



COMMUNITY DEVELOPMENT COMMITTEE AGENDA

WEDNESDAY, OCTOBER 9, 2024 at 6:30 p.m.

**MISSION CITY HALL
6090 Woodson Street**

Meeting In Person and Virtually via Zoom

This meeting will be held in person at the time and date shown above. This meeting will also be available virtually via Zoom (<https://zoom.us/join>). Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913-676-8350, with any questions or concerns.

PUBLIC COMMENTS

PLANNING COMMISSION ACTION ITEMS

(items will be included on the next legislative agenda for Council action)

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the September 4, 2024 Community Development Committee Minutes – Robyn Fulks ([page 2](#))

Draft minutes of the September 4, 2024 Community Development Committee meeting are included for review and acceptance. ([page 10](#))

DISCUSSION ITEMS

2. Family Adoption Program Update – Penn Almoney/Laura Smith

Staff will present an update on the recent discussions regarding modifications to the City's Holiday Family Adoption Committee.

OTHER

3. Department Updates - Laura Smith

**Mary Ryherd, Chairperson
Josepha Haden Chomposy, Vice-Chairperson**

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	October 9, 2024
Administration	From:	Robyn Fulks

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

RE: September 4, 2024 Community Development Committee minutes.

RECOMMENDATION: Review and accept the September 4, 2024 minutes of the Community Development Committee.

DETAILS: Minutes of the September 4, 2024 Community Development Committee meeting are presented for review and acceptance. At the committee meeting, if there are no objections or recommended corrections, the minutes will be considered accepted as presented.

Draft minutes are linked to the City Council agenda packet so that the public may review the discussion from the committee meeting in advance of the Council action on any particular item.

CFAA CONSIDERATIONS/IMPACTS: N/A

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

MINUTES OF THE MISSION COMMUNITY DEVELOPMENT COMMITTEE

September 4, 2024

The Mission Community Development Committee met at Mission City Hall and virtually via ZOOM on Wednesday, September 4, 2024. The following Committee members were present: Lea Loudon, Brian Schmid, Trent Boultinghouse, Debbie Kring, Josepha Haden Chomphosy, and Mary Ryherd. Councilmember Chociej and Councilmember Carpenter Davis appeared via Zoom. Councilmember Ryherd called the meeting to order at 6:37 p.m.

The following staff were present: City Administrator Laura Smith, City Clerk Robyn Fulks, Deputy City Administrator Brian Scott, Public Works Director Stephanie Boyce, Chief Dan Madden, and Parks and Recreation Director Penn Almoney.

Public Comments

Councilmember Ryherd reminded the public they can participate via the chat feature on Zoom. All comments would be visible to the group.

There were no public comments.

Planning Commission Items

Ordinance Incorporating the Mission Connections Plan 2024 into the Tomorrow Together: 2040 Mission Comprehensive Plan

Deputy City Administrator Brian Scott shared that both items tonight from the Planning Commission pertain to amendments to the Tomorrow Together: 2040 Mission Comprehensive Plan (Comp Plan). The first he shared was to incorporate the Mission Connections Plan into the Comp Plan. The Mission Connections Plan is the City's first bike/ped study that was obtained through a grant from MARC. The study was completed by RDG last winter/spring and presented to the Council at a work session, followed by a presentation to the Planning Commission with public hearing in June. The Planning Commission recommended adding this as a formal amendment to the Comp Plan.

Ordinance Incorporating the Rock Creek Corridor Improvements Plan into the Tomorrow Together: 2040 Mission Comprehensive Plan

Mr. Scott explained that the second study being considered as an amendment to the Comp Plan is a study of the Rock Creek corridor from Woodson Street to Roeland Drive. This study began last year and was also completed earlier in 2024. The study looked at the path of the trail, how the trail interacts with streets, how to green up and add public art to the trail path and making improvements to the Mission Market site. The study also looked at how the trail interacts with the street along Martway between Nall and Roeland Drive. A grant from MARC was also used for this study and the study was completed by Wilson in conjunction with Hoxie and BikeWalk KC. A number of open houses were held along with a project website that was developed. The Planning Commission also heard this plan at their June meeting with a public hearing. The Planning Commission recommended consideration by the City Council to incorporate this study as an amendment to the Comp Plan.

Councilmember Loudon asked if there would be grant opportunities to implement the studies. Mr. Scott noted that Staff are actively pursuing a second Planning Sustainable Places grant for the second phase of the Rock Creek Corridor from Woodson west to the city limits. Unfortunately, no funding was available during this round for project implementation, but staff will look at future grant cycles to assist with bringing the plans to fruition. Councilmember Loudon asked about the sidewalk information and recommendations included as part of the study and whether those would be part of the Comp Plan. Mr. Scott answered that the Comp Plan recommends more sidewalks and trails throughout the City. This study takes that recommendation to a higher level and recommends sizes of trails and sidewalks, interactive opportunities along the trail, etc.

Mr. Scott noted that by incorporating both plans into the Comp Plan, it allows Council and Staff to take conceptual ideas and implements them with future projects or initiatives. These plans will appear on the September Council agenda for action under items coming forward from the Planning Commission.

Public Presentations/Informational Items

Mission Summer Camp/Mission Family Aquatic Center Season Wrap Up Presentations

Parks and Recreation Director Penn Almoney introduced two end of season presentations from his department. The first was a presentation on the 2024 outdoor pool season from Aquatics Supervisor Jenna Dickman, followed by a presentation about Mission Summer Camp from Recreation Program Events Supervisor Jenny Smith.

Ms. Dickman began by introducing changes to the 2024 MFAC season, which included the SuperPool Pass going to individual pricing from a family pass model. Staff increased membership dues to keep up with rising costs at the Mission Family Aquatic Center (MFAC). Staff also added a new fitness class at the MFAC and recruited staff that will continue to guard at the Powell Community Center into the fall and winter season. She showed a revenue summary which showed more memberships for the 2024 season than the previous 2023 season, along with increases in daily passes and concessions. There was a decrease in revenues in programs, likely due to cancelled and rescheduled programming because of weather. Rentals remained steady, and the SuperPool Pass program saw a decrease, as a result of fewer cities participating. Overall, the MFAC showed a revenue increase of 110% over 2023.

Ms. Dickman next reviewed expenses for the 2024 season. She was able to reduce the personnel costs for this season due to the need for less staffing. Chemical costs were also decreased. Contractuals, chemicals, and supplies numbers reflect expenses through July 31. She will provide updated August numbers once they are available. Through July she was projecting a 74% cost recovery. She next reviewed memberships and visit numbers. There were about 2,000 more patrons in 2024 than the previous year. Daily pass visits remained consistent from 2023. She looked ahead to opportunities in 2025 including remaining competitive in pay to keep the great staff on hand, continuing the employee referral program, and continued marketing about events and programs. She reviewed highlights including 100 aquatics team members, no emergencies during the season, and that staff retention is at about 60% for the indoor pool season. And even those guard who do not work during the fall, winter, and spring at the indoor pool have indicated they will return in the summer of 2025. She also reviewed improvements including the painting of the competition pool, new awnings, refreshed spray pad features, and additional lounge chairs. The summer provided a positive experience for users and events continue to grow at the MFAC.

Councilmember Kring thanked Ms. Dickman for the job well done over the summer and finds the staff to be second to none.

Councilmember Ryherd echoed Councilmember Kring and thanked Ms. Dickman

for a great summer.

City Administrator Laura Smith thanked Ms. Dickman for all of the support she and the rest of her staff provide to the Mission Marlins Swim Club, who uses the facility for practices and meets.

Next, Jenny Smith presented about the 2024 Mission Summer Camp season. She began by noting that the camp is licensed by the Kansas Department of Health and Environment (KDHE) which allows for up to 180 campers in the facility. The COVID-19 pandemic required us to lower numbers, but Staff is gradually working to bring camper numbers back to pre-pandemic levels. A ratio of 1:15 is advised by the KDHE, however Mission Summer Camp runs at a 1:8 ratio. Staff increased the camper total to 160 for 2024 and employed 23 seasonal staff for a 9-week camp. There were a total 1,278 campers over the summer, 21% of which are Mission residents. The camp typically fills the first week of enrollment in January when it opens for returning campers. Staff increased camp fees by \$10 to \$161 for residents and Powell Community Center members. \$171 was charged for non-residents and members. Staff intends to increase the price again in 2025 due to increased costs in staffing, field trips, snacks and supplies. The camp offers several discovery and add-on opportunities for campers, which is unique to the region. They offer swim lessons, tennis lessons, karate lessons, pickleball lessons, chess camp, LEGO camp, along with basketball lessons. She hopes to bring in science camp and technology camp in future seasons. They also hope to include Kendo along with the karate lessons.

Ms. Smith reviewed camp revenues from 2020–2024. A Childcare Aware grant in 2022 and 2023 skews numbers somewhat, but cost recovery is moving back to where it was in 2021, and she believes herself and her staff have a plan in place to bring it back to previous levels. The program did achieve a cost recovery of 153% this year.

Ms. Smith next reviewed expenses, which showed increased costs for personnel due to an increased number of campers and the cost of goods and services. They expect expenses in 2025 to be similar.

She finally highlighted the season, where great staff was present along with the campers. Two staff members were retained to work at the Powell Community Center in the off-season and then return to camp staff next summer. In 2025 they hope to focus on tightening up the registration and cancellation processes. Staff was able to fulfill all scholarship requests, which are determined based on HUD standards for Johnson County and allows for a 40% discount. Those scholarship funds are donated by PCC patrons throughout the year. They also sell snow cones to campers weekly, and \$.50 of each sold goes into the scholarship fund.

Councilmember Schmid asked for clarification about whether the camp fee Ms. Smith discussed was a weekly fee, and she confirmed that it was. Camp is open Monday – Friday from 7:30 a.m. to 5:30 p.m. and includes two snacks, visits to the Mission Family Aquatic Center four days per week, and a Friday field trip.

Councilmember Kring asked if there were ever comments about changes that they would like to see and if there is anything the Council can do to add to the experience. Ms. Smith explained that overall camp parents are very happy. They do ask for those extra classes which she is working to add more of. Councilmember Kring asked if part time-camp was an option. Ms. Smith noted that you cannot do day-by-day camp, but you can choose which weeks you would like to attend. Councilmember Kring expressed her gratitude to Ms. Smith for all of her hard work, both at Mission events and at summer camp.

Councilmember Boultinghouse applauded Mr. Almoney and the positive number trends shown at both facilities. He also likes hearing about the fun things both are doing.

Councilmember Loudon expressed her appreciation for the scholarship program to help more kids go to camp.

City Administrator Laura Smith applauded Ms. Smith's enthusiasm and energy for the summer camp program.

Action Items

Acceptance of the August 7, 2024 Community Development Committee Minutes

Minutes of the August 7, 2024 Community Development Committee were provided to the Committee.

Councilmember Schmid recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Approval of a Maintenance Agreement with Mission & Beverly, LLC for the Maintenance of Improvements Located in the City's Right-of-Way

Deputy City Administrator Brian Scott presented the second action item of the evening, for a maintenance agreement for improvements made in the City's right-of-way associated with the Milhaus development project. Mr. Scott explained that Staff has worked with the Mission & Beverly LLC development going in at Martway between Beverly and Dearborn streets. This agreement is

a final detail that asks the Developer to follow provisions for maintenance to their improvements to the City's right-of-way including parking areas, landscaping, and sidewalk areas.

Councilmember Boultinghouse recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the consent agenda.

Approval of a Maintenance Agreement with Greentec Auto, LLC for the Maintenance of Improvements Located in the City's Right-of-Way

Mr. Scott next introduced a similar item for a maintenance agreement for improvements in the City's right-of-way with Greentec Auto, LLC. Mr. Scott explained that this is for the property at 6800 W. 61st Street. On-street parking and landscaping will be addressed in this agreement.

Councilmember Boultinghouse recommended this item be forwarded to the City Council for approval. All on the committee agreed, and this item will be on the regular agenda.

Discussion Items

There were no discussion items.

Department Updates

Ms. Smith noted that Channel 41 reporter Alyssa Jackson and her cameraman had been at the meeting, to report on the bike/ped study plan as they have changed their coverage format to an assigned beat reporter. Alyssa checks in with Ms. Smith frequently to cover news in Mission.

She also noted that the Powell Community Center will celebrate its 25th anniversary later in September with a series of activities culminating on Friday, September 13. She asked Mr. Almoney to give feedback on the improvements made at the center during their annual maintenance closure period.

Mr. Almoney reported that they had received good feedback on the improvements, especially for the new track and cardio equipment.

Meeting Close



There being no further business to come before the Committee, the meeting of the Community Development Committee was adjourned at 7:07 p.m.

Respectfully submitted,

Robyn L. Fulks, City Clerk

City of Mission	Item Number:	2.
DISCUSSION ITEM SUMMARY	Date:	October 9, 2024
Administration	From:	Laura Smith/Penn Almoney

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

RE: Family Adoption Program Update

DETAILS: Councilmember Cheryl Carpenter-Davis serves as the City Council liaison to the City of Mission’s Family Adoption Program. The program, which began in 2006 serving eight families with a food basket at the Thanksgiving holiday, has grown to a program serving over one hundred families with food at Thanksgiving and both food and gift during the Christmas holiday season.

As the program prepares for its eighteenth year, Councilmember Davis felt it was important to take time to share some statistics and data with the entire Governing Body to help guide the program in the future. She shared a PowerPoint presentation with the Committee in July, and Council was supportive of exploring changes with input from the social workers at the participating schools and with the Family Adoption Committee.

A copy of the survey results is included in the packet. The results as well as updates from recent discussions with the members of the Family Adoption Committee will be presented to the Committee for additional review and discussion.

CFAA IMPACTS/CONSIDERATIONS: Developing, presenting and approving a budget which takes into account the needs, priorities and goals of residents and visitors of all ages and abilities is an important priority for the City.

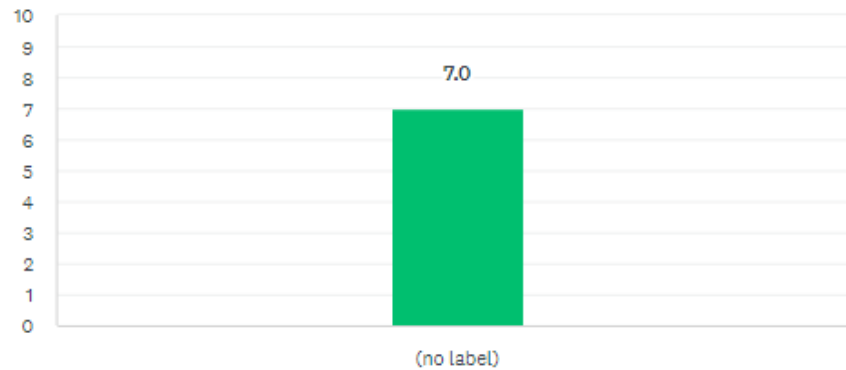
Related Statute/City Ordinance:	NA
Line Item Code/Description:	NA
Available Budget:	NA

City of Mission Family Adoption Program Survey

August 2024 (n=8)

Mission has historically provided “traditional” meals (turkey, ham, dressing, etc.) in both November and December which does not allow the program to take into consideration food allergies, cultural sensitivities, or food choices that might meet a family’s most pressing food scarcity needs. On a scale of 1 to 10 (with 10 being most important), how important do you believe these specific “holiday” meal components are to the families:

Answered: 8 Skipped: 0



	1 (LEAST IMPORTANT) (1)	2 (2)	3 (3)	4 (4)	5 (5)	6 (6)	7 (7)	8 (8)	9 (9)	10 (MOST IMPORTANT) (10)	TOTAL
(no label)	0.0% 0	0.0% 0	0.0% 0	0.0% 0	0.0% 0	50.0% 4	0.0% 0	50.0% 4	0.0% 0	0.0% 0	8

BASIC STATISTICS

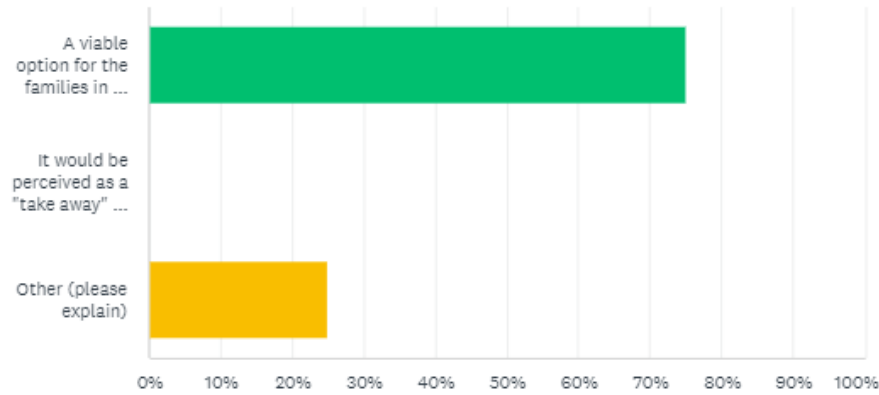
Minimum 6.00	Maximum 8.00	Median 7.00	Mean 7.00	Standard Deviation 1.00
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Q2

Customize Save as

The program's access to food (both perishable and non-perishable items) becomes more challenging each year. How do you believe a transition to gift cards which could be used to purchase food at any time would be received by the families (e.g., Hy-Vee gift card instead of "traditional" meal food items)?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES
A viable option for the families in my school	75.00% 6
It would be perceived as a "take away" (or reduction) from the current program	0.00% 0
Other (please explain)	Responses 25.00% 2

Comments:

"I think it could be helpful to give families a choice of a meal or a gift card. Gift cards add an extra "step" to go to the store and purchase food, and many families that sign up for this program don't have reliable transportation. Families may also not shop at a specific store (like Hy-Vee) or live near a Hy-Vee."

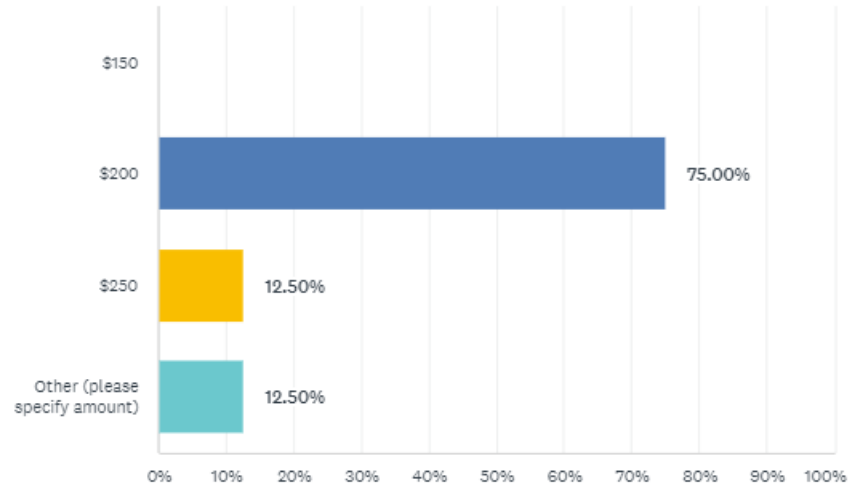
"a little bit of both, I have families that genuinely appreciate the level of shopping and planning-- I am not sure a gift card could genuinely replace the cost of the food that the residents are provided."

Q3

Customize Save as

If gift cards for food are used, what would be an appropriate amount per EACH of the two holiday events? (Estimate for a family of four).

Answered: 8 Skipped: 0





ANSWER CHOICES	RESPONSES
▼ \$150 (1)	0.00% 0
▼ \$200 (2)	75.00% 6
▼ \$250 (3)	12.50% 1
▼ Other (please specify amount) (4) Responses	12.50% 1
TOTAL	8

Comments:

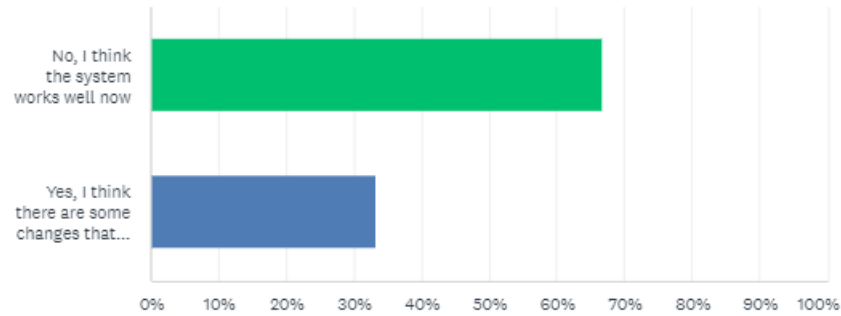
“I think it depends on the size of the family.”

Q4

 Customize  Save as

Should the number of gifts requested by families/family members at the December event be limited or managed differently?

Answered: 6 Skipped: 2



ANSWER CHOICES	RESPONSES
▼ No, I think the system works well now	66.67% 4
▼ Yes, I think there are some changes that could benefit the program and the families. (Please elaborate) Responses	33.33% 2
TOTAL	6

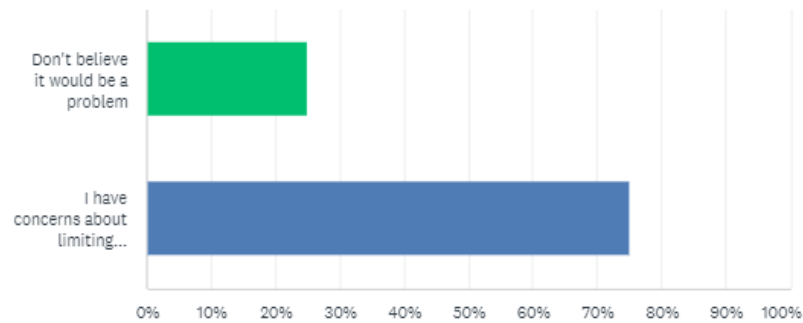
Comments:

“I would like to see the adult children living in the home to receive something- even a small gift card or token. Some families have their children living with them to help support the family.”

“We would recommend the children over 18 living in the home be able to receive gifts”

Since the program is run by the City of Mission with support from the City of Roeland Park, in your opinion, how feasible would it be to restrict participation to families residing in Mission or Roeland Park only?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES
<input type="checkbox"/> Don't believe it would be a problem	25.00% 2
<input type="checkbox"/> I have concerns about limiting participation or other concerns (please elaborate)	Responses 75.00% 6
TOTAL	8

Comments:

“My families (at Horizons High School) come from every high school in the SMSD district. Limiting participation to only Mission or Roeland Park families excludes the majority of families at Horizons High School. I could see this being a problem with families from SM North, since SMSD serves 10+ cities in Johnson County.”

“We would obviously support a change like this (totally understandable) but I would be concerned that we wouldn't be identifying our most at risk families.”

“We absolutely understand limiting to Mission and Roeland Park families- but it eliminates access to some of our most needy families”

“My school has students that reside in both Mission and Overland Park.”

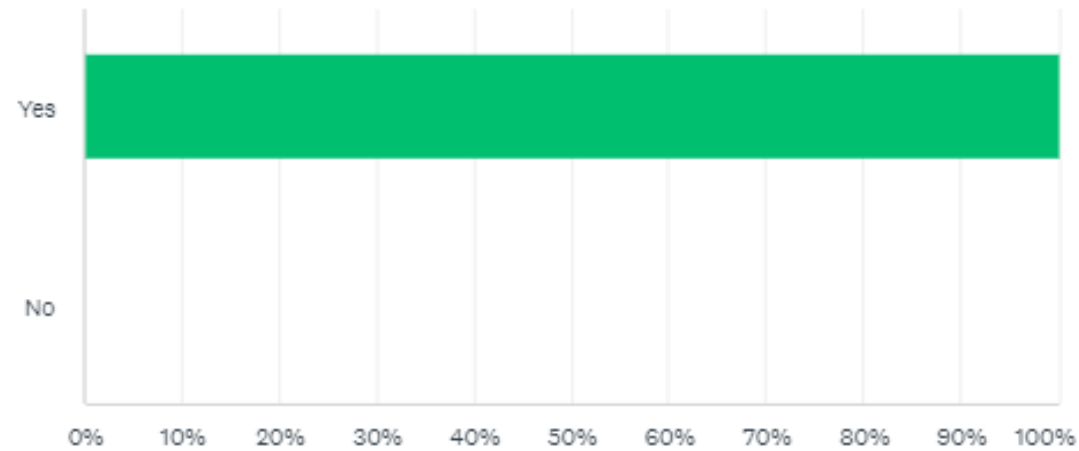
“maybe limit it each person's request to three- something they want, something they wear, something they need”

“I understand if you need to reduce, but city limits are so minimal. In working at the middle school, I have children in (Mission, Roeland Park, Merriam, Shawnee, Overland Park, etc). It may be more feasible for elementary schools. Either way, any help is greatly appreciated and do what is best for your program!”




Is information on other similar support programs, i.e., Johnson County Christmas Bureau, made available to families in your school?

Answered: 8 Skipped: 0



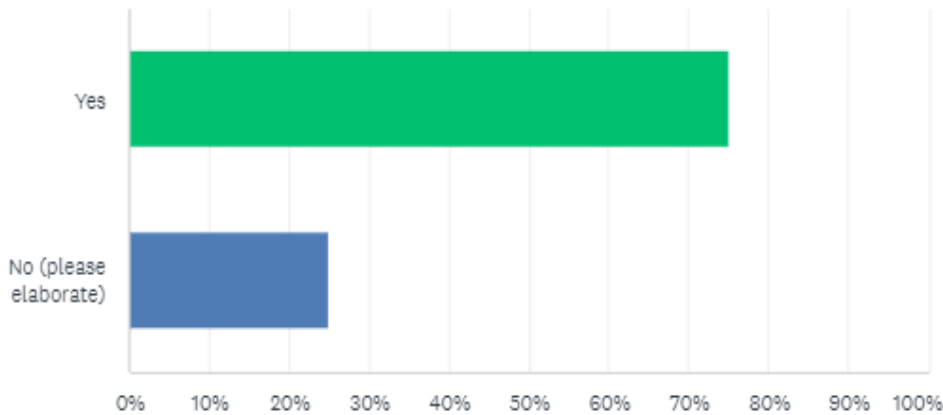
ANSWER CHOICES ▾	RESPONSES ▾
▾ Yes	100.00% 8
▾ No	0.00% 0
TOTAL	8

Q7

 [Customize](#) [Save as ▼](#)

Is the current distribution system from the Powell Community Center convenient or efficient for the families from your school?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES
▼ Yes	75.00% 6
▼ No (please elaborate)	Responses 25.00% 2
TOTAL	8

Comments:

“I do not believe we utilize this at HG”

“We have families that aren't able to get there do to work situations.”

Q8. Any other suggestions or comments you have regarding the Family Adoption Program?

Comments:

“Regarding the "traditional" family meals, I have received feedback from families in the past that they are thankful to have a "traditional" Thanksgiving meal (turkey, mashed potatoes, etc). It creates a sense of "belonging" that they can celebrate Thanksgiving in a traditional sense. However, the Christmas meal with the "traditional" meal is less impactful from the feedback I've been given from families. If there was an option for a "traditional" meal at Thanksgiving and gift cards for food at Christmas, families could find that helpful.”

“Thank you for all of the support in the past and currently- we truly appreciate (and our families do, too!) Let us know how we can help to support you and your program.”

“We are so incredibly grateful for your partnership and for the generosity you show to North families!”

“I Love our community and everything you have done/do for the students and families at Rushton Elementary.”

“Just making sure meal distribution where school staff need to be there is the last day before the holiday when school is in session. We work just as hard as teachers, so in the past having to work a extra day was tough. However, I am happy to do it if that means families get meals/gifts! This is the best holiday program I have worked with and I appreciate you all so much!”

Q9. We believe there would be benefit from having a social worker join to serve as a member of the Family Adoption Committee which meets once a month from June through January. We recognize that your time is limited and valuable, but if you are interested in potentially serving in this capacity, please include your name and contact information below.

Rebecca Grant rebeccagrantsmsd@gmail.com

Sure! Rachel Moore (Overmyer) 913-449-1509 rachelmoore@smsd.org