

MINUTES OF THE MISSION CITY COUNCIL MEETING, DECEMBER 20, 2017

The Mission City Council met in regular session at Mission City Hall on Wednesday, December 20, 2017. The meeting was called to order by Mayor Schowengerdt. The following councilmembers were present: Tom Geraghty, Suzie Gibbs, Kristin Inman, Debbie Kring, Pat Quinn, Arcie Rothrock, Nick Schlossmacher. ABSENT: Ron Appletoft.

SPECIAL PRESENTATIONS

Presentation of Citizen Appreciation Awards

Mayor Schowengerdt recognized and thanked Kim Donoway and Theresa Blizman for their contributions to Mission. Ms. Donoway donates fresh fruits and vegetables for both the Thanksgiving and Christmas Baskets. Ms. Blizman works year-round to knit scarves that are donated to the Holiday Adoption Program.

Councilmember Gibbs stated that Ms. Donoway started working with our Holiday Adoption program eight years ago, donating needed items such as pajamas. Over the last few years she has donated enough fresh fruits and vegetables to provide for all of the families in the program (86 families in 2017). Ms. Donoway stated that she appreciates the support of the City and staff as they work to assist her with her efforts. This is her passion and she appreciates all who participate in this program.

Councilmember Gibbs stated that Ms. Blizman has been knitting scarves for the program for the past three years. She donated 125 the first year, 130 in year two, and 130 scarves in 2017. When a call for yarn donations was included on the "bulletin board" of the Mission Magazine, Ms. Blizman received 597 skeins of yarn to help her with this project. Councilmember Gibbs also noted that Ms. Blizman gift wraps each scarf for the recipient. Ms. Blizman stated that she enjoys knitting and is happy to assist the program.

Mayor Schowengerdt presented Ms. Donoway and Ms. Blizman with the Citizen Appreciation Award. Both recipients introduced their friends and family in the audience, and were applauded and thanked by the Governing Body and those attending the meeting.

Special Presentation to David Martin, City Attorney

Mayor Schowengerdt recognized David Martin, who has served as Mission's City Attorney for 40 years. Mr. Martin grew up in Mission and his father Keith Martin was

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instrumental in the establishment of the City of Mission. He served as City Attorney for many years, and Dave Martin followed in his father's footsteps and began serving as City Attorney in 1977. Mayor Schowengerdt also shared that Mr. Martin was a lifeguard at Mission's outdoor pool in his teens, was the drummer for a local band that played at Mission's street dances (still in the same band after 50 years), and that he currently enjoys raising chickens at their farm. Mr. Martin was presented with an award recognizing his 40 years of service to Mission and a certificate from the League of Kansas Municipalities. Mr. Martin introduced his wife Renee, daughter Carly and daughter-in-law Annie Jewel, and shared a few memories from his years with the City.

Special Presentation to Donald Chamblin, City Treasurer

Mayor Schowengerdt recognized Don Chamblin who has served as Mission's City Treasurer for 25 years. Mr. Chamblin is a long-time resident of Mission and was appointed as Treasurer in 1992. He has assisted the staff with maintaining important financial information, and recently announced that he will be retiring from this position at the end of the year. Mayor Schowengerdt presented Mr. Chamblin with an award recognizing his 25 years of service to Mission and a certificate from the League of Kansas Municipalities, and a "100,000 candy bar." Mr. Chamblin stated that he retired from the Federal Government 25 years ago and at that time took on the position as City Treasurer. He loves Mission and is looking forward to being fully retired.

Police Department Special Presentations

Chief Hadley reported on a November 9th incident where Paul Meyers, Mission resident, suffered a medical issue and had an accident at the McDonald's on Johnson Drive. Officers Jay Fleer and Nick Canaan responded and provided CPR and AED to Mr. Meyers who had no pulse at the time. Johnson County Med Act/CFD2 also responded and assisted Mr. Meyers who has made a full recovery.

Mr. Meyers, his wife Janet and family members, thanked Officers Fleer and Canaan and Johnson County Med Act/CFD2 for their life saving response, and help and kindness during and after the event. Mr. Meyers stated that he was also thankful that they all were able to receive the training required and had access to the equipment needed, and thanked them again for their response in saving his life.

CONSENT AGENDA

Moved by Quinn, seconded by Kring to approve the Consent Agenda, item 3a through 3k.

- 3a. Minutes of the November 8, 2017 City Council Meeting and November 20, 2017 Special City Council Meeting
- 3b. 2018 Property / Casualty / General Liability Renewals
- 3c. 2018 KERIT Workers Compensation Renewal
- 3d. Personnel Policy & Guidelines Update
- 3e. 2018 IT Support Services Contract
- 3f. 2018 Budget Ordinance
- 3g. Ordinance Directing City Administrator to Spend According to Budget
- 3h. 2018 CMB License Renewals
- 3i. Massage Establishment License
- 3j. Streetlight Maintenance Contract
- 3k. Purchase of Towable Lift

Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

PUBLIC COMMENTS

There were no public comments.

FINANCE & ADMINISTRATION COMMITTEE

2018 Human Service Fund Recommendations

Councilmember Schlossmacher stated that the Human Service Fund is coordinated by United Community Services of Johnson County and provides funding to non-profit agencies to assist with the operation of human service safety net programs for residents living at or near the poverty level. Components of the safety net programs that are funded through the Human Service Fund address basic needs, work and income supports, and health, wellness and personal safety issues. Some of these programs work closely with Mission's Police Department to serve our residents. Each year, cities in Johnson County are asked to make a contribution to the Human Service Fund, and the City of Mission has budgeted \$7,600 for fiscal year 2018.

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Moved by Schlossmacher, seconded by Quinn to approve the 2018 UCS Human Service Fund allocation in the amount of \$7,600. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

2018 Alcohol Tax Funds Recommendation

Councilmember Schlossmacher reported that the City receives a portion of taxes that are collected on the sale of alcohol sold within the city limits. As required by state statute, one third of these taxes is deposited in the City's Special Alcohol Tax Fund for the funding of programs that prevent or address alcohol and drug use. The Drug and Alcoholism Council of Johnson County is supported by UCS and offers grants each year to various organizations that provide alcohol and drug abuse prevention and treatment. This program is similar to the Human Service Fund in that cities throughout Johnson County are asked to make a contribution. Mission has budgeted \$30,000 for fiscal year 2018 to support the Drug and Alcoholism Council's recommended programs.

Moved by Schlossmacher, seconded by Kring to approve the City of Mission's 2018 Alcohol Tax Fund allocations recommended by the Drug and Alcoholism Council in the total amount of \$30,000. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Ordinance Establishing an Equipment Reserve and Replacement Fund

Councilmember Schlossmacher stated that Kansas statutes allow cities to establish an Equipment Reserve and Replacement Fund as a financing mechanism to build up reserve monies for the routine replacement of city vehicles and equipment. By establishing this reserve fund, the City will be able to more systematically plan for the replacement of vehicles and equipment, and minimize the costs associated with financing through lease-purchase arrangements. A total of \$200,000 will be transferred from the General Fund to the Equipment Reserve and Replacement Fund this year, and the 2018 budget includes a transfer to this fund in the amount of \$100,000.

Moved by Schlossmacher, seconded by Quinn to adopt an ordinance establishing an Equipment Reserve and Replacement Fund for the City of Mission, Kansas, and authorize the transfer of \$200,000 from the General Fund to the Equipment Reserve and Replacement Fund. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

2017 Budget Amendments

Councilmember Schlossmacher reported that the adopted annual budget establishes the maximum expenditure authority for each fund or taxing authority, and exceeding these expenditures without formally amending the budget is a violation of Kansas budget statutes. These proposed amendments include the establishment of an Equipment Reserve and Replacement Fund and the transfer of \$200,000 to this fund in 2017, an increase in expenditure authority for the Capital Improvement Fund to reflect the Foxridge project, and an increase in expenditure authority for the Mission Crossing TIF/CID Fund to reflect a full year of property tax increment realized on the now completed development. A public hearing on these budget amendments was held on December 13th at our Finance & Administration Committee Meeting - there were no comments from the public on this issue. The second step of this process is the adoption of a resolution amending the maximum expenditure authority for the 2017 Budget.

Moved by Schlossmacher, seconded by Geraghty to adopt a resolution of the City of Mission, Kansas amending the maximum expenditure authority for the 2017 Budget for the City of Mission, Kansas for the Equipment Reserve and Replacement Fund, the Capital Improvement Fund, and the Mission Crossing Tax Increment Financing (TIF) Fund and Cornerstone Commons Community Improvement District (CID) Fund. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

COMMUNITY DEVELOPMENT COMMITTEE

Civil plan Review and Inspection Services for the Gateway

Councilmember Inman stated that in anticipation of the Gateway project moving toward construction, staff has evaluated the resources necessary to see the project through to a successful completion. These primarily entail plan review and inspection services for both the buildings themselves and the associated site-work, both on- and off-site, around the buildings. Council previously approved a contract with FSC, Inc. for building plan review and inspection services. This proposed agreement with George Butler and Associates (GBA) is for the civil engineering plan review and inspection services for Phase I of the Gateway project. The estimated cost for these Phase I services is \$312,746. This is a not to exceed amount and GBA will bill on an hourly basis. The approved development agreement requires the Developer to reimburse the City for up to \$500,000 in plan review, inspection and permitting fees. It is anticipated that most of the improvements, both on- and off-site, will be completed in Phase I so the costs have been developed with that in mind.

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Moved by Inman, seconded by Quinn to authorize the Mayor to execute an agreement with GBA for civil engineering plan review and inspection services associated with the Gateway development project for Phase I in an amount not to exceed \$312,746. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

MFAC Second Slide Addition

Councilmember Inman reported that during the initial construction of our aquatic center, the necessary plumbing, pumps and supports were installed at the facility in anticipation of the addition of a second slide in future years. Upgrading our facility every four to five years helps to keep patrons interested in the facility and attracts new patrons. Funds are budgeted in the 2018 Capital Improvement Program for the installation of this second slide. Splashtacular was the slide subcontractor on the original construction of the aquatic center, and previously prepared the drawings and specifications necessary to add this second slide. The new slide to be constructed and installed will be an enclosed-body waterslide that transitions to a fiberglass runout with a total cost not to exceed \$92,770.

Moved by Inman, seconded by Rothrock to approve the construction agreement with Splashtacular for the delivery and installation of a 32 inch diameter, 121.5 foot long enclosed body waterslide that transitions to a fiberglass runout in an amount not to exceed \$92,770. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

NEW BUSINESS

January 2018 Committee Meeting Dates

Ms. Smith stated that with the transition of Governing Body positions on January 8th it is recommended that the committee meetings be moved to January 10th.

Moved by Geraghty, seconded by Kring to move the January 3rd Community Development Committee and Finance & Administration Committee meetings to Wednesday, January 10, 2018 at 6:30 p.m. The Community Development Committee will begin at 6:30 p.m., with the Finance & Administration Committee meeting immediately following. There was no discussion on this item. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

COMMENTS FROM THE CITY COUNCIL

Councilmember Geraghty thanked all for the opportunity to serve the community and praised all the honest, hard work done on behalf of the City - democracy in action. He also greatly appreciates the work of staff. Councilmember Geraghty noted that the incoming council will have five women and three men, and offered a suggestion for the incoming council to consider. He feels the City needs a new City Hall in the next four years, noting that there is not enough room in the Police Department and the building is in general disrepair. He encouraged Council to take this issue up for consideration. Mayor Schowengerdt and Councilmembers thanked Councilmember Geraghty for his service.

Councilmember Gibbs provided an update on the Holiday Family Adoption Program, noting that it started eight years ago with just a few families and has grown to 86 families this year. She thanked the committee that works to organize this program and offered a snapshot of one of her days during the holidays that included a wide variety of people in the community coming together to help others (i.e., Santa Fe Elementary students performing at a retirement center; councilmembers and staff helping with shopping; money donated to schools to assist with their food/clothing pantries; residents and business owners donating time, money and specific items to the program). She stated that Mission is a great community and thanked all who participated in any way in the program. Mayor Schowengerdt thanked Councilmember Gibbs for all her work to make the program a success and to help families in our area.

MAYOR'S REPORT

Appointments

Planning Commission

Mayor Schowengerdt put before Council the appointments of Burton Taylor (Ward I), Brad Davidson (Ward II), Jim Brown (Ward II), and Scott Babcock (non-resident) to the Planning Commission with terms expiring December 31, 2019.

Moved by Kring, seconded by Quinn to uphold the appointments of Burton Taylor, Brad Davidson, Jim Brown, and Scott Babcock to the Planning Commission with terms expiring December 31, 2019. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

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Board of Zoning Appeals

Mayor Schowengerdt put before Council the appointments of Stuart Braden (Ward 1), Jim Brown (Ward II), Robin Dukelow (Ward IV), and Mike Lee (Ward IV) to the Board of Zoning Appeals with terms expiring December 31, 2020. Appointments to the BZA are for three years.

Moved by Geraghty, seconded by Rothrock to uphold the appointments of Stuart Braden, Jim Brown, Robin Dukelow, and Mike Lee to the Board of Zoning Appeals with terms expiring December 31, 2020. Voting AYE: Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Mayor's Report - Other

Mayor Schowengerdt stated that serving as Mayor has been a great experience and he has loved working with all of the Council and staff. He thanked all for their support during his term. Councilmember Kring thanked Mayor Schowengerdt for his "focus on family" during his term, and stated that people of all ages have benefited and want to come to Mission. She appreciates his leadership.

Councilmember Gibbs stated that many bikes were donated during the holidays and they were able to give all of them away. She thanked Ms. Randel and the Public Works Department for their assistance with this program.

Councilmember Kring reminded all that there will be a Coffee with a Cop event on Friday morning, December 22nd at Twisted Sisters Coffee Shop. David Moloy who recently retired from the Police department will be recognized at the event. All were invited to attend.

CITY ADMINISTRATOR'S REPORT

Ms. Smith reminded all that City offices will be closed on December 25th and 26th for Christmas and on January 1st for New Years Day. She thanked all for another great year and applauded their work as public servants doing real work for real people.

The "Year End Video" was presented.

Councilmember Schlossmacher announced the Ward II Quarterly Meeting scheduled for December 28th at the Community Center, 7:00 p.m. All were invited to attend.

ADJOURNMENT

Moved by Quinn, seconded by Geraghty to adjourn the meeting at 8:10 p.m. All present voted AYE. **Motion carried.**

Respectfully submitted by Martha Sumrall, City Clerk.

Steve Schowengerdt, Mayor

Martha M. Sumrall, City Clerk