

**City of Mission
Regular Meeting Agenda
Wednesday, December 16, 2015
7:00 p.m.
Mission City Hall**

If you require any accommodations (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify the Administrative Office at 913-676-8350 no later than 24 hours prior to the beginning of the meeting.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC HEARING

1. SPECIAL PRESENTATIONS

2. ISSUANCE OF NOTES AND BONDS

3. CONSENT AGENDA

*NOTE: Information on consent agenda items has been provided to the Governing Body. These items are determined to be routine enough to be acted on in a single motion; however, this does not preclude discussion. **If a councilmember requests, an item may be removed from the consent agenda for further consideration and separate motion.***

CONSENT AGENDA - GENERAL

3a. [Minutes of the November 18, 2015 City Council Meeting](#)

CONSENT AGENDA - Finance & Administration Committee

[Finance & Administration Committee Meeting Packet 12-9-15](#)

Finance & Administration Committee Meeting Minutes 12-9-15

- 3b. Classification and Salary Schedule
- 3c. Personnel Policy & Guidelines Update
- 3d. KERIT Workers Compensation Renewal
- 3e. Property / Casualty / General Liability Renewals
- 3f. Alcohol Tax Fund Recommendation
- 3g. 2015 Budget Ordinance
- 3h. Ordinance Directing the City Administrator to Spend According to Budget
- 3i. Crossing Guard Contract
- 3j. CMB License Renewals

CONSENT AGENDA - Community Development Committee

[Community Development Committee Meeting Packet 12-9-15](#)

Community Development Committee Meeting Minutes 12-9-15

- 3k. HVAC Preventative Maintenance Provider
- 3l. Change Order for Community Center A/V Upgrade
- 3m. Traffic Signal Maintenance Contract
- 3n. Nuisance Abatement Contracting Services

COMMUNITY COMMITTEE REPORTS

Approved Minutes from Board and Commission meetings are available on the City of Mission website under the "[Agendas & Minutes](#)" tab.

4. PUBLIC COMMENTS

5. ACTION ITEMS

Planning Commission

Miscellaneous

6. COMMITTEE REPORTS

Finance & Administration, Arcie Rothrock

[Finance & Administration Committee Meeting Packet 12-9-15](#)

Finance & Administration Committee Meeting Minutes 12-9-15

- 6a. 2015 Budget Amendments

Community Development, Pat Quinn

[Community Development Committee Meeting Packet 12-9-15](#)

Community Development Committee Meeting Minutes 12-9-15

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. MAYOR'S REPORT

Appointments - Planning Commission

- Dana Buford, Non-resident
- Scott Babcock, Ward II
- Brad Davidson, Ward II
- Jim Brown, Ward II

10. CITY ADMINISTRATOR'S REPORT

EXECUTIVE SESSION

ADJOURNMENT

City of Mission	Item Number:	6a.
ACTION ITEM SUMMARY	Date:	November 20, 2015
Administration	From:	Brian Scott

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

RE: Amendment to 2015 Budget

RECOMMENDATION: Approve the Resolution to amend the maximum expenditure limits for the Capital Improvement Fund and the Mission Crossing Tax Increment Financing Fund in the 2015 Budget.

DETAILS: The adopted annual budget establishes the maximum expenditure authority for each fund or taxing authority for that particular fiscal year. Exceeding these expenditures without formally amending the budget is a violation of Kansas budget statutes. Furthermore, state laws require that a public hearing be held when amending the budget. A public hearing has been scheduled for the Finance & Administration Committee meeting on December 9th, and the attached notice was published in the Legal Record on November 24th.

The amendments to these funds are not the result of unanticipated or unauthorized expenditures, but rather are the result of cash flow/timing issues and developing an expenditure history. In particular, the following funds are to be amended,

Capital Improvement Fund: At the time that the 2015 Budget was adopted, it was anticipated that most of the expenses related to the reconstruction of Johnson Drive would be billed in 2014. In fact, the billing, and the subsequent reimbursements from intergovernmental revenue sources occurred in early 2015. Consequently, the expenditure limits for the 2015 adopted budget need to be increased.

Mission Crossing Tax Increment Financing Fund: The Mission Crossing Tax Increment Financing (TIF) District was established in 2010. The City began collecting sales tax increment from the development in 2013. Property tax increment was not collected until this current year. The Mission Crossing TIF Fund was established in the 2015 Budget. It reflects a nominal amount in expenditures, and was really created as a “placeholder” until the full TIF receipts and corresponding expenditures could be realized. Amending the 2015 Budget will recognize and account for the full TIF receipts to be recognized from this project. This will become the basis for a history of future receipts and expenditures.

Budget amendments are established through the attached resolution.

Attachments: Resolution, Notice of Public Hearing, and 2015 Budget Amendment

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

**Notice of Budget Hearing for Amending the
2015 Budget**

The governing body of

City of Mission

will meet on the day of December 9, 2015 at 6:30 PM at Mission City Hall, 6090 Woodson, Mission, KS 66202 for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at Mission City Hall, 6090 Woodson, Mission, KS 66202 and will be available at this hearing.

Summary of Amendments

Fund	2015 Adopted Budget			2015 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Capital Improvement Fund			681,582	2,382,100
Mission Crossing TIF Fund			8,500	292,000
			0	0
			0	0
			0	0
			0	0

Brian Scott

Official Title: Finance Director

CITY OF MISSION

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF MISSION, KANSAS AMENDING THE MAXIMUM EXPENDITURE AUTHORITY FOR THE 2015 BUDGET FOR THE CITY OF MISSION, KANSAS FOR THE CAPITAL IMPROVEMENT FUND AND THE MISSION CROSSING TAX INCREMENT FINANCING (TIF) FUND.

WHEREAS when the 2015 Annual Budget was adopted the City was in the midst of constructing and cash-flowing a number of large capital infrastructure projects that were anticipated to be completed in 2014; and

WHEREAS though these projects were completed in 2014, a portion of the expenditures were billed in 2015, and the corresponding intergovernmental revenue was received in 2015; and

WHEREAS the Mission Crossing TIF Fund was established in the 2015 Annual Budget, but the actual amount of TIF receipts were not realized until the end of the 2015 fiscal year; and

WHEREAS the proposed amendments are not the result of any unexpected or unauthorized expenditures; and

WHEREAS in accordance with state law, the City of Mission conducted a public hearing and has prepared the necessary documents to amend the 2015 Budget to increase expenditure limits in the Capital Improvement Fund and the Mission Crossing TIF Fund;

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

Section 1. That the maximum expenditure authority in the 2015 Budget for the following funds has been established as:

Capital Improvement Fund:	\$ 2,382,100
Mission Crossing TIF Fund:	\$ 292,000

PASSED AND APPROVED BY THE CITY COUNCIL this 16th day of December 2015.

APPROVED BY THE MAYOR this 16th day of December 2015.

Steve Schowengerdt, Mayor

ATTESTATION:

Martha M. Sumrall
City Clerk