

CITY OF MISSION, KANSAS
COMMUNITY DEVELOPMENT COMMITTEE

WEDNESDAY, APRIL 5, 2017

6:30 p.m.

Mission City Hall

PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Traffic Signal at Johnson Drive and Woodson - Laura Smith ([page 4](#))

As part of the Johnson Drive street rehabilitation project, a traffic signal was removed from the Johnson Drive and Woodson intersection. Over the last eighteen months, the City Council has reviewed and discussed pedestrian and traffic safety on Johnson Drive, expressing concerns with traffic speeds, motorists observing pedestrian crosswalks, visibility while turning onto Johnson Drive, and backing from parking stalls. Several steps have already been taken to address these issues, and at the March 15th City Council meeting, staff was directed to prepare an action item to start the process of returning a traffic signal to this intersection.

2. Stormwater BMP Contract Renewal - Danielle Sitzman ([page 19](#))

The County's Stormwater BMP Cost Share Program allows Mission residents and businesses to receive County financial assistance - up to 50% of cost - to implement stormwater Best Management Practices (BMPs) on their property. Approval of the contract would renew the City's participation in this program for the third consecutive year.

3. Interlocal Agreement for Cooperative Use of Pools (Super Pool Pass Program) - Kathy Lockard ([page 25](#))

The Super Pool Pass Program offers residents and qualified non-residents of participating cities the option of purchasing a pass that provides access to other participating outdoor aquatic facilities. The cities of Fairway, Leawood, Merriam, Mission, Prairie Village, Roeland Park and the Johnson County Park and Recreation District participate in the program. Mission's participation in the program for the last eight (8) years has generated a total of \$34,788.40 in revenue for the Mission Family Aquatic Center.

4. Mission Family Aquatic Center Pool Painting - Kathy Lockard ([page 38](#))

The Mission Family Aquatic Center is entering its fourth year of operation. In preparation for this season, the shells of the pools require painting. Professional painting of the aquatic facility is typically scheduled every four to five years. Last season staff painted the floor of the leisure pool, so it will not need to be painted at this time. Staff recommend the contract be awarded to Dayco Painting, Inc. as the lowest and best bidder at a cost not to exceed \$26,240.

5. Resolution Approving 2018-2022 CARS List - John Belger ([page 58](#))

Using a combination of state gas tax dollars and County General Fund revenues, the CARS program provides funds to cities to construct and maintain eligible streets. Each year, cities submit a 5-year road improvement plan to the County. The County scores projects and selects those which will receive funding (up to 50% of the project's construction and construction inspection.) The resolution identifies the projects that Mission has targeted for inclusion in the 2018-2022 CARS Program.

6. Traffic Signal Modifications - Martway & Broadmoor - John Belger ([page 62](#))

When the traffic signal at Martway / Broadmoor was installed in 2013-14, the only portion of the intersection that warranted a left turn phase (protected left turn) was westbound Martway. Updated traffic studies now demonstrate support for protected left turns in all directions. Staff is seeking authorization to install protected / permissive movements for all remaining left turn movements.

7. Community Center Parking Lot Engineering and Inspection Services - John Belger ([page 75](#))

The parking lot surrounding the Community Center is budgeted for repair this summer. In anticipation of that project, Olsson Associates has provided a task order to prepare contract documents, project specifications and provide construction inspection services for the project in an amount not to exceed \$17,928. ADA parking requirements will be addressed with this project.

8. Revisions to Sign Code Ordinance - Danielle Sitzman ([page 84](#))

A final draft of the changes to sections of the Mission Sign Code as recommended by the Planning Commission will be presented. An ordinance enacting these changes will be before City Council at the April 19th meeting.

DISCUSSION ITEMS

9. Rental Licensing Ordinance Amendments - Brian Scott ([page 134](#))

This discussion item will review the concept of expanding the current rental dwelling inspection program to include single-family rental properties, and in particular the impact on operations and staffing.

10. 2017 Street Program - John Belger ([page 136](#))

Mission's annual Residential Street Maintenance Program was implemented in 2011 and consists of a variety of treatments including mill and overlay, seal application, spot curb replacement, ADA improvements, and on-going data collection. The program has touched approximately 45 lane miles of roadway since its inception. The streets proposed for the 2017 program will be reviewed and discussed at the Committee meeting.

OTHER

11. Department Updates - Laura Smith

Arcie Rothrock, Chairperson
Suzie Gibbs, Vice-Chairperson
Mission City Hall, 6090 Woodson
913-676-8350

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	March 28, 2017
Administration	From:	Laura Smith

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

RE: Traffic Signal Installation - Johnson Drive / Woodson

RECOMMENDATION: Authorize a task order to complete the preparation of plans and specifications for installation of a traffic signal at the intersection of Johnson Drive and Woodson, and authorize the Mayor, or his designee, to execute any and all related documents associated with purchase and installation of the traffic signal.

DETAILS: The traffic signal at the intersection of Woodson/Johnson Drive was removed as a part of the Johnson Drive street rehabilitation project because it did not meet the warrants conducted by the traffic engineers. Because federal funds were used on the project, the City was not able to return the signal to that intersection without sacrificing more than \$2 million in grant funds. A copy of the traffic warrant analysis completed in connection with the Johnson Drive project is included in the packet.

On several occasions over the last eighteen months, the City Council has reviewed and discussed pedestrian and traffic safety on Johnson Drive. There has been concern with traffic speeds, motorists observing pedestrian crosswalks, visibility while turning onto Johnson Drive, and backing from parking stalls. Recently, the speed limit was reduced from 30 mph to 25 mph, LED lights were added to the flashing beacons, and parking nearest the intersections was restricted to "Compact Cars Only."

Even after these modifications, the Council remains interested in additional steps intended to improve safety for both drivers and pedestrians. At the March 15th City Council meeting, staff was directed to initiate the next steps required to install a traffic signal at the Johnson Drive / Woodson intersection. Once the signal is designed, it will be bid and the Council will proceed to award the contract for construction. Based on the length of time anticipated for design, bidding, and lead times to order the signal, installation should be completed by November/December. Preliminary estimates to complete the project are shown below:

<u>Budget:</u>	
Survey:	\$3,000
Engineering:	\$26,000
Construction Admin:	\$3,000
Contractor Mobilization:	\$15,000
Signal Construction:	\$250,000
PM/Signing/TTC Construction:	<u>\$10,000</u>
Total:	\$307,000

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	01-00-001-00 General Fund Contingency
Available Budget:	\$3,598,459

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	March 28, 2017
Administration	From:	Laura Smith

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

Replacement of the signal was not originally included in the 2017 Budget, so funding is recommended to come from the General Fund's fund balance. The audited fund balance at the end of 2016 was \$3,598,459 or 32% of General Fund revenues (Council Fund Balance Policy establishes 25% goal).

CFAA CONSIDERATIONS/IMPACTS: The signal will provided for more controlled vehicle and pedestrian movement at this intersection, ideally improving safety for residents and visitors of all ages and abilities.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	01-00-001-00 General Fund Contingency
Available Budget:	\$3,598,459

MEMO

	Overnight
	Regular Mail
	Hand Delivery
X	Other: e-mail

TO: City of Mission
FROM: Todd Fredericksen, PE, PTOE
RE: Johnson Drive and Woodson Road Signal Warrant Analysis
DATE: July 21, 2011
PROJECT #: 010-2745
PHASE: 150

This memo addresses a request from the City of Mission, Kansas for Olsson Associates to review existing traffic volumes at the intersection of Johnson Drive and Woodson Road to determine if the intersection still meets warrants for signalization.

Field Review and Data Collection

Johnson Drive is a four-lane undivided roadway in the section between Lamar Avenue and Nall Avenue with a posted speed limit of 30 mph. Woodson Road is a two-lane local roadway with a posted speed limit of 30 mph. The intersection is currently signalized with pedestrian crosswalks.

Machine 24-hour traffic counts were collected during a typical weekday beginning at 12:00 PM on Wednesday, June 22nd, 2011 and ending at 11:00 AM on Friday, June 24th, 2011. In addition to machine 24-hour counts, AM and PM peak hour manual turning movement counts were completed on Wednesday, June 22nd, 2011 from 6:00 AM to 8:00 AM and 4:00 PM to 6:00 PM. The weekday peak hour counts provide a basis for evaluating the traffic operations of the intersection during typical conditions. Based on data collected, the average daily traffic (ADT) is approximately 14,427 vehicles/day along Johnson Drive and 1,400 vehicles/day along Woodson Road.

Traffic Signal Warrants

A traffic signal may be justified if traffic conditions meet any of eight signal warrants described in the 2009 Manual on Uniform Traffic Control Devices (MUTCD). The MUTCD provides criteria for conducting an engineering study to determine whether a traffic signal is appropriate at any particular intersection. Those criteria are embodied in the eight traffic signal warrants as follows:

Warrant 1, Eight-Hour Vehicular Volume

The Minimum Vehicular Volume, Condition A, is intended for application where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal. The Interruption of Continuous Traffic, Condition B, is intended for application where the traffic volume on a major street is so heavy that traffic on a minor intersecting street suffers excessive delay or conflict in entering or crossing the major street. If neither Condition A nor B is met, Warrant 1 also allows for re-evaluation of the warrant using 80% of the traffic volumes when the posted speed limit or 85th-percentile speed on the major street exceeds 40 mph, or if the intersection lies within the build-up area of an isolated community having a population of less than 10,000. To meet Warrant 1 requires that at a minimum, one of either condition A, B, or A and B must be met.

Warrant 2, Four-Hour Vehicular Volume

The Four-Hour Vehicular Volume signal warrant conditions are intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

Warrant 3, Peak Hour

The Peak Hour signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor-street traffic suffers undue delay when entering or crossing the major street.

Warrant 4, Pedestrian Volume

The Pedestrian Volume signal warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street.

Warrant 5, School Crossing

The School Crossing signal warrant is intended for application where the fact that school children cross the major street is the principal reason to consider installing a traffic control signal.

Warrant 6, Coordinated Signal System

Progressive movement in a coordinated signal system sometimes necessitates installing traffic control signals at intersections where they would not otherwise be needed in order to maintain proper platooning of vehicles.

Warrant 7, Crash Experience

The Crash Experience signal warrant conditions are intended for application where the severity and frequency of crashes are the principal reason to consider installing a traffic control signal.

Warrant 8, Roadway Network

Installing a traffic control signal at some intersections might be justified to encourage concentration and organization of traffic flow on a roadway network.

Based on data collected, Warrants 1, 2, 3, and 4 were evaluated for this study. The results of the warrant analysis using the 8 highest hours of traffic volumes, 4 highest hours of traffic volumes and peak hour of traffic volumes during a 24-hour period indicate that the current traffic volumes at Johnson Drive and Woodson Road **do not** warrant a signal. Additionally data collected for pedestrian volumes crossing the main street in the AM and PM peak hour periods did not total higher than the requirement of 133 pedestrians presented in Warrant 4, which is the lowest threshold pedestrian volume necessary to warrant a signal. See the attached **Appendix** for warrant analysis results.

Traffic Control / Operational Analysis

The results of the warrant analysis indicate that the existing traffic volumes during a typical 24-hour period at Johnson Drive and Woodson Road no longer meet the warrants for signalization. Before recommending removal of the signal the traffic operations at the intersection should be evaluated based on the proposed traffic control methods. As an unsignalized intersection, based on the traffic volumes, it is recommended for the intersection to be two-way stop controlled with stop signs on Woodson Road.

Analysis of the current signalized operation was compared to the recommended two-way stop control for both the AM and PM peak hours using turning movement count information completed Wednesday, June 22nd, 2011. For simplicity, the amount of delay is equated to a grade or Level of Service (LOS) based on thresholds of driver acceptance. A letter grade between A and F is assigned, where LOS A represents the best operation. **Table 1** represents the LOS associated with intersection control delay, in seconds per vehicle (sec/veh), for signalized and unsignalized intersections.

Table 1: Intersection Level of Service Summary

Level-of-Service Criteria		
Level of Service (LOS)	<u>Stop Control</u> Approach Delay sec/veh	<u>Signal Control</u> Control Delay sec/veh
A	≤ 10	≤ 10
B	>10 and ≤ 15	>10 and ≤ 20
C	>15 and ≤ 25	>20 and ≤ 35
D	>25 and ≤ 35	>35 and ≤ 55
E	>35 and ≤ 50	>55 and ≤ 80
F	>50	>80

Level of Service (LOS), delay, and queue length were evaluated for each intersection. Existing LOS for the intersection of Johnson Drive and Woodson Road is based on signal timings of nearby intersections and reasonable cycle lengths and splits.

Table 2 details level of service for as a signalized and unsignalized intersection.

Table 2: Existing Signalized Intersection Analysis

Intersection		AM Peak Hour	PM Peak Hour
Johnson Drive and Woodson Road Signalized	Eastbound	A (5.9)	A (8.1)
	Westbound	A (5.4)	A (9.1)
	Northbound	C (33.3)	C (29.4)
	Southbound	C (33.2)	C (29.6)
Johnson Drive and Woodson Road Unsignalized	Eastbound	A (8.2)	A (9.6)
	Westbound	A (8.8)	A (9.0)
	Northbound	C (22.0)	F (56.9)
	Southbound	C (18.3)	F (58.5)

*LOS (Delay in Seconds)

The eastbound and westbound movements currently operate at a LOS 'A' during the AM and PM peak hours. The northbound and southbound movements operate at LOS 'C' during both peak periods. Configuring the intersection as two-way stop controlled, the eastbound and westbound main line traffic would be expected to operate at a LOS 'A' in the AM and PM peak hours. For the AM peak hour, LOS for northbound and southbound traffic stays constant at a LOS 'C'. During the PM peak hour, LOS for northbound and southbound traffic and is expected to operate at LOS 'F'. Queuing during the PM peak hour period is estimated at 5 cars in the southbound direction, while delay could increase from 33 to 59 seconds. This decrease in the LOS is not uncommon for side street stop controlled intersections along major roadways such as Johnson Drive during the peak hour periods. Additionally queuing is expected to be minimal.

Conclusion & Recommendations

The results of the analysis indicate that the existing traffic and pedestrian volumes during a typical 24-hour period at Johnson Drive and Woodson Road no longer meet the warrants for signalization. Additionally, operations as an unsignalized intersection are expected to be adequate.

It is recommended that the signalized intersection of Johnson Drive and Woodson Road be removed and replaced by a two-way stop controlled intersection with stop signs on the north/south street of Woodson Road. Prior to final design, sight distance must be checked for adequacy. Removal of the traffic signal is recommended to be completed by the steps outlined in the MUTCD and listed below.

Additionally it is recommended that crosswalk markings should be installed to match unsignalized intersections along Johnson Drive. This includes the installation of fluorescent yellow W11-2 crosswalk signs along Johnson Drive and hatched crosswalks across Johnson Drive with R1-6a stop for pedestrians sign in center of roadway on Johnson Drive. Main line stop bars are also recommended to be added on Johnson Drive to match adjacent unsignalized intersections.

The MUTCD provides criteria for the removal of a traffic control signal as follows:

Removal of Traffic Control Signals

If an engineering study indicates that the traffic control signal is no longer justified, and a decision is made to remove the signal, removal should be accomplished using the following steps:

- A. Determine the appropriate traffic control to be used after removal of the signal.
- B. Remove any sight-distance restrictions as necessary
- C. Inform the public of the removal study
- D. Flash or cover the signal heads for a minimum of 90 days, and install the appropriate stop control or other traffic control devices.
- E. Remove the signal if the engineering data collected during the removal study period confirms that the signal is no longer needed.

TRAFFIC SIGNAL WARRANT ANALYSIS - VOLUME WARRANTS

BUREAU OF TRAFFIC ENGINEERING

Major Street : Johnson Drive
 Minor Street : Woodson Road
 City : Overland Park, KS
 County : Johnson

Time Count Began : 12:00 PM
 Date : June 23, 2011
 Day of Week of Count : Thursday

is the intersection in a community with a population less than 10,000 or are speeds greater than 40 mph? **no**
 Major Street :
 Minor Street :
 Adjustment factor for day of week and month of year of count :
 Major Street : 1
 Minor Street : 1
 Number of Lanes : 2

Time	Major Street Approach Volumes		Total	Minor Street Approach Volumes		Total
	EAST	WEST		NORTH	SOUTH	
12:00 m	26	28	54	1	1	2
1:00	13	15	28	1	1	2
2:00	15	8	23	0	1	1
3:00 am	5	5	10	0	1	1
4:00	13	8	21	1	1	2
5:00	25	33	58	7	8	15
6:00 am	215	141	356	14	9	23
7:00	399	298	697	41	45	86
8:00	488	328	796	58	62	120
9:00 am	390	284	674	45	32	77
10:00	417	372	789	45	32	77
11:00	482	574	1056	58	51	109
12:00 n	685	632	1317	51	60	111
1:00	524	530	1054	42	43	85
2:00	457	450	907	39	39	78
3:00 pm	426	486	912	56	45	101
4:00	540	601	1141	49	65	114
5:00	600	719	1319	51	76	127
6:00 pm	498	506	1004	43	48	91
7:00	397	384	781	37	25	62
8:00	315	287	602	17	23	40
9:00 pm	239	221	460	29	20	49
10:00	120	125	245	9	5	14
11:00	57	66	123	5	8	13
24HR Total	7326	7101	14427	699	701	1400

Note: = Total of both approaches.
 * The HIGHEST approach only.

NOTE: Basic minimum hourly volumes (unreduced)

NOTE: No adjustment made

Warrant #1 - Condition A	Warrant #1 - Condition B	Warrant #1 - Combination of Conditions A & B	Warrant #2		Warrant #3	
			Warrant Volume	Percent of Warrant	Warrant Volume	Percent of Warrant
9	6	For this warrant vehicle volume requirements for conditions A and B are reduced to 80% Factor	0	0	0	0
5	3	NOTE: Conditions A and B SHALL BOTH meet a minimum of 8 hours. However, the 8 hours satisfying condition A NEED NOT be the same as the 8 hours satisfying condition B.	240	19	400	11
4	3		200	31	360	17
2	1		250	18	420	11
4	2		200	23	360	13
10	6		130	45	250	23
59	40		80	75	180	33
116	77		130	33	250	17
133	88		170	23	310	13
112	75		170	33	300	19
132	88		110	59	230	28
176	117		80	95	180	42
220	146		140	34	270	18
176	117		210	18	360	10
151	101		280	8	460	5
152	101		350	8	0	0
190	127		0	0	0	0
220	147		0	0	0	0
167	112					
130	87					
100	67					
77	51					
41	27					
21	14					
600	900					
Hours Met	0	Condition Hours Met	0	Warranting Volumes From MUTCD Fig. 4C-1	0	Warranting Volumes From MUTCD Fig. 4C-3
Warrant Met	No	Warrant Met	No	Hours Met	0	Hours Met
				Warrant Met	No	Warrant Met

Major Street volume is so low that no Minor Street warrant exists

Machine 24-Hour Counts

<u>Date</u>	<u>Time Range</u>	<u>Volume</u>			
		<u>Southbound</u>	<u>Westbound</u>	<u>Northbound</u>	<u>Eastbound</u>
6/22/2011	12:00 PM	82	662	63	584
6/22/2011	01:00 PM	58	557	40	520
6/22/2011	02:00 PM	51	454	34	473
6/22/2011	03:00 PM	46	470	44	514
6/22/2011	04:00 PM	33	528	64	596
6/22/2011	05:00 PM	57	572	74	664
6/22/2011	06:00 PM	36	504	47	472
6/22/2011	07:00 PM	27	371	18	337
6/22/2011	08:00 PM	24	312	16	305
6/22/2011	09:00 PM	21	207	11	194
6/22/2011	10:00 PM	15	102	5	128
6/22/2011	11:00 PM	11	64	8	58
6/23/2011	12:00 AM	1	26	1	28
6/23/2011	01:00 AM	1	13	1	15
6/23/2011	02:00 AM	0	15	1	8
6/23/2011	03:00 AM	0	5	1	5
6/23/2011	04:00 AM	1	13	1	8
6/23/2011	05:00 AM	7	25	8	33
6/23/2011	06:00 AM	14	215	9	141
6/23/2011	07:00 AM	41	399	45	298
6/23/2011	08:00 AM	58	468	62	328
6/23/2011	09:00 AM	45	390	32	284
6/23/2011	10:00 AM	45	417	32	372
6/23/2011	11:00 AM	58	482	51	574
6/23/2011	12:00 PM	51	685	60	632
6/23/2011	01:00 PM	42	524	43	530
6/23/2011	02:00 PM	39	457	39	450
6/23/2011	03:00 PM	56	426	45	486
6/23/2011	04:00 PM	49	540	65	601
6/23/2011	05:00 PM	51	600	76	719
6/23/2011	06:00 PM	43	498	48	506
6/23/2011	07:00 PM	37	397	25	384
6/23/2011	08:00 PM	17	315	23	287
6/23/2011	09:00 PM	29	239	20	221
6/23/2011	10:00 PM	9	120	5	125
6/23/2011	11:00 PM	5	57	8	66
6/24/2011	12:00 AM	3	23	0	22
6/24/2011	01:00 AM	3	17	1	20
6/24/2011	02:00 AM	2	10	1	7
6/24/2011	03:00 AM	0	11	0	6
6/24/2011	04:00 AM	1	9	0	8
6/24/2011	05:00 AM	4	46	4	30
6/24/2011	06:00 AM	22	172	15	135
6/24/2011	07:00 AM	44	390	35	257
6/24/2011	08:00 AM	66	426	40	327
6/24/2011	09:00 AM	52	423	27	339
6/24/2011	10:00 AM	38	413	34	424
6/24/2011	11:00 AM	42	553	54	576

Olsson Associates

7301 West 133rd St. Suite 200
Overland Park, KS 66213

File Name : Johnson and Woodson AM
Site Code : 00000000
Start Date : 6/22/2011
Page No : 1

Groups Printed- Unshifted

Start Time	WOODSON From North				JOHNSON From East				WOODSON From South				JOHNSON From West				Int. Total
	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	
07:00 AM	2	2	2	0	5	38	1	0	3	1	2	0	6	66	6	0	134
07:15 AM	8	2	0	0	3	44	3	0	6	0	4	0	5	81	2	0	158
07:30 AM	2	1	2	0	6	73	2	0	7	2	1	0	1	109	3	0	209
07:45 AM	4	6	4	0	4	88	3	0	7	3	3	0	10	142	7	0	281
Total	16	11	8	0	18	243	9	0	23	6	10	0	22	398	18	0	782
08:00 AM	8	2	2	0	11	74	2	0	9	9	1	0	3	112	7	0	240
08:15 AM	3	2	3	1	2	75	4	0	4	1	1	1	8	106	5	2	218
08:30 AM	12	3	4	0	4	63	5	1	6	3	2	0	9	106	8	1	227
08:45 AM	5	3	2	0	8	70	7	0	7	2	3	0	6	105	6	0	224
Total	28	10	11	1	25	282	18	1	26	15	7	1	26	429	26	3	909
Grand Total	44	21	19	1	43	525	27	1	49	21	17	1	48	827	44	3	1691
Apprch %	51.8	24.7	22.4	1.2	7.2	88.1	4.5	0.2	55.7	23.9	19.3	1.1	5.2	89.7	4.8	0.3	
Total %	2.6	1.2	1.1	0.1	2.5	31	1.6	0.1	2.9	1.2	1	0.1	2.8	48.9	2.6	0.2	

Olsson Associates

7301 West 133rd St. Suite 200
Overland Park, KS 66213

File Name : Johnson and Woodson PM

Site Code : 00000000

Start Date : 6/22/2011

Page No : 1

Groups Printed- Unshifted

Start Time	WOODSON From North				JOHNSON From East				WOODSON From South				JOHNSON From West				Int. Total
	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	Right	Thru	Left	Peds	
04:00 PM	11	3	2	3	2	139	6	2	6	3	4	0	9	111	1	1	303
04:15 PM	11	2	3	0	5	121	7	0	3	1	6	1	5	133	3	2	303
04:30 PM	13	7	3	0	4	150	5	0	4	2	4	0	8	110	6	2	318
04:45 PM	6	1	1	0	5	150	10	2	4	4	1	1	2	134	1	0	322
Total	41	13	9	3	16	560	28	4	17	10	15	2	24	488	11	5	1246
05:00 PM	18	7	6	3	7	201	10	3	9	8	4	0	7	148	4	0	435
05:15 PM	11	6	1	1	2	153	6	1	8	3	2	2	5	141	5	0	347
05:30 PM	7	2	1	1	5	152	2	0	8	3	5	0	5	155	0	1	347
05:45 PM	5	7	2	0	5	127	4	0	9	2	2	0	7	116	1	0	287
Total	41	22	10	5	19	633	22	4	34	16	13	2	24	560	10	1	1416
Grand Total	82	35	19	8	35	1193	50	8	51	26	28	4	48	1048	21	6	2662
Apprch %	56.9	24.3	13.2	5.6	2.7	92.8	3.9	0.6	46.8	23.9	25.7	3.7	4.3	93.3	1.9	0.5	
Total %	3.1	1.3	0.7	0.3	1.3	44.8	1.9	0.3	1.9	1	1.1	0.2	1.8	39.4	0.8	0.2	

HCM Signalized Intersection Capacity Analysis

1: Johnson Drive & Woodson Dr

6/30/2011



Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Volume (vph)	27	466	30	14	300	21	7	16	26	13	13	27
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			5.0			5.0			5.0	
Lane Util. Factor		0.95			0.95			1.00			1.00	
Fr't		0.99			0.98			0.94			0.93	
Flt Protected		1.00			1.00			0.99			0.99	
Satd. Flow (prot)		3497			3475			1743			1710	
Flt Permitted		0.92			0.91			0.96			0.95	
Satd. Flow (perm)		3214			3181			1683			1631	
Peak-hour factor, PHF	0.84	0.82	0.75	0.70	0.85	0.48	0.58	0.44	0.72	0.81	0.54	0.56
Adj. Flow (vph)	32	568	40	20	353	44	12	36	36	16	24	48
RTOR Reduction (vph)	0	3	0	0	6	0	0	29	0	0	38	0
Lane Group Flow (vph)	0	637	0	0	411	0	0	55	0	0	50	0
Turn Type	Perm		Perm			Perm			Perm			
Protected Phases		2			6			8			4	
Permitted Phases	2			6			8			4		
Actuated Green, G (s)		70.0			70.0			20.0			20.0	
Effective Green, g (s)		70.0			70.0			20.0			20.0	
Actuated g/C Ratio		0.70			0.70			0.20			0.20	
Clearance Time (s)		5.0			5.0			5.0			5.0	
Vehicle Extension (s)		3.0			3.0			3.0			3.0	
Lane Grp Cap (vph)		2250			2227			337			326	
v/s Ratio Prot												
v/s Ratio Perm		c0.20			0.13			c0.03			0.03	
v/c Ratio		0.28			0.18			0.16			0.15	
Uniform Delay, d1		5.6			5.2			33.1			33.0	
Progression Factor		1.00			1.00			1.00			1.00	
Incremental Delay, d2		0.3			0.2			0.2			0.2	
Delay (s)		5.9			5.4			33.3			33.2	
Level of Service		A			A			C			C	
Approach Delay (s)		5.9			5.4			33.3			33.2	
Approach LOS		A			A			C			C	

Intersection Summary

HCM Average Control Delay	9.6	HCM Level of Service	A
HCM Volume to Capacity ratio	0.26		
Actuated Cycle Length (s)	100.0	Sum of lost time (s)	10.0
Intersection Capacity Utilization	57.3%	ICU Level of Service	B
Analysis Period (min)	15		
c Critical Lane Group			

HCM Signalized Intersection Capacity Analysis

1: Johnson Drive & Woodson Dr

6/30/2011



Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↔			↔			↕			↕	
Volume (vph)	10	578	19	28	656	19	12	18	29	9	16	42
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)		5.0			5.0			5.0			5.0	
Lane Util. Factor		0.95			0.95			1.00			1.00	
Frt		0.99			1.00			0.94			0.92	
Flt Protected		1.00			1.00			0.99			0.99	
Satd. Flow (prot)		3512			3514			1740			1700	
Flt Permitted		0.92			0.89			0.93			0.94	
Satd. Flow (perm)		3222			3146			1629			1611	
Peak-hour factor, PHF	0.50	0.93	0.68	0.70	0.82	0.68	0.60	0.56	0.81	0.38	0.57	0.58
Adj. Flow (vph)	20	622	28	40	800	28	20	32	36	24	28	72
RTOR Reduction (vph)	0	3	0	0	2	0	0	27	0	0	53	0
Lane Group Flow (vph)	0	667	0	0	866	0	0	61	0	0	71	0
Turn Type	Perm		Perm			Perm			Perm			
Protected Phases		2			6			8			4	
Permitted Phases	2			6			8			4		
Actuated Green, G (s)		65.0			65.0			25.0			25.0	
Effective Green, g (s)		65.0			65.0			25.0			25.0	
Actuated g/C Ratio		0.65			0.65			0.25			0.25	
Clearance Time (s)		5.0			5.0			5.0			5.0	
Vehicle Extension (s)		3.0			3.0			3.0			3.0	
Lane Grp Cap (vph)		2094			2045			407			403	
v/s Ratio Prot												
v/s Ratio Perm		0.21			0.28			0.04			0.04	
v/c Ratio		0.32			0.42			0.15			0.18	
Uniform Delay, d1		7.7			8.5			29.2			29.4	
Progression Factor		1.00			1.00			1.00			1.00	
Incremental Delay, d2		0.4			0.6			0.2			0.2	
Delay (s)		8.1			9.1			29.4			29.6	
Level of Service		A			A			C			C	
Approach Delay (s)		8.1			9.1			29.4			29.6	
Approach LOS		A			A			C			C	

Intersection Summary

HCM Average Control Delay	11.2	HCM Level of Service	B
HCM Volume to Capacity ratio	0.35		
Actuated Cycle Length (s)	100.0	Sum of lost time (s)	10.0
Intersection Capacity Utilization	68.5%	ICU Level of Service	C
Analysis Period (min)	15		
c Critical Lane Group			

TWO-WAY STOP CONTROL SUMMARY								
General Information				Site Information				
Analyst	J. Stretz			Intersection	Johnson Drive & Woodson Dr			
Agency/Co.	Olsson Associates			Jurisdiction	Mission, KS			
Date Performed	06/22/2011			Analysis Year	2011			
Analysis Time Period	7:00 am							
Project Description 010-2745								
East/West Street: Johnson Drive				North/South Street: Woodson Drive				
Intersection Orientation: East-West				Study Period (hrs): 1.00				
Vehicle Volumes and Adjustments								
Major Street	Eastbound			Westbound				
Movement	1	2	3	4	5	6		
	L	T	R	L	T	R		
Volume (veh/h)	27	466	30	14	300	21		
Peak-Hour Factor, PHF	0.84	0.82	0.75	0.70	0.85	0.48		
Hourly Flow Rate, HFR (veh/h)	32	568	40	20	352	43		
Percent Heavy Vehicles	2	--	--	2	--	--		
Median Type	Undivided							
RT Channelized			0			0		
Lanes	0	2	0	0	2	0		
Configuration	LT		TR	LT		TR		
Upstream Signal		0			0			
Minor Street	Northbound			Southbound				
Movement	7	8	9	10	11	12		
	L	T	R	L	T	R		
Volume (veh/h)	7	16	26	13	13	27		
Peak-Hour Factor, PHF	0.58	0.44	0.72	0.81	0.54	0.56		
Hourly Flow Rate, HFR (veh/h)	12	36	36	16	24	48		
Percent Heavy Vehicles	2	2	2	2	2	2		
Percent Grade (%)	0			0				
Flared Approach		N			N			
Storage		0			0			
RT Channelized			0			0		
Lanes	0	1	0	0	1	0		
Configuration		LTR			LTR			
Delay, Queue Length, and Level of Service								
Approach	Eastbound	Westbound	Northbound			Southbound		
Movement	1	4	7	8	9	10	11	12
Lane Configuration	LT	LT	LTR			LTR		
v (veh/h)	32	20	84			88		
C (m) (veh/h)	1160	966	295			359		
v/c	0.03	0.02	0.28			0.25		
95% queue length	0.09	0.06	1.18			0.97		
Control Delay (s/veh)	8.2	8.8	22.0			18.3		
LOS	A	A	C			C		
Approach Delay (s/veh)	--	--	22.0			18.3		
Approach LOS	--	--	C			C		

TWO-WAY STOP CONTROL SUMMARY								
General Information			Site Information					
Analyst	J. Stretz		Intersection	Johnson Drive & Woodson Dr				
Agency/Co.	Olsson Associates		Jurisdiction	Mission, KS				
Date Performed	06/22/2011		Analysis Year	2011				
Analysis Time Period	4:00 pm							
Project Description 010-2745								
East/West Street: Johnson Drive			North/South Street: Woodson Drive					
Intersection Orientation: East-West			Study Period (hrs): 1.00					
Vehicle Volumes and Adjustments								
Major Street	Eastbound			Westbound				
Movement	1	2	3	4	5	6		
	L	T	R	L	T	R		
Volume (veh/h)	10	578	19	28	656	19		
Peak-Hour Factor, PHF	0.50	0.93	0.68	0.70	0.82	0.68		
Hourly Flow Rate, HFR (veh/h)	20	621	27	40	800	27		
Percent Heavy Vehicles	2	--	--	2	--	--		
Median Type	Undivided							
RT Channelized			0			0		
Lanes	0	2	0	0	2	0		
Configuration	LT		TR	LT		TR		
Upstream Signal		0			0			
Minor Street	Northbound			Southbound				
Movement	7	8	9	10	11	12		
	L	T	R	L	T	R		
Volume (veh/h)	12	18	29	9	16	42		
Peak-Hour Factor, PHF	0.60	0.56	0.81	0.38	0.57	0.58		
Hourly Flow Rate, HFR (veh/h)	19	32	35	23	28	72		
Percent Heavy Vehicles	2	2	2	2	2	2		
Percent Grade (%)	0			0				
Flared Approach		N			N			
Storage		0			0			
RT Channelized			0			0		
Lanes	0	1	0	0	1	0		
Configuration		LTR			LTR			
Delay, Queue Length, and Level of Service								
Approach	Eastbound	Westbound	Northbound			Southbound		
Movement	1	4	7	8	9	10	11	12
Lane Configuration	LT	LT	LTR			LTR		
v (veh/h)	20	40	86			123		
C (m) (veh/h)	800	934	154			188		
v/c	0.03	0.04	0.56			0.65		
95% queue length	0.08	0.13	3.45			4.93		
Control Delay (s/veh)	9.6	9.0	56.9			58.5		
LOS	A	A	F			F		
Approach Delay (s/veh)	--	--	56.9			58.5		
Approach LOS	--	--	F			F		

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	March 27, 2017
Community Development	From:	Danielle Sitzman

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

RE: Stormwater BMP Cost Share Program - Interlocal Agreement

RECOMMENDATION: Approve the Interlocal Agreement to participate in Johnson County's Stormwater Best Management Practices (BMP) Cost Share program in 2017.

DETAILS: The County's Stormwater BMP Cost Share Program allows Mission residents and businesses to receive County financial assistance - up to 50% of cost - to implement stormwater Best Management Practices (BMPs) on their property.

Unmanaged stormwater adversely affects City streams and creeks by causing water pollution, stream bank erosion, and downstream flooding. BMP projects are designed to capture, filter, or slow down the flow of rainwater on a property.

Examples of Stormwater Best Management Practices (BMP)

- Rain barrels
- Rain gardens and bioswales
- Native tree plantings
- Stream buffers
- Native vegetation filter strips

Mission property owners must apply and be pre-approved for the program on a first-come, first-served basis. Applicants initially pay project costs out-of-pocket, and the City will reimburse 50% of costs incurred (up to the pre-approved amount) following an inspection. The County then reimburses the City for funds awarded. The funded improvement must be maintained for a minimum period of three years as a condition of the grant.

The attached Interlocal Agreement serves as the City's agreement to participate in the program in 2017. This represents the third year Mission has participated in the Cost Share program. If approved by the Council, Neighborhood Services will immediately begin to advertise the opportunity to Mission property owners.

Last year two residents took advantage of the program. One homeowner installed a rain barrel, the other installed two native trees.

CFAA CONSIDERATIONS/IMPACTS: Addressing stormwater on-site lessens the impact to city-wide systems which require greater capital investment and maintenance to operate, thus reducing the financial burden on residents in their tax contributions.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	N/A
Available Budget:	\$0 - 100% of cost reimbursed by Johnson County.

Agreement

For Stormwater BMP Cost-Share Program

THIS AGREEMENT is entered into by and between the Board of County Commissioners of Johnson County Kansas by Public Works Department (hereinafter “the County”) and the city of Mission, Kansas, acting through the Mission Neighborhood Services Department (hereinafter “the City”) (hereinafter collectively “the Parties”) as of the ___ day of _____, 20__.

Recitals

A. The City and the County cooperate, in general, and have entered into numerous beneficial arrangements in the past for the control of stormwater runoff to reduce the amount of pollutants in local streams, prevent stream bank erosion, and reduce flooding caused by stormwater.

B. The Stormwater Management Advisory Council determined that it is in the best interests of the residents of Johnson County for the County’s Stormwater Management Program to participate in a cost-share program with the City that promotes the use of rain barrels, rain gardens, and native plantings on residential property to reduce stormwater runoff as well as increase public awareness of stormwater-related issues, all as required by federal NPDES stormwater rules and regulations.

C. The City has developed BMP cost-share program (“Program”) which allows its residents to seek and receive reimbursement for a portion of costs related to the installation of certain BMPs.

D. The County, with the concurrence of the Stormwater Management Advisory Council, hereby agrees to provide \$5,000.00 to the City for its Program upon the following terms and conditions:

Agreement

1. **Purpose of Agreement.** The Parties enter into this Agreement for the purpose of providing City residents the opportunity to receive partial reimbursement for implementing certain stormwater best management practices. The Parties acknowledge that residents shall be allowed to apply for funding in accordance with the Program requirements set forth in the attached Exhibit A.
2. **County Contribution.** The County agrees to contribute up to \$5,000 towards the Program. Not more than once each calendar quarter, the City shall submit to the County a statement satisfactory in form and content to the Manager of the Stormwater Management Program detailing the expenditure of funds during the preceding calendar quarter.
3. **Administration of Program.** It is acknowledged and agreed that the City shall enter into all contracts relating to the Program in its own name and not as an agent of the County. The City agrees to be solely responsible for the administration of all other contracts for the Program. Any contract disputes shall be resolved by the City at the City’s sole cost and expense.

4. **Reporting Requirements.** The City agrees to provide a final report to the County summarizing the projects completed under the Program.
5. **Duration and Expiration of Agreement.** This Agreement shall be effective as of March 1, 2017, and shall expire on January 31, 2018. The Parties acknowledge and agree that any prior agreements on the same subject matter have expired and neither party has any unfilled obligations under that agreement.

IN WITNESS WHEREOF, the above and foregoing Agreement has been executed in duplicate by each of the Parties hereto.

City of Mission

Johnson County Public Works Department

Steve Schowengerdt
Mayor

Brian Pietig
Director of Public Works

Approved as to form:

Approved as to form:

David K. Martin, City Attorney

Robert A. Ford, Asst. County Counselor

EXHIBIT A

2017 Stormwater Best Management Practices Program Requirements

The City encourages individual homeowners and businesses to incorporate Stormwater Best Management Practices (BMPs) on their property to aid in the improvement of local and regional water quality. The program will reimburse applicants, up to 50% of eligible expenses, not to exceed a project reimbursement cap for the proper installation of the following best management practices:

Project Type	Project Reimbursement Cap
● Rain barrel	\$75.00 per barrel, up to two
● Native tree planting	\$100.00 per tree, up to two
● Rain garden	\$1,000
● Native planting stream buffer/swale	\$1,000

Program Applicant Conditions

1. The applicant shall be responsible for all project costs. The City of Mission will provide reimbursement after the costs have been incurred. After submitting all final costs and receipts, the City of Mission will reimburse the applicant.
2. All projects or installations must be completed by October 31, 2017.
3. Additional program requirements apply for native tree plantings. Check specifically with Neighborhood Services to confirm that your plantings qualify.
4. The City of Mission will require access to your property for evaluation of the application prior to the start of construction, during construction, and after construction is complete for final inspection of the project.
5. Implementation of an approved project is the sole responsibility of the property owner. The City of Mission is not liable for personal injury or property damage resulting from said work.
6. Projects approved for funding carry no implied warranty by the City of Mission.
7. The funded practice shall be maintained for a minimum period of three years. All maintenance costs are the responsibility of the property owner.
8. The applicant is responsible for obtaining all applicable permits. This includes notifying Kansas One-Call before digging.



Instructions

1. Complete the application. Include all of the following:
 - Summary or description of the project
 - Photos of project location
 - Cost summary and/or contractor's estimate for the project
 - Contractor's Certificate of Insurance (If applying for rain garden, buffer, or swale project)
 - Anticipated project schedule and expected completion date
2. Make sure the application is signed by the property owner.
3. Submit the completed application and all required documents to Neighborhood Services.
4. After application approval, contact Neighborhood Services prior to starting the project for an initial site visit.
5. Call Neighborhood Services for a final inspection after the project is completed.
6. Submit final receipts to Neighborhood Services for approval and payment.

Contact Information

City of Mission - Neighborhood Services
6090 Woodson St., Mission, KS 66202
913-676-8360 ~ www.missionks.org

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	March 13, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

RE: Interlocal Agreements between NE Johnson County cities for use of swimming pool facilities (Super Pool Pass Program)

RECOMMENDATION: Authorize the Mayor to sign the interlocal agreement allowing Mission to participate in the Super Pool Pass Program for 2017, including the Swim Meet Letter of Understanding.

DETAILS: For the last eight years, Mission has participated in the Super Pool Pass Program. This program offers residents and qualified non-residents (those purchasing a membership in the year immediately preceding) of participating cities who purchase a family or individual season pass to their “home” city’s pool facility the option of purchasing a “super” pass that provides access to all other participating facilities.

The program is intended to increase usage at local outdoor aquatic facilities by allowing patrons access to multiple venues and amenities. The cities of Fairway, Leawood, Merriam, Mission, Prairie Village, Roeland Park and the Johnson County Park and Recreation District participate in the program.

The cost of a Super Pool Pass for residents is \$60 per family (up to five members) plus a charge of \$5 for each additional family member, and \$25 for an individual membership. For qualified non-residents, the cost of the Super Pool Pass is \$65 per family (up to five members) plus a charge of \$5 for each additional family member, and \$30 for an individual membership. The Super Pool Pass fee is collected by each city in the same manner as standard seasonal pool passes. Passes are designated with a high quality, not easily reproducible sticker, which is added to the regular seasonal pass card.

Each city retains one-half of the Super Pool Pass revenue, and holds the other half in suspense until the end of the season. The shared revenue is then totaled, and the cost of the stickers is deducted off the top. The remaining pooled revenue is then distributed proportionally to each city based on the Super Pool Pass count at each city’s pool facility divided by the total number of Super Pool Pass use count.

A summary of the revenue generated for Mission in previous years from the Super Pool Pass program is included below:

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	March 13, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

Year	Passes sold in Mission	Super Pool Pass visits to Mission from other cities	\$ Generated for Mission
2009	161	678	\$2,418.21
2010	166	704	\$2,953.32
2011	138	818	\$3,389.84
2012	187	1,000	\$3,966.48
2013	148	573	\$3,902.77
2014	157	2,333	\$6,035.83
2015	111	2,676	\$4,900.80
2016	155	4,371	\$7,221.12
		Total Revenue	\$34,788.40

In order to implement the program, each city executes the interlocal agreement and a Swim Meet Letter of Understanding. The letter of understanding allows the residents of the Super Pool Pass city hosting a swim meet free admission to any of the other facilities on the day the swim meet is being held.

CFAA CONSIDERATIONS/IMPACTS: This activity supports section 4-A of the Communities for All Ages Checklist, which establishes as a goal that “the city and its partners understand the demographic makeup of residents, engages with the community and then designs programming, including recreational opportunities, that respects the needs and interests of diverse populations.” The Super Pool Pass provides an affordable recreational program that benefits users of all ages, especially families with children.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA

AGREEMENT BY AND AMONG THE CITY OF FAIRWAY, KANSAS, THE CITY OF LEAWOOD, KANSAS, THE CITY OF MERRIAM, KANSAS, THE CITY OF MISSION, KANSAS, THE CITY OF PRAIRIE VILLAGE, KANSAS, THE CITY OF ROELAND PARK, KANSAS, AND JOHNSON COUNTY PARK AND RECREATION DISTRICT FOR USE OF SWIMMING POOL FACILITIES

This Agreement made and entered into as of the effective date specified herein by and among the City of Fairway, Kansas (“Fairway”), the City of Leawood, Kansas (“Leawood”), the City of Merriam, Kansas (“Merriam”), the City of Mission, Kansas (“Mission”), the City of Prairie Village, Kansas (“Prairie Village”), the City of Roeland Park, Kansas (“Roeland Park”), and Johnson County Park and Recreation District (“JCPRD”) as operator of the Roeland Park swimming pool facility.

RECITALS

A. The cities of Fairway, Leawood, Merriam, Mission, Prairie Village and Roeland Park (each a “City” and collectively the “Cities”) and JCPRD as operator of the swimming pool facility for Roeland Park, operate the public outdoor swimming pool facilities (“Pool Facilities”) described on the attached Exhibit A.

B. The Cities desire to enter into this Agreement to allow the residents of each City the option to use all of the Pool Facilities during the 2017 swim season with the purchase of a special pass.

C. K.S.A. § 12-2908 authorizes the cities to enter into this agreement.

D. K.S.A. § 19-2862 authorizes JCPRD to enter into this agreement.

NOW, THEREFORE, pursuant to, and in accordance with, the statutory authority invested in the parties to this Agreement, and in consideration of the mutual advantage received by each party, the parties hereto enter into this Agreement upon, and subject to, the following terms and conditions:

I. PURPOSE AND INTENT.

The purpose of this agreement is establish cooperation among the Cities, and JCPRD as operator of the Roeland Park pool facility, by making all of the Pool Facilities available for use by the qualified patrons of all the Cities with the purchase of a special pass during the 2017 swim season, which commences approximately May 27, 2017 and ends approximately September 4, 2017.

II. EFFECTIVE DATE AND TERM.

This Agreement shall become effective upon its adoption by each participating jurisdiction and shall remain in full force and effect for a term of one (1) year from the effective date hereof.

III. COOPERATION USE OF POOL FACILITIES.

As part of its program for use of its Pool Facilities during the 2017 swim season, each City shall establish and authorize a category of pool pass entitled "Super Pool Pass" with the following features:

a. The Super Pool Pass will be offered by each City as an additional option to Qualified Patrons, defined below, who are purchasing a family or individual season pass to that City's Pool Facilities. As to each City, the term "Qualified Patron" means (a) residents of the City, and (b) non-residents of the City who have purchased a pool membership in the City for the immediately preceding year.

b. For Qualified Patrons who are residents of a City, the cost of a Super Pool Pass will be \$60 per up to five (5) person family category of seasonal pool pass, with an additional charge of \$5 for each additional family member, and \$25 per individual category of seasonal pool pass. For Qualified Patrons who are non-residents of a City, the cost of a Super Pool Pass will be \$65 per up to five (5) person family category of seasonal pool pass, with an additional charge of \$5 for each additional family member, and \$30 per individual category of seasonal pool pass.

c. The Super Pool Pass fee will be collected by each City in the same manner as standard seasonal pool passes.

d. The Super Pool Pass will be designated with a high quality, not easily reproducible sticker added to the seasonal pass card of qualified patrons. The Cities will agree in advance on the form and cost of the sticker. Cities without seasonal pass cards will need to produce a form of season pass card on which to affix the sticker. The cost of the stickers will be funded by the pooled dollars described below.

e. The Super Pool Pass will authorize the holders access to any of the Pool Facilities described on the attached Exhibit A during the 2017 swim season.

f. Each City will keep track of (i) the sales of Super Pool Passes by category, and (ii) the number of times each day a Super Pool Pass is used to enter any of its Pool Facilities and how

many individuals are admitted for each use of a family Super Pool Pass; and report these counts by email at the end of the season to the Assistant to the City Administrator at Prairie Village. Prairie Village will email the tally to all of the Cities promptly upon receipt of the tallies from all Cities.

g. Each City will retain one-half of the Super Pool Pass revenue, and hold the other half (the “Shared Revenue”) in suspense until the end of the season.

h. The Shared Revenue will be summed to reach a total of pooled revenue, and used initially to pay for the cost of the stickers. The remaining pooled revenue will then be distributed proportionally to each City based on the Super Pool Pass use count at the City’s Pool Facilities divided by the total number of Super Pool Pass use count. The calculation will be used to determine the transfer of funds among Cities based on money collected and due each entity. For example, if at the end of the 2017 swim season Super Pool Passes were used on 500 occasions at all Pool Facilities, and on 100 occasions at the Mission Pool Facilities, then Mission would be credited 1/5th of the pooled revenue. This number will be compared to dollars collected in Mission to determine transfer in or out of funds.

i. Qualified Patrons who are residents may only purchase Super Pool Passes from the City in which they reside.

IV. POOL SAFETY STANDARDS

Each City agrees to operate and maintain its Pool Facility in compliance with safety standards generally applicable to municipal pool facilities in Kansas, including, but not limited to, the following practices:

a. All Pool Facilities must comply with federal regulations contained in the Virginia Graeme-Baker Act.

b. All Pool Facilities must be municipally owned and either (a) operated by municipal staff, (b) operated by a professional pool management company engaged by the city, or (c) operated by JCPRD.

c. All Pool Facilities must meet facility standards in regards to proper placement of guards, number of guards on duty and facility readiness standards as published by the American Red Cross, Ellis and Associates, or Starguard.

d. All lifeguards must receive lifeguard certification from an accredited association.

V. LIABILITY

The purpose of this Agreement is only to set forth the rights and duties of the parties with regard to the cooperative use of Pool Facilities described above. This Agreement does not create any right, benefit, or cause of action for any third party. By executing this Agreement, none of the parties waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. Each party shall be solely responsible for any loss, damage, injury, or death to a third party (parties) arising out of or related to the acts or omissions of its employees or agents and not those of any other party.

IN WITNESS WHEREOF, the above and foregoing Agreement has been executed by each of the parties hereto on the day and year indicated by each signature.

[signature pages follow]

CITY OF FAIRWAY, KANSAS

By _____
Jerry Wiley, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF LEAWOOD, KANSAS

By _____
Peggy Dunn, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF MERRIAM, KANSAS

By _____
Ken Sissom, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF MISSION, KANSAS

By _____
Steve Schowengerdt, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF PRAIRE VILLAGE, KANSAS

By _____
Laura Wassmer, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF ROELAND PARK, KANSAS

By _____
Joel Marquardt, Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

JOHNSON COUNTY PARKS AND
RECREATION DISTRICT

By _____
Paul Snider, Board Chair

Attest:

Nancy Wallerstein, Secretary

Approved as to Form:

Ernie Ballweg, District Legal Counsel

Exhibit A

CITY	OUTDOOR POOL FACILITIES
Fairway	6136 Mission Road Fairway, KS 66205
Leawood	10601 Lee Boulevard Leawood, KS 66206
Merriam	6040 Slater Merriam, KS 66202
Mission	6090 Woodson Road Mission, KS 66202
Prairie Village	7711 Delmar Street Prairie Village, KS 66208
Roeland Park/Parks and Recreation District	4843 Rosewood Drive Roeland Park, KS 66205

Letter of Understanding

This UNDERSTANDING (“Understanding”) is made and entered into this ___ day of _____, by and between the **Johnson County Park & Recreation District** and the **Cities of Fairway, Leawood, Prairie Village, Roeland Park, Mission and Merriam** (individually referred to as “Hosting Agency and collectively as “Hosting Agencies”), for the following arrangement (the "Arrangement"): On days when an agency hosts a swim or dive meet, all other non-hosting agencies will honor host agency memberships.

RECITALS

1. The Hosting Agencies recognize the importance of cooperation for the purposes of providing high quality services to their constituents; and
2. Each of the Hosting Agencies is involved in the Johnson County Swim and Dive League or the MOKAN Swim and Dive League.

CONDITIONS

1. This Arrangement shall only apply to the 2017 swim and dive team season from the beginning of June to the end of July.
2. This Arrangement is only applicable on days when a Hosting Agency must be closed during regular business hours to host a meet.
3. Members of the Hosting Agencies may gain admission, at no cost, to any non-Hosting Agency’s outdoor swimming pool facilities by providing agency issued membership identification.
4. Non-Hosting Agencies will honor host agency memberships during ALL regular business hours on meet days.
5. Any Hosting Agency may “opt out” of this Arrangement by providing written notice to each other Hosting Agency. Hosting Agencies shall meet at the end of the season to evaluate the success of the Arrangement and determine participation for the 2017 season.
6. The purpose of this Agreement is only to set forth the rights and duties of the parties with regard to the cooperative use of Pool Facilities described above. This Agreement does not create any right, benefit, or cause of action for any third party. By executing this Agreement, none of the parties waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. Each party shall be solely responsible for any loss, damage, injury, or

death to a third party (parties) arising out of or related to the acts or omissions of its employees or agents and not those of any other party.

[signatures]

CITY OF FAIRWAY, KANSAS

By: _____
Jerry Wiley, Mayor

Attest: _____

CITY OF LEAWOOD, KANSAS

By: _____
Peggy Dunn, Mayor

Attest: _____

CITY OF MERRIAM, KANSAS

By: _____
Ken Sissom, Mayor

Attest: _____

CITY OF MISSION, KANSAS

By: _____
Steve Schowengerdt , Mayor

Attest: _____

CITY OF PRAIRIE VILLAGE, KANSAS

By: _____
Laura Wassmer, Mayor

Attest: _____

CITY OF ROELAND PARK, KANSAS

By: _____
Joel Marquardt, Mayor

Attest: _____

JOHNSON COUNTY PARK AND RECREATION DISTRICT

By: _____
Paul Snider, Board Chair

Attest: _____

City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	March 20, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

RE: Mission Family Aquatic Center Pool Painting

RECOMMENDATION: Approve the bid from Dayco Painting Inc. in the amount of \$26,460 for the painting of the entire shell of the competition pool, and the walls and seating bench of the leisure pool at the Mission Family Aquatic Center.

DETAILS: The Mission Family Aquatic Center (MFAC) is entering it's fourth year of operation. In preparation for the upcoming season, the shells of the pools will require painting. Professional painting is typically planned / scheduled every fourth or fifth year of operation. Bids for painting were solicited and the following responses were received:

Contractor	Bid
Dayco Painting Inc.	\$36,180.00/\$26,240**
Quality Pools LLC	\$43,417.00
LSP Waterproofing & Restoration	\$47,920.00

**Following review of the bids, staff asked the low bidder (Dayco) to submit a revised quote eliminating painting of the floor in the leisure pool because it had been painted by staff last season. After adjusting the scope, Dayco's quote was reduced \$9,720, bringing the revised total to \$26,460.

The pool painting was not specifically budgeted in the CIP, as staff was evaluating how long the original paint installed during construction would last. There are MFAC reserve funds that have been building since the inception of the sales tax, and savings from deferred projects from the Community Center which are available to cover the painting project costs. Staff determined that the carpet and banquet chairs in rooms A & B and the dance floor in the Conference Center have at least another two years of useful life left in them. Not replacing these items in 2017 reduces previously estimated expenditures by \$36,000. The deferral also provides staff more time to evaluate potential uses for rooms A & B, as recommended in the Parks and Recreation Master Plan.

It is recommended the City Council approve the bid from Dayco Painting Inc. in the amount of \$26,460 for painting the entire shell of the competition pool, and the walls and seating bench of the leisure pool at the Mission Family Aquatic Center.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	NA
Line Item Code/Description:	45-90-805-09 Capital Projects/Parks & Recreation Sales Tax Fund
Available Budget:	\$36,000



REQUEST FOR PROPOSAL
Parks and Recreation Department
City of Mission, KS
Mission Family Aquatic Center - Surface Preparation and Painting
Property Location
5930 W 61st St.
Mission, KS 66202

The City of Mission, KS invites interested contractors to submit a signed and sealed proposal for services as described herein:

Proposals must be received by the City Clerk, 6090 Woodson, Mission, KS 66202 marked "MFAC Surface Preparation and Painting" no later than 5:00 p.m., on Friday, March 10, 2017.

For information or to schedule a job site visit contact:

Christy Humerickhouse, Parks and Recreation Director 913-722-8210 or
chumerickhouse@missionks.org

SUMMARY OF REQUEST

The Project consists of a qualified Contractor to provide the best price for the Mission Family Aquatic Center surface renovation. At minimum, the expected work will include the following:

- Sand or Brush Blast the entire pool surface in order to etch and remove any loose paint. (No deck work required, water holding surface and edge of pool only).
- Grind and patch any areas where cracks or problem areas exist.
- Power wash pool surface and remove any caulking that is coming out or in need of replacement.
- Clean, dry and completely prepare the pool surface for painting. This includes any undercoat painting as deemed necessary.
- Apply two coats of Tnemec two part epoxy pool paint (Induron Color Chart - Aqua White #1700).
- Paint pool swim lanes, wall touch markings, depth markers, warning letters, step/bench indicators, slide area markings the same as existing pool marking. Use Tnemec black epoxy pool paint, covering with three coats (Induron Color Chart - Wrought Iron Black #9540
- Paint zero entry with Tnemec two part epoxy and sand mixture to prevent slipping.
- A two (2) year warranty is expected for this project.

PROJECT DETAIL

The Contractor shall define in the proposal their method to complete the project and meet the following key submittals dates:

<i>Proposals due:</i>	<i>March 10, 2017</i>
<i>Contractor recommendation to Community Development Committee</i>	<i>April 5, 2017</i>
<i>City Council approval of recommended contractor</i>	<i>April 19, 2017</i>
<i>Notice to proceed:</i>	<i>April 20 2017</i>
<i>Completion of Project:</i>	<i>May 12, 2017</i>

SCOPE OF WORK

The following services are to be provided in connection with the Mission Family Aquatic Center surface sandblasting/brushblasting and repainting project.

1. The Contractor will provide a designated Project Manager to oversee the project schedule, installation and project coordination, following the details stated in the SUMMARY OF REQUEST and PROJECT DETAIL listed in this document.

GENERAL CONDITIONS / CONTRACTOR RESPONSIBILITIES

1. Removal of the existing paint through sandblasting/brushblasting of the pool surface. Grind and patch any areas that need it. Power wash and completely clean the entire pool surface in preparation for repainting. Remove and replace any caulking that needs replacing. Apply any pre-coat painting as necessary before applying two coats of Tnemec paint as specified in the SUMMARY OF REQUEST document.
2. A TWO YEAR Warranty is expected for the Painting Project.
3. Coordination between the Contractor and City Personnel is essential.
4. The Contractor's Project Manager will coordinate the installation efforts with the Parks and Recreation Director and/or the Aquatic Facilities Manager.

PROPOSAL SUBMISSION

1. Two copies of the Proposal shall be submitted;
2. State ability to confirm with City's bonds and insurance;
3. Provide experience and qualifications of the Contractor/Installation team with similar installations;
4. Proposals should indicate the cost of completing the entire project as specified. Note that following the RFP the Contractor shall prepare a Guaranteed Maximum Price (GMP) for the entire project;
5. Schedule illustrating ability to meet the completion date (timeline).

Request for Proposal - Amendments

The City reserves the right to officially modify or cancel an RFP after issuance. Such modifications will be made only by written addendum, a copy(s) of which must be submitted with the offeror's Proposal. If it is not practical for an offeror to receive and submit an addendum prior to the deadline for submission of a Proposal, an offeror may acknowledge acceptance of the conditions of the addendum via email or fax, if such email or fax is received by the Parks and Recreation Director's office prior to the deadline identified in the RFP. The City reserves the right to determine if a email or fax, in lieu of a signed addendum is acceptable.

Questions by Offeror

Any questions about the contents of the RFP shall be addressed to the individual identified in the Summary Sheet for the RFP. If time permits, such questions shall be submitted in writing. The City reserves the right to require that all questions be submitted in writing. If the City determines that questions by a prospective offeror and the answers thereto are of a general nature, the City reserves the right to provide such questions and answers to all prospective offerors.

Proposal Evaluation

All responsive proposals will be evaluated. The City reserves the right to determine whether a Proposal is responsive and to waive any minor technicalities contained therein, and to reject any and all Proposals.

Contractor Experience - The offeror is required to submit a brief description of the Contractor including a list of five (5) clients for whom the same or similar work has been performed within the last 3 years. The name of a representative for each of the identified clients must be included.

Personnel - The offeror is required to submit the names and qualifications for those members of the Contractor's firm who will be directly involved with or responsible for the proposed services. The Project Manager must possess capabilities related to the technical, administrative, and regulatory issues pertaining to the "Project Detail" and "Scope of Services."

Ability to Perform - The offeror is required to provide a description of how the offeror proposes to provide the services identified within the Project Detail and Scope of Services.

Additional Services - The offeror shall provide a description of any services the offeror proposed to provide that are in addition to those services specifically requested by the RFP.

Fee - Compensation for work to be provided under the Offeror's Proposal shall be a total of the entire MFAC painting project.

Sales Tax Exemption Certificate - The City will supply the Contractor with a Project Exemption Certificate for use in purchasing materials and supplies used on the project. The Contractor shall, in preparing its bid, omit from its computed costs all sales and use taxes related to the purchase of materials or other tangible personal property incorporated into or consumed in the installation of this project.

Contract - The selected contractor shall enter into a standard agreement provided by the contractor and approved by the City. In the event that conflicts in language exist between the RFP and the Proposal, the provisions for the RFP govern.

Bonds and Insurance

The offeror shall indicate in the Proposal its ability to provide the following bonds and insurance coverage and its limits. City shall be named as additional insured.

Bonds - The contractor shall be required to provide a Performance Bond, 2 year Maintenance Bond and Payment Bond.

General Liability Coverage - \$1,000,000 per occurrence and \$2,000,000 per project aggregate.

Automobile Liability Coverage - \$1,000,000 combined single limit.

Professional Liability Insurance - \$1,000,000 per occurrence.

Workers Compensation / Employer's Liability - insurance coverage for entire liability under state law.

Conflict of Interest

No offeror shall give, loan, sell or trade anything of any value to any employee or officer of the City in an attempt to gain favorable acceptance of its Proposal.

Late Proposals

No Proposals will be accepted after the deadline for submission of proposals, regardless of the reason for such lateness. Any Proposals that are delivered after the submission deadline will not be considered.

Exceptions to the RFP

Any exception which the offeror may take to the RFP shall be clearly set forth in the proposal. All features and conditions wherein the offering is unlike the RFP shall be fully explained. A value adjustment to the fee shall be included in the proposal should the City accept the exception.

Indemnification and Hold Harmless

The offeror agrees to indemnify and hold harmless the City of Mission, Kansas, their agents, officials and employees and to assume all risk, responsibility for death of, or injury to, any persons and for loss, damage or injury to any property (together with all expenses, including attorney fees, in defense or prosecution of any action involving any such death, injury or damage), arising from growing out of, or in any manner or degree directly or indirectly related to the performance of this work, including patent and copyright infringements.

BID FORM
Mission Family Aquatic Center - Surface Preparation and Painting

Bid: _____
_____ (\$ _____)

Dated on _____ this _____ day of _____ 2017

Contractor

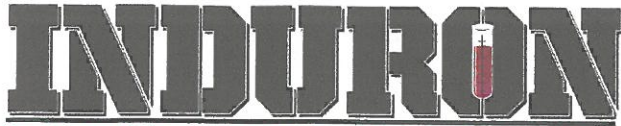
Title

(SEAL)

_____/_____
Attested Title

Address

Telephone Number



PROTECTIVE COATINGS

800 324 9584 | 3333 R. ARRINGTON N. • BHAM, AL 35234

TECHNICAL DATA
PERMA-CLEAN II SEMI GLOSS
EPOXY

COATING DATA

- ** Color Selection Required
- Field Color (Light Color)
- Striping & Edging (Must be High Contrast Color ex. Blue or Black with a White Field)

DESCRIPTION:

A two-component, high solids, chemical and corrosion resistant modified polyamidoamine epoxy formulated for excellent protection in severe environments. This product uses a special modified polyamidoamine curing agent which imparts the best properties of both amines and conventional polyamides. For maximum benefit, this product is to be used as a system, featuring a Perma-Clean II Primer, Perma-Clean II Semi-Gloss Epoxy product used as an intermediate or finish coat, and Perma-Clean II High Gloss Epoxy Finish. This product may be topcoated with Induron Indurethanes.

This product meets the requirements of the Food Safety and Inspection Service of the U. S. Department of Agriculture as chemically acceptable for use in areas where there may be a possibility of incidental food contact. This product also meets the requirements of ANSI/AWWA D102-03 Outside System No. 5 for first and intermediate coat.

Perma-Clean II Semi-Gloss Epoxy:

- High build coating, may be applied to provide up to 6 dry mils per coat.
- Complies with U.S. EPA National Volatile Organic Compound (VOC) Emission Standards for industrial maintenance coatings effective September 13, 1999.
- Performs well in many aggressive corrosive environments including the following:
 - Concrete floors.
 - Immersion in neutral, alkaline, and salt solutions.
 - Immersion in water.
 - Immersion in concentrated caustic solutions.
 - Acid fume, splash, and spillage.
 - Immersion in aliphatic petroleum hydrocarbon solvents.

USE:

To protect steel, concrete, masonry, wood or drywall substrates from chemical and corrosion attack. Use in severe environments which include abrasion, moisture, corrosive fumes, chemical contact, and immersion. These industrial environments include chemical processing plants, power plants, offshore oil and gas equipment, laboratories, pulp and paper mills, structural steel, and others.

LIMITATIONS:

Do not use for immersion service above 120°F (49°C) or dry heat above 200°F (93°C). Not recommended for immersion in concentrated solutions of mineral acids or organic acids. *Not for potable water.*

SURFACE PREPARATION:

Steel (Immersion)—For water immersion use SSPC-SP 10 Near White Blast and remove all surface contaminants. Other recommended immersion SSPC-SP 5 White Metal Blast. Vacuum after blasting and recoat all blasted area the same day. Prime with Perma-Clean II Primer. **Steel (Non-Immersion)**—For best results, SSPC-SP 6 Commercial Blast and remove all surface contaminants. Prime with Perma-Clean II Primer, Z-Rep 56, or other recommended Induron primer. For rusted steel, prime with Induron Induramastic 85. Aluminum and Galvanized **Steel**—Prime with Induron Vinyl Wash Primer. **Concrete Construction**—New concrete must cure at least 30 days prior to painting. Remove all surface contaminants. For best results, use SSPC-SP 7 Brush Off Blast to clean surface. Do not apply over oil or form release agents. For best results, apply a first coat of Perma-Clean II Epoxy thinned up to 50 percent as a primer and follow with one full coat of the appropriate finish. Perma-Clean II may also be used over Induron Polyfill Epoxy Block Filler. **Concrete Floors**—New construction must cure at least 30 days prior to painting. Prepare surface with acid etch or sandblast. For best results, thin first coat 50 percent and follow with one or two full coats of Perma-Clean II Epoxy coating.

COATING DATA(Cont)

COVERAGE:

Theoretical—962 ft² per gallon at 1.0 mil dry film thickness.

DRY FILM THICKNESS:

3.0 to 6.0 mils per coat.

WET FILM THICKNESS:

6.0 to 10 mils.

APPLICATION DATA

BLEND RATIO:

One part Perma-Clean II Activator to four parts Perma-Clean II Semi-Gloss Epoxy Base. Power agitate until components are thoroughly mixed. Allow mixed components to stand fifteen minutes prior to application.

POT LIFE:

Six hours at 80°F, decreasing at higher temperature.

APPLICATION:

Airless Spray—Use .017-.021 tip; 60 mesh filter; 30:1 pump ratio at 60-100 psi operating air pressure.

Conventional Spray—Follow instructions of equipment manufacturer for the application of epoxy paints.

Roll—Use lambswool cover. Additional coats may be required to achieve desired film thickness. **Brush**—Use natural bristle brush. Additional coats may be required to achieve desired film thickness.

THINNING:

If required, thin up to 10% with K-1066 Reducer. Clean equipment with K-1066 Reducer.

CLIMATE:

Use this product only if the substrate temperature and ambient air temperature is above 40°F and is expected not to decrease for at least two hours after application. Also, the substrate temperature must be 5°F above the dewpoint for a period of at least two hours after application to avoid condensation occurring on wet paint.

DRY TIME:

TO HANDLE—7 hours at 80°F.

TO RECOAT—50°F or higher, over-night; 40°F to 50°F, second day.

Note: High film thickness, low temperature and/or poor ventilation will retard dry time.

PHYSICAL DATA:

VOLUME SOLIDS: 60% ± 1%

SOLIDS BY WEIGHT: 74% ± 1%

WEIGHT PER GALLON: 10.6 ± .2 lbs per gallon

VOLATILE ORGANIC CONTENTS:

Mixed unthinned - < 3.2 lbs/gallon; < 380 grams/liter

Mixed thinned 10% - < 3.5 lbs/gallon; < 430 grams/liter

SAFETY DATA:

See individual product label for safety and health data information. Individual Material Safety Data Sheets are available upon request.

PERFORMANCE DATA:

See Induron Perma-Clean II System Technical Data Sheet.

BID FORM

Mission Family Aquatic Center - Surface Preparation and Painting

Bid: Thirty six thousand one hundred eighty dollars
(\$ 36,180⁰⁰)

Dated on wednesday this 8th day of
march 2017

Dayco Painting
Contractor
Susan Roberts
PM / ESTIMATOR
Title

(SEAL)

[Signature] Controller
Attested Title

500 Zumwalt Grandview Mo
Address 64030

816761-3353
Telephone Number



DAYCO PAINTING INC.

500 Zumwalt • Grandview, MO 64030
(816) 761-3353 • FAX (816) 763-2703

PROPOSAL

Date: *March 8, 2017*

Submitted To: *City Of Mission*

Attention: *Christy*

Job Name: *Mission Aquatic Center
5930 W 61st*

We hereby submit estimates to waterblast and paint pools with two coats of Tnemec #161. Includes repainting of lanes, targets, depth markings, wall touch markings, sand added at zero entry for the sum of:

\$36,180.00

*Excludes: sandblasting
Gutters*

*Dayco can confirm with the bonds and insurance.
Our painters that do our pools are more than qualified. We have been doing pools for 30 years and have a select crew for these projects that has been doing them for us for at least 25 years.
Our GMP is a guaranteed cost for the entire project.
We have 100 painters at this time that can meet the completion date.*

This proposal will remain valid for 30 days from the date stated above.

Sue Roberts
Dayco Painting



DAYCO PAINTING INC.

500 Zumwalt • Grandview, MO 64030
(816) 761-3353 • FAX (816) 763-2703

<i>City of Leavenworth</i>	February 15, 2017
Attn:	
List of References	
Painting	

KCMO Parks and Recreation
Brush Creel Community Center Pool
November 2015
Frank Gibbs 816-513-7563, **since retired**
Rodney Riffle 816-513-7619

KCMO Parks and Recreation
Tiffany Springs Plunge Pool
April 2016
Douglas Schroeder 816-513-7650
Douglas Schroeder <Douglas.Schroeder@kcmo.org>

City of Louisburg, Parks and Recreation
Louisburg Aquatic Center
April 2015
P&R 913-837-3555

City of Desoto, Desoto Aquatic Center, 2015
Justin Huslig, Aquatic and Recreation Manager
913-586-5281

BID FORM - Addendum

Mission Family Aquatic Center - Surface Preparation and Painting

Original Bid dated 03/08/2017	\$36,180.00
Subtract painting of floor of leisure pool	-\$9,720.00
	<hr/>
Total bid for project	\$26,460.00

Dayco Painting
Contractor

Pm / Estimator
Title

Susan Roberts
Signed

3-22-2017
Dated

BID FORM
Mission Family Aquatic Center - Surface Preparation and Painting

Bid: Forty Three Thousand Four Hundred
Seventeen and 00/100 — (\$ 43,417.00)

Dated on Friday this 10th day of March 2017

Quality Pools LLC
Contractor

Pres.
Title

(SEAL)

[Signature] Pres.
Attested Title

22003 E. 298th St.
Address Harrisonville, Mo. 64701

816-730-1353
Telephone Number

Quality Pools LLC

22003 E. 298th St.

Harrisonville, Mo. 64701

816-730-1353

March 9, 2017

City of Mission

6090 Woodson

Mission, Ks. 66202

Attn: Christy Humerickhouse,

RE: Pool Shell Renovation

Per your request, please find the following proposal for the above mentioned work. This proposal is based on our conversation & field evaluation of your pool.

Quality Pools LLC (QP) will require 50% down payment to order materials and schedule work, with final payment due upon completion of work. QP has a 2 year warranty on all paint jobs. Warranty to cover chipping or peeling paint due to failed workmanship. Chalking is a normal occurrence with swimming pool paint and any warranty due to chalking would be through manufacturer.

Work performed by QP:

- Clean debris from pool shell to make way for pool shell refinishing. Chip and grind loose and chipping paint in preparation for new material, followed by extensive power washing (with 3800 psi power washer with turbo tip) to further remove loose paint and chalking. TSP wash entire pool. Allow surface to completely dry before application of paint.
- Apply 2 coats Tnemec epoxy pool paint in Aqua White #1700 to entire surface. After allowing ample time for surface to dry apply 2 coats Tnemec black racing lane striping and black trim where existing. Zero entry and areas 2 ft. and shallower will include a non-skid additive.
- Pick up and clean up work area.
- Walk through with owner before receiving final payment.
- **Total Cost: \$43,417.00**

Work performed by others:

Provide site access and any regulatory permits, code inspections, or testing of materials. Owner responsible for any chemical used to balance pool water.

If during the preparation and/or installation, (QP) discovers any problems in existing structure, we will notify and discuss our concerns with Owner and proceed as directed, subject to additional cost.

Special Conditions:

Owner responsible to supply disposal, water, and electricity to preform our work. The proposal will remain in effect for a period of 30 days. Final invoice to be paid at completion of work. (QP) will be supplying insurance. If work being performed causes irritation or interruption due to noise, fumes, dust, or disruption (QP) will not be held responsible.

(QP) reserves the right to modify the proposal and the values should it be needed to correct unforeseen issues, which may arise.

This proposal is based on being to access the entire work area at one time. Access to work area and traffic control including fall safety are to be supplied by others.

Please include the following in acceptance of this proposal:

P.O. No. _____ **Tax Exempt Letter (if appropriate)**

Accepted by: _____ **Date:** _____

Quality Pools LLC

Duane Jeppesen (owner)

(816) 730-1353 cell (816) 844-5597 office

BID FORM

Mission Family Aquatic Center - Surface Preparation and Painting

Bid. Forty Seven Thousand Nine Hundred Twenty

47,920.00

Dated on 3/10/17 this 10th day of MARCH 2017

LSP Waterproofing & Restoration
Contractor

Michael Westrom Co/owner
Title

Russ Westrom Co/owner
Attested Title

PO Box 1302 Liberty, Mo. 64069
Address

816-866-5779
Telephone Number

Experience and Qualifications of LSP Waterproofing & Restoration

Co/owner Mike Westrem 47 years waterproofing and restoration business

Co/owner Russ Westrem 47 years waterproofing and restoration business

Similar work performed in the past 3 years

Parkville Community Center (Eric Wagner)

Platte County Community center

Osawatomie YMCA

Kingswood Manor (Mark Pecham)

Children's Center Campus YMCA (Robert Lightfoot)

Marta Retirement Center (Bob Woody)

Boys & Girls Club

Lawrence Country Club (Casey)

Paul Henson YMCA

Mission Hills Country Club (Kelly)

Lee's Summit Fountain (Frank Escobar)

Independence YMCA

Lakeview Village Pool Retirement (Jackie Halbin)

Linwood YMCA

Woodside Racquet Club (Crossland Con)

Commercial Aquatic Services (Andrew Bowl)

LSP Waterproofing & Restoration
PO BOX 1302
Liberty MO 64069
816-866-5779

Schedule to meet completion date

If the notice to proceed and work can commence on April 6th then the following schedule would apply.

April 6th-11th Crack control (both pools)

April 12th-14th Pressure wash (both pools)

April 17th-May 1st Paint and stripe (both pools)

This schedule allows 9 days for inclement weather.

If work cannot commence until April 20th then the following schedule would apply.

April 20th-21st Crack Control (both pools)

April 24th-26th Pressure Wash (both pools)

April 27th-May 12th Paint and stripe (both pools)

This schedule allows 0 days for inclement weather.

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	March 16, 2017
Public Works Department	From:	John Belger

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

RE: Resolution Approving 2018-2022 CARS Project List

RECOMMENDATION: Approve the Resolution adopting the Five Year City/County Street Improvement Program for the City of Mission.

DETAILS: Using a combination of state gas tax dollars and County General Fund revenues, the CARS program provides funds to cities to construct and maintain eligible streets. Each year, cities submit a 5-year road improvement plan to the County. The County scores projects and selects those which will receive funding (up to 50% of the project's construction and construction inspection costs). Cities are responsible for design, right-of-way, and utility relocation costs. Mission's CARS-eligible streets include:

- Lamar (Foxridge to 67th)
- 51st (Lamar east to City Limit)
- Foxridge (56th to Lamar)
- Johnson Drive (Metcalf to Roe)
- Roe (Johnson Drive to 63rd)
- Nall (Johnson Drive to 67th)
- Martway (Metcalf to Roeland)
- Roeland Dr (Johnson Drive to SMP)
- Broadmoor (Johnson Drive to Martway)*

*Following the recent traffic study at Martway/Broadmoor, staff submitted the data required to have Broadmoor designated as a CARS eligible route.

Similar to the City's CIP, this document primarily serves as a budgeting and forecasting tool. Each City is required to pass a resolution adopting a 5-year plan based on their own unique goals and objectives. These plans are reviewed by CARS staff, who program projects for the next fiscal year.

The projects are presented to the Board of County Commissioners, and ultimately adopted as part of their annual budget process. The final commitment of funds for both the County and participating cities occurs through the approval of a specific inter-local agreement for a project. Staff recommends the following CARS projects be included in the 2018-2022 planning cycle:

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Various
Available Budget:	Included in 2018-2022 CIP and funded with Street Sales Tax revenues and/or the mill levy designated for streets.

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	March 16, 2017
Public Works Department	From:	John Belger

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

2018	2019	2020	2021	2022
None	Broadmoor (Johnson Drive to Martway)	Foxridge Phase II (51st to Lamar Ave)	None	Johnson Drive (Metcalf to Lamar)

The project details include:

Broadmoor- Johnson Drive to Martway: Full reconstruction, including new curb, storm sewer infrastructure, ADA improvements, pavement, pavement markings, and street signs. Installation of a new traffic signal at Johnson Drive and Broadmoor. Total estimated project cost: \$1,329,855

Foxridge Phase II: Foxridge Drive between 51st Street and Lamar Avenue is a two lane, 32 ft. wide, minor collector serving multi-family, residential, commercial and industrial traffic. Due to the location of the street being at the bottom of a hill, there is a significant amount of water damage to the surface of the pavement, subgrade, and curb and gutter. This section of Foxridge Drive lacks sidewalks, leaving pedestrians to walk in the street. Proposed improvements call for full depth pavement replacement, replacement of curb and gutter, and new stormwater infrastructure. An underdrain system will be installed to better handle runoff. Pedestrian improvements will be made. Total estimated project cost: \$5,575,314

Johnson Drive- Metcalf to Lamar: Full depth street rehabilitation and Johnson Drive stormwater interceptor, new catch basins, storm sewers, curb/gutter, sidewalks, pavement markings, street signs, ADA ramps, street lights, and traffic signals. Total estimated project cost: \$10,815,685

Approval of the attached resolution does not specifically commit to any expenditure of funds and its purpose is to communicate to the County the CARS eligible projects the City is considering over the 2018-2022 planning horizon.

CFAA CONSIDERATIONS/IMPACTS: These projects support a number of the checklist items in the Transportation and Mobility category. They will address ADA compliance and sidewalk connectivity to provide pedestrian modes of transportation. Street lighting will be evaluated to ensure adequate lighting in these areas.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Various
Available Budget:	Included in 2018-2022 CIP and funded with Street Sales Tax revenues and/or the mill levy designated for streets.

**CITY OF MISSION
RESOLUTION NO. _____**

A RESOLUTION APPROVING A FIVE-YEAR CITY/COUNTY STREET IMPROVEMENT PROGRAM.

WHEREAS, The City of Mission desires to obtain County funds for certain street improvement projects within the City; and

WHEREAS, in order to have projects considered for the CARS Program by the Johnson County Board of Commissioners, the Governing Body must submit a written five-year road improvement program request; and

WHEREAS, all requests must be accompanied by a resolution which provides that included projects have been reviewed and approved by the Governing Body; and

WHEREAS, the 2018-2022 CARS Program is an important budgeting and planning document for both the City of Mission and Johnson County; and

WHEREAS, submission of the 2018-2022 CARS program does not specifically commit any expenditures on behalf of the City of Mission.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

SECTION 1. That the attached Five-Year City/County Street Improvement Program has been reviewed and approved for submittal to the Johnson County Board of Commissioners as the City's 2018-2022 CARS Program request.

THIS RESOLUTION IS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION, THIS 19th DAY OF APRIL 2017.

THIS RESOLUTION IS APPROVED BY THE MAYOR THIS 19th DAY OF APRIL 2017.

Steve Schowengerdt, Mayor

ATTEST: (Seal)

Martha Sumrall, City Clerk

County Assistance Road System												
2018-2022 Five Year Program												
Participating City: Mission												
Priority	Project Location	Proposed Start/ Finish	Project Description	CARS Route Classification		CARS Program Funding Request	CARS Participation Eligible		Comprehensive Project Budget Total	Mission Total	Estimate Update	Updated Comprehensive Cost
				Major	Minor		Yes	No				
2018	No Project	N/A	N/A			-	-	-	-	-		
2019	Broadmoor (Johnson Drive to Martway)	3/19-12/19	Full reconstruction, including new curb, storm sewer infrastructure, ADA improvements, pavement, pavement markings, and street signs. Installation of a new traffic signal at Johnson Drive and Broadmoor.		X	\$470,000	\$949,054	\$150,000	\$1,099,054	\$629,054	5/7/2012	\$1,329,855
2020	Foxridge (51st to Lamar)	3/18-12/18	Full reconstruction, including new curb/gutter, catch basis, storm sewer, sidewalks, ADA ramps, pavement markings, and street signs, and installation of a 1,000-1,500 ft. under-drain to catch downhill runoff		X	\$2,000,000	\$4,017,405	\$788,900	\$4,806,305	\$2,806,305	7/5/2016	\$5,575,314
2021	No Project	N/A	N/A			-	-	-	-	-		
2022	Johnson Drive (Metcalf to Lamar)	3/22-12/22	Full depth street rehabilitation and Johnson Drive stormwater interceptor, new catch basins, storm sewers, curb/gutter, sidewalks, pavement markings, street signs, ADA ramps, street lights, and traffic signals	X		\$1,500,000	\$7,242,342	\$1,749,193	\$8,722,327	\$7,187,305	3/27/2013	\$10,815,685
TOTALS:						\$3,970,000	\$12,208,801	\$2,688,093	\$14,627,686	\$10,622,664		\$17,720,854.62

City of Mission	Item Number:	6.
ACTION ITEM SUMMARY	Date:	March 28, 2017
Public Works	From:	John Belger

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

RE: Traffic Signal Modifications - Martway / Broadmoor

RECOMMENDATION: Authorize staff to execute any and all documents necessary to complete modification of the traffic signal at Martway / Broadmoor to accommodate protected left turns in all directions.

DETAILS: In 2013, the traffic signal at Martway / Broadmoor was installed in connection with the Martway Street Rehabilitation project. The intersection had previously been controlled by a four-way stop. Prior to the installation, a traffic signal warrant analysis was performed to determine the correct movements and phasing of this intersection. At that time, the only portion of the intersection that warranted a left turn phase (protected left turn) was westbound Martway.

At the direction of Council, a traffic signal analysis was completed earlier this year to determine if protected left turn phases were warranted for southbound traffic on Broadmoor. The traffic analysis was conducted in March 2017, and is included in the packet. The study results show that protected left movements could now be considered for all directions. Staff recommends installation of protected / permissive movements for all remaining left turn movements.

Design of the signal modifications was covered in an existing task order approved for Olsson Associates. Their plans will be provided to the City's on-call traffic signal contractor to install and program the required equipment to make these changes. Staff has requested total estimated costs to complete the modifications to the traffic signal, but the information was not available at the time the packet was finalized. Costs will be provided at the Committee meeting.

CFAA Considerations: This analysis will optimize the functionality of the traffic signal, in turn making it easier for motorists to navigate this intersection.

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	Engineer/Architect Services 01-20-207-03
Available Budget:	\$45,000

MEMO



<input type="checkbox"/>	Overnight
<input type="checkbox"/>	Regular Mail
<input type="checkbox"/>	Hand Delivery
<input checked="" type="checkbox"/>	Other: e-mail

TO: City of Mission
FROM: Todd Fredericksen, PE, PTOE
 Jeremy Stretz, PE, PTOE
RE: Martway Street and Broadmoor Left-turn Signal
 Phasing Warrant Analysis
DATE: March 24, 2017
PROJECT: 014-3299
PHASE: 130

This memo addresses the request from the City of Mission, Kansas for Olsson Associates to investigate the appropriate left-turn phasing at the intersection of Martway Street and Broadmoor Street. The City requested that the southbound left-turn movement, specifically, be analyzed to see if it could operate with the addition of protected left-turn phasing. However, to complete a comprehensive review of the intersection all left-turn movements were analyzed to evaluate whether they should or could operate as permissive, protected/permissive, or a protected only left-turn movement. Currently the westbound left-turn movement operates as protected/permissive phasing with all other left-turn movements operating with permissive phasing only.

Field Review and Data Collection

Martway Street is an east/west two-lane undivided roadway in the section between Lamar Avenue and Nall Avenue with a posted speed limit of 30 mph. Broadmoor Street is a north/south two-lane roadway with a posted speed limit of 30 mph.

24-hour traffic counts were collected by Olsson Associates during a typical weekday beginning at 7:00 AM on Tuesday, February 21st, 2017 and ending at 7:00 AM on Wednesday, February 22nd, 2017. The Mid-day and PM peak hour periods were found to be the highest peak hours taking place from 11:45 AM to 12:45 PM and 5:00 PM to 6:00 PM respectively. The weekday peak hour counts provide a basis for evaluating the traffic operations of the intersection during typical conditions. Based on data collected, the average daily traffic (ADT) is approximately 7,419 vehicles/day along Broadmoor Street and 9,985 vehicles/day along Martway Street. Full traffic count data is provided in the **Appendix**.

Left-Turn Phasing Determination

There are several acceptable standards by which to review appropriate left-turn signal phasing at intersections. For the purposes of this study, neighboring jurisdictional practices were reviewed and the MoDOT Engineering Policy Guide (EPG) criteria was used to evaluate the signal's left-turn phasing options since in our opinion it provides a well-defined and reasonable methodology that we have used in numerous studies and locations throughout the Midwest. Specifically, the Guidelines for Variable Left-Turn Phasing from the MoDOT EPG was used. Included in these guidelines are criteria for movements to determine if permissive only, protected/permissive, and protected only phasing are appropriate given safety criteria review and capacity criteria review. The specific criteria reviewed using the MoDOT guidelines are provided below with review comments provided beneath the criteria:

Safety Criteria:

The base assumption for review of safety criteria is that the intersection operates under permissive phasing without issue. The following safety criteria provide guidelines for evaluating other phasing options including Protected/Permissive and Protected Only phasing modes. Some criteria are evaluated by the observation of conflicts at an intersection as described below:

Conflicts occur when motorists on the OPPOSITE APPROACH must respond to the actions of motorists making the subject left-turn movement. Therefore, conflicts should be measured by observing the intersection from the opposite approach. Only those approaches satisfying the criteria should be upgraded

Protected/Permissive:

A. Number of Observed Traffic Conflicts \geq 29 Conflicts / 11 Hour Day

The intersection was observed at all approaches for an hour during the morning peak period with no identifiable conflicts. The sight distance for left-turn movements provides adequate time and spacing for motorists to make a determination of the gap available and avoid conflicts in all directions. Traffic reviewed during field observations of the morning peak period appeared to provided adequate gaps for vehicles attempting to make left-turn maneuvers during the permissive left-turn phase.

Protected Only:

A. Number of Opposing Through Lanes \geq 3

There is only 1 opposing through lane in each direction.

B. Sight Distance requirement for left-turns

- a. < 125' for 20 mph
- b. < 150' for 25 mph
- c. < 200' for 30 mph**
- d. < 250' for 35 mph
- e. < 325' for 40 mph
- f. < 400' for 45 mph
- g. < 475' for 50 mph
- h. < 550' for 55 mph

The sight distance exceeded the minimum stopping sight distance of 200' in all directions.

C. Number of Correctable Accidents by Upgrading to Protected Only Phasing ≥ 5 over 12 months. (The 5 correctable accidents should involve the SAME left-turn approach. Only those approaches satisfying that criteria should be upgraded.)

Crashes were not a part of the scope of this study and thus were not reviewed. If accident history is a concern in the future, it is recommended that the left-turn accident trends be monitored.

D. Number of Observed Traffic Conflicts ≥ 48 Conflicts / 11 Hour Day

Similar to the safety criteria for protected/permmissive, the intersection was observed for an hour with no identifiable conflicts, also the sight distance for left-turn movements should provide adequate time and spacing to avoid conflicts.

E. Speed (prevailing) ≥ 50 mph

The posted speed limit is 30 mph and from previous studies completed the 85th percentile speed is greater than the post speed limit but is less than 50 mph.

F. Number of Lanes for Left-Turns on the Approach ≥ 2

There is only one dedicated left-turn lane on each approach at the study intersection, thus this criterion is not applicable.

G. Unusual Intersection Geometrics That Make Permissive Left-Turns Difficult

There are no unusual geometrics at the study intersection that will make permissive left-turns difficult.

None of the above safety criteria are met that would require protected/permmissive or protected only left-turn phasing. Thus, the capacity criteria was also evaluated.

Capacity Criteria:

As with the Safety Criteria review, the base assumption of the capacity criteria is that the intersection operates under permmissive phasing without issue. The following capacity criteria provide guidelines for evaluating other phasing options including Protected/Permmissive and

Protected Only phasing modes. The following terms are used within these guidelines and their abbreviations are listed below:

V_{LT} = The left turn volume per hour per approach.

$(V_{LT})_{pp}$ = The number of vehicles attempting to make permissive left turns during the permissive part of a protected/permissive left turn per hour per approach.

V_o = The opposing volume per hour per approach per lane (excluding free right turn volume and volume serviced by a separate right turn phase).

c_p = The cycle length (in seconds) when those volumes occur using permissive-only phasing*.

c_{pp} = The cycle length (in seconds) when those volumes occur using protected/permissive phasing*.

g_p = The green time (in seconds) common to both V_{LT} and V_o during that cycle using permissive-only phasing*.

g_{pp} = The green time (in seconds) common to both $(V_{LT})_{pp}$ and V_o during that cycle using protected/permissive phasing*.

T_p = The time allocated to the protected left turn movement using protected/permissive phasing*.

*These green times are used in the calculations regardless of the existing phasing. For phasing configurations not currently used the modeling program, Synchro (Version 9), was used to produce realistic cycle lengths and green times at the intersection of Martway Street and Broadmoor Street using potential phasing options.

A calculation spreadsheet was utilized to review the capacity criteria and the results are **Attached**.

Protected/ Permissive:

A. Protected/Permissive left turns should at least be provided when one of the criteria in (a.) is satisfied in conjunction with one of the criteria in (b.).

a. $V_{LT} > 100$ Vehicles per Hour **AND** $V_o > 100$ Vehicles per Hour

$V_{LT} > 2$ Vehicles per Cycle* **AND** $V_o > 100$ Vehicles per Hour

$V_{LT} + V_o \geq 600 \times (g_p/c_p)$

*These criteria are only valid if observations at the intersection show that drivers tend to make left turns during the clearance interval on a regular basis. These field checks should be made during the hour(s) in which either the highest left turn volume or the highest opposing volume occurs.

b. $(V_{LT})_{pp} + V_o < 1200 \times (g_{pp}/c_{pp})$

$(V_{LT})_{pp} \times V_o < 50,000$

Criteria for both a. and b. are met in the capacity criteria for the AM, Midday, and PM peak hour periods reviewed for all intersection approach directions. Thus, protected/permissive left-turn phasing could be utilized in all directions.

Protected Only:

- A. Protected-Only left turns should be provided when any one of the following criteria are satisfied.
 - a. $(V_{LT})_{pp} + V_o \geq 1200 \times (g_{pp}/C_{pp})$ for 3 or more hours if considering permanent phasing change
 - b. $(V_{LT})_{pp} \times V_o \geq 50,000$ for 3 or more hours if considering permanent phasing change

Neither the criteria for a. nor b. are met in the capacity criteria for any of the intersections, thus it is not recommended to utilize protected phasing on any approach. It should be noted that the southbound left-turn is nearing the threshold for these warranting conditions and at a minimum should be considered the top candidate for adding the protected left-turn phase in addition to the permissive phase present currently.

Summary

The MoDOT EPG criteria was reviewed at the intersection of Broadmoor Street and Martway Street for all left-turn movements. Based on this criterion, protected/permissive capacity criteria are currently met for all intersection approaches, whereas the protected only is not. Per the criteria, the phasing not only for the southbound, but for all left-turn movements to function as protected/permissive could be implemented. However, the southbound left-turn movement meets the greatest need for a protected phase addition.

The existing infrastructure was also reviewed to determine what improvements would be required if the reviewed phasing changes warranted are installed. Based on review of plans, the existing infrastructure is in place to achieve phasing modifications with minimal modifications including changes to the existing signal faces on the mast arm and installation of overhead signing.

We hope that we have provided adequate information for your request. If you have additional questions, please contact us at 913.381.1170.

Broadmoor & Martway - TMC

Tue Feb 21, 2017

Full Length (7AM-7AM(+1))

All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks)

All Movements

ID: 383779, Location: 39.020556, -94.665654

Leg Direction Time	Broadmoor St Southbound						Martway St Westbound						Broamoor St Northbound						Martway St Eastbound						Int
	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	
2017-02-21																									
7:00AM	7	12	20	0	39	-	2	17	20	0	39	-	22	15	2	0	39	-	1	15	8	0	24	-	141
7:15AM	7	23	34	0	64	-	12	23	21	0	56	-	38	12	4	0	54	-	3	16	14	0	33	-	207
7:30AM	9	20	18	0	47	-	6	25	25	0	56	-	29	12	6	0	47	-	1	12	11	0	24	-	174
7:45AM	20	28	15	0	63	-	8	24	23	0	55	-	36	18	3	0	57	-	3	12	11	0	26	-	201
Hourly Total	43	83	87	0	213	-	28	89	89	0	206	-	125	57	15	0	197	-	8	55	44	0	107	-	723
8:00AM	7	26	20	0	53	-	5	15	30	0	50	-	21	12	4	0	37	-	2	25	11	0	38	-	178
8:15AM	12	28	22	0	62	-	5	13	27	0	45	-	28	21	4	0	53	-	2	18	10	0	30	-	190
8:30AM	9	20	10	0	39	-	9	18	32	0	59	-	23	28	4	0	55	-	0	21	17	0	38	-	191
8:45AM	3	15	12	0	30	-	10	20	21	0	51	-	25	21	4	0	50	-	2	21	13	0	36	-	167
Hourly Total	31	89	64	0	184	-	29	66	110	0	205	-	97	82	16	0	195	-	6	85	51	0	142	-	726
9:00AM	6	12	10	0	28	-	7	16	22	0	45	-	31	28	5	0	64	-	2	18	12	0	32	-	169
9:15AM	6	29	11	0	46	-	11	15	38	0	64	-	44	17	6	0	67	-	2	10	6	0	18	-	195
9:30AM	6	23	15	0	44	-	13	17	26	0	56	-	37	18	6	0	61	-	2	15	4	0	21	-	182
9:45AM	5	18	13	0	36	-	13	28	41	0	82	-	36	18	6	0	60	-	2	9	11	0	22	-	200
Hourly Total	23	82	49	0	154	-	44	76	127	0	247	-	148	81	23	0	252	-	8	52	33	0	93	-	746
10:00AM	9	35	13	0	57	-	15	15	34	0	64	-	46	22	5	0	73	-	3	8	9	0	20	-	214
10:15AM	7	34	17	0	58	-	8	24	38	0	70	-	42	30	13	0	85	-	6	12	4	0	22	-	235
10:30AM	8	36	13	0	57	-	18	30	48	0	96	-	37	44	6	0	87	-	1	19	12	0	32	-	272
10:45AM	10	38	15	0	63	-	14	23	39	0	76	-	45	26	8	0	79	-	6	19	14	0	39	-	257
Hourly Total	34	143	58	0	235	-	55	92	159	0	306	-	170	122	32	0	324	-	16	58	39	0	113	-	978
11:00AM	11	18	15	0	44	-	15	32	27	0	74	-	49	24	10	0	83	-	2	18	12	0	32	-	233
11:15AM	19	37	16	0	72	-	13	31	53	0	97	-	49	37	6	0	92	-	4	23	18	0	45	-	306
11:30AM	25	38	17	0	80	-	18	41	46	0	105	-	55	36	12	0	103	-	4	28	23	0	55	-	343
11:45AM	28	53	19	0	100	-	21	35	58	0	114	-	40	43	16	0	99	-	4	40	31	0	75	-	388
Hourly Total	83	146	67	0	296	-	67	139	184	0	390	-	193	140	44	0	377	-	14	109	84	0	207	-	1270
12:00PM	27	55	22	0	104	-	30	41	56	0	127	-	58	53	6	0	117	-	8	41	26	0	75	-	423
12:15PM	28	38	27	0	93	-	35	46	60	0	141	-	50	45	12	0	107	-	6	26	26	0	58	-	399
12:30PM	19	35	19	0	73	-	23	51	62	0	136	-	54	51	7	0	112	-	5	38	24	0	67	-	388
12:45PM	16	48	16	0	80	-	26	44	55	0	125	-	49	37	6	0	92	-	4	43	27	0	74	-	371
Hourly Total	90	176	84	0	350	-	114	182	233	0	529	-	211	186	31	0	428	-	23	148	103	0	274	-	1581
1:00PM	19	41	22	0	82	-	24	37	54	0	115	-	53	30	10	0	93	-	5	31	11	0	47	-	337
1:15PM	18	47	11	0	76	-	20	33	54	0	107	-	44	43	8	0	95	-	5	19	21	0	45	-	323
1:30PM	15	42	13	0	70	-	24	31	57	0	112	-	47	30	9	0	86	-	3	22	22	0	47	-	315
1:45PM	23	35	12	0	70	-	17	21	39	0	77	-	48	34	11	0	93	-	3	26	16	0	45	-	285
Hourly Total	75	165	58	0	298	-	85	122	204	0	411	-	192	137	38	0	367	-	16	98	70	0	184	-	1260
2:00PM	11	37	11	0	59	-	23	39	40	0	102	-	54	26	5	0	85	-	5	16	14	0	35	-	281
2:15PM	8	41	15	0	64	-	25	30	49	0	104	-	45	38	7	0	90	-	2	18	10	0	30	-	288
2:30PM	11	32	11	0	54	-	10	28	45	0	83	-	49	34	10	0	93	-	4	21	15	0	40	-	270
2:45PM	12	40	16	0	68	-	7	25	39	0	71	-	45	31	5	0	81	-	1	19	15	0	35	-	255
Hourly Total	42	150	53	0	245	-	65	122	173	0	360	-	193	129	27	0	349	-	12	74	54	0	140	-	1094
3:00PM	11	35	8	0	54	-	22	28	51	0	101	-	43	26	5	0	74	-	1	14	11	0	26	-	255
3:15PM	12	27	11	0	50	-	25	43	45	0	113	-	58	39	3	0	100	-	1	17	15	0	33	-	296
3:30PM	20	20	18	0	58	-	20	30	40	0	90	-	57	28	4	0	89	-	6	19	15	0	40	-	277
3:45PM	13	44	16	0	73	-	19	28	46	0	93	-	59	31	6	0	96	-	2	15	13	0	30	-	292
Hourly Total	56	126	53	0	235	-	86	129	182	0	397	-	217	124	18	0	359	-	10	65	54	0	129	-	1120
4:00PM	14	36	18	0	68	-	20	42	49	0	111	-	53	35	6	0	94	-	5	30	8	0	43	-	316
4:15PM	14	30	14	0	58	-	17	36	37	0	90	-	32	31	6	0	69	-	3	22	10	0	35	-	252
4:30PM	9	44	21	0	74	-	24	34	51	0	109	-	52	43	8	0	103	-	3	26	24	0	53	-	339
4:45PM	8	56	21	0	85	-	34	33	52	0	119	-	67	48	6	0	121	-	3	25	10	0	38	-	363
Hourly Total	45	166	74	0	285	-	95	145	189	0	429	-	204	157	26	0	387	-	14	103	52	0	169	-	1270
5:00PM	13	50	17	0	80	-	32	51	51	0	134	-	59	39	9	0	107	-	2	30	20	0	52	-	373
5:15PM	15	61	21	0	97	-	34	33	65	0	132	-	63	38	9	0	110	-	2	23	11	0	36	-	375
5:30PM	14	42	11	0	67	-	29	42	46	0	117	-	53	45	6	0	104	-	4	30	20	0	54	-	342
5:45PM	22	46	13	0	81	-	39	47	49	0	135	-	51	47	6	0	104	-	1	23	21	0	45	-	365
Hourly Total	64	199	62	0	325	-	134	173	211	0	518	-	226	169	30	0	425	-	9	106	72	0	187	-	1455

Leg Direction	Broadmoor St Southbound						Martway St Westbound						Broamoor St Northbound						Martway St Eastbound						Int
	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	
6:00PM	27	51	18	0	96	-	25	25	45	0	95	-	66	38	6	0	110	-	3	29	20	0	52	-	353
6:15PM	9	33	18	0	60	-	23	41	50	0	114	-	50	38	3	0	91	-	0	19	24	0	43	-	308
6:30PM	14	34	15	0	63	-	25	61	38	0	124	-	35	33	5	0	73	-	2	30	21	0	53	-	313
6:45PM	14	38	19	0	71	-	22	29	46	0	97	-	37	28	6	0	71	-	2	18	17	0	37	-	276
Hourly Total	64	156	70	0	290	-	95	156	179	0	430	-	188	137	20	0	345	-	7	96	82	0	185	-	1250
7:00PM	21	31	11	0	63	-	23	32	26	0	81	-	26	28	3	0	57	-	4	13	20	0	37	-	238
7:15PM	15	34	9	0	58	-	15	27	30	0	72	-	26	26	0	0	52	-	2	24	12	0	38	-	220
7:30PM	11	18	16	0	45	-	15	25	36	0	76	-	29	24	1	0	54	-	3	23	14	0	40	-	215
7:45PM	5	18	13	0	36	-	13	26	17	0	56	-	23	31	3	0	57	-	1	14	9	0	24	-	173
Hourly Total	52	101	49	0	202	-	66	110	109	0	285	-	104	109	7	0	220	-	10	74	55	0	139	-	846
8:00PM	7	28	9	1	45	-	6	16	24	0	46	-	16	19	2	0	37	-	2	9	10	0	21	-	149
8:15PM	15	12	10	0	37	-	7	20	26	0	53	-	24	14	2	0	40	-	0	14	7	0	21	-	151
8:30PM	7	19	6	0	32	-	6	15	22	0	43	-	24	15	2	0	41	-	0	13	9	0	22	-	138
8:45PM	17	16	2	0	35	-	8	13	15	0	36	-	15	20	3	0	38	-	2	7	9	0	18	-	127
Hourly Total	46	75	27	1	149	-	27	64	87	0	178	-	79	68	9	0	156	-	4	43	35	0	82	-	565
9:00PM	9	9	5	0	23	-	8	13	16	0	37	-	15	7	2	0	24	-	3	9	8	0	20	-	104
9:15PM	3	7	4	0	14	-	2	15	14	0	31	-	12	12	0	0	24	-	0	7	7	0	14	-	83
9:30PM	3	7	5	0	15	-	5	13	8	0	26	-	3	10	1	0	14	-	0	8	5	0	13	-	68
9:45PM	2	8	4	0	14	-	7	16	15	0	38	-	8	8	0	0	16	-	0	6	2	0	8	-	76
Hourly Total	17	31	18	0	66	-	22	57	53	0	132	-	38	37	3	0	78	-	3	30	22	0	55	-	331
10:00PM	0	2	3	0	5	-	6	15	16	0	37	-	8	5	0	0	13	-	0	2	1	0	3	-	58
10:15PM	2	6	4	0	12	-	2	3	7	0	12	-	9	3	0	0	12	-	2	2	3	0	7	-	43
10:30PM	0	1	4	0	5	-	0	4	5	0	9	-	7	6	2	0	15	-	0	2	2	0	4	-	33
10:45PM	0	3	1	0	4	-	2	6	2	0	10	-	2	5	0	0	7	-	0	0	0	0	0	-	21
Hourly Total	2	12	12	0	26	-	10	28	30	0	68	-	26	19	2	0	47	-	2	6	6	0	14	-	155
11:00PM	0	2	2	0	4	-	1	5	3	0	9	-	6	5	0	0	11	-	0	0	1	0	1	-	25
11:15PM	0	0	1	0	1	-	1	4	4	0	9	-	4	0	0	0	4	-	0	0	1	0	1	-	15
11:30PM	1	1	2	0	4	-	2	4	2	0	8	-	3	5	0	0	8	-	0	1	0	0	1	-	21
11:45PM	1	1	0	0	2	-	1	2	2	0	5	-	3	1	1	0	5	-	0	0	2	0	2	-	14
Hourly Total	2	4	5	0	11	-	5	15	11	0	31	-	16	11	1	0	28	-	0	1	4	0	5	-	75
2017-02-22																									
12:00AM	1	0	0	0	1	-	1	3	1	0	5	-	4	2	0	0	6	-	0	2	1	0	3	-	15
12:15AM	0	0	0	0	0	-	0	3	2	0	5	-	2	3	0	0	5	-	0	2	0	0	2	-	12
12:30AM	0	0	0	0	0	-	0	3	1	0	4	-	2	1	0	0	3	-	0	0	0	0	0	-	7
12:45AM	0	0	0	0	0	-	1	1	1	0	3	-	0	0	0	0	0	-	0	1	0	0	1	-	4
Hourly Total	1	0	0	0	1	-	2	10	5	0	17	-	8	6	0	0	14	-	0	5	1	0	6	-	38
1:00AM	0	0	0	0	0	-	0	1	0	0	1	-	0	0	0	0	0	-	0	0	0	0	0	-	1
1:15AM	0	0	1	0	1	-	0	0	1	0	1	-	1	0	0	0	1	-	0	0	0	0	0	-	3
1:30AM	0	0	0	0	0	-	1	1	0	0	2	-	2	0	0	0	2	-	0	0	0	0	0	-	4
1:45AM	0	0	0	0	0	-	1	0	0	0	1	-	3	0	0	0	3	-	0	0	0	0	0	-	4
Hourly Total	0	0	1	0	1	-	2	2	1	0	5	-	6	0	0	0	6	-	0	0	0	0	0	-	12
2:00AM	0	0	0	0	0	-	2	0	0	0	2	-	1	0	0	0	1	-	0	0	0	0	0	-	3
2:15AM	1	0	1	0	2	-	0	1	0	0	1	-	0	0	0	0	0	-	0	0	0	0	0	-	3
2:30AM	1	0	0	0	1	-	0	1	1	0	2	-	1	1	0	0	2	-	0	0	1	0	1	-	6
2:45AM	0	1	2	0	3	-	0	0	1	0	1	-	0	0	0	0	0	-	1	0	1	0	2	-	6
Hourly Total	2	1	3	0	6	-	2	2	2	0	6	-	2	1	0	0	3	-	1	0	2	0	3	-	18
3:00AM	0	0	0	0	0	-	0	0	1	0	1	-	0	0	0	0	0	-	0	1	0	0	1	-	2
3:15AM	0	1	0	0	1	-	0	1	1	0	2	-	0	0	0	0	0	-	0	0	0	0	0	-	3
3:30AM	0	1	1	0	2	-	0	0	0	0	0	-	0	1	1	0	2	-	0	2	0	0	2	-	6
3:45AM	0	2	1	0	3	-	0	0	0	0	0	-	1	0	0	0	1	-	0	2	0	0	2	-	6
Hourly Total	0	4	2	0	6	-	0	1	2	0	3	-	1	1	1	0	3	-	0	5	0	0	5	-	17
4:00AM	0	0	0	0	0	-	0	2	2	0	4	-	1	0	0	0	1	-	0	1	0	0	1	-	6
4:15AM	0	2	1	0	3	-	1	0	0	0	1	-	1	0	0	0	1	-	0	0	0	0	0	-	5
4:30AM	1	1	0	0	2	-	1	2	0	0	3	-	1	0	1	0	2	-	0	0	1	0	1	-	8
4:45AM	0	1	4	0	5	-	0	1	2	0	3	-	3	1	1	0	5	-	0	3	1	0	4	-	17
Hourly Total	1	4	5	0	10	-	2	5	4	0	11	-	6	1	2	0	9	-	0	4	2	0	6	-	36
5:00AM	1	0	0	0	1	-	0	1	1	0	2	-	6	0	1	0	7	-	0	2	1	0	3	-	13
5:15AM	1	0	1	0	2	-	0	1	0	0	1	-	4	3	0	0	7	-	0	2	0	0	2	-	12
5:30AM	0	4	4	0	8	-	2	1	3	0	6	-	3	1	2	0	6	-	2	7	0	0	9	-	29
5:45AM	2	2	4	0	8	-	1	5	4	0	10	-	9	4	1	0	14	-	0	6	0	0	6	-	38

Leg Direction	Broadmoor St Southbound						Martway St Westbound						Broamoor St Northbound						Martway St Eastbound						
Time	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	R	T	L	U	App	Ped*	Int
Hourly Total	4	6	9	0	19	-	3	8	8	0	19	-	22	8	4	0	34	-	2	17	1	0	20	-	92
6:00AM	1	4	8	0	13	-	1	8	5	0	14	-	8	3	3	0	14	-	0	3	4	0	7	-	48
6:15AM	0	8	7	0	15	-	1	8	9	0	18	-	11	4	2	0	17	-	1	8	1	0	10	-	60
6:30AM	4	7	8	0	19	-	3	8	7	0	18	-	7	5	3	0	15	-	1	6	5	0	12	-	64
6:45AM	2	9	17	0	28	-	2	16	10	0	28	-	14	16	2	0	32	-	0	11	5	0	16	-	104
Hourly Total	7	28	40	0	75	-	7	40	31	0	78	-	40	28	10	0	78	-	2	28	15	0	45	-	276
Total	784	1947	950	1	3682	-	1045	1833	2383	0	5261	-	2512	1810	359	0	4681	-	167	1262	881	0	2310	-	15934
% Approach	21.3%	52.9%	25.8%	0%	-	-	19.9%	34.8%	45.3%	0%	-	-	53.7%	38.7%	7.7%	0%	-	-	7.2%	54.6%	38.1%	0%	-	-	-
% Total	4.9%	12.2%	6.0%	0%	23.1%	-	6.6%	11.5%	15.0%	0%	33.0%	-	15.8%	11.4%	2.3%	0%	29.4%	-	1.0%	7.9%	5.5%	0%	14.5%	-	-
Lights	777	1925	941	1	3644	-	1036	1816	2355	0	5207	-	2503	1787	358	0	4648	-	164	1233	874	0	2271	-	15770
% Lights	99.1%	98.9%	99.1%	100%	99.0%	-	99.1%	99.1%	98.8%	0%	99.0%	-	99.6%	98.7%	99.7%	0%	99.3%	-	98.2%	97.7%	99.2%	0%	98.3%	-	99.0%
Articulated Trucks	2	2	1	0	5	-	0	5	1	0	6	-	1	0	1	0	2	-	0	2	0	0	2	-	15
% Articulated Trucks	0.3%	0.1%	0.1%	0%	0.1%	-	0%	0.3%	0%	0%	0.1%	-	0%	0%	0.3%	0%	0%	-	0%	0.2%	0%	0%	0.1%	-	0.1%
Buses and Single-Unit Trucks	5	20	8	0	33	-	9	12	27	0	48	-	8	23	0	0	31	-	3	27	7	0	37	-	149
% Buses and Single-Unit Trucks	0.6%	1.0%	0.8%	0%	0.9%	-	0.9%	0.7%	1.1%	0%	0.9%	-	0.3%	1.3%	0%	0%	0.7%	-	1.8%	2.1%	0.8%	0%	1.6%	-	0.9%

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

Broadmoor & Martway - TMC

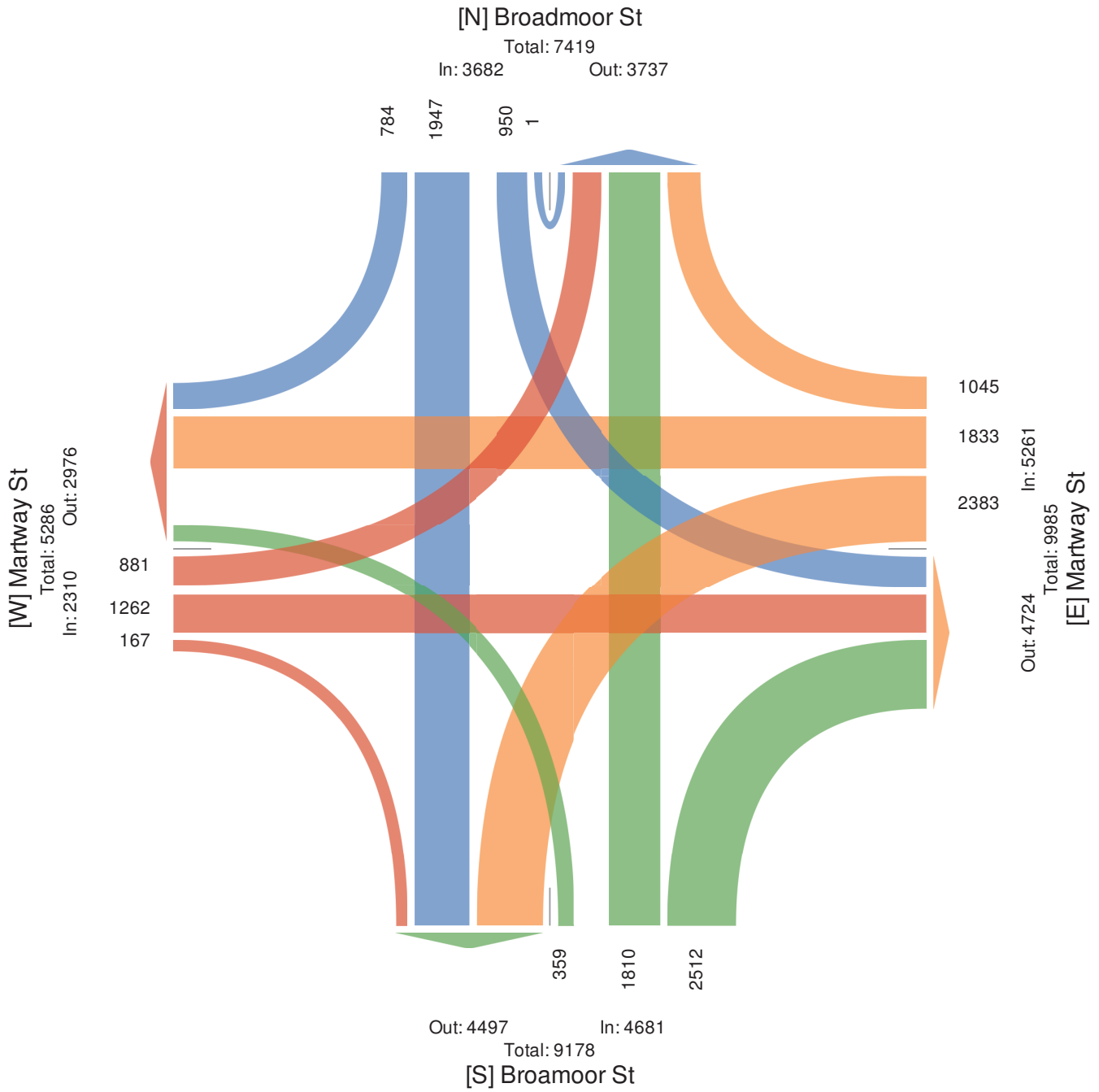
Tue Feb 21, 2017

Full Length (7AM-7AM(+1))

All Classes (Lights, Articulated Trucks, Buses and Single-Unit Trucks)

All Movements

ID: 383779, Location: 39.020556, -94.665654



WORKSHEET FOR VARIABLE LEFT TURN PHASING CAPACITY WARRANTS

Fill in the needed color shaded cells

COUNTY: **Johnson** ROUTE: **Martway S** AT: **Broadmoor**

LEFT TURN MOVEMENT: **Southbound**

DATE: **3/6/2017** ANALYZED BY: **JMP**

TIME PERIOD CHECKED:

AM	Midday	PM
87	63	62
N/A	N/A	N/A
394	321	395
7.5	7.5	7.5
75	75	75
100	100	100
17.5	17.5	17.5
23.5	23.5	23.5
Prot./Perm Prot.Only	Prot./Perm	Prot./Perm Prot.Only

**WARRANTED
PHASING:**

WORKSHEET FOR VARIABLE LEFT TURN PHASING CAPACITY WARRANTS

Fill in the needed color shaded cells

COUNTY: **Johnson** ROUTE: **Martway St** AT: **Broadmoor**

LEFT TURN MOVEMENT: **Northbound**

DATE: **3/6/2017** ANALYZED BY: **JMP**

TIME PERIOD CHECKED:

	AM	Midday	PM
VLT:	41	36	30
VLT(Sneakers)*:	N/A	N/A	N/A
Vo:	181	131	199
Tp:	19.5	19.5	19.5
cp:	75	75	75
cpc:	100	100	100
gp:	19.5	19.5	19.5
gpc:	19.5	19.5	19.5
WARRANTED PHASING:	Prot./Perm	Prot./Perm	Prot./Perm

WORKSHEET FOR VARIABLE LEFT TURN PHASING CAPACITY WARRANTS

Fill in the needed color shaded cells

COUNTY: **Johnson** ROUTE: **Martway St** AT: **Broadmoor**

LEFT TURN MOVEMENT: **Eastbound**

DATE: **3/6/2017** ANALYZED BY: **JMP**

TIME PERIOD CHECKED:	AM	Midday	PM
VLT:	107	67	72
VLT(Sneakers)*:	N/A	N/A	N/A
Vo:	173	127	173
Tp:	19.3	19.3	19.3
cp:	75	75	75
cpp:	100	100	100
gp:	19.3	19.3	19.3
gpp:	19.3	19.3	19.3
WARRANTED PHASING:	Prot./Perm	Prot./Perm	Prot./Perm

City of Mission	Item Number:	7.
ACTION ITEM SUMMARY	Date:	March 16, 2017
PUBLIC WORKS	From:	John Belger

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

RE: Sylvester Powell, Jr. Community Center (SPJCC) Parking Lot Improvements - Design and Construction Inspection

RECOMMENDATION: Approve the task order with Olsson Associates for design and construction inspection services for parking lot improvements at the Sylvester Powell, Jr. Community Center in an amount not to exceed \$17,928.

DETAILS: The current parking lots surrounding the Community Center are in poor condition, and are planned for repair and replacement in 2017. Olsson has provided a task order to prepare contract documents, project specifications and provide construction inspection services to rehabilitate and/or replace the parking lot and islands surrounding the Center. The project includes a combination of seal treatment, mill and overlay, and full depth replacement as shown on the map included in the packet.

The design portion of the task order will develop the plans and specifications for the improvements. This will include ADA parking and accessibility considerations. As built plans will be provided once the project is completed.

The construction inspection portion of the task order is an important element that provides for full time inspection and material testing throughout the project. This is a crucial step to verify the improvements are constructed to the proper standards and is not a skill set we possess in-house.

The Community Center parking lot project has been budgeted in the Parks and Recreation portion of the 2017 Capital Improvement Program (CIP) in the amount of \$100,000.

CFAA CONSIDERATIONS/IMPACTS: These improvements take into consideration section 1-H of the Communities For All Ages initiative which states “The city provides ample parking and drop off areas near the entrances to public facilities that meets mobility and accessibility needs of all citizens. (ADA requirements are an expected minimum, the composition of the community and the expected use of a facility may dictate additional spaces to improve resident experience at public facilities.)”

Related Statute/City Ordinance:	
Line Item Code/Description:	45-90-805-09 Capital Projects (Parks & Recreation Sales Tax Fund)
Available Budget:	\$100,000

Exhibit "A" – Task Order

**TASK ORDER: SYLVESTER POWELL COMMUNITY CENTER PARKING LOT
REPLACEMENT**

This Task Order is made as of this _____ day of _____ 20____, under the terms and conditions established in the MASTER AGREEMENT FOR PROFESSIONAL SERVICES, dated December 17, 2014 (the Agreement), between the City of Mission, Kansas (Owner) and OLSSON ASSOCIATES (OLSSON). This Task Order is made for the following purpose, consistent with the Project defined in the Agreement:

This task order is related to scope of services for preparing plans & specs for the reconstruction of the parking lot at the Sylvester Powell Community Center

Section A. - Scope of Services

A.1. OLSSON shall perform the following Services as outlined in **EXHIBIT C "Scope of Services"**

Section B. - Schedule

OLSSON shall perform the Services and deliver the related Documents (if any) during 30 working days

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, Owner shall pay to OLSSON the estimated amount of \$17,928.00, payable according to the following terms:

Client shall pay to Olsson for the performance of the Basic Services the actual time of personnel performing such Services Reimbursable Expenses, unless otherwise agreed to by both parties. Reimbursable expenses will be invoiced in accordance with the Schedule contained in Item C.2. Olsson's Services will be provided on a time and expense basis. Olsson shall submit invoices on a monthly basis, are due upon presentation and shall be considered past due if not paid within 30 calendar days of the due date.

C.2. Owner shall pay to OLSSON in accordance with the Schedule of Fees described in Exhibit B attached to the Master Agreement for Professional Services. Adjustments to the above Schedule of Fees will be presented to the Owner annually for approval.

Section D. - Owner's Responsibilities Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of OLSSON. Unless otherwise provided in this Task Order, Owner shall bear all costs incident to compliance with the following:

Section E. - Other Provisions

The parties agree to the following provisions with respect to this specific Task Order:

IN WITNESS WHEREOF, the Owner and OLSSON have executed this task order.

City of Mission, Kansas (Owner)

By: _____

Name: _____

Title: _____

Date: _____

OLSSON ASSOCIATES (OLSSON)

By: Paul B. Moore _____

Name: Paul Moore _____

Title: Project Manager _____

Date: 3-29-17 _____

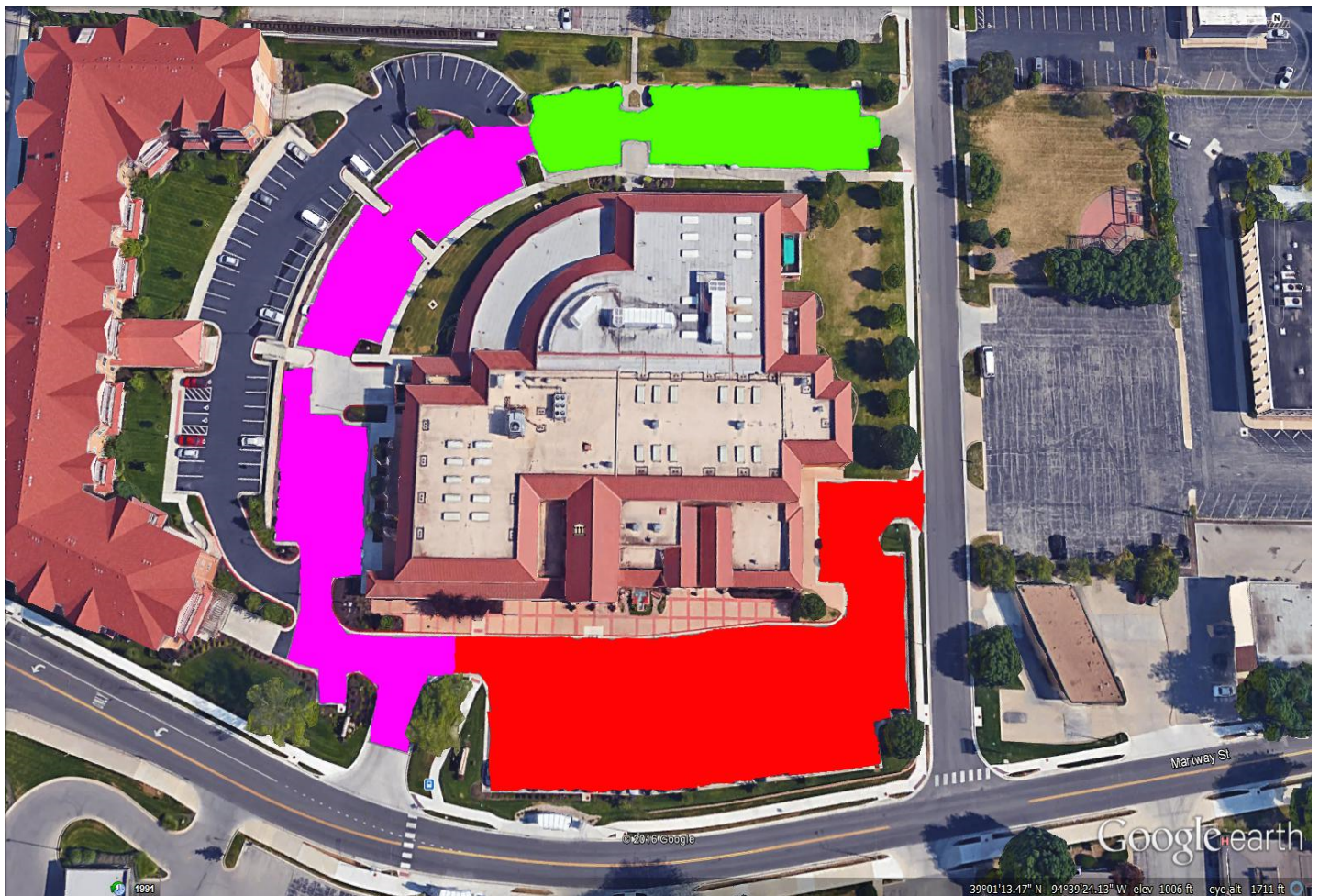
EXHIBIT C
SCOPE OF SERVICES:
SYLVESTER POWELL COMMUNITY CENTER PARKING LOT REHAB
Mission, Kansas

FURTHER DESCRIPTION OF BASIC ENGINEERING SERVICES:

This project includes preparation of design documents, project specifications and construction observation for the design of rehabilitating or replacing deteriorated areas of the Sylvester Powell Community Center parking lot. Additional ADA accessible parking stalls will be added in some areas along with improvements to existing ADA facilities. A limited landscaping component is included if the budget permits. The limits of the rehab / reconstruction are shown in green & pink in Figure 1 below.

The Consultant shall furnish and perform the various professional duties and services required for the design of the Project. Our services will be based on the policy and procedure's manual utilized by the City of Mission for projects of similar scope.

FIGURE 1



SPJCC Parking Lot Repairs

Asphalt- Mill & Overlay

Asphalt- Seal

Asphalt- Full Depth Replacement

GENERAL DESIGN REQUIREMENTS

The Design plans shall be signed and sealed by the licensed professional engineer responsible for the preparation of the design plans.

GENERAL SURVEY REQUIREMENTS

The Survey for this project was performed with the sidewalk rehab project for the Sylvester Powell Community Center.

SCOPE OF SERVICES

Task I. Preliminary Design

1.01 Develop preliminary plans:

- A. Cover sheet
- B. Typical Sections
- C. General notes
- D. Demo sheet
- E. Plan sheets
 - 1. Plan Scale 1"=20
- F. Preliminary pavement marking plans
- G. Evaluate ADA requirements in order to add stalls where required.
- H. New layout for island divider in south parking lot

1.02 Develop preliminary plan sets

1.03 Submit Field Check plans to the City.

1.04 Field Check to be performed with representatives of the Consulting Engineer and the City at the project site with appropriate detailed plan.

1.05 Permitting

- A. Prepare the necessary plans and application for permit submission to and approval of:
 - 1. City
 - 2. State and Federal Permits including but not limited to:
 - a. SWPPP

1.06 Preliminary cost estimate shall be furnished based on the experience and qualifications of Olsson's judgment as an experienced and qualified design professional, familiar with the construction industry and advise the City if, in its opinion, the amount budgeted for construction is not sufficient to adequately design and construct the improvement as requested.

Task II. Final Design & Bidding

- 2.01** Prepare detailed plans and specifications.
 - A. Address Field Check comments
 - B. Add standard details to the plans
 - C. ADA plan and details
 - D. Erosion Control details (no formal plans)
 - E. Quantity sheets
 - F. Final Pavement marking plans
- 2.02** Prepare bid documents
- 2.03** Provide a detailed opinion of probable cost (including appropriate contingency).
- 2.04** Provide Final Check plans to the City.
- 2.05** Upon receipt of City comments on Final submittal, make necessary modifications and furnish a copy of Final plans.
- 2.06** Furnish As-built plans at project completion.
- 2.07** Submit PDF plans to a plan room for bidding
- 2.08** Prepare written addenda to the bidding documents as required and/or requested.
- 2.09** Attend and prepare for the pre bid conference.
- 2.10** Consult with and advise the City as to the acceptability of substitute materials and equipment when substitution prior to the award of the contract is allowed in the bidding documents. Consult with and advise the City as to the acceptability of subcontractors and others proposed to do work by the general contractor.
- 2.11** Prepare bid tabulations of all the bidders and advise the city on any errors or omissions.
- 2.12** Attend Bid Letting

Task III. Engineering during construction

- 3.01** Attend Preconstruction meeting

Task IV. Construction Observation & Testing

See Tables below:

Sylvester Powell CC Lot Rehab - Asphalt Items

City of Mission

Estimate of Fee

Construction Observation Services



	Employee Type	Hourly Rate	Estimated Hours	Extension
Pre-Construction Phase				
Pre-Construction Meeting	Const. Manager	\$ 160.00	3	\$ 480.00
	Const. Observer	\$ 84.00	3	\$ 252.00
	Clerical	\$ 58.00	1	\$ 58.00
Plan & Construction Document Review, Set up	Const. Observer	\$ 84.00	3	\$ 252.00
Inspection Management	Const. Manager	\$ 150.00	2	\$ 300.00
Phase Totals			12	\$ 1,342.00
Construction Phase				
Daily Observation/Documentation/Coordination, etc.	Const. Observer	\$ 84.00	56	\$ 4,704.00
Testing Technician	Testing Tech	\$ 66.00	6	\$ 396.00
Insp. Mgmt, Mtgs., Reports, Utilities, Contractor Issues	Const. Manager	\$ 160.00	6	\$ 960.00
Clerical - Reports, etc.	Clerical	\$ 58.00	2	\$ 116.00
Phase Totals			70	\$ 6,176.00
Post-Construction Phase				
Punch List & Remedial Work Inspection	Const. Observer	\$ 84.00	4	\$ 336.00
Final Documentation	Const. Manager	\$ 160.00	3	\$ 480.00
Phase Totals			7	\$ 816.00
TOTAL LABOR			89	\$ 8,334.00
DIRECT EXPENSES				
		Unit Price		
Mileage (@\$0.75/mi)	312	\$0.75		\$ 234.00
Gradations	2	\$170.00		\$ 340.00
ESTIMATED DIRECT EXPENSES				\$ 574.00
TOTAL ESTIMATED FEE				\$ 8,908.00

Sylvester Powell CC Lot Rehab - Asphalt Items
City of Mission



Estimate of Construction Phase Hours and Project Mileage

Item of Work	Est. Qty.	Est. Working Days	Est. Insp. Hrs./Day	Est. Hours	Est. Mi./Day	Est. Insp. Miles
Milling	39,329 SF	2	6	12	26	52
2" Overlay	39,329 SF	2	9	18	26	52
Pavement Sealing	22,500 SF	2	8	16	26	52
Pavement Striping	1 LS	2	5	10	26	52
TOTALS		8		56		208

Sylvester Powell CC Lot Rehab - Asphalt Items
City of Mission



Construction Materials Testing

ASPHALTIC CONCRETE		Assumptions					
Item	Sq. Yd.	Est. # of Site Visits	Tech Hrs. per Site Visit	Est. Tech Hrs.	Est. # of tests	Est. Miles *	Est. Clerical Hrs. for Reports
2" Asphaltic Conc. Surface	4,370	2	3	6	10	52	0.5
TOTALS		2		6	10	52	0.5

Item	Est. # of Tests for Surface	Est. Miles
Gradations	2	52
Est. 500 tons of AC		
TOTALS		52

RECAP OF TESTING	Units	Unit Cost	Est. Total Cost
Estimated Testing Tech Hrs.	6	\$ 53.00	\$ 318.00
Estimated Clerical Hours	0.5	\$ 57.00	\$ 28.50
Estimated Mileage	104	\$ 0.68	\$ 70.72
Gradations	2	\$ 175.00	\$ 350.00
ESTIMATED TOTAL TESTING FEES			\$ 767.22

Compensation Summary

Task I – Preliminary Design	\$3,240.00
Task II – Final Design & Bidding	\$5,238.00
Task III – Engineering during Construction	\$ 342.00
Task IV – Construction Observation & Testing	\$8,908.00
Expenses	<u>\$ 200.00</u>
TOTAL	\$17,928.00

City Responsibilities

1. The City shall arrange the pre-bid and pre-construction meetings.

Exclusions

1. The consultant has not included services for a Traffic Impact Study, Level of Service Analysis, or traffic count data.
2. Irrigation plans are not included with this contract.
3. Traffic control plans are not included with this contract. It is assumed that traffic control can be handled with standard details.

City of Mission	Item Number:	8.
ACTION ITEM SUMMARY	Date:	March 29, 2017
Community Development Department	From:	Danielle Sitzman

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

RE: An ordinance amending Chapters 420, 430, and 445 of the Mission Municipal Code.

RECOMMENDATION: Approve the sign code text changes as recommended by the Planning Commission at their March 27, 2017 meeting.

DETAILS: As a follow up to the discussion and public hearings conducted over the past year, staff has prepared the attached sign code changes for consideration by the City Council. The City's land use attorney has reviewed the proposed changes.

The most significant changes from the previous versions reviewed by the Council include the following: *(underlined and italicized below)*

- Allow window signs anywhere in Mission with a limit on coverage of windows of 50% of the window glazing while continuing to limit glazing coverage in the Downtown District to 10%. Permits for window signs would be required.
- Require sign permits and permit fees for temporary signs. Allow for permit fees to be waived for temporary signs in the R-1, R-2 and R-3 residential zones, applications from churches, schools, community centers, libraries and other charitable non-profit entities. Sign permit fees to be established by Resolution.
- Limit the posting of temporary signs to no more than 90 days per calendar year per business. The allowable lengths of posting as follows: Consecutive days 3,7,15,30, or 60; Non-Consecutive Days 30 or 60.
- Prohibit costumed characters as attention attracting devices. Comments received regarding regulating this activity as commercial messaging were neutral to somewhat opposed. Therefore, staff has removed any reference to costumed characters from consideration.
- Eliminate all pole signs by December 31, 2023 through an amortization process. Comments received were largely in opposition or merely neutral on this action. Therefore, staff has removed any amortization proceedings from consideration.
- Continue to regulate/prohibit pole signs. The definitions of pole and monument signs have been edited to clarify the desired sign characteristics. The previous exemption for pole signs meeting certain criteria within 1000' of the intersection of Metcalf Avenue and Johnson Drive has also been removed. Any detached sign which does not meet the proposed definition of monument sign will become a legal non-conforming sign upon adoption of these code changes. Based on a review of the 2015 sign inventory, an additional 17 detached signs will be added to this list. Legal non-conforming signs are

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	N/A
Available Budget:	N/A

City of Mission	Item Number:	8.
ACTION ITEM SUMMARY	Date:	March 29, 2017
Community Development Department	From:	Danielle Sitzman

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

regulated under Section 420.220 and may be used and maintained but not refaced to serve a different establishment or business.

- Based on comments received, changes have been added to the definition of sign maintenance to include corporate merger, consolidation or other legal name change as allowable reasons to change copy or logo without being considered sign refacing.

Other changes proposed which have not been altered since they were last presented include:

- Allow marquee signs by right in three additional commercial zoning districts
- Allow monument signs by right in the Main Street District 1 and Pedestrian Oriented Business District zoning districts under certain conditions
- Allow electronic signs for the display of prices for fuel
- Streamline the approval process for electronic time/temperature instruments
- Standardize the processes of placing liens against properties that have been abated by the City

For reference, the supporting documentation for this Agenda Item includes the draft changes in a “redline” format. A clean copy of the document in ordinance format will be prepared for the the City Council meeting.

The Planning Commission, at their March 27, 2017 meeting, voted 9-0 to recommend approval of the sign code text changes as proposed.

Implementation and enforcement of the new sign code regulations would begin later this spring after adoption of the code changes. All business license holders will be sent a letter explaining the changes and updates will be provided to the Downtown Business Partnership, Northeast Johnson County Chamber, and via the City’s website and social media outlets.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	N/A
Available Budget:	N/A



To: Mission Planning Commission
From: Danielle Sitzman, City Planner
Date: March 27, 2017
Re: Case # 16-07 Sign Code Changes

As a follow up to the discussion and public hearings conducted over the past year staff has prepared the attached sign code changes for consideration and recommendation by the Planning Commission to the City Council. The City's land use attorney has reviewed the proposed changes.

Analysis of Proposed Sign Code Changes

Attached is a redline copy of the proposed code changes as well as a table showing the impact by zoning district and sign type. The proposed changes are intended to address only a few targeted issues, not overhaul the existing sign code. If adopted as proposed, most businesses will continue to be allowed the same number, size and type of signs as they are now.

The most significant changes from the previous version reviewed include the following:
(underlined and italicized below)

- Allow window signs anywhere in Mission with a limit on coverage of windows of 50% of the window glazing while continuing to limit glazing coverage in the Downtown District to 10%. Permits for window signs would be required.
- Require sign permits and permit fees for temporary signs. Allow for permit fees to be waived for temporary signs in the R-1, R-2 and R-3 residential zones, applications from churches, schools, community centers, libraries and other charitable non-profit entities. Sign permit fees to be established by Resolution.
- Limit the posting of temporary signs to no more than 90 days per calendar year per business. The allowable lengths of posting as follows: Consecutive days 3,7,15,30, or 60; Non-Consecutive Days 30 or 60.
- Prohibit costumed characters as attention attracting devices. Comments received regarding regulating this activity as commercial messaging were neutral to somewhat opposed. Therefore, staff has removed any proposed changes to costumed characters from consideration.
- Eliminate all pole signs by December 31, 2023 through an amortization process. Comments received were largely in opposition or merely neutral on this action. Therefore, staff has removed any amortization proceedings from consideration.

- Continue to regulate/prohibit pole signs. The definitions of pole and monument signs have been edited to clarify the desired sign characteristics. The previous exemption for pole signs meeting certain criteria within 1000' of the intersection of Metcalf Avenue and Johnson Drive has also been removed. Any detached sign which does not meet the proposed definition of monument sign will become a legal non-conforming sign upon adoption of these code changes. Based on a review of the 2015 sign inventory, an additional 17 detached signs will be added to this list. Legal non-conforming signs are regulated under Section 420.220 and may be used and maintained but not refaced to serve a different establishment or business.
- Based on comments received, changes have been added to the definition of sign maintenance to include corporate merger, consolidation or other legal name change as allowable reasons to change copy or logo without being considered sign refacing.

Other changes proposed which have not been altered since they were last presented include:

- Allow marquee signs by right in three additional commercial zoning districts
- Allow monument signs by right in the Main Street District 1 and Pedestrian Oriented Business District zoning districts under certain conditions
- Allow electronic signs for the display of prices for fuel
- Streamline the approval process for electronic time/temperature instruments
- Standardize the processes of placing liens against properties that have been abated by the City

Next Steps

The Planning Commission is required to make a recommendation to the City Council whenever changes to the text of the zoning code are proposed.

Staff Recommendation

Staff recommends approval of the proposed changes to the the code as presented in the draft ordinance. Text shown as strikethrough will be removed in final version to be adopted by the City Council.

**Proposed City of Mission Sign Regulations
March 2017**

Definition	Sign Permit Required?	Single-Family Residential	Multi-Family Residential	Civic Buildings (Schools, Churches, etc.)	C1 - CP-1 (Light Commercial)	C-2A, MS1, MS2 (Downtown)	C-O / CP-O (Office)	All Others (Heavy Commercial / Industrial)	
Major Types									
Wall Signs	Any sign attached to and erected parallel to and within one (1) foot of the face or wall of a building, including signs painted on the walls of buildings. Awnings which are backlighted shall be considered wall signs.	Yes	No	No	Per tenant: 2 signs allowed Limit 1 per façade 32 sqft max area	Per tenant: 3 signs allowed 1 per façade not more than 5% of area of each façade	Per tenant: 3 signs allowed 1 per façade not more than 10% of area of each façade	Per building: 3 signs allowed 1 per façade not more than 5% of area of each façade	Per tenant: 3 signs allowed 1 per façade not more than 10% of area of each façade Allowed 1 additional non-illuminated wall sign, max. 9sqft in area at each major entrance to multi-tenant
Monument Signs	A detached sign where the width of the base of the sign is a minimum of one-half (½) the width of the widest part of the sign face or where the base consists of two (2) or more supports so that the top edge of the sign face of a monument sign is ten (10) feet or less above the ground. The materials of the base of a monument sign shall be one (1) of the following: masonry, wood, anodized metal, stone or	Yes	1 at each entrance to a subdivision / project. Max 6' height Max. 50 sqft per sign.	1 at each entrance to a subdivision / project. Max 6' height Max. 50 sqft per sign.	1 allowed in lieu of a wall sign Max. 6' to 8' height based on a setback formula	1 allowed in lieu of a wall sign 6' to 10' height based on a setback formula Shopping centers do not need to surrender a wall sign	No (YES-where minimum distance from the right-of-way line to the closest building is equal or greater to 15 feet)	1 allowed in lieu of a wall sign Max. 6' to 10' height based on a setback formula	1 allowed in lieu of a wall sign Mac. 6' to 10' height based on a setback formula Shopping centers do not need to surrender a wall sign
Projecting Signs	Any sign, including a time and/or temperature instrument located on the face of the building, extending more than one (1) foot from the face of the building to which it is attached.	Yes	No	No	No	1 allowed in lieu of a wall sign, subject to same area restrictions; Min. 7' above ground Max. 3' from wall	1 allowed in lieu of a wall sign, subject to same area restrictions; Min. 7' above ground	No	1 allowed in lieu of a wall sign, subject to same area restrictions; Min. 7' above ground
Under Canopy (Pedestrian)		Yes	No	No	No	One at each exterior ground floor entry beneath awnings, canopies, etc. Max. 3sqft per sign.	One at each exterior ground floor entry beneath awnings, canopies, etc. Max. 3sqft per sign. Min. 7' above ground	No	One at each exterior ground floor entry beneath awnings, canopies, etc. Max. 3sqft per sign.

**Proposed City of Mission Sign Regulations
March 2017**

<p align="center">Window Signs</p>	<p>Not Defined A non-illuminated sign of a permanent nature applied directly on either the interior or exterior surface of building's glazed surface including but not limited to windows and doors.</p>	<p align="center">Yes</p>	<p>No except in the Downtown District: (YES) Limited to covering 50% of glazing</p>	<p>No except in the Downtown District: (YES) Limited to covering 50% of glazing</p>	<p>No except in the Downtown District: (YES) Limited to covering 50% of glazing</p>	<p>No except in the Downtown District: (YES) Limited to covering 50% of glazing</p>	<p>No except in the Downtown District: (YES) Limited to covering 10% of glazing</p>	<p>No except in the Downtown District: (YES) Limited to covering 50% of glazing</p>	<p>No except in the Downtown District: (YES) Limited to covering 50% of glazing</p>
<p align="center">Temporary Signs</p>	<p>A sign that by its nature or content is intended for posting for a short period of time, is typically constructed from non-durable materials such as paper, cardboard, cloth, plastic and/or wallboard, is not permanently installed, and does not constitute a structure subject to the City's Building Code or Zoning Code provisions.</p>	<p align="center">No (YES-Excluding temp signs in R-1, R-2, R-3 residential zones from having to get a permit and charitable institutions and entities from permit fees)</p>	<p align="center">No limitation on number; Aggregate square footage of 48 sqft, with no sign exceeding 16sqft Sign may be up for 60 days, then sign must be removed for 60 days (Limit posting to no more than 90 days per calendar year per business. The allowable lengths of posting are as follows: Consecutive Days (3,7,15,30, or 60) Non-Consecutive Days (30 or 60) Maximum Sign Height 6', required setback of 3' from the property line. Real estate signs (property for sale or lease) excluded from limitations on duration. For multi-family only: One 50sqft banner sign for 60 days displaying "now leasing", "now renting", etc. for two months every three years</p>						

**Proposed City of Mission Sign Regulations
March 2017**

	Definition		Single-Family Residential	Multi-Family Residential	Civic Buildings (Schools, Churches, etc.)	C1 - CP-1 (Light Commercial)	C-2A, MS1, MS2 (Downtown)	C-O / CP-O (Office)	All Others (Heavy Commercial / Industrial)
Minor Types									
ATM	Not Defined	No	No	No	No	Where ATMs are allowed: 3 signs, 1 per face, 8 sqft per sign. 1 additional non-illuminated sign, 4sqft.			
Construction Identification	Signs at construction sites that are either: a. Posted at the entrance to the job site explaining rules for contractors and others entering the site; or b. Signs posted on construction site or painted onto construction trailers actively being used on the site, provided such signs are limited to the name, logo, address and phone number of a contractor working at the site. This provision is not intended to allow any signs that advertise a particular project, developer, owner or other business, nor is it intended to allow any sales, leasing or hiring information to be displayed.	No	Excluded From Regulation						
Directional	Not Defined	No	1 sign allowed for each entrance to a building site; each key intersection; each entrance to drive-through. Ground-mounted: Max. 5' height, Max. 4sqft area per sign. Wall-mounted: Max. 2sqft area per sign. Max. 25% area used to display owner / tenant / etc. No sign permits required.						
Entrance Directory	Signs on or adjacent to doors of commercial or industrial buildings displaying information such as the names and address of the occupant, the hours of operation or instructions for deliveries. Such signs shall not exceed four (4) square feet in area, shall not contain letters exceeding six (6) inches in height and shall not be illuminated. Where multiple tenants share the same door, the sign may display the names and address of each tenant.	No	No	No	No	Excluded From Regulation			
Interior Neon	Not Defined	No	No	No	No	1 sign. Max 10sqft. Signs below 3sqft do not require a sign permit.			
Marquee	Any sign attached flat against or under the marquee or permanent sidewalk canopy of a building but not on the upper surface of a marquee or canopy.	Yes	No	No	No	Yes	No (YES)	No	Optional instead of wall signs

**Proposed City of Mission Sign Regulations
March 2017**

Menu Board	Not Defined	Yes	No	No	No	Where drive-through services are allowed: 2 signs, Max. 8' height, Max. 32sqft area per sign Drive-in establishments: 1 sign per stall, 8sqft area per drive-in sign, 32sqft area per walk-up sign, , Max. 6" lettering height.			
Project Identification	One (1) construction site identification sign of professional quality may be permitted during the development of any project. Such sign may identify the project, the owner or developer, future tenants, the architects, engineers, realtors, contractors and subcontractors involved, funding sources and may contain related information including, but not limited to, sale or leasing information. [...] All such signs shall be removed prior to issuance of any certificate of occupancy, temporary or final, for the last building in each phase of the project. Sign permits shall not be required for such signs.	No	1 sign. Max 6" height, Max. 32sqft area per sign, 10' setback from right-of-way						
Residential Signs	Signs not exceeding four (4) square feet in area that are customarily associated with residential use, limited to signs giving property identification names or numbers, names of residents, signs on mailboxes or newspaper tubes, signs posted on private property relating to private parking or signs warning the public against trespassing or danger from animals.	No	Excluded From Regulation	Excluded From Regulation	Excluded From Regulation	No	No	No	No
Vehicle Signs	Signs painted on or otherwise permanently attached to currently licensed motor vehicles, which vehicles are not primarily used as signs.	No	Excluded From Regulation						

**Proposed City of Mission Sign Regulations
March 2017**

	Definition		Single-Family Residential	Multi-Family Residential	Civic Buildings (Schools, Churches, etc.)	C1 - CP-1 (Light Commercial)	C-2A, MS1, MS2 (Downtown)	C-O / CP-O (Office)	All Others (Heavy Commercial / Industrial)
Prohibited Types									
Attention-Attracting	Any device with flashing, blinking, rotating or moving action or any banner, searchlight or balloons designed or intended to attract the attention of the public to an establishment or to a sign.	No	No	No	No	No	No	No	No
Electronic Message	Not defined; prohibited except for "time and temperature instruments" (Adding Fuel Prices)	No	No	No	No	No	No	No	No
Off-Premise	A sign which displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution or any other commercial message, which is generally conducted, sold, manufactured, produced, offered or occurs elsewhere than on the premises where such sign is located.	No	No	No	No	No	No	No	No
Outdoor Advertising	A sign, generally known as outdoor advertising, mounted on a semi-permanent structure and depicting information not directly related to the property upon which it is placed. Except where a specific distinction is drawn, the term "billboard" includes "poster panel".	Yes	Special Use Permit	Special Use Permit	Special Use Permit	Special Use Permit	Special Use Permit	Special Use Permit	Special Use Permit
Pole	A sign which is supported by one (1) or more poles, uprights or braces in the ground so that the bottom edge of the sign face is more than ten (10) feet above the ground. (Remove exemption w.i. 1000' of Metcalf Ave & Johnson Drive)	No	No	No	No	No	No	No	No
Roof	Any sign erected, constructed and maintained wholly upon or over the roof line.	No	No	No	No	No	No	No	No

**Proposed City of Mission Sign Regulations
March 2017**

Snipe	Any sign of a material such as cardboard, paper, pressed wood, plastic or metal which is attached to a fence, window, tree, utility pole or temporary structure or any sign which is not securely fastened to a building or firmly anchored to the ground.	No	No	No	No	No	No	No	No
Other Prohibitions			Signs in the public right of way; abandoned or obsolete (old tenant / business) signs; signs that are demonstrably false or misleading (i.e. zoning)						

Pole Sign Index (Non-Conforming Detached Signs)

#	Name/DBA	Address (approx)	Sign Type Under Proposed Code Changes
1	AccuServ	4811 Lamar Ave	Pole
2	Advanced Auto Parts	5360 Johnson Dr	Pole
3	Affiliated Management Services	5651 Broadmoor St	Pole
4	American Stroke Foundation	5916 Dearborn St	Pole
5	Arby's	6780 Johnson Dr	Pole
6	Auman Mack/Agenda USA	5300 Foxridge Dr	Pole
7	BP Gas Station	5500 Johnson Dr	Pole
8	Bridges at Foxridge Apartments	5250 Foxridge Dr	Pole
9	Fast Eddy's	5112 Johnson Drive	Pole
10	First Baptist Church of Mission	5641 Outlook St	Pole
11	Goodyear	5200 Johnson Drive	Pole
12	Hy-Vee	6655 Martway St	Pole
13	Johnny's Bar B-Q*	5959 Broadmoor St	Pole
14	Lamar Professional Building	5940 Lamar Avenue	Pole
15	Little Lambs Montessori School	5837 Riggs Rd	Pole
16	Mattress Furniture Outlet	5930 Broadmoor Dr	Pole
17	McDonalds	6751 Johnson Dr	Pole
18	Mission Bank at Corp Center	5800 Foxridge Dr	Pole
19	Mission Bank Johnson Dr	5201 Johnson Dr	Pole
20	Mission Gardens Apartments	5905 West 58th St	Pole
21	Mission Heights Apartments	5801 Woodson St	Pole
22	Mission West Shopping Center	6500 Martway St	Pole
23	Mission Bank Martway	6040 Martway St	Pole
24	Outlook Apartments	5939 Outlook St	Pole
25	Popeyes*	6821 Johnson Dr	Pole
26	Pride Cleaners	5924 Broadmoor St	Pole
27	Public Storage	6560 Foxridge Dr	Pole
28	Retail/Tenant Change	5945 Woodson St	Pole
29	Sonic	6665 Martway St	Pole
30	Target	6100 Broadmoor St	Pole
31	The Hair Studio	5923 Woodson St	Pole
32	The Maples Apartments	5811 Maple Dr	Pole
33	Town Topic	6018 Johnson Dr	Pole
34	Trinity Lutheran Church	5601 W 62nd St	Pole
35	Uncommon Supply	5860 Beverly Ave	Pole
36	US Properties Building	5845 Horton St	Pole
37	Village Inn*	5800 Broadmoor	Pole
38	Wendy's	5900 Roeland Dr	Pole

Updated to show signs identified as monument signs which will become pole signs under adopted code changes based on the 2015 sign inventory data. Additional signs may be affected. * indicates pole signs currently allowed w.i. 1000' of Johnson Drive, existing since 2003, having an existing valid sign permit.

Chapter 430. Signs

Section 430.010. Statement of Intent.

[Ord. No. 1091 §§1 – 3(App. A §430.010), 9-24-2003]

- A. The intent of this Chapter is to create the framework for a comprehensive and balanced system of sign regulations to facilitate an easy and pleasant communication between people and their environment and to avoid the visual clutter that is potentially harmful to traffic and pedestrian safety, property values, business opportunities and community appearance. With these purposes in mind, it is the intent of this Chapter to authorize the use of signs which are:
1. Compatible with their surroundings,
 2. Appropriate to the activity that displays them,
 3. Expressive of the identity of individual activities and the community as a whole, and
 4. Legible in the circumstances in which they are seen.

Section 430.020. Sign Definitions.

[Ord. No.1091 §§1 – 3(App. A §430.020), 9-24-2003; Ord. No. 1142 §17, 12-8-2004; Ord. No. 1259 §2, 5-21-2008; Ord. No. 1303 §1, 9-23-2009]

As used in this Chapter, the following terms shall have these prescribed meanings:

ATTENTION-ATTRACTING DEVICE

Any devices with flashing, blinking, rotating or moving action, ~~flags, streamers, spinners, pennants, or any banner, lights-searchlight, or balloons, inflatable, air-activated, or similar devices or ornamentations~~ designed or intended to attract the attention of the public to an establishment or to a sign.

~~BACKLIGHTED SIGN~~

~~Any sign which displays direct or indirect light from the back of such sign through a transparent, translucent or open material.~~

~~BUILDING LOT~~

~~Any pieces or parcel of land or a portion of a subdivision, the boundaries of which have been established by some legal instrument of record, that is recognized and intended as a unit for the purposes of transfer of ownership.~~

COMMERCIAL SIGN MESSAGE

Any sign wording, logo or other representation that, directly or indirectly, names, advertises or calls attention to a business, product, service or other commercial activity. A sign which identifies, advertises or directs attention to a business or is intended to

induce the purchase of goods, property or service including, without limitation, any sign naming a brand of goods or service and real estate signs, as further defined below.

DETACHED SIGN

Any sign located on the ground or on a structure located on the ground and not attached to a building.

DIRECTLY ILLUMINATED SIGN

Any sign where the source of illumination of the sign is exposed to the human eye such as, but not limited to, an incandescent bulb or florescent tube.

INDIRECTLY ILLUMINATED SIGN

Any sign which is partially or completely illuminated at any time by a light source which is so shielded as to not be visible at eye level.

MARQUEE SIGN

Any sign attached flat against or under the marquee or permanent sidewalk canopy of a building but not on the upper surface of a marquee or canopy.

MONUMENT SIGN

A detached sign where the width of the base of the sign is a minimum of one half (1/2) the width of the widest part of the sign face and/or where the base consists of two (2) or more supports so that the top edge of the sign face of a monument sign is ten (10) feet or less above the ground. The materials of the base of a monument sign shall be one (1) of the following: masonry, wood, anodized metal, stone or concrete.

DIGITAL BILLBOARD

A billboard which has a computer controlled board that displays an image through the use of light emitting diode display (LED) or similar technology.

FACADE

All wall planes of a building which are visible from one side or perspective,

FUEL PRICING DISPLAY

A sign or portion of a sign displaying only fuel pricing information with no additional advertising or content.

MARQUEE

A permanent roof like structure projecting beyond a building over an entrance often to a hotel, theater, or other building.

MURAL

Any mosaic, painting, or graphic art or combination thereof which is professionally applied to a building. A figure, painting or design professionally applied to and made

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~~integral with a wall or ceiling surface and which does not convey any commercial a commercial message information.~~

NEON TUBE

~~A directly illuminated sign which is a free formed surface that creates words, numerals, figures, devices, designs, trademarks or logos and for which the light source is luminescent gas.~~

NON-CONFORMING SIGN SUPPORT

~~The supporting members of the sign such as frame, poles, brackets or structure by which a sign is mounted on or affixed to a building or the ground which do not comply with the standards established in the Building Code.~~

OBSOLETE SIGN

~~An off-site or on-site sign for a business or activity which is no longer operated on the premises or in the City.~~

OFF-SITE SIGN

~~A sign which displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution or any other commercial message, which is generally conducted, sold, manufactured, produced, offered or occurs elsewhere than on the premises where such sign is located.~~

ON-SITE SIGN

~~A sign that is other than an off-site sign.~~

POLE SIGN

~~A sign which is supported by one (1) or more poles, uprights or braces in the ground so that the bottom edge of the sign face is more than ten (10) feet above the ground.~~

NON-COMMERCIAL MESSAGE

Any sign, wording, logo, or other representation that is not defined as a commercial message.

POST

To erect, attach or affix in any manner including, without limitation, nailing, tacking, tying, gluing, pasting, painting, stacking, marking or writing.

POSTER PANEL OR BILLBOARD

~~A sign, generally known as outdoor advertising, mounted on a semi permanent structure and depicting information not directly related to the property upon which it is placed. Except where a specific distinction is drawn, the term “billboard” includes “poster panel”.~~

PROJECT IDENTIFICATION SIGN

A sign identifying only a project and developer.

PROJECTING SIGN

Any sign, including a time and/or temperature instrument located on the face of the building, extending more than one (1) foot from the face of the building to which it is attached.

REAL ESTATE SIGN

A sign indicating the availability for sale, rent or lease of the specific lot, building or portion of a building upon which the sign is posted.

ROOF SIGN

Any sign erected, constructed and maintained upon the roof or wholly or partially above a vertical wall of a building wholly upon or over the roof line.

SEMI-ILLUMINATED SIGN

Any sign located on a building face which is uniformly illuminated over its entire area, including the area of the sign, by use of electricity or other artificial light.

PROJECT

Multi-family housing development or a single development on identifiable parcel(s) of land.

SIGHT DISTANCE TRIANGLE

The triangular area of land at the intersection of streets or a street and driveway formed by a diagonal line connection two points located on intersecting street curb lines the short leg of which shall be twenty (20) feet and the long leg of which shall be one hundred forty (140) feet. Such area shall remain free of any sign related obstruction to vision more than two (2) feet in height measured from the roadway.

SIGN

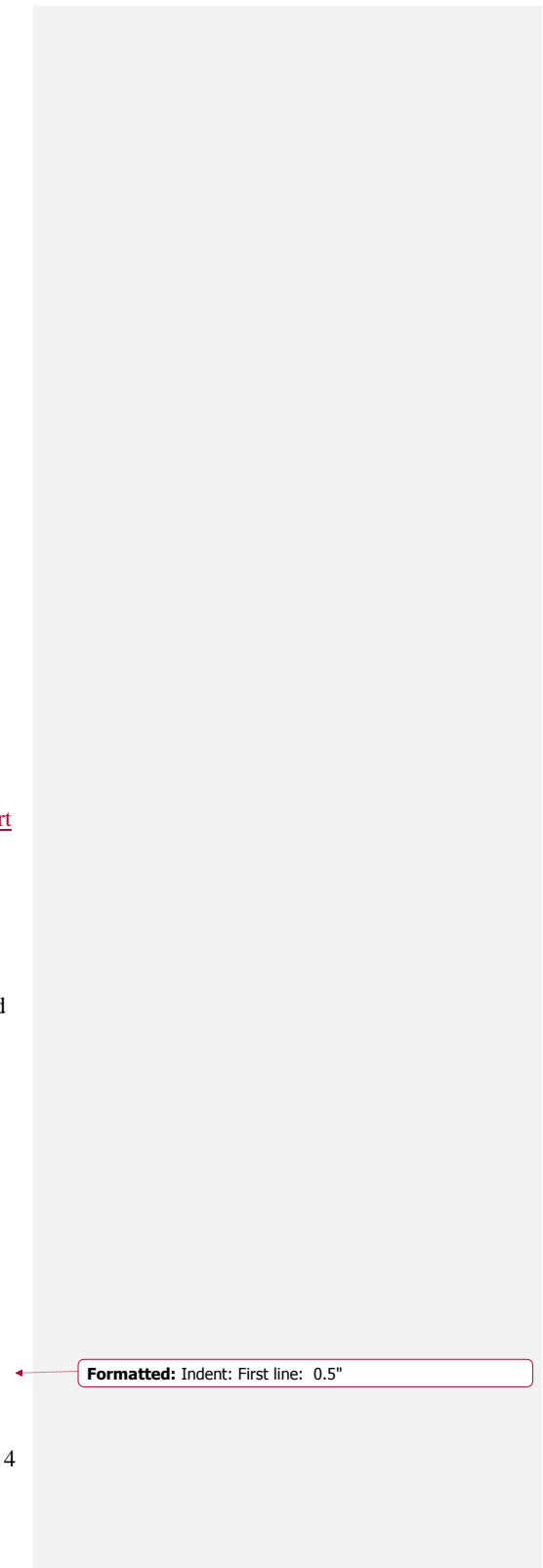
Any framed, bracketed, free-formed, painted or engraved surface which is fabricated to create words, numerals, figures, devices, designs, trademarks or logos, which is mounted on or affixed to a building or the ground and which is sufficiently visible to persons not located on the lot where such device is located to attract the attention of such persons or to communicate information to them. "Sign" includes sign supports. Murals shall not be considered to be signs.

SIGN, ABANDONED

A sign, other than a billboard, advertising a business, service, commodity, accommodation, attraction or other enterprise or activity that is no longer operating or being offered or conducted.

SIGN, ATTACHED

A sign that is mounted, painted, or otherwise applied to a building.



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SIGN, BACKLIGHTED

Any sign whose light source is located in the interior of the sign so that the rays go through the face of the sign.

SIGN, BANNER

A sign made of fabric or other non-rigid material with no enclosing framework.

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SIGN, DETACHED

Any sign located on the ground or on a structure located on the ground and not attached to a building.

SIGN, DIRECTLY ILLUMINATED

Any sign that is illuminated by an external or internal light source that is visible to a person standing on the ground.

SIGN, DIRECTIONAL

A sign providing directions necessary or convenient for visitors or clients coming onto a premises.

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SIGN, ELECTRONIC MESSAGE

A sign with a fixed or changing display or message composed of a series of lights that may be changed through electronic means.

SIGN, ILLUMINATED

A sign illuminated by or exposed to artificial lighting either by lights on or in the sign or directed toward the sign.

SIGN, INDIRECTLY ILLUMINATED

Any sign that is completely or partially illuminated at any time by an external light source that is so shielded as to not be visible at eye level.

SIGN, MARQUEE

Any sign attached flat against, under, or above the marquee of a building.

SIGN, MENU BOARD

A permanently mounted sign displaying the bill of fare for a drive-through or drive-in restaurant.

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SIGN, MONUMENT

A detached sign where the width of the base of the sign is a minimum of one-half (1/2) the width of the widest part of the sign face The materials of the base of a monument sign shall be one (1) of the following: masonry, wood, anodized metal, stone or concrete.

SIGN, NEON TUBE

A directly illuminated sign which is a free-formed surface that creates words, numerals, figures, devices, designs, trademarks or logos and for which the light source is luminescent gas.

SIGN, NON-CONFORMING

A sign that on the effective date of this Article does not conform to one (1) or more of the regulations set forth in this Article.

SIGN, OBSOLETE

An off-site or on-site sign for a business or activity which is no longer operated on the premises or in the City.

SIGN, OFF-SITE

A sign which displays any message directing attention to a business, product, service, profession, commodity, activity, event, person, institution or any other commercial message, which is generally conducted, sold, manufactured, produced, offered or occurs elsewhere than on the premises where such sign is located.

SIGN, ON-SITE

A sign that is other than an off-site sign.

SIGN, PEDESTRIAN ORIENTED

A sign near street or sidewalk level, oriented and scaled to the pedestrian rather than the motorist.

SIGN, PERMANENT

A sign attached to a building or structure, or to the ground in a manner that enables the sign to resist environmental loads, such as wind, and that precludes ready removal or movement of the sign and whose intended use appears to be indefinite.

SIGN, POLE

A detached sign which is supported by one (1) or more poles, uprights or braces in the ground.

SIGN, PORTABLE

A sign whose principal supporting structure is intended, by design and construction, to be used by resting upon the ground for support and may be easily moved or relocated for reuse.

SIGN, POSTER PANEL OR BILLBOARD

A sign, generally known as outdoor advertising, mounted on a permanent or semi-permanent structure and depicting information not directly related to the property upon

which it is placed. Except where a specific distinction is drawn, the term “billboard” includes “poster panel” and “digital billboard”.

SIGN, PROJECT IDENTIFICATION

A sign identifying only a project or developer.

SIGN, PROJECTING

Any attached sign, including a time and/or temperature instrument located on the face of the building, extending more than one (1) foot from the face of the building.

SIGN, REAL ESTATE

A temporary sign indicating the availability for sale, rent or lease of the specific lot, building or portion of a building upon which the sign is posted.

SIGN, ROOF

Any sign erected, constructed and maintained upon the roof or wholly or partially above a vertical wall of a building.

SIGN, SNIPE

Any sign of a material such as cardboard, paper, pressed wood, plastic or metal which is attached to a fence, window, tree, utility pole or temporary structure or any sign which is not permanently fastened to a building or firmly anchored to the ground.

SIGN, TEMPORARY

A sign that by its nature or content is intended for posting for a short period of time, is typically constructed from non-durable materials such as paper, cardboard, cloth, plastic and/or wallboard, is not permanently installed, and does not constitute a structure subject to the City’s Building Code or Zoning Code provisions.

SIGN, WALL

Any sign attached to and erected parallel to and within one (1) foot of the face or wall of a building, including signs painted on the walls of buildings. Awnings which are backlighted shall be considered wall signs.

SIGN, WINDOW

A non-illuminated sign of a permanent nature applied directly on either the interior or exterior surface of a building’s glazed surface including but not limited to windows and doors.

SIGN ALTERATION

The replacement, enlargement, reduction, reshaping or adding to a sign, frame, pole, brackets or any supporting member.

SIGN AREA

The entire face of a sign including any framing, trim, or molding, but not including the supporting structure.

SIGN HEIGHT

The vertical distance measured from the average ground level to the highest point of the sign or sign structure.

SIGN MAINTENANCE

The normal care and minor repair that is necessary to retain a safe, attractive and finished structure, frame, ~~supportspole~~, brackets or surface. Changing copy or logo without increasing sign dimensions shall be considered maintenance if the information, product or service depicted remains the same and if the sign is to serve the identical establishment using the same business firm name as before the change. Maintenance may include a change in name on the sign due to corporate merger, consolidation or other legal name change.

SIGN REFACING

Changing or replacing the words, numerals or other surface of the sign to serve a different establishment or business or to create a substantially different visual effect without altering, moving or replacing the structure, frame, ~~pole~~ supports, or bracket supporting the sign.

SIGN SUPPORT

The supporting members of the sign such as frame, poles, brackets or structures by which a sign is mounted on or affixed to a building or the ground.

~~SNIFE SIGN~~

~~Any sign of a material such as cardboard, paper, pressed wood, plastic or metal which is attached to a fence, window, tree, utility pole or temporary structure or any sign which is not permanently/securely fastened to a building or firmly anchored to the ground.~~

~~TEMPORARY SIGN~~

~~A sign that by its nature or content is intended for posting for a temporary period of timeposting on public or private property, is typically constructed from non durable materials such as paper, cardboard, cloth, plastic and/or wallboard and does not constitute a structure subject to the City's Building Code or Zoning Code provisions.~~

TIME AND/OR TEMPERATURE INSTRUMENT

A sign displaying only time and/or temperature information with no additional advertising or comments.

~~TWO FACED SIGN~~

~~A sign with two (2) sign faces where the angle of separation of the faces is not greater than ninety percent (90%).~~

~~WALL SIGN~~

~~Any sign attached to and erected parallel to and within one (1) foot of the face or wall of a building, including signs painted on the walls of buildings. Awnings which are backlighted shall be considered wall signs.~~

WINDOW SIGN

~~A non-illuminated sign of a permanent nature applied directly on glass. A window sign does not include placards or poster board panels leaning in windows, which are prohibited, except for open/closed signs that shall be no larger than one (1) square foot.~~

WINDOW DISPLAY

A window, storefront, or opening in the exterior wall of any portion of a building through which merchandise, services, or business are displayed or advertised.

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Section 430.030. Generally.

[Ord. No. 1091 §§1 – 3(App. A §430.030), 9-24-2003; Ord. No. 1259 §3, 5-21-2008]

Other than lawful non-conforming signs, no signs shall be permitted in any district except in accordance with the provisions of this Chapter. Signs placed in the public right-of-way or on publicly owned land and which are not in compliance with the regulations of this Chapter are subject to removal by the City without notice or compensation. Signs placed on private property that are not in compliance with the regulations of this Chapter ~~are shall be removed~~ subject to removal by the property owner or the property owner's agent without notice or compensation. In addition, any sign that is not in compliance with the regulations of this Chapter is subject to the penalty provisions of Section **400.100**. These provisions may be applied to the person or business placing such sign, business or organization advertised in such sign or the owner of the property or vehicle on which such sign is placed.

Section 430.040. Permit Required.

[Ord. No. 1091 §§1 – 3(App. A §430.040), 9-24-2003]

~~B.A.~~ Except as otherwise provided in this Chapter, no sign shall be installed, erected or set in place until a sign permit has been issued by the ~~City Public Works Department~~ in accordance with Section **103.040(C)**.

~~C.B.~~ Applications for sign permits shall be filed upon forms prescribed by the City, accompanied by ~~two-one (12)~~ one (1) sets of ~~plans plats~~ drawn to scale indicating the sign size, location, method of illumination, content, colors, materials of the sign and structure, and method of attachment.

~~D.~~ All signs hereafter installed shall have permanently affixed thereto a label clearly visible at all times indicating the number of the sign permit issued therefor.

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~~E.C.~~ All signs are to be designed, fabricated and installed in a professional manner by a qualified and City licensed sign professional, except that temporary ~~signs banners~~ may also be installed by a business or property owner.

~~F.D.~~ With the exception of temporary signs, all materials and finishes are expected to be of high quality with an anticipated life span of ten (10) years or more. All electrical signs must have a UL label.

Section 430.050. Signs Excluded From Regulation.

[Ord. No. 1091 §§1 – 3(App. A §430.050), 9-24-2003; Ord. No.1259 §4, 5-21-2008]

- A. Except for the provisions of Subsections (A), (B), (C) and (D) of Section 430.110, ~~and Subsection (E) of Section 430.090,~~ the following signs are excluded from regulation under this Chapter:
1. Signs not exceeding four (4) square feet in area that are customarily associated with residential use, limited to signs giving property identification names or numbers, names of residents, signs on mailboxes or newspaper tubes, signs posted on private property relating to private parking or signs warning the public against trespassing or danger from animals.
 2. Signs erected by or on behalf of or pursuant to the authorization of a governmental body, including legal notices, identification and informational signs and traffic, directional or regulatory signs.
 3. Official signs of a non-commercial nature erected by public utility companies.
 4. Flags, pennants or insignia of any governmental body when not displayed in connection with a commercial promotion or as an advertising device and provided that not more than three (3) governmental flags, pennants or insignia shall be displayed on any property.
 5. Integral decorative or architectural features of buildings or works of art, so long as such features or works do not contain letters, trademarks, moving parts or lights.
 6. Signs on or adjacent to doors of commercial or industrial buildings displaying information such as the names and address of the occupant, the hours of operation or instructions for deliveries. Such signs shall not exceed four (4) square feet in area, shall not contain letters exceeding six (6) inches in height, ~~and shall not be illuminated.~~ Where multiple tenants share the same door, the sign may display the names and address of each tenant.
 7. Signs painted on or otherwise permanently attached to currently licensed motor vehicles, which vehicles are operable and not primarily used as signs.

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~~7. Window Temporary signs.~~

8. Signs at construction sites that are either:

- a. Posted at the entrance to the job site explaining rules for contractors and others entering the site; or
- b. Signs posted on construction site or painted onto construction trailers actively being used on the site, provided such signs are limited to the name, logo, address and phone number of a contractor working at the site. This provision is not intended to allow any signs that advertise a particular project, developer, owner or other business, nor is it intended to allow any sales, leasing or hiring information to be displayed.

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Section 430.060. Prohibited Signs.

[Ord. No.1091 §§1 – 3(App. A §430.060), 9-24-2003; Ord. No. 1142 §18, 12-8-2004; Ord. No.1259 §5, 5-21-2008; Ord. No. 1303 §2, 9-23-2009]

- A. The following signs are prohibited except as stated below or as otherwise specifically provided hereinafter:
 - 1. Outdoor advertising (such as poster panels, billboards and off-site promotional signs), except where a special use permit has been obtained for such sign.
 - 2. Attention-attracting devices, ~~pennants and streamers.~~
 - 3. Snipe signs, portable signs, placards or poster board panels leaning in windows, or similar signs that are not permanently affixed to a building, structure or the ground, other than temporary signs as specifically permitted by this Chapter.
 - 4. Directly illuminated signs, except when used with fixtures specifically designed to illuminate signs or with marquee signs. All direct lighting must be shielded and confined to the sign surface and must not be a nuisance to neighboring residential properties.
 - 5. Electronic message signs, other than time and/or temperature instruments or fuel pricing displays.
 - 6. Pole signs, ~~except that an existing business as of 2003 within one thousand (1,000) feet of the intersection of Johnson Drive and Metcalf Avenue are permitted to maintain, reface or replace existing pole signs for which a valid sign permit has previously been issued. New signs that replace existing pole signs must reduce the non-conforming height, area or setback of the previously issued sign permit.~~
 - 7. Roof signs.

8. Signs in the public right-of-way; except for governmental signs, traffic signs, temporary signs as allowed in this Chapter and signs specifically allowed in the right-of-way by the provisions of this Chapter.
9. Obsolete signs.
10. Obscene signs. "Obscene" is defined as any material that: (a) whether the average person applying contemporary community standards would find that the work, taken as a whole, appeals to the prurient interest; (b) whether the work depicts or describes, in a patently offensive way, sexual conduct specifically defined by the applicable State law; and (c) whether the work, taken as a whole, lacks serious ~~literacy~~literary, artistic, political or scientific value.
11. Abandoned ~~non-conforming~~ signs.
12. Signs containing false or misleading advertising.
13. Signs falsely stating that property is zoned for specified land uses or signs stating that property will be zoned for specified land uses in the future.
14. Signs declaring that property is reserved for or is being held for a future land use which is inconsistent with the then existing zoning classification for the land.

Section 430.070. Signs Permitted in All Districts.

[Ord. No. 1091 §§1 – 3(App. A §430.070), 9-24-2003; Ord. No. 1142 §19, 12-8-2004; Ord. No. 1259 §6, 5-21-2008]

- A. Churches, schools, libraries, community centers or other public/semi-public facilities shall be allowed two (2) wall signs with not more than one (1) on a facade. No such sign shall have an overall area exceeding thirty-two (32) square feet. In lieu of one (1) of the wall signs, one (1) ~~detached~~ monument sign shall be permitted. Such monument sign shall be located on the premises and not less than ten (10) feet from the street right-of-way and each sign face shall not exceed fifty (50) square feet in area. The height of such sign shall not exceed six (6) feet above the average grade or six (6) feet above the nearest adjacent street grade, whichever is greater; provided that for each two (2) foot setback from the street right-of-way in excess of ten (10) feet, an additional foot may be added to the height of the sign to a maximum of eight (8) feet. These institutions shall be exempt from the requirement of payment of fees as indicated in Section **103.040(C)**.
- B. One (1) construction site identification sign of ~~good~~professional quality may be permitted during the development of any project. Such sign may identify the project, the owner or developer, future tenants, the architects, engineers, realtors, contractors and subcontractors involved, funding sources and may contain related information including, but not limited to, sale or leasing information. Such sign shall not exceed six (6) feet in height or thirty-two feet (32) square feet per face with a maximum of two (2) faces and shall be set back at least ten (10) feet from the street right-of-way. All such signs shall be

removed prior to issuance of any certificate of occupancy, temporary or final, for the last building in each phase of the project. Sign permits shall not be required for such signs.

- C. One (1) ~~parking lot~~ directional sign shall be permitted at each entrance to a building site, at key intersections within the site and at each entrance to a drive-through facility. Ground-mounted signs shall not exceed five (5) feet in height, shall not exceed four (4) square feet of sign area per face and may be single- or double-faced. Wall-mounted signs shall not exceed two (2) square feet of sign area and shall be single-faced. Such signs may indicate entrances, exits, addresses, direction of traffic flow and the location of loading docks, parking areas, leasing offices, ATMs, delivery doors, drive-through lanes and similar facilities. Up to twenty-five percent (25%) of the area of the sign may be used to display the name or logo of the developer, building or principal tenant. Sign permits shall not be required for such signs.
- D. *Substitution Of Messages.* Subject to the land owner's consent, a non-commercial message of any type may be substituted for any duly permitted or allowed commercial message or any duly permitted or allowed non-commercial message, provided that the sign or sign structure is legal without consideration of message content. This substitution of message may be made without any additional approval or permitting. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over non-commercial speech or favoring of any particular non-commercial message over any other non-commercial message. This provision does not create a right to increase the total amount of signage on a parcel or land use, nor does it affect the requirement that a sign structure or mounting device be properly permitted. This provision does not allow for the substitution of an off-site commercial message in place of an on-site commercial message.
- ~~E. *Variances.* Any person seeking minor adjustments to the strict application of this Section to the posting of a temporary sign shall file an "application for variance" in accordance with Section 440.310 of the Zoning Code.~~
- ~~F.E. *Penalties.* Violations of the provisions of this Section shall be a civil infraction and punishable by a minimum fine of fifty dollars (\$50.00) and up to five hundred dollars (\$500.00). Each day of a continued violation shall constitute a separate violation for the purposes of applying the penalty provision of this Section.~~
- ~~G.F. *Severability.* Severability is intended throughout and within the provisions of this ~~Chapter~~Section. If any Section, Subsection, sentence, clause, phrase or portion of this ~~Chapter~~Section is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this ~~Chapter~~ Section.~~

Section 430.080. Signs Permitted in Residential Districts.

[Ord. No. 1091 §§1 – 3(App. A §430.080), 9-24-2003; Ord. No. 1259 §7, 5-21-2008]

- A. In lieu of any sign permitted under ~~this Section, Subsection (A)~~, a structure being used as a residential real estate sales or leasing office may be permitted one (1) non-illuminated, detached sign. Such sign shall be not more than twelve (12) square feet in area with a maximum height of six (6) feet above grade and shall be set back a minimum of ten (10) feet from the street right-of-way. Sign permits shall not be required for such signs.
- B. In addition to construction site identification signs, each multi-family project may have one (1) banner-type sign not exceeding fifty (50) square feet. Such banners may be located only on the roof or walls of the project clubhouse or on one (1) of the individual multi-family buildings within the project. Said banner shall be in place for a maximum time period of sixty (60) days from the issuance of the sign permit and may not be renewed except that each complex may obtain additional permits for the above described banners after a three (3) year time period has passed from the issuance of previous sign permits for a banner for the subject multi-family project. Any such banners may only contain the words “now renting” or “now leasing” or “for sale”, along with the name of the complex, address or location, phone numbers, development company or owner and directional symbols.
- ~~C. Project identification signs for a subdivision or residential project may be permitted at each entrance to the subdivision or project. All project identification signs shall be monument signs and, except as hereinafter provided, shall be located on the premises. Such signs shall not exceed six (6) feet in height above the average grade and the sign face shall not exceed fifty (50) square feet in area per face. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area extending a minimum of three (3) feet on all sides of the sign base. Where a project is situated on both sides of a public or private street, one (1) project identification sign may be located on each side of the street or, alternatively, one (1) project identification sign may be located in a landscaped median with the approval of the Planning Commission. Where a project identification sign is to be located in the public right-of-way, plans shall be submitted to the Planning Commission indicating the location, size and design of the project identification sign as well as a copy of the bylaws or other documentation of the association which will have permanent responsibility for maintenance of the sign and required landscaping.~~ ~~In addition to project identification signs permitted at entrances to the subdivision or project, project identification signs may be permitted on the premises adjacent to the intersection of two (2) thoroughfares or the intersection of a thoroughfare and a collector street.~~
- ~~D. Window signs covering no more than 50% of the glazing on any façade of a building.~~

Section 430.090. Signs Permitted in Commercial and Industrial Districts.

[Ord. No. 1091 §§1 – 3(App. A §430.090), 9-24-2003; Ord. No. 1142 §20, 12-8-2004; Ord. No. 1259 §8, 5-21-2008]

- A. To the extent that the residential land use is permitted in a commercial or industrial district, signs for a residential land use shall be permitted as in the applicable residential district.

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B. *Districts “C-O” And “CP-O.*

1. In Districts “C-O” and “CP-O”, wall signs are permitted on three (3) facades, The total area of signs on each facade shall not exceed five percent (5%) of the area of the wall upon which it is mounted.
2. In lieu of one (1) of the wall signs, one (1) ~~detached~~ monument sign for each building shall be permitted. Such sign shall not exceed six (6) feet in height above the average grade and the sign face shall not exceed fifty (50) square feet in area per face if located at least ten (10) feet from the public street right-of-way or private street curb line. For each additional two (2) foot setback from the public street right-of-way or private street curb line over ten (10) feet, one ~~60~~ additional foot may be added to the height of the sign to a maximum of ten (10) feet. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area extending a minimum of three (3) feet on all sides of the sign base.
- ~~2.3.~~ Window signs covering no more than 50% of the glazing on any façade of a building.

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C. *Districts “C-1” And “CP-1.*

1. Each business or commercial establishment shall be permitted not more than three (3) wall signs, not more than one (1) on each business facade. The area of such sign shall not exceed five percent (5%) of the total area of the business facade on which it is placed. Alternatively, multi-story buildings may be permitted three (3) wall signs per building, not more than one (1) sign per building facade, as indicated above for Districts “C-O” and “CP-O”. Such signs shall not extend above the height of the wall upon which they are mounted. In addition, one (1) non-illuminated wall sign, not more than nine (9) square feet in area, may be placed at each major entrance to a multi-tenant building.
2. In lieu of one (1) wall sign, one (1) projecting sign of the same area as the wall sign replaced shall be permitted, provided that no projecting sign shall extend more than three (3) feet from the face of the building. The lowest point of such sign must be a minimum of seven (7) feet above the ground or sidewalk.
3. Except in the case of a shopping center designed as one (1) ~~project development~~ unified entity and consisting of one (1) or several buildings, either attached or freestanding, one (1) ~~detached~~ monument sign shall be permitted in lieu of one (1) wall sign for each commercial building, which sign shall conform to the height, size and setback requirements applicable to monument signs in Districts “C-O” and “C P-O”.
4. In the case of a shopping center designed as one (1) ~~project development~~ unified entity and consisting of one (1) or several buildings, either attached or freestanding, one (1) additional ~~detached~~ monument sign may be permitted identifying the entire center. Such sign shall conform to the height, size and

setback requirements applicable to monument signs in Districts “C-O” and “CP-O”.

5. For buildings with a non-retractable awning, canopy or covered walkway along one (1) or more sides of the building, a sign may be hung or mounted under the canopy or covered walkway identifying each business with an exterior ground floor entrance. Such signs shall be located at or near the business entrance, shall be oriented toward pedestrians on the walkway and shall not exceed three (3) square feet in sign area per face. One (1) sign shall be permitted per business entry.

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5.6. Window signs covering no more than 50% of the glazing on any façade of a building.

D. *Districts “C-2, “CP-2”, “C-2B”, “CP-2B” And Industrial Districts.*

1. Each business or commercial establishment shall be permitted not more than three (3) wall ~~or marquee~~ signs, not more than one (1) on each business facade, the area of which sign shall not exceed ten percent (10%) of the total area of the facade upon which it is placed. Such sign shall not extend above the height of the wall ~~or marquee~~ on which it is mounted. In addition, one (1) non-illuminated wall sign, not more than nine (9) square feet in area, may be placed at each major entrance to a multi-tenant building. Alternatively, multi-story buildings may be permitted three (3) wall signs per building, not more than one (1) sign per building facade, as indicated above for Districts “C-O” and “CP-O”.

2. In lieu of any or all of the wall signs, up to three (3) marquee signs, not more than one (1) on each marquee façade, shall be permitted for each establishment. Marquee signs may incorporate direct illumination into their design.

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2.3. In lieu of one (1) of the attached signs, one (1) projecting sign shall be permitted for each establishment, provided that the area of such projecting sign shall not exceed ten percent (10%) of the total area of the facade upon which it is attached and shall not extend above the roof level of the building where the sign is located. The lowest point of such sign must be a minimum of seven (7) feet above the ground or sidewalk.

3.4. Except in the case of a shopping center designed as one (1) project development unified entity and consisting of one (1) or several buildings, either attached or freestanding, one (1) ~~detached~~ monument sign shall be permitted for each commercial building in lieu of one (1) wall sign or projecting sign. Such sign shall conform to the height, size and setback requirements applicable to monument signs in Districts “C-O” and “CP-O”

~~4.5.~~ In the case of a shopping center designed as one (1) ~~project-development unified entity~~ and consisting of one (1) or several buildings, either attached or freestanding, one (1) additional ~~monument detached~~ sign may be permitted identifying the entire center. A gasoline service station, designed as part of the center, may also have a ~~detached-monument~~ sign. All other signs in the center shall consist of wall, projecting or marquee signs. The ~~detached-monument~~ sign shall conform to the height, size and setback requirements applicable to monument signs in Districts “C-O” and “CP-O”.

~~5.6.~~ Drive-through restaurants and car washes may have two (2) menu boards located in conjunction with each drive-through lane. Such sign shall not exceed eight (8) feet in height or thirty-two (32) square feet of sign area per face. Drive-in restaurants or food service establishments with walk-up service windows may have one (1) menu board per order station. Menu boards for drive-in service shall not exceed eight (8) square feet of sign area per face and menu boards for walk-up service shall not exceed thirty-two (32) square feet of sign area per face. All menu boards shall be oriented toward the location of the vehicle or pedestrian being served and shall not contain lettering that exceeds six (6) inches in height.

7. For buildings with a non-retractable awning, canopy or covered walkway along one (1) or more sides of the building, a sign may be hung or mounted under the canopy or covered walkway identifying each business with an exterior ground-floor entrance. Such signs shall be located at or near the business entrance, shall be oriented toward pedestrians on the walkway and shall not exceed three (3) square feet in sign area per face. One (1) sign shall be permitted per business entry.

~~6.8.~~ Window signs covering no more than 50% of the glazing on any façade of a building.

E. Districts “C-2A”, MSI” And “MS2”.

~~1.~~ ~~Each business or commercial establishment shall be permitted signage as follows:~~

~~a.1.~~ ~~Each business or commercial establishment shall be permitted three (3) wall signs, not more than one (1) on a facade, provided that the area of each sign shall not exceed ten percent (10%) of the total area of the facade upon which it is placed. Such signs shall not extend above the height of the wall upon which they are mounted.~~

~~b.2.~~ In lieu of one (1) of the wall signs, one (1) projecting sign shall be permitted for each establishment, provided that the area of such projecting sign does not exceed ten percent (10%) of the total area of the facade upon which it is attached or ten (10) square feet, whichever is more, and does not extend above the roof level of the building where the sign is located. The lowest point of such sign must be a minimum of seven (7) feet above the ground or sidewalk.

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3. A combination of a wall sign and projecting sign shall also be allowed, in which case the total area of both signs shall not exceed ten percent (10%) of the total area of the facade upon which the signs are attached. The projecting sign shall not be more than ten (10) square feet.

4. In lieu of any or all of the wall signs, up to three (3) marquee signs, not more than one (1) on each marquee façade, shall be permitted for each establishment. Marquee signs may incorporate direct illumination into their design

e. Except in the case of a shopping center designed as one (1) project and consisting of one (1) or several buildings, either attached or freestanding, one (1) monument sign shall be permitted in lieu of one (1) wall sign for each commercial building, which sign shall conform to the height, size and setback requirements applicable to monument signs in Districts “C-O” and “C P-O” and be subject to the following restriction:

6. The minimum distance from the right-of-way line to the closest building or buildings on the portion of the property where the sign is to be located must be equal to or greater than fifteen (15) feet.

7. In the case of a shopping center designed as one (1) project and consisting of one (1) or several buildings, either attached or freestanding, one (1) additional monument sign may be permitted identifying the entire center. Such sign shall conform to the height, size and setback requirements applicable to monument signs in Districts “C-O” and “CP-O”.

2-8. In addition to the permitted wall signs, one (1) pedestrian oriented sign per business entry shall be permitted to be placed beneath a non-retractable awning and/or canopy that extends from the building. Such sign shall be limited to three (3) square feet in area and may be internally illuminated. The lowest point of such sign must be a minimum of seven (7) feet above the ground or sidewalk. In lieu of said pedestrian oriented sign, one (1) non-illuminated identification sign, not more than three (3) square feet in area, may be placed on the wall at each major entrance to the building. The highest point of the sign may be no higher than seven (7) feet above the sidewalk.

3-9. Project identification signs for a residential project may be permitted at each entrance to the project. All project identification signs shall be monument signs and, except as hereinafter provided, shall be located on the premises. Such signs shall not exceed six (6) feet in height above the average grade and the sign face shall not exceed fifty (50) square feet in area per face. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area extending a minimum of three (3) feet on all sides of the sign base. Where a project is situated on both sides of a public or private street, one (1) project identification sign may be located on each side of the street or, alternatively, one (1) project identification sign may be located in a landscaped median with the approval of the Planning Commission. Where a project identification sign is to be

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located in the public right-of-way, plans shall be submitted to the Planning Commission indicating the location, size and design of the project identification sign as well as a copy of the bylaws or other documentation of the association which will have permanent responsibility for maintenance of the sign and required landscaping.

~~4. On property zoned "MS2", monument signs are permitted subject to the following restrictions;~~

~~a. One (1) detached monument sign shall be permitted for each building in lieu of one (1) wall sign or projecting sign; provided however, that in the case of a shopping center designed as one (1) unified entity and consisting of one (1) or several buildings, either attached or freestanding, one (1) detached monument sign shall be permitted for the entire center.~~

~~b. The minimum setback from the right-of-way line to the closest building or buildings on the lot must be equal to or greater than fifteen (15) feet.~~

~~e. Such sign shall not exceed six (6) feet in height above average grade and the sign face shall not exceed fifty (50) square feet in area per face. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area which is equal to or greater than two hundred (200) square feet.~~

~~d. The minimum setback for the monument sign is ten (10) feet.~~

~~5. Monument signs are not permitted in the "C-2A" and "MS1" Districts unless a minimum sufficient ten (10) foot setback exists for such a sign.~~

~~6-10. Window signs covering no more than 50% of the glazing of any façade of a building except in the area defined in Section 410.330 as the Downtown District, the following requirements shall apply:~~

~~a. Window signs are geared towards pedestrians and therefore should be no larger than ten percent (10%) of the storefront glazing. Signs should be of a permanent nature applied directly on the glass. No placards or poster board panels leaning in windows are allowed, except for open/closed signs that shall be no larger than one (1) square foot.~~

~~b. No canopies, panels or awnings which span through two (2) or more storefronts shall be allowed. Backlit awnings are permitted only if the awning is opaque. If a portion of a backlit awning is not opaque, then that portion shall be considered a "sign".~~

F. *Districts "C-1", "CP-1", "C-2", "CP-2", "C-2A", "C-2B", "CP-2B", "MS1" And "MS2". Where one (1) retail establishment (the "subtenant") leases space and conducts business within another retail establishment (the "primary tenant") but does not have an*

exterior business facade and an exterior door leading directly to the subtenant space, one ~~EO~~ exterior wall sign may be permitted if all of the following conditions are met:

1. The subtenant's business establishment occupies at least one hundred (100) square feet of floor area and is staffed and open for business during predetermined hours.
2. The primary tenant's business establishment occupies at least twenty-five thousand (25,000) square feet of floor area.
3. The subtenant's business is a separate legal entity from the primary tenant's business, as opposed to a department, division or subsidiary of the primary tenant's business. The application may be required to include a copy of the lease agreement between the subtenant and the primary tenant or other documentation acceptable to the City Attorney to establish that the two (2) businesses are separate legal entities.
4. A private sign criteria for the building or shopping center has been submitted to and approved by the Planning Commission which specifically provides for subtenant signage, including standards for the sign location, size, style, color and content. Such sign criteria shall include scale drawings of the facades of all primary tenants where subtenant signs are authorized showing the permitted locations for subtenant signs.
5. The total area for all signs on the same facade does not exceed the allowable signage area for that district. The sign permit application for a subtenant sign shall include a scale drawing of the primary tenant's facade showing the location and size of the subtenant sign and all other signage on that facade. ~~The application shall also include a copy of the lease agreement between the subtenant and the primary tenant or other documentation acceptable to the City Attorney that the two (2) businesses are separate legal entities.~~ The provisions of this Section for subtenant signs shall not apply to businesses within an enclosed shopping mall or to businesses that are conducted primarily by automated machines.

- G. ~~Interior n~~ Neon signs or tubes ~~as defined in this Subsection~~ shall only be allowed when they are placed inside a building and be allowed only in Districts "C-1", "CP-1", "C-2", "CP-2", "C-2A", "MS1", "MS2", "MP" and "M-1". If such signs or tubes are within forty-eight (48) inches of any window or door and visible from outside the building, then such sign or tubing shall not occupy an area greater than ten (10) square feet and only one (1) such neon sign area shall be allowed per business; provided however, that such signs under three (3) square feet shall not be required to have a sign permit. All such neon signs or tubes shall not blink, flash or otherwise be used to display intermittent lighting sequences or to simulate motion. Permitted neon tubes or signs shall be installed, wired and inspected in accordance with the adopted building codes of the City of Mission. Neon signs shall not be oriented addressed towards residential areas.
- H. Any neon sign or tubes removed for other than repair shall not be replaced with any other sign or surface which is not in compliance with existing laws and requirements.

- I. In districts where automated teller machines (ATMs) are permitted, up to three (3) signs are permitted, no more than one (1) per machine/canopy face, identifying the ATM or the bank, financial institution or ATM network associated with that machine. Such signs shall not exceed eight (8) square feet in area. In addition, one (1) non-illuminated sign is permitted per ATM to identify the types of ATM cards accepted or special instructions to ATM users. Such sign shall not exceed four (4) square feet in area, shall be mounted flush to the side of the machine and shall not require a sign permit.

J. ~~Only the portion of an awning which is backlit and transparent shall be considered a sign.~~

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Section 430.100. Signs Permitted in Conjunction With Special Use Permits.

[Ord. No. 1091 §§1 – 3(App. A §430.100), 9-24-2003]

- A. In the case of ~~signs permitted by the issuance of a~~ special use permit ~~uses~~, all ~~wall and detached~~ signs shall be approved by City Council after recommendation from the Planning Commission, except where private sign criteria have been previously approved for the ~~project development~~.
- B. The special use permit for signage shall be processed as required in Sections **440.050** through **440.140**.
- C. Where appropriate, the sign regulations of the underlying zoning district or the most analogous zoning district ~~shall~~ may be followed.

Section 430.110. Additional Regulations Applicable To All Districts.

[Ord. No. 1091 §§1 – 3(App. A §430.110), 9-24-2003; Ord. No. 1142 §21, 12-8-2004; Ord. No. 1259 §9, 5-21-2008]

- A. No sign may be located such that it substantially interferes with the view necessary for motorists to proceed safely through intersections or to enter onto or exit from public or private streets or driveways. No detached sign ~~ground-mounted sign with a height of more than thirty six (36) inches above the road level~~ shall be located in the sight distance triangle on a corner lot, ~~the short leg of which shall be twenty (20) feet and the long leg of which shall be one hundred forty (140) feet measured along the curb line or edge of pavement~~.
- B. No sign may be erected such that by its location, color, size or shape, it would tend to obstruct the view of or be confused with traffic signals or other signs erected by governmental agencies.
- C. All signs shall be of sound structural quality, be maintained in good repair and have a clean and neat appearance. Land adjacent to such signs shall be kept free from debris, weeds and trash. If signs are not being maintained as described and the ~~City Director of Public Works~~ deems them a public hazard or nuisance, such signs shall be ordered repaired or removed.

D. No part of any sign shall be located closer than ten (10) feet from any side or rear property line.

~~E.~~ Time and/or temperature instruments may be permitted provided they are designed in harmony with the building and are architecturally compatible. ~~Such signs shall be subject to approval by the approved by City Council.~~

~~F.E.~~ The dimensions of a backlighted sign, canopy or panel shall be measured by constructing a rectangle from the highest, lowest and widest points of such object, display or surface which displays a light source, except that the opaque surfaces immediately related to or a part of that same sign or panel shall also be calculated in the dimensions of the sign. Provided further, in calculating the dimensions of a continuous panel which spans at least eighty percent (80%) of any one (1) facade of a single or common structure with multiple tenants, the continuous opaque areas between, over and below the lighted areas for such independent operations shall not be calculated to determine the dimensions of the signs, canopies or panels.

~~F.~~ The dimensions of a ~~wall~~ sign shall be measured by constructing a rectangle from the highest, lowest and widest points of such object, display or surface.

~~H.~~ ~~Any pole sign existing on January 1, 2016 shall be removed no later than December 31, 2023, it being the legislative finding of the Governing Body that a period of seven (7) years is a reasonable time in which to require removal.~~

Section 430.120. Private Sign Criteria.

[Ord. No. 1091 §§1 – 3(App. A §430.120), 9-24-2003]

All hotels and motor hotels and shopping centers, business parks, office parks, ~~or~~ industrial parks and MXD developments shall be required to prepare a set of sign criteria governing all exterior signs in the development to assure harmony and visual quality throughout the development. As an alternative to the specific sign requirements of any commercial or industrial district, the owner may seek approval of an alternate set of sign criteria. Such criteria shall be binding upon all subsequent purchasers or lessees within the development. The size, colors, materials, styles of lettering, appearance of logos, types of illumination and location of signs shall be set out in such criteria. ~~In all respects, the criteria shall be within the regulations set out in this Code and shall be for the purpose of assuring harmony and visual quality throughout the development.~~ Final development plans ~~(in the case of a planned zoning district) or building permits (in the case of a conventional zoning district)~~ shall not be approved until the Planning Commission has approved the sign criteria. No sign permit shall be issued for a sign that does not conform to the criteria. For purposes of this Section, the terms “*shopping centers, business parks, office parks, ~~or~~ industrial parks, or MXD developments*” shall mean a project of one (1) or more buildings that has been planned as an integrated unit or cluster on property under unified control or ownership at the time that zoning was approved by the City. The sale, subdivision or other partition of the site after zoning approval does not exempt the project or portions thereof from complying with these regulations relative to the number of detached signs, harmony and visual quality of signs to be installed. Where the ownership of the development is divided among two (2) or more owners,

proposed amendments to the sign criteria must have written support from all owners or be specifically designed to affect on the property owned or represented by the applicant. Provided, however, that approved sign criteria shall in no event include prohibited signs.

Section 430.130. (Reserved)

[1] *Editor's Note – Ord. no. 1259 §10, adopted May 21, 2008, repealed section 430.130 "political signs" in its entirety. Former section 430.130 derived from ord. no. 1091 §§7 – 3(App. A §430.730), 9-24-03. At the editor's discretion, this section has been reserved for the city's future use.*

Section 430.140. Removal of Obsolete or Abandoned Signs.

[Ord. No. 1091 §§1 – 3(App. A §430.140), 9-24-2003; Ord. No. 1259 §ii, 5-21-2008]

- A. If a building, structure or premise is vacated for a six (6) month period of time, any off-site or on-site signs in connection therewith shall be deemed obsolete and abandoned. ~~The~~ owner of said property shall be responsible for removing any ~~such off-site or on-site~~ signs with the exception of advertisements dealing with the sale or leasing of the facility. In addition, the owner shall be responsible for restoring the facade of the building, structure or premise.
- B. If the time period set forth in Subsection (A) has elapsed and the sign or signs have not been removed, the ~~Code Enforcement Officer~~ City shall send written notification by certified mail, return receipt requested, to the property owner of record demanding indicating that the sign shall be removed. If the sign has not been removed within thirty (30) days after the receipt of the notice, the City may have the sign removed and the cost assessed to the property owner.
- C. Where a sign has been removed by the City pursuant to Subsection (B), the City ~~Clerk~~ shall mail a statement of the cost of removal of said sign or signs to the last known address of the owner of record or person in charge of such property. If such costs are not paid within ten (10~~0~~) days from the mailing of such notice, a record of the costs of abatement shall be certified to the City Clerk who shall cause such costs to be assessed against the particular lot or piece of land on which such sign or signs were so removed. The City Clerk shall certify the assessment to the County Clerk at the time other special assessments are certified for spread on the tax rolls of the County. ~~the Governing Body shall proceed to pass an ordinance levying a special assessment for such cost against the lot or piece of land and the City Clerk shall certify such assessment to the County Clerk for collection and payment the same as other assessments and taxes are collected and paid to the City.~~

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Section 430.150. Temporary Signs.

[Ord. No. 1259 §12, 5-21-2008]

A. *Purpose And Findings.* The City of Mission is enacting this Section to establish reasonable regulations for the posting of temporary signs on public and private property. Temporary signs left completely unregulated can become a threat to public safety as a traffic hazard and detriment to property values as an aesthetic nuisance. By implementing these regulations, the City intends to:

1. Balance the rights of individuals to convey their messages through temporary signs and the right of the public to be protected against the unrestricted proliferation of signs;
2. Further the objectives of the City's Comprehensive Plan;
3. Protect the public health, safety and welfare;
4. Reduce traffic and pedestrian hazards;
5. Protect property values by minimizing the possible adverse effects and visual blight caused by signs;
6. Promote economic development; and
7. Ensure the fair and consistent enforcement of the temporary sign regulations specified in the following provisions.

B. *Temporary Signs Permitted In All Zones.*

1. Temporary signs may be posted on property in all zones of the City, subject to the following requirements and those applicable provisions stated elsewhere in the City's sign ordinance. ▲

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~~2.~~ Permits for temporary signs are not required in the R-1, R-2 or R-3 Districts.

3. The total square footage for temporary signs in any district per business or commercial establishment, in the aggregate, shall not exceed forty-eight (48) square feet, with no individual sign exceeding sixteen (16) square feet. The total square footage of a sign is measured to include all of the visible display area of only one (1) side of the sign and only the area of one (1) side of a double sign is included in the aggregate calculation. ▲

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4. Such signs shall not exceed six (6) feet in height. ▲

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~~2-5.~~ Such signs shall maintain a setback at least three (3) feet from the property line.

~~3-6.~~ No temporary sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant or any other type of street improvements furniture or otherwise create a hazard, including a tripping hazard.

~~4-7.~~ No temporary sign shall be illuminated or painted with a light-reflecting paint.

~~5-8.~~ A temporary sign shall only be posted with the consent of the property owner ~~or applicant.~~

9. Temporary signs may be posted for the following periods of time not to exceed a total of 90 days per calendar year.

a. Up to 3,7,15,30, or 60 consecutive days; or

b. Up to 30 or 60 non-consecutive days. A temporary sign may be posted for a period of up to sixty (60) days, at which time the sign shall be removed for a period of at least sixty (60) days;

~~6-c.~~ Except for real estate signs advertising property for sale or lease, which may remain until the property is sold or leased.

C. *Authorization Required For Posting Temporary Signs In The Public Rights-Of-Way.*

Temporary signs shall not be posted in the public rights-of-way without obtaining a permit for such posting from the ~~Director of Community Development or the Director of Community Development's designee~~ City and pursuant to the ~~Department of Community Development's~~ City policy regarding the posting of signs in the public rights-of-way. This restriction includes the posting of temporary signs on trees, utility poles and other structures within the rights-of-way.

D. *Removal Or Replacement Of Temporary Signs.*

1. The person who has posted or directed the posting of a temporary sign is responsible for the removal or replacement of that sign in accordance with this Section.
2. If that person does not remove or replace the temporary sign in accordance with this Section, then the property owner or occupant of the building lot where the sign is posted is responsible for the sign's removal or replacement.
3. If the ~~Director Of Community Development or the Director of Community Development's designee~~ City finds that any sign is posted in violation of these regulations on private property, ~~then(s)he shall give~~ written notice shall be given to the person who has posted or directed the posting of the sign. If that person fails to remove or replace the sign so as to comply with the standards herein set forth within seventy-two (72) hours after such notice, an action may be commenced under Section 430.070(E). such sign may be removed by the Director.
4. The ~~Director of Community Development or the Director of Community Development's designee~~ City may immediately remove temporary signs posted on public property or rights-of-way in violation of this Section and commence an action under Section 430.070(E); file a civil complaint against the person who posted the sign to recover the cost of removing the sign.

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Chapter 420. Accessory Uses, Prohibited Uses and Non-Conforming Uses

Article IV. Non-Conforming Situations and Vested Rights

Section 420.220 Non-Conforming Signs.

[Ord. No. 1142 §14, 12-8-2004; Ord. No. 1259 §1, 5-21-2008]

- A. Subject to the remaining restrictions of this Section and the provisions of Section **420.200**, non-conforming signs that were otherwise lawful on the effective date of this Article may be continued.
- B. No person may engage in any activity that causes an increase in the extent of non-conformity of a non-conforming sign. Without limiting the generality of the foregoing, no non-conforming sign may be enlarged or altered in such a manner as to aggravate the non-conforming condition, nor may illumination be added to any non-conforming sign.
- C. A non-conforming sign may not be moved or replaced and the message may not be changed, except to bring the sign into complete conformity with this Article, except for "sign maintenance" as defined in Section **430.020**. In conducting "sign maintenance" to a non-conforming sign, a new sign permit is required any time a sign is ~~altered~~refaced.
- D. Subject to the other provisions of this Section, non-conforming signs may be maintained and repaired so long as the cost of such work within any twelve (12) month period does not exceed fifty percent (50%) of the value (tax value if listed for tax purposes) of such sign. No such work shall be done without the person proposing to do such work first submitting such information as may be required to satisfy the Public Works Director that the cost of such work would not exceed fifty percent (50%) of the value of the sign.
- E. If a non-conforming sign other than a billboard advertises a business, service, commodity, accommodation, attraction or other enterprise or activity that is no longer operating or being offered or conducted, that sign shall be deemed abandoned and shall be removed (including support structure) within thirty (30) days after such abandonment by the sign owner, owner of the property where the sign is located or other person having control over such sign.
- F. If a non-conforming billboard remains blank for a continuous period of one hundred eighty (180) days, that billboard shall be deemed abandoned and shall, within thirty (30) days after such abandonment, be altered to comply with this Article or be removed by the sign owner, owner of the property where the sign is located or other person having control over such sign. For purposes of this Section, a sign is "blank" if:
 1. It advertises a business, service, commodity, accommodation, attraction or other enterprise or activity that is no longer operating or being offered or conducted; or
 2. The advertising message it displays becomes illegible in whole or substantial part; or
 3. The advertising copy paid for by a person other than the sign owner or promoting an interest other than the rental of the sign has been removed.
- G. Sales or leasing signs existing on the effective date of this Article which do not conform to the requirements of Section **430.080(C)** or not previously in compliance with applicable regulations shall be removed by July 1, 2005.

Chapter 445. Building Permits, Special Use Permits and Certificate of Occupancy

Article III. Special Use Permits

Section 445.180. Designated Use.

[Ord. No. 1007 §16-220.01, 1-24-2001; Ord. No. 1013 §1, 6-27-2001; Ord. No. 1045 §16-220.01, 8-14-2002; Ord. No. 1091 §§1 — 3(App. A §445.180), 9-24-2003; Ord. No. 1124 §26, 8-25-2004]

A. The following uses may be located in any district with the issuance of a Special Use Permit, except in those districts listed after each use, after a public hearing and upon recommendation of the Planning Commission and approval of the City Council and subject to such regulations, restrictions and conditions within the district and any other conditions of zoning or use so stipulated or imposed:

Use	Use to be Excluded from following districts
Automobile parking lot properly landscaped, surfaced, drained and screened	Residential districts
<u>Billboard Signs</u>	<u>Residential districts</u>
Cemeteries	C-2A, MS1, MS2, DND
Dog kennel — veterinary	None
Electric power substations	None
Discount store or superstore	Residential districts
Hospital	Residential districts, C-2A, MS1, MS2
Motels and hotels	Residential districts
Nurseries	Residential districts
Nursing homes	None
Radio, television and microwave towers and antennae, and in cases where such devices cannot conform to height, area or other standards of Chapter 415	None
Clubs, private where alcoholic beverages are consumed on the premises. These include taverns, beer halls, discotheques, dance clubs and the like	Residential districts
Refuse dump or land fill	Residential districts, C-2A, MS1, MS2
Reservoirs — underground	None
Sewage pumping stations	None
Water tanks	None

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B. In addition, temporary use of land or building for a use that is not otherwise permitted for that premises provided such temporary use shall conform to the following conditions:

1. The use is temporary in nature and will not require major change or addition to an existing building or structure.

2. The use will not be offensive or damaging to surrounding properties by way of noise, traffic generation, commotion, storage of materials or equipment, or visual effects which are in contrast to and not in harmony with the surrounding neighborhood.

3. The use can readily be terminated and any equipment, appurtenances and materials removed immediately upon expiration or repeal of the special use permit.

4. No special use permit for a temporary use shall be valid for more than six (6) months but may be renewed by the same process as the original special use permit.

C. The Planning Commission and City Council may designate such other uses as appropriate for a special use permit upon a finding that the use is appropriate in a certain location but is not listed as allowed in any district or is only allowed in a district which contains other uses inappropriate in this subject location.

RESOLUTION NO. ____

A RESOLUTION ESTABLISHING A SIGN PERMIT FEE SCHEDULE

WHEREAS, the City deems it necessary and prudent to require sign permits and other permits related to construction of signs to ensure the compliance with adopted codes and standards and;

WHEREAS, the City deems it necessary and prudent to require fees in conjunction with the filing of applications for permits to further ensure the compliance with adopted codes and standards and;

WHEREAS, the City requires a fee to paid for such permits.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MISSION, KANSAS, as follows:

SIGN PERMIT FEES

1. Temporary Signs:

Consecutive Days

- 3 consecutive days- \$20
- 7 consecutive days- \$25
- 15 consecutive days- \$40
- 30 consecutive days- \$75
- 60 consecutive days-\$150

Non-Consecutive Days

- 30 non-consecutive days- \$100
- 60 non-consecutive days- \$200

- 2. Charitable institutions and entities are exempt from temporary permit fees.**
- 3. Permanent Signs: \$25.00, plus \$1.50 per square foot or fraction thereof of projected sign surface area.
- 4. Sign Refacing: \$25.00, plus \$.50 per square foot or fraction thereof of projected sign surface area.
- 5. On signs with more than one (1) face the fee shall be based upon the sum of the areas of all sign faces.

Sign Professional/Contractor Occupational License Fees

Sign professionals/contractor occupational license fee: \$50.00

PASSED AND APPROVED BY THE CITY COUNCIL this __ day of ____, 2017.

SIGNED AND APPROVED BY THE MAYOR this __ day of ____, 2017.

Steve Schowengerdt, Mayor

ATTEST:

Martha Sumrall, City Clerk



To: Mission Planning Commission
From: Danielle Murray, City Planner
Date: November 21, 2016
Re: Case # 16-07 Sign Code Changes

Background

Over time, staff has received various comments and complaints about signs in the commercial districts of the City. Sometimes these complaints have been about the maintenance of permanent signs or awnings, but more often they have involved the location and appearance of temporary signs and/or window signs. In 2012, in an attempt to encourage voluntary compliance with the existing sign code, staff began providing reminders of sign code requirements with the annual business license renewal process. In early 2015, in response to increased feedback by the community and City Council, staff proposed a process to **conduct an inventory of existing signs, examine the current sign code regulations**, and to **propose possible changes** before beginning an **expanded sign code enforcement** effort.

Sign Code Regulation

Mission regulates signs through Sign Code Ordinances in Chapter 430 of the Land Use Regulations or Zoning Code of the Municipal Code. The Sign Code defines the various types of signs allowed and explains the physical conditions for their installation including:

- 1) Where they may be installed
- 2) Limitations on size and number
- 3) How long they may be in place
- 4) If a sign permit is required prior to installation

Signs are a form of speech and expression and, as such, are protected by the First Amendment to the Constitution. Various court cases across the country have affirmed a City's power to regulate signs only in a content-neutral fashion. Generally, that means cities may make rules about the **"time, place and manner"** of signs as long as those rules don't make any distinction based on what the sign says. The First Amendment does not protect false claims or otherwise unlawful activity.

As a component of the zoning code, state statute requires that changes to the sign code be reviewed by the Planning Commission and receive a public hearing before being referred on to the City Council for final adoption. The City's sign code is developed in consultation with legal counsel and has been reviewed by the City's land use attorney.

Sign Code Enforcement

In Mission, sign permits are required for most but not every sign type. When they are required, permit applications are reviewed and issued by the City Planner. Historically, sign

code enforcement has also been conducted by the planner, primarily on a complaint driven basis. Occasional special sweeps to address seasonal sign issues (elections, tax preparation, post storm event repairs, etc) have also been conducted. Recently, the role of Neighborhood Services staff has been expanded to include a more direct role in building and zoning issues. This realignment will allow for an increase in the capacity to provide regular, proactive sign code enforcement.

As with any enforcement activity, staff attempts to gain voluntary compliance first through informal communication and education. If voluntary compliance is not possible, the more formal process of issuing citations to appear in court can be implemented under the current code. In some specific circumstances signs can be removed by staff or abated by a professional contractor. Penalties such as fines can only be assigned by the municipal judge, and multiple court hearings are often required. Involuntary enforcement generally takes more staff resources and may not be as effective in resolving a problem in the long term.

Sign Code Change Process

In consultation with the City Council staff developed the following steps to assess and document the current situation, educate local business and property owners, and evaluate the strengths and weaknesses of our existing sign code. The goal is to create a sign code enforcement program that is fair and predictable for Mission residents and merchants and that can be sustained with available staff resources.

- Conduct a sign audit to document what signs are already “on the ground” and in permit files. Visit every commercial property in the city, including apartment complexes and churches, to inventory the existing signs. To do this the City acquired a temporary software subscription that could be accessed from mobile devices by the Neighborhood Services Officers.
- Create a comprehensive inventory database of the audit information.
- Analyze audit data for patterns and trends. Determine how many possible sign code violations exist and what general categories they fall into. (i.e. signs without permits, signs in wrong locations, sign duration violations, sign numbers, sign size)
- Solicit input regarding the best ways to address issues identified. Are sign code changes needed to achieve the preferred outcomes? Staff has communicated with the City Council as audits, analysis, and proposed code changes were developed. A letter summarizing the proposed changes and inviting comment on them was sent to every business currently holding an occupation license. The entire text of the proposed changes and a brief memo describing them was also posted to the City’s website. Staff held two meetings in November with business and property owners to explain the proposed changes and solicit feedback. Comments have been summarized and are included in the packet for Planning Commission and City Council review.
- Communicate intentions to the community. Continue education efforts for businesses and local sign companies through various media and personalized correspondence.

- Design a system of continuous sign code enforcement that can be consistently implemented across the entire city.

Sign Inventory and Code Analysis

The sign inventory documented **817 signs** throughout Mission. The four most common sign types were: wall signs (315), window signs (199), temporary signs (91), and monument signs (87). Full descriptions of each sign type are presented in the attached handout and specifically discussed in the following pages. In commercially zoned areas, the typical business has only **two or three signs**.

Number of Signs by Zoning District	Signs	
	#	%
Residential Districts (<i>R-x, RP-x, DND</i>)	52	6%
Light Commercial Districts (<i>C-1, CP-1</i>)	32	4%
Downtown Districts (<i>MS1, MS2</i>)	444	54%
Office Districts (<i>C-O, CP-O</i>)	55	7%
Heavy Commercial / Industrial Districts (<i>All other districts</i>)	234	29%
TOTAL	817 signs	

Pole Signs

There are currently **23** pole signs within the City. The installation and replacement of pole signs has been prohibited since September 2003. Existing pole signs are regulated as non-conforming uses and investment is limited to maintenance only, with the intent being the eventual elimination of all pole signs.

POLE SIGN

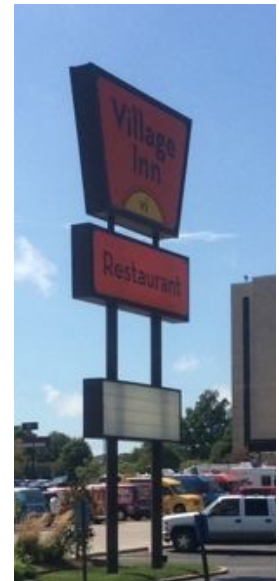
A sign which is supported by one (1) or more poles, uprights or braces in the ground so that the bottom edge of the sign face is more than ten (10) feet above the ground.

Since 2009, nine (9) existing pole signs have been removed throughout the City. This was accomplished through a combination of voluntary compliance with zoning code enforcement notices, City abatement, or normal business practices. Pole sign regulations were last amended in 2009 to allow existing pole signs in the vicinity of Johnson Drive and Metcalf Avenue under certain conditions. There are three signs that continue to meet these conditions (Village Inn, Johnny's BBQ, and Popeye's).

At the Community Development Committee's December 2015 meeting, the Committee communicated a preference to continue the prohibition on pole signs and to explore implementation of ordinance changes that would establish a deadline for property owners to actively remove all pole signs within the City. Additional discussion surrounding pole sign code revisions asked the following questions.

Decision Points (Time, Place, Manner)

- Does the City Council still desire to implement these changes in the near future, or include them in a larger discussion of sign code revisions?
- Should the City require by ordinance that pole signs be removed by a certain date (an amortization policy)? If so, how long should businesses have to remove these signs?



Temporary Signs

The results of the sign inventory show **91** temporary commercial signs were in place throughout Mission during the sign inventory, with about one-quarter (23) of those being used for purposes related to real estate and project development (purposes treated differently under our sign code).



Number of Temporary Signs by Zoning District	Signs	
	#	%
Residential Districts <i>(R-x, RP-x, DND)</i>	10	11%
Light Commercial Districts <i>(C-1, CP-1)</i>	40	44%
Downtown Districts <i>(MS1, MS2)</i>	7	8%
Office Districts <i>(C-O, CP-O)</i>	4	4%
Heavy Commercial / Industrial Districts <i>(All other districts)</i>	30	33%
TOTAL	91 signs	

Temporary signs can be used for any purpose under our code, but often are used to fulfill one of the following needs:

- Political signs
- Contractor projects
- Special events
- Garage sales
- Sales and promotions



The current sign code does not require a sign permit for temporary signs, allows an unlimited number of signs but restricts the overall square footages, and limits any one sign's duration to 60 days before the sign must be removed for at least 60 days. Signs which advertise property for sale are limited in duration to the period of time for which the property is on the market for sale.

While these are reasonable restrictions, they are very difficult to enforce. Staff would have to proactively monitor properties for the appearance of temporary signs, document them when seen, and spend time comparing current signs to historical signs or documenting that a sign has been in place for longer than 60 days. Proving that someone is using more than the gross allowable square footage would require staff to locate and measure each individual sign. The typical policy solution to these type of concerns is to require permits - but that may be seen as too burdensome for these signs.



Beyond issues with these restrictions, temporary signs are being used throughout the City in ways that were not intended when the code was authored. It would be difficult for enforcement alone to resolve concerns about temporary signage within the current code.

For example, in the City's business districts, many of the signs inventoried were used purely to identify or draw attention to a business - rather than to recognize a sale or some other special or temporary event. While our code should not make any distinctions between these uses, these needs would be more appropriately satisfied by permanent signage. However, temporary signs often come at a lower cost to produce, provide greater flexibility to the business, and allow for more sign space than would otherwise be allowed to an individual business.



Similarly, the sign code allows signs advertising a property for sale or lease to remain until that property is leased or sold. However, in the case of larger multi-family developments, there is virtually always *some* level of vacancy that triggers this exception in our code. Additional discussion surrounding temporary signs asked the following questions.

Decision Points (Time, Place, Manner)

- Should the City require a permit for temporary signs?
- How long should signs be allowed to stay out? Should the City impose any other form of time restriction, i.e. limiting temporary signs to certain events each year?
- Is the quality of these signs an issue that the code should address?
- Should we change how we count or limit signs? Should we focus on the number of signs per tenant or per parcel, rather than the aggregate size?



Window Signs

The current sign code only allows window signs in the Downtown District - generally, the Johnson Drive corridor from Lamar Avenue to Nall Avenue. Such signs are intended to communicate with pedestrians walking through the district, at a slower speed than vehicle traffic. Accordingly, they are limited in size to 10% of the window glass of the facade. The current code also specifies that they should be affixed to the glass in a permanent manner rather than as copy that is changed frequently. A sign permit is required for a window sign. Window displays and lettering that identifies a business, address, or hours of operation are exempt from the sign code.

However, a large number of properties have window signs without permits and or are located outside of the downtown and are technically out of conformance with the current code. For many businesses, permanent or rotating window signage is a common business practice. Many surrounding/peer communities either limit window signs to a certain area percentage (often 50%) or exclude them from sign regulation entirely. Additional discussion surrounding window signs asked the following questions.

Decision Points (Time, Place, Manner)

- Should we allow and provide specific criteria for these signs?
- Where should these signs be allowed? Should the Downtown District be treated differently than other areas of the City?
- Should the code prescribe any “quality” requirements for these signs, such as that they must be printed on durable materials?





New / Emerging Sign Practices to Regulate

Mission currently does not have a significant number of vehicular signs or people hired to act as sign holders in the public right of way. In the past, mobile, dedicated sign trucks have circulated town on public streets and parked in underused or vacant parking lots visible to major thoroughfares. While regulating these types of advertising are difficult, many communities and people view them as a nuisance.

Decision Points (Time, Place, Manner)

- Should the city be proactive in enacting regulations to prohibit these signs?

Other Legal Concerns

In June of 2015, the U.S. Supreme Court issued a decision in *Reed v. Town of Gilbert* that rules unconstitutional many of the categories used by cities to regulate signs. These concerns are not unique to the City of Mission; indeed, they affect most cities in the United States.

In addition, the Kansas Legislature recently prevented cities from regulating the placement or number of *political* signs posted for the period of time surrounding an election. The position of the League of Kansas Municipalities is that this law is unconstitutional under *Reed* as a content-based discrimination in speech; however, this has not yet been tested before a court.

The City considered the proposed sign code revisions in consultation with our city attorney to address these conflicts with case law and state law. Significant interpretation or testing of the impacts of the *Reed* decision is not yet available, however our land use attorney is comfortable with the proposed changes.

Proposed Sign Code Changes

In February 2016 Staff presented final analysis of the inventory and asked for direction to prepare code changes to respond to identified problems. Council's direction to staff at the worksession and subsequent committee meeting was to:

- Continue to prohibit pole signs throughout the City
- Require pole signs to be removed within a certain number of years
- Establish stricter regulations for temporary signage

- Expand the allowance of window signs by right, subject to reasonable restrictions

In addition, staff also considered any other necessary changes to the code to improve enforcement, to address other issues identified through the inventory, or to comply with recent case law. Attached is a redline copy of the proposed code changes as well as a table showing the impact by zoning district and sign type. If adopted as proposed, very little of the existing sign code standards will change. Most businesses will continue to be allowed the same number, size and type of signs as they are now. The changes in the proposed code that are most likely to impact business are as follows:

- Allow marquee signs by right in three additional commercial zoning districts
- Allow monument signs by right in the Main Street District 1 and Pedestrian Oriented Business District zoning districts under certain conditions
- Allow window signs anywhere in Mission with a limit on coverage of windows in the downtown district of 50% of the window glazing
- Allow electronic signs for the display of prices for fuel
- Require sign permits for temporary signs
- Limit the posting of temporary signs to no more than three 60-day periods per year per business
- Prohibit costumed characters as attention attracting devices
- Eliminate all pole signs by December 31, 2023 through an amortization process.
- Streamline the approval process for electronic time/temperature instruments
- Standardize the processes of placing liens against properties that have been abated by the City

Staff Recommendation

The Planning Commission should consider the proposed final draft of code changes and open the required public hearing for any comment. At the conclusion of the meeting, the Commission should continue the public hearing to their January 23, 2017 meeting to accommodate any changes to the proposed code the Commission may recommend and to allow for additional public comment after the holidays. Staff recommends adoption of the code changes as currently proposed.

City of Mission	Item Number:	9.
DISCUSSION ITEM SUMMARY	Date:	March 26, 2017
PUBLIC WORKS	From:	Brian Scott

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

RE: Expanding Rental Inspection Program to Single-Family Homes

DETAILS: Last fall, the staff brought forth proposed changes to the City's rental dwelling inspection program that would ensure compliance with recent changes in the state statute. At that time, we briefly discussed the idea of expanding the program to include single-family rental properties as well. The City Council expressed general agreement with this idea, and staff has been working on exploring the impact that this would have on existing operations.

Currently, anyone who rents a dwelling unit, whether in a multi-family apartment building or a single-family home, must be licensed with the City. Only multi-family rental units are actually inspected.

There are 2,493 multi-family rental dwelling units in the City of Mission. The rental inspection program requires that 5% of the units in any given multi-family apartment building be inspected each year. This equates to 125 multi-family units that are inspected each year. The average time for an inspection is 60 minutes plus 30 minutes of administrative time spent before and after the inspection. Both Neighborhood Service Officers typically attend each inspection to ensure accuracy and prevent any miscommunication with property owners. In total, the rental inspection program currently consumes 313 hours of staff time a year.

There are 320 registered single-family rental units (homes). When considering expanding the rental inspection program to these units, staff recommends inspecting these units on a rotating three-year cycle. This equates to 107 units a year. Staff estimates it would take approximately two to two and a half hours to inspect each single-family unit, for a total of 482 hours a year.

The City has two full-time Neighborhood Service Officers whose duties include:

- Managing the rental inspection program
- Managing the residential solid waste program
- Responding to nuisance issues (tall grass, trash/debris, exterior maintenance)
- Coordinating the Mission Possible Grant program
- Coordinating the utility rebate program
- Coordinating various neighborhood projects

If both officers are engaged in rental inspection of multi-family and single-family rental dwelling units, it would equal about 12% of their time. Annual salary and benefits for one

Related Statute/City Ordinance:	Chapter 635 - Mission Municipal Code
Line Item Code/Description:	N/A
Available Budget:	N/A

City of Mission	Item Number:	9.
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Neighborhood Services Officer equals approximately \$58,250 or \$28/hour. At 313 hours a year for the current inspection of multi-family rental dwelling units, the cost would be \$8,764. To add the 107 single-family rental dwelling units personnel costs would increase to \$13,496. There are additional administrative fees including mailings, cost of a vehicle, and administrative support.

Annual fees for a rental license are:

- Single-Family and Duplex Properties - \$62.00/unit
- Triplex Properties - \$32.00/unit
- Multi-Family - \$10.00/unit

The City generated \$46,700 in rental license revenue for 2016. At this time, no fee increase would be required to cover the costs associated with adding inspections for single-family properties.

Both officers have their Property Maintenance and Housing Inspection certification through the International Code Council. This is the preferred certification for those doing inspections of multi-family rental properties. However, if inspections for single-family rental units are included, there may be a need for certification in other areas of the building code including structural, electrical, and plumbing.

Before staff finalizes the ordinance amending the municipal code, we are seeking Council confirmation of the direction to proceed with expanding the rental inspection program to single-family units. If confirmed, staff recommends publicizing the changes and providing ample notice for public comment.

CFAA CONSIDERATIONS/IMPACTS: The City is using its property maintenance enforcement to support neighborhood quality.

Related Statute/City Ordinance:	Chapter 635 - Mission Municipal Code
Line Item Code/Description:	N/A
Available Budget:	N/A

City of Mission	Item Number:	10.
DISCUSSION ITEM SUMMARY	Date:	March 29, 2017
PUBLIC WORKS	From:	John Belger

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

RE: 2017 Residential Street Maintenance Program

DETAILS: Mission’s annual Residential Street Maintenance Program was implemented in 2011 and consists of a variety of treatments including mill and overlay, seal application, spot curb replacement, ADA improvements, and on-going data collection. The program has touched approximately 45 lane miles of residential roadway since its inception.

Staff continually collects data in order to refine and reprioritize the needs in the annual street maintenance program. Over the last several months, staff has reviewed streets previously deferred, as well as those originally proposed for the 2017 Street Program, to develop a recommended program for Council consideration.

The list of street segments recommended for mill and overlay and seal programs for 2017 are included in the packet. A map of the streets indicating the specific treatment will be provided at the meeting. Additional 2017 program highlights and recommendations include:

1. Street Infrastructure Inventory and Condition Update. Last year, we contracted with Cartegraph to perform a complete Street Infrastructure Inventory and Condition update (\$36,000 budget). Recently, we were advised that due to a change in imagery vendors, Cartegraph was planning to double the price for the same scope of work. In response, staff solicited a proposal from Stantec to perform the same scope of work. All streets and curbs will be inventoried and assigned a condition. Other items (i.e. sidewalks and signage) will be inventoried via 360° imaging. The total cost to complete the comprehensive inventory is \$30,000. Staff recommends cancelling the contract with Cartegraph and entering into a new contract with Stantec.
1. ADA Improvements. Public Works received a request from a resident for improvements to sidewalk ramps on Rock Creek Lane. The sidewalks along Roeland Drive currently do not have ramps for wheelchair accessibility and we propose constructing ADA compliant ramps in this area.
2. 53rd & Horton Repairs. A section of curb and sidewalk north of 53rd on Horton has degraded to the point it is impassable. This section of curb, sidewalk, and ramp will be replaced in the 2017 program.

Related Statute/City Ordinance:	
Line Item Code/Description:	03-90-801-11 - Street Repair and Maintenance (Special Highway Fund) 25-90-805-09 - Capital Projects (Capital Improvement Fund)
Available Budget:	\$350,000

City of Mission	Item Number:	10.
DISCUSSION ITEM SUMMARY	Date:	March 29, 2017
PUBLIC WORKS	From:	John Belger

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

Funds are budgeted at \$350,000 annually for the Residential Street Maintenance Program. The costs are shared between the Special Highway Fund and the Capital Improvement Fund.

CFAA CONSIDERATIONS/IMPACTS: Along with surface treatment to the street, there are many items this program aims to improve. ADA ramps, sidewalk connectivity, and traffic striping are all constructed or improved with these projects.

Related Statute/City Ordinance:	
Line Item Code/Description:	03-90-801-11 - Street Repair and Maintenance (Special Highway Fund) 25-90-805-09 - Capital Projects (Capital Improvement Fund)
Available Budget:	\$350,000

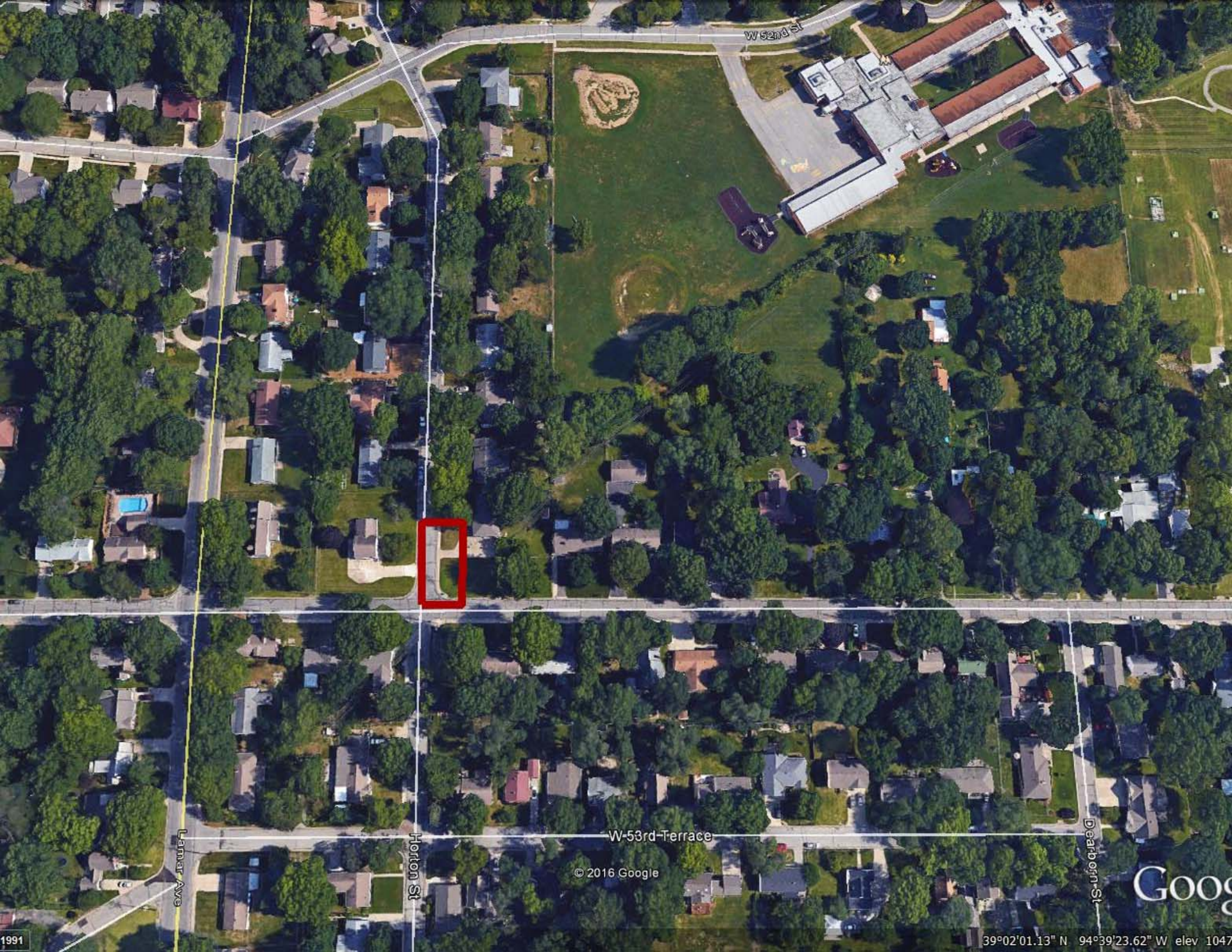
Mill & Overlay

Section ID	Branch Name	From	To
49S-04	49th Street	Lamar Avenue	(dead end)
55S-01	55th Street	East City Limits	Maple Street
55S-02	55th Street	Maple Street	Reeds Road
55S-03	55th Street	Reeds Road	Outlook Street
61S-02	61st Street	(dead end)	Nall Avenue
MPS-01	Maple Street	61st Street	Martway Street
MPS-02	Maple Street	Martway Street	(dead end)
WDS-02	Woodson Street	Martway Street	59th Terrace
WDS-03	Woodson Street	59th Terrace	Johnson Drive

Chip Seal

Section ID	Branch	From	To
53S-01	53rd Street	East City Limits	Maple Street
53S-02	53rd Street	Maple Street	Reeds Road
53S-03	53rd Street	Reeds Road	Outlook Street
53S-04	53rd Street	Outlook Street	Woodson Street
53S-05	53rd Street	Woodson Street	Dearborn Street
53S-06	53rd Street	Dearborn Street	Horton Street
53S-07	53rd Street	Horton Street	Lamar Avenue
57T-01	57th Terrace	Lamar Avenue	Russell Street
60T-01	60th Terrace	Roe Avenue	Juniper Drive
62T-01	62nd Terrace	Cedar Street	(dead end)
ASH-01	Ash Street	63rd Street	Rosewood Street
BRK-01	Barkley Street	Squibb Road	61st Street
DBN-06	Dearborn Street	55th Street	54th Terrace
DBN-07	Dearborn Street	54th Terrace	54th Street
DBN-08	Dearborn Street	54th Street	53rd Place

DBN-09	Dearborn Street	53rd Place	53rd Terrace
DBN-10	Dearborn Street	53rd Terrace	53rd Street
MPS-04	Maple Street	58th Street	57th Street
MPS-05	Maple Street	57th Street	56th Street
MPS-06	Maple Street	56th Street	55th Street
OLS-01	Outlook Street	61st Street	Martway Street
RGA-01	Riggs Avenue	51st Street	49th Street
RGS-01	Riggs Street	62nd Street	61st Street
RSC-01	Rosewood Court	Rosewood Street	(dead end)
RSC_02	Rosewood Court	Rosewood Street	(dead end)
WDS-01	Woodson Street	61st Street	Martway Street



W 52nd St

Lerner Ave

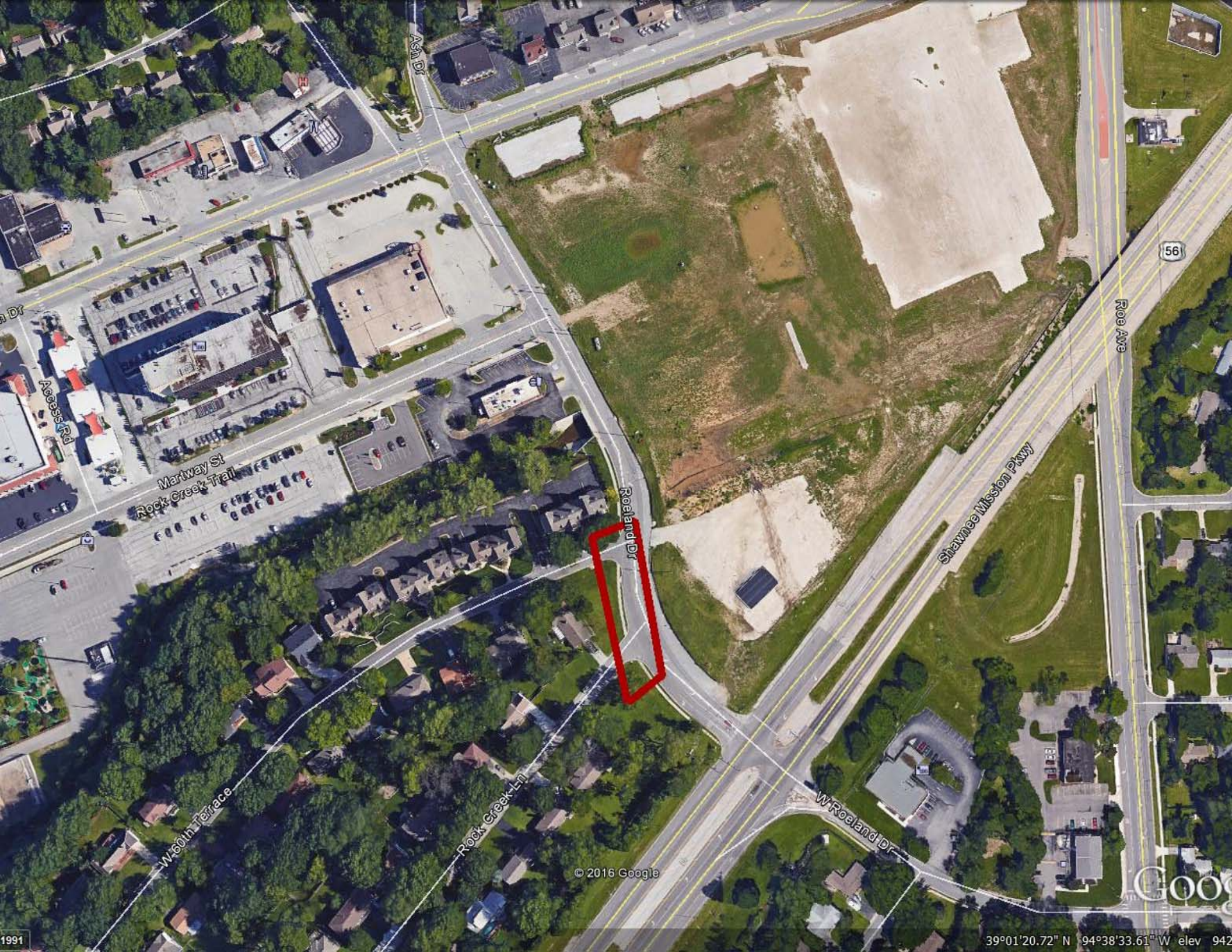
Horton St

W 53rd Terrace

Dearborn St

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Asa Dr

56

Roe Ave

Shawnee Mission Pkwy

Roeland Dr

W Roeland Dr

Rock Creek Ln

W 60th Terrace

Rock Creek Trail

Marlway St

Access Rd

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GOOGLE

39°01'20.72" N 94°38'33.61" W elev 942

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