

MINUTES OF THE MISSION CITY COUNCIL MEETING, MAY 15, 2019

The Mission City Council met in regular session at Mission City Hall on Wednesday, May 15, 2019. The meeting was called to order by Mayor Ron Appletoft. The following councilmembers were present: Ken Davis, Sollie Flora, Kristin Inman, Debbie Kring (via phone), Arcie Rothrock, Nick Schlossmacher, and Hillary Thomas (via phone). ABSENT: Pat Quinn.

Mayor Appletoft welcomed the public and provided a brief overview of meeting procedures.

SPECIAL PRESENTATIONS

Presentation to Isabella Weding, Arbor Day Poster Contest Winner and Tree City USA Presentation

Mayor Appletoft introduced Isabella Weding, the winner of this year's Arbor Day Poster Contest. Ms. Weding is a 5th grader at Rushton and her winning poster is of a beautiful highway to the sunset highlighting this year's theme of "Kansas Trees: Terrific and Energy Wise." Mayor Appletoft introduced members of the Parks, Recreation and Tree (PRT) Commission attending the meeting.

Jacque Gameson, PRT commissioner, congratulated Ms. Weding on behalf of the Parks, Recreation and Tree Commission. She stated that Isabella's sister Abigail was the winner of this contest two years ago, and this is the 16th year Mission has participated in the program with Rushton.

Karin Capron, PRT commissioner, presented Mayor Appletoft with the Tree City USA plaque and provided information on various arbor day activities the City has planned. This is the 17th year Mission has been named a Tree City USA.

Building Safety Month Proclamation

Mayor Appletoft stated this is our third year recognizing Building Safety Month. He thanked staff and consultants who work to ensure our homes, buildings and infrastructure are structurally sound and safe for all who use them. He also thanked the Neighborhood Services staff for working to keep Mission's neighborhoods well maintained, providing assistance to those in need, and administering the various programs that work to bring neighborhoods together. Brian Scott, Assistant City Administrator/Finance Director, was presented with a proclamation proclaiming May as Building Safety Month.

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Mr. Scott introduced new staff in the Community Development and Neighborhood Services departments. Jim Brown, Building Official, Rebecca Brown, Code Enforcement Officer, and Audrey McClanahan, Office Assistant were all introduced and welcomed to Mission.

National Police Week Proclamation

Mayor Appletoft stated May 12-18 is National Police Week and presented Chief Hadley with a proclamation recognizing this event. He recognized the service and commitment of Mission's police officers and thanked them for working to keep all in Mission safe, working with our students, and helping the business community. Over the past year many new officers have joined Mission and he welcomed them again to the community.

National Public Works Week Proclamation

Mayor Appletoft stated National Public Works Week is May 19-25 and encouraged all to take time to thank the Public Works staff for the important job they do. He stated we rely on them to maintain our infrastructure, and they are second to none in snow removal. He presented Mr. Morton with a proclamation proclaiming May 19-25 as National Public Works Week in Mission. Mr. Morton announced that the Public Works Department will be hosting a BBQ lunch at their facility on May 23 and all were invited to attend.

Kids to Parks Day Proclamation

Mayor Appletoft proclaimed Saturday, May 18 as Kids to Parks Day in Mission. He stated this is a great opportunity to visit Streamway Park, and to promote the value and amenities of all the parks in Mission. He thanked the Parks and Recreation staff for their work throughout the year to promote an active lifestyle for all. Mayor Appletoft presented this proclamation to Jenny Smith, Recreation Program Supervisor. Ms. Smith provided information on Mission's 4th Annual Kids to Parks Day and noted that Mission is the only local city hosting events. She stated a variety of activities will be available and the Kansas Department of Wildlife and Parks will be participating also. The event is from 10:00 a.m. - 12:00 noon on Saturday, May 18 in Streamway Park and encouraged all to attend, pending favorable weather.

CONSENT AGENDA

Moved by Schlossmacher, seconded by Rothrock to approve the Consent Agenda, items 4a through 4f.

- 4a. Minutes of the April 17, 2019 City Council Meeting
- 4b. Waiver of Chapter 205 - Fireworks
- 4c. CMB License - Ni Hao Fresh, 6029 Metcalf Avenue
- 4d. 2019-2020 Rock Salt Contract
- 4e. Biennial Bridge Inspection Contract
- 4f. Purchase of Carpet Extractor and Clorox Sprayer for Community Center

Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

PUBLIC COMMENTS

There were no public comments.

ACTION ITEMS - PLANNING COMMISSION

Lot Split, 5539 Reeds Road

Mr. Scott provided background information on the proposed lot split at 5539 Reeds Road, stating that the case was heard before the Planning Commission on April 22 and was very similar to several other lot splits in the area. There is currently a two-story, single-family home built in 1940 located on the southern portion of the lot. The owner of the property is the applicant and once the lot is split they intend to sell the northern portion of the lot to Clayton Homes to build a new house. Clayton Homes is building other homes on several of the other recent lot splits. The lot is currently 120' X 140' and if approved the two lots would be 60' X 140' which meets code requirements. Mr. Scott provided specific information on code requirements, noting that the lot width of any newly created lot may not be less than 75% of the average front lot width of lots within the subject property's block. The proposed lot split is greater than 75% of the average lot width for that block (51.23'). Staff recommended approval of this lot split and the Planning Commission unanimously recommended approval.

Moved by Davis, seconded by Schlossmacher to uphold the recommendation of the Planning Commission and approve Case #19-01, lot split of Lot 119 Missionhill Acres at

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5539 Reeds Road. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

FINANCE & ADMINISTRATION COMMITTEE

Councilmember Schlossmacher stated the Finance & Administration Committee met on May 1 and discussed six items, including approval of the meeting minutes. Two of those items were considered on tonight's Consent Agenda and there is one additional item for consideration. Information on the election of Council Committee Chair and Vice Chair was provided at the meeting as a discussion item, and these elections are on tonight's agenda under New Business. The committee also began discussion on the 2020 Budget.

Acceptance of the Audited Financial Statements for the Year Ending December 31, 2018

Councilmember Schlossmacher reported Kansas statutes require an annual audit of the City's financial statements. The 2018 Audit was conducted by Berberich Trahan & Company, P.A. Certified Public Accountants, who worked in conjunction with City staff. The audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as an evaluation of the overall basic financial statement presentation. The City received a "clean" or unqualified audit for 2018. Council must now vote to accept the audit as presented.

Moved by Schlossmacher, seconded by Davis to accept the audited financial statements for the year ending December 31, 2018. Councilmember Davis congratulated staff on their great work throughout the year resulting in a clean audit. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

COMMUNITY DEVELOPMENT COMMITTEE

Councilmember Inman stated the Community Development Committee also met May 1 and discussed seven items. These included approval of the committee minutes, information on the lot split at 5539 that was recommended for approval by the Planning Commission and considered earlier on this agenda, discussion of the financing and design of Rock Creek Improvements, and information on the election of Council Committee Chair and Vice Chair. Three action items from the committee were

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approved on tonight's Consent Agenda and the election of committee chair and vice chair will be considered under New Business.

NEW BUSINESS

Acceptance of Easements, Broadmoor Project

Ms. Smith stated staff has been working to obtain right-of-way, permanent, sidewalk, and temporary easements for the Broadmoor Reconstruction Project. The contract for this project was approved by Council at their April meeting, and of the 11 tracts in the project area, we need to obtain easements from 10. Ms. Randel and Mr. Morton have been working with property owners and at this time have 7 properties with signed easement agreements. A listing of these easements was provided to Council as a handout. The property owners for these 7 parcels have approved the acquisitions for a total amount of \$85,078. Ms. Smith stated the remaining 3 will be brought back to Council in June for acceptance. Once this process is finalized, all easements will be recorded with Johnson County.

Moved by Davis, seconded by Rothrock to authorize the purchase of right-of-way and easements for the Broadmoor Rehabilitation Project for the following tracts: 3, 5, 6, 7, 8, 9, and 10 in a total amount not to exceed \$85,078. Councilmember Flora asked how the total amount of \$85,078 relates to opening offers made to property owners. Ms. Randel and Ms. Smith stated that it is close. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Foxridge Drive and Woodson Road Stormwater Repairs

Mr. Morton provided an update on recent sinkholes at 5501 Foxridge and 5945 Woodson, which are both the result of CMP failures. He stated repairs to these two sites need to be completed as soon as possible as he is concerned they could grow in size with additional rain in the forecast. Both have been viewed by camera. The proposed task order with GBA is for the design, survey and alternative solutions to these two stormwater repairs in an amount not to exceed \$9,945. He stated once this is completed, the project can be put to bid and come back to Council for approval.

Moved by Rothrock, seconded by Inman to approve a task order with GBA to provide design and survey services to address stormwater failures impacting properties at 5501 Foxridge Drive and 5945 Woodson in an amount not to exceed \$9,945. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Election of Council Committee Chairs and Vice Chairs

Community Development Committee:

Moved by Inman, seconded by Flora to nominate Councilmember Thomas for the position of Community Development Committee Chairperson with a term expiring May 20, 2020. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas.

Motion carried.

Moved by Flora, seconded by Inman to nominate Councilmember Davis for the position of Community Development Committee Vice Chairperson with a term expiring May 20, 2020. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Finance & Administration Committee:

Moved by Schlossmacher, seconded by Kring to nominate Councilmember Flora for the position of Finance & Administration Committee Chairperson with a term expiring May 20, 2020. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Moved by Flora, seconded by Davis to nominate Councilmember Inman for the position of Finance & Administration Committee Vice Chairperson with a term expiring May 20, 2020. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Change in Date for July Council Committee Meetings

Mayor Appletoft stated with the July committee meetings falling on July 3rd and councilmembers potentially being out of town for the July 4th holiday, these meetings will be moved to the second Wednesday of the month, July 10th.

Moved by Schlossmacher, seconded by Rothrock to move the July 3, 2019 meetings of the Community Development Committee and Finance & Administration Committee to Wednesday, July 10, 2019 at 6:30 p.m. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

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COMMENTS FROM THE CITY COUNCIL

Councilmember Davis congratulated Councilmember Thomas and her family on the birth of her daughter Penelope and welcomed her to Mission.

Councilmember Davis thanked CSO Brooke Hagerman for the assistance she recently provided to him when he was trying to locate the owners of two stray dogs.

Councilmember Kring stated she is currently in Washington DC representing the National League of Cities at an EPA meeting. She shared with others at the meeting Mission's many sustainability initiatives and received many compliments.

Councilmember Schlossmacher thanked all who assisted with the Harvesters mobile food distribution on Saturday, May 11 at Shawnee Mission North High School. Eighty-seven cars/families attended. He thanked Suzie Gibbs for her work on this. Councilmember Rothrock stated 14,000 lbs. of food was distributed.

MAYOR'S REPORT

Mayor Appletoft did not have a report.

CITY ADMINISTRATOR'S REPORT

Ms. Smith thanked Council for allowing so many new business items on tonight's agenda. Several were time sensitive and needed to be addressed. She also announced the following:

- Twenty years ago today the Sylvester Powell, Jr. Community Center opened its doors. An anniversary reception was held at the Center on April 11 and she thanked staff for their hard work in organizing such a nice event. Ms. Smith presented Council with a framed picture of the Center by artist Bernie Lee, Art from Architecture.
- Organizational charts have been provided to Council at their places and include photos of all full-time staff. This will also be emailed.

EXECUTIVE SESSION

Moved by Rothrock, seconded by Davis to recess to executive session under the consultation with an attorney exception, K.S.A. 75-4319 (b)(2). Also attending the

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meeting will be City Administrator Laura Smith, City Attorney Dave Martin, and Pete Heaven of Spencer Fane. The open meeting will resume in Council Chambers at 7:54 p.m. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Council recessed to Executive Session at 7:39 p.m.

Council reconvened in Council Chambers at 7:54 p.m.

ADJOURNMENT

Moved by Schlossmacher, seconded by Rothrock to adjourn the meeting at 7:55 p.m. All present voted AYE. **Motion carried.**

Respectfully submitted by Martha Sumrall, City Clerk.

Ronald E. Appletoft, Mayor

Martha M. Sumrall, City Clerk