

CITY OF MISSION, KANSAS
COMMUNITY DEVELOPMENT COMMITTEE

WEDNESDAY, DECEMBER 11, 2019

6:30 P.M.

Mission City Hall

PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

1. Approval of the Preliminary Plat, The Gateway Second Plat - Brian Scott ([page 4](#))

The Gateway Second Plat has been submitted to the City for consideration. The plat will subdivide the Gateway development site at 4801 Johnson Drive into six (6) individual lots and dedicate right-of-way and easements where appropriate. Once approved, the plat will be recorded with Johnson County Records and Tax Administration.

ACTION ITEMS

2. Approval of the November 6, 2019 Community Development Committee Minutes - Martha Sumrall ([page 15](#))

Draft minutes of the November 6, 2019 Community Development Committee meeting are included for review and approval.

3. Replacement of Heaters - Public Works Facility - Brent Morton ([page 25](#))

The gas tube heaters located within the maintenance shop prevent pipes from freezing and keep the diesel trucks at the appropriate temperature necessary to ensure operation during the winter months. The heaters were installed with construction of the Public Works facility in 2007. Five (5) of the nine (9) heaters shut off in the last two weeks and require immediate replacement due to the potential of cold weather. Staff recommends award of the contract to Temp-Con, LLC in the amount of \$30,025.71 which includes all materials, equipment, warranty, and labor to remove the existing heaters, install the new heaters, and perform startups to ensure the units are functioning correctly. The 2020 budget includes \$25,000 to replace the heaters, which estimated the capital equipment costs only. With labor, the total cost of the heaters is \$30,025.71. The additional amount (\$5,025.71) will be funded from the 2020 Public Works operating budget.

4. Marketing / Branding Contract - Laura Smith/Penn Almoney ([page 28](#))

The City of Mission and its various departments, have seen a number of changes in logos and messaging over the last few years. The logos that are currently being used, have no real connection to what and how the City offers programs and amenities. Neighboring communities

have well-thought plans and messaging intentions which can make communication quicker and more meaningful. A marketing/branding effort was budgeted for the Parks and Recreation Department in both 2019 and 2020, but as the conversation progressed, staff felt that it was important to step back and take a more comprehensive look at city operations and services overall. Staff will review the results of the RFQ process and make a recommendation on how to proceed. The packet will be updated prior to the Committee meeting with additional information.

5. Contract Award for Comprehensive Plan Update - Brian Scott ([page 30](#))

The City of Mission has long maintained an active, professional planning and zoning program. This has included comprehensive plans dating back to 1968, and regular updates of those plans. The most recent comprehensive plan to be adopted by the City was in 2007, with an update of that plan in 2011. It is time to do a global review and update of the City's comprehensive plan. Staff developed a request for proposals (RFP) that was issued this summer. The City received nine responses to the RFP, and interviewed five finalists after an initial evaluation. Based on a number of factors, including cost considerations, the selection committee has recommended the City enter into a contract with Confluence for the update of the Comprehensive Plan for an amount not to exceed \$120,000.

DISCUSSION ITEMS

6. Asset Management Update - Celia Duran/Laura Smith ([page 70](#))

The City of Mission uses general asset management strategies to maintain assets and provides funds through the development of an annual capital improvement plan (CIP) and other funding plans, such as the vehicle, equipment, and Information Technology (IT) replacement programs. In order to maximize taxpayers' dollars and maintain aging city assets as cost effectively as possible, the City is currently in the process of implementing a more systematic, comprehensive system for the management of assets. A status update and review of potential next steps will be provided at the committee meeting.

7. Johnson Drive Reconfiguration - Laura Smith/Celia Duran ([page 73](#))

At various retreats over the course of the last 12-18 months, Council has expressed a desire to engage in an evaluation of the functionality of the Johnson Drive corridor (Nall to Lamar) following the street's extensive reconstruction in 2014. During the November 18, 2019 Community Development Committee (CDC) meeting, City Council expressed concerns regarding traffic and pedestrian safety along the Johnson Drive corridor and requested that this be included as a discussion item on the December Community Development Committee agenda.

8. Recommendations for CIP Committee - Laura Smith ([page 86](#))

For several months both Council and staff have been discussing the efficiency and effectiveness of our various citizen advisory boards and commissions. Following discussion at the November committee meeting specifically related to the CIP Committee that was established in 2017. The current CIP members have done an outstanding job in educating themselves about the city's current infrastructure needs and challenges and the input they have provided has been meaningful. Staff is concerned that we are not making the best use of the valuable time provided by these citizen volunteers. During the Committee meeting staff will

be prepared to offer options and alternatives for Council review and discussion.

OTHER

Department Updates - Laura Smith

Hillary Thomas, Chairperson
Ken Davis, Vice-Chairperson
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