

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

**WEDNESDAY, FEBRUARY 5, 2020**

**6:30 P.M.**

**Mission City Hall**

**PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

1. Everygy Circuit Audit Presentation and Information Update

Rebecca Galati will present the results of a recent patrol of the worst performing circuits serving Mission and will provide an update on plans for system improvements and vegetation management.

2. Sustainability Commission 2020 Work Plan

Members of the Sustainability Commission will share their revised Comprehensive Sustainability Plan. The presentation will include a summary of past activities and goals for continued work.

**ACTION ITEMS**

3. Acceptance of the January 8, 2020 Community Development Committee Minutes - Martha Sumrall ([page 4](#))

Draft minutes of the January 8, 2020 Community Development Committee meeting are included for review and acceptance.

4. Communication/Marketing/Branding/PR Services - Laura Smith ([page 14](#))

For the last several months staff and Council have been discussing and evaluating communication/marketing/branding/PR for the City. Current communication methods and platforms lacked consistency, cohesiveness and often timely implementation frequently leaving both staff, Council and residents desiring more. As discussed at the January meeting, a recommendation to engage crux. for an annual subscription of \$90,000 to provide 60 hours of dedicated staff time and resources each month. The recommendation was based not only on the quality of their creative/technical skill sets, but also the unique business model they offer which provides support in executing and implementing the strategies as an extension of city staff. The Council planned for more discussion at the February Committee meeting.

5. Renewal of Traffic Signal Maintenance Services Contract - Brent Morton ([page 17](#))

The city owns and operates seven traffic signals and two pedestrian beacons. This traffic signal maintenance services contract establishes a preventative maintenance program, as well as on-call services for traffic signal maintenance and emergency repairs. Total Electric Contractors Inc. submitted the lowest and best bid at an annual price of \$47,700. Total has provided this service to Mission for the last 30 years.

6. Easement Acquisition, Rock Creek Channel Project - Celia Duran ([page 60](#))

The Rock Creek Channel project includes construction of retaining walls, channel modifications, and parking lot improvements along Rock Creek from east of Nall Avenue to Roeland Drive to address erosion and flooding concerns. In order to construct improvements, acquisition of Permanent Drainage Easements (PDEs) and Temporary Construction Easements (TCEs) are required. Five of the properties have signed easement documents and two of the properties are owned by the City of Mission with easements to be approved by City Council.

7. City Hall Workspace Renovation - Emily Randel ([page 114](#))

Following the Council's approval of a new Planner position in the Community Development Department, an additional workspace is required in City Hall. Bids will be presented for a remodel to the interior office space to accommodate a new staff person and to make use of a previously underutilized space at City Hall in an amount not to exceed \$30,000.

### **DISCUSSION ITEMS**

8. 2020 Market Season - Emily Randel ([page 115](#))

Staff are preparing for the 2020 Mission Market Season and will share the upcoming plans and progress, as well as a few minor proposed changes for the 13 week season that will begin in June.

9. Snow Removal from Sidewalks - Laura Smith ([page 116](#))

The City Council last had a comprehensive discussion regarding policies related to snow removal from sidewalks in 2010. A request has been made to review the current ordinance and policies, specifically as they relate to the clearing of sidewalks near school.

### **OTHER**

10. Department Updates - Laura Smith

**Hillary Thomas, Chairperson**  
**Ken Davis, Vice-Chairperson**  
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