

The City of Lee's Summit Final Agenda

City Council - Work Session

Thursday, November 9, 2017 5:45 PM City Council Chambers City Hall 220 SE Green Street Lee's Summit, MO 64063 (816) 969-1000

WORK SESSION NO. 5

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. APPROVAL OF AGENDA
- 4. **PRESENTATIONS:**

A.	<u>2017-1531</u>	Update on FY18 Snow Plan
В.	<u>2017-1554</u>	Discussion regarding Council Guidance for 2017 CIP Sales Tax Prioritization of Projects and Programs
C.	2017-1633	Discussion - Transit Expansion
D.	2017-1523	City Website Redesign - Presentation of Website Prototype

5. **COUNCIL ROUNDTABLE:**

6. **STAFF ROUNDTABLE:**

7. ADJOURNMENT

Unless determined otherwise by the Mayor and City Council, no new agenda items shall be considered after 11:00 p.m.

For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Internet site at "www.cityofls.net".

The City of Lee's Summit Page 1



The City of Lee's Summit



Packet Information

File #: 2017-1531, Version: 2

Update on FY18 Snow Plan

Issue/Request:

Review FY18 Snow Plan. Update City Council on goals of the FY18 Snow Plan, service levels on residential streets, communication, routing philosophy, new equipment, new technologies and questions.

Key Issues:

Snow Plan Overview
Residential Streets Level of Service
Communication
Routing Philosophy
New Equipment
New Technology
Questions

<u>Presenter:</u> Shawn Graff, Assistant Director of Public Works Operations and Bob Hartnett, Deputy Director of Public Works

Yours Truly

2017-2018 SNOW AND ICE PROGRAM

City Council Work Session November 9, 2017

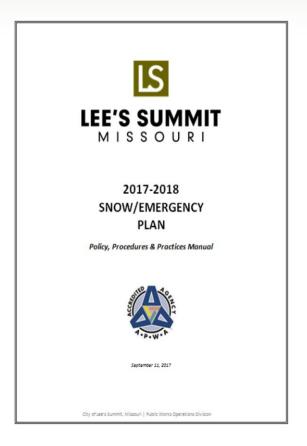


Outline

- Snow and Ice Plan Overview
- Residential Streets
- Communication
- Routing Philosophy
- New Equipment
- New Technology
- Questions



 The City's Snow Plan outlines steps for the completion of storm response within 32 1/2 - 48 hours after precipitation has ended provided that required levels of equipment and personnel are available.





- Level 1 (pre-treat)
- Level 2 (<1" of snow) 24 hrs
- Level 3 (>1" 6" of snow) 32.5 hrs
 (>6" 10" of snow) 40 hrs
- Level 4 (>10" or more snow) 48 hrs
- Level 5 (sustained winds >30 mph) 48 hrs



- Level 1 44 snow plow drivers
- Level 2 44 snow plow drivers
- Level 3 58 snow plow drivers
- Level 4 70 snow plow drivers
- Level 5 70 snow plow drivers

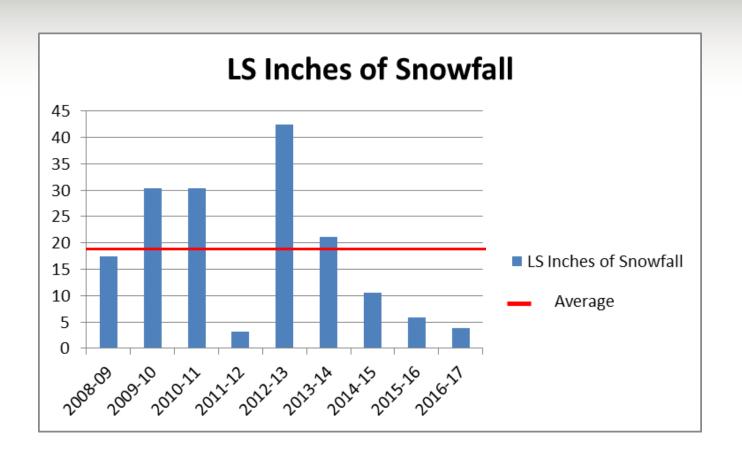
NOTE: 25 dedicated drivers from Operations. We rely on paid volunteers from other departments to fill snow plows.



Additional drivers come from:

- Water
- Engineering
- Development Services
- Police
- Admin
- HR







Common Complaints

- The city never plows my street
- The driver did not do a good job
- The plow covered my driveway/sidewalk/hydrant
- The city is wasting money pre-treating
- More expensive neighborhoods get plowed first
- My street has more houses make it a secondary route
- Insert a city here _____does a better job

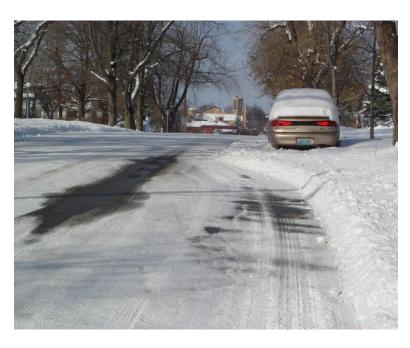


Residential Streets

- LS has 1105 lane miles to plow and treat every snow storm
- Lakewood (LPOA) 28 Lane Miles?
- During storms streets are plowed multiple times. Some storms require plowing and treating over 3,000 lane miles.



Residential Streets









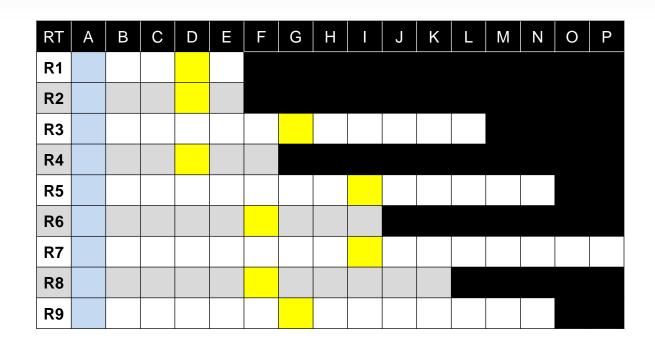
Residential Streets





- Primary streets are generally completed within four hours after snow stops.
- Secondary streets are generally completed within 12 hours after snow stops.
- It is our goal to have access to most properties within ¼ mile of a primary or secondary street within 12 hours.

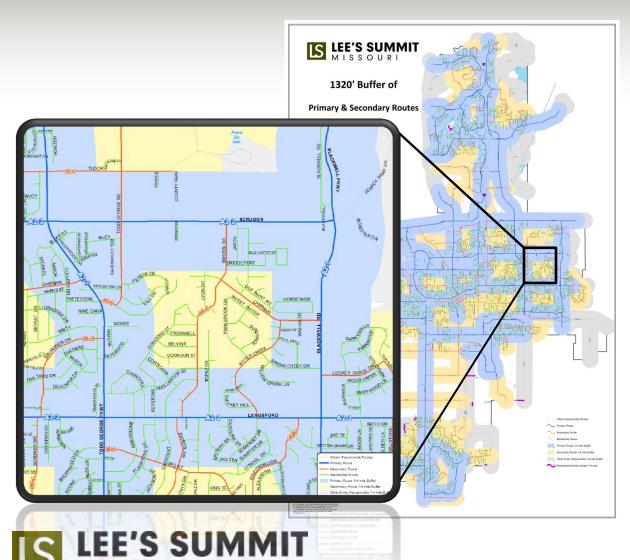






- Primary Routes Four hours to complete
 - Major roads
- Secondary Routes Eight hours to complete
 - Feeder roads to and from subdivisions
- Residential Routes Twenty hours to complete
 - All other roads





Communication

- LSsnow.net
 - Snow Plan
- Training
- Dry Run
- Event Communication
 - Media Notifications
 - LSsnow.net
 - Facebook
 - Twitter





Communication

- Snow Desk phone message will set expectations
 - What to do in an emergency situation
 - When to call for a missed street
 - Leave a message for yard or mailbox damage
- Voicemail will be checked for messages that require action from Public Works



New Equipment





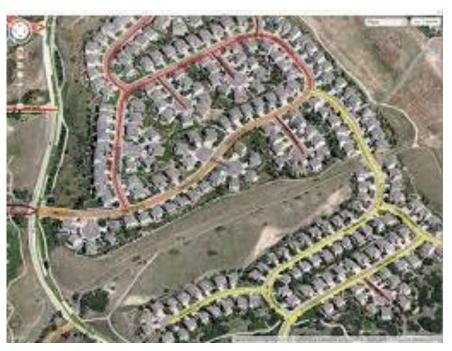
Wing Plows





New Technology

Route Optimization (FY19)







New Technology

Turn by turn routing (FY19)





APWA

- Attend Snow Conference
 - Latest technologies
 - Materials and Methods
 - Education
- Participate in Metro training
- LS results in Rodeo



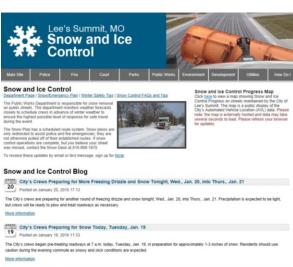
Questions

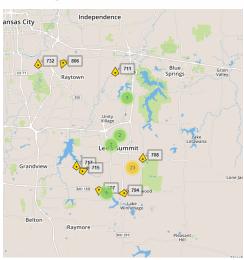




Existing Technology

- Automated Vehicle Locating (AVL)
- Snow Tracker
- LSsnow.net
- Public Facing Website
 - LSsnow.net







Pre-Treatment







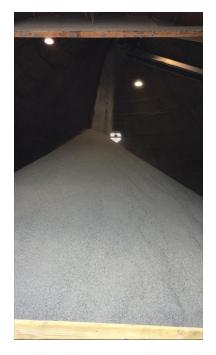
Communication

- Media updates are sent out before each storm
- The City uses social media to push updates to citizens
- LSsnow.net the City's snow page has the latest information



New Equipment

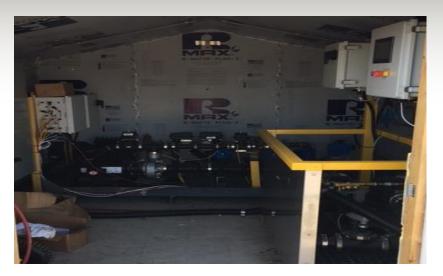








New Equipment











Accuweather





Farmers Almanac





LEE'S SUMMIT

The City of Lee's Summit

220 SE Green Street Lee's Summit, MO 64063

Packet Information

File #: 2017-1554, Version: 1		
Discussion regarding Council Guidance for 2017 CIP Sales Tax Prioritization of Projects and Programs		
Issue/Request:		
Discussion regarding Council Guidance for 2017 CIP Sales Tax Prioritization of Projects and Programs		
Key Issues:		
□ Voters approved a 15-year extension of the ½-cent Capital Improvement Plan (CIP) Sales tax in April 2017		
☐ The sales tax can be used to fund road projects, programs to repair and improve to public infrastructure for roads and stormwater systems		
☐ City Staff is requesting guidance from City Council regarding priorities of work and financing options		
Proposed City Council Motion: N/A; Presentation and discussion		
<u>Timeline:</u> Start: November 2017 Finish: January 2018		
Other Information/Unique Characteristics: The timeline to work with Council Committees is intended to lead the process of preparing the FY 2019 Capital Improvement Plan to allow City Staff the opportunity to program projects and programs into the 5-year plan.		
Presenter: George Binger, Deputy Director of Public Works/City Engineer		
<u>Recommendation:</u> City Staff recommends sending to Public Works Committed the task of prioritizing projects and programs based on the guidance from the full Council received as part of this discussion.		
Committee Recommendation: [Enter Committee Recommendation text Here]		

2017 CIP Sales Tax Prioritization

November 9, 2017



Agenda

- Main purpose and background
- Funding Guidance
- Discuss guidance for projects and programs
- Confirm process for public input

Purpose

Define the criteria and process to guide Council Committee and City Staff in prioritizing projects and programs funded by the CIP Sales Tax

Capital Improvements Presented to Public

- 8 road projects
- O Downtown parking structure
- O Sidewalk gaps program
- Curb replacement program

- Street lighting
- MoDOT system projects
- O Rock Island Trailheads
- Stormwater projects
- CMP replacement program

Project Category	Costs
Road Projects	\$ 58.50 M
Transportation Related	\$ 17.25 M
Stormwater	\$ 24.50 M
TOTAL	\$100.25 M

Funding Parameters

- Tax collection from April 1, 2018 to March 31, 2033
- Potential CIP Sales Tax Revenues
 - \$112.5M over 15 years
 - Averages \$7.5M per year
- Proposed projects list estimated cost of \$100.25M
- Financing option may influence project prioritization
- Project sequencing and timing may dictate debt financing
- Cash flow:
 - Large project construction typically 3 or more years after tax collection begins
 - Large projects tend to run sequentially

Debt Financing: Yes or No?

What we Know Today

- Current Interest very low
- Cost of Debt about 2.25%
- Inter-fund loans have \$23M capacity
- Can advance money
- Ø Bond revenues must be spent within 36 months

What we Don't Know

- Inflation
- Future interest
- Future value of land
- Project schedules
- Future revenues
- Will debt remain to be cheaper than inflation

Project Evaluation

Factors to Consider						
Safety	Urgency					
Capacity	Public Impact					
Livability	Condition					
Economic Development	Public Health					
Cost Sharing	Public Demand					
Future Savings						

Project Evaluation Criteria

*Long-Term Maintenance

Project/Program Imp		*Long-Term Maintenance Priority Considerations											
	Improvement Description	Safety	System Capacity	Livability	EcoDevo	Public Impact	Public Demand	Public Health	Condition	Cost Sharing	Urgency	*Sustainable	Cost
Project A		•	•	•	•	•	•	•	•	•	•	•	\$\$\$
Project B		•	0	•	•			•	•	0	0		\$
Project C		0	•	•	•	•	•	•		•	•	•	\$\$\$\$
Program 1		•		•		0	0	•	•				\$
Program 2			0	•		0		0	•				\$\$
Program 3		0		•	0	•	0	•	•				\$\$\$
												8	

Pubic Input for Prioritization

- What / how much of a role do we want for Public Input on <u>prioritization</u> of work?
- Is public comment at Committees sufficient?

Tentative Timeline

- Estimated Timeline
 - November & December PWC
 - January 2018: Council presentation or work session
 - February 2018: Council finalizes project priorities
 - March-June 2018: CIP presented and adopted
- Expect first project no earlier than 2019

Re-Stated Purpose

It is our understanding that...



The City of Lee's Summit



Packet Information

File #: 2017-1633, Version: 1

Discussion - Transit Expansion

Issue/Request:

Discuss City Council interests in transit service expansion.

Key Issues:

- Fixed Route from Independence, MO (Independence Transit Center)
- Fixed Route from Kansas City, MO (3-Trails Transit Center)
- Potential Service Operations
- Potential Cost of Services (local share and FTA funding)
- Service Agreements

Background:

Transit is a City Council goal. A Transit Study for Lee's Summit was completed most recently in 2015/16 that resulted in significant changes to the demand response transit service implemented earlier in 2017 within Lee's Summit (e.g. RideKC Lee's Summit, operated by OATS). In addition to those transit service recommendations in the study, fixed route services other than the existing Lee's Summit Express (a park and ride commuter service to downtown Kansas City) were considered. Similarly, the KCATA and Mid-America Regional Council have been developing transit plans. Among those plans, the Eastern Jackson County Transit Plan and MARC Smart Moves 3.0 recommend new or extended fixed route(s) into Lee's Summit.

A new route is proposed between the 3-Trails Transit Center (located at Bannister and Blue Ridge/Cerner in Kansas City, MO) and downtown Lee's Summit, with a stop at MCC-Longview. A route extenstion (with revised service schedule) is proposed between the Indpendence Transit Center (located at Truman and Noland, downtown Independence, MO) and downtown Lee's Summit, with stops at TMC-Lakewood and St. Lukes East hospitals. The existing route from Independence follows Lee's Summit Road with service to TMC-Lakewood on a limited schedule. Both routes would likely operate Monday thru Friday from 6 a.m. to 6 p.m. on an hourly schedule.

The cost of service for the two aformentioned described routes and operation is conceptually:

Indepedence Transit Center Connection - \$325,000. Negotiate split/shared cost with Kansas City, MO (\$162,500). Apply Lee's Summit's FTA Funding (Section 5307 operating funds at 50% match) to Lee's Summits share of service cost with a local cost of approximately \$81,250.

3-Trails Transit Center Connection - \$525,000. Negotiate split/shared cost with Kansas City, MO (\$262,500). After Lee's Summit's FTA Funding is applied to Lee's Summits share of service cost, the local cost is approximately \$131,250.

File #: 2017-1633, Version: 1

The total conceptual cost to Lee's Summits local share of both transit services is \$212,500. The Lee's Summit FTA Funding (Section 5307) has unallocated capacity to support the costs noted above. There is no identified source of local funds for this expense. The City's existing transit services have been funded annually from the Transportation Sales Tax at about \$280,000, after FTA funding is applied. The Transportation Sales Tax, which is the source of funding for pavement, curb and bridge maintenance, does not have adequate capacity to absorb the additional costs.

Presenter: Michael Park, PE, PTOE, City Traffic Engineer

Recommendation: [Enter Recommendation Here]

The City of Lee's Summit



Packet Information

File #: 2017-1523, Version: 1

City Website Redesign - Presentation of Website Prototype

Issue/Request:

City Website Redesign - Presentation of Website Prototype

Key Issues:

City staff have been working on a complete redesign of the City's website and will be presenting the City Council with a status report of efforts and activities completed thus far as well as an overview of the prototype of the new website. The prototype phase is a critical milestone in the website redesign process and is one where feedback from stakeholders is important prior to pursuing next steps of the redesign process.

Staff will be providing a general overview of the website prototype to the City Council as part of the presentation.

Proposed City Council Motion:

No motion necessary - presentation is primarily informational and feedback from the Mayor and Council is encouraged.

Background:

City staff have been working on a complete redesign of the City's website for over a year involving numerous City staff and stakeholders within the community. Primary goals of the initiative is to:

- * Improve user experience and functionality for stakeholders (citizens, residents, business owners, etc)
- * Enhance and maintain uniformity across the website (brand, image)
- * Upgrade to modern technologies/platforms to allow for future growth and opportunities
- * Optimize for mobile viewing
- * Provide a desirable user experience
- * Enhance search functionality and ease of use

Presenter:

Steve Marsh, Chief Technology Officer Craig Gentry, Web Administrator

City of Lee's Summit

Website Redesign Prototype
City Council Presentation
November 9, 2017

Agenda

- Project Stakeholders
- General Project Process
 - Project Activity
- Prototype Presentation
 - Next Steps

Project Stakeholders

Core Project Team

Cathy Loveland (ITS Oversight)

Chayne Novotny (Web Support)

Craig Gentry (Web Admin)

Kelli Welch (SME)

Mark Dunning*

Miranda Landstra (SME)

Sarah Shore (SME)

Sharon Alexander (PM)

Steve Marsh (ITS Oversight)

Subject Matter Experts

Ben Calia (Procurement)

Caroline Wiggins (Fire)

Christopher Depue (PD)

Christopher Hughey (Dev Center)

Darlene Pickett (Finance)

Dawn Bell (Planning)

DeeDee Tschirhart (Procurement)

Desiree Collins (Procurement)

Heping Zhan (Planning)

Jack Feldman (Budget, Finances)

Jim Eden (Fire)

Jina Bellamy (Law)

Kara Taylor (Public Works)

Kathy Melcher (Finance)

Kelly Elliott (Municipal Court)

Kelly Phipps (Map Gallery)

Mark Stinson (Fleet)

Mike Weisenborn (Planning)

Nick Edwards (Boards & Comm)

Rodney Wagner (Animal Control)

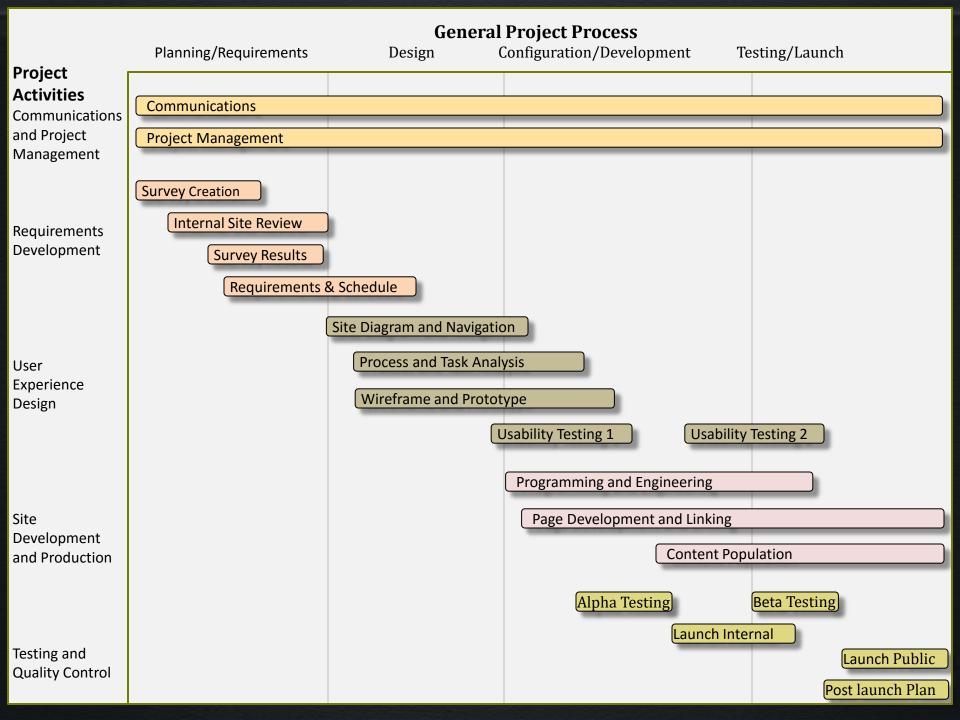
Shelby Green (Finance)

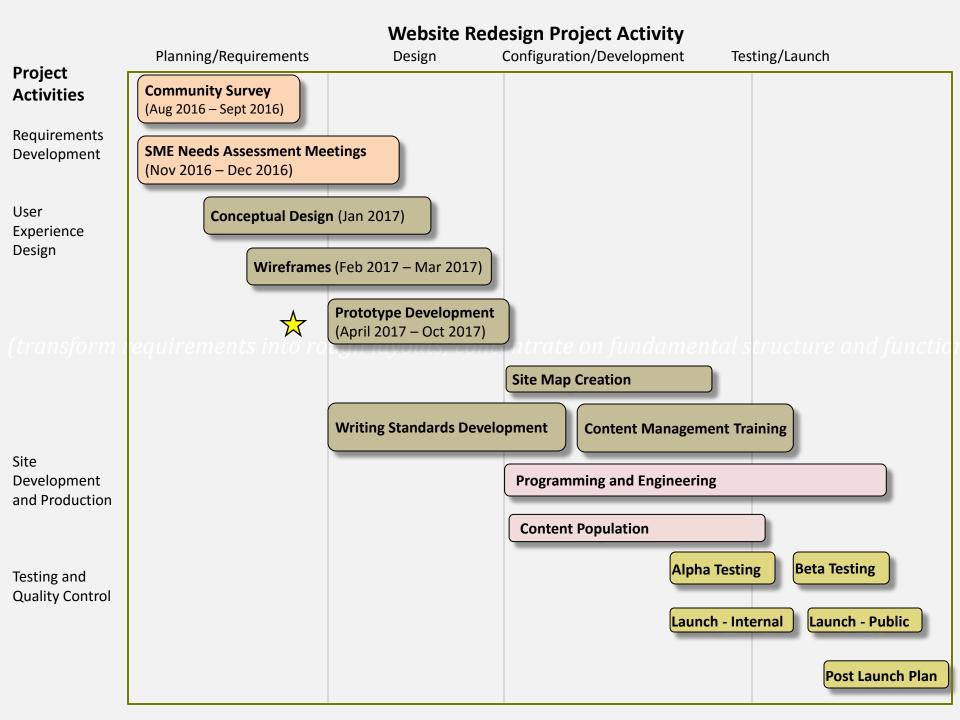
Tarah Daugherty (Procurement)

^{*}Project Sponsor/SME

Community Partners

- Dale Coy
- Diane Forte
- Gina Seibel
- Janice Phelan
- Jen Stellar
- Jim McKenna
- Stephanie Kusek
- Stephen Gentry
- Tina Chace

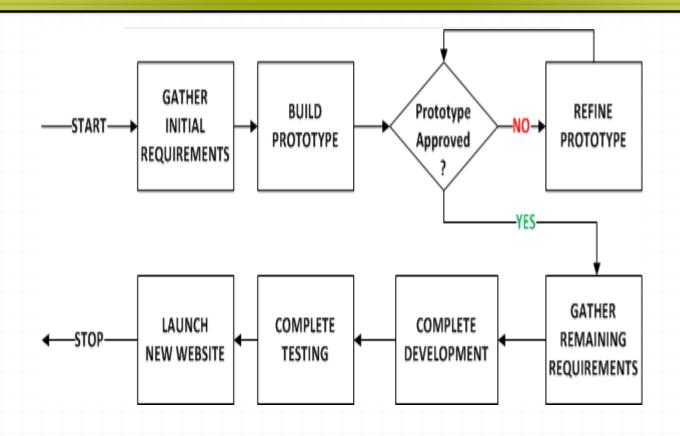




Prototype Development

- Community Survey Results
- Initial SME requirements
- Google Analytics
- Award-Winning City Website Designs
- Web Writing Standards Best Practices
- City of LS Branding

Prototyping Model



Prototype Presentation

http://cityofls.net/cols-prototypes/index.html

Stakeholder Feedback

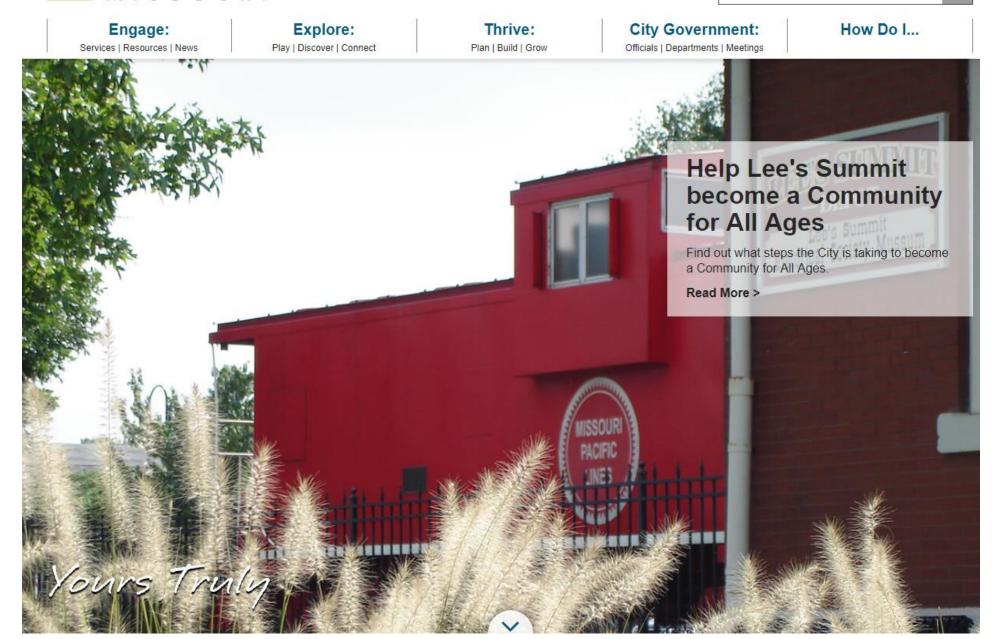
- 1. Does anything seem out of place or unnecessary?
- 2. What features are missing that is absolutely necessary?
- 3. Could you find what you were looking for?
- 4. How likely would you recommend the redesigned website?
- 5. Overall, how does the prototype measure up to your expectations?

Next Steps

- 1. Compile prototype feedback
- 2. Gather remaining requirements
- 3. Complete writing standards
- 4. Train content managers
- 5. Complete development
- 6. Add content
- Complete testing
- 8. Launch new website



Careers | Get Involved | Contact the City **f y 0 a D A** Search...



reers | Get Involved |

Contact the City









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Plan | Build | Grow

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How Do I...

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Frequently Asked Questions

Get Involved

Schedule A Tour/Speaker

Make A Payment

Court Fees

Parking Tickets

Water Bill

News & Communications

Media Information

News Releases

Newsletters

Social Media

Public Safety

Crime Mapping

Neighborhood Watch

Programs & Services

Public Safety Notifications

Weather Safety/Emergency Information

Resources

Capital Improvement Projects

Careers

City Calendars

Codes, Ordinances & Regulations

Election Information

Health

Maps

Meetings, Agendas & Minutes

New Resident Guide

Permits

Public Records Request

Recycling/Environment

Services

Animal Services

Municipal Court Services

Water & Sewer Services

Transportation

Airport

Bus/Transit

Road & Bridge Projects

Road Closures

Snow & Ice

Street Programs & Maintenance





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Thrive: Plan | Build | Grow City Government:

Officials | Departments | Meetings

How Do I...

Arts, Culture & Entertainment

Artists At City Hall Arts Council Community Art Groups Community Calendar Legacy Park Amphitheater

Connect

City Facility Tours Contact The City Get Involved Social Media

Downtown Lee's Summit

Downtown Lee's Summit Main Street Downtown Master Plan FREE Public Parking

Lee's Summit History

Historic Cemeteries
History Of Lee's Summit
Lee's Summit Historical Society &
Museum
Missouri Town 1855
Other Historic Sites

Parks & Recreation

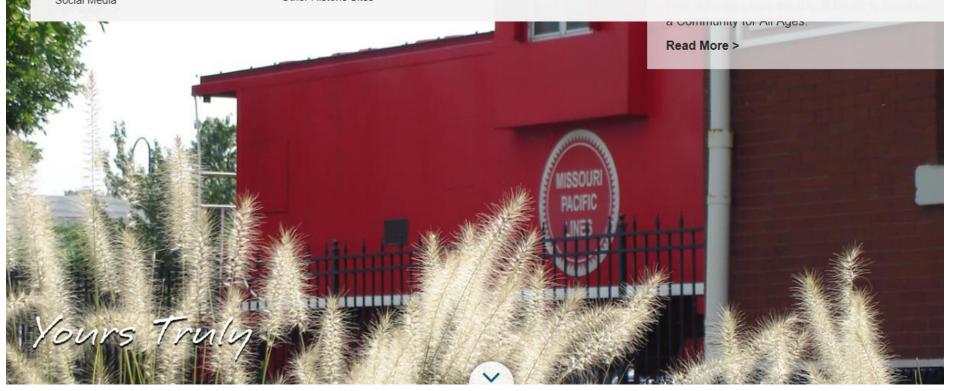
Athletics & Activities Calendar Facilities Legacy Park Parks Summit Waves

Places Of Interest

Amtrak Station
Downtown Lee's Summit
Farmers Market
James A. Reed Wildlife Area
Longview Lake

Visitors

LSTourism.com















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How Do I...

Community Partners

Downtown Lee's Summit Main Street Lee's Summit Chamber Of Commerce Lee's Summit Economic Development Council

Development & Regulations

Building Codes & Amendments Design & Construction Manual **Development Process** Inspection Process Public Works Policies

Doing Business With Lee's Summit

Business & Contractor Licenses Contracts. Vendors & Bids Incentive Policy Schedule Of Fees Surplus Property

Fees

License (Excise) Tax Permits & Development Fee Estimation Schedule Of Fees Water & Sewer Connection

Permits & Licenses

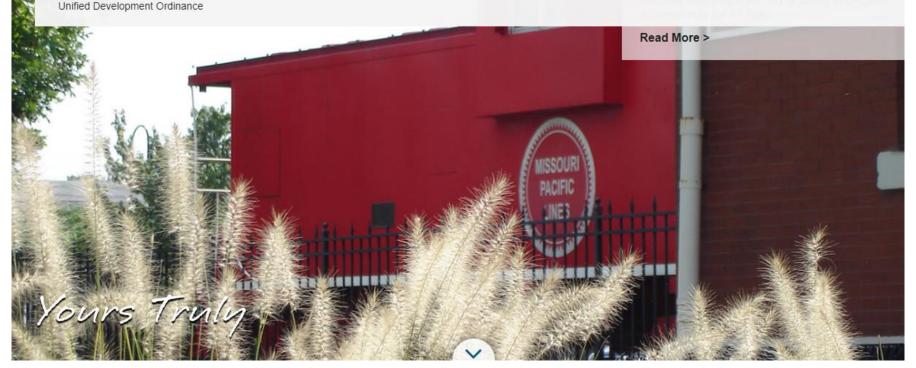
Alarm Permits **Business & Contractor Licenses** Construction Permits **Event Permits** Fireworks & Burn Permits Pet License

Public Notices & Bidding

Bid Opportunities Public Notices

Zoning

Maps Unified Development Ordinance Zoning Approval - New Business Zoning Verification







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About The City

Awards & Recognitions City Charter & Code Of Ordinances

Contact Us History Maps

Phone Directory

Careers

City Employment
Firefighter Recruitment
Parks & Recreation Employment
Police Employment

City Administration

City Attorney City Manager

City Officials

City Council Mayor Municipal Judges

City Transparency

Budget, Finances & Taxes
City Contracts, Vendors & Bids
Publications & Reports
Public Records Request
Schedule Of Fees

Committees, Boards & Commissions

Boards & Commissions Council Committees Meetings, Agendas & Minutes

Departments & Divisions

Airport Animal Control Creative Services

Development Services

Fire

Parks & Recreation
Planning & Special Projects

Police

Procurement & Contract Services

Public Works Water Utilities

Elections

City Elections
Jackson County Election Board

Municipal Court

Court Docket Fines & Fees Make A Payment

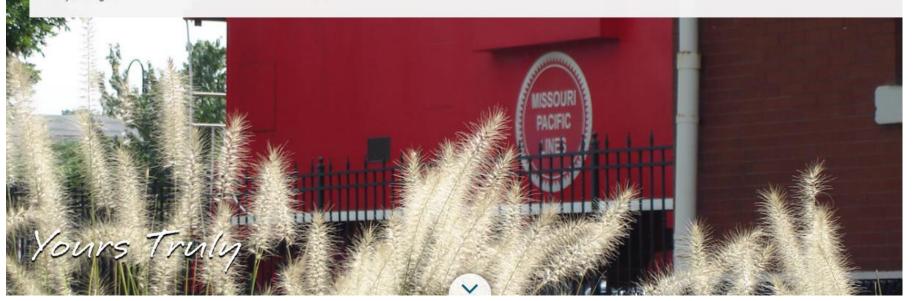
News & Communications

Media Information News Releases Newsletters Social Media

Volunteer Opportunities

Animal Shelter Environment Parks

Other Ways To Get Involved!







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Thrive: Plan | Build | Grow

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Citizens Leadership Academy

Citizens Police Academy

Development Applications

Employment

Grants Record Request

Contact

Contact Us Form

Phone Directory

Pay

Court Fees Parking Tickets

Water Bill

Property Tax

Find

Adopt-A-Pet

Airport

Bid/Contracts/Vendor Info

Cemetery Information

Charter & Code Of Ordinances

City Calendar

Councilmembers/Districts

Elections & Voting

Fees & Charges

Maps

Meetings, Agendas & Minutes

New Resident Guide

Parks & Facilities

Property Tax Information

Residential Trash

Road & Bridge Projects

Utilities

Permits & Licensing

Alarm Permits

Business Permits & Licenses

Construction Permits & Licenses

Event Permits

Fireworks & Burn Permits

Pet License

Register

Community Emergency Response Team

Training

Parks Classes And Leagues

Public Safety Notifications

Vendor Registration

Volunteer Opportunities

Report

File A Claim

Pothole

Street Light Issue

Traffic Signal Issue

Unmaintained Property

Water Or Wastewater Emergency

Schedule

Building Inspection

Right-Of-Way Inspection

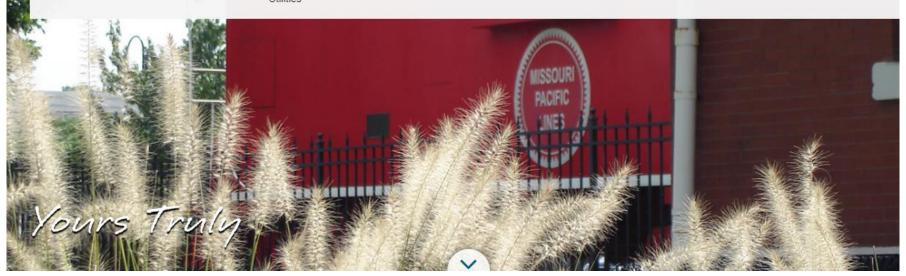
Tours, Speakers And Events

Water Service Start Or Stop

Watch

LSTV

Meetings





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City Government:

Officials | Departments | Meetings

How Do I...





Permite & Licenses



Parks & Recreation



Pay Water



Public Safety



Agendas & Minutes



Pothole

LEE'S SUMMIT

CITY NEWS

New Ambulance In Service at Station #6

The Lee's Summit Fire Department placed its sixth ambulance in service this morning at Station #6, located at Blackwell Road and Langsford Road. Rescue 6 is an additional staffed

ambulance that was approved by City Council in 2016, and replaces the one originally located at Station #6 and was relocated to Station #2 to improve response times and reliability to the entire city. The additional unit will help meet the public safety needs of a growing community that has seen an 8% increase in calls for service in 2017.



City's Government Access Channel, (LSTV) now available on Google TV, channel 143

The City of Lee's Summit's Government Access Channel (LSTV), is now available on Google TV, channel 143, reaching more Lee's Summit residents.

LSTV provides live and rebroadcast coverage of various public city meetings, including Lee's Summit City Council, Planning Commission and other committees.

Read More »



Minor Home Repair Program Accepting Applications Beginning August 14, 2017

If you are in need of minor exterior home repairs or minor private sanitary sewer improvements, the City's Minor Home Repair

program might be right for you. Applicants must meet income guidelines and could be eligible for repairs not to exceed \$10,000 per household for home repairs and \$3,000 per household for private sanitary sewer improvements. The City is accepting applications for this program from August 14 through September 29, 2017.

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CITY SPOTLIGHT



Join us on #CityHallSelfie Day!

Municipal Governments across the U.S. are competing to see which city has the most selfies taken in front of their respective City Hall buildings. To participate in the selfie challenge, it's simple, take your selfie at the Lee's Summit City Hall, 220 SE Green St., and tag #CityHallSelfie and#CityofLS on social media sites such as Facebook, Instagram and Twitter.



Total Solar Eclipse Safety Tips

On August 21, millions of people across the country will experience the first total solar eclipse to cross America coast-to-coast in 99 years. In addition to those who live in the "path of totality," which includes a large part of the Kansas City region, up to 7 million people nationwide are expected to travel to see the eclipse.

This white space has been added intentionally to show an area that is still under development for this City of LS Homepage. Potential items in development for this lower area: Legislative Information Center Summary and Information, Social Media Feed from the City's Twitter account, City Calendar and upcoming event information.



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How Do I...



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