

## **MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE**

February 1, 2017

The Mission Community Development Committee met at Mission City Hall, Wednesday, February 1, 2017 at 6:30 p.m. The following committee members were present: Pat Quinn, Tom Geraghty, Arcie Rothrock, Kristin Inman, Suzie Gibbs and Nick Schlossmacher. Absent: Ron Appletoft and Debbie Kring. Councilmember Rothrock called the meeting to order at 6:30 p.m.

Also present were City Administrator Laura Smith, City Clerk Martha Sumrall, Capt. Kirk Lane, Public Works Director John Belger, Parks & Recreation Director Christy Humerickhouse, and Public Information Officer Emily Randel.

### **Operation Green Light Agreement**

Mr. Belger stated that Operation Green Light is a cooperative effort to improve the coordination of traffic signals and incident response on major routes throughout the Kansas City area. Mission has participated in this program since 2010 and the program remains the same for this year as in the past. The Operation Green Light signals in Mission are located on Shawnee Mission Parkway at Lamar, Nall and Roeland Drive. The contract is for two years at \$2,200 annually and will be paid out of the Traffic Signals line item.

Councilmember Gibbs recommended that the Agreement with MARC for operational funding of Operation Green Light in an amount not to exceed \$4,400 over the next two years be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

### **Merger of the Tree Board and Parks & Recreation Commission**

Ms. Smith reported that staff continues to look at opportunities to be more efficient. Both the Tree Board and Parks & Recreation Commission have struggled over the past few years to maintain membership levels recommended by our City Code. Currently, the Tree Board has only four members. The work of the Tree Board and Parks & Recreation Commission overlaps and they have the same staff, so it is recommended that these two groups be merged to strengthen and enhance their efforts. Staff has researched the requirements to maintain our Tree City USA status, and this can be accomplished through a merged board. She also noted that the Tree Board has a variety of activities relating to Arbor Day and they will have additional committee members to help with these events. The newly formed commission would have 13 members and would continue to be involved with all activities that the two separate groups currently oversee and participate in.

Councilmember Quinn asked if the Tree Board would become part of the Parks & Recreation Commission or a sub-committee. Ms. Smith stated that the Tree Board will be part of the commission but also a sub-committee. Councilmember Gibbs asked if there would be a new chairperson and if the membership would have a similar ward requirements. Ms. Smith stated

that traditionally, we have had more Ward 4 members, but if the two groups are combined, it is recommended that the new commission not be double in size, but rather a combination of the current membership (13 total). The ward rebalancing will take place over the next few years. Councilmember Quinn stated that he supports the merger as an opportunity to revitalize both groups and gain additional volunteer help for the Tree Board events. Ms. Humerickhouse agreed and stated that trees are a vital part of all parks, making this a great combination. Ms. Smith stated that the two groups have worked together previously on joint projects. A major focus of the group moving forward will be the recommendations of the Parks and Recreation Master Plan, and the completion of the tree inventory, evaluation and maintenance plan.

Ms. Smith stated that if the committee agrees with the proposed merger, staff will prepare the necessary ordinance amendments for consideration in March. The two groups will meet for an unofficial joint meeting in February.

This item was for discussion only and no action was taken at this time. Consideration of ordinances for the merger of the Tree Board and Parks & Recreation Commission will be on the March committee agenda.

#### **Update on 2017 Business Improvement Grant (BIG) Program**

Ms. Smith provided an overview of the current Business Improvement Grant (BIG) program, which was established in 2004 to fund improvements for local businesses. In 2016, several changes were made to the program, but no changes are recommended this year. The 2017 budget for the BIG program is \$35,000.

Councilmember Geraghty requested additional information on the current \$2,000 maximum allowed for signs and how the program can be used to help those with pole signs. Ms. Smith stated that these funds can be used to remove pole signs, and reported that the Planning Commission has indicated they do not want to implement an amortization schedule, but do want to eliminate the current exemptions for some pole signs so all are on an equal playing field. They would also like to see language added to the sign code that addresses maintenance of pole signs when there is a corporate name change (similar to Mission Bank, which is under same ownership but now Security Bank). Ms. Smith stated that Council can discuss establishing a program to incentivize the removal of pole signs. Discussion continued on our current practice to assist with pole sign removal, the possibility of using remaining MCVB funds for a program to assist with pole sign removal, expanding the window signage allowance to 50% of the window, and the upcoming schedule for Planning Commission and Council review of sign code amendments.

This item was for discussion only and no action was taken at this time.

### **Creation of Community Investment Program (CIP) Committee**

Ms. Smith provided information on a Community Investment Program Committee to be considered as a new citizen advisory committee. She stated that the CIP has been a priority for the past few years and staff has formalized a process to review and update Mission's 5-Year Capital Improvement Program, integrating it into the budget process. With an emphasis on infrastructure, this committee would broaden the base of input on these important projects, particularly since we currently have two revenue streams dedicated to infrastructure that were approved by voters. These will be coming up for renewals in a few years and it is important that citizens have an understanding of their use and our needs. It is recommended that the committee comprised of 2 Planning Commissioners, 2 Parks & Recreation Commissioners, 1 Sustainability Commissioner, 1 member appointed from each ward, and 1 member appointed from the business community (could be a non-resident), and a variety of staff to support their work.

Discussion continued on their meeting schedule throughout the year, how the City of Gladstone has established their CIP Committee, and the need to draft ordinances to formally establish the CIP committee that will begin meeting this year so that they gain an understanding of the budget process and will then be ready to fully participate as a committee in the 2019 budget.

This item was for discussion only but all on the committee supported the establishment of a CIP Committee. Staff will draft the necessary ordinances to be presented at the March Finance & Administration Committee Meeting.

### **Department Updates**

Ms. Smith stated that "Department Updates" is a new category that will be included on all committee agendas and give department directors the opportunity to provide brief updates on current issues and work.

Mr. Belger stated that the street ID sign program is wrapping up, with the last signs going up in the Milhaven neighborhood. Repairs to the sinkhole on 62nd Street are substantially complete as of today.

Ms. Humerickhouse stated that she and Kathy Lockard have met with the Rushton Elementary Art teacher on a program to display students' artwork at the Community Center as the school no longer has an art show. This program will kick-off at the end of April, early May. They anticipate showcasing the artwork from each grade level for one month. Ms. Humerickhouse also stated that the ArtsKC Now Showing rotating artwork displays will be ending soon. The final artist hung their artwork this week. All agreed that this was a great program, but will not be continued next year since they will be focusing on local students artwork.

Councilmember Quinn asked when the flashing LED signs will be added to the pedestrian beacons on Johnson Drive. Mr. Belger stated that this will be completed in the coming weeks. Councilmember Quinn also suggested the use of yellow pedestrian signs in the middle of the street/crosswalks. Mr. Belger stated that we have used these in the past, but they are often hit by cars and do not hold up.

**Other**

**Meeting Close**

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:05 p.m.

Respectfully submitted,

Martha Sumrall  
City Clerk