

MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE

March 4, 2020

The Mission Community Development Committee met at Mission City Hall, Wednesday, March 4, 2020 at 6:30 p.m. The following committee members were present: Trent Boultinghouse, Hillary Thomas, Arcie Rothrock, Kristin Inman, Debbie Kring, Sollie Flora and Ken Davis. Absent: Nick Schlossmacher. Mayor Appletoft was also present. Councilmember Thomas 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, Assistant to the City Administrator Emily Randel, Public Works Director Celia Duran, Public Works Superintendent Brent Morton, Parks & Recreation Director Penn Almoney, and Chief Ben Hadley.

Public Comments

There were no public comments.

Public Presentations

There were no presentations.

Acceptance of the February 5, 2020 Community Development Committee Minutes

Minutes of the February 5, 2020 Community Development Committee were provided to the committee. There being no objections or corrections, the minutes were accepted as presented.

Stantec Contract for Street Preservation Program Development

Ms. Duran presented a contract with Stantec in an amount not to exceed \$28,000 to be used to develop a Street Preservation Program for the City of Mission. Stantec will use pavement condition index (PCI) data collected in 2017, existing geotechnical boring data and work history records to develop the program. The scope of the work will include developing decision criteria, maintenance and rehabilitation treatment options based on specific pavement conditions, and will present associated costs estimates. Using various funding scenarios, a prioritized list of roads will be developed to be addressed in each of the next 10 years. This list of roads can be flexible as pavement conditions or priorities change over time; however, this prioritized list will assist the City in determining the annual level of funding necessary to achieve the desired level of investment in Mission's street infrastructure. The program will also include consideration of sidewalks and stormwater in areas where work on the streets is occurring. The stormwater inventory going on now will be helpful in determining when it is most practical to include stormwater upgrades with street work.

Councilmember Flora asked for clarification that the funding scenarios will be outcome oriented, developing a strategy for completing work based on current funding levels, but also presenting the funding level required to do all the work in the street program. Ms. Duran confirmed that will be the approach.

Councilmember Kring asked if staff considers alternative materials or treatments for street maintenance. Ms. Duran confirmed that the technology is always evolving, and the street program has adjusted along with those best practices. For example, slurry seal used to be a preferred method, but now a UBAS treatment is seen as more favorable. Staff is always evaluating the best options for each phase of a street section's useful life and staying abreast of new developments and how they are performing.

Councilmember Flora asked how the contractor will develop a set unit cost for the different treatment methods when she understood that treatments vary on type of street. Ms. Duran confirmed that the unit rate will vary based on several factors including the volume of traffic on a street section, the length of a street section, and existing conditions of the section.

Councilmember Thomas thanked staff for reaching this point. She stated that it seems like a final step in the work toward a comprehensive street maintenance program, and it is good to be at this point.

Councilmember Davis recommended a contract with Stantec at an amount not to exceed \$28,000 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Super Pool Pass Interlocal Agreement and Letter of Understanding

Ms. Smith shared that the Super Pool Pass Program is an Interlocal Agreement between Northeast Johnson County cities for the use of outdoor swimming pool facilities within each community during the summer season. This program has been in place for the past eleven years and generates additional revenues for attendance at the Mission Family Aquatic Center from participating communities. The Super Pool Pass provides an affordable recreation program that benefits users of all ages, especially families with children. Ms. Smith shared that the Letter of Understanding states that pass holders of a host city will have free admission to any of the other pools on the day a swim meet is held at their home facility.

One intended benefit of the program has been that as cities rehabilitate their aquatics facilities, they can vary amenities based on what is available at other pools in the area, stretching resources further by not having to provide all the same type of amenities at each location.

The agreement has generated over \$68,000 over the life of the program. Mission's revenue for the program was the highest it has been in 2019, bringing in \$15,325 with 5,990 visits.

Councilmember Flora whether the City of Merriam will not be participating again this year. Staff confirmed that the participating cities are the Cities of Fairway, Leawood, Mission, Prairie Village and Roeland Park.

Councilmember Inman asked what new amenity will be added to the Mission Family Aquatic Center in 2020. Ms. Smith answered that no large capital improvements are planned for 2020. The second slide was a sizeable addition in 2018, and generally, large impact additions are recommended every four to five years.

Councilmember Davis recommended that an Interlocal Agreement and Letter of Understanding for the Super Pool Pass be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Update on Policy for Shoveling Sidewalks

Ms. Duran stated that this is a continuation of the discussion held at the February committee meeting originating from concerns about clearing sidewalks in school zones. Since the meeting in February, Mission's Neighborhood Services Officer, Rebecca Brown, compiled a list of policies from other Johnson County cities. Approximately half of the cities have a policy of requiring snow removal. The amount of time allowed for shoveling varies from 12 hours to 48 hours. More information is still needed about what fines each of the cities impose for violations, if any. Some programs are complaint based, and are not proactively enforced. The committee discussed a process of notifying property owners that some change may be coming, to encourage action outside of a fine penalty.

Councilmember Davis stated that he felt it was important to have some method of enforcement, other than just encouraging compliance and that allowing 48 hours following a snow event seems reasonable.

Councilmember Inman asked if there is concern that additional shoveling will strain the capacity of existing Public Works staff. Ms. Duran confirmed that such a concern does exist. Additional clearing would likely need to be outsourced to a private entity, but there is concern about how quickly those companies would service a small project following a storm. Often, 48 hours after a snow event, much of the snow has had a chance to melt and potentially refreeze.

Councilmember Boultinghouse shared that he has learned of cities coordinating volunteer programs to help neighbors with clearing sidewalks and driveways. Ms. Smith confirmed that Mission has such a program, called "Snow Angels," but that it is underutilized, and it can be difficult to connect volunteers to homeowners who can use the assistance. Also, the program has had a focus on driveways to assist the homeowners, and not as much on area sidewalks, and was targeted in residential, single-family home applications, primarily. The discussion in 2010 that repealed the ordinance requiring snow removal included intentions for an effort led by the PTA to clear sidewalks in the school zones. That effort is not occurring now, maybe due to

many of the children whose parents were involved at the time have moved on from elementary school.

Councilmember Kring reiterated that this can be a great service provided by scouts and high school age volunteers needing community service hours.

Councilmember Flora asked if those cities who have enforcement policies in place are happy with those policies. Ms. Duran answered that the programs seem largely complaint based and there has not been a large outcry against the policies, and so that the cities generally seem pleased.

Councilmember Davis asked if the City maintains a list of private contractors who clear snow. Mr. Scott answered that the City does not maintain such a list.

Councilmember Thomas reiterated that considering a new ordinance is a key piece of the issue, but remaining focused on key locations near schools, bus stops, etc. is critical.

Mayor Appletoft clarified that the existing policy that the Governing Body was reacting to in 2010 was a requirement for snow clearing five hours following a snow event. There were several heavy snows that year, and the snow did not melt away quickly and so it accumulated to become a significant issue. Mayor Appletoft suggested in light of those circumstances, maybe going forward, the Governing Body could consider a soft approach first, to raise the awareness around the issue and to gain greater compliance and cooperation by reaching out to property owners to learn why they are not shoveling now.

Discussion followed on the benefits of staff having something firm to point to in cases of property owners not shoveling. The group discussed using the time before the next winter to reach out to property owners to communicate these issues. The group also discussed how widespread an issue it is, how to include public input in the process of reinstating an ordinance.

Councilmember Rothrock suggested a fine structure in an eventual ordinance that would escalate with each violation, similar to security alarm violations.

Councilmember Kring stated that she would like to see the issue tabled until September.

Councilmember Thomas asked if staff could collect additional input through the DirectionFinder Survey or other methods. Discussion followed about how complaints are tracked, and where issues are most common. Ms. Randel stated that while there are some property owners who are known to the City to regularly not shovel their sidewalks, this issue is really about deciding where the standard is for walkability, and then applying that standard citywide in both commercial and residential areas.

Ms. Duran stated that it would be possible to present additional information on the fines imposed by other Johnson County cities as well as an ordinance that included a stairstep approach to fines for subsequent violations in April.

Councilmember Thomas stated that there seems to be consensus around this approach, and especially in light of Mission's commitment to be a Community for All Ages, this issue deserves additional attention.

This item was for discussion and no action was taken at this time. Staff will prepare a revised resolution and an ordinance for consideration at the April committee meeting.

Department Updates

Crux. Marketing and Branding Project

Ms. Smith shared that she and Ms. Randel and Mr. Almoney met with the Crux. team on Tuesday to kick-off the marketing and branding program. The team is generating a list of stakeholders, including the Governing Body. The stakeholders will be contacted soon for input into the process. The team has already initiated a market audit of existing materials and materials in neighboring jurisdictions.

City Activities Related to the Novel Coronavirus Outbreak

Ms. Smith provided an update on the City's response to the Novel Coronavirus (COVID-19) Outbreak. Chief Hadley and Captain Dan Madden participated in the webinar hosted by Johnson County on Monday. The purpose of the webinar was to provide an overview of the current status of the COVID-19 outbreak, review local risk and response plans, and to discuss recommended mitigation, preparedness, and response actions. The webinars will be held regularly, and Mission staff is connected to these efforts and communications. Ms. Smith shared that staff is always prepared to adapt to changing situations, and can adjust service delivery based on current recommendations as needed. The City will best serve the residents as a conduit for information to the health professionals at the County and the Center for Disease Control.

New Directions, the City's Employee Assistance Program shared a reminder email that any employees feeling heightened anxiety about the outbreak are encouraged to reach out for counseling services. Ms. Smith will be forwarding that email to all staff.

Other

No other business was discussed.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 7:19 p.m.

Respectfully submitted,

Emily Randel
Assistant to the City Administrator