

**CITY OF MISSION, KANSAS**  
**COMMUNITY DEVELOPMENT COMMITTEE**

**WEDNESDAY, DECEMBER 12, 2018**

**7:30 P.M.**

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

**Mission City Hall**

**PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

**ACTION ITEMS**

1. GBA Task Order for Rock Creek Channel Improvements - Laura Smith ([page 3](#))

A stormwater project is currently contemplated in the Rock Creek Channel from Roeland Drive to just east of Nall, and currently on the list of approved projects for Johnson County SMAC. In the summer of 2017, a subsidence of the parking lot/parking area of the Roeland Court Homes Association (RCHA) occurred. Since that time, staff have been working with the residents, consultants and engineers to find a cooperative solution. GBA had prepared two task orders for review and consideration. Option 1 involves design and construction inspection for a more limited project which would restore the Roeland Court improvements, and make limited improvements in the channel immediately adjacent to the townhomes. Option 2 is a task order for the entire channel project as well as the Roeland Court improvements. Staff will facilitate discussion surrounding options and alternatives for Council consideration.

2. The Mission Project - SPJCC Facility Usage Agreement - Laura Smith/John Vaughn ([page 21](#))

The Mission Project, a non-profit agency located in Mission, approached SPJCC in search of a partnership to provide health and fitness services and programs to their members. The Mission Project members have outgrown their current fitness space and are looking to increase overall health and wellness by moving to the Community Center. Under the terms of the proposed agreement, SPJCC would offer annual memberships and user specific classes 6 days each week tailored to the defined needs of the identified population. The partnership is estimated to bring revenues totaling \$30,400 annually to the facility.

**DISCUSSION ITEMS**

3. Deannexation Request from Roeland Park - Laura Smith ([page 30](#))

Since 2014, the City of Mission and the City of Roeland Park have been working in some capacity to discuss a process that would assemble parcels, create a development vision, and

pursue private development of the land located at the northeast corner of Johnson Drive and Roe Boulevard. Currently this property crosses three city boundaries (Roeland Park, Mission, and Fairway). The ultimate goal of the process, as outlined in an Interlocal Agreement, were to eliminate obstacles to development of the site, as well as to develop a mechanism to share tax revenue generated by future development. Mayor Mike Kelly and City Administrator Keith Moody from Roeland Park will present a request from the City of Roeland Park for Mission to consider deannexation of the property.

4. Snow Plan Update - Brent Morton ([page 34](#))

Review of the policies and procedures for snow removal.

**OTHER**

5. Department Updates - Laura Smith

**Kristin Inman, Chairperson**  
**Sollie Flora, Vice-Chairperson**  
***Mission City Hall, 6090 Woodson St***  
***913-676-8350***

|                            |              |                  |
|----------------------------|--------------|------------------|
| <b>City of Mission</b>     | Item Number: | 1.               |
| <b>ACTION ITEM SUMMARY</b> | Date:        | December 7, 2018 |
| <b>PUBLIC WORKS</b>        | From:        | Laura Smith      |

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

**RE:** Task order for design and construction inspection services for the Rock Creek channel project (Roeland Drive to just east of Nall) and improvement to the Roeland Court Townhomes parking and common areas.

**RECOMMENDATION:** Approve a task order with George Butler Associates (GBA) for design and construction inspection services related to all or a portion of the Rock Creek Channel from Roeland Drive to just east of Nall, including improvements to the Roeland Court Townhomes parking and common areas.

**DETAILS:** A stormwater project is currently contemplated in the Rock Creek Channel from Roeland Drive to just east of Nall, and currently on the list of approved projects for Johnson County SMAC. The City's current CIP shows SMAC funding in 2020, but this is optimistic, given the amount of funds available annually and the fact Mission's project is currently last on the list.

In the summer of 2017, a subsidence of the parking lot/parking area of the Roeland Court Homes Association (RCHA) occurred. Since that time, staff have been working with the residents, consultants and engineers to address the situation. After more than a year of investigation, conversation and a desire to effectively solve the problem, a cooperative solution which includes the use of a Community Improvement District is ready for Council consideration.

GBA had prepared two task orders for review and consideration. The first (Option 1) involves design and construction inspection for a more limited project which would restore the Roeland Court improvements, and make limited improvements in the channel immediately adjacent to the townhomes. While a feasible alternative, staff also asked GBA to prepare a task order for the entire channel project as well as the Roeland Court improvements (Option 2).

**Option 1:** This task order covers survey, design, project meetings, bidding of the construction contract, and construction period services for an amount not to exceed \$192,000. Total Project costs, including design, are estimated at \$964,235. The City's portion is estimated at \$620,587 and the Roeland Court Townhomes portion is \$343,648.

**Option 2:** This task order covers survey, design, project meetings, bidding of the construction contract, and construction period services for an amount not to exceed \$694,500. Total Project costs, including design, are estimated at \$5.2

|                                 |                         |
|---------------------------------|-------------------------|
| Related Statute/City Ordinance: | NA                      |
| Line Item Code/Description:     | Stormwater Utility Fund |
| Available Budget:               | TBD                     |

|                            |              |                  |
|----------------------------|--------------|------------------|
| <b>City of Mission</b>     | Item Number: | 1.               |
| <b>ACTION ITEM SUMMARY</b> | Date:        | December 7, 2018 |
| <b>PUBLIC WORKS</b>        | From:        | Laura Smith      |

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

million. The City's portion is estimated at \$4,855,113 and the Roeland Court Townhomes portion is \$344,887.

While this would mean the City would proceed with the project without the benefit of the SMAC funding, it will be important to fully explore this option from both a financial and construction management perspective. The City's financial advisor is currently working on potential financing scenarios which will be presented at the meeting.

**CFAA CONSIDERATIONS/IMPACT: NA**

|                                 |                         |
|---------------------------------|-------------------------|
| Related Statute/City Ordinance: | NA                      |
| Line Item Code/Description:     | Stormwater Utility Fund |
| Available Budget:               | TBD                     |



December 4, 2018

Laura Smith  
City Administrator  
City of Mission  
6090 Woodson Road  
Mission, Kansas 66202

**SUBJECT: Contract 5**  
Proposal for Design and Construction Phase Services  
for Roeland Court Townhomes Site Improvements with  
Adjacent Rock Creek Channel Improvements

Dear Mrs. Smith:

We are pleased to submit our proposed estimate for engineering services for approximately 260 linear feet of retaining wall and channel improvement along Rock Creek and adjacent Roeland Court Townhomes Site Improvements, see attached exhibit for limits of the project. It is our understanding that the project is to be funded by creation of a Community Improvement District (CID) in which the City of Mission and Roeland Court Townhomes HOA will share costs of the improvements as presented in the CID Petition. In general, the City will pay for streambank stabilization improvements and the HOA will pay for parking lot and common area improvements excluding streambank stabilization improvements. Project improvement will be designed and built under one construction contract.

GBA will develop preliminary and final plans that meet City of Mission requirements. In this proposal, you will find our estimate for basic design which includes survey, preliminary and final design engineering, geotechnical evaluation, environmental permitting and bidding assistance services. Also included separately are periodic construction phase services. A detailed summary of our fee is outlined as follows:

**SCOPE OF SERVICES**

| <b>Basic Design Services</b>                              | <b>Hours</b> | <b>Fee</b>      |
|---|--------------|-----------------|
| <b>TASK 1 – Administration, Coordination and Meetings</b> |              |                 |
| Administration .....                                      | 72           | \$7,104         |
| Project Meetings .....                                    | 36           | \$5,760         |
| Expenses (Mileage).....                                   | N/A          | \$ 192          |
| <b>Total for Task 1:.....</b>                             | <b>108</b>   | <b>\$13,056</b> |



| <b>Basic Design Services (Continued)</b>                                     | <b>Hours</b> | <b>Fee</b>       |
|--|--------------|------------------|
| <b>TASK 2 - Preliminary Design</b>   |              |                  |
| Topographic and Utility Survey.....  | 132          | \$15,360         |
| Environmental (Engineering Hydraulics & Permitting).....                     | 64           | \$10,560         |
| Plan Production.....   | 154          | \$23,040         |
| Expenses (Geotechnical, O&E Reports (7), Mileage).....                       | N/A          | \$13,440         |
| <b>Total for Task 2:.....</b>  | <b>350</b>   | <b>\$62,400</b>  |
| <b>TASK 3 - Final Design</b>   |              |                  |
| Easement Descriptions / Exhibits (7 Parcels).....                            | 50           | \$5,952          |
| Engineering and Environmental Permitting.....                                | 64           | \$10,560         |
| Final Plans, Specifications and Cost Estimate.....                           | 104          | \$15,360         |
| Expenses (Permit Fees, Mileage, Copies).....                                 | N/A          | \$1,152          |
| <b>Total for Task 3:.....</b>  | <b>218</b>   | <b>\$33,024</b>  |
| <b>TASK 4 - Bidding &amp; Negotiation</b>                                    |              |                  |
| Meetings.....  | 10           | \$1,920          |
| Compile Bidding Documents / Final Specifications.....                        | 26           | \$4,800          |
| Review Bids & Provide Recommendation of Award.....                           | 4            | \$ 960           |
| <b>Total for Task 4:.....</b>  | <b>40</b>    | <b>\$7,680</b>   |
| <hr/>  |              |                  |
| <b>Total Labor for Basic Design Services .....</b>                           | <b>716</b>   | <b>\$101,376</b> |
| <b>Total Expenses for Basic Design Service .....</b>                         |              | <b>\$14,784</b>  |
| <b>Total for Basic Design Services.....</b>                                  |              | <b>\$116,160</b> |
| <hr/>  |              |                  |
| <b>Construction Phase Services</b>   |              |                  |
| <b>TASK 5 – Construction Phase Services</b>                                  |              |                  |
| Construction Administration .....  | 50           | \$9,600          |
| Periodic Construction Observation .....                                      | 240          | \$32,640         |
| As-Built Survey/Drawings.....  | 30           | \$3,840          |
| Expenses (Mileage, Materials Testing).....                                   | N/A          | \$29,760         |
| <b>Total for Task 5:.....</b>  | <b>320</b>   | <b>\$75,840</b>  |
| <hr/>  |              |                  |
| <b>Total Labor for Basic Design and Construction Phase Services .....</b>    | <b>1,036</b> | <b>\$147,456</b> |
| <b>Total Expenses for Basic Design and Construction Phase Services .....</b> |              | <b>\$44,544</b>  |
| <b>Total for Basic Design and Construction Phase Services.....</b>           |              | <b>\$192,000</b> |

It is the intent that design of the project will model concepts presented in the Rock Creek Channel Improvement Preliminary Engineering Study RC-06-022 – Alternate 2. Because of differing funding mechanisms, schedule and goals, the engineering services proposal for the entirety of the Rock Creek Channel improvement project is presented in a separate contract.



## **ASSUMPTIONS**

### **Administration**

1. Assume monthly meetings and progress reports with City throughout design.
2. Utility owners are responsible for identification and resolution of conflicts with design. Negotiation of reimbursement for relocations of utilities in private easements is not included in this scope.
3. Negotiation of ROW or easement acquisitions are not included in this scope.

### **Environmental Permitting**

4. Hydraulic analysis includes Floodplain Development Permit, No Rise and DWR Permit but does not include submittal of LOMR to FEMA to revise FIRM.
5. United States Army Corps of Engineers (USACOE) Nationwide permit will be obtained. GBA will be the designated Authorized Agent to prepare and submit the application request for a Section 404 Nationwide Permit. On behalf of the City, GBA will address any Corps comments or requests for additional information during the Section 404 permitting process. Project impacts are anticipated to be mitigated (if required) through the purchase of mitigation credits from an approved mitigation provider.
6. Detailed surveys for endangered species and cultural/historic resources are not anticipated; however, GBA can perform these surveys as an Additional Service, if necessary.
7. NPDES construction permit application and documentation is included but City/Contractor are to provide required inspection services to keep in compliance with the SWPPP and NPDES general permit requirements.

### **Construction Services**

8. Fees for construction services include periodic observation and inspection. It is assumed that these services will be needed over a 7-week period consisting of approximately 20 hours per week.
9. Shop drawing review anticipated for plan and profile of modular block wall, concrete mix designs, asphalt pavement mix designs, retaining wall backfill, fencing and plantings.

## **ADDITIONAL SERVICES**

The following items are not included in this proposal:

1. Environmental permitting/studies outside those specifically discussed in this scope of work.
2. Structural engineering calculations.
3. Site lighting design or submittals.
4. Site Signage or Monumentation
5. ALTA As-built survey after construction
6. Roadway Improvements
7. Stormwater Quality BMP Design

## PAYMENT FOR SERVICES

City of Mission agrees to pay GBA for basic design services specified in Tasks 1-4 and Construction Phase Services in Task 5 for fee based on hours expended on the Project multiplied by GBA's standard billing rates (See attached standard hourly rate table). The total compensation shall not exceed \$192,000 including reimbursable expenses, unless authorized by the City in writing. For work not included in the Scope of Services, and as negotiated with and authorized in writing by the City prior to performance of the extra services, the City agrees to pay GBA a fee based upon the negotiated hours to be expended on the extra services multiplied by GBA's standard hourly rates.

## SCHEDULE

Following a notice to proceed, GBA agrees to complete the design within 90 days and estimates bidding and negation to be completed within 60 days. Construction is anticipated to take up to 180 days. During the Project, GBA shall submit, with each pay request, an updated schedule showing at a minimum, the following major milestones of the Project:

- Design Notice to Proceed
- Preliminary Plans Submitted
- Final Plans Submitted
- Bid Letting
- Begin Construction
- Construction Substantial Completion
- Construction Final Acceptance

The services described in this letter, and the Engineer's compensation for said services has been agreed upon in anticipation of the orderly and continuous progress of the project through completion of construction. If delays occur due to reasons beyond the control of the Engineer, the time of performance of the Engineer shall be adjusted properly.

Thank you for your confidence in our firm and allowing us the opportunity to present this proposal. Should you have any questions or need additional information, please call us.

Respectfully submitted,  
GEORGE BUTLER ASSOCIATES, INC.



Paul D. Miller, P.E., CFM  
Senior Engineer/Project Manager



Leslie G. Barnt, P.E., CFM  
Senior Associate

Attachments: Exhibit of Roeland Court Townhomes Improvement Area  
GBA Standard Hourly Rates

CC: Beth E Fry, P.E., CFM, ENV SP. – GBA



**GEORGE BUTLER ASSOCIATES, INC.**  
**ENGINEERS/ARCHITECTS**  
**STANDARD HOURLY RATES – EFFECTIVE JULY 1, 2018**

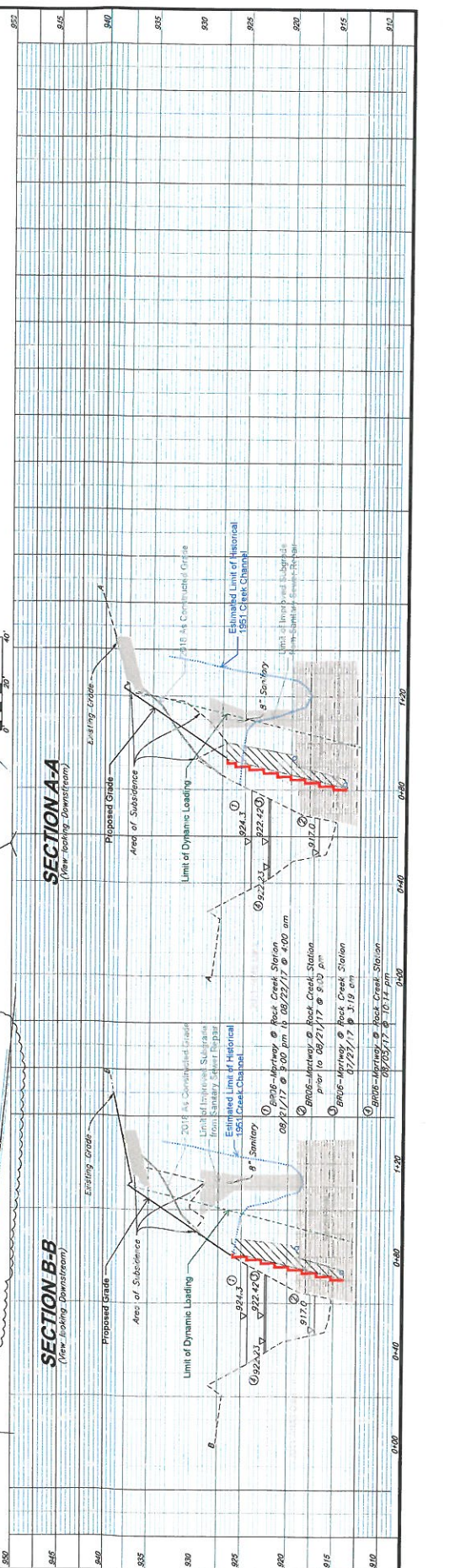
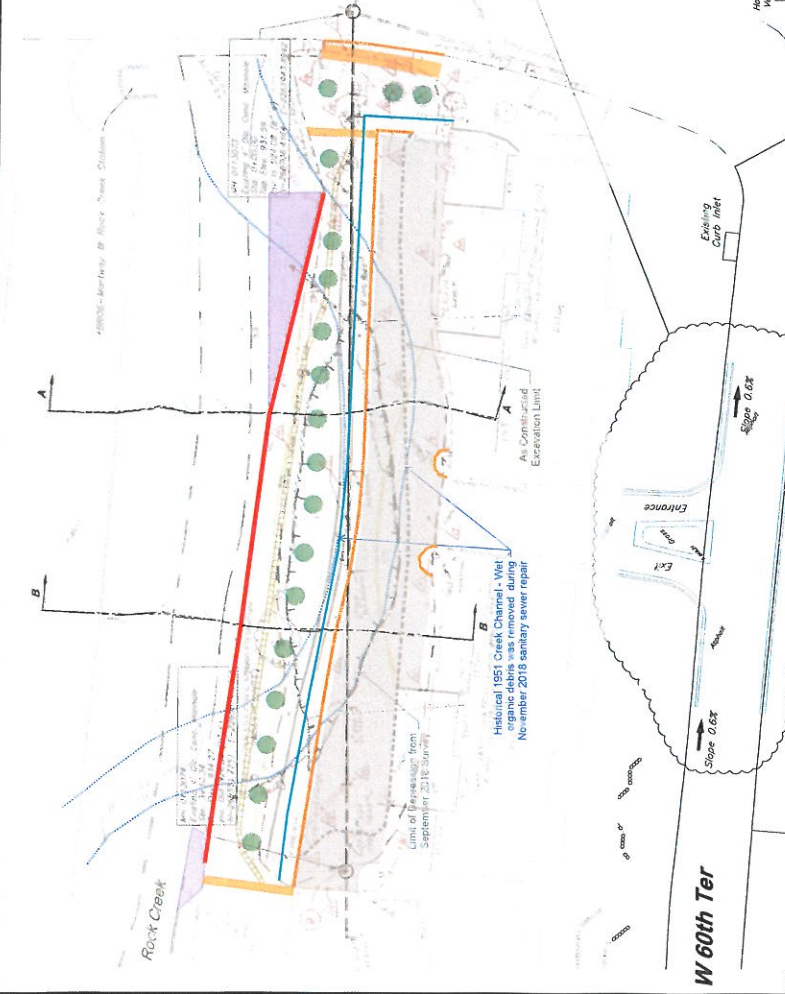
| <b>Employment Classification</b>  | <b>Hourly Rate</b> |
|-----------------------------------|--------------------|
| Principal                         | \$276.00           |
| Senior Associate                  | 232.00             |
| Director of AES                   | 232.00             |
| Associate                         | 195.00             |
| Senior Lead AES                   | 195.00             |
| Senior Specialist                 | 180.00             |
| Project Leader                    | 170.00             |
| Lead AES                          | 170.00             |
| Specialist                        | 145.00             |
| Senior AES                        | 160.00             |
| Senior Technician                 | 135.00             |
| Project AES                       | 132.00             |
| Project Technician                | 105.00             |
| Design AES                        | 120.00             |
| Design Technician                 | 86.00              |
| Staff AES                         | 108.00             |
| Staff Technician                  | 75.00              |
| Senior Construction Inspector     | 135.00             |
| Construction Inspector 4          | 108.00             |
| Construction Inspector 3          | 104.00             |
| Construction Inspector 2          | 95.00              |
| Construction Inspector 1          | 85.00              |
| Senior Field Technician           | 115.00             |
| Field Technician 3                | 95.00              |
| Field Technician 2                | 85.00              |
| Field Technician 1                | 75.00              |
| Senior Professional Land Surveyor | 136.00             |
| Professional Land Surveyor        | 125.00             |
| Survey Technician 3               | 100.00             |
| Survey Technician 2               | 70.00              |
| Survey Technician 1               | 52.00              |
| 2-Man Survey Party                | 170.00             |
| Training Coordinator              | 95.00              |
| Senior Administrative Assistant   | 95.00              |
| Administrative Assistant          | 72.00              |
| General Office 2                  | 78.00              |
| General Office 1                  | 58.00              |

**Expenses**

Reimbursable expenses (travel, vehicle mileage, vehicle rental, printing and plotting, meals, etc.) incurred will be charged at cost plus 10% to cover administrative overhead. As of January 1, 2018, all travel will be charged at \$ 0.54 per mile.

|   |  |  |   |  |  |
|---|--|--|---|--|--|
| <b>GBA architects engineers</b><br>1801 S. W. 10TH AVE. SUITE 200<br>MIAMI, FL 33135<br>P: 305.571.2100<br>WWW.GBAFLA.COM |  |  | DATE: 09/29/17<br>DESIGN: [ ]<br>DRAWING NO.: 001<br>PROJECT NO.: 17-000000-001 |  |  |
| City of Miami<br><b>Roeland Court Parking Lot</b><br>Concept Parking Lot Improvements                                     |  |  | 1 1 1<br>1 1 1  |  |  |
| 0000 0000 0000<br>Professional Engineer<br>License No. 000000   |  |  | APPROVED: [ ]<br>DATE: [ ]  |  |  |

Roeland Drive



**Roeland Court Townhomes Site Improvements  
 Potental Costs based on Concept Site Design  
 City of Mission**

EXHIBIT C

12/4/2018  
 Contract 5

| Item Description                            | Quantity | Unit | Unit Cost | Project Cost     | City of Mission Percentage | Cost             | HOA Percentage | Cost             |
|---|----------|------|-----------|------------------|----------------------------|------------------|----------------|------------------|
| Mobilization                                | 1        | LS   | \$50,000  | \$50,000         | 60%                        | \$30,000         | 40%            | \$20,000         |
| Construction Staking                        | 1        | LS   | \$2,500   | \$2,500          | 50%                        | \$1,250          | 50%            | \$1,250          |
| Traffic Control                             | 1        | LS   | \$2,500   | \$2,500          | 50%                        | \$1,250          | 50%            | \$1,250          |
| Gravel Construction Entrance                | 2        | Ea   | \$1,583   | \$3,166          | 50%                        | \$1,583          | 50%            | \$1,583          |
| Remove & Store Concrete Barrier             | 10       | Ea   | \$490     | \$4,900          | 0%                         | \$0              | 100%           | \$4,900          |
| 4' Temporary Fencing                        | 350      | LF   | \$4       | \$1,400          | 0%                         | \$0              | 100%           | \$1,400          |
| Vegetation Clearing and Grubbing            | 16000    | SF   | \$2       | \$32,000         | 50%                        | \$16,000         | 50%            | \$16,000         |
| Remove & Dispose 8" Asphalt                 | 3000     | SF   | \$4       | \$12,000         | 0%                         | \$0              | 100%           | \$12,000         |
| Remove & Dispose Flumes, Curbs and Sidewalk | 441      | SF   | \$1       | \$441            | 0%                         | \$0              | 100%           | \$441            |
| Excavation and Haul Off Unsuitable Soil     | 1863     | CY   | \$55      | \$102,478        | 50%                        | \$51,239         | 50%            | \$51,239         |
| 4" Underdrain                               | 500      | LF   | \$10      | \$5,000          | 50%                        | \$2,500          | 50%            | \$2,500          |
| Granular Backfill                           | 1157     | CY   | \$52      | \$60,176         | 100%                       | \$60,176         | 0%             | \$0              |
| Biaxial Geogrid                             | 1667     | SY   | \$5       | \$8,333          | 100%                       | \$8,333          | 0%             | \$0              |
| Big Block Retaining Wall                    | 3030     | SFF  | \$75      | \$227,250        | 100%                       | \$227,250        | 0%             | \$0              |
| Heavy Riprap                                | 98       | CY   | \$115     | \$11,308         | 100%                       | \$11,308         | 0%             | \$0              |
| Compaction of Imported Fills                | 694      | CY   | \$60      | \$41,667         | 40%                        | \$16,667         | 60%            | \$25,000         |
| Concrete Flume                              | 174      | SF   | \$12      | \$2,088          | 0%                         | \$0              | 100%           | \$2,088          |
| Concrete Curb and Gutter                    | 356      | LF   | \$24      | \$8,544          | 0%                         | \$0              | 100%           | \$8,544          |
| 12" AB-3 Pavement Subgrade                  | 861      | SY   | \$24      | \$20,661         | 0%                         | \$0              | 100%           | \$20,661         |
| 6" Asphalt Base                             | 789      | SY   | \$24      | \$18,933         | 0%                         | \$0              | 100%           | \$18,933         |
| 2" Asphalt Surface                          | 867      | SY   | \$11      | \$9,533          | 0%                         | \$0              | 100%           | \$9,533          |
| 5' Concrete Sidewalk                        | 225      | SF   | \$6       | \$1,350          | 50%                        | \$675            | 50%            | \$675            |
| Reset Landscaping Blocks                    | 60       | SFF  | \$45      | \$2,700          | 0%                         | \$0              | 100%           | \$2,700          |
| 6' Wood Fence                               | 310      | LF   | \$25      | \$7,750          | 0%                         | \$0              | 100%           | \$7,750          |
| 12" Imported Topsoil                        | 363      | CY   | \$50      | \$18,148         | 60%                        | \$10,889         | 40%            | \$7,259          |
| Mulching / Seeding                          | 9500     | SF   | \$2       | \$19,000         | 60%                        | \$11,400         | 40%            | \$7,600          |
| 8" Straw Waddles                            | 250      | LF   | \$11      | \$2,750          | 60%                        | \$1,650          | 40%            | \$1,100          |
| 2" Caliper Landscaping Tree                 | 20       | Ea   | \$400     | \$8,000          | 0%                         | \$0              | 100%           | \$8,000          |
| <b>Construction Subtotal</b>                |          |      |           | <b>\$684,577</b> | <b>66%</b>                 | <b>\$452,170</b> | <b>34%</b>     | <b>\$232,407</b> |
| Survey, Engineering and Permitting Services | 15%      |      | \$104,120 | \$104,120        | 60%                        | \$63,752         | 40%            | \$40,368         |
| Geotechnical Services                       | 6%       |      | \$41,800  | \$41,800         | 50%                        | \$20,600         | 50%            | \$21,200         |
| Construction Observation Services           | 7%       |      | \$46,080  | \$46,080         | 60%                        | \$27,648         | 40%            | \$18,432         |
| <b>Consultant Services Subtotal</b>         |          |      |           | <b>\$192,000</b> | <b>58%</b>                 | <b>\$112,000</b> | <b>42%</b>     | <b>\$80,000</b>  |
| Contingency                                 | 10%      |      |           | \$87,658         | 64%                        | \$56,417         | 36%            | \$31,241         |
| <b>TOTAL POTENTIAL COST</b>                 |          |      |           | <b>\$964,235</b> | <b>64%</b>                 | <b>\$620,587</b> | <b>36%</b>     | <b>\$343,648</b> |



December 4, 2018

Laura Smith  
City Administrator  
City of Mission  
6090 Woodson Road  
Mission, Kansas 66202

**SUBJECT: Contract 4  
Proposal for Design and Construction Phase Services for  
Rock Creek Channel Improvements with  
Roeland Court Townhomes Site Improvements**

Dear Mrs. Smith:

We are pleased to submit our proposed estimate for design services for the Rock Creek Channel Improvements project combined with adjacent parking lot and common area site improvements at Roeland Court Townhomes. Project improvement will be designed and built under one construction contract.

The Rock Creek Channel Improvements Project will be as described in the Preliminary Engineering Study (PES), dated January 20, 2017 examining erosion and stormwater improvements for Rock Creek between Nall Avenue and Roeland Drive in Mission, KS. This study recommended three possible improvements to the creek channel to protect adjacent properties from erosion and to minimize flooding of Martway Street. Alternative 2 was recommended by GBA and selected by the City of Mission for completion of design in the near future, with construction completed by a date yet to be determined. The project generally consists of 2,250 linear feet of retaining walls on both sides of Rock Creek between Mission Bowl and Roeland Drive, see attached Exhibit 6 for limits of the project.

The Roeland Court Townhomes improvements will be as illustrated on the attached exhibit. It is our understanding that the project is to be funded by creation of a Community Improvement District (CID) in which the City of Mission and Roeland Court Townhomes HOA will share costs of the improvements as presented in the CID Petition. In general, the City will pay for streambank stabilization improvements and the HOA will pay for parking lot and common area improvements excluding streambank stabilization improvements.

If approved by Johnson County Stormwater Management Program (SMP) and its Stormwater Management Advisory Council (SMAC) to construct this improvement, the County will fund 75% of the eligible fees and construction costs. GBA will develop preliminary and final plans that meet SMP requirements. In this proposal, you will find our estimate for basic design which includes survey, preliminary and final design engineering, geotechnical evaluation, easement documents, environmental permitting and bidding assistance services. Due to the complexity of the project we have also included construction phase services per City request. A detailed summary of our fee is outlined as follows:

## SCOPE OF SERVICES

### Basic Design Services

|  | Hours        | Fee              |
|--|--------------|------------------|
| <b>TASK 1 - Administration Coordination, Meetings and QC</b> |              |                  |
| Administration .....   | 82           | \$12,300         |
| Team Site Visit .....  | 32           | \$ 5,100         |
| Project Meetings .....                                       | 146          | \$23,300         |
| Expenses (Mileage) .....                                     | N/A          | \$ 400           |
| <b>Total for Task 1 .....</b>                                | <b>260</b>   | <b>\$41,100</b>  |
| <b>TASK 2 - Preliminary Design</b>                           |              |                  |
| Survey .....   | 283          | \$27,100         |
| Utility Coordination .....                                   | 32           | \$6,000          |
| Structural Design .....                                      | 168          | \$25,500         |
| Environmental (Hydraulics, Permitting & SMP Summary) .....   | 208          | \$34,700         |
| Traffic Control .....  | 24           | \$3,500          |
| Plan Production .....  | 302          | \$44,200         |
| Expenses (Geotechnical, O&E Reports, Mileage) .....          | N/A          | \$62,500         |
| <b>Total for Task 2.....</b>                                 | <b>1,016</b> | <b>\$203,500</b> |
| <b>TASK 3 - Final Design</b>                                 |              |                  |
| Easement Descriptions / Exhibits (21 Parcels) .....          | 80           | \$8,700          |
| Utility Coordination .....                                   | 48           | \$10,400         |
| Structural Design (2 Wall Types) .....                       | 600          | \$87,000         |
| Environmental (Hydraulics, Permitting & SMP Review) .....    | 46           | \$7,300          |
| Traffic Control .....  | 12           | \$2,000          |
| Final Plans, Specifications and Cost Estimate .....          | 162          | \$28,100         |
| Expenses (Permit Fees, Mileage, Copies).....                 | N/A          | \$1,000          |
| <b>Total for Task 3.....</b>                                 | <b>948</b>   | <b>\$144,500</b> |
| <b>TASK 4 - Bidding &amp; Negotiation</b>                    |              |                  |
| Meetings .....   | 12           | \$3,200          |
| Compile Bidding Documents / Final Specifications .....       | 58           | \$10,000         |
| Review Bids & Provide Recommendation of Award .....          | 26           | \$4,800          |
| <b>Total for Task 4:.....</b>                                | <b>96</b>    | <b>\$18,000</b>  |
| <hr/>  |              |                  |
| <b>Total Labor for Basic Design Services .....</b>           | <b>2,320</b> | <b>\$343,200</b> |
| <b>Total Expenses for Basic Design Service .....</b>         |              | <b>\$ 63,900</b> |
| <b>Total for Basic Design Services.....</b>                  |              | <b>\$407,100</b> |
| <hr/>  |              |                  |



**Construction Phase Services**

**TASK 5 – Construction Phase Services**

|  |              |                  |
|--|--------------|------------------|
| Construction Administration.....   | 300          | \$50,000         |
| Resident Project Representative .....  | 1,496        | \$168,000        |
| As-Built Survey/Drawings .....   | 112          | \$14,600         |
| Expenses (Mileage, Materials Testing) .....                                  | N/A          | \$54,800         |
| <b>Total for Task 5:.....</b>  | <b>1,908</b> | <b>\$287,400</b> |
| <hr/>  |              |                  |
| <b>Total Labor for Basic Design and Construction Phase Services .....</b>    | <b>4,228</b> | <b>\$575,800</b> |
| <b>Total Expenses for Basic Design and Construction Phase Services .....</b> |              | <b>\$118,700</b> |
| <b>Total for Basic Design and Construction Phase Services.....</b>           |              | <b>\$694,500</b> |

**ASSUMPTIONS**

**Administration**

1. Assume biweekly meetings and progress reports with City throughout design.
2. One (1) site visit to be performed by design team.

**Utility Coordination**

3. Utility coordination does not include potholing for 3D mapping of utilities.
4. Utility owners are responsible for identification and resolution of conflicts with design.
5. Scope does not include survey for additional locates or staking of ROW, easements, construction limits, or relocation alignment.
6. Negotiation of ROW or easement acquisitions are not included in this scope.
7. Negotiation of reimbursement for relocations of utilities in private easements is not included in this scope.

**Structural Design**

8. Structural design fee based on limits of wall and type as shown on the attached exhibit 6.
9. Preliminary plans and final plans may be revised for up to one round of comments from City.

**Environmental Permitting**

10. Hydraulic analysis includes Floodplain Development Permit, No Rise and DWR Permit but does not include submittal of LOMR to FEMA to revise FIRM.
11. United States Army Corps of Engineers (USACOE) Permit:
  - i. GBA will be the designated Authorized Agent to prepare and submit the application request for a Section 404 Individual Permit. On behalf of the Client, GBA will address any Corps comments or requests for additional information during the Section 404 permitting process.
  - ii. A Corps sponsored formal public hearing is not anticipated.



- iii. In compliance with Section 404 (b)(1) guidelines, the applicant/client will provide responsive and relevant project information throughout the permitting process including reviewing alternatives (on-site and off-site) to support the Corps evaluation of the Alternatives Analysis that identifies the Least Environmentally Damaging Practicable Alternative (LEDPA).
  - iv. Project impacts are anticipated to be mitigated through the purchase of mitigation credits from an approved mitigation provider.
12. Detailed surveys for endangered species and cultural/historic resources are not anticipated; however, GBA can perform these surveys as an Additional Service, if necessary.
13. NPDES construction permit application and documentation is included but Owner/Contractor to provide required inspection services to keep in compliance with the SWPPP and NPDES general permit requirements.

### **Construction Services**

14. Resident Project Representative (RPR) to be on site full time for 35 weeks assuming 8-month Construction Period and 5 working days per week with no weekend/holiday hours anticipated.
15. Shop drawing review anticipated for plan and profile of modular block wall; plan, profile and reinforcement of cast-in-place wall; formliner; and fencing.

### **ADDITIONAL SERVICES**

The following items are not included in this proposal:

- 1. Construction staking services.
- 2. Environmental permitting/studies outside those specifically discussed in this scope of work.
- 3. Site lighting design or submittals.
- 4. Site Signage or Monumentation
- 5. ALTA As-built survey after construction
- 6. Roadway Improvements
- 7. Stormwater Quality BMP Design

### **PAYMENT FOR SERVICES**

City of Mission agrees to pay GBA for basic design services specified in Tasks 1-4 and Construction Phase Services in Task 5 for fee based on hours expended on the Project multiplied by GBA's standard billing rates (See attached standard hourly rate table). The total compensation shall not exceed **\$694,500** including reimbursable expenses, unless authorized by the City in writing. For work not included in the Scope of Services, and as negotiated with and authorized in writing by the City prior to performance of the extra services, the City agrees to pay GBA a fee based upon the negotiated hours to be expended on the extra services multiplied by GBA's standard hourly rates.

## SCHEDULE

Following a notice to proceed, GBA agrees to complete the design within 90 days and estimates bidding and negotiation to be completed within 60 days. Construction is anticipated to take up to 180 days. During the Project, GBA shall submit, with each pay request, an updated schedule showing at a minimum, the following major milestones of the Project:

- Design Notice To Proceed
- Preliminary Plans Submitted
- Final Plans Submitted
- Final Approved Plans
- Bid Letting
- Begin Construction

The services described in this letter, and the Engineer's compensation for said services has been agreed upon in anticipation of the orderly and continuous progress of the project through completion of construction. If delays occur due to reasons beyond the control of the Engineer, the time of performance of the Engineer shall be adjusted properly.

Thank you for your confidence in our firm and allowing us the opportunity to present this proposal. Should you have any questions or need additional information, please call us.

Respectfully submitted,  
**GEORGE BUTLER ASSOCIATES, INC.**



Beth E Fry, P.E., CFM, ENV SP.  
Senior Engineer/Project Manager



Leslie G. Barnt, P.E., CFM  
Senior Associate

Attachments: Exhibit 6 of Proposed Rock Creek Channel Improvement Area  
Exhibit of Roeland Court Townhomes Improvement Area  
GBA Standard Hourly Rates

CC: Paul D. Miller, P.E., CFM – GBA



**GEORGE BUTLER ASSOCIATES, INC.**  
**ENGINEERS/ARCHITECTS**  
**STANDARD HOURLY RATES – EFFECTIVE JULY 1, 2018**

| <b>Employment Classification</b>  | <b>Hourly Rate</b> |
|-----------------------------------|--------------------|
| Principal                         | \$276.00           |
| Senior Associate                  | 232.00             |
| Director of AES                   | 232.00             |
| Associate                         | 195.00             |
| Senior Lead AES                   | 195.00             |
| Senior Specialist                 | 180.00             |
| Project Leader                    | 170.00             |
| Lead AES                          | 170.00             |
| Specialist                        | 145.00             |
| Senior AES                        | 160.00             |
| Senior Technician                 | 135.00             |
| Project AES                       | 132.00             |
| Project Technician                | 105.00             |
| Design AES                        | 120.00             |
| Design Technician                 | 86.00              |
| Staff AES                         | 108.00             |
| Staff Technician                  | 75.00              |
| Senior Construction Inspector     | 135.00             |
| Construction Inspector 4          | 108.00             |
| Construction Inspector 3          | 104.00             |
| Construction Inspector 2          | 95.00              |
| Construction Inspector 1          | 85.00              |
| Senior Field Technician           | 115.00             |
| Field Technician 3                | 95.00              |
| Field Technician 2                | 85.00              |
| Field Technician 1                | 75.00              |
| Senior Professional Land Surveyor | 136.00             |
| Professional Land Surveyor        | 125.00             |
| Survey Technician 3               | 100.00             |
| Survey Technician 2               | 70.00              |
| Survey Technician 1               | 52.00              |
| 2-Man Survey Party                | 170.00             |
| Training Coordinator              | 95.00              |
| Senior Administrative Assistant   | 95.00              |
| Administrative Assistant          | 72.00              |
| General Office 2                  | 78.00              |
| General Office 1                  | 58.00              |

**Expenses**

Reimbursable expenses (travel, vehicle mileage, vehicle rental, printing and plotting, meals, etc.) incurred will be charged at cost plus 10% to cover administrative overhead. As of January 1, 2018, all travel will be charged at \$ 0.54 per mile.

# Exhibit 6

Rock Creek Channel  
Improvements PES  
Mission, KS

RC-06-022

## Alternative 2

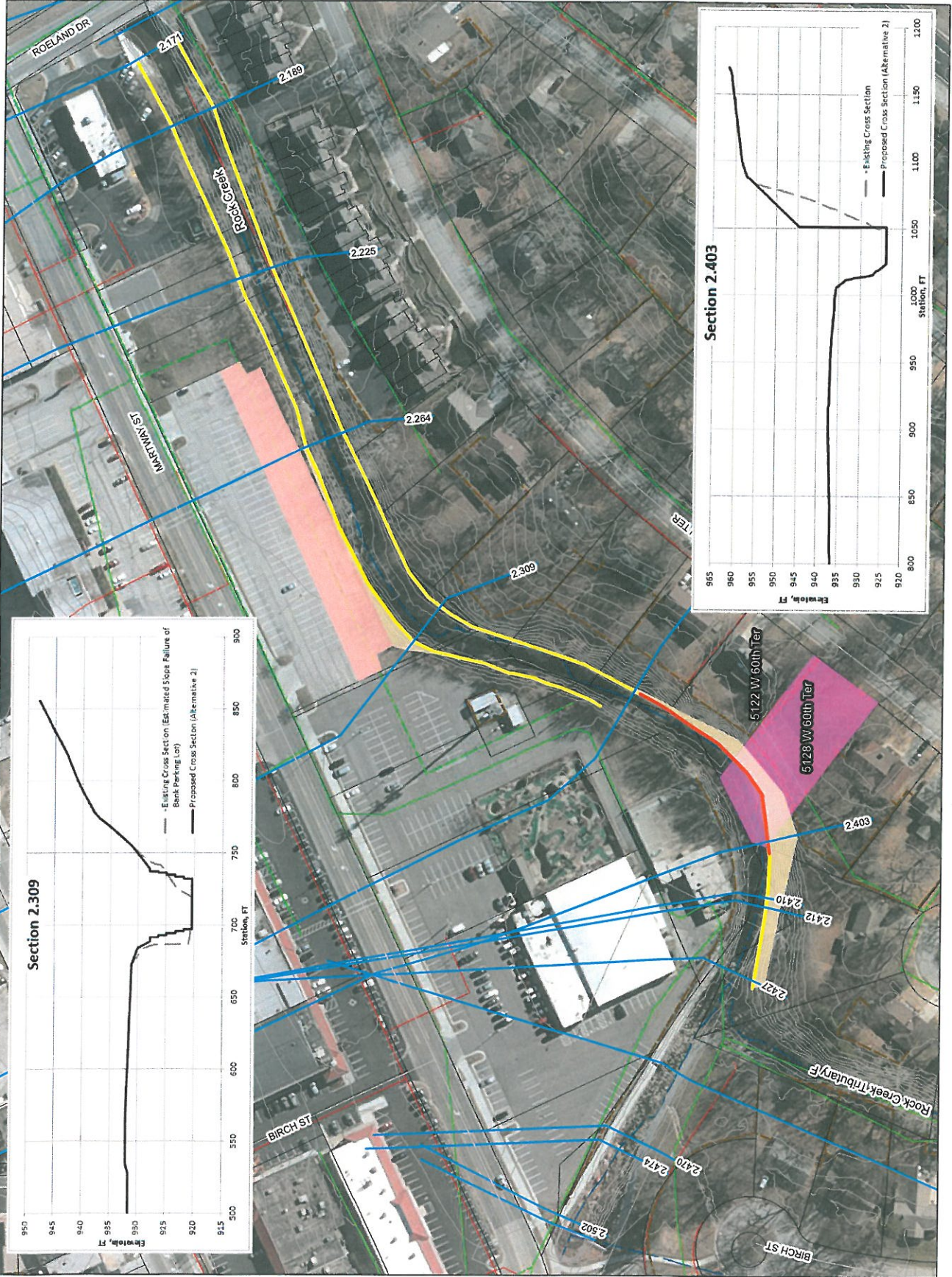
Extend Retaining Wall From  
Rock Creek Tributary F to  
Roeland Drive

### Legend

- Proposed Wall (Modular Stone)
- Proposed Wall (Concrete)
- Pavement Replacement
- Proposed Back Slope
- Property Buy Out
- Property Boundary
- Model Cross Section
- Flowline
- Fenceline
- Abandoned Sanitary Sewer
- Active Sanitary Sewer
- Underground Electric



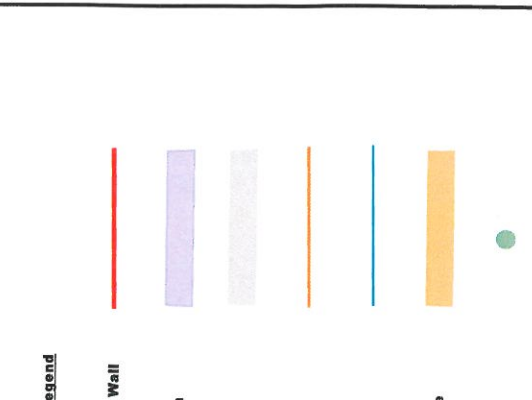
1 inch = 100 feet



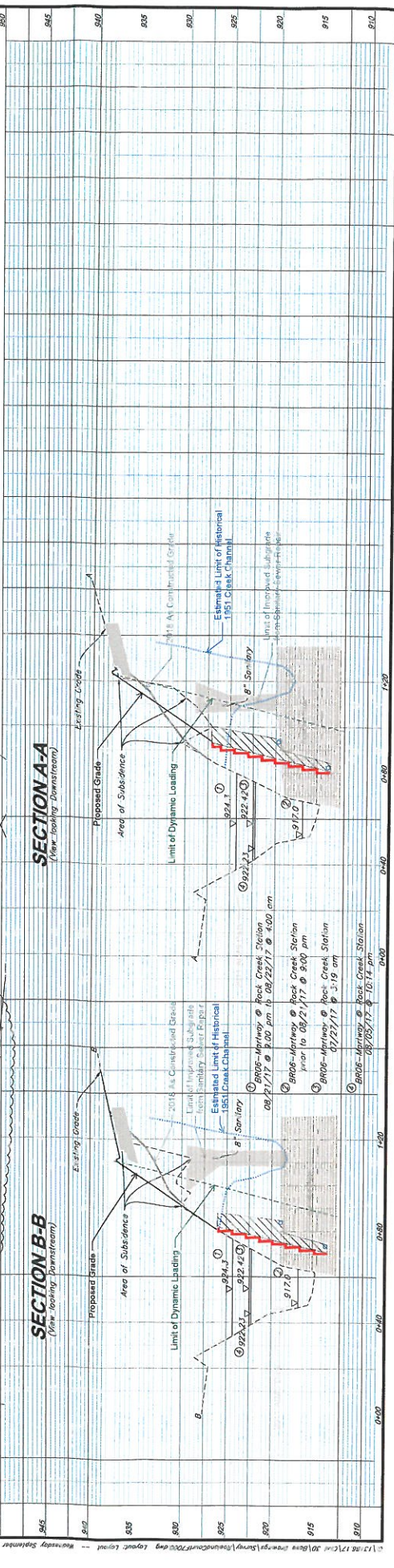
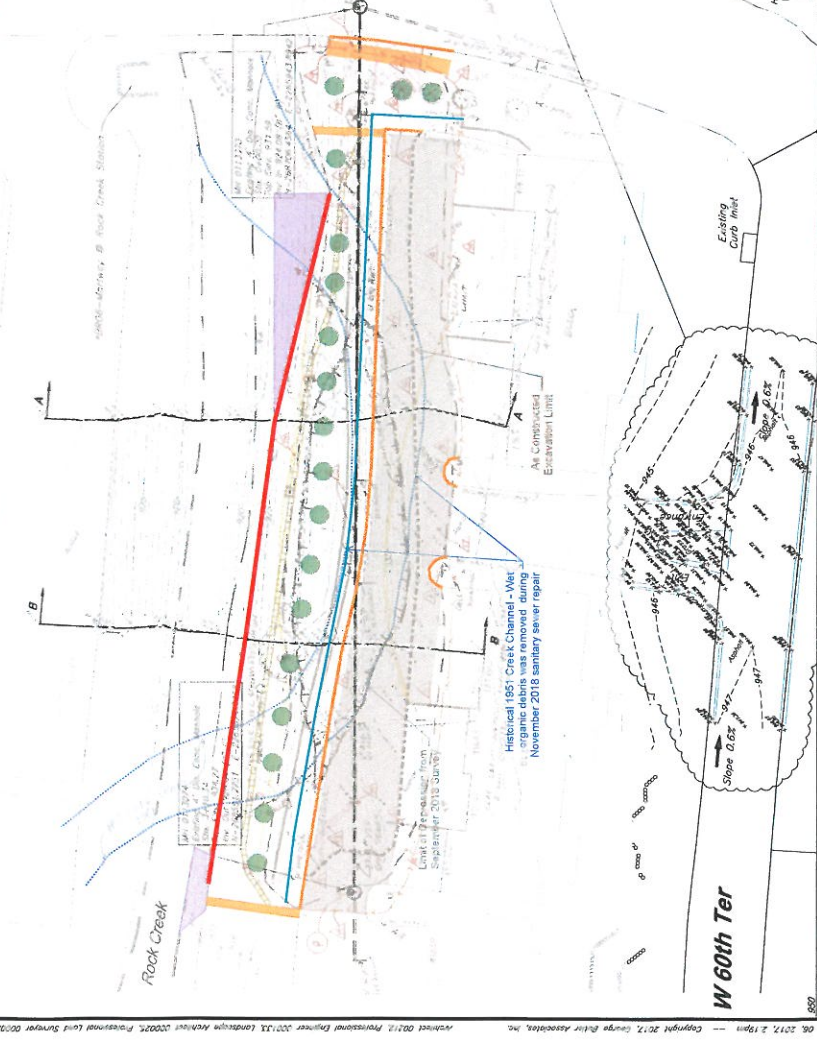
|  |             |              |      |
|--|-------------|--------------|------|
| <b>GBA</b><br><b>Engineering</b><br>4801 N. 40th Ave, Suite 200<br>Aurora, CO 80010<br>www.gba-inc.com |             |              |      |
| DATE   | PROJECT NO. | ZONE / SHEET | DATE |
| 02/22/17   |             | 1 / 1        |      |

|  |      |
|--|------|
| City of Morrison<br><b>Roeland Court Parking Lot</b><br>Concept Parking Lot Improvements |      |
| DESIGNED BY  | DATE |
| PROF. ENGINEER   |      |
| LICENSE NO. 0000000000   |      |



Roeland Drive



**SMP RC06-022 Rock Creek and Roeland Court Townhomes Site Improvements**  
**Potential Costs based on SMP Alternative 2 and Concept Site Design**  
**City of Mission**

EXHIBIT C

12/4/2018  
 Contract 4

| Item Description                             | Quantity | Unit | Unit Cost | Project Cost       | City of Mission Percentage | Cost               | HOA Percentage | Cost             |
|--|----------|------|-----------|--------------------|----------------------------|--------------------|----------------|------------------|
| Mobilization                                 | 1        | LS   | \$200,000 | \$200,000          | 90%                        | \$180,000          | 10%            | \$20,000         |
| Construction Staking                         | 1        | LS   | \$17,500  | \$17,500           | 93%                        | \$16,250           | 7%             | \$1,250          |
| Traffic Control                              | 1        | LS   | \$4,000   | \$4,000            | 69%                        | \$2,750            | 31%            | \$1,250          |
| Gravel Construction Entrance                 | 4        | Ea   | \$1,580   | \$6,320            | 75%                        | \$4,737            | 25%            | \$1,583          |
| Remove & Store Concrete Barrier              | 10       | Ea   | \$490     | \$4,900            | 0%                         | \$0                | 100%           | \$4,900          |
| 4' Temporary Fencing                         | 1000     | LF   | \$4       | \$4,000            | 65%                        | \$2,600            | 35%            | \$1,400          |
| Vegetation Clearing and Grubbing             | 64000    | SF   | \$2       | \$128,000          | 88%                        | \$112,000          | 13%            | \$16,000         |
| Remove & Dispose 8" Asphalt                  | 18000    | SF   | \$4       | \$72,000           | 83%                        | \$60,000           | 17%            | \$12,000         |
| Remove & Dispose Flumes, Curbs and Sidewalk  | 441      | SF   | \$1       | \$441              | 0%                         | \$0                | 100%           | \$441            |
| Excavation and Haul Off Unsuitable Soil      | 8185     | CY   | \$55      | \$450,188          | 89%                        | \$398,949          | 11%            | \$51,239         |
| Raise Building on 60th Terrace               | 1        | LS   | \$67,000  | \$67,000           | 100%                       | \$67,000           | 0%             | \$0              |
| 4" Underdrain                                | 4000     | LF   | \$10      | \$40,000           | 94%                        | \$37,500           | 6%             | \$2,500          |
| Granular Backfill                            | 7768     | CY   | \$52      | \$403,953          | 100%                       | \$403,953          | 0%             | \$0              |
| Biaxial Geogrid                              | 13000    | SY   | \$5       | \$65,000           | 100%                       | \$65,000           | 0%             | \$0              |
| Big Block Retaining Wall                     | 18000    | SFF  | \$70      | \$1,260,000        | 100%                       | \$1,260,000        | 0%             | \$0              |
| Concrete Cantilever Retaining Wall           | 4700     | SFF  | \$155     | \$728,500          | 100%                       | \$728,500          | 0%             | \$0              |
| Heavy Riprap                                 | 300      | CY   | \$115     | \$34,538           | 100%                       | \$34,538           | 0%             | \$0              |
| Compaction of Imported Fills                 | 694      | CY   | \$60      | \$41,667           | 40%                        | \$16,667           | 60%            | \$25,000         |
| Concrete Flume                               | 174      | SF   | \$12      | \$2,088            | 0%                         | \$0                | 100%           | \$2,088          |
| Concrete Curb and Gutter                     | 726      | LF   | \$24      | \$17,424           | 51%                        | \$8,880            | 49%            | \$8,544          |
| 12" AB-3 Pavement Subgrade                   | 861      | SY   | \$24      | \$20,661           | 0%                         | \$0                | 100%           | \$20,661         |
| 6" Asphalt Base                              | 2788     | SY   | \$24      | \$66,909           | 72%                        | \$47,976           | 28%            | \$18,933         |
| 2" Asphalt Surface                           | 2866     | SY   | \$11      | \$31,522           | 70%                        | \$21,989           | 30%            | \$9,533          |
| 5' Concrete Sidewalk                         | 225      | SF   | \$6       | \$1,350            | 50%                        | \$675              | 50%            | \$675            |
| Reset Landscaping Blocks                     | 60       | SFF  | \$45      | \$2,700            | 0%                         | \$0                | 100%           | \$2,700          |
| 6' Wood Fence                                | 310      | LF   | \$25      | \$7,750            | 0%                         | \$0                | 100%           | \$7,750          |
| 12" Imported Topsoil                         | 1100     | CY   | \$50      | \$54,985           | 87%                        | \$47,726           | 13%            | \$7,259          |
| Mulching / Seeding                           | 50000    | SF   | \$2       | \$100,000          | 92%                        | \$92,400           | 8%             | \$7,600          |
| 8" Straw Waddles                             | 1000     | LF   | \$11      | \$11,000           | 90%                        | \$9,900            | 10%            | \$1,100          |
| 2" Caliper Landscaping Tree                  | 20       | Ea   | \$400     | \$8,000            | 0%                         | \$0                | 100%           | \$8,000          |
| <b>Construction Subtotal</b>                 |          |      |           | <b>\$3,852,398</b> | <b>94%</b>                 | <b>\$3,619,990</b> | <b>6%</b>      | <b>\$232,407</b> |
| Survey, Engineering and Permitting Services  | 9%       |      | \$346,468 | \$346,468          | 88%                        | \$306,100          | 12%            | \$40,368         |
| Geotechnical Services                        | 3%       |      | \$115,500 | \$115,500          | 82%                        | \$94,300           | 18%            | \$21,200         |
| Construction Observation Services            | 6%       |      | \$232,532 | \$232,532          | 92%                        | \$214,100          | 8%             | \$18,432         |
| <b>Consultant Services Subtotal</b>          |          |      |           | <b>\$694,500</b>   | <b>88%</b>                 | <b>\$614,500</b>   | <b>12%</b>     | <b>\$80,000</b>  |
| 60th Terrace Property Purchase with Expenses | 1        | LS   | \$180,375 | \$180,375          | 100%                       | \$180,375          | 0%             | \$0              |
| Contingency                                  | 10%      |      |           | \$472,727          | 93%                        | \$440,247          | 7%             | \$32,480         |
| <b>TOTAL POTENTIAL COST</b>                  |          |      |           | <b>\$5,200,000</b> | <b>93%</b>                 | <b>\$4,855,113</b> | <b>7%</b>      | <b>\$344,887</b> |

|                                |              |                         |
|--------------------------------|--------------|-------------------------|
| <b>City of Mission</b>         | Item Number: | 2.                      |
| <b>DISCUSSION ITEM SUMMARY</b> | Date:        | December 5, 2018        |
| <b>Parks &amp; Recreation</b>  | From:        | Laura Smith/John Vaughn |

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

**RE:** The Mission Project Program/Class Partnership Facility Usage Agreement

**RECOMMENDATION:** Approve the proposed agreement for memberships and services between The Mission Project and the Sylvester Powell, Jr. Community Center (SPJCC).

**DETAILS:** The Mission Project, a non-profit agency located in Mission, approached SPJCC in search of a partnership to provide services and programs to their members. Previously, The Mission Project was approved for grant money to address fitness needs and health concerns regarding moving right and approaching movement with a positive attitude for their identified population.

Moving into 2019, The Mission Project is seeking to identify a facility/organization to partner with to offer activities. The Mission Project members have outgrown their current fitness space and are looking to increase overall health and wellness by moving to the Community Center. In addition, this agreement will provide a service to a user group who previously had to use transportation services for access to a group fitness program. They will now be able to walk to SPJCC to attend classes, as well as, work out on their own time in a facility that is convenient and familiar to them.

Under the terms of the proposed agreement, SPJCC would offer annual memberships and user specific classes 6 days each week tailored to the defined needs of the identified population. Participants will attend structured classes and will utilize SPJCC equipment and instructors that will provide The Mission Project members with the opportunity to become more familiar with weight and cardio room equipment, leading to improved overall physical health.

In 2018, there were 12 Mission Project participants with SPJCC memberships. Under this agreement, that number increases to 31, and offers the classes as well, providing more wellness opportunities for all The Mission Project members. Classes will focus on different cardio and weight training activities with fun, interactive sessions. Staff (Recreation Program Supervisor & Membership Coordinator) will provide monthly attendance records to The Mission Project, and will work with The Mission Project to keep up to date records and rosters for instructors.

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

|                                |              |                         |
|--------------------------------|--------------|-------------------------|
| <b>City of Mission</b>         | Item Number: | 2.                      |
| <b>DISCUSSION ITEM SUMMARY</b> | Date:        | December 5, 2018        |
| <b>Parks &amp; Recreation</b>  | From:        | Laura Smith/John Vaughn |

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

The estimated annual revenues are as follows:

|                             |                 |
|-----------------------------|-----------------|
| 31 memberships @ \$318/year | \$ 9,858        |
| Classes/Instructors         | \$13,528        |
| Administrative fee (30%)    | <u>\$ 7,014</u> |
| <br>Total Annual revenue    | <br>\$30,400    |

**CFAA CONSIDERATIONS/IMPACTS:** The agreement strengthens and enhances a partnership with a group serving a special population headquartered in our community, helping to support their long-term goals and objectives.

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

## **Mission Project Program/Membership Agreement**

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, by and between the City of Mission, Kansas, a Kansas municipality, specifically the Sylvester Powell, Jr. Community Center (herein referred to as "SPJCC") and Mission Project (hereinafter referred to as "User".)

**1. PROGRAMS AND SERVICES:** SPJCC hereby agrees to offer yearly memberships to all User participants identified by User and two User staff members (each a "Participant") at the Mission resident annual pass rate of \$318/Participant. Total Participants during the term of this Agreement shall not to exceed 31. SPJCC agrees to provide classes for the Participants under the supervision of User's staff participants, up to six (6) days each week (with the exception of observed holidays and limited program weeks). SPJCC agrees to provide classes for the Participants three (3) days each week during limited program weeks. No minimum enrollment required for any provided classes, but User agrees to provide a staff Participant in each class. Class specification, including day, time, and length is included in the attached exhibit A. Classes will not be offered on any day when SPJCC is scheduled to be closed. SPJCC regularly closes to observe certain holidays. SPJCC agrees to recruit, hire, retain and evaluate group fitness instructors to instruct each of the seven (7) classes each week. SPJCC agrees to pay said instructors based on a prearranged contractual agreement between SPJCC and certified instructors. Instructors are required to carry Limited Liability Insurance with coverage up to \$1,000,000. Instructor insurance copies are kept on file at SPJCC.

**2. FEES & PAYMENTS:** SPJCC agrees to provide the participants and staff with memberships, use of the facility and equipment, and specific classes developed for the User. The cost for the programs and services listed on Exhibit A, the memberships, facility use and classes is \$30,400 annually for calendar years 2019 and 2020. Modifications to Exhibit A shall be deemed amendments to this Agreement and valid upon acceptance of both parties.

SPJCC agrees to invoice the User on the 5<sup>th</sup> of each month for the programs and services rendered in the prior month. User agrees to remit payment to SPJCC within thirty (30) days of receipt of an invoice.

### **3. CANCELLATION/TERMINATION:**

A. SPJCC may terminate this Agreement for any reason on sixty (60) days written notice. In addition, SPJCC may terminate for cause effective immediately upon any payment default, and upon ten (10) days' notice if any other default remains for said period. Upon termination for any reason other than cause, and absent any default by User, all unearned payments shall be refunded to User, less fees earned and expenses incurred by SPJCC in performance of the duties and responsibilities outlined as a part of this agreement; provided that if the termination is only partial, User shall be entitled to only a partial refund in an amount to be determined by SPJCC in its sole discretion. Upon termination for cause, SPJCC may either keep the balance of the prepayment it has received as liquidated damages, or may refund the balance, less fees earned and expenses incurred by SPJCC in allowing User to use the Facilities, or in preparation of the facilities for User prior to such termination, and pursue a claim for damages as a result of the default.

B. User may terminate this Agreement with sixty (60) days written notice in which case User shall be entitled to a refund of all deposits and fees, less all fees earned and expenses incurred by SPJCC in performance of the duties and responsibilities outlined as a part of this agreement.

**4. FIRST RIGHT OF REFUSAL:** Provided User is not in default hereunder, User shall have the right and option to extend the term of this Agreement for one (1) year term commencing on January 1, 2020. In order to exercise this renewal option at the end of the Agreement Term, User must give written notice of such renewal to SPJCC not later than 180 calendar days prior to the expiration of the then current Agreement Term. Failure to give timely written notice of User's intent to exercise the renewal option shall constitute a waiver and relinquishment of the renewal option and such renewal option shall be of no further force or effect.

**5. DEFAULT:** If User shall at any time be in default under the terms of this Agreement, SPJCC shall have the right to terminate this Agreement forthwith, whereupon User shall vacate the Facilities immediately, and User shall have no right to receive any refund of any deposits or fees hereunder.

**6. USE RESTRICTIONS:** The following restrictions shall apply to the use of the Facilities, the default or violation of which shall be deemed a default of this Agreement and a basis for cause for termination:

A. Program class times shall terminate no later than the times and dates stated in the attached Exhibit A. Said locations within Facilities shall be vacated by all Participants using the same hereunder at or before such time and date. Instructors will ensure Participants are aware of program times, and any changes to posted times.

B. Each program class shall be limited to a maximum of fifteen (15) Participants. SPJCC and User agree to use a shared document frequently updated with Participant names and enrollment status. SPJCC instructors will have access to the shared document. SPJCC agrees to update User on a monthly and quarterly basis on attendance and usage records for Participants.

C. User specifically agrees to leave premises in the same condition as existed prior to each use. User shall not be permitted to store any of Participants' personal property at the Facilities without SPJCC's express written consent, and SPJCC shall have no liability for the safekeeping or protection of any of the User's or its Participants' personal property.

D. Such policies of insurance shall insure User against these liabilities: bodily injury liability coverage shall be not less than \$1,000,000 for each occurrence; property damage liability shall be not less than \$1,000,000 for each occurrence. User will provide SPJCC with evidence acceptable to the City of Mission that such insurance has been obtained and will list the City of Mission and the Sylvester Powell, Jr. Community Center as an additional insured.

E. SPJCC has been designated as a regional shelter to be used in the event of any natural or man-made disaster. In the event a disaster is declared which requires the use of SPJCC as an emergency shelter, SPJCC shall have the right to suspend User's use of the Facilities until such time SPJCC is no longer needed as a shelter. In such event, User shall have the right to seek a refund for the use it was denied during such time of emergency.

F. SPJCC reserves the right to review all copy and approve all forms of advertising or publicity in which the SPJCC's name is used. The parties agree that this agreement shall in no way be construed as a



partnership, endorsement or support beyond a purely commercial relationship and User agrees not to infer with respect to any event or the use of the SPJCC to be anything other than a commercial relationship. User agrees that any such inference shall be deemed to constitute an event of default, and User shall indemnify and hold the SPJCC harmless from and against any claims based on premises to the contrary.

G. User agrees that it shall not erect, post, place or affix any signs, advertisements, show bills, lithographs, poster or cards of any description on any portion of the Facility without written permission of SPJCC. Should written permission of SPJCC be obtained, the materials will be placed under the supervision of SPJCC's Recreation Supervisor. If this covenant is in any way violated by the User the SPJCC retains the right to declare default.

H. User shall comply with all rules and restrictions that may be prescribed by the SPJCC for the purpose of maintaining the safety, care, good order, and cleanliness of the SPJCC premises, equipment and property displayed thereon.

I. It is the SPJCC's responsibility for snow removal in the winter. The SPJCC's policy is to remove snow on the parking lots and sidewalks when snow accumulation equals or exceeds 2 inches. The SPJCC does not accept any responsibility to User to guarantee in any way the parking lots or walkways will be cleared of snow immediately after any snowfall, or be cleared by any specific time of day. SPJCC's sole responsibility shall be to use its best efforts to make the Facilities available in the event of snowfall. User shall not be permitted to use any snow removal chemical or salt substance such as "ice melt" or other snow or ice melting products on the sidewalks.

**7. INDEMNITY AND INSURANCE REQUIREMENTS:** User shall indemnify and hold the City of Mission and its instructors harmless from and against any and all claims, damages, expenses, losses, suits or causes of action (including reasonable attorney's fees) resulting from or arising in connection with User's and Participants' use of the Facilities ("Claims"). SPJCC agrees to promptly notify User of any claims and agrees in good faith to cooperate fully with the defense thereof. Any use of the Facilities involving a danger or risk contributed to by User or the Participants, as determined by SPJCC in its sole discretion, shall be the liability of User's, at its sole cost and expense, although it may be covered by User's liability and property damage insurance maintained by User and endorsed for the benefit of SPJCC, with insurance companies acceptable to the City of Mission.

User shall secure and maintain through the duration of this Agreement insurance of such types and in such amounts as may be necessary to protect the User and the City of Mission, Kansas and SPJCC and agents of the City against all hazards or risks of loss as hereinafter specified. The form and limits of such insurance, together with the underwriter thereof in each case, shall be approved by the SPJCC, but regardless of such approval it shall be the responsibility of the User to maintain adequate insurance coverage at all times. Failure of User to maintain adequate coverage shall not relieve it of any responsibility or obligation, including, but not limited to, the indemnifications obligation.

Satisfactory certificates of insurance shall be filed with the SPJCC prior to the start date of this Agreement. The certificates shall state that thirty (30) days written notice will be given to the SPJCC before any policy covered thereby is changed or cancelled. Failure by the User to furnish the required insurance within the time specified may, at SPJCC's option, be the basis for SPJCC exercising its right to terminate this Agreement.



To Mission Project:

10. **ASSIGNMENT:** Neither party shall assign, transfer, convey, subcontract, resell or otherwise dispose of this Agreement or any of the rights and obligations hereunder without the prior written consent of the other party.

IN WITNESS THEREOF, the parties have executed this Agreement as of the day and year first written above.

“SPJCC”  
CITY OF MISSION, KS

“User”  
Mission Project

\_\_\_\_\_  
Laura Smith, City Administrator)By:

\_\_\_\_\_

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Mission Project Program/Membership Agreement

### EXHIBIT A

#### Class Specifications

Sunday - 1:00-1:45pm / 2:00-2:45pm

Open style class with a different activity each week. Pool area, gymnasiums, racquetball/hand ball courts, pickleball courts, outside space will be used for activities. Class held in various areas throughout the building and class repeats twice on Sunday for all participants to have the opportunity to attend. (Maximum enrollment: 15 (per class))

Monday - 6:45-7:30pm

General fitness class working on fine and gross motor skill, increasing strength and endurance. Weight room and cardio room work will be interwoven throughout all classes. Class held in gym space, Court #3 or #4. (Maximum enrollment: 15)

Tuesday - 5:45-6:30pm

Cycle style fitness class working in the cycle room on both the spin bikes and NuSteps. Class will have some strength training involved with cycle workout. Class held in Cycle Studio. (Maximum enrollment: 15)

Wednesday - 5:45-6:30pm

General fitness class working on fine and gross motor skill, increasing strength and endurance. Weight room and cardio room work will be interwoven throughout all classes. Class held in gym space, Court #3 or #4. (Maximum enrollment: 15)

Thursday - 6:45-7:30pm

Strength training / cardio fitness class with rotations set up for different large muscle exercise. Class will have use of the track, stretching & toning area and cardio room. Class held in Aerobics Room. (Maximum enrollment: 15)

Friday - 5:30-6:15pm

General fitness class working on fine and gross motor skill, increasing strength and endurance. Weight room and cardio room work will be interwoven throughout all classes. Class held in gym space, Court #3 or #4. (Maximum enrollment: 15)

**SPJCC OBSERVED HOLIDAYS** (No classes held): New Year's Day, Easter, Independence Day, Thanksgiving, Christmas Day

**SPJCC Limited Program Weeks** (Limited classes held): Last week of August each year, December 24-January 2

**Membership Specifications:** Individual Adult memberships - Begin January 2, 2019 and remain active through January 1, 2020. Members have access to the Sylvester Powell, Jr. Community Center during regular business hours (M-Th - 5:30am-9:00pm, F - 5:30am-8:00pm, Sat - 6:00am-7:00pm, Sun - 12:00-5:00pm). All regular member amenities are included with annual membership.

**Fees and Expenses:** Fees and expenses associated with this agreement are as follows:

|                             |                 |
|-----------------------------|-----------------|
| 31 memberships @ \$318/year | \$ 9,858        |
| Classes/Instructors         | \$13,528        |
| Administrative fee (30%)    | <u>\$ 7,014</u> |
| Total Annual revenue        | \$30,400        |

|                                |              |                  |
|--------------------------------|--------------|------------------|
| <b>City of Mission</b>         | Item Number: | 3.               |
| <b>DISCUSSION ITEM SUMMARY</b> | Date:        | December 7, 2018 |
| <b>Administration</b>          | From:        | Laura Smith      |

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

**RE:** Deannexation request from the City of Roeland Park

**DETAILS:** Since 2014, the City of Mission and the City of Roeland Park have been working in some capacity to discuss a process that would assemble parcels, create a development vision, and pursue private development of the land located at the northeast corner of Johnson Drive and Roe Boulevard. Currently this property crosses three city boundaries (Roeland Park, Mission, and Fairway). The ultimate goal of the process, as outlined in an Interlocal Agreement, were to eliminate obstacles to development of the site, as well as to develop a mechanism to share tax revenue generated by future development.

Mayor Mike Kelly and City Administrator Keith Moody from Roeland Park will present a request from the City of Roeland Park for Mission to consider deannexation of the property.

A letter requesting the deannexation and a map outlining the area to be consider is included in the packet for reference.

**CFAA CONSIDERATIONS/IMPACTS: NA**

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



## City of Roeland Park

4600 W. 51<sup>st</sup> Street  
Roeland Park, KS 66205  
(913) 722-2600

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November 1, 2018

City of Mission  
6900 Woodson Road  
Mission, Kansas 66202

*Re: Request for De-annexation of Property*

Dear Honorable Mayor Appletoft and Council Members

This letter is to propose a corporate limits boundary modification between the City of Mission, Kansas (“Mission”) and the City of Roeland Park, Kansas (“Roeland Park”). The realignment of Johnson Drive at the Northeast corner of Roe Boulevard and Johnson Drive by the Kansas Department of Transportation (“KDOT”) created a slice of land that is located in Mission which is part of a lot principally located in Roeland Park. Previously, the alignment of Johnson Drive followed the current corporate boundary between Mission and Roeland Park. Realignment of Johnson Drive created an area of approximately .7 acres, which is sandwiched between Johnson Drive and the northern boundary of Mission’s city limits. This property is owned by Roeland Park and is part of a 2.7-acre lot that could be developed to enhance the gateway for both Mission and Roeland Park. The Northwest corner has been redeveloped in Roeland Park with a high-quality bank and hospital. The Southwest corner is under redevelopment as the Mission Gateway project.

Attachment A, the Northeast corner, reflects the property owned by Roeland Park including the current corporate boundary shared by Mission and Roeland Park (in red) and a proposed corporate boundary (in green). Changing the location of the boundary as proposed clarifies authority over site design, zoning, building plans and on-going code enforcement of the property. It also simplifies the review and approval process (to one vs. two) for development on the site, leading to timelier cost-effective development that will contribute to the critical mass of the revitalization currently occurring at this intersection.

Representatives from both Cities have discussed how to best align our boundaries in this area. The simplest and most effective approach is for Mission to de-annex the small parcel identified on Attachment A, which would then be annexed by Roeland Park. This change would allow the entire parcel owned by Roeland Park to be within its own municipal boundaries. The process to de-annex the parcel from Mission and annex it into Roeland Park is straight forward.

Pursuant to K.S.A. 12-504 and 12-505, Mission would consider a petition from Roeland Park as property owner for de-annexing the land. A public hearing would be held to consider the annexation and include a description of the legal boundaries.

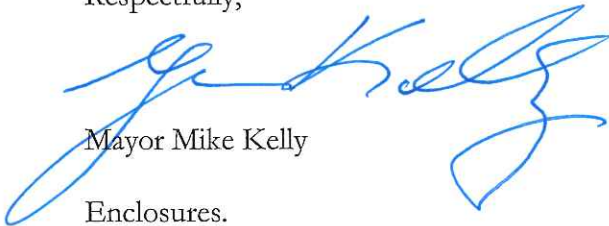
Once the de-annexation has been approved, Roeland Park can annex the parcel into its City boundaries with an annexation ordinance. *See* K.S.A. 12-520.

Timing for this transfer process could begin with commitment from Mission to de-annex the property. Roeland Park City Council has already considered, and would approve, annexation of the parcel. If the City Council of Mission is willing, a series of ordinances could be prepared which would cause the property to be de-annexed and annexed.

One other consideration resulting from the annexation is that the traffic signal located at Johnson Drive and Roe Boulevard would be 50% within the boundaries of Roeland Park. Therefore, Roeland Park would assume half of the financial responsibility for this traffic signal. The annual cost for the signal is approximately \$36,000. Should KDOT ever convey jurisdiction of Johnson Drive to the cities, that portion of Johnson Drive within Roeland Park would be Roeland Park's responsibility to maintain.

If you have any questions or comments, representatives from Roeland Park would be more than happy to discuss this situation with you. We appreciate your consideration of this request and look forward to continued good relations with your City.

Respectfully,

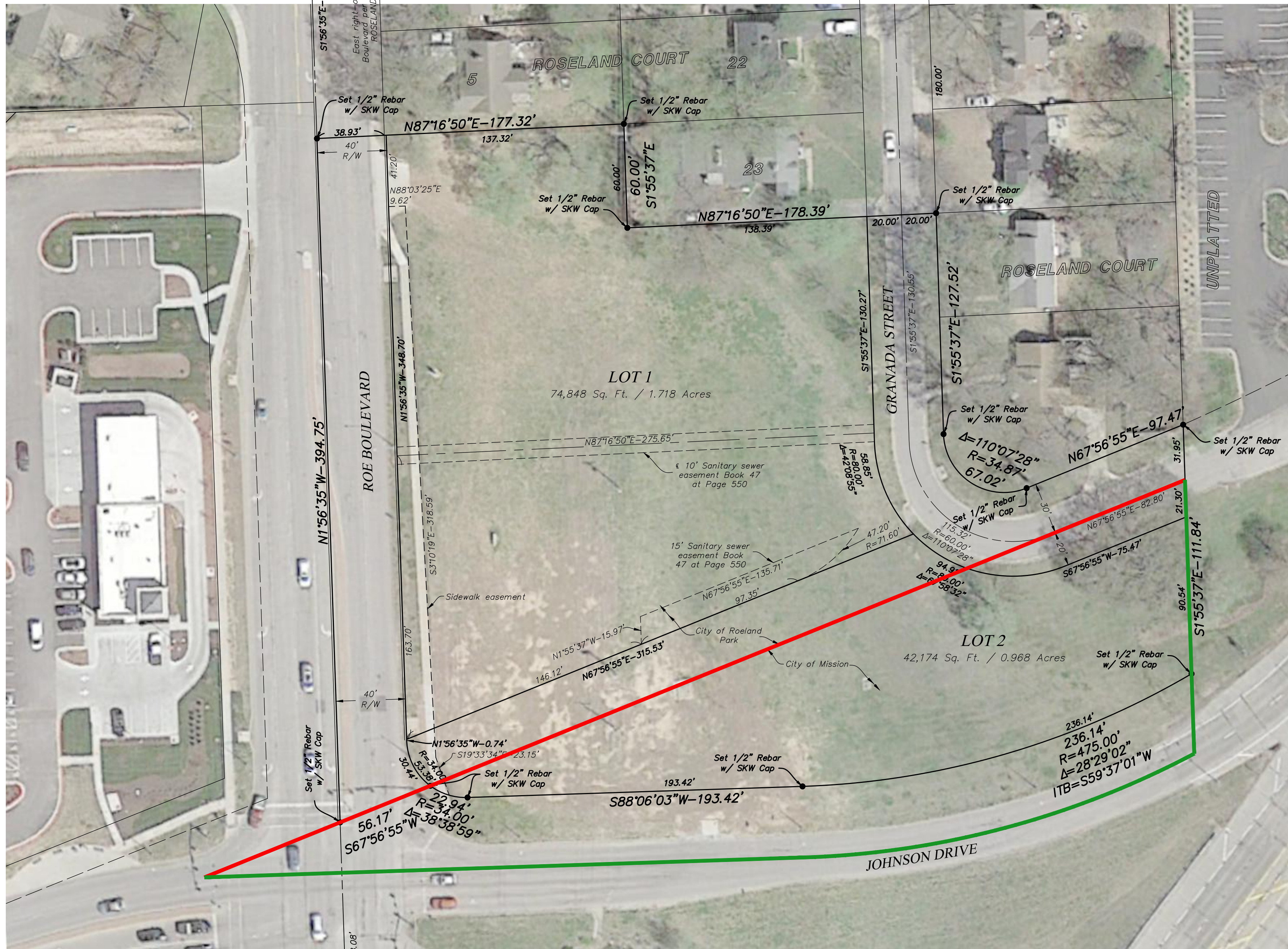
A handwritten signature in blue ink, appearing to read "Mike Kelly", is written over the typed name. The signature is fluid and cursive.

Mayor Mike Kelly

Enclosures.



Attachment A- De-annexation Area Map

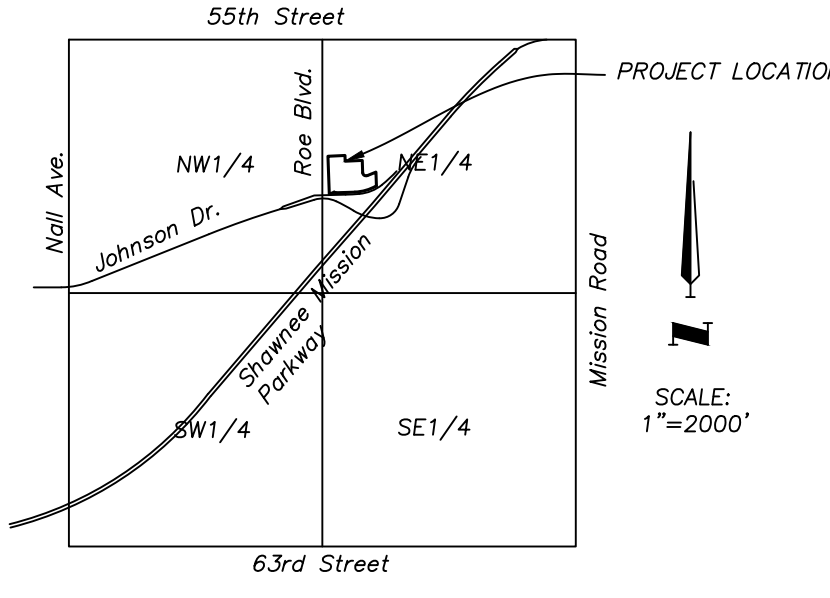
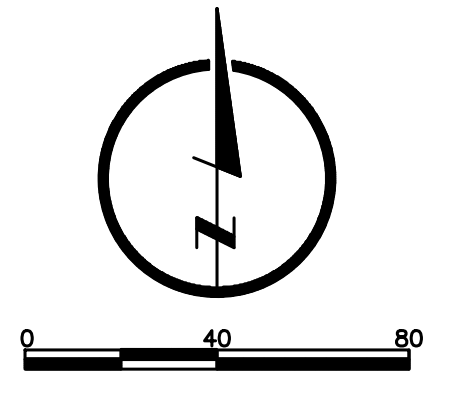


Point of Commencing, NW corner, NE 1/4 Sec. 9-12-25 Existing 2" Aluminum Monument in Monument Box

SW corner, NW 1/4 Sec. 9-12-25 Existing 3 1/4" Brass Disk w/ Punch in Monument Box

SW corner, SE 1/4 Sec. 9-12-25 Existing 2 1/2" Brass disk w/ "+" in monument box

SE corner, NE 1/4 Sec. 9-12-25 Existing 1 1/2" Aluminum Disk in Concrete, stamped KS 1326



VICINITY MAP SEC.09-12-25

PROPOSED FINAL PLAT DESCRIPTION (NOT DEANNEXATION DESCRIPTION): All of Lots 1 thru 4 and Lots 24 thru 26, ROSELAND COURT and all that part of the NE 1/4 of Section 09, Township 12, Range 25, in the Cities of Roeland Park and Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Northwest corner of the NE 1/4 of said Section 09; thence S 1° 56' 35" E, along the West line of said NE 1/4, a distance of 1222.45 feet, to the True Point of Beginning; thence N 87° 16' 50" E, along the North line of said Lot 4 and its westerly extension, a distance of 177.32 feet, to the Northeast corner of said Lot 4; thence S 1° 55' 37" E, along the East line of said Lot 4, a distance of 60.00 feet, to the Southeast corner of said Lot 4; thence N 87° 16' 50" E, along the North line of said Lot 24 and its Easterly extension, a distance of 178.39 feet, to a point on the East right-of-way line of Granada Lane (Platted as Walnut Street), as now established; thence S 1° 55' 37" E, along said East right-of-way line, a distance of 127.52 feet, to a point of curvature; thence Southeastly along a curve to the left having a radius of 34.87 feet, a central angle of 110° 07' 28", an arc distance of 67.02 feet, to a point on the North right-of-way line of U.S. Highway 50, as established on said plat of ROSELAND COURT; thence N 67° 56' 55" E, along said North right-of-way line, a distance of 97.47 feet, to the Southeast corner of Lot 27, of said ROSELAND COURT; thence S 1° 55' 37" E, along the Southerly extension of the East line of said ROSELAND COURT, a distance of 111.84 feet; thence Southwesterly along a curve to the right having an initial tangent bearing of S 59° 33' 01" W, a radius of 475.00 feet, a central angle of 28° 29' 02", an arc distance of 236.14 feet, to a point of tangency; thence S 88° 06' 03" W, a distance of 193.42 feet, to a point of curvature; thence Northwestly along a curve to the right having a radius of 34.00 feet, a central angle of 38° 38' 59", an arc distance of 22.94 feet, to a point on the centerline of U.S. Highway 50, as established on said plat of ROSELAND COURT; thence S 67° 56' 55" W, along the centerline of said U.S. Highway 50, a distance of 56.17 feet; to a point on the West line of said NE 1/4; thence N 1° 56' 35" W, along the West line of said NE 1/4, a distance of 394.75 feet, to the true point of beginning.

The above described tract of land contains 147,073 square feet, or 3.376 acres, more or less.

GENERAL NOTES: All bearings and coordinates hereon are based on the State Plane Coordinate System, Kansas North Zone, NAD 83, using a CAF of 0.999925158. 1 meter equals 3.280833333 feet.

LEGEND:
- EXISTING CORPORATE BOUNDARY (Red line)
- PROPOSED CORPORATE BOUNDARY (Green line)

Table with columns: DRAWN BY, CHECKED BY, DATE, JOB NUMBER/TASKS, BOOK AND PAGE. Includes project details: 9001 State Line Rd., Suite 200, Kansas City, Missouri 64114. LAMP RYNEARSON logo and address: 9001 State Line Rd., Suite 200, Kansas City, Missouri 64114. SHEET 1 OF 1.

|                                |              |                  |
|--------------------------------|--------------|------------------|
| <b>City of Mission</b>         | Item Number: | 4.               |
| <b>DISCUSSION ITEM SUMMARY</b> | Date:        | December 7, 2018 |
| <b>Public Works Department</b> | From:        | Brent Morton     |

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

**RE:** Snow Removal Policy and 2018-2019 Snow Plan

**DETAILS:** A copy of the 2018-2019 Snow Plan, which includes 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 as we head into the winter season.

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

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

# 2018-2019 Snow Season Plan



## Public Works Department

### Table of Contents

|  |       |
|--|-------|
| <a href="#">Procedural Review &amp; Training</a>           | 2     |
| <a href="#">Weather Conditions &amp; Strategy</a>          | 3     |
| <a href="#">Crew &amp; Shift Assignments</a>               | 4     |
| <a href="#">Vehicle/Plow Route Descriptions &amp; Maps</a> |       |
| <a href="#">1-Ton Truck Route # 1</a>                      | 5-6   |
| <a href="#">1-Ton Truck Route # 2</a>                      | 7-8   |
| <a href="#">2-Ton Truck Route - A</a>                      | 9-10  |
| <a href="#">2-Ton Truck Route - B</a>                      | 11-12 |
| <a href="#">Supplemental Snow Removal Contract</a>         | 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

| <b>Public Works Snow Removal</b>  |                                 |                        |
|-----------------------------------|---------------------------------|------------------------|
| <b>Shift Assignments</b>          |                                 |                        |
| <b>November 2017 - March 2018</b> |                                 |                        |
| <b>Contact Information</b>        |                                 |                        |
| <b>Name</b>                       | <b>Title</b>                    |                        |
| Brent Morton                      | Superintendent of Public Works  |                        |
| <b>Snow Crew 1</b>                |                                 |                        |
| <b>Name</b>                       | <b>Route</b>                    | <b>Truck #</b>         |
| Jeffery Mull*                     | Route A- Arterial               | 630                    |
| Jim Bradley                       | Route B- Arterial               | 574                    |
| Tyler Tribble                     | Route 1- North Side Residential | 786/315                |
| Jay Webb/Alex Gonzales            | Route 2- South Side Residential | 397                    |
| <b>Snow Crew 2</b>                |                                 |                        |
| <b>Name</b>                       | <b>Route</b>                    | <b>Truck #</b>         |
| Nathan Yeager                     | Route A- Arterial               | 574                    |
| Brent Moore                       | Route B- Arterial               | 630                    |
| Jay Webb/Alex Gonzales            | Route 1- North Side Residential | 786/315                |
| Brent Morton                      | Route 2- South Side Residential | 397                    |
| * designates Snow Crew Leader     |                                 |                        |
| <b>Shift Information</b>          |                                 |                        |
| <b>Month</b>                      | <b>Day ( 7am-7pm)</b>           | <b>Night (7pm-7am)</b> |
| 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

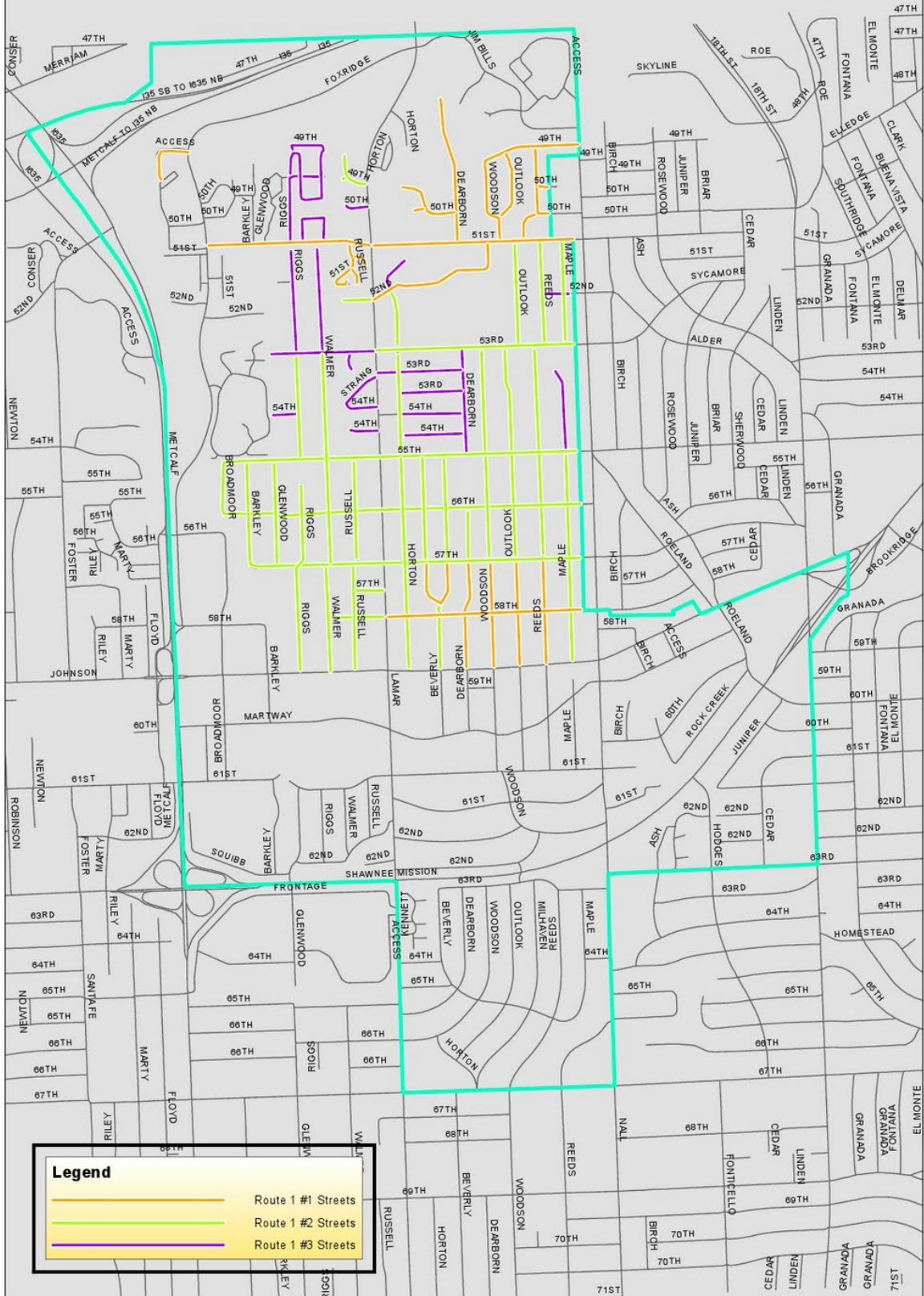
Main Streets need to be done first thing. Driver needs to keep on top of main streets, and it takes passes in both directions. Then the driver can proceed on with the rest of the North side streets.

#### Main Streets

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

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

# Snow Plow Route 1





## 1-Ton Truck Route # 2

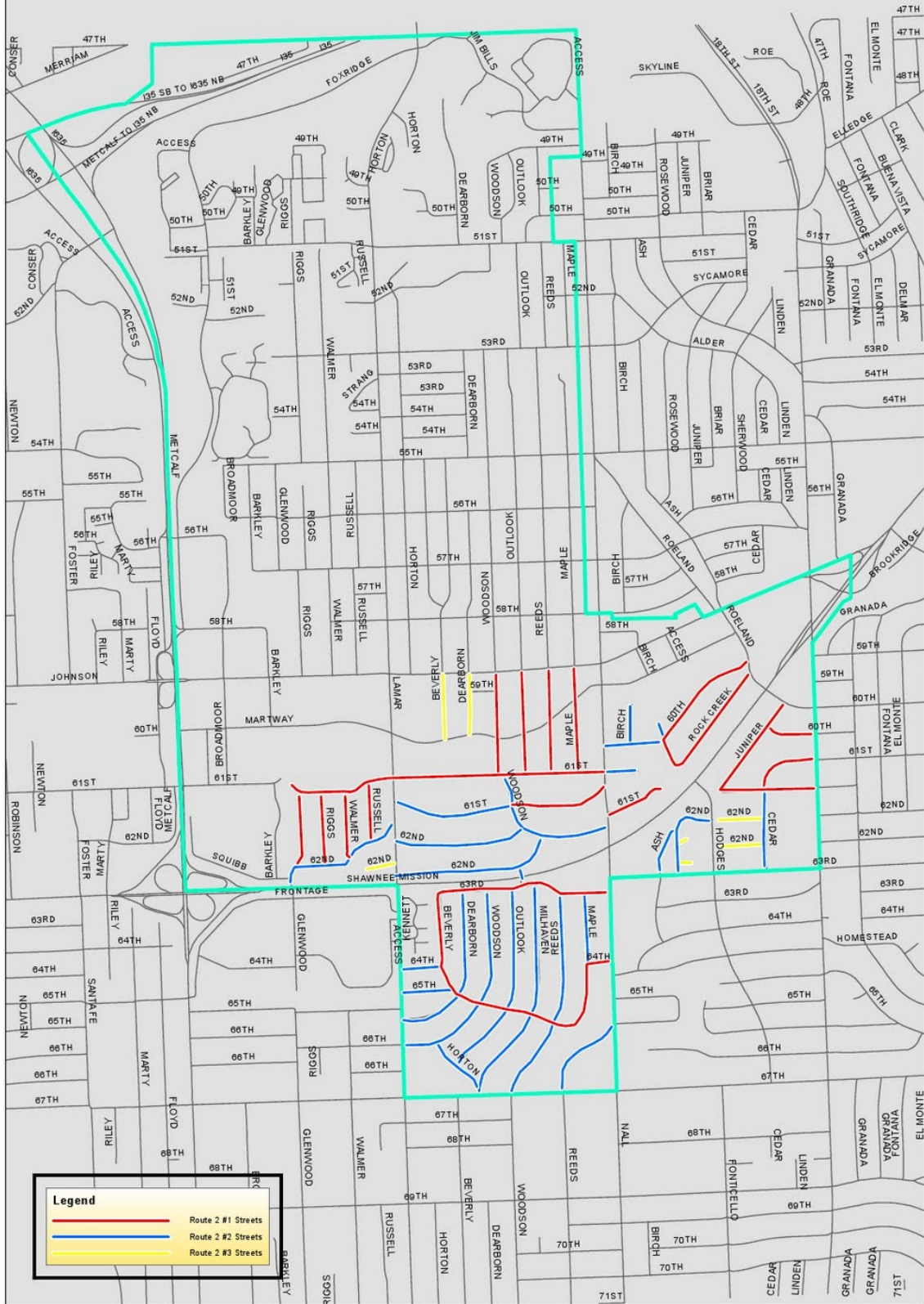
Main Street: Need to be done first thing. Driver needs to keep on top of main streets, and it takes passes in both directions. Then the driver can proceed on with the rest of the South side streets.

### Main Streets

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

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

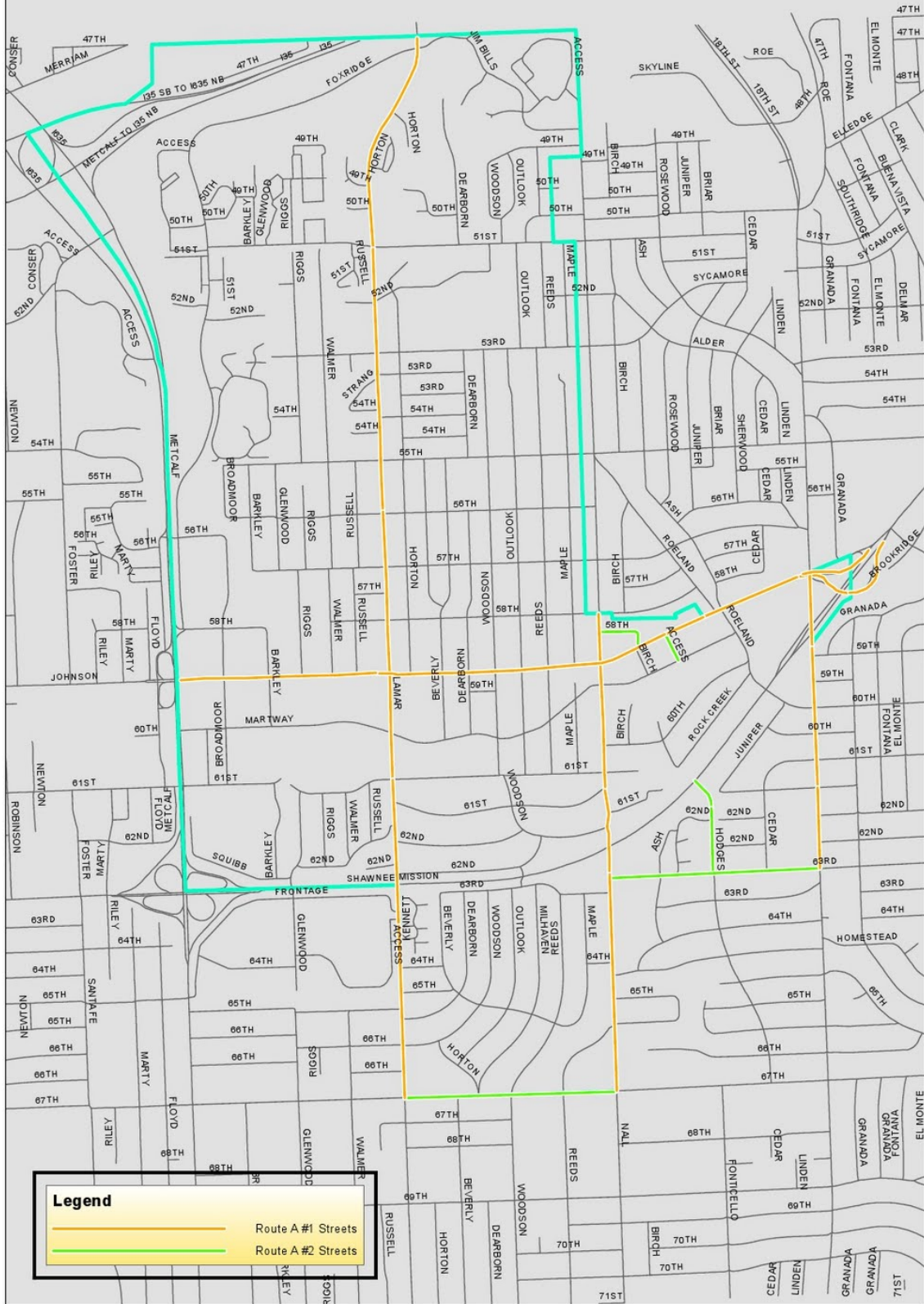
# Snow Plow Route 2



## 2-Ton Truck Route - A

- North on Lamar Ave, at the first bridge make a U – Turn
- Heading back south up Lamar Ave to 67<sup>th</sup> St.
- East on 67<sup>th</sup> St. to Nall Ave
- North on Nall Ave to 58<sup>th</sup> St.
- East on 58<sup>th</sup> St. to Birch St.
- South on Birch St. to Johnson Dr.
- West on Johnson Dr. to Nall Ave.
- South on Nall Ave. to 67<sup>th</sup> St.
- West on 67<sup>th</sup> 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 58<sup>th</sup> St.
- West on 58<sup>th</sup> 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 60<sup>th</sup> Ter Heading East)
- South on Roe Ave. to 63<sup>rd</sup> St.
- West on 63<sup>rd</sup> St. to Hodges Dr.
- North on Hodges Dr. to Shawnee Mission Parkway – U – Turn
- South on Hodges Dr. to 63<sup>rd</sup> St.
- West on 63<sup>rd</sup> St. to Nall Ave. – U – Turn
- East On 63<sup>rd</sup> St. to Roe Ave.
- North on Roe Ave. to 57<sup>th</sup> St. – U - Turn (57<sup>th</sup> St is in Roeland Park)
- South on Roe Ave. to 63<sup>rd</sup> St. – U – Turn
- Redo in opposite lanes / as needed

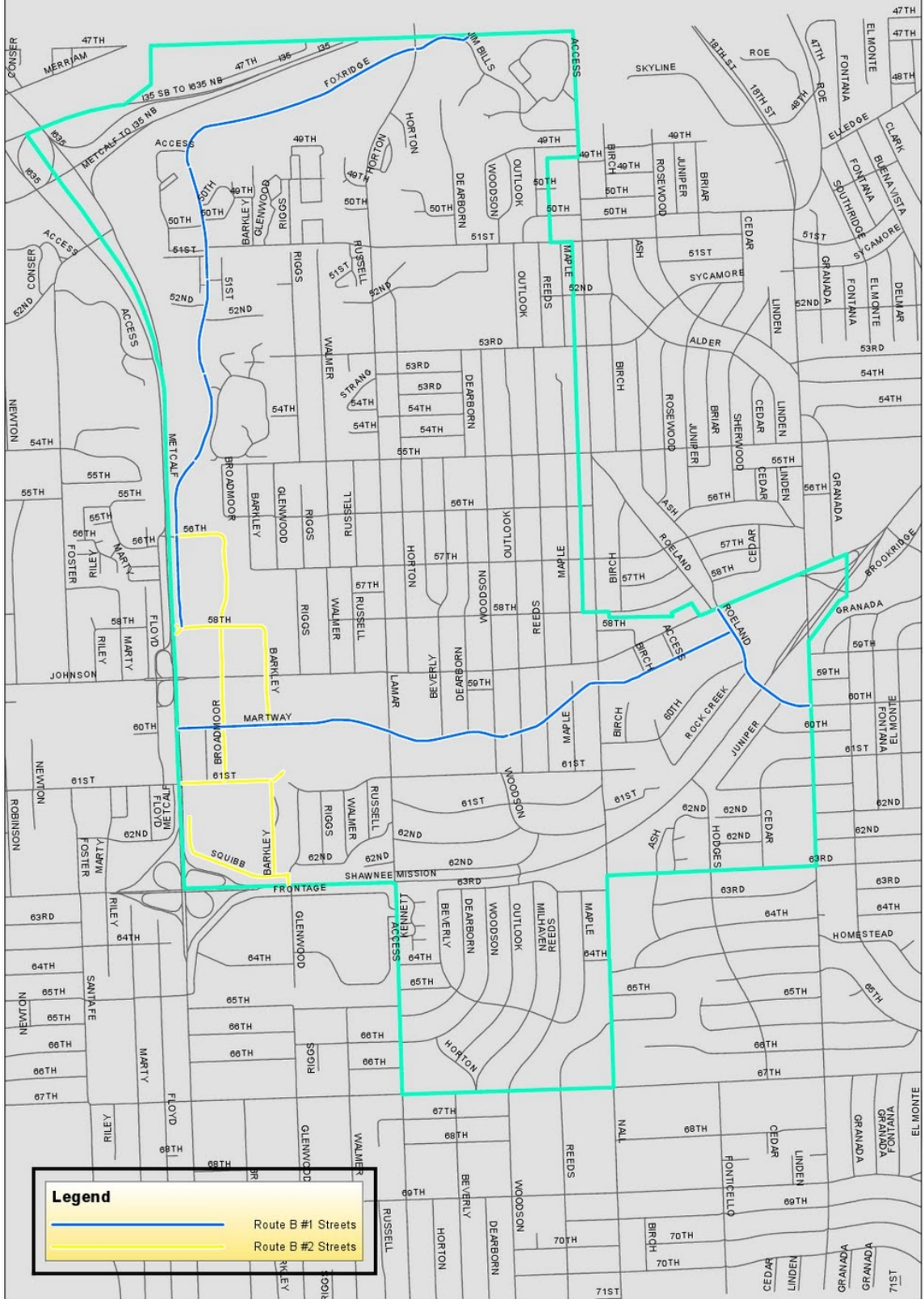
# Snow Plow Route A



## **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 58<sup>th</sup> St.
- East on 58<sup>th</sup> St. to Broadmoor St.
- South on Broadmoor St. to 61<sup>st</sup> St.
- West on 61<sup>st</sup> St. to Metcalf Ave. – U – Turn
- East on 61<sup>st</sup> 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 61<sup>st</sup> St.
- West on 61<sup>st</sup> St. to Broadmoor St.
- North on Broadmoor St. to 58<sup>th</sup> St.
- West on 58<sup>th</sup> 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 58<sup>th</sup> St.
- West on 58<sup>th</sup> St. to Broadmoor St.
- North on Broadmoor St. to 56<sup>th</sup> St.
- West on 56<sup>th</sup> St. to Foxridge Dr. – U – Turn
- East on 56<sup>th</sup> St. to Broadmoor St.
- South on Broadmoor St. to 58<sup>th</sup> St.
- East on 58<sup>th</sup> 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 58<sup>th</sup> St.. Then 58<sup>th</sup> St. to Broadmoor St to 61<sup>st</sup> 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 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.

With the new improvements to Johnson Drive, procedures will be modified as necessary to fit the needs of the corridor.

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   |
| 8        | Broadmoor            | 5701 Broadmoor    | Parking Lot and Trail   |
| 9        | Mohawk               | 67th & Lamar      | Parking Lot and Trail   |
| 10       | Streamway            | 51st & Foxridge   | Parking Lot   |