

**CITY OF MISSION, KANSAS**  
**FINANCE & ADMINISTRATION COMMITTEE**  
**REVISED**

**WEDNESDAY, JULY 1, 2020**

**7:30 P.M.**

**(or immediately following 6:30 p.m. Community Development Committee)**

**Meeting Held Virtually via Zoom**

*In consideration of the COVID-19 social distancing recommendations, this meeting will be held virtually via Zoom (<https://zoom.us/join>). The public may participate with comments by using the “chat” feature, please note all statements are made visible to the group.*

*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 HEARINGS / PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

1. Presentation from Mainstream Coalition on Voter to Voter Initiative - Michael Poppa

**ACTION ITEMS**

2. Acceptance of the June 3, 2020 Finance & Administration Committee Minutes - Audrey McClanahan ([page 3](#))

Draft minutes of the June 3, 2020 Finance and Administration Committee meeting are included for review and acceptance.

3. Surplus Property Resolution - Brian Scott ([page 10](#))

City Council Policy No. 111 defines the process and procedure for the sale and disposal of real and personal property by the City of Mission, which is also outlined in K.S.A. 12-101. The City Council will be asked to consider a resolution declaring chairs in the City Hall lobby as surplus.

4. Racial Equity and Social Justice Council and Community Conversations - Laura Smith ([page 14](#))

During the June 17 City Council meeting a Resolution was presented recognizing that fighting for racial equity and social justice must be a high priority and committing to a comprehensive and ongoing review of policies, practices, and sustained dialogue to ensure that all members

of our community are protected equally. The discussion was carried over to the July 1 Committee meeting.

### **DISCUSSION ITEMS**

5. Discussion of Mandatory Mask Ordinance - Laura Smith - no attachments

Conversations are circulating widely throughout the community regarding mandatory mask ordinances. The Council was recently contacted with a request to consider requiring masks in public in Mission. We will review and discuss at the Committee meeting.

### **OTHER**

6. Department Updates - Laura Smith

**Debbie Kring, Chairperson**  
**Hillary Parker Thomas, Vice-Chairperson**  
***Mission City Hall, 6090 Woodson St***  
***913-676-8350***

<b>City of Mission</b>	Item Number:	2.
<b>ACTION ITEM SUMMARY</b>	Date:	July 1, 2020
<b>Administration</b>	From:	Audrey McClanahan

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

**RE:** June 3, 2020 Finance & Administration Committee Minutes.

**RECOMMENDATION:** Review and accept the June 3, 2020 minutes of the Finance & Administration Committee.

**DETAILS:** Minutes of the June 3, 2020 Finance & Administration 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 FINANCE & ADMINISTRATION COMMITTEE**

June 3, 2020

The Mission Finance & Administration Committee met virtually via ZOOM on Wednesday, June 3, 2020. The following committee members were present: Hillary Thomas, Trent Boultinghouse, Arcie Rothrock, Nick Schlossmacher, Debbie Kring, Kristin Inman, Sollie Flora and Ken Davis. Mayor Appletoft was also in attendance. Councilmember Kring called the meeting to order at 8:32 pm.

The following staff were present: 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 and Police Chief Ben Hadley.

### **Public Comments**

Councilmember Kring explained that this meeting is being held virtually via Zoom and participants can make a comment through the chat feature.

There were no public comments.

### **Crux Research Presentation**

Melea McRae, Ryan Hembree, Becky Schieber and Kara Brooks were present from the Crux KC Marketing Agency. Becky Schieber, presented the results of the research work that Crux has been engaged in over the last several weeks. Although they had to make adjustments for COVID-19, the Crux team conducted 16 interviews with 4 focus groups and received 200+ survey responses in their efforts to engage residents, businesses and parks and recreation patrons and staff. They were pleased with their ability to communicate with a viable cross section representative of the community. Their goals are to define and develop an elevated brand for the City and its departments, evaluate and update communication methods, identify communication strategies to drive revenue at the Community Center and decentralize responsibility for communication throughout the organization. Ms. Schieber emphasized that a successful campaign will include a new City website, consistent branding and messaging, streamlined social media accounts and standardized style and communication processes across all departments.

The positive perceptions of the City, that Crux received, included a good community that is friendly and inclusive with supportive and responsive City staff. Mission offers a great and safe location that has plenty of parks and green space and provides the small-town feel in the middle of Kansas City. Whereas, negative perceptions included issues with boundary markers and signage, lacking entertainment and being a somewhat “outdated” community. Ms. Schieber reported the marketing team’s one year goal would be to increase engagement across web,

email and social media accounts, support Parks & Recreation with growing registrations, create and streamline internal communication processes and launch a refreshed brand. An extensive report with the detailed findings and responses stemming from the research phase of the project was shared with the staff and the Council as a follow-up to the formal presentation. Council was encouraged to review the materials and contact members of the Crux team or staff with any questions or feedback.

Ms. Randel reported that the Sustainability Commission met earlier in the week and discussed that they would like to develop a communication plan that was targeted specifically to the efforts of their Commission.

Councilmember Flora asked if the 30-60-90 day action plan would narrow down the message and direction that marketing will be taking. Ms. Schieber confirmed that the plan is going to be a guide for the next three months and holds the marketing team accountable to the content they will deliver including brand concepts.

Councilmember Davis asked Ms. Smith and Ms. Randel to what degree it has been helpful to have the partnership with Crux as they have responded to issues over the last few months. Ms. Randel reported that the team has been essential in boosting morale, as well as providing some practical and planning support where possible with their limited exposure to Mission. For instance, they utilized the City's inspirations and thoughts to create material for the Market and were consultants with developing and brainstorming ideas for the COVID-19 video.

Councilmember Thomas asked if an evaluation of City events was included with the audit they conducted. Ms. Schieber replied that it wasn't included in this audit but knows it will be addressed in their future discussions with the departments.

Councilmember Boultinghouse thanked Crux and asked if on the communication page there would be other communication methods available such as text alerts. Ms. Schieber answered that it wasn't included but as they continue surveying then it could be added for feedback.

Councilmember Kring thanked Ms. Schieber for the presentation and commented that she knows Council looks forward to the next update.

**Acceptance of the May 6, 2020**  
**Finance and Administration Committee Minutes**

Minutes of the May 6, 2020 Finance and Committee Meetings were provided to the committee. There being no objections or corrections, the minutes were accepted as presented.

## **Sale of General Obligation Refunding Bonds Series 2020A**

Mr. Scott reported on the bond documents needed to proceed with the sale of General Obligation Refunding Bonds, Series 2020A, in the amount of \$6,250,000 to fund the replacement of General Obligation Refunding Bonds, Series 2010B.

The City of Mission issued the general obligation (GO) refunding bonds in 2010 for the purpose of restructuring GO bonds that were previously issued in 2005 and 2009 to fund flood mitigation efforts and stormwater infrastructure improvements. In coordination with debt service on the City's Series 2010A Bonds, the Series 2010B Bonds are structured in such a manner that the City pays interest only for the first nine years, then pays interest and principal in years 2020 through 2029. The interest rate on the bonds varies between 4% and 4.25%. The Series 2010B Bonds have a prepayment option that can be exercised by the City in September of 2020 whereby the City can refinance \$6,250,000 of the principal. This amount reflects the balance after the first principal payment of \$695,000 is made on September 1st.

The municipal bond market has been in a very favorable environment for the past year. The market for high quality municipal bonds has become even more favorable in light of the current economic situation resulting from the Coronavirus pandemic. Given this situation, it would be advantageous for the City to exercise the prepayment option on its Series 2010B Bonds by issuing Series 2020A GO Refunding Bonds in the amount of \$6,250,000 with the same maturity date of 2029.

The City's financial advisor, Bruce Kimmel of Ehlers estimates that the new issue would have a true interest cost (TIC) of approximately 1.52%, which would reduce the City's net interest cost over the remaining nine year life of the bonds (2020-2029) by approximately \$603,000. At the May 20 City Council meeting, staff was directed to undertake the next steps with our financial advisors and bond counsel to proceed to offer for sale General Obligation Refunding Bonds, Series 2020A.

Pursuant to the direction of the City Council, the sale of the bonds will be advertised and written bids accepted through 10:00 a.m. (CST) on Wednesday, June 17, 2020. In order to obtain the lowest interest cost, the City will solicit competitive bids from both local banks as well as regional and national bond underwriters. The Council will take three separate actions related to the Bond Sale, at the City Council meeting that same evening, and will include the acceptance of the winning bid, an ordinance authorizing the sale and a resolution prescribing the form and details of the bond sale. If acceptable to the City Council, the sale of the 2020A GO Refunding Bonds will close on July 9th. The proceeds will be used to pay the remaining principal on the 2010B series on September 1st when the principal payment is due.

Councilmember Kring thanked staff for their hard work and keeping everything progressing. Councilmembers Flora and Schlossmacher added the savings will be very helpful and advantageous for the City.

Councilmember Davis recommended continuing the next steps to proceed with the sale of General Obligation Refunding Bonds, Series 2020A, in the amount of \$6,250,000 to fund the replacement of General Obligation Refunding Bonds, Series 2010B come forward to Council for approval.

All on the Committee agreed, this will be considered under the Issuance of Notes and Bonds section of the June 17 City Council agenda.

### **Ordinance Regarding Vehicle Tows**

Chief Hadley presented on two ordinances amending Mission's Municipal Code, Chapter 325 which is the impoundment of motor vehicles and Chapter 330 which details towing service in Mission. Substantial revisions are being proposed that will update the Code to provide consistency with current state law and offer some degree of uniformity in Mission's Ordinances relating to tow services with those of other northeast Johnson County municipalities.

The basis of regulation of tow services is to provide for the safety of the general public, avoid towing mistakes and false vehicle theft reports, and provide for the removal, towing, and storage of towed vehicles. Statutory provisions regulating tow services have origins in the 1960's and have been revised throughout the decades, most recently in 2016. In general, tow services operating in Johnson County follow the state law in practice on a day to day basis. All are required to register with the individual cities and meet certain criteria to be put on a list of approved tow services within each city. Cities in northeast Johnson County have adopted ordinances to implement local regulations within the context of the state laws. These regulations are not uniform and most cities have not updated their ordinances to address the statutory changes throughout the years.

Recently, various tow service providers have initiated efforts to clarify existing city ordinances relating to towing regulations for tows from private property. The Police Department has worked with City Attorney Dave Martin and completed a substantial review of current state statutes and ordinances from other Johnson County cities. The result is an entire redrafting of Mission Code Chapter 325 and Chapter 330.

Councilmember Davis recommended the Ordinances amending Mission's Municipal Code, Chapter 325 - Impoundment of Motor Vehicles and Chapter 330 - Towing Service be forward to Council for approval. All on the Committee agreed, this will be on the consent agenda.

### **Voter Engagement Strategy Resolution**

Ms. Smith reported on the Resolution communicating the objectives of Mission's Governing Body to encourage and support increased voter engagement and turnout. During the May 6, 2020 Finance & Administration Committee meeting, Councilmember Boultinghouse presented

information from a workshop he attended at NLC earlier this year entitled "Cities Vote: Building Voter Engagement to Permanently Strengthen Democracy" that talked about effective strategies to increase civic engagement and voter participation. He felt the workshop was extremely beneficial and thought it would be important to share with the full Council Committee. During the Committee meeting, several ideas were discussed including providing voter registration information, registration deadlines, and election calendars (when appropriate) in all city mailers and communication materials as well as passing a resolution making increased voter turnout a goal of the City Council and conducting a city-wide campaign to encourage residents to take advantage of the county's vote-by-mail option. Following the Committee discussion, the Council asked for a draft resolution to be advanced to the June 3, 2020 Committee meeting for action. This resolution would set out goals and allow the Council to exercise creativity in effectively implementing voter engagement.

Councilmember Kring commented that this was a great idea and will help be more effective and efficient in voter turnout. Councilmember Schlossmacher thanked Councilmember Boultinghouse for bringing this information to the Council. Councilmember Flora also thanked Councilmember Boultinghouse and thought it was a good idea to get Council's support with this initiative and recommended that the first action of this Resolution be to implement the PR campaign for residents to return their mail-in ballot applications from the County.

Councilmember Boultinghouse commented that he spoke with the Mayor and Michael Poppa, from Mainstream Coalition, and is considering inviting Mr. Poppa to speak at the July Committee meeting and demonstrate a tool that would support following-up with residents who are not frequent voters. Councilmember Kring thanked Councilmember Boultinghouse and thought it would also be important to provide educational information to high-school seniors who are new to the voting process. Ms. Smith replied that there would be more information that can be provided from NLC, such as having access to ideas from other cities, and noted that many communities are working on plans to engage teenagers in the voting process.

Ms. Smith added that this would be on the July City Council meeting as a resolution. The City did include an evergreen piece in the Mission magazine on that process and it will be a great tool to incorporate and develop in an effort to keep people updated and informed.

Councilmember Flora recommended the Resolution communicating the objectives of Mission's Governing Body to encourage and support increased voter engagement and turnout be forward to Council for approval. All on the Committee agreed, this will be on the non-consent item agenda.

#### **Discussion Items**

There were no discussion items.

**OTHER**

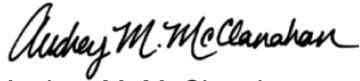
**Department Updates**

There were no departmental updates.

**Meeting Close**

There being no further business to come before the Committee, the meeting of the Finance and Administration Committee adjourned at 9:14 p.m.

Respectfully submitted,



Audrey M. McClanahan  
City Clerk

<b>City of Mission</b>	Item Number:	3.
<b>ACTION ITEM SUMMARY</b>	Date:	July 1, 2020
<b>Administration</b>	From:	Brian Scott

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

**RE:** Declaration of Surplus Equipment

**RECOMMENDATION:** Approve the Resolution providing for the sale/disposal of surplus equipment from various Departments.

**DETAILS:** City Council Policy No. 111 defines the process and procedure for the sale and disposal of real and personal property by the City of Mission, which is also outlined in K.S.A. 12-101. Property and equipment identified for surplus has been included as Attachment A to the Resolution.

Each Department, in consultation with the Finance Director, will be responsible for determining the best method for disposal in accordance with Council Policy and State law.

The City will be declaring twenty-five (25) cloth covered chairs located in the lobby of City Hall as surplus. These chairs which are nearly fifteen years old, are stained and difficult to keep clean which presents a particular concern in the COVID-19 environment. In addition, the size of the chairs makes it difficult to achieve appropriate social distancing requirements for seating as we begin to resume municipal court sessions in person. For now, extra chairs from the Council Chambers will be placed in the lobby and separated out to ensure social distancing can be maintained.

Related Statute/City Ordinance:	K.S.A. 12-101, City Council Policy 111
Line Item Code/Description:	NA
Available Budget:	NA

**CITY OF MISSION**  
**CITY COUNCIL POLICY MANUAL**

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**POLICY NO. 111**

**SALE OF REAL PROPERTY & EQUIPMENT**

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- 1.01 This policy describes the process and procedure for the sale of real and personal property by the City which is also outlined in KSA 12-101.
- 1.02 All City Officials and employees both elected and appointed are prohibited from participating in the purchase of real and personal property from the City.
- 1.03 All real property of the City of Mission will be sold in accordance with applicable state law and requires the approval of the City Council.
- 1.04 The City will, on an as needed basis, establish a listing of unclaimed or obsolete personal property to be declared surplus. It will be the responsibility of the Department Head and Finance Director to determine the best means for disposing of or selling obsolete personal property, including the method of advertising.
- 1.05 The sale or disposal of real property will be determined on a case by case basis by the City Council.

**APPROVED BY THE GOVERNING BODY ON DECEMBER 8, 2004**

**REVISED AND APPROVED BY THE CITY COUNCIL ON APRIL 17,  
2019**

**CITY OF MISSION, KANSAS**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION DECLARING SURPLUS PROPERTY FOR SALE OR DISPOSAL**

**WHEREAS**, City Council Policy No. 111 defines the process and procedure for the sale and disposal of real and personal property by the City of Mission, which is also outlined in K.S.A. 12-101; and

**WHEREAS**, the City, has identified those items listed on Attachment A as "Surplus Property;"

**NOW, THEREFORE**, be it resolved by the Governing Body of the City of Mission:

**Section 1.** The items included on Attachment A are hereby declared as surplus.

**Section 2.** The Finance Director, in consultation with each Department, will be responsible for determining the best method for disposal or sale of the items declared as surplus.

**Section 3.** In accordance with Council Policy 111, all City Officials and employees, both elected and appointed, are prohibited from participating in the purchase of real and personal property from the City.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION** on this 15th day of July, 2020.

**APPROVED BY THE MAYOR** on this 15th day of July, 2020.

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Ronald E. Appletoft, Mayor

ATTEST:

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Audrey M. McClanahan, City Clerk

**Attachment A  
Surplus Items - 7-15-2020**

Item	Description	Serial Number/Asset Tag	Department	Quantity	Potential Re-Sale Value
<b><u>Vehicles / Equipment</u></b>					
None					
<b><u>Other Equipment</u></b>					
None					
<b><u>Computer Equipment</u></b>					
City Hall Lobby Chairs	Cloth covered chairs in the lobby of city hall		General Overhead	25	\$ -

<b>City of Mission</b>	Item Number:	4.
<b>ACTION ITEM SUMMARY</b>	Date:	July 1, 2020
<b>Administration</b>	From:	Laura Smith

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

**RE:** Follow-up Discussion on Racial Equity

**RECOMMENDATION:** Review and discuss advancing the plan of action for education, review and action surrounding issues of racial justice, equity and inclusion.

**DETAILS:** Two weeks ago we had what might be characterized as a spirited and passionate debate where we discussed passage of a Resolution captioned:

***“A RESOLUTION OF THE CITY OF MISSION, KANSAS AFFIRMING THAT BLACK LIVES MATTER, RECOGNIZING THAT FIGHTING AGAINST RACIAL INEQUITY AND SOCIAL INJUSTICE MUST BE A HIGH PRIORITY, AND COMMITTING TO A COMPREHENSIVE AND ONGOING REVIEW OF POLICIES, PRACTICES, AND SUSTAINED DIALOGUE TO ENSURE THAT ALL MEMBERS OF OUR COMMUNITY ARE PROTECTED EQUALLY.”***

Although the Resolution wasn't adopted that evening, I sincerely believe that we share much more common ground around the substance of these crucial issues than what it may have seemed during our last meeting. As such, it is important to try and reframe this conversation. Important because of the relationships we have with one another, our employees and our entire community.

The Mayor and I have both reflected on the conversations we have been having over the past month, and the action steps we have been discussing internally, and realize we could have been more proactive in communicating this information with the entire Governing Body. I truly believe if we had been more timely in that communication we could have avoided some of the concerns that have been expressed.

As reflected in the public statement issued by Mayor Appletoft and Chief Hadley in the days following the death of George Floyd, this incident served as:

*“a painful reminder that fighting against racial inequity and social injustice in our communities must continually be a high priority. As local government leaders and public safety professionals, we have a responsibility to the people in our city, not only to keep them safe, but also to keep the lines of communication open so that concerns and issues can be addressed in ways where **all** voices are heard and understood.”*

The statement of Mayor Appletoft and Chief Hadley sought to acknowledge for our residents and our employees that we have an obligation to engage in this conversation, and that we are

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

<b>City of Mission</b>	Item Number:	4.
<b>ACTION ITEM SUMMARY</b>	Date:	July 1, 2020
<b>Administration</b>	From:	Laura Smith

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

committed to doing so. However, recognizing the need to have the conversation was never intended to be a condemnation of or attack on our Mission Police Department. Rather, it is through these conversations that we have the opportunity to **educate** ourselves more fully, and to **understand** where we have areas for improvement – it is a matter of accountability that we owe to ourselves and our community. We can commit to specific actions or changes only after we have undertaken these first two efforts.

I know through conversations with many of you that you want to see action on the substance of these issues and to make a commitment to take action relating to issues of racial inequity and social injustice as they impact our city operations. I have reached out to Councilmembers Flora and Thomas to discuss their goals and objectives in co-sponsoring the Resolution, and I believe I can accurately characterize them as aligning with an action plan that staff had been developing internally. Since that is the case, rather than wordsmithing the previously-introduced Resolution, Councilmember Flora, Councilmember Thomas, and myself believe we can respect and preserve the important values surrounding these issues with the following next steps developed by staff:

1. Create an opportunity for the entire Governing Body to join with the Mayor and the Chief in condemning both the actions - and inaction - of the Minneapolis police officers which resulted in the unnecessary death of George Floyd. Staff recommends that this opportunity be accomplished through a statement either adopted by the Governing Body as a whole with a formal vote, or simply made available for members of the Governing Body to sign at their individual discretion. A first draft of a statement is included below for review and consideration:

*The recent protests and outcry in response to the senseless and unnecessary murder of George Floyd have highlighted the ongoing need for dialogue and action surrounding issues of race and inequity in our communities. We sadly must acknowledge that systemic racism remains an entrenched problem across the United States, including, but by no means limited to, in policing. As local elected leaders, it is incumbent upon us to stand with those demanding accountability, equity and respect, and to recognize the humanity and dignity of every person. As such, we state unequivocally that Black Lives Matter. We as Councilmembers join Mayor Appletoft and Chief Hadley in condemning the unjustified murder of George Floyd by Minneapolis police, and further condemn all acts of racial profiling, use of excessive force, and any other means of racial violence, wherever and whenever they occur.*

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

<b>City of Mission</b>	Item Number:	4.
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<b>Administration</b>	From:	Laura Smith

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

*The Mission City Council, Mission City Staff, and the Mission Police Department acknowledge that we are not immune from implicit bias, and understand that in order to advocate for racial justice, equity, and inclusion we must first look inward at our own actions as City Councilmembers and how we govern. We also recognize that this reflection must be ongoing and may introduce us to uncomfortable or unfamiliar conversations, but we are committed to this work.*

*Accordingly, we stand ready and willing to begin the process of better educating ourselves through a comprehensive and on-going review of policies, practices, and sustained dialogue relating to issues of racial inequity and social injustice in Mission in order to ensure that all members of our community are protected equally. We extend an open invitation to everyone in our community to join with us in this important work and pledge to listen to the voices and experiences of people of color even when those perspectives challenge us and what we may think we know about our City.*

2. Initiate a Council conversation in August 2020 to enable better understanding of the current policies/practices and experiences of the Mission Police Department by Council and to provide greater visibility on these topics to the public.

At an August 2020 meeting (date TBD), we will review and discuss Department policies related to use of force, transparency (e.g., right to film), racial profiling, duty to intervene, de-escalation, and others that have generated questions in recent weeks. At this meeting, we will also take the opportunity to share specific data on the Department's use of force, complaints received (including investigation process), and demographic statistics reflective of Department activity over the last ten (10) years).

As questions arise, we can schedule additional opportunities for discussion and review to align with both the Council and/or the public's desire for more information, as well as to take action to make changes if necessary. As part of this conversation, we will determine how the data and statistics will be reported to the Council and the public going forward with respect to frequency and format.

3. Outline for review by Council in September 2020 the existing processes, systems, and structures which exist within the City, the County and the State to promote accountability and transparency in law enforcement and make information relating to the same more readily available to the public. Accountability is an important value for the entire organization, from the Mayor and Council to each and every employee who represents

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

<b>City of Mission</b>	Item Number:	4.
<b>ACTION ITEM SUMMARY</b>	Date:	July 1, 2020
<b>Administration</b>	From:	Laura Smith

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

the City of Mission. While a specific review of the accountability measures associated with law enforcement will serve as the starting point, the expectations and discussions must extend throughout the organization - top to bottom across all departments.

At the September 2<sup>nd</sup> Finance & Administration Committee meeting we will review and discuss both our hiring processes and the training requirements for Mission's Police Officers. We will also review and discuss the various processes/systems designed to hold officers accountable, and to provide a mechanism for "flagging" officers who exhibit poor judgment in exercising their duties.

Independent oversight and review boards are part of the larger conversation occurring around the subject of accountability. During the September meeting, we will present information on how other communities in the metro area are using this approach.

Similar to the discussion of policies and practices, if there is a desire for more review or opportunities to enhance these systems by Council and/or the public, we will schedule additional meetings and follow-up action steps.

4. Be more effective as a city in engaging BIPOC in our community in conversations surrounding racial equity and social justice so as to build relationships and sustain dialogue into the future, beginning with an October 2020 community forum.

Host a community forum in October 2020 to open a dialogue surrounding attitudes and opinions concerning racial (in)equity issues in Mission as it relates to law enforcement, housing, education, access to services or other issues or concerns. The goal of the forum would be to listen to understand and to build relationships of trust with communities of color and other minority communities in our City.

We feel it is important to give ourselves sufficient time to ensure that a community forum is successful. We believe this conversation needs to occur in person, and our hope would be that later this fall there will be an opportunity to accomplish that while still adhering to any recommended COVID-19 safety precautions. However, more important than that, we need time to identify the resources, voices and experts who can help us create the safe and inviting space within which to engage in these sensitive but crucial conversations.

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

<b>City of Mission</b>	Item Number:	4.
<b>ACTION ITEM SUMMARY</b>	Date:	July 1, 2020
<b>Administration</b>	From:	Laura Smith

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

5. Implement on-going training and education for our elected officials and all employees related to implicit bias, race and inequity as soon as possible, but no later than 1Q 2021.

In order to maintain and enhance a culture not only in our organization, but throughout our community, that recognizes the humanity and dignity of every person, we must be willing to put in the work to train, discuss and embrace conversations around these sensitive issues. We commit to dedicated anti-bias/diversity & inclusion training for staff and the Governing Body. But training is just the first step. Application of the knowledge becomes the true test of the effectiveness of these efforts. An awareness of our own triggers and sensitivities is important, as well as a willingness to not only be uncomfortable in the conversation, but to commit to being a learner.

I have been discussing this action plan internally with the Chief and the Command Staff for nearly a month, and we are all committed to advancing these conversations. We look forward to engaging with both the Governing Body and the public we all serve to share information, reinforce our commitment to respect, integrity and professionalism, and to listen and learn from all sectors of our community.

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