

MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE

February 6, 2019

The Mission Community Development Committee met at Mission City Hall, Wednesday, February 6, 2019 at 6:30 p.m. The following committee members were present: Pat Quinn, Arcie Rothrock, Nick Schlossmacher, Debbie Kring, Kristin Inman, Ken Davis and Sollie Flora. Absent: Hillary Thomas. Mayor Appletoft was also present. Councilmember Inman called the meeting to order at 6:30 p.m.

Also present were City Administrator Laura Smith, Assistant City Administrator Brian Scott, City Clerk Martha Sumrall, Chief Ben Hadley, and Assistant to the City Administrator Emily Randel.

Sustainability Commission Work Plan

Andy Hyland, past chairperson, and Josh Thede, chairperson of the Sustainability Commission provided an overview of the Sustainability Commission's accomplishments in 2018 and goals for 2019.

Mr. Hyland stated the commission has four main goals and provided information on the following:

- Goal 1 - Make Mission a responsible steward of our natural resources and be a good neighbor in our corner of the planet. One of the achievements under this goal is the battery recycling program. Since it began in 2016 they have collected 1,490 pounds of batteries for recycling and hope to hit 1 ton in 2019. The program has been highly successful and the commission plans to continue it in 2019 and beyond.
- Goal 2 - Make Mission a desirable community where people want to live and establish businesses, sustaining our way of life for years to come. The commission developed the Sustainability Scorecard for development projects to encourage sustainable elements in each project. Mr. Thede has assisted with identifying areas of the "green code" that can be incorporated into the scorecard. Several developments have participated in this volunteer program to date.
- Goal 3 - Execute our charge to serve as advisers to the City Council. He noted that this is the second year the commission has made a presentation to Council, and stated the group is excited to work with Council and develop a formalized process for bringing initiatives forward. The commission has served as an advisory group for the Community for All Ages program.
- Goal 4 - Continue to increase visibility. In 2018 the commission hosted Earth Hour in a park where residents were encouraged to turn out their lights for one hour. They hope to do this again in 2019. The commission also plans to continue to work with other regional groups on sustainability efforts in our area.

Mr. Thede stated that going forward the commission plans to assist with an energy audit of city facilities, promote the “ditch the bag” recycling effort, follow-up with the City’s Climate Action Plan which includes deadlines in 2020, serve in an advisory capacity to bike/pedestrian initiatives and Community for All Ages program. He stated that the commission will update their goals going forward and are open to collaboration with the community and Council. He encouraged all to share their ideas with the commission and stated he is proud of all the great people serving on the Sustainability Commission.

Councilmember Inman thanked members of the commission for all their work. She asked that the group share ideas on sustainable building practices that can be considered when Council considers an ordinance on building teardowns. Discussion by the group continued on the best ways for the commission to share ideas and feedback with Council, including the commission providing an update to Council more than once a year, adding grant writing to their goals, and having Council liaisons with the Sustainability Commission and other commissions. Councilmember Kring stated she would like to serve as the Council liaison to the Sustainability Commission as this ties to her background. Ms. Smith stated the idea of Council liaisons was discussed at the recent Council retreat, and she will be contacting Council regarding their interest as we move forward to formalize this program. Teardowns / rebuilds were also discussed at the retreat.

Councilmember Kring requested additional information on what can and can’t be recycled, and Ms. Smith stated we have this information included as a tear-out page in the upcoming newsletter.

Discussion continued on increasing the frequency of presentations to Council from the commission, the growing public energy on sustainability issues in the region and our participation in these efforts, and working to encourage businesses in Mission to recycle. Councilmember Davis stated he would like to see additional information from the commission on outcomes, and noted that if ideas and initiatives are brought forward to Council from the commission can then be prioritized and possibly contracted out for completion. The Council liaison can assist with this process. Councilmember Davis stated activities under Goal 4 - continue to increase visibility - should be focused on encouraging activities we all want achieved and the outcomes. Mr. Hylan agreed and stated that is also the goal of the commission.

Councilmember Flora stated other cities require green building codes for incentives, and Mr. Thede stated that our Sustainability Scorecard is a volunteer process that works to fill the gap between different rating systems and the LEED certification. He stated the commission will look at what other cities are doing in this area.

This item was informational only and no action was taken.

Approval of January 9, 2019 Community Development Committee Minutes

Ms. Sumrall stated beginning in 2019, Council has indicated they want to formally approve committee minutes. Draft minutes will continue to be linked to the City Council agenda packet so that the public may review the discussion from the committee meeting in advance of the Council action on any particular item. Minutes from the previous month will now be placed on the following month's committee agenda for final review and approval.

Councilmember Davis recommended the January 9, 2019 Community Development Committee Minutes be approved as presented. Councilmember Schlossmacher seconded the motion. Discussion by the committee continued as to whether a formal motion is appropriate for approval of the minutes at the committee level, and the need to approve the minutes in some fashion to show they accurately reflect what happened during the committee meeting. Ms Smith stated that no binding action can be taken at the committee level, but this is a procedural issue. The committee agreed that if there were no objections or recommended corrections, the minutes would be considered approved as presented. There being no objections or corrections the minutes were approved.

Contract Award for Rock Creek Stormwater Box Clean-out

Ms. Smith stated that over the last 10 years, the open creek channel has deposited large quantities of riprap and silt in the underground box culverts at The Gateway site, between Roeland Drive and Roe. This debris is now clogging the boxes and reducing their capacity. As the Gateway Project develops they will be looking at the capacity of the boxes, but the current situation impacts upstream flow. Bids for this project were received from three companies and staff recommends award of the contract to Kissick Construction Company in an amount not to exceed \$179,921. She stated this bid also includes \$17,600 for repairs/concrete restoration if needed once the material is removed. Once the contract is approved, the contractor can start immediately and we anticipate it will take about one month to complete the project. This work will happen in a confined workspace so additional precautions are required.

Councilmember Kring requested information on why the large difference in bids, and Ms. Smith stated that Kissick has a place they can take the material that is removed, reducing their cost for disposal. Councilmember Quinn asked if this clean out is done "as needed" or if there is a regular maintenance timeline, and if this was budgeted. Ms. Smith stated this will be paid for from the Stormwater Utility Fund and stormwater maintenance will be included in the 2019 CIP. Mr. Morton is now working on a four-year routine creek clean-out schedule. Ms. Smith also noted that if improvements are made to Rock Creek upstream from this area, it will reduce the material deposited in these boxes and decrease the frequency that clean-out is required. Councilmember Davis requested information in the \$7,000 included in the bid for "seeding." Ms. Smith stated that the company will need to build temporary access to the boxes, and this item is for restoration work on the site.

Councilmember Davis recommended that the contract with Kissick Construction Company for the removal of an estimated 520 CY of debris from the box culverts at the Gateway site in an

amount not to exceed \$179,921 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Department Updates / Other

Ms. Smith stated a grant has been submitted for an Economic Summit through the First Tier Suburbs Coalition lead by Mission, Gladstone and MARC. The grant was submitted by MARC and will focus on affordable housing. If the grant is received, we will host a regional event on affordable housing. Ms. Smith thanked Lauren Palmer, MARC, for her work on this initiative. Councilmember Davis stated this is a pilot project and the estimated cost is \$10,000, and Ms. Smith stated if the grant is approved the First Tier Suburbs will ask each participating city to share this cost.

Ms. Smith announced that James Gorham, Code Enforcement Officer, will be leaving the City of Mission for a job opportunity in Olathe. There will be a farewell reception for him on Monday, February 11th and all were invited to attend.

Councilmember Kring stated there is a limb that was damaged in the recent snow storm and is hanging over the street at 57th & Walmer. She has reported this to Code Enforcement, but is concerned it could fall and there may be others. She asked if the Mission Possible program is available for storm damaged trees. Discussion continued on limb debris pick-up, addressing this specific issue, and assistance programs available. Ms. Smith will follow-up with Code Enforcement on the issue at this location.

Councilmember Flora thanked Councilmember Inman for her continued leadership of the First Tier Suburbs Coalition, and for undertaking this grant opportunity. Ms. Smith noted that this group's leadership is Mission and Gladstone, which were the cities who were the original leaders.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:15 p.m..

Respectfully submitted,

Martha Sumrall
City Clerk