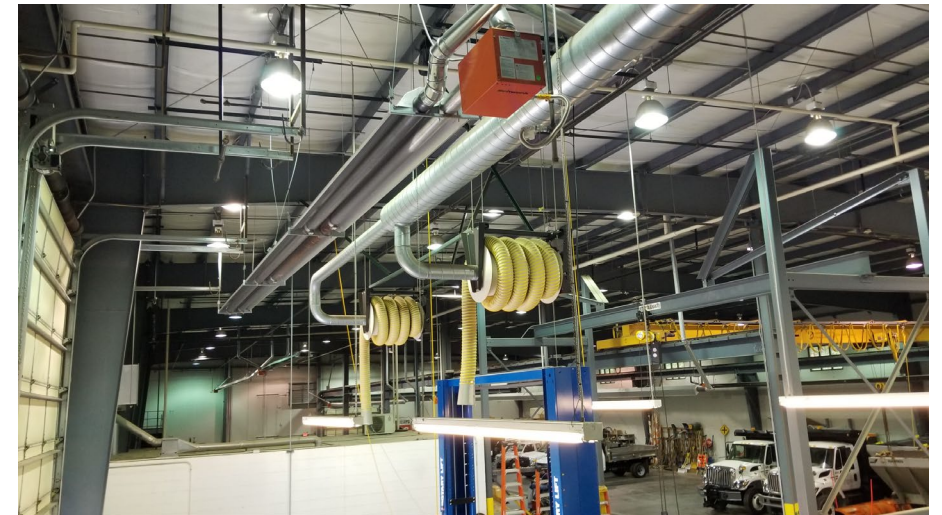
Mechanical

- Split systems to condition offices at the end of their useable life and utilize R-22
- Localized exhaust systems in good condition
- Radiant Heat in Bays



Lighting

- Office lighting is T-8
- Garage lighting is metal halide
- Exterior lighting is not LED



EXISTING CONDITIONS – CITY-WIDE

Streetlights in need of replacement

- Primarily high-pressure sodium
- Some metal-halide
- Some already upgraded to LED



Some Streetlight poles also in need of replacement

- Detailed city-wide takeoff needs to be completed
- Evaluate smart city technologies



ENERGY CONSERVATION MEASURES



Building	Energy Conservation Measures																					
	Lighting Efficiency Upgrades					HVAC Upgrades							Healthy Building Upgrades			Controls		Pool Improvements				Envelope
	Interior LED Retrofit	Exterior LED Upgrades	Occupancy Sensors	Daylight Harvesting and Replace Skylights with Solartubes	Street Light LED Upgrades	Upgrade Rooftop Units (AHU-7,8,9) with Right-Sized Equipment Including Heat Recovery	Upgrade Chiller with Heat Recovery Chiller and Upgrade Cooling Tower	Upgrade Steam Boiler System to Condensing Hot Water Boilers	Upgrade Steam Humidifiers with Ultrasonic Humidifiers	Hot Water and Chilled Water Variable Speed Drives	Upgrade Split Systems	Add Destratification Fans	Demand Controlled Ventilation	Ultraviolet Lights	Needle Point Bi-polar Ionization in New Rooftop Units	Data Analytics/Monitored Based Commissioning	Replace Gas Detection System to Eliminate Excess Exhaust	Upgrade Pool Dehumidification System	Add Variable Speed Drives to Pool Pumps	Advanced Controls for Pool Water Treatment System	Liquid Pool Cover	Envelope Repair and Weatherization
Powell Community Center	●	●	●	●		●	●	●	●	●	●	●	□	●	●	□	●	●	●	●	●	
Public Works Facility	●	●	●							●	●		□	●		□						
City-Wide					●																	

● Evaluated and included in financial analysis.

□ Evaluated but not included at this time. Further investigation needed during the investment grade audit to determine need and financial justification.

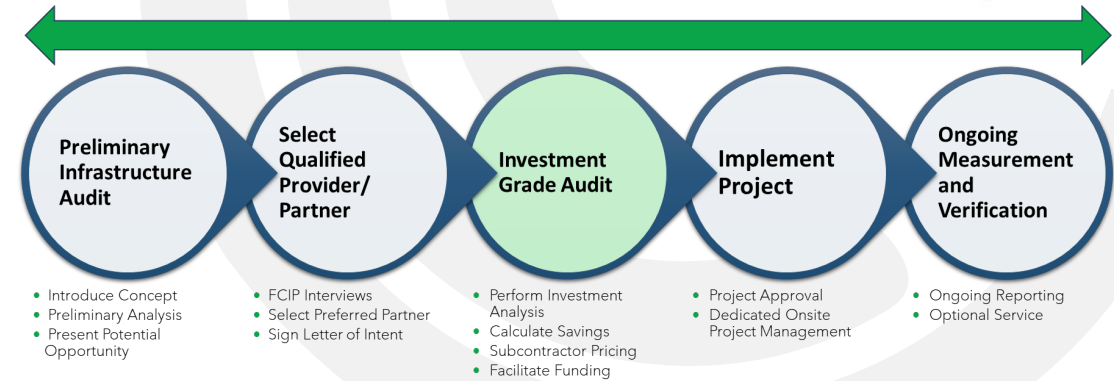
FINANCIAL SUMMARY

PRELIMINARY ESTIMATED COSTS	ESTIMATED ANNUAL ENERGY SAVINGS	ESTIMATED ANNUAL OPERATIONAL SAVINGS
\$1,971,549 to \$2,409,672	\$96,106 to \$117,463	\$28,900 to \$35,300
ESTIMATED ANNUAL PAYMENT	15 years @ 2.75%	20 years @ 3.0%
Low End Estimate	\$162,178	\$132,519
High End Estimate	\$198,218	\$161,968

- This cost model is reflective of all items identified are selected. All project items are verified during detailed audit and final scope determined with City
- Energy savings will be guaranteed
- Operational savings will be verified through operational audit
- CTS can assist City to determine optimal financing approach

CTS PROJECT DEVELOPMENT

Goal: Achieve maximum savings for the lowest required investment and partner with the City to ensure all your goals and needs are met



Facility Analysis and Project Development Methodology:

Staff Interviews – Identify the challenges and goals for each facility and new facility needs.

Data Collection and Facilities Analysis –Analyze energy bills, operating cost data, field measurements and observations to determine how building is operated and to identify current operational inefficiencies.

Scope Development – Utilize a holistic, Life Cycle approach for the development of initiatives that will be proposed for implementation.

Engineering and Design – Develop construction drawings and equipment specifications for each improvement measure

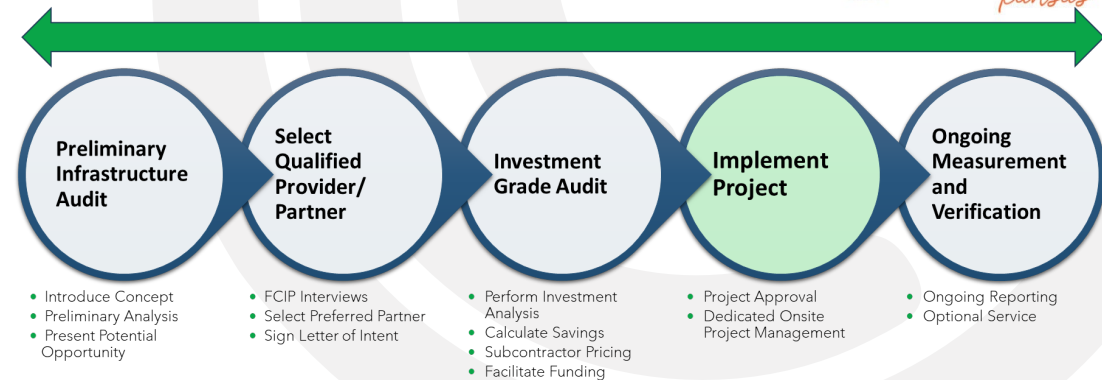
Project Costing – Review the site conditions and project scope with a select group of City approved local subcontractors and receive competitive bids.

Final Proposal – Present Project Options with Guaranteed Maximum Pricing, Guaranteed Energy Savings and Identified Operational Savings for review and discussion with the City to determine the Final Project Scope and Phased approach.

CTS will implement this step at our risk with no cost should the City decide not to move forward

CTS PROJECT MANAGEMENT

Goal: Complete customer satisfaction including project completion on time per scope of work with no change orders and limited disruptions of normal City activity



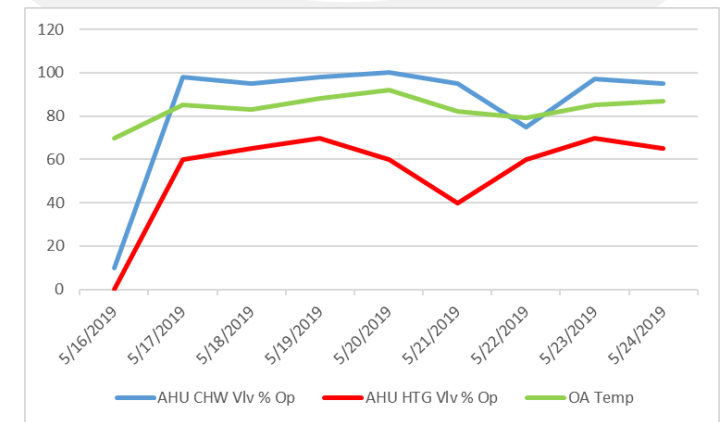
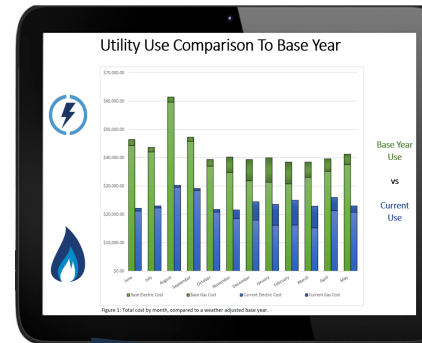
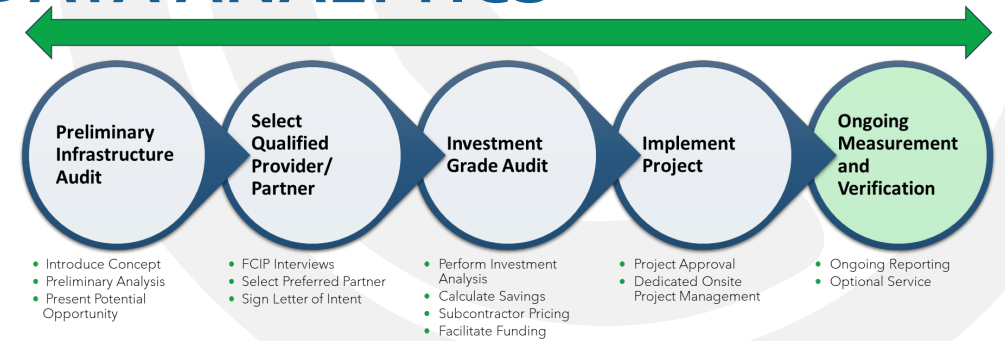
- CTS Project Manager is involved throughout the entire process to ensure seamless transition to project implementation
- CTS **DEDICATES** full-time project manager to a project and provides oversight of all trade contractors
- Project Manager is overseen by the Regional Construction Leader and Director of Operations
- CTS utilizes local labor whenever possible and bids out work for all trades to multiple contractors for best equipment at best price
- Procure Software tracks projects from start to finish and City has access
- CTS has a great deal of experience working with cities with multiple facilities while the buildings are occupied



CTS MEASUREMENT AND VERIFICATION/DATA ANALYTICS

Goal: Ensure we achieve the guaranteed savings for the project

- Measurement and Verification of Savings
 - ▶ International Performance Measurement and Verification Protocol
- Continued Support for Maintaining Savings using Data Analytics
 - ▶ Daily checks start at zone level conditions and work back to central systems
 - ▶ Monitoring live electric meter data allows us to identify opportunities to lower peak building demand



Graph showing AHU with simultaneous heating and cooling identified through data monitoring

BUILDING CONTROLS WITH ORCHESTRATE

Get the most out of your HVAC and Lighting systems using our unique and powerful Orchestrate platform

Optimized Controls:

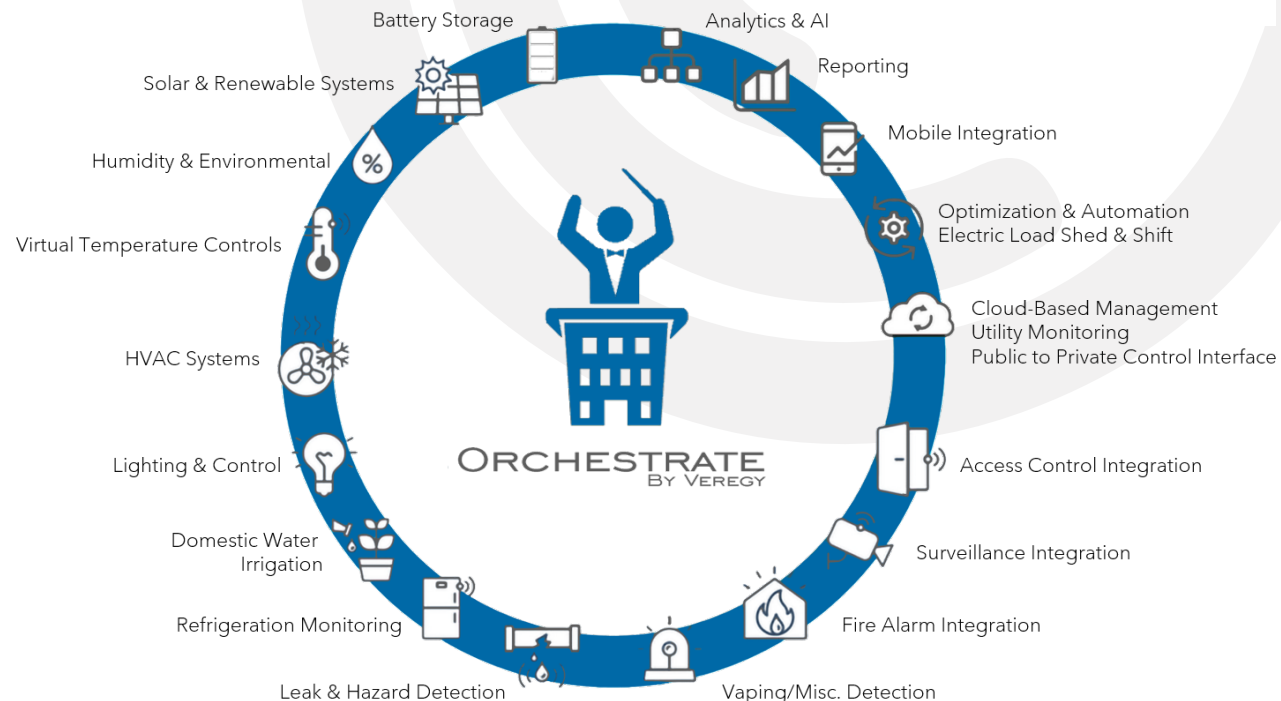
- Orchestrate allows you to set an HVAC system to flush the inside air to the proper control settings in just a few clicks.
- Lighting systems and many other systems can also be streamlined into your facility operations.

Remote Management:

- Orchestrate platform ties your systems together and allows them to be managed securely and remotely even from your own home.

Customizable Features:

- Create custom workflows for unique needs
- Data Analytics



Remote Management

- Building Automation & Scheduling Interface
- Custom Workflows



Optimized Controls

- Integrate all of your systems into one.
- Schedule integration



SIMILAR PROJECTS

Our experience with similar projects is unsurpassed!

Community Center/Pool Projects:

- City of Perryville, MO (2)
- City of Florissant, MO (2)
- City of Ballwin, MO
- City of Richmond Heights, MO
- City of O'Fallon, MO (2)
- City of Shrewsbury, MO
- City of Collinsville, IL
- Village of Orland Park, IL (4)



Street Lighting Projects:

- City of Ferguson, MO
- City of O'Fallon, MO (2)
- City of Maplewood, MO
- City of Florissant, MO (2)
- Village of Mundelein, IL (2)
- Village of Orland Park, IL (4)
- Village of Evergreen Park, IL

Public Works Building Projects:

- City of O'Fallon, MO
- Village of Mundelein, IL (Built New)
- City of Hazelwood, MO

CITY OF O'FALLON, MO – TWO PHASES

Projects Implemented in All City Facilities:

- HVAC Replacements and Controls
- Destratification Fans
- LED Lighting Upgrades
- Street/Park Lighting Retrofits to LED
- Roofing
- Plumbing
- Security
- Swimming Pool Upgrades including complete replacement of Pool Dehumidification Unit

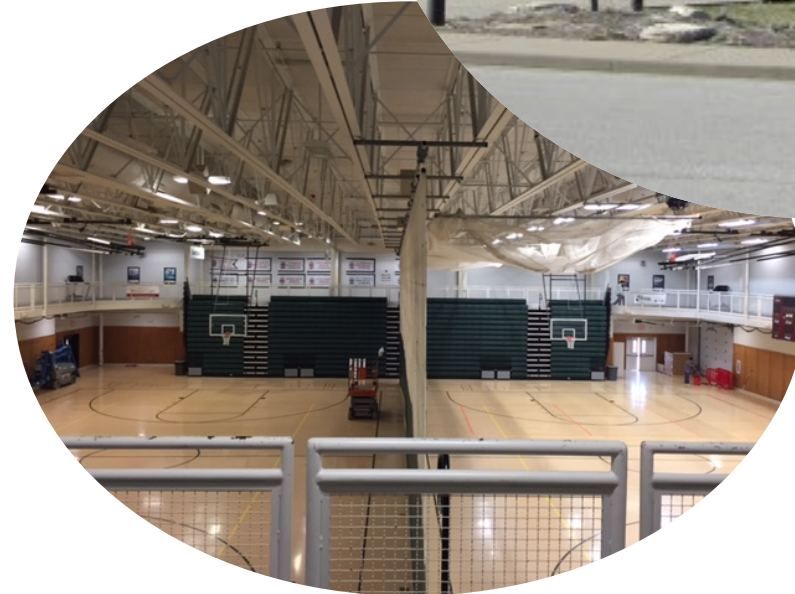


Project Costs: \$ 4,069,701
Annual Energy Savings: \$ 111,657
4 Buildings: 242,400 sq. ft.
Rebates: \$60,369

CITY OF PERRYVILLE, MO – TWO PHASES

Both Phases Completed at Perry Park Center

- HVAC and Controls Upgrades Including:
 - Needlepoint bipolar ionization healthy building technology
 - Pool Dehumidification Unit
 - New HVAC Rooftop Units
 - High Efficiency Boilers
- LED Lighting Upgrades
- Pool Partition Doors
- Skylight Replacement
- Locker Room Upgrades



Lighting Before

Lighting After

Project Costs: \$ 3,850,428
Annual Energy Savings: \$ 57,446
1 Building: 105,000 sq. ft.
Rebates: \$7,913

CITY OF FLORISSANT, MO – TWO PHASES

Phase 1: James J. Eagan Community Center

- HVAC and Controls
- LED Lighting Upgrades
- Pool Dehumidification System
- Partial Roof Replacement
- Electric Service Upgrades

Phase 2: City-Wide Project

- City-Wide LED Lighting Upgrades including Decorative Street Lighting
- Windows and Exterior Doors
- HVAC and Controls
- Space planning and Interior Restorations



Project Costs: \$ 7,436,482
Annual Energy Savings: \$ 137,220
5 Buildings: 157,775 sq. ft.
Rebates: \$9,995

A FAMILY OF COMPANIES



31 YRS
Industry
Experience

\$1.7 BIL
Energy Saving
Projects

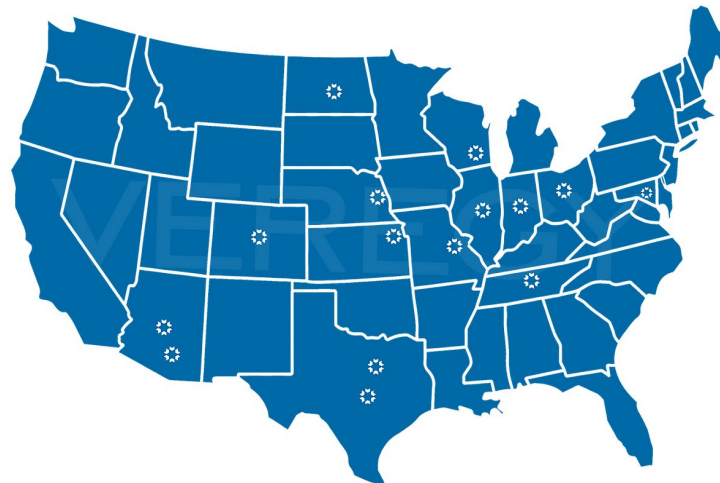
1,000s
Buildings
Optimized

500+
Veregy
Professionals

8 BIL
kWhs of
Energy Saved

20 BIL
Gallons
Water Saved

12.4 BIL
Carbon Dioxide
Pounds Reduced



WHY CTS?

- **Our Team**

- ✓ Over 100 years combined experience on your project team
- ✓ Our Veregy group provides 6 more companies we can work with to meet Mission’s needs
- ✓ Dedicated local government team
- ✓ Local office just miles from Mission
- ✓ In-house engineering technical resources with significant experience

- **Our Experience**

- ✓ Vast experience with community centers with indoors pool as well as street lighting
- ✓ Over 427 of projects in the Midwest in 600 buildings
- ✓ 70% repeat and referral customer rate

- **Our Knowledge**

- ✓ We understand your infrastructure challenges and how to correct
- ✓ We know how manage projects in occupied buildings to minimal disruption
- ✓ We understand the unique challenges of a facilities with indoor pools

- **Our Dedication and Commitment to Mission**

- ✓ Unbiased project and technology selection - vendor neutral
- ✓ Full and accurate assessment of all potential projects
- ✓ Work to complete projects utilizing local labor
- ✓ Cost effective ECM’s - the right recommendations and a competitive process to select the best products and contractors for implementation
- ✓ Superior project delivery with NO Change orders
- ✓ Flexibility and Openness



CTS By the Numbers	
Employees	100+
Project Managers	35
Engineers	23
Buildings Impacted	600
Projects Completed	427
Total Projects \$ in Midwest	\$816M



THANK YOU! QUESTIONS?



EBLANKENSHIP@CTSGROUP.COM



[HTTP://WWW.CTSGROUP.COM](http://WWW.CTSGROUP.COM)

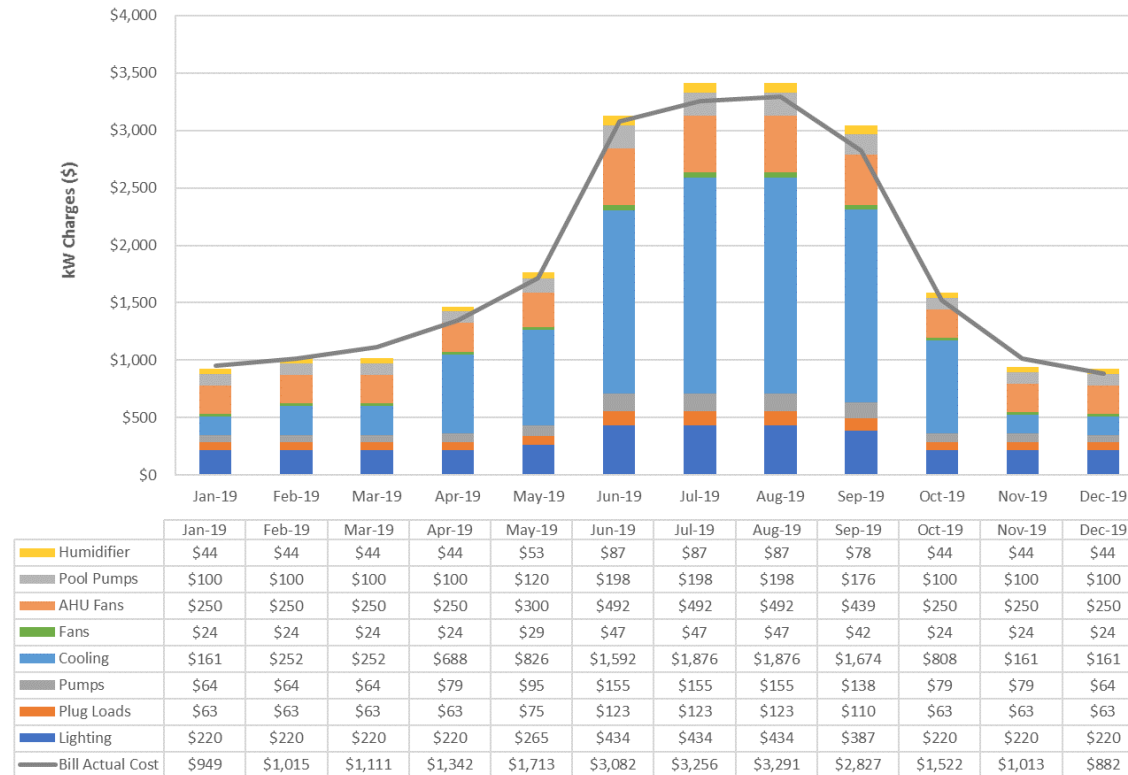
APPENDIX

- Utility Graphs

UTILITY ANALYSIS – POWELL COMMUNITY CENTER



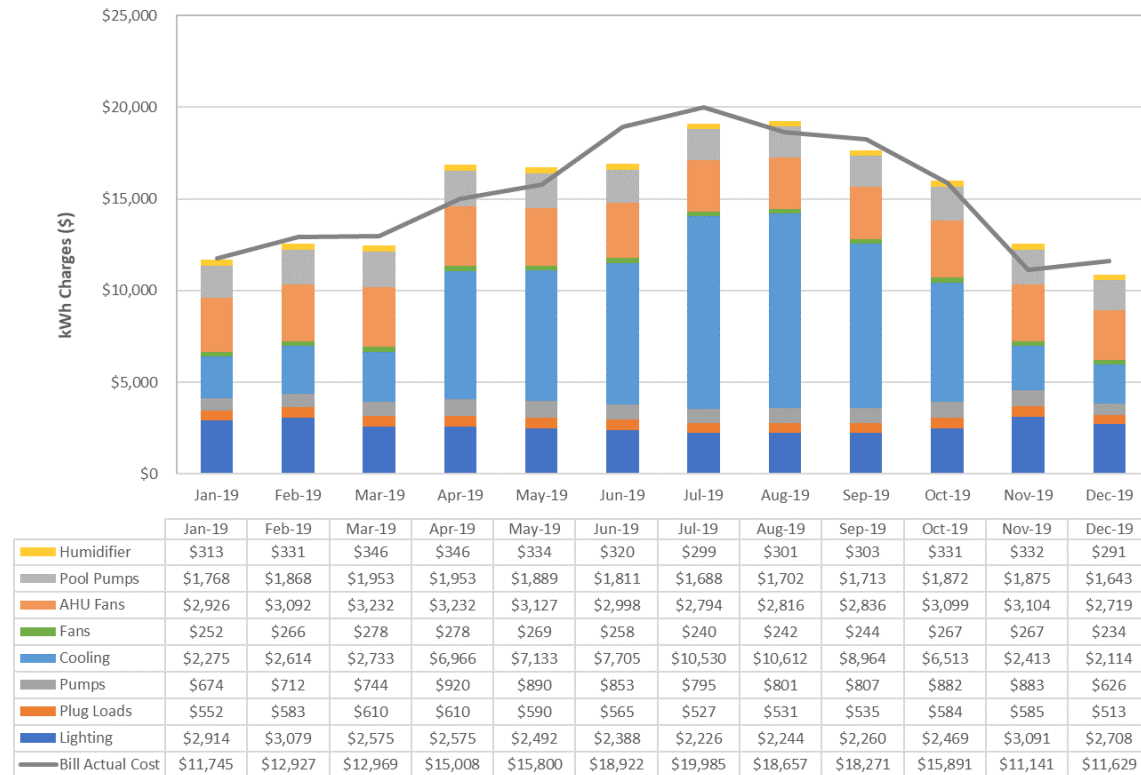
kW Charges - Utility Bill Match by End Use Equipment



UTILITY ANALYSIS – POWELL COMMUNITY CENTER



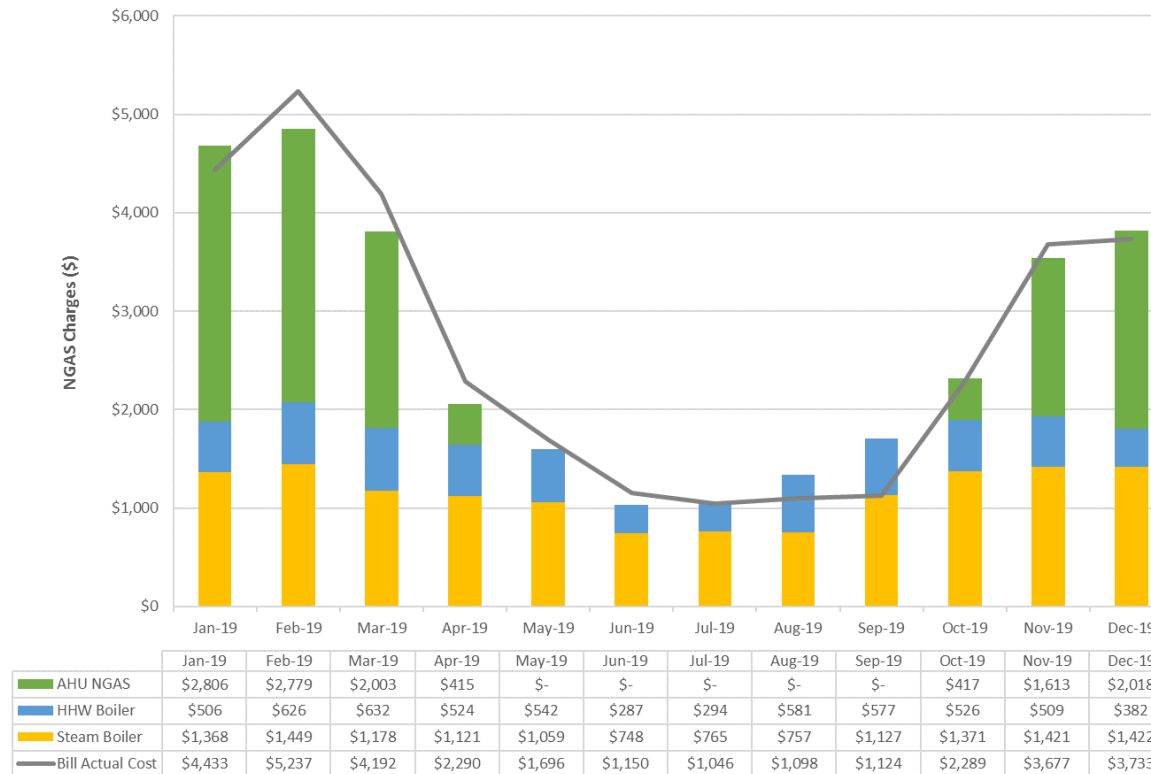
kWh Charges - Utility Bill Match by End Use Equipment



UTILITY ANALYSIS – POWELL COMMUNITY CENTER

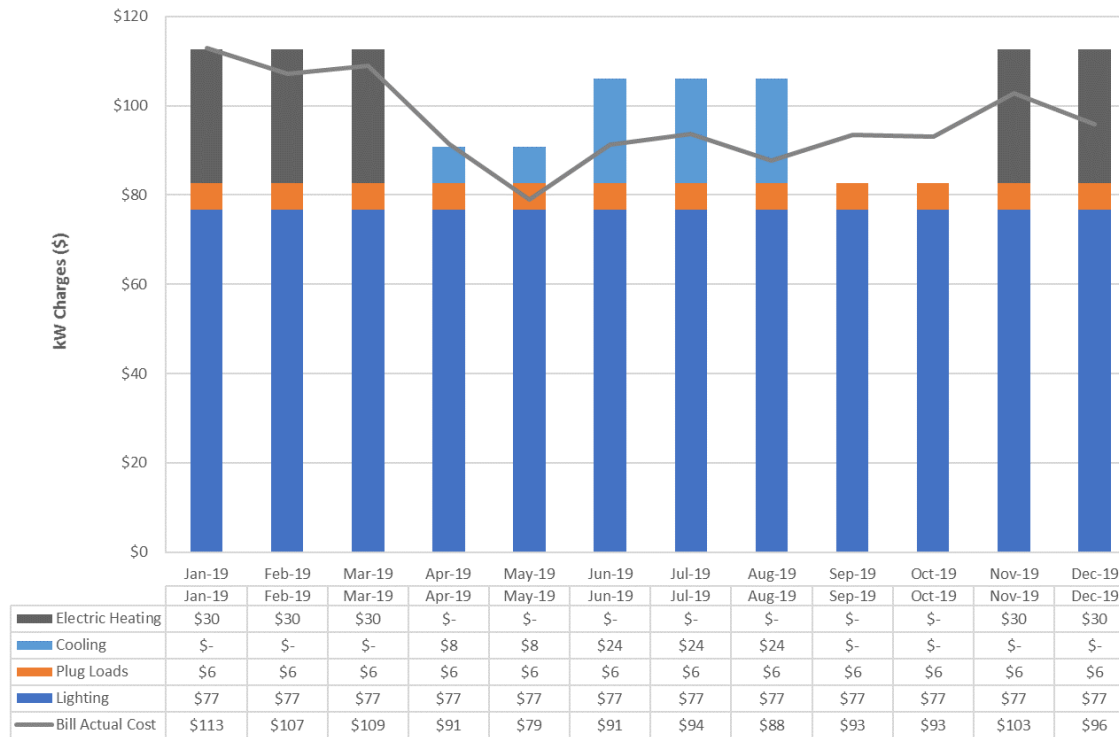


NGAS Charges - Utility Bill Match by End Use Equipment



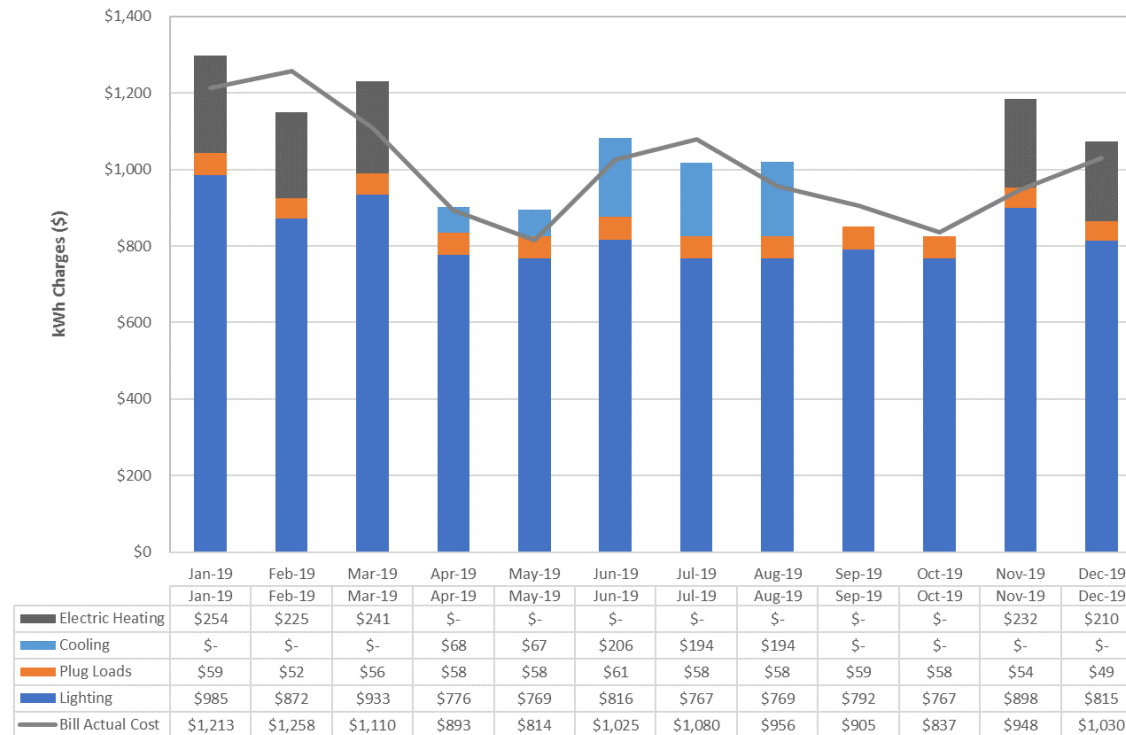
UTILITY ANALYSIS - PUBLIC WORKS FACILITY

kW Charges - Utility Bill Match by End Use Equipment



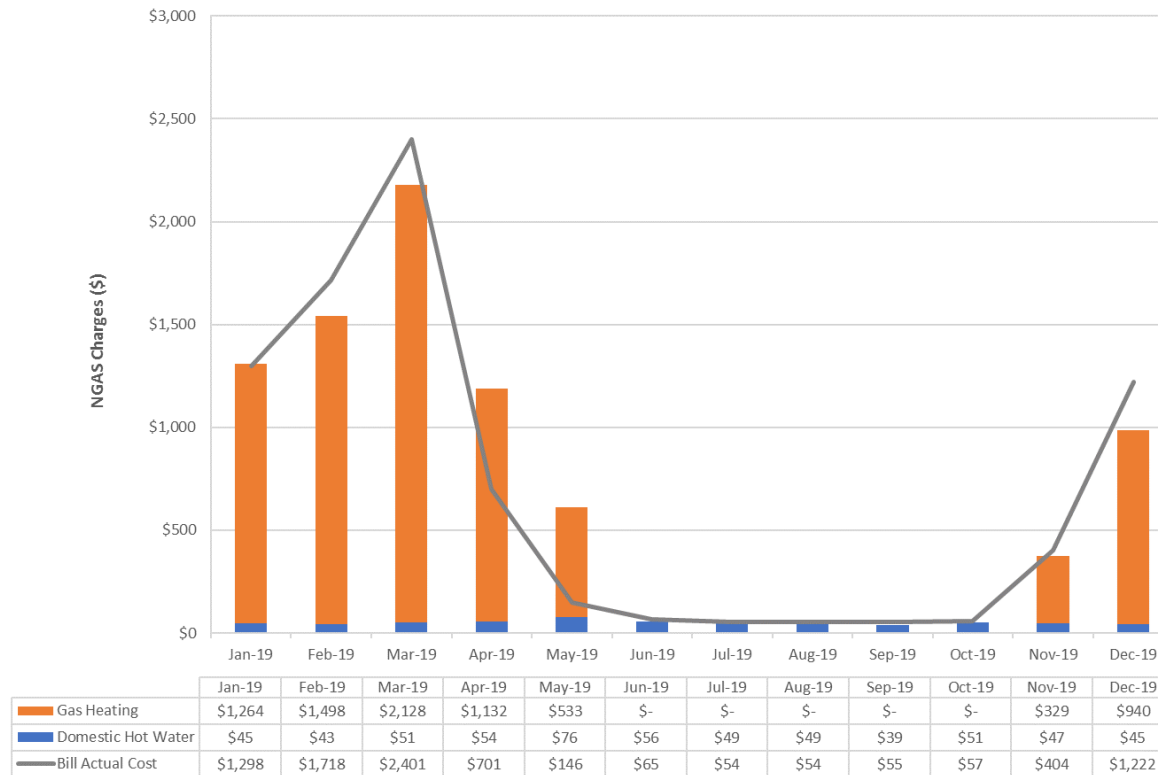
UTILITY ANALYSIS - PUBLIC WORKS FACILITY

kWh Charges - Utility Bill Match by End Use Equipment



UTILITY ANALYSIS - PUBLIC WORKS FACILITY

NGAS Charges - Utility Bill Match by End Use Equipment



City of Mission	Item Number:	5.
DISCUSSION ITEM SUMMARY	Date:	November 4, 2020
Parks & Recreation	From:	Penn Almoney

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

RE: Regional Wayfinding Standard

DETAILS: The Kansas City Area Transportation Authority, several local jurisdictions, and MARC worked together on *Connecting Our Region: Kansas City's Regional Wayfinding Plan* which was part of the Planning Sustainable Places project. Individual surveys, events, public meetings, various stakeholder engagement presentations and in-person interviews informed the design committee.

The Planning Sustainable Places project worked to create an inclusive signage plan that enhances the visitor experience and fits the needs of bicyclists, pedestrians and transit users across the metro area. The goal was to develop a system that helps users find logical and safe connections between key destinations and commercial districts in the region. A full copy of the plan can be found here:

<https://www.marc.org/Transportation/Plans-Studies/Biking-Walking/Regional-Wayfinding-Plan>

During the October 7 Community Development Committee meeting staff shared the feedback from Parks, Recreation and Tree Commission members and recommended two high-traffic intersections for implementation (Lamar Ave/Shawnee Mission Pkwy and Lamar Ave/Johnson Dr). Staff also shared the 'Information Sign' design along with the park signage that Overland Park recently bid out and installed. Council asked if Overland Park was willing to partner with Mission to purchase signage at a discount and what the cost per sign would be. Council also asked to gather more information on sources of funding and what the plan was for implementation city-wide.

Staff is reporting on communications with Overland Park Park Maintenance Supervisor, Mike Burton, Overland Park City Traffic Engineer, Brian Shields and Mid-America Regional Council Green Streets Planner, Alex Rotenberry. Staff has updates on wayfinding funding opportunities and will share a potential phased timeline of adoption in parks, downtown sidewalks, trails and road intersections.

Staff will share the costs associated with fabricating and installing signage at 14 wayfinding/informational locations and 5 parks monument locations. Staff recommends installing 5 parks monument signs along with funding two additional informational signs. Park signage is scheduled for replacement and installation in 2021 for \$80,000. Monument sign costs for five parks would be roughly \$65,000 with an additional \$7,000 per informational sign (2 x \$7,000=\$14,000) would total \$79,000 and move Mission closer to effectively communicating amenities to tourists, residents and visitors.

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

City of Mission	Item Number:	5.
DISCUSSION ITEM SUMMARY	Date:	November 4, 2020
Parks & Recreation	From:	Penn Almoney

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

Consideration should also be given to a long-term funding plan wherein a specific dollar amount is authorized each year for additional signage. The Transient Guest Tax revenues could be a potential source along with Federal or local matching-grant opportunities. Consideration should be given to the intent to connect the region and create a seamless transition from one city to another. This is especially important to trail users, tourists, and transit patrons.

CFAA IMPACTS/CONSIDERATIONS: The City prioritizes safety in parks and neighborhoods. Proper signage and communication is a part of that effort.

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






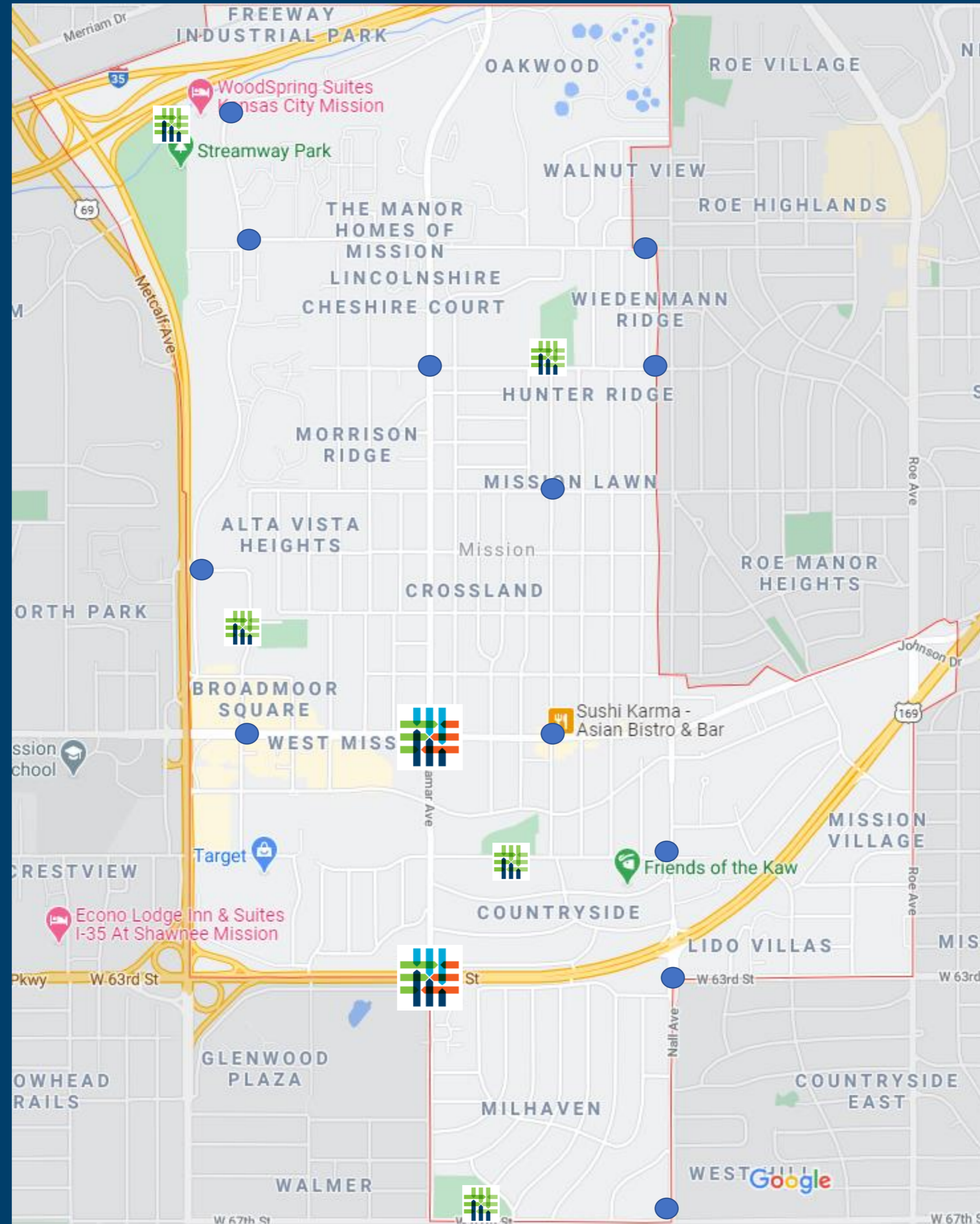
mission
PARKS + RECREATION

Regional Wayfinding Standard (2)

Community Development Committee- November 4, 2020

Signage Phases

-  Park Monument
-  Welcome/ Information
-  Wayfinding



mission
PARKS + RECREATION



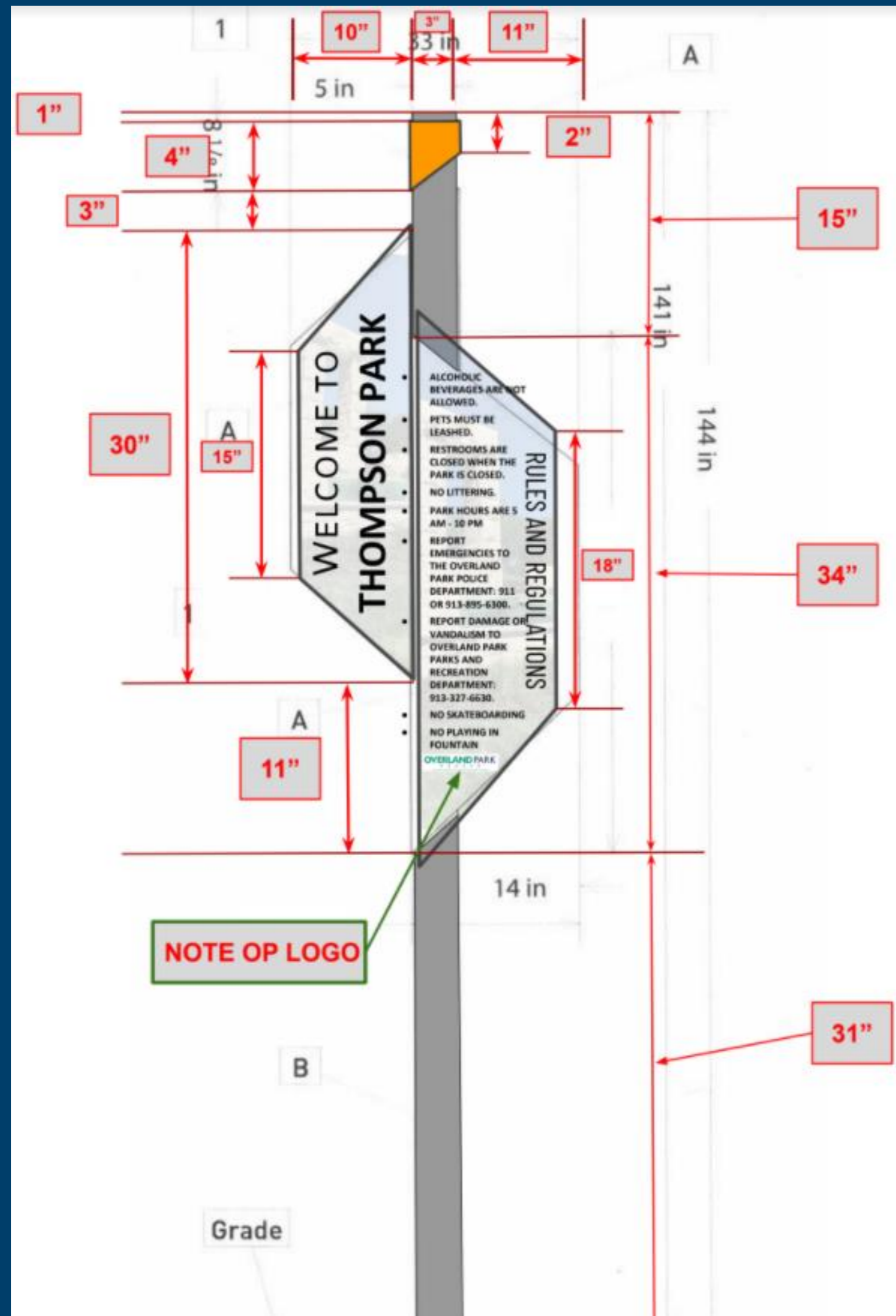
Funding



mission
PARKS + RECREATION

- TAP- Transportation Alternatives Program
 - 80/20 matching split
 - \$500K cap, \$5-10M total funding
 - Trail, sidewalk, bike & pedestrian activities
 - Apply 2022 (award 2025-2026)
- Surface Transportation Block Grant
 - 80/20 matching split
 - No cap, \$30-40M total funding
 - Used for any project, 'still competition'
 - Apply 2022 (award 2025-2026)
- Recreation Trail Program
 - 80/20 matching split
 - \$250K cap
 - Trails w/ add'l improvements
 - Apply 2021 (award 2022-2023)

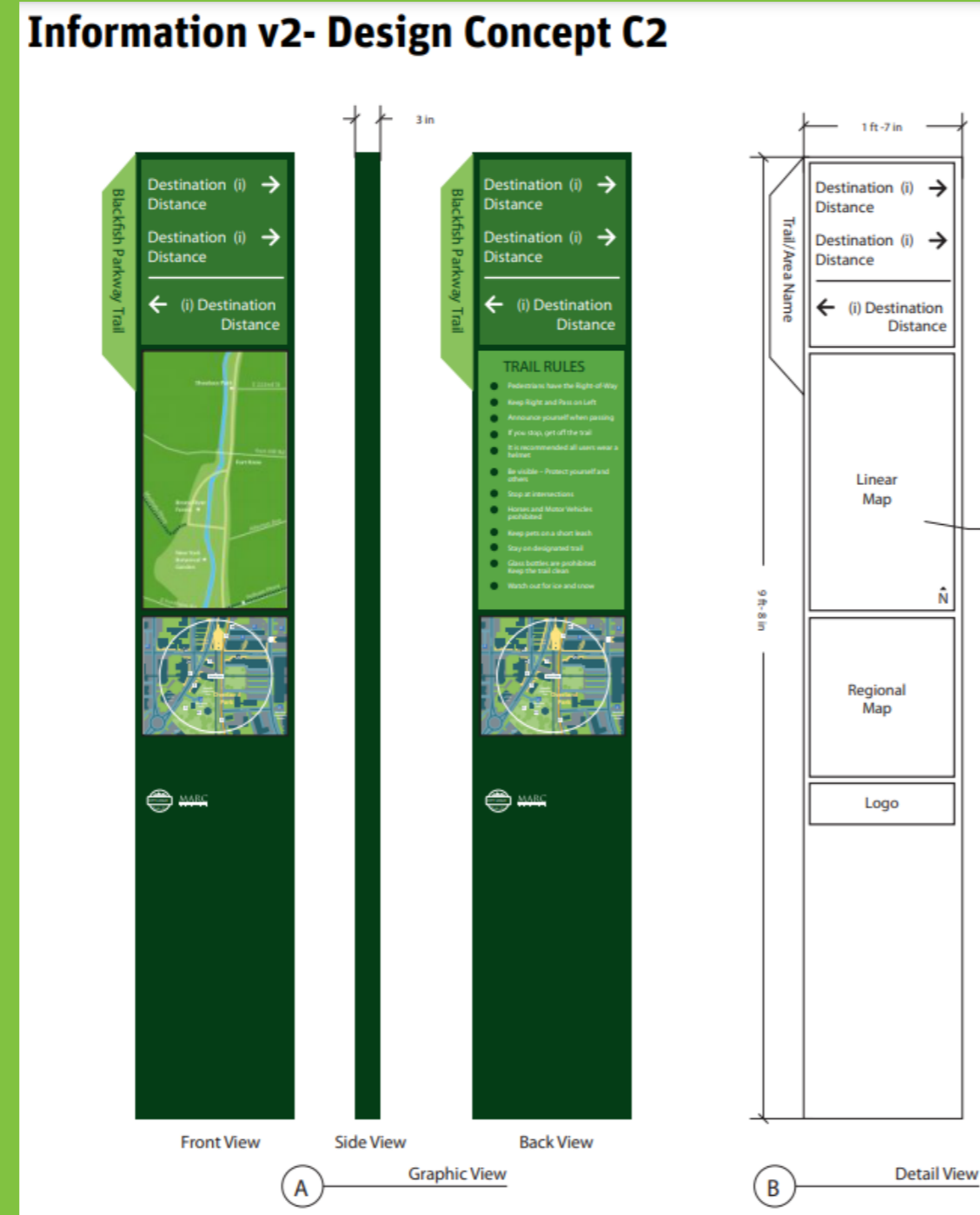




Coordination

- Other Interested Cities:
 - Independence, MO
 - Leavenworth, KS
 - Leawood, KS
 - Overland Park, KS
- OP
 - "Downtown Wayfinding & Parks"
 - 2023/2024 TAP & STBG funding (\$100K/\$50K split)



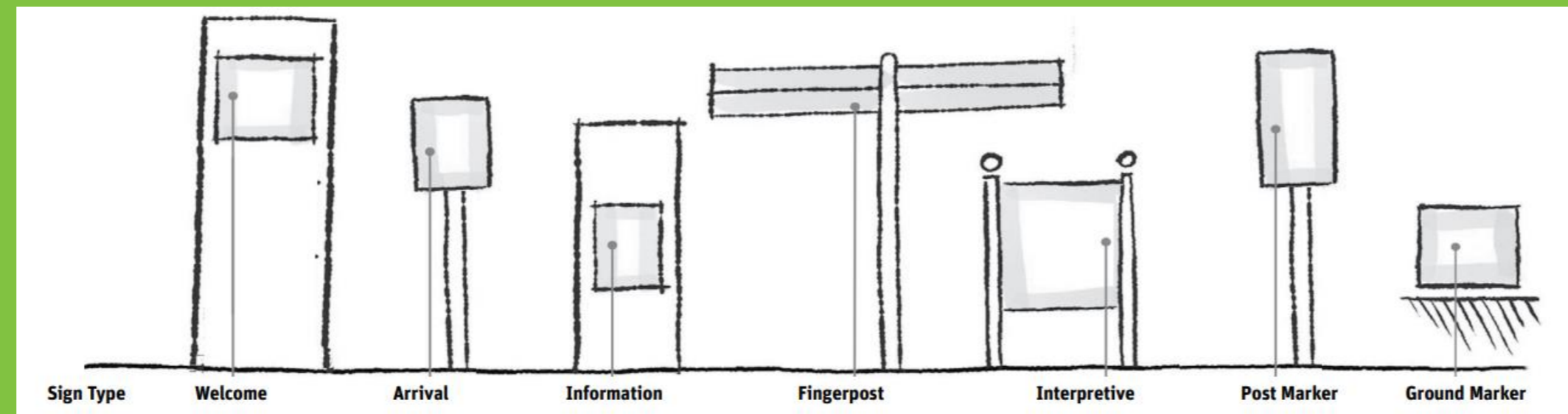


Next Steps

- Prioritize
 - Destinations
 - Bike/Pedestrian Routes
 - Transit Routes

- Design/Inclusions
 - Committee

- Install Now vs Later



Next Steps (cont'd)

- Bid Range Parks \$8-11K
 - Install- \$1,100
- 2021 Parks Signage - \$80K
- Long-term Funding Plan
 - Transient Guest Tax Revenue
 - Grants
 - Partnerships- NEJC, Special Olympics
 - Authorize \$14,000 each year for continued implementation



City of Mission	Item Number:	6.
DISCUSSION ITEM SUMMARY	Date:	November 4, 2020
PUBLIC WORKS	From:	Brent Morton

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

RE: Snow Removal Policy and 2020-2021 Snow Plan

DETAILS: A copy of the 2020-2021 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 2020-2021 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, facilities, trails, and parks.

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



2020-2021 Snow Season Plan

Public Works Department

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<u>Crew & Shift Assignments</u>	4
<u>Vehicle/Plow Route Descriptions & Maps</u>	
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<u>1-Ton Truck Route # 2</u>	7-8
<u>2-Ton Truck Route - A</u>	9-10
<u>2-Ton Truck Route - B</u>	11-12
<u>Supplemental Snow Removal Contract</u>	13

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 2020 - March 2021			
Contact Information			
Name	Title		
Brent Morton	Superintendent of Public Works		
Celia Duran	Director of Public Works		
Snow Crew 1			
Name	Route	Truck #	
Jeffery Mull/Brent Morton	Route A- Arterial	688	
Jim Bradley	Route B- Arterial	574	
Jay Webb/Juan Del Real	Route 1- North Side Residential	315/786	
Jorge Martinez	Route 2- South Side Residential	630	
Snow Crew 2			
Name	Route	Truck #	
Alex Gonzalez	Route A- Arterial	574	
Brent Morton/Jeffery Mull	Route B- Arterial	688	
Jay Webb	Route 1- North Side Residential	315	
Victor Lopez	Route 2- South Side Residential	630	
Denzel Plater	Route 1-North Side Residential	786	
* 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

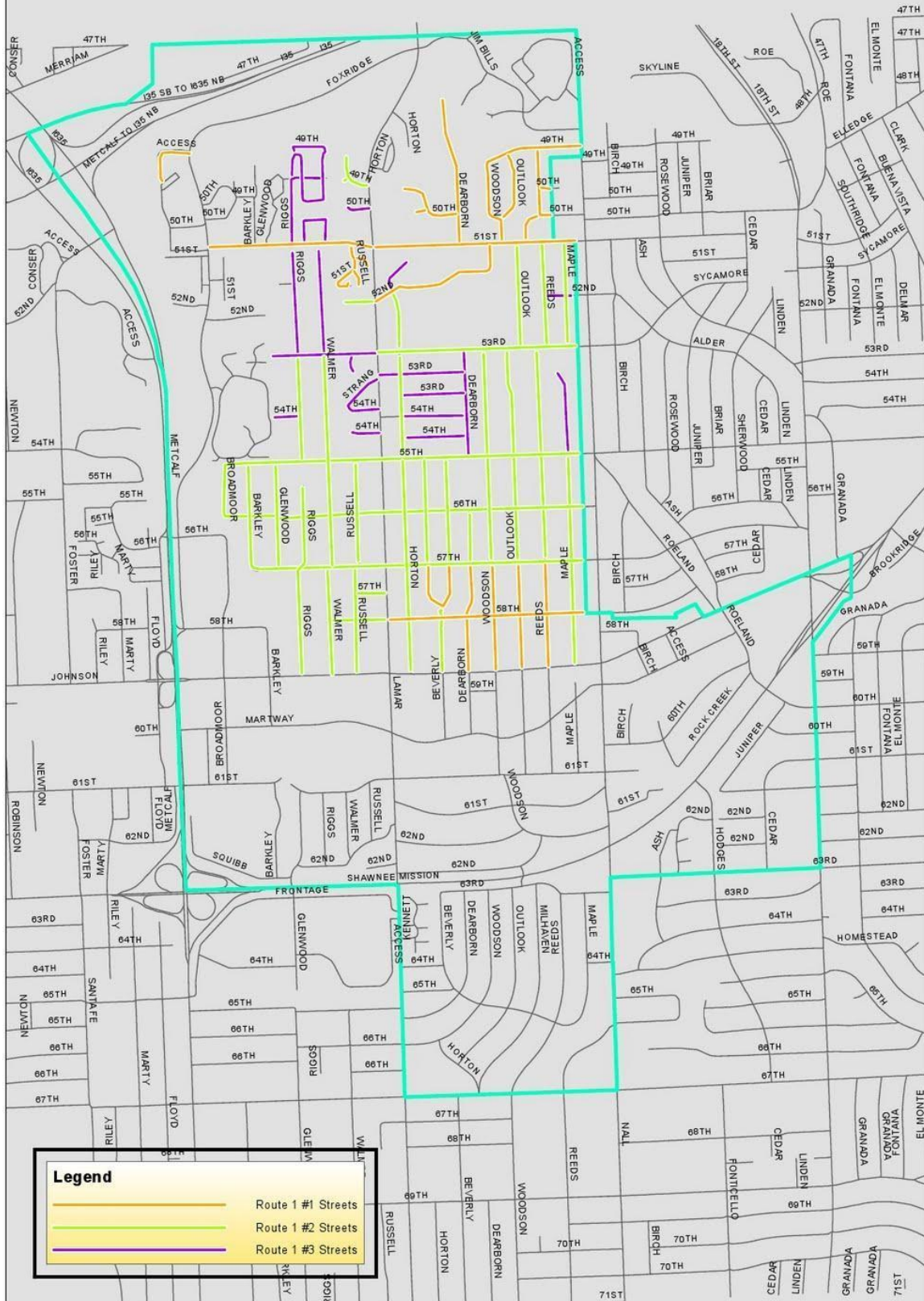
Main Streets need to be completed first. Driver needs to keep on top of main streets, and it takes passes in both directions. Then the driver can proceed on with the rest of the North side streets.

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



Legend	
	Route 1 #1 Streets
	Route 1 #2 Streets
	Route 1 #3 Streets

1-Ton Truck Route # 2

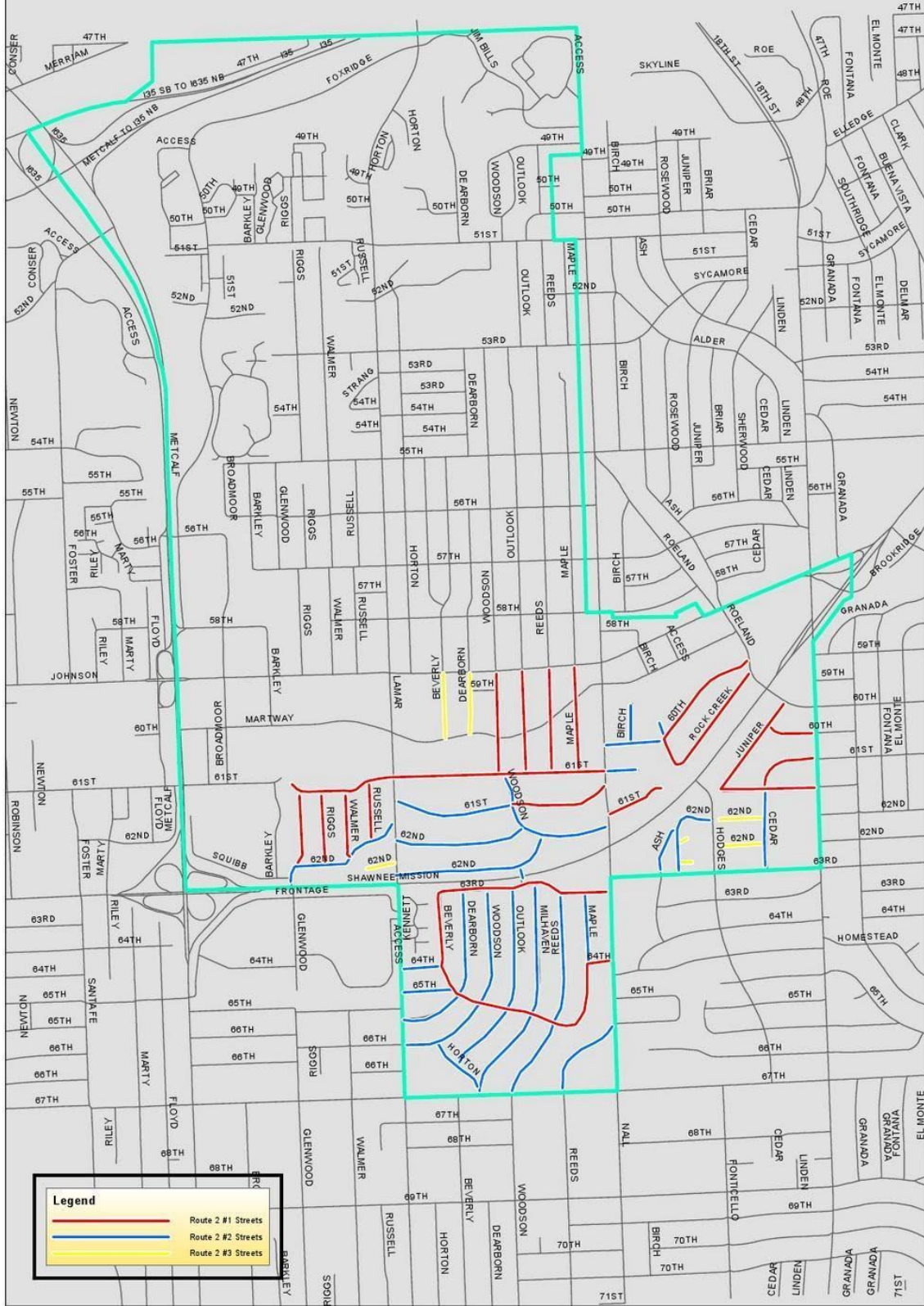
Main Streets need to be completed first. Driver needs to keep on top of main streets, and it takes passes in both directions. Then the driver can proceed on with the rest of the South side streets.

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.

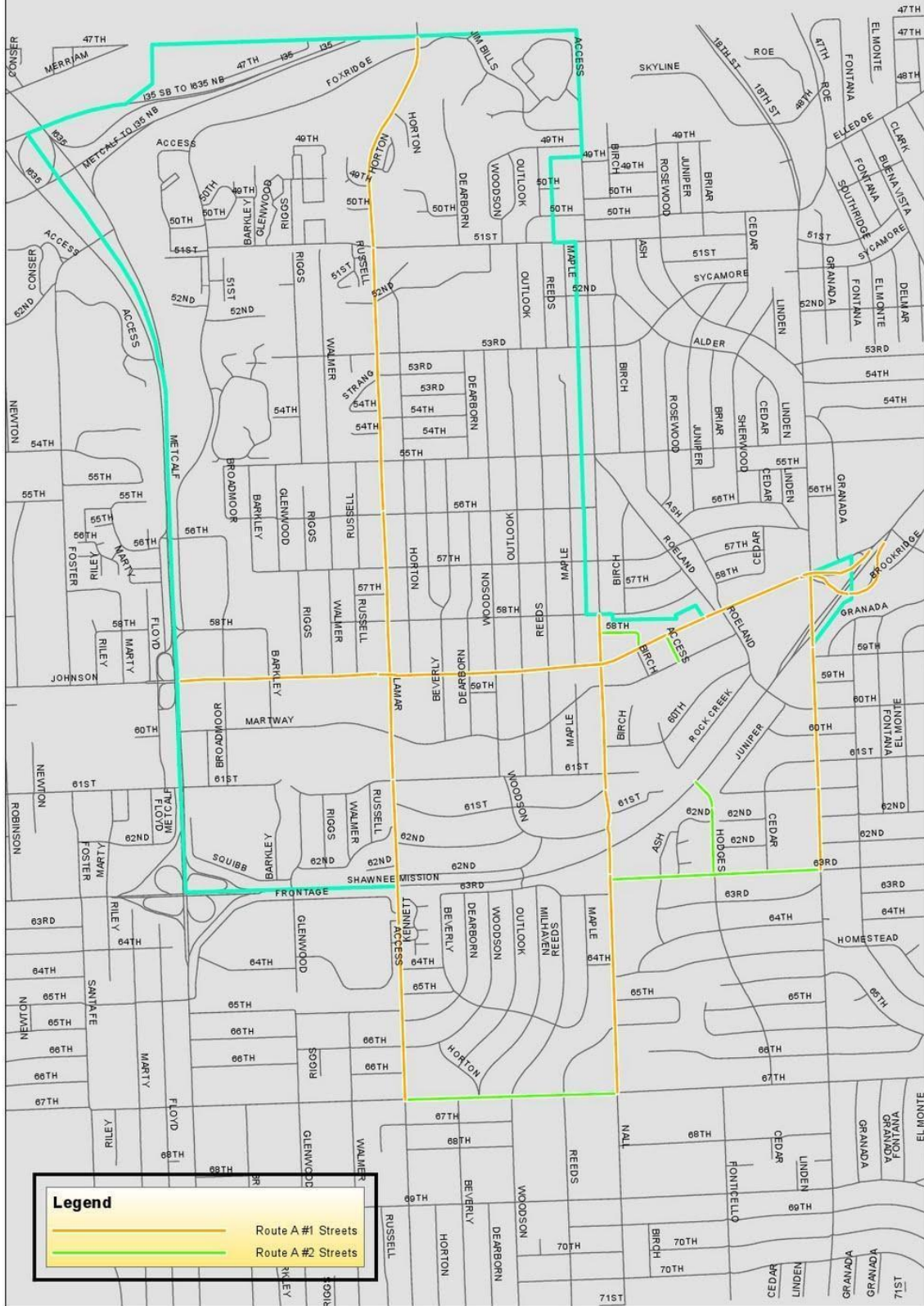
Snow Plow Route 2



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

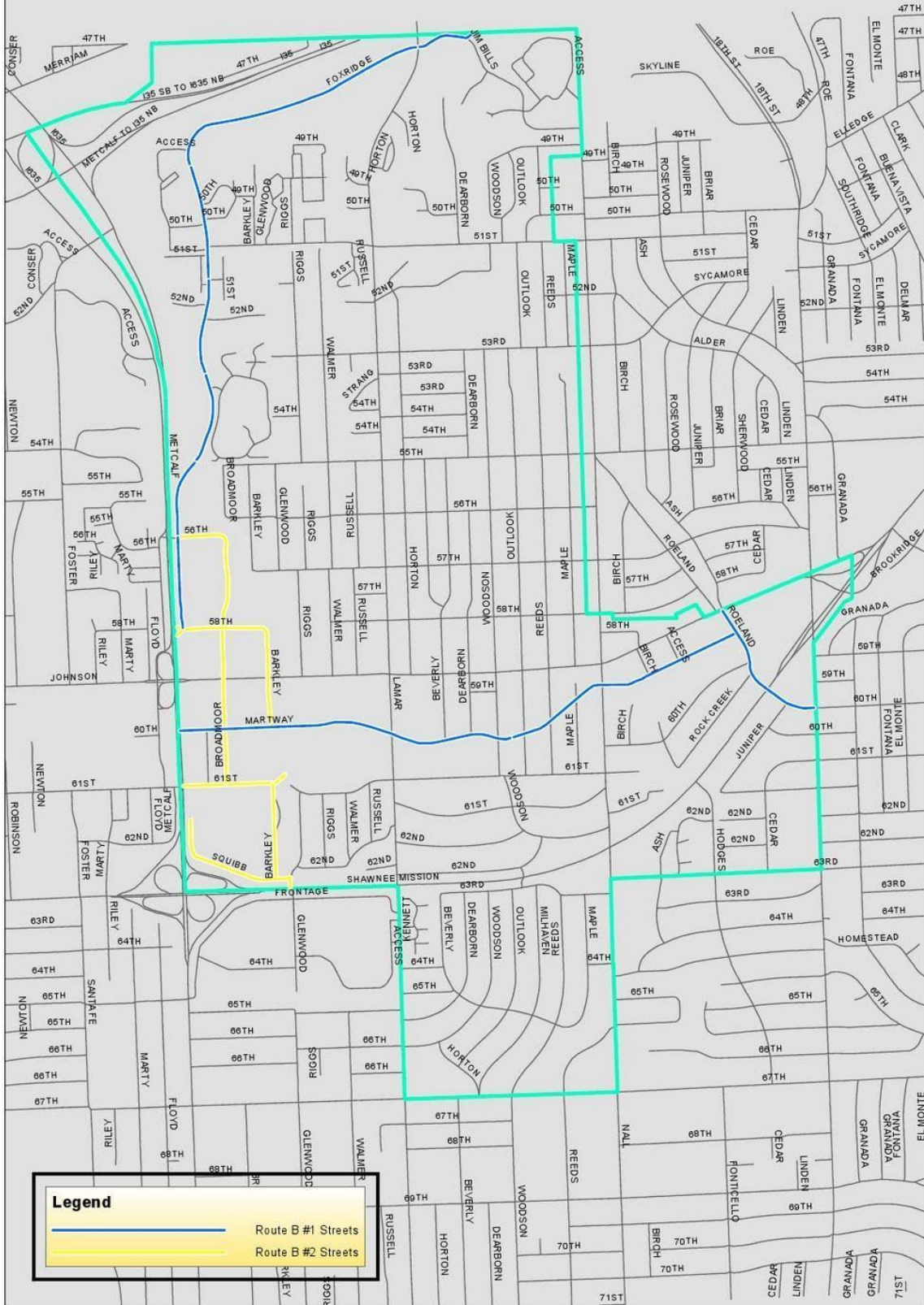
Snow Plow Route A



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



Johnson Drive Snow Removal

Public Works is responsible for removing snow from the on street parking areas adjacent to Johnson Drive 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, Ceres Lot, and Beverly Lot
2	City Hall	6090 Woodson	Includes Parking Lots, Sidewalks, and Andersen Trail
3	Rushton Elementary	Various	Lamar(49th to 52nd), 52nd (Lamar to 6190 w 52nd), Waterworks Trail
4	Highlands Elementary	Various	West side of Roe (60th to 63rd)
5	Rock Creek Trail	Various	All paved portions of trail (Squibb to Roeland)
6	Nall Ave Trail	Various	Nall (Martway to 67th)
7	Waterworks	53rd & Woodson	Parking areas and Trail
8	Broadmoor	5701 Broadmoor	Parking Lot and Trail
9	Mohawk	67th & Lamar	Parking Lot and Trail
10	Streamway	51st & Foxridge	Parking Lot and Trail

City of Mission	Item Number:	7.
DISCUSSION ITEM SUMMARY	Date:	November 4, 2020
Administration	From:	Emily Randel

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

RE: 2020 Mission Market Season Review

DETAILS: Due to the COVID-19 pandemic, the Mission Market was significantly altered during the 2020 season. Planning was well underway by the time of the first shut-downs in March. The Market Coordinators altered plans and worked with vendors to still open on the original date of June 6 for a successful 13 week season.

While average daily attendance was drastically reduced from 2019 averages, (60 average daily visitors compared to 600 in 2019), several goals were still achieved:

- Providing a safe shopping experience
- Providing fresh and local food to local residents
- Connecting local makers, farmers and artists with customers
- Continuing public engagement, social media outreach and communication with the community, in preparation for 2021
- Creating an online shopping platform for market merchandise

The market continued to grow a social media community throughout the 2020 season, surpassing 900 followers on Instagram and nearly 2,000 on Facebook. The market hosted seven new vendors and staff expects most of them to return in 2021.

Staff intends to plan for a season in 2021 that will include music, special events, and the return of the beer and wine gardens as safety protocols allow. The experience of 2020 has created greater flexibility to modify the market practices, and plans can be altered quickly if necessary.

There are no significant capital investments planned at this time, but additional seating has been identified as the primary need based on feedback from 2019. That can be achieved with additional portable picnic tables in the short term, and more permanent seating in the longer term. Portable picnic tables can be accommodated with budgeted funds for 2021.

CFAA IMPACTS/CONSIDERATIONS: The Mission Market provides a centrally located option for locally sourced food and a gathering space for people of all ages. The market site is connected to surrounding neighborhoods and nearby shopping areas by the accessible Rock Creek Trail.

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