

MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE

May 6, 2020

The Mission Community Development Committee met virtually via ZOOM on, Wednesday, May 6, 2020 at 7:30 p.m. The following committee members were present: Trent Boultinghouse, Hillary Thomas, Arcie Rothrock, Nick Schlossmacher, Kristin Inman, Debbie Kring, Sollie Flora and Ken Davis. Mayor Appletoft was also present. Councilmember Thomas called the meeting to order at 7:36 p.m.

Also present were City Administrator Laura Smith, Assistant City Administrator Brian Scott, City Clerk Audrey McClanahan, Assistant to the City Administrator Emily Randel, Public Works Director Celia Duran, Public Works Superintendent Brent Morton, Parks & Recreation Director Penn Almoney, Neighborhood Services Officer Rebecca Brown and Chief Ben Hadley.

Public Comments

Ms. Smith reminded the public they can participate via the chat feature on ZOOM. All comments will be visible to the group. There were no public comments.

Acceptance of the April 8, 2020 Community Development Committee Minutes

Minutes of the April 8, 2020 Community Development Committee were provided to the committee. There being no objections or corrections, the minutes were accepted as presented.

Rock Creek Channel Improvement Project Contract Award

Ms. Duran presented on the Rock Creek Channel Improvements Project which includes construction of retaining walls, channel modifications, and parking lot improvements along Rock Creek from east of Nall Avenue to Roeland Drive to address erosion and flooding concerns. Ms. Duran stressed that a benefit of this project will be that some properties that are in the floodplain will be transitioned out of the floodplain following project completion.

In June 2019, a contract was approved with George Butler Associates (GBA) for project design. Following completion of design in January 2020, the project was put out for bid in February with bids due on March 16, 2020. A pre-bid meeting was held on February 26, 2020 and nine contractors attended, only one (1) contractor submitted a bid by the deadline which was Gunther Construction.

The project bid was over the engineer's estimate and the project budget. The primary differences were for grading (\$349,650) and construction of the retaining wall (\$447,893) which used and exceeded the contingency built into the project budget by the engineer. The project bid also included costs for various bid alternates as discussed at the November 6, 2019 Community Development Committee including:

Bid Alternate 1: Constructing a ramp on the north side of the channel to provide access for future maintenance. (Bid cost: \$94,555)

Bid Alternate 2: Extending a wall on the north side of the channel to prevent potential scouring and erosion that may occur after the channel is modified. (Bid cost: \$259,945)

Although these bid alternates would enhance the project and could result in lower maintenance costs in the future, they would add an estimated \$354,500 to the project costs and staff did not recommend they be included in the contract award at this time due to budget constraints.

Since the bid opening, City staff has worked with GBA and Gunther Construction to evaluate options to reduce project items and project costs. This review and evaluation resulted in the delay of Council consideration of the item by one month, but was determined to be a critical step in the City's due diligence process

After a thorough evaluation and discussion it was determined that there were no elements that could be eliminated or value engineered without negatively impacting the project. Based on an evaluation of current revenues and expenses in the stormwater utility fund, there are sufficient funds to move the project forward even with the increased costs, and staff recommended that the project move forward for the following reasons:

1. Subsidence of the parking lot/parking area of the Roeland Court Homes Association (RCHA) occurred in August 2017. The City and RCHA entered into an agreement, including financing, to complete this project in anticipation that the construction would begin in Spring 2020. If this project is delayed, the residents will not be able to use their parking lot for another year.
2. Although the City could rebid the project later this year, this could potentially result in even higher bids since the contractor would need to maintain the project area over the winter.

If the contract is approved, the construction would begin in late May and be substantially complete by the end of 2020 with final restoration of the project (seeding and sodding, planting trees, etc.) in Spring 2020.

The City's land use attorney continues to work on acquiring easements from one property (Wendy's) and has filed the eminent domain petition with Johnson County courts; however, this process has been delayed due to closure of the courts as a result of COVID-19. The City is attempting to maintain discussions with this property owner in hopes that both parties can reach agreement while continuing to work on eminent domain as soon as the court reopens. Staff has discussed this situation with Gunther Construction and they believe they can still complete the project in the timeframe listed above.

Ms. Smith informed that if Council approves to move this item forward for consideration that staff would prepare a notice for impacted property owners.

Councilmember Davis addressed the discussion on the necessity of the ramp and if it would be important to do the extension of the wall at this time. After consideration, the City was comfortable with moving forward and not constructing the ramp.

Councilmember Kring asked the City to be conscious of when these developments projects are going on to address burying utility lines.

Councilmember Thomas emphasized that she is excited to see this project move forward especially with regards to helping the Roeland Court Townhome residents.

Councilmember Flora thanked those residents that were impacted by the project for their patience and cooperation with the City.

Councilmember Flora recommended the contract with Gunther Construction for the Rock Creek Channel (Nall Avenue to Roeland Drive) Improvements project in an amount not to exceed \$4,519,514 be forwarded to Council for approval. All on the Committee agreed this will be a non-consent agenda item.

56th and Foxridge Asphalt Repairs

Mr. Morton presented a contract with Superior Bowen, LLC for asphalt repairs at the intersection of 56th Street and Foxridge Drive in an amount not to exceed \$15,840.

The Kansas Department of Transportation (KDOT) recently hired Superior Bowen, LLC (Superior Bowen) to mill and overlay Metcalf Avenue and the ramps at 56th and 58th Streets. These ramps and the intersection of 56th St. and Foxridge Dr. (just east of the ramp) are in very poor condition with continual potholes. This intersection was not milled and overlaid with the City's Foxridge Drive improvements in 2017 since KDOT was discussing reconfiguration of the ramps and potentially the entire intersection at the time Mission's project was bid.

Following award of the KDOT contract, Superior Bowen contacted the City to determine whether the City was interested in hiring them to repave the intersection at 56th St. and Foxridge Dr. since they will already be mobilized on site. Superior Bowen has offered to perform this work for the City at a reduced unit cost of \$20.00/square yard (SY), which is a good price for a project of this size and much less than the \$51.20/SY unit cost quoted in the KDOT contract. Total estimated cost for the project is \$15,840 and funds are available in the Street Program CIP to accomplish this work.

The scope of work for the project includes removal of two inches of existing asphalt and

installation of approximately 792 SY of new asphalt at the intersection of 56th Street and Foxridge Dive. This project will also help extend the life of this intersection and will result in minimal traffic impacts, since the work will be completed on a Saturday, and a more uniform and complete intersection since the work for the ramps and intersection will be completed at the same time using one contractor. The City receives numerous complaints about the condition of the KDOT ramps and the intersection at this location each year and the project will be a benefit to the traveling public.

Mr. Morton added that the City checked with past bids and other contractors and this project falls in line with average pricing. Superior Bowen will be constructing the KDOT project in May 2020, and staff recommends a contract award to complete the work.

Councilmember Thomas agreed that this is a project that needs to be completed.

Councilmember Schlossmacher appreciated the update and knows several businesses in that area will be happy to have these improvements.

Ms. Smith confirmed the project was expected to commence on May 23rd.

Councilmember Davis recommended the contract with Superior Bowen, LLC for asphalt repairs at the intersection of 56th Street and Foxridge Drive in an amount not to exceed \$15,840 be forwarded to Council for approval. All on the Committee agreed this will be a consent agenda item.

51st and Lamar Stormwater Repairs

Ms. Duran presented a recommendation which would authorize the City Administrator to approve a change order with Superior Bowen for repairs to stormwater infrastructure at 51st Street and Lamar Ave in an amount not to exceed \$60,000. Last September, Council approved a task order with BHC Rhodes to update the City's stormwater system inventory and condition ratings. This allows the City to know where there are needs for repairs as well as to apply for additional funding through Johnson County's stormwater management advisory council (SMAC) program. Approximately 10% of the City's stormwater system required cleaning before a thorough inspection could be completed. The City subsequently hired A-1 Septic and Sewer to perform the cleaning and during that process a large blockage at a 90-degree bend in the corrugated metal pipe (CMP) under the intersection at 51st Street and Lamar Avenue was detected, as well as a clogged inlet on the southwest corner of the intersection that is undersized resulting in backups.

Additionally, the stormwater inventory completed by BHC Rhodes, indicates that the CMP located under Lamar Avenue has rusted out and is rated a "5," which is considered failed per Johnson County stormwater standards. Staff recommends addressing these stormwater issues prior to completing the street resurfacing and rehabilitation work on Lamar Avenue (scheduled

to begin May 4th) to prevent open-cutting of new pavement.

Staff was unaware of this blockage until after the Lamar Resurfacing and Rehabilitation Project was bid, but has moved quickly to work with Olsson on a design solution so the work can be completed in connection with the project. Superior Bowen, the contractor for the Lamar project, is aware of this issue and has agreed to perform this work in-house with no anticipated delays, but is waiting on final design before submitting a cost for this work.

Based on Olsson's survey, there are numerous utilities at this location, including water, fiber, gas, cable, as well as the traffic signal pole and controllers. In order to address the stormwater issues at this intersection and to work around existing utilities, Olsson's proposed design includes installation of four additional structures and approximately 140 feet of 15-inch concrete pipe; however, this design is contingent upon potholing utilities which is scheduled for May 4th and is subject to revision or reduction in scope. Olsson has provided a draft cost estimate of approximately \$45,000, and at this time, staff recommends adding a contingency of \$15,000 to address any design changes due to utilities and subject to final costs from Superior Bowen.

In order to prevent delays to the Lamar resurfacing and rehabilitation project, Staff requests the City Council to authorize the City Administrator to approve a change order in an amount not to exceed \$60,000 with Superior Bowen to complete this work assuming the costs are reasonable for the scope of work to be performed. The intersection will need to be shut down for up to two weeks to complete work with detour signage, they are currently potholing all the utilities to make sure there is no conflict. Ms. Duran said that once the inventory is completed, the City will be aware of all failed pipes and blockage within the system, we will then be able to include those improvements into our street projects during the design process. Finally, there are sufficient funds in the Stormwater Utility Fund to pay for this work.

Councilmember Davis said this is a great example of why the City is doing the right thing with BHC Rhodes and understanding what we have in our infrastructure and ultimately being able to address it early.

Councilmember Davis recommended that an authorization for the City Administrator to approve a change order with Superior Bowen for repairs to stormwater infrastructure at 51st Street and Lamar Avenue in an amount not to exceed \$60,000 be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Indoor Pool Deck Repair and Resurfacing

Mr. Almoney presented on a contract with Blast It Clean for overlay removal and repair in an amount not to exceed \$33,788.09 and a contract with Hardscape to repair and resurface the indoor pool deck in an amount not to exceed \$50,433.75. The Community Center's indoor pool deck is periodically resurfaced as part of ongoing facility upkeep and maintenance. A pool deck

surface can generally be expected to have an anticipated useful life of approximately 5-10 years depending on wear patterns. The deck was last resurfaced in 2012, and was programmed for replacement in the 2020 Parks and Recreation Capital Improvement Program (CIP). Funds were budgeted in the amount of \$40,000 based on the costs of previous deck surface replacement.

There have been several noticeable rust stains on the pool deck for the last two years. The rust stains typically coincided with higher traffic areas. In preparing to bid and manage the resurfacing project for 2020, staff reached out to a pool concrete specialist to evaluate the situation and determine the cause of the rust stains, and it was determined the rust was caused by the existing surfacing material holding water underneath that was oxidizing metal joint fillers. Following the testing/evaluation, staff solicited proposals/quotes for the project in two components: 1) overlay removal; and 2) resurfacing. A total of four bids were received with staff recommending that the project be awarded to two contractors: Blast it Clean for the overlay removal (\$33,788.09) and Hardscape for the resurfacing (\$50,433.75) for a total not to exceed \$84,211.84.

Although the combined total for Blast it Clean (BIC) and Hardscape was not the low bid, a combined bid from Mid-America Pool Renovation did not include a guarantee for tile repair/replacement, concrete chip replacement or dust clean-up from the HVAC system, had a longer project timeline was 3 weeks, did not remove the material from the expansion joints, and required the pool to be emptied. While BIC has extensive experience working both small and large scale projects, and has staff available to complete the project in two weeks. BIC also has one of two hydro-blasting machines in the region which significantly reduces labor hours. Their price guarantees the product for two years, includes facility fixture-saving precautions and expansion joint repairs. BIC also has a wrap around protective sheathing system that means the pool does not need to be drained.

The pool deck project is over budget based on the conditions identified above, but staff has reduced the cost of other projects budgeted in the 2020 Parks & Recreation CIP to cover the overage. Those include a \$36,000 savings from the MFAC Repair/Painting as well as a \$12,000 savings from the MFAC Lap Lane Replacement, for a total savings of \$48,000.

Originally, the project was slated to be completed during the facility closure in late August. However, due to the restrictions currently in place for pool operations as a result of the COVID-19 pandemic, staff recommends moving forward with the project now so that there is the potential to make the pool available later in the summer/fall.

Councilmember Thomas appreciated the pictures to assess the damages and condition of the pool deck.

Councilmember Davis recommended the approval of a contract with Blast It Clean for overlay removal and repair in an amount not to exceed \$33,788.09 and a contract with Hardscape to

repair and resurface the indoor pool deck in an amount not to exceed \$50,433.75 be forwarded to Council for approval. All on the Committee agreed this will be a consent agenda item.

Community Center Exterior Wood Staining and Maintenance

Mr. Almoney presented on the approval of a contract with Distinctive Quality Painting, LLC for exterior wood staining and maintenance at the Community Center in an amount not to exceed \$14,220. The wood features in the southern breezeway and western pergola areas of the Community Center are unique characteristics of the facility, but deferred maintenance along with heat, rain, wind and UV rays have eroded the wood's natural beauty and necessitated restoring some damaged pieces. The exterior woodwork in these areas was last stained more than ten years ago. Manufacturer recommendations suggest exterior wood features and character elements be stained every two to three years, and is especially important at the Community Center because of the southern and western orientation of these features.

This work was originally budgeted in the 2019 Parks & Recreation CIP and was not completed because of staff vacancies and other capital project priorities. Staff re-initiated the project in late 2019-early 2020 and contacted three firms for quotes/bids. The Stain Pro declined to quote due to their current volume of work. Premier Painting Company submitted a bid for just the pergola wood damage removal, preparation, and staining. They indicated they lacked the experience and employees to confidently bid and complete the breezeway work. Therefore, staff is recommending a contract be awarded to Distinctive Quality Painting, LLC in an amount not to exceed \$14,220. The budget for this project is \$15,000.

Councilmember Davis recommended the contract with Distinctive Quality Painting, LLC for exterior wood staining and maintenance at the Community Center in an amount not to exceed \$14,220 be forwarded to Council for approval. All on the Committee agreed, this will be a consent agenda item.

Nuisance Abatement Services Contract Award

Ms. Brown presented on the designation of CustomTree Care, Inc. as the City's primary contractor for nuisance abatement services and Verhulst & Sons as the secondary contractor in situations where the primary contractor is unable to complete the work in a timely manner. Nuisance abatement services are provided on an as-needed basis when property owners do not voluntarily bring properties into code compliance. Abatement services included in this bid apply to weeds and nuisance (grass/debris) abatement, debris removal, and tree trimming. Every two years the City renews its contracts for these services through a competitive bid process.

An invitation for bids was developed and issued in February, and three bids were received by the deadline. The City generally awards the bid to two contractors so that if one is not able to

do the work in a timely manner, there is a back-up. In addition, some companies have larger equipment available (i.e. for tree removal) allowing them to react more quickly to service requests. Engaging two contractors has proven advantageous to the City, resulting in savings because they are able to abate properties with fewer man-hours, additional equipment rental, or equipment damage.

Both Custom Tree Care and Verhulst & Sons were under contract with the City in 2019 and have performed in a satisfactory manner. In 2019, Neighborhood Services issued 31 abatement work orders. Costs for these services, including an administrative fee, are invoiced directly to the property owner. If not paid, the City assesses the costs back to the property on the tax bill. This proactive code enforcement and abatement services demonstrates a commitment to a minimum standard of property maintenance that contributes to safe and attractive neighborhoods throughout the city.

Councilmember Davis recommended the designation of Custom Tree Care, Inc. as the City's primary contractor for nuisance abatement services and Verhulst & Sons as the secondary contractor be forwarded to Council for approval. All on the Committee agreed this will be a consent agenda item.

Discussion Items

COVID-19 Updates and Operational Impacts/Reopening Recommendations

Ms. Smith reported on the COVID-19 updates and operational impacts/reopening recommendations for City facilities programs and services. Since Governor Laura Kelly issued the stay-at-home orders, the City has been assessing and developing plans to help effectively mitigate the spread of the illness. With a definite transition to recovery, phases were defined by the state's recovery plan, Ad Astra: A Plan to Reopen Kansas. The Board of County Commissioners elected decided to follow the State Plan after extending a stay-at home order until May 11th. Each phase is to be reviewed and analyzed on a rolling 14-day cycle, so all dates connected with the State's reopening plan are "best case scenario" and subject to adjustment/extension depending on COVID-19 data trends.

City Hall/Police Department/Public Works

City facilities have been closed to the public since March 13, 2020. With the exception of public safety personnel, staff have been working remotely and on staggered schedules in order to keep the total number of personnel in any facility at 50% or less of typical staffing. It is recommended that City Hall, the Police Department and Public Works reopen to the public no sooner than June 1, 2020. This will allow for staff to be re-introduced slowly and cautiously into the workplace to ensure appropriate social distancing can be achieved. In addition, staff will have adequate time to develop, review and practice various procedures related to sanitizing and

use of personal protective equipment (PPE) where appropriate before the public is invited back into the facility. Adjustments include encouraging employees to wear masks at all times, and requiring them when moving outside of their immediate desk area, when transitioning between departments, helping the public or working closely with other employees.

The City is providing all employees with washable cloth masks. Protective barriers have been installed in several areas and will be added to other workspaces as needed. Also, the City will emphasize e-mail and phone communication among employees. Visitors to City Hall will not be required to wear masks with the possible exception of Court. The City is going to try and limit those coming into City Hall by promoting and conducting as much business virtually as possible.

Municipal Court

Although not specifically subject to the gathering size requirements in The Plan, staff will use the gathering limit criteria as a guide for achieving compliance with its spirit and intent. With the natural reduction in citations throughout the pandemic, docket sizes are anticipated to be manageable. Additional staff may be required to manage flow and distancing through the lobby and the courtroom.

Councilmember Kring asked how the City will be dealing with the court cases. Ms. Smith confirmed that all dockets since March 13th, have been continued, postponed or rescheduled with notice. The Judge has been working with court staff and prosecutors to assess docket sizes, and to manage any backlog in the court process. Managing docket sizes and incorporating social distancing will be something that is anticipated to stretch into fall and winter.

Councilmember Flora commented that a July date for court, to align with other in-person meetings, would be an appropriate practice from a public safety perspective and from a social justice standpoint, being that financially people need time to get back on their feet and then pay their fines. Ms. Smith added that moving to July is not unreasonable, it would just need to be managed with scheduling. At some point in-person court is going to have to resume and we want to test that capability with some appointment based structure in June as the City needs to assess processes and procedures on a smaller scale before opening up and serving a larger public. Councilmember Flora agreed with testing the processes and stressed the importance of allowing people to get their lives back in order. Councilmember Thomas agreed.

City Meetings (Internal and External)

City meetings, including City Council meetings, Board and Commission Meetings and other internal and external meetings will continue to be conducted remotely through June 30. Effective July 1, in-person City meetings may resume if appropriate.

Non-Essential Events in City Facilities (excluding Community Center)

Any non-essential event (tours, retirement celebrations, etc.) in City Hall, the Police Department or Public Works will be allowed to resume with the introduction of Phase IV of The Plan. The Community Center will be subject to separate event and reopening criteria.

Councilmember Flora asked if it would be confusing to have different rules about how to wear masks and from a supply standpoint, if employees are taking off their masks several times a day, is there going to be a stockpile of masks available? Ms. Smith replied that employees will be provided with multiple masks and with the size of staff, along with the continued communication, did not believe that there will be misunderstandings about the mask rules.

Mission Market

Ms. Smith confirmed that the Mission Market will open in a modified version to provide continuity of programming for the public and support for the small business vendors who participate. The recommendation is to open the market in connection with Phase IV. When opened, it would be with modifications similar to other regional markets such as limiting guests to one shopper per family, encouraging mask use, spacing tents apart, providing guidance for one-way traffic in front of the tents and utilizing multiple handwashing stations. No hot prepared foods would be available, nor would the beer and wine garden. Music and other special events will not be scheduled. As a support to the market vendors, staff proposes to offer a pick-up only option available beginning June 4, encouraging shoppers to place online orders. No onsite shopping would be permitted and all the previously mentioned safety precautions would be in place.

Ms. Randel added that the City has received a high level of interest from vendors who are hoping to open. The City wants to support them and would advertise the virtual market offering online shopping with a safe and secure pick-up system.

Councilmember Davis commented that, if it could be managed, he thought the online shopping was a great idea to get people interested in the Market.

Councilmember Flora agreed that this could be managed like similar take-out options as long as it is done safely. Councilmembers Thomas and Boultinghouse agreed.

Mission Family Aquatic Center

Ms. Smith reported that City staff has considered various scenarios related to the opening of the outdoor pool, and the recommendation is not to open the MFAC for the 2020 season. This recommendation is based on many factors including but not limited to:

- Safety of our staff as well as residents. Our seasonal pool staff is primarily minors under the age of 18.
- Difficulty in accommodating social distancing practices among staff and patrons, particularly in the concession area, break room, and locker rooms.

- Challenges in enforcing gathering limits, distancing requirements, and the high likelihood to create conflict between staff and patrons.
- Inability to provide required lifeguard certification training while maintaining 6 feet of separation between guards.
- Efforts to coordinate with other NE Johnson County cities, so as not to increase the burden on pools that do attempt to stay open.
- To allow seasonal staff the opportunity to seek other employment opportunities.

This decision impacts the Mission Marlins swim team. However, with closure of other facilities in the metro area, and the gathering limits placed on youth sports, there is likely no way to accommodate the swim teams this summer. Ms. Smith also added that we subsidize the operation of the outdoor pool, so in the 2020 season, we anticipated revenues of \$147,000 with expenses totaling \$268,000. Not opening the pool has a positive impact of approximately \$121,000 on the budget. The recommendation was made after weighing all the risks associated with a modified operational plan, uncertainty of phase rollout dates and the potential for budgetary savings.

Councilmember Davis commented that this is a very reasonable approach, supports this decision and thinks it makes sense in this situation.

Councilmember Flora agreed, especially in regards to staff in this situation and the potential issues that may arise with underage staff having conflicts with adults who disagree with the rules.

Councilmember Rothrock agreed and supports that safety has to be the first priority and Councilmember Boultinghouse agreed that there wasn't a feasible way to keep the pool open.

Councilmember Thomas appreciated the staffing concerns and financial impacts. She felt it was conflicting to open the Community Center pool in June but completely close the outdoor pool for the season. She asked whether there could be a condensed version of the pool, such as opening just the splash pad or appointment lap swimming. Ms. Smith replied that opening for specialized user groups, would likely result in pressure to open the entire facility.

Councilmember Schlossmacher agreed that the staffing issues, including training, makes it impossible to operate the outdoor pool and supported closing it entirely for the health and safety of the community.

Mission Summer Camp (MSC)

Ms. Smith presented that although the State's reopening plan specifically allows for licensed day camp programs to operate, staff does not feel that we can adequately meet all the recommended social distancing guidelines in order to provide a quality experience for staff and campers. In addition, hosting a day camp program potentially limits options for reopening and

reuse of the Community Center for fitness and rental purposes. The estimated revenue loss would be approximately \$140,000. While this is a difficult recommendation, impacting both our seasonal staff and the families the program serves, we believe making this decision as soon as possible is fair to both as they try to make alternative arrangements for employment or child care.

Councilmember Kring agreed with Ms. Smith that we can't take chances when it comes to the safety of the public.

Playgrounds/Park Restrooms

Playgrounds are recommended to remain closed through the conclusion of Phase III of The Plan. Restrooms - both permanent and portable - are recommended to remain closed through Phase III, reopening in Phase IV.

Councilmember Kring asked if these phases are contingent on the numbers going down and if the numbers increase will this affect the procedures in place. Ms. Smith answered that if the numbers don't trend downwards then we won't enter the next phase until the numbers reflect accordingly. The current dates are the best case scenario and we don't think we will move into Phase II, on May 18th, based on the current numbers.

Ms. Smith added that with the restrooms there is the difficulty of maintenance with the portable restrooms and at Broadmoor Park the issues with vandalism in the restrooms. It would be advised to keep the restroom closed and reopen in Phase IV.

Councilmember Flora and Thomas agreed with the playgrounds remaining closed especially with the utility of playground equipment and the need to remain cautious.

Community Center

Ms. Smith addressed the Community Center in two parts, the first as the fitness and gym section and the second as rentals. Facility rentals are recommended to resume with the introduction of Phase III (gathering limit of 90), and at least one week following the reopening of the Center for fitness activities. This will allow staff to assess the traffic patterns in the facility to ensure we can accommodate all appropriate social distancing requirements for both fitness and rental activities. The City will be evaluating rentals on a case by case basis taking into consideration groups that have long standing rentals at the Community Center. The Stroke Foundation, who frequently utilizes rental space, does not intend to return to the facility until the beginning of July.

Gyms and fitness centers may reopen in Phase II of the State's reopening plan. However, because the actual opening dates are unknown, and because staff estimates the need for at least one week to respond and communicate appropriately with users of the facility prior to

reopening, we are recommending the Community Center open for fitness activities no sooner than June 1, 2020. The facility would be open its regular days and hours, with the exception of Sunday. Closure on Sunday is recommended due to an inability under normal circumstances to cover staffing needs with low demand. Staff anticipates conducting a survey of current members to gauge willingness and interest in returning to the facility while any restrictions are in place.

Mr. Almoney then highlighted a number of the anticipated operational changes and controls that staff have been evaluating. This impacts all areas of the facility and includes how patrons and staff will move in and around the facility. Initially access to most amenities will be extremely limited. Staff will develop a more detailed reopening plan and operational controls for Council review and approval prior to any reopening.

Also, the City has suspended automatic bank drafts of memberships and is carrying over paid in full memberships during the facility closures. For every month the Community Center remains closed, it equates to approximately a \$94,000 revenue loss. In regards to the indoor pool opening, if Council approves the deck resurfacing then that project will be conducted immediately. This will prevent access to the pool during work.

Mission Summer Family Picnic

Staff has reviewed and evaluated the potential impacts to the Mission Summer Family Picnic scheduled for Saturday, July 11. After considering the various elements of the event, the City was in agreement that with public health as the primary concern, it would be next to impossible to hold the traditional event with the expected gathering restrictions and guidelines in place. The recommendation is to postpone the Mission Summer Picnic until September recognizing there is a high potential it could be cancelled entirely for 2020.

Ms. Smith added that from a budgeting standpoint, the City doesn't generate any revenue from this event, last year the event cost \$13,000, so the City would be saving that amount this year.

Councilmember Thomas asked about a virtual event or a drive-by option with activities for families to help keep their children entertained. Councilmember Flora agreed.

Councilmember Davis was concerned about September's weather and the issue that could present with trying to reschedule.

Councilmember Boultinghouse agreed with canceling entirely and having something for the families.

Sunflower Festival

Following the Sunflower Festival in 2019, the Mission Business Partnership communicated their desire for the City to take back ownership and responsibility for this event. Staff discussed our

capacity and determined that we would have an appetite to support a community event like the Sunflower Festival. However, challenges with securing marching bands for the parade and other questions about activities had led staff to recommend taking a break from the festival in 2020 and having an opportunity to develop a long term vision for the festival. All of this was pre-COVID-19, and with additional challenges presented in the current environment staff recommends canceling the 2020 Sunflower Festival with plans to bring back recommendations for an event beginning in 2021.

Councilmember Kring asked if it would be possible to put a schedule in the Mission magazine to give awareness as to what events are taking place. Ms. Smith confirmed that this could be added or a teaser published to prompt people to view the events on the website.

Mission Police Department Citizens Academy

Based on the gathering size limitations and the closure of other facilities critical to the program curriculum, the 2020 Citizen's Academy has been cancelled and rescheduled for the first quarter of 2021.

Selection of Committee Chair and Vice Chair

Councilmember Thomas reported that this information was shared in the Finance and Administration Committee meeting, and that election of the Chairperson and Vice Chairperson for the Community Development Committee would also occur under "New Business" on the May 20, City Council meeting agenda.

Other

Ms. Randel informed that a video would be made for the public to provide information as to what is going on in the City and to encourage residents during this difficult time. She asked that any Councilmembers who would like to be involved could contact her.

Ms. Smith reported that a Special Meeting of the City Council would be held Wednesday, May 13 for revisions to the Emergency Proclamation and to approve a Resolution for reopening of City programs, facilities and services..

Councilmember Schlossmacher reported that Harvester's would be having an event on Saturday at Shawnee Mission North with safety precautions in place to distribute food. Also, he offered his condolences to the family, friends and co-workers of Overland Park Officer Mosher.

Councilmember Thomas thanked Ms. Smith and staff for all their hard work.

Councilmember Flora reported that next Tuesday she and Councilmember Davis would be having a Ward IV meeting via Zoom.

Department Updates

There were no departmental updates.

Meeting Close

There being no further business to come before the Committee, the meeting of the Community Development Committee adjourned at 10:18 p.m.

Respectfully submitted,

Audrey M. McClanahan
City Clerk