

**City of Mission
Regular Meeting Agenda
Wednesday, May 16, 2018
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

1. PUBLIC HEARING

2. SPECIAL PRESENTATIONS

- Presentation to Affan Ansari, Arbor Day Poster Contest Winner and Tree City USA Presentation
- National Police Week Proclamation
- National Public Works Week Proclamation
- Kids to Parks Day Proclamation
- Building Safety Month Proclamation
- Bike Month Proclamation

3. ISSUANCE OF NOTES AND BONDS

4. 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 or member of the public requests, an item may be removed from the consent agenda for further consideration and separate motion.***

CONSENT AGENDA - GENERAL

- 4a. [Minutes of the April 18, 2018 City Council Meeting](#)

CONSENT AGENDA - Finance & Administration Committee

[Finance & Administration Committee Meeting Packet 5-2-18](#)

[Finance & Administration Committee Meeting Minutes 5-2-18](#)

CONSENT AGENDA - Community Development Committee

[Community Development Committee Meeting Packet 5-2-18](#)

[Community Development Committee Meeting Minutes 5-2-18](#)

- 4b. SPJCC Cardio Lease
- 4c. Guardrail Repair
- 4d. Plan Review and Inspection Services for Public Improvements Associated with the Mission Trails Project

5. COMMUNITY COMMITTEE REPORTS

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

6. PUBLIC COMMENTS

7. ACTION ITEMS

Planning Commission

- 7a. Lot Split 5538 Maple Street ([page 4](#))

Miscellaneous

8. COMMITTEE REPORTS

Finance & Administration, Nick Schlossmacher

[Finance & Administration Committee Meeting Packet 5-2-18](#)

[Finance & Administration Committee Meeting Minutes 5-2-18](#)

- 8a. 2017 Audit Presentation and Acceptance of 2017 Audit ([page 24](#))
- 8b. Waiver of Chapter 205 - Fireworks ([page 199](#))

Community Development, Kristin Inman

[Community Development Committee Meeting Packet 5-2-18](#)

[Community Development Committee Meeting Minutes 5-2-18](#)

- 8c. Broadmoor Design ([page 200](#))

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- 10a. Selection of Committee Chairpersons and Vice Chairpersons

11. COMMENTS FROM THE CITY COUNCIL

12. MAYOR'S REPORT

Appointments

Sustainability Commission

- Alexis Penny, Ward II

13. CITY ADMINISTRATOR'S REPORT

14. EXECUTIVE SESSION

ADJOURNMENT

City of Mission	Item Number:	7a.
ACTION ITEM SUMMARY	Date:	April 27, 2018
COMMUNITY DEVELOPMENT	From:	Brian Scott

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

RE: Lot Split Lot 66 Missionhill Acres, 5538 Maple Street

DETAILS: In accordance with the presented survey, the applicant proposes to split the subject property, Lot 66 of Missionhill Acres, into two lots. The dimensions of both of the proposed lots would be 60 feet wide by 140 feet deep. The applicant is the current owner and occupant of the existing home on the subject property. If the lot split is approved, the applicant intends to sell the newly created vacant lot for development into a single family dwelling.

The proposed lot split met all applicable code requirements. No non-conformities would be created.

Planning Commission Recommendation

The Planning Commission, at their April 16, 2018 meeting, voted 7-0 to adopt the findings of fact contained in the staff report and recommend approval of the proposed lot split Case #18-01 to the City Council.

CFAA CONSIDERATIONS/IMPACTS: NA

Related Statute/City Ordinance:	Including but not limited to 455.090, 410.010, 405.020, 415.010
Line Item Code/Description:	NA
Available Budget:	NA

STAFF REPORT
Planning Commission Meeting April 16, 2018

AGENDA ITEM NO.: 2
PROJECT # / TITLE: Case # 18-01
REQUEST: Lot Split-Lot 66 Missionhill Acres
LOCATION: 5538 Maple St
Mission, Kansas 66202
PROPERTY OWNER/APPLICANT: David & Rachel Bennier
5538 Maple St
Mission, KS 66202
PUBLIC HEARING: NA
STAFF CONTACT: Danielle Sitzman



Property Information:

Zoning of the Subject Property

The subject property is currently zoned "R-1" Single-family residential.

Surrounding properties are zoned and developed as follows:

North/East/South/West-"R-1"
Single-family residential, detached dwellings.

Comprehensive Plan Future Land Use Recommendation for this area:

The Comprehensive Plan indicates this area is appropriate for low-density residential neighborhoods with a

variety of housing types and schools, religious institutions, parks, and other civic uses.

Background:

The applicant is the current owner and occupant of the existing home on the subject property. If the lot split is approved, the applicant intends to sell the newly created vacant lot for development into a single family dwelling.

Analysis:

Lots

In the presented survey the applicant proposes to split the subject property, Lot 66 of Missionhill Acres, into 2 lots. The dimensions of both of the proposed lots are 60 feet wide by 140 feet deep.

City Code *Section 410.010 I.* states any single-family dwelling constructed, reconstructed or altered shall require a lot having a width of not less than seventy (70) feet and an average depth of one hundred ten (110) feet, with the following exception:

2. Any lot may be split to a minimum width of sixty (60) feet and depth of one hundred ten (110) feet if it complements the overall character of the adjacent neighborhood. In considering applications for a lot split to a width of less than seventy (70) feet, the lot width of any newly created lot may not be less than seventy-five percent (75%) of the average front lot width of lots within the subject property's block.

Section 405.020

BLOCK: A piece or parcel of land entirely surrounded by public highways or streets other than alleys.

The subject block is bounded by Maple Street, 56th Street, Reeds Rd, and 55th Street.

The dimensions of the surrounding lots on the subject block are as follows:

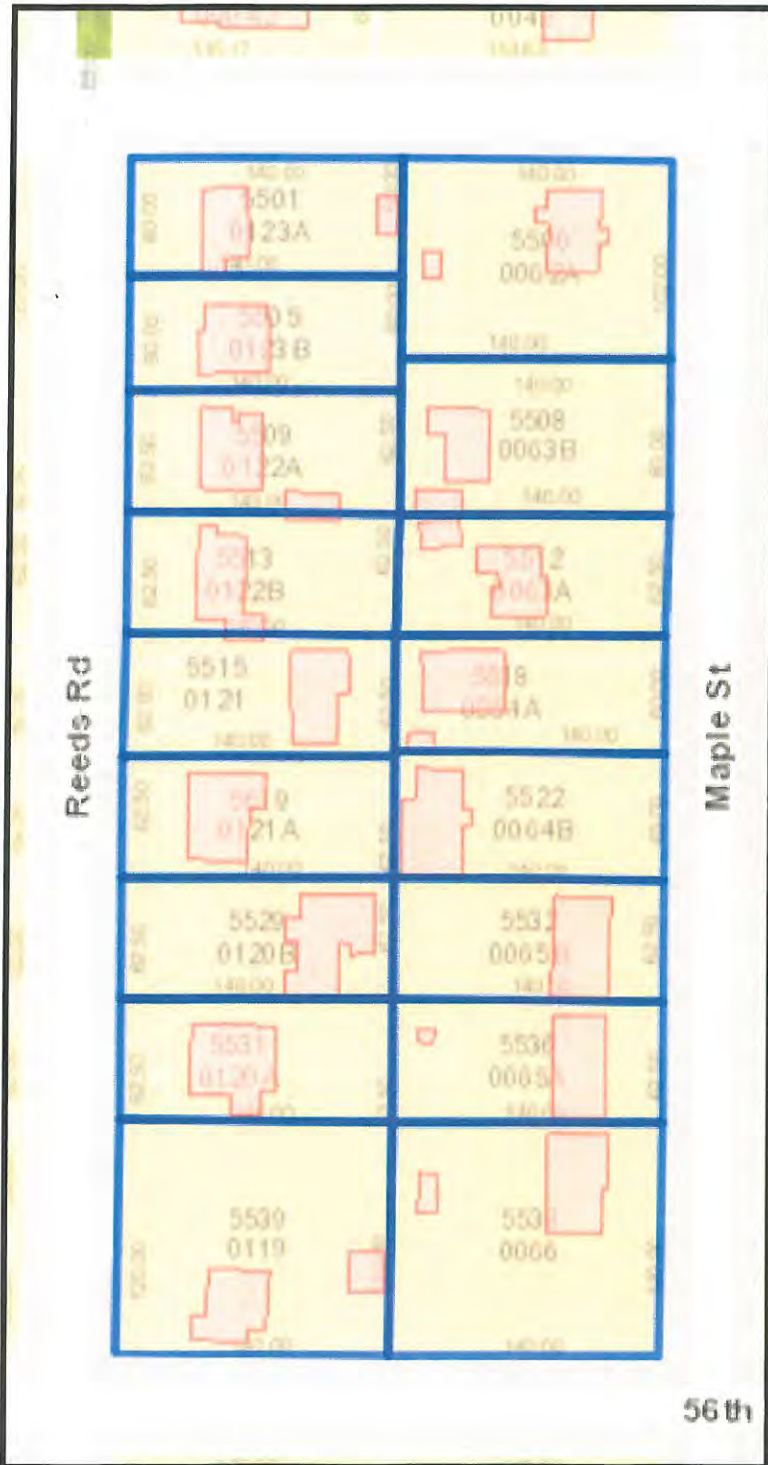
Address	Front Lot Width (Ft)	Address	Front Lot Width (Ft)
5500 Maple St	102.0	5505 Reeds Rd	60.0
5508 Maple St	80.0	5509 Reeds Rd	62.5
5512 Maple St	62.5	5513 Reeds Rd	62.5
5518 Maple St	60.0	5515 Reeds Rd	62.5
5522 Maple St	65.0	5519 Reeds Rd	62.5
5532 Maple St	62.5	5529 Reeds Rd	62.5
5536 Maple St	62.5	5531 Reeds Rd	62.5
5501 Reeds Rd	60.0	5539 Reeds Rd	120.0

The average lot width (mean) on the subject block is 70'.

Seventy-five percent (75%) of average lot width would be 53'.

The proposed lot width is 60' and the depth is 140'.

LOT: A parcel of land occupied or to be occupied by one (1) main building or unit group of buildings and the accessory buildings or uses customarily incident thereto, including such open spaces as are required under these regulations. A "lot", as used in this Title, may consist of one (1) or more platted lots or tract or tracts as conveyed or parts thereof.



Lots on the subject block are highlighted in blue.

Section 415.010.C - Yard Exceptions.

2. Every part of a required yard or court shall be open from its lowest point to the sky unobstructed, except for the ordinary projection of sills, belt courses, cornices, chimneys, buttresses, ornamental features and eaves provided that none of the above projections shall extend more than thirty (30) inches into a minimum yard and, provided further, that canopies or open porches having a roof area not exceeding sixty (60) square feet may project a maximum of six (6) feet into the required front or rear yard and existing open porches extending into the required yard shall not be enclosed.

According to the survey, the chimney would only project 24" into the setback area and qualifies for an exemption. The existing home would meet all required setbacks once the proposed lot split is made.

Section 445.360 - Floor area

All new single-family dwellings must have a minimum ground floor area of 864 square feet. A building permit is required prior to

construction. This standard and all other zoning requirements will be reviewed at that time.

Suggested Findings of Fact - 455.090 Regulation Governing Lot Splits.

All lot splits must have Planning Commission and City Council approval. New lots so created must conform to current zoning width and depth requirements. Applications for lot splits must be accompanied by a survey showing the new lots to be created along with a legal description of each new lot.

The proposed lot split is greater than 75% of the average lot width of the surround block as required by the current zoning standards. A survey and legal descriptions have been provided. No non-conformities are created by the lot split.

Staff Recommendation

Staff recommends the Planning Commission adopt the findings of fact contained in this staff report and recommend approval of the proposed lot split, Case # 18-01 to the City Council.

Planning Commission Recommendation

The Planning Commission, at their April 16, 2018 meeting, voted 7-0 to adopt the findings of fact contained in the staff report and recommend approval of the proposed lot split Case #18-01 to the City Council.

Additional Information for Lot Split Application, Planning Case Number 18-01

Prepared by David Bennier on 3/25/18

Contents:

- Average Lot Width Calculation
- Chimney Projection into Side Yard
- Neighborhood Compatibility of the Proposed Lots

Average Lot Width Calculation

From Municipal Code 410.010.I.2, Minimum Lot Size:

Any lot may be split to a minimum width of sixty (60) feet and depth of one hundred ten (110) feet if it complements the overall character of the adjacent neighborhood. In considering applications for a lot split to a width of less than seventy (70) feet, the lot width of any newly created lot may not be less than seventy-five percent (75%) of the average front lot width of lots within the subject property's block.

The minimum permitted lot width is 60' wide. The proposed split lots may not be less than the width of 75% of the average lot width on the block. From 405.020.B a "block" is a "piece or parcel of land entirely surrounded by public highways or streets..." The following calculation shows that 75% of the average lot width of the subject block is 54.24', so the minimum lot width of 60' controls. The proposed lot widths of 60' satisfactorily fit the minimum lot widths of the block.

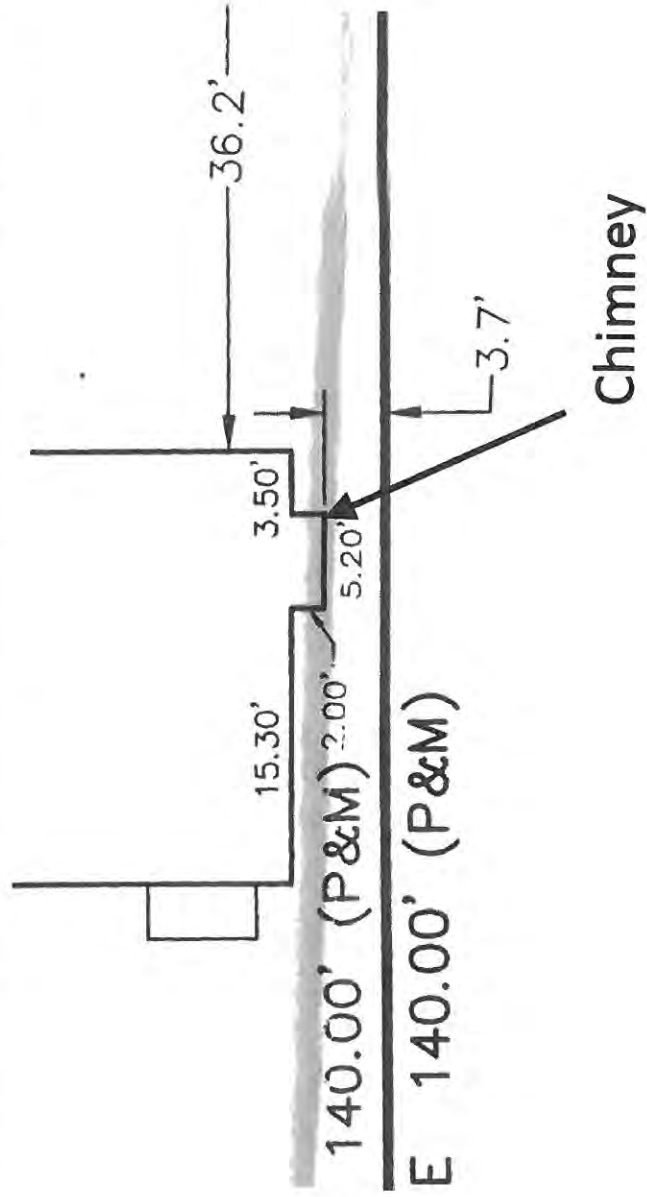
Address	Lot Width	Address	Lot Width
5500 Maple St	102.00 ft	5501 Reeds Rd	60.00 ft
5508 Maple St	80.00 ft	5505 Reeds Rd	60.00 ft
5512 Maple St	62.50 ft	5509 Reeds Rd	62.50 ft
5518 Maple St	60.00 ft	5513 Reeds Rd	62.50 ft
5522 Maple St	65.00 ft	5515 Reeds Rd	62.50 ft
5532 Maple St	62.50 ft	5519 Reeds Rd	62.50 ft
5536 Maple St	62.50 ft	5529 Reeds Rd	62.50 ft
5538 Maple St	120.00 ft	5531 Reeds Rd	62.50 ft
		5539 Reeds Rd	120.00 ft
		Block Average Lot Width =	72.32 ft
		75% of Block Average Lot Width =	54.24 ft

The lot widths above were taken from AiMS on 3/15/18 (<https://maps.iocogov.org/>).

Chimney Projection into Side Yard

Municipal Code Section 415.010 allows for a chimney to project up to 30" into the 5' side yard. According to the survey the existing chimney only projects 24" and would qualify for this exemption.

Below is a snippet from the survey, showing the chimney projection from the south side of the existing house.



Neighborhood Compatibility of the Proposed Lots

The table below summarizes the house styles and lot widths for the 5500 and 5600 block of Maple street, the neighborhood in which the proposed lot split is located. Note that the proposed 60' wide lot at 5538 Maple St matches (3) other lots within the neighborhood, with similar split level house styles and 2 car garages, on lot widths equal to or near 60' wide. The proposed 5540 Maple St lot is proposed to have a 2 story house with a 2 car garage. The proposed house fits into the neighborhood, in which there are already (7) 2 story houses. The 2 car garage fits in well also, in a neighborhood with (5) 2 car garages. Most of the 2 story houses in the neighborhood have lot widths equal to or near 60' wide.

Address	Lot Width	House Style		Attached Garage	Description
		1 Story	2 Story		
5500 Maple St	102.00 ft		X	None	2 story without a garage
5508 Maple St	80.00 ft	X		None	1 story without a garage
5512 Maple St	62.50 ft	X		None	1 story without a garage
5518 Maple St	60.00 ft	X		None	1 story without a garage
5522 Maple St	65.00 ft		X	1 car	2 story with 1 car garage
5532 Maple St	62.50 ft	X		1 car	1 story with 1 car garage
5536 Maple St	62.50 ft	X		1 car	1 story with 1 car garage
5538 Maple St	60.00 ft			2 car	Split level with 2 car garage
Proposed 5540 Maple St	60.00 ft		X	2 car	Proposed 2 story with 2 car garage
5600 Maple St	60.00 ft	X		None	1 story without a garage
5602 Maple St	60.00 ft		X	1 car	2 story with 1 car garage
5606 Maple St	60.00 ft			2 car	Split level with 2 car garage
5608 Maple St	62.50 ft			2 car	Split level with 2 car garage
5618 Maple St	62.50 ft		X	None	2 story without a garage
5622 Maple St	62.50 ft		X	1 car	2 story with 1 car garage
5628 Maple St	62.50 ft			2 car	Split level with 2 car garage
5632 Maple St	62.50 ft	X		None	1 story without a garage
5638 Maple St	60.00 ft		X	1 car	2 story with 1 car garage
5642 Maple St	60.00 ft		X	None	2 story without a garage

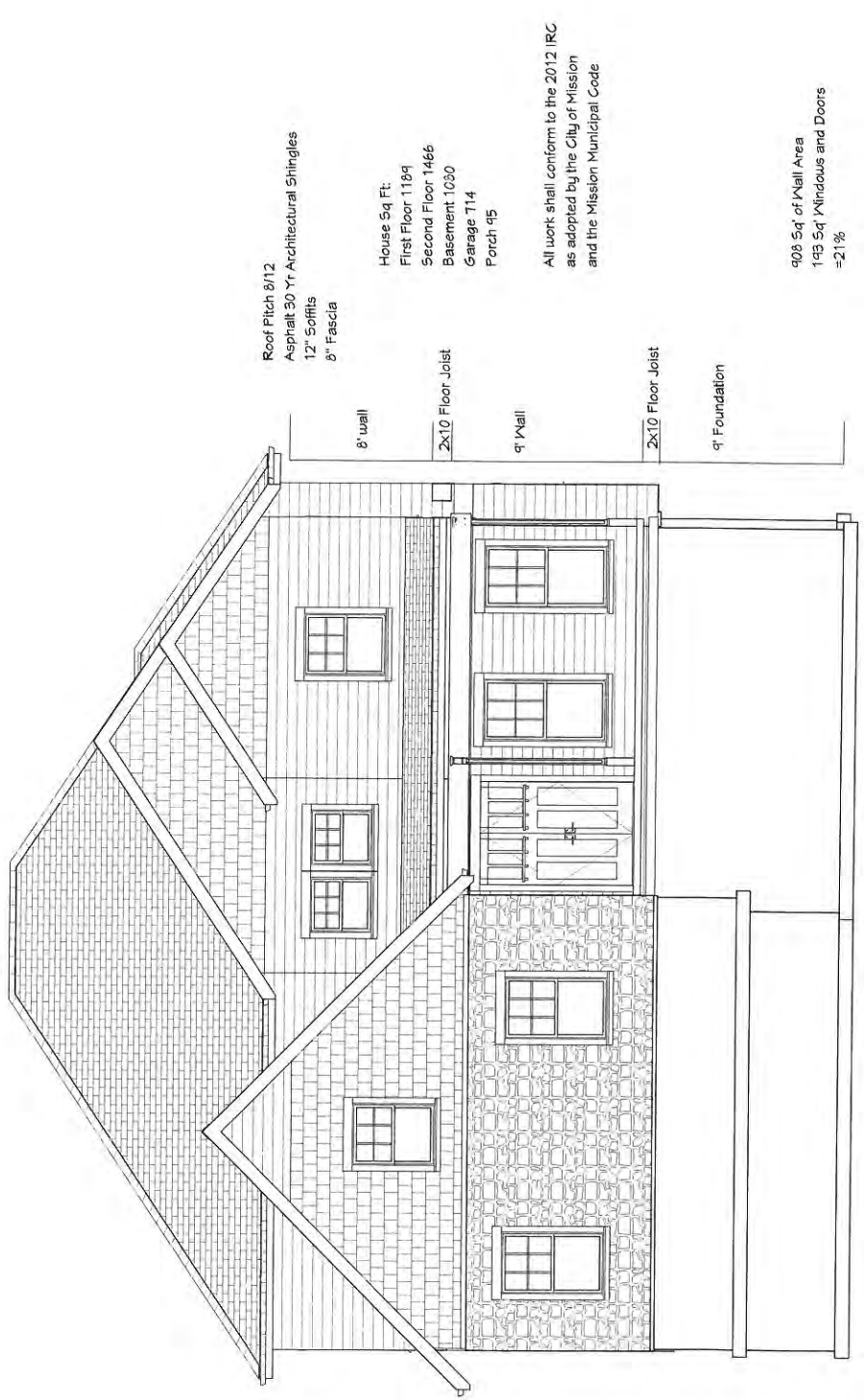
The lot width's above were taken from AIMS on 3/15/18 (<https://maps.iocogov.org/>). House descriptions by David Bennier, 3/24/18.

Drawings Provided By:
Klassen Construction
9901 Connell Dr.
Overland Park, KS 6612

Project Description:
Klassen Residence
5540 Maple St.
Mission, KS

Sheet Title:
Front Elevation

NO.	DESCRIPTION	BY	DATE



Front Elevation

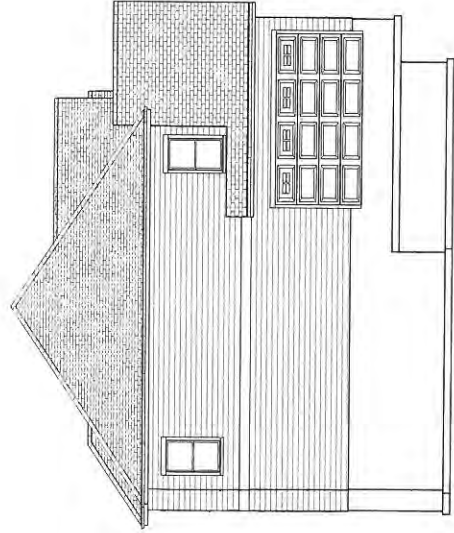
Elevation 3

Drawings Provided By:
Klassen Construction
9901 Connell Dr.
Overland Park, KS 6612

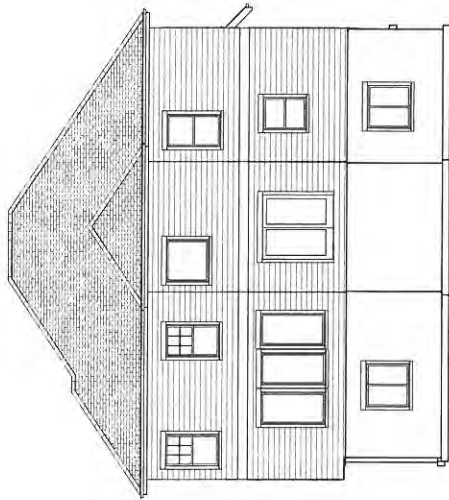
Project Description:
Klassen Residence
5540 Maple St.
Mission, KS

Sheet Title:
Rear and Side Elevations

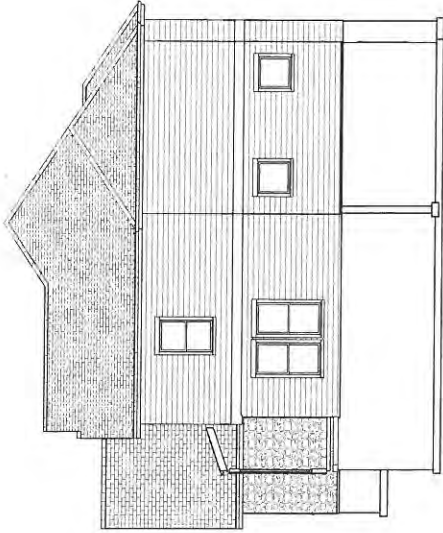
NO.	DESCRIPTION	BY	DATE



Elevation 5



Elevation 4



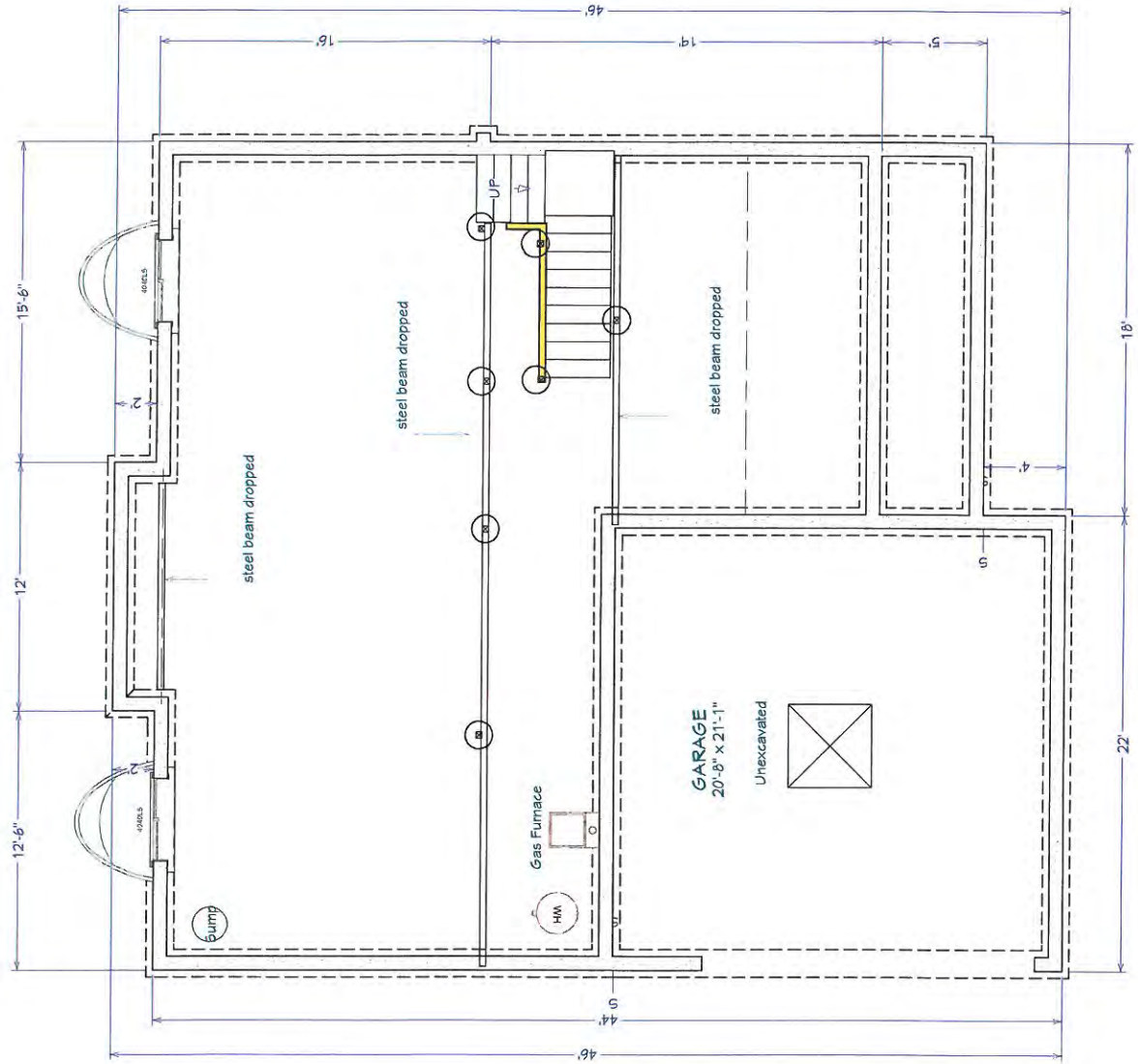
Elevation 6

Drawings provided by:
Klassen Construction
9901 Connell Dr.
Overland Park, KS 6612

Project description:
Klassen Residence
5540 Maple St.
Mission, KS

Sheet title:
Foundation Floor Plan

NO.	DESCRIPTION	BY	DATE



LIVING AREA
1030 sq ft

Foundation

NO.	DESCRIPTION	BY	DATE

First Floor Plan

SHEET TITLE:

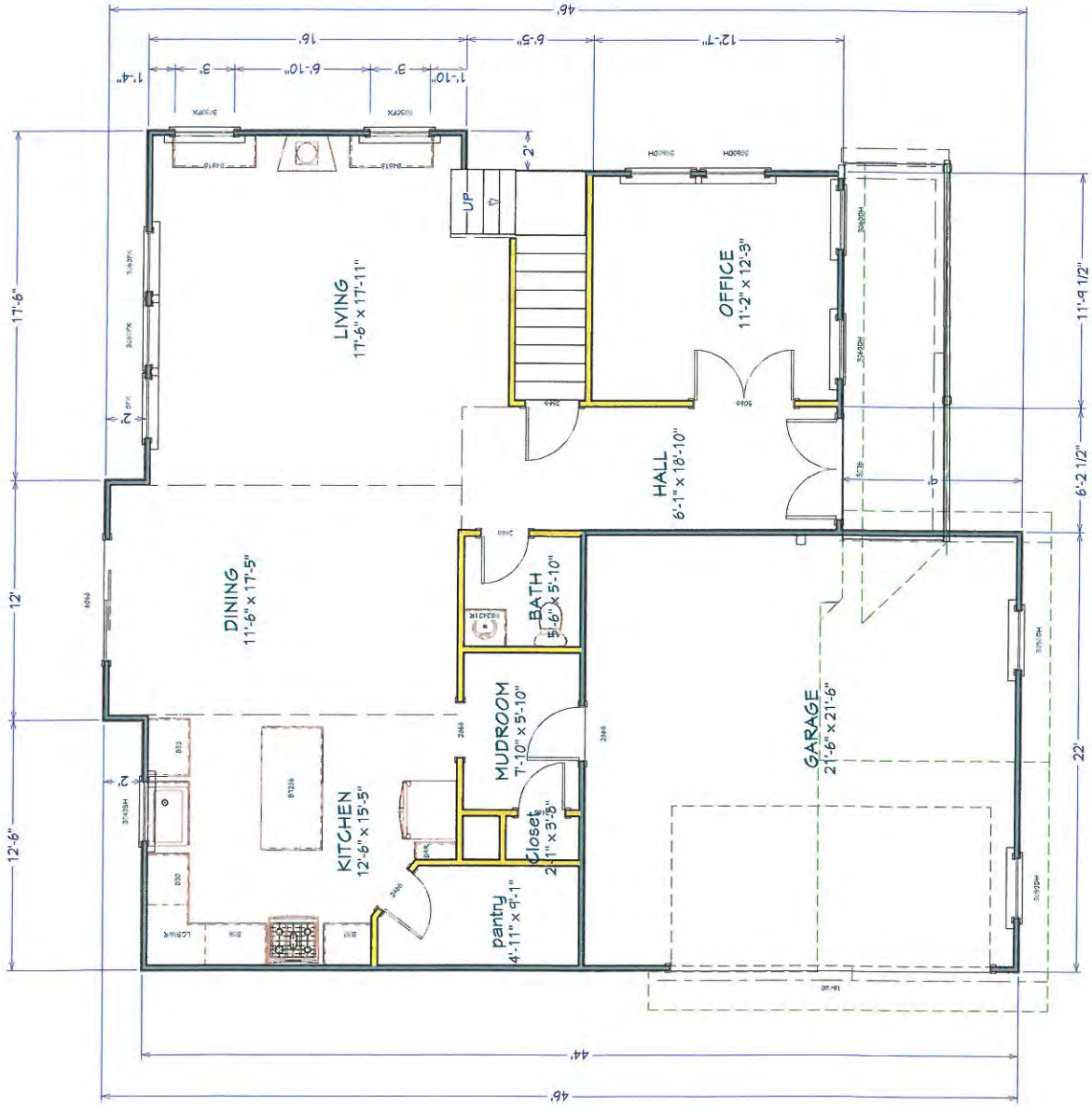
PROJECT DESCRIPTION:
 Klassen Residence
 5540 Maple St.
 Mission, KS

DRAWINGS PROVIDED BY:
 Klassen Construction
 9901 Connell Dr.
 Overland Park, KS 6612

DATE:
 3/13/2018

SCALE:
 1/4"=1'

SHEET:
A-3



LIVING AREA
 1177 sq ft

1st Floor

NO.	DESCRIPTION	BY	DATE

SHEET TITLE: Second Floor Plan

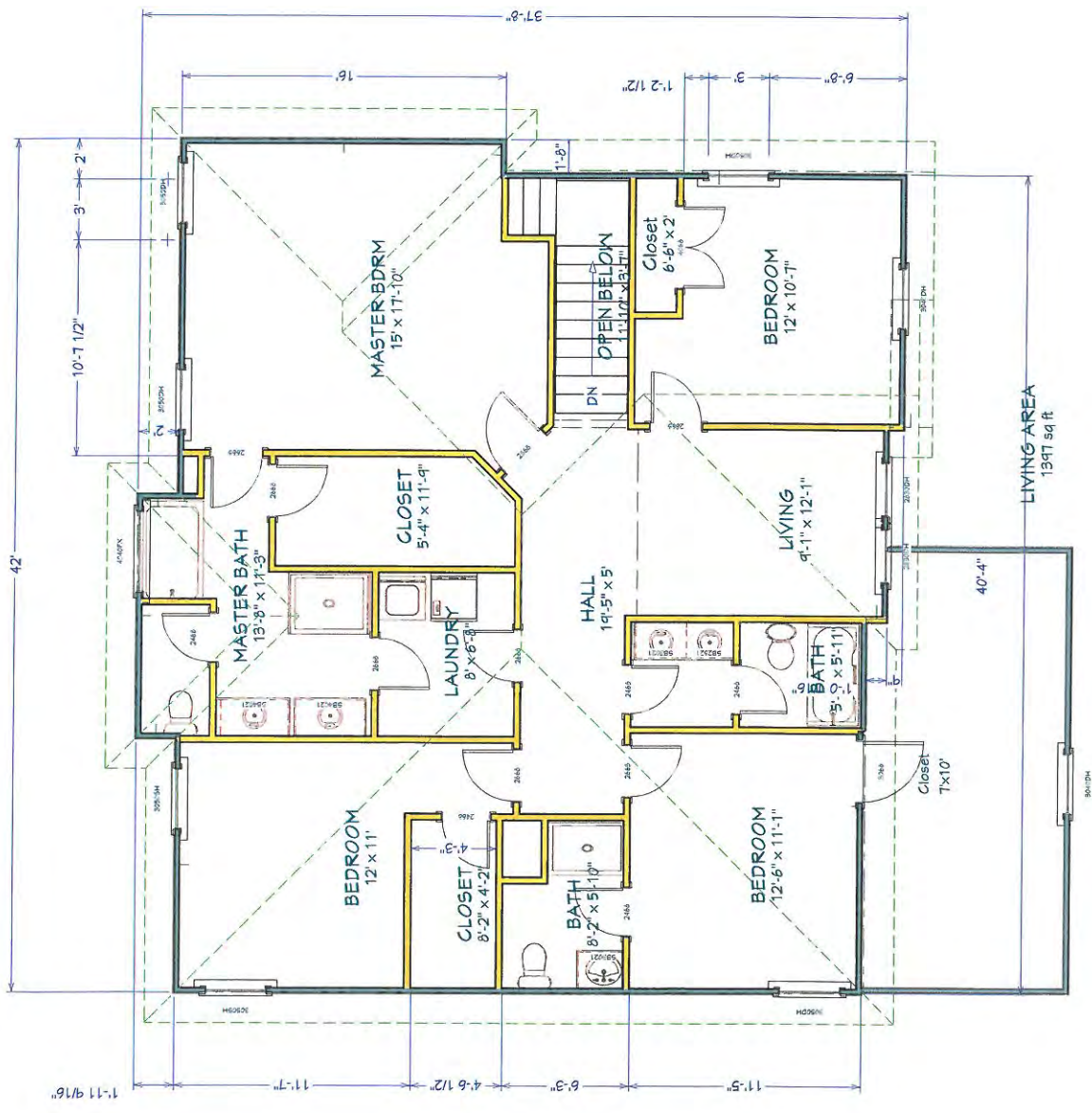
PROJECT DESCRIPTION: Klassen Residence
5540 Maple St.
Mission, KS

DRAWINGS PROVIDED BY: Klassen Construction
9901 Connell Dr.
Overland Park, KS 6612

DATE: 3/13/2018

SCALE: 1/4"=1'

SHEET: A-4



2nd Floor

LEGAL DESCRIPTION:
 SECTION 8-12-25, MISSOURI ACRES, A SUBDIVISION IN THE CITY OF MISSION,
 JOHNSON COUNTY, KANSAS, ACCORDING TO THE RECORDED PLAT
 THEREOF.

LOT 1
 ALL OF THAT PART OF LOT 66, MISSOURI ACRES, A SUBDIVISION IN
 THE CITY OF MISSION, JOHNSON COUNTY, KANSAS, DESCRIBED AS
 FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 66; THENCE
 NORTH 88 DEGREES 01 MINUTE 56 SECONDS EAST ALONG THE NORTH
 LINE OF SAID LOT 66 TO THE POINT OF BEGINNING; THENCE EAST
 CORNER OF SAID LOT 66 SAID POINT ALSO BEING A POINT ON THE
 WEST RIGHT-OF-WAY LINE OF MAPLE STREET; THENCE SOUTH 01
 DEGREE 56 MINUTE 56 SECONDS WEST ALONG THE WEST LINE OF SAID
 LOTS 65 AND ALSO THE EAST RIGHT-OF-WAY LINE OF MAPLE STREET, A
 DISTANCE OF 80.00 FEET; THENCE SOUTH 83 DEGREES 01 MINUTE 56
 SECONDS WEST, A DISTANCE OF 140.00 FEET TO A POINT ON THE WEST
 LINE OF SAID LOT 66; THENCE WEST ALONG THE WEST LINE OF SAID
 LOTS 65 AND ALSO THE WEST LINE OF SAID LOT 66, A DISTANCE OF
 59.56 FEET

PREPARED FOR:
 DAVID PRAYNER
 5438 MAPLE STREET
 MISSION, KANSAS 66202
 PHONE: (913) 424-7462

PREPARED BY:
 ALAN W. DUBREWSKI & ASSOCIATES, INC.
 122 N. WATER STREET
 OLAHE, KANSAS 66061
 PHONE: (913) 764-1076
 FAX: (913) 764-8635

SURVEY

**PT. OF NE 1/4
 SECTION 8-12-25
 JOHNSON COUNTY, KANSAS**

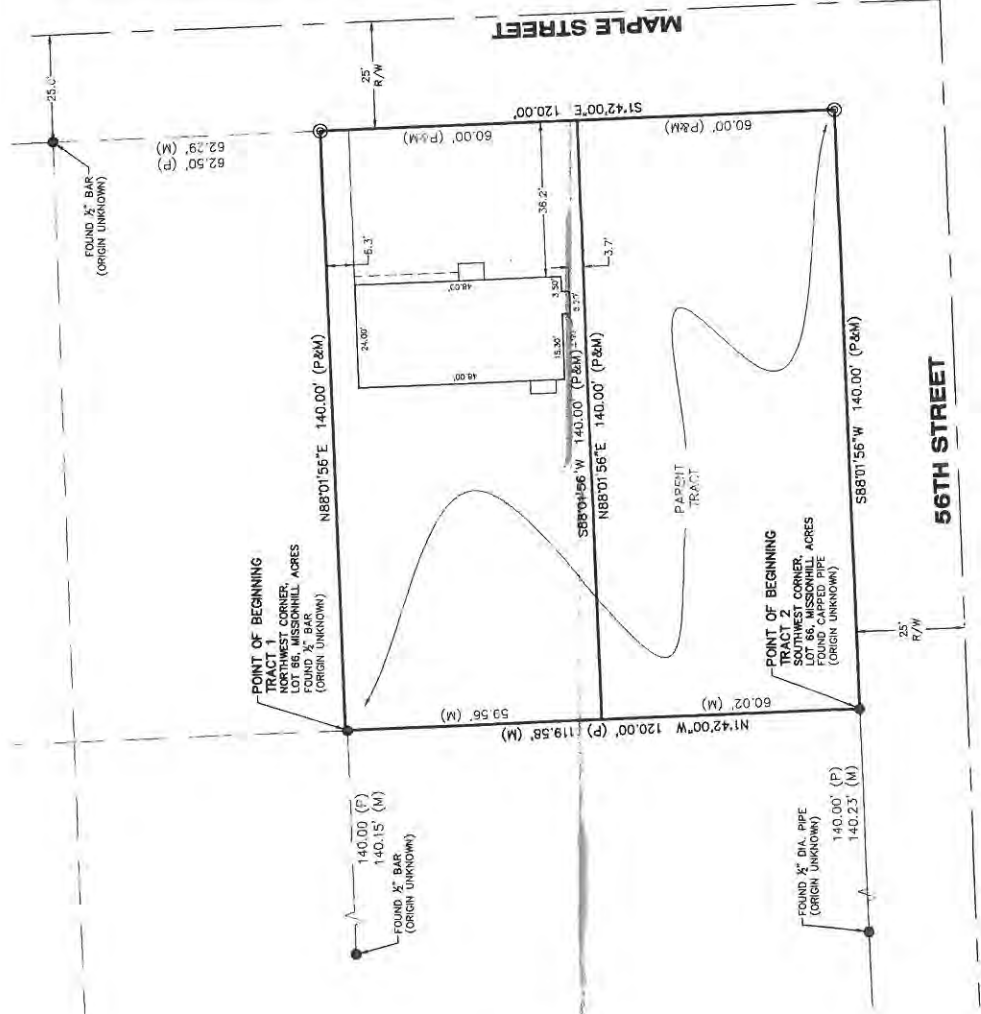


CIVIL ENGINEERS
LAND SURVEYORS - LAND PLANNERS
 122 N. WATER STREET
 OLAHE, KANSAS 66061
 PHONE: (913) 764-1076 FAX: (913) 764-8635

Scale: 1" = 20'
 Date: 6/19/2017
 Drawn By: MBH
 Checked By: RML
 Project: 32259
 Section: 8-12-25

AD PROJECT # 32259

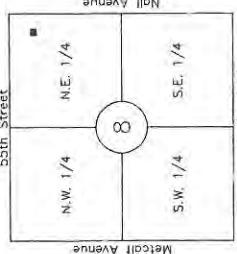
8-12-25



THIS IS TO CERTIFY THAT ON THE 18TH DAY OF JUNE 2017, THIS FIELD SURVEY
 WAS COMPLETED ON THE GROUND BY ME OR UNDER MY DIRECT SUPERVISION AND
 THAT SAID SURVEY MEETS OR EXCEEDS THE "KANSAS MINIMUM STANDARDS" FOR
 BOUNDARY SURVEYS PURSUANT TO K.A.R. 68-12-1.



PROJECT LOCATION
 SECTION 8-12-25



Shawnee Mission Parkway
 SCALE: 1" = 2000'

PARENT TRACT
 Area: 18600.00 Sq. Ft.
 Perimeter: 400.00'
 Error Closure: 0.00000
 Error North: 0.00000
 Error East: 0.00000
 Precision: 1: 5330000000.00

LOT 1
 Area: 8400.00 Sq. Ft.
 Perimeter: 400.00'
 Error Closure: 0.00000
 Error North: 0.00000
 Error East: 0.00000
 Precision: 1: 4000000000.00

LOT 2
 Area: 8400.00 Sq. Ft.
 Perimeter: 400.00'
 Error Closure: 0.00000
 Error North: 0.00000
 Error East: 0.00000
 Precision: 1: 4000000000.00

MINUTES OF THE PLANNING COMMISSION MEETING

April 16, 2018

The regular meeting of the Mission Planning Commission was called to order by Chairman Mike Lee at 7:00 PM Monday, April 16, 2018. Members also present: Stuart Braden [*arrived after roll call*], Brad Davidson, Robin Dukelow, Charlie Troppito, Scott Babcock [*arrived after roll call*], and Pete Christiansen. Absent were Frank Bruce and Burton Taylor. Also in attendance: Danielle Sitzman, City Planner and Ashley Elmore, Secretary to the Planning Commission.

Approval of Minutes from the March 26, 2018 Meeting

Mr. Troppito moved and Mr. Davidson seconded a motion to approve the minutes of the March 26, 2018, Planning Commission meeting.

The vote was taken (5-0). The **motion carried**. Commissioners Taylor and Babcock arrived after the vote.

Case # 18-01 Lot Split of Lot 66 Missionhill Acres - 5538 Maple Street

Ms. Sitzman: Thank you, Mr. Chair. This is a request for a lot split. We frequently have these, but there is a provision in our code that governs how they are requested and approved. Basically, they come to the Planning Commission, and then proceed on to City Council.

Some information about the lot split. There's currently a developed lot at 5538 Maple Street. A homeowner occupies a house on the north side of the lot and intends to conduct the lot split, and if approved, sell the newly-created lot for development of an additional single-family home. It's part of an already-platted subdivision, Lot 66 of Missionhill Acres. It's the original size of the lots at the time that that subdivision was created. It's 120 feet wide and 104 feet deep. So, the request tonight is to divide it down the middle into two lots.

The code section that governs current modern lot sizes intends for new lots created in new subdivisions to be 70 feet in width. However, if you're in an existing situation, they can be reduced down to 60 feet - which is what is requested tonight - as long as the width is not less than 75 percent of the average front lot width of the lots in this subdivision's property block. So, we did an analysis in our staff report for you of what the block is and what those widths are. The average lot width - or the mean - in this subject block is 70 feet. Seventy-five percent of that is 53 feet, so the 60 feet that they are proposing does meet that standard. If you look at the table in the staff report, it does show you that there are several lots that are 60 feet in width, some are 62 1/2, so it's a fairly typical lot size for that block.

We also looked at other aspects and advised the applicant when they go through this process that they need to make sure that they're not creating non-conformities, meaning that the existing house is still going to meet the modern setbacks, making sure that that's not being created. In this case, the current house would still meet all the setbacks required. There is a chimney on the south side of the house that does project into that

MINUTES OF THE PLANNING COMMISSION MEETING

April 16, 2018

side yard, but it's an allowable projection under one of the exceptions in our code, so it's perfectly fine.

When and if this proceeds on to development, staff would take a look at any proposed new building proposal and do a planning and zoning review before a building permit is issued, to double-check setbacks, lot coverages, and all of those other things. Also, minimum house size. The applicant did provide an example of the home that is being considered for development. This is not binding in any way. It's just provided to give you an idea of what they're considering. That's not something you're reviewing this evening. They also provided their analysis of the lot sizes. Unfortunately, I think they used the wrong interpretation of what a block would be, but when we did our interpretation, it still works out just fine. Also included in the packet tonight was a survey showing where that dividing line would be drawn, where the site lines would be for the existing house.

Staff feels that all the findings required for granting of a lot split have been met. We have provided that analysis in the staff report. We do recommend that you adopt these findings of fact and recommend approval of the proposed lot split to the City Council. That concludes the staff report.

Chair Lee: Thank you. Is the applicant here?

David Bennier, 5538 Maple Street, appeared before the Planning Commission and made the following comments:

Mr. Bennier: Yes, sir. I live at 5538 Maple Street with my wife and five kids. We bought the place about seven years ago, maybe a little less. We saw that it was extra wide, and we liked that. Then, as kind of an investment idea, we thought we'd look into splitting it, and it appeared to work out. So, here we are. In a sense, capitalizing on the market right now. A lot of houses have been going up around us, so we thought we would give it a shot.

Chair Lee: Any questions for the applicant? Charlie?

Mr. Troppito: How many trees will you be displacing, if any?

Mr. Bennier: There will be one tree displaced in the front. I don't know if there are plans to replace it.

Mr. Davidson: This might be more for Danielle. Is there any limited access, since this is a corner lot, as far as if it has to be a frontage, garage-sited tree, or are both options available?

Ms. Sitzman: Both options would be available. We would take a look at how far away from the intersection they are proposed to be. The house plans that were provided show a side-loaded garage, so if the house were to front Maple, the driveway would be on the opposite street, and vice-versa. Both allowed. Again, since those house plans aren't binding, I don't want to dwell on them too much, but when they show a side-loaded garage like that, that's an allowable configuration, to not need to have the two-foot

MINUTES OF THE PLANNING COMMISSION MEETING

April 16, 2018

setback of the garage behind the front face of the house. The front face of the house doesn't look like a garage, even though it is, because the door to it is on the side. It can project away from the house like that. With just a quick glance at the plans, staff doesn't have any concerns with it, necessarily.

Chair Lee: Any other questions? [*None.*] Thank you. Any questions for staff?

Ms. Sitzman: To the question about trees, a tree is required to be planted for every 50 feet of frontage. So, on the new lot, there would be one tree in the front area at some point.

Mr. Troppito: Take one down, put one up.

Ms. Sitzman: Yes.

Ms. Dukelow: I just want to say, I share the concern about a tree near the corner, but unfortunately, I don't think we have any control over that. Correct me if I'm wrong.

Ms. Sitzman: I think you are correct. If they wanted to conserve a tree and count it towards the requirement, that's allowed, but simply protecting a tree from being removed is not a part.

Mr. Troppito: My concern is whether it would be a net loss or a net gain. I'm satisfied.

Mr. Babcock: Correct me if I'm wrong. There's a precedence for this, and with two lots on Lamar, one of them is --

Ms. Sitzman: Actually, the lots that Mr. Babcock is referencing are smaller than 60 feet in width. They are non-conforming lots, which is a little more complicated than this one. This one has no non-conformities.

Mr. Braden: I know they meet the side yard setback requirements. I just didn't see where it was listed what that is. Just for my information.

Ms. Sitzman: Yeah, we didn't spell out every requirement. On an interior lot, which is what the existing house would become once the lot split occurs, it's five feet on the side yards.

Chair Lee: Other comments? If not, I would entertain a motion.

Mr. Babcock: I make a motion that we recommend approval of Case No. 18-01 Lot Split of Lot 66, Missionhill Acres, 5538 Maple Street.

Mr. Braden: Second.

The vote on the motion was taken (7-0). **The motion to approve this application carried.**

Planning Commission Comments/CIP Updates

Chair Lee: Before we bring up comments of committee, we'll let Charlie read something.

MINUTES OF THE PLANNING COMMISSION MEETING

April 16, 2018

Mr. Troppito: I'm going to pass this out so you all have a copy. What I'm introducing is a resolution in recognition and appreciation for distinguished service by Danielle Sitzman. Here is a full copy for the secretary.

WHEREAS, Danielle Sitzman has served the City of Mission, Kansas, Planning Commission as city planner and as the planning and development services manager with great professionalism, dedication and distinction since April 2007; and

WHEREAS, throughout Danielle's tenure she has provided the Planning Commission with invaluable staff insights, perspectives, fact-finding and professional guided opinion and;

WHEREAS, Danielle has participated with distinction in the following professional and community service activities which have brought credit to the city of Mission, Kansas exceeding her job requirements:

AICP (American Institute of Certified Planners) Certified Planner

Member Kansas City Chapter of the American Planning Association

International Code Council, Certified Permit Technician

International Code Council, Permit Specialist (T6)-Pending Spring 2018

International Code Council, Legal and Management Modules Certifications-Pending Spring 2018

Johnson County Building Officials Association

Heart of America International Code Council

Women in Code Enforcement and Development

Mid-America Regional Council, Bicycle & Pedestrian Advisory Committee and Technical Forecast Committee

Urban Land Institute

NEJC Chamber Leadership Institute graduate

Youth Pedestrian and Bicycle Safety Ambassador

Shawnee Mission School District and Turner School District, Mentor

NOW, THEREFORE, BE IT RESOLVED that the Mission Kansas Planning Commission acknowledges and extends its gratitude to Danielle Sitzman for her exceptional service to the Commission and citizens of Mission, Kansas.

Chair Lee: I would entertain a motion.

Ms. Dukelow: Mr. Chairman, I would like to recommend to the Planning Commission that we adopt the resolution, the recognition and appreciation of distinguished service by Danielle Sitzman, on this day, April 16, 2018.

MINUTES OF THE PLANNING COMMISSION MEETING

April 16, 2018

Mr. Babcock: Second.

The vote on the motion was taken (7-0). **The motion to adopt the resolution carried.**

[*Applause.*]

Staff Update

Staff provided an update on current and upcoming projects and events.

ADJOURNMENT

With no other agenda items, **Ms. Dukelow moved and Mr. Braden seconded a motion to adjourn.** (Vote was unanimous). The **motion carried.** The meeting adjourned at 7:20 P.M.

Mike Lee, Chair

ATTEST:

Ashley Elmore, Secretary

City of Mission	Item Number:	8a.
ACTION ITEM SUMMARY	Date:	April 26, 2018
Administration	From:	Brian Scott

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

RE: City of Mission 2017 Comprehensive Annual Financial Report - Annual Audit

RECOMMENDATION: Accept the audited financial statements for the year ending December 31, 2017.

DETAILS: Kansas statutes require an annual audit of the City's financial statements. The audit for the 2017 fiscal year was conducted by Berberich Trahan & Company, P.A., Certified Public Accountants. The auditors worked in conjunction with City staff to prepare and audit the comprehensive financial statements of the City of Mission.

The annual audit is conducted in accordance with auditing standards generally accepted in the United States, the "Kansas Municipal Audit Guide," and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 the fiscal year ending December 31, 2017.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its comprehensive annual financial report (CAFR) for the fiscal year ending December 31, 2016. This was the twenty-fourth consecutive year the City received this award which is earned by publishing an easily readable and efficiently organized CAFR. The report must also satisfy both generally accepted accounting principles and applicable legal requirements. The 2017 CAFR will be submitted to the GFOA review panel for consideration.

A representative from Berberich Trahan will present the report and answer any questions during the Finance & Administration Committee meeting. The Council has historically accepted the annual audit at the next available Council meeting.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	K.S.A. 75-1120a
Line Item Code/Description:	N/A
Available Budget:	N/A



BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

CITY OF MISSION, KANSAS

Report to the Honorable Mayor and City Council
April 26, 2018



BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

April 26, 2018

Honorable Mayor and City Council
City of Mission, Kansas
6090 Woodson Road
Mission, Kansas 66202

Attention: Honorable Mayor and City Council

We are pleased to present this report related to our audit of the financial statements of the City of Mission, Kansas (the City) for the year ended December 31, 2017. This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for the City's financial reporting process.

This report is intended solely for the information and use of the Honorable Mayor and City Council and is not intended to be and should not be used by anyone other than these specified parties. It will be our pleasure to respond to any questions you have about this report. We appreciate the opportunity to be of service to the City.

Berberich Trahan + Co., P.A.

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CITY OF MISSION, KANSAS

Report to the Honorable Mayor and City Council
April 26, 2018

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Required Communications

Generally accepted auditing standards (AU-C 260, *The Auditor's Communication with Those Charged with Governance*) require the auditor to promote effective two-way communication between the auditor and those charged with governance. Consistent with this requirement, the following summarizes our responsibilities regarding the financial statement audit as well as observations arising from our audit that are significant and relevant to your responsibility to oversee the financial reporting process.

<u>Area</u>	<u>Comments</u>
Our Responsibilities with Regard to the Financial Statement Audit	Our responsibilities under auditing standards generally accepted in the United States of America and the Kansas Municipal Audit and Accounting Guide have been described to you in our arrangement letter dated September 28, 2017.
Overview of the Planned Scope and Timing of the Financial Statement Audit	We have issued a separate communication regarding the planned scope and timing of our audit and have discussed with you our identification of and planned audit response to significant risks of material misstatement.
Accounting Policies and Practices	Preferability of Accounting Policies and Practices Under generally accepted accounting principles, in certain circumstances, management may select among alternative accounting practices. We did not discuss with management any alternative treatments within generally accepted accounting principles for accounting policies and practices related to material items during the current audit period. Adoption of, or Change in, Accounting Policies Management has the ultimate responsibility for the appropriateness of the accounting policies used by the City. The City did not adopt any significant new accounting policies nor have there been any changes in existing significant accounting policies during the current period. Significant or Unusual Transactions We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Area	Comments
Audit Adjustments	<p data-bbox="794 247 1406 310">Management's Judgments and Accounting Estimates</p> <p data-bbox="794 327 1406 846">Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions about future events. You may wish to monitor throughout the year the process used to determine and record these accounting estimates. Summary information about the process used by management in formulating particularly sensitive accounting estimates and about our conclusions regarding the reasonableness of those estimates is in the attached "Summary of Accounting Estimates."</p> <p data-bbox="794 867 1406 968">Audit adjustments proposed by us and recorded by the City are summarized in the attached representation letter.</p>
Disagreements with Management	<p data-bbox="794 997 1406 1203">We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the financial statements.</p>
Consultations with Other Accountants	<p data-bbox="794 1224 1406 1325">We are not aware of any consultations management had with other accountants about accounting or auditing matters.</p>
Significant Issues Discussed with Management	<p data-bbox="794 1339 1406 1440">No significant issues arising from the audit were discussed with or the subject of correspondence with management.</p>
Significant Difficulties Encountered in Performing the Audit	<p data-bbox="794 1461 1406 1524">We did not encounter any significant difficulties in dealing with management during the audit.</p>
Letter Communicating Deficiencies in Internal Control over Financial Reporting	<p data-bbox="794 1549 1406 1719">We have separately communicated the deficiencies in internal control over financial reporting identified during our audit of the financial statements, and this communication is attached.</p>

Area	Comments
Certain Written Communications Between Management and Our Firm	Copies of certain written communications between our firm and the management of the City, including the representation letter provided to us by management, are attached.

CITY OF MISSION, KANSAS

Summary of Significant Accounting Estimates

Year Ended December 31, 2017

The following describes the significant accounting estimates reflected in the City's December 31, 2017 financial statements:

Estimate	Accounting Policy	Management's Estimation Process	Basis for Our Conclusions on Reasonableness of Estimate
Net OPEB Obligation	The net OPEB obligation is computed by an independent actuarial firm. The disclosure is based upon numerous assumptions and estimates, including the expected rate of investment return, the interest rate used to determine the present value, and medical care cost trend rates.	The rate of return is based on historical and general market data.	Review of management's analysis resulted in our conclusion that the estimate appears reasonable.
Net Pension Liability – KPERS	The net pension liability is computed by an independent actuarial firm hired by KPERS.	Management of the City obtained and reviewed the Schedule of Employer and Nonemployer Allocations and Schedule of Pension Amounts by Employer and Nonemployer as of June 30, 2017 that were audited by other auditors. Management compared their employer contributions as shown on these schedules to the City's actual contributions and recalculated its allocated percentage and its share of the collective net pension liability.	Review of management's analysis resulted in our conclusion that the estimate appears reasonable.
Fair value of investments	The fair value of investments is computed by the custodians of the City's investments.	Management of the City obtained and reviewed the year-end valuations prepared by the custodians.	Review of the investment information prepared by the custodians resulted in our conclusion that the estimates appear reasonable.



BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

April 26, 2018

Honorable Mayor and City Council
City of Mission, Kansas
Mission, Kansas

In planning and performing our audit of the financial statements of the City of Mission, Kansas (the City) as of and for the year ended December 31, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Following are descriptions of identified control deficiencies that we determined did not constitute significant deficiencies or material weaknesses:

Documentation of Review – Interim Financial Statements and Pre-Processing Payroll Registers

The City has set forth review procedures for monthly interim financial statements and pre-processing payroll registers. During the audit, we were unable to view documentation of those reviews being performed. We recommend that the City maintain documentation of the reviews of the monthly interim financial statements and pre-processing payroll registers in the form of physical sign-offs on the documents or digital acknowledgement of review.

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BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

Honorable Mayor and City Council
City of Mission, Kansas
April 26, 2018
Page 2

Prior Period Adjustments

Prior to audit fieldwork, the City informed the auditor of a prior period adjustment concerning capital assets. During the City's audit, five additional prior period adjustments were made. We recommend that the City review its trial balance at year end to ensure that all adjustments have been made.

This communication is intended solely for the information and use of the Honorable Mayor and City Council and management and is not intended to be and should not be used by anyone other than these specified parties.

Finally, we wish to express our appreciation to the City's personnel for their assistance and cooperation during our audit, and we look forward to working with you on future engagements.

Very truly yours,

BERBERICH TRAHAN & CO., P.A.

A handwritten signature in cursive script that reads 'Stacey Hammond'.

Stacey A. Hammond
Director

SAH:tls

April 26, 2018

Berberich Trahan & Co., P.A.
3630 SW Burlingame Road
Topeka, Kansas 66611-2050

This representation letter is provided in connection with your audit of the basic financial statements of the City of Mission, Kansas (the City) as of and for the year ended December 31, 2017 for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

We confirm, to the best of our knowledge and belief, as of the date of the auditor's report, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit arrangement letter dated September 28, 2017, for the preparation and fair presentation of the financial statements referred to above in accordance with U.S. GAAP.
2. We have identified for you all organizations that are a part of this reporting entity or with which we have a relationship, as these organizations are defined in Section 2100 of the Governmental Accounting Standards Board's Codification of Governmental Accounting and Financial Reporting Standards, that are component units.
3. We have identified for you all of our funds and governmental functions.
4. We have properly classified all funds and activities.
5. We have properly determined and reported the major governmental funds based on the required quantitative criteria. We have determined the following funds to be major for public interest reasons: parks and recreation sales tax fund, street sales tax fund, and solid waste fund. We believe that all judgmentally determined major funds are particularly important to the financial statement users.
6. We are responsible for compliance with laws and regulations applicable to the City including adopting, approving and amending budgets.

7. We have identified and disclosed to you all laws and regulations that have a direct and material effect on the determination of financial statement amounts including legal and contractual provisions for reporting specific activities in separate funds.
8. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
9. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
10. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable and reflect our judgment based on our knowledge and experience about past and current events, and our assumptions about conditions we expect to exist and courses of action we expect to take.
11. Related-party transactions, including those with component units for which City is accountable, and interfund transactions, including interfund accounts and advances receivable and payable, sale and purchase transactions, interfund transfers, long-term loans, leasing arrangements, and guarantees, have been recorded in accordance with the economic substance of the transaction and appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
12. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
13. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
14. The following have been properly recorded and/or disclosed in the financial statements:
 - a. Net positions and fund balance classifications.
 - b. The fair value of investments.
 - c. All leases and material amounts of rental obligations under long-term leases.
 - d. All significant estimates and material concentrations known to management which are required to be disclosed.
 - e. Risk financing activities.
 - f. Deposits and investment securities categories of risk.
 - g. The effect on the financial statements of accounting standards which have been issued but which we have not yet adopted.
 - h. Security agreements in effect under the Uniform Commercial Code.

- i. Liens or encumbrances on assets or revenues or any assets or revenues which were pledged as collateral for any liability or which were subordinated in any way.
- 15. We have no plans or intentions that may materially affect the carrying value or classification of assets or liabilities. In that regard:
 - a. The City has no significant amounts of idle property and equipment.
 - b. The City has no plans or intentions to discontinue the operations of any activities or programs or to discontinue any significant operations.
- 16. We are responsible for making the accounting estimates included in the financial statements. Those estimates reflect our judgment based on our knowledge and experience about past and current events and our assumptions about conditions we expect to exist and courses of action we expect to take. In that regard, adequate provisions have been made:
 - a. To reduce receivables to their estimated net collectable amounts.
 - b. For pension obligations, post-retirement benefits other than pensions, and deferred compensation agreements attributable to employee services rendered through December 31, 2017.
- 17. There are no:
 - a. Material transactions that have not been properly recorded in the accounting records underlying the financial statements.
 - b. Violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency. In that regard, we specifically represent that we have not been designated as, or alleged to be, a "potentially responsible party" by the Environmental Protection Agency in connection with any environmental contamination.
 - c. Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by the Contingencies Topic of the FASB Accounting Standards Codification.
 - d. Guarantees, whether written or oral, under which the City is contingently liable.
 - e. Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances.
 - f. Lines of credit or similar arrangements.
 - g. Agreements to repurchase assets previously sold.
 - h. Contractual obligations for construction and purchase of real property or equipment not included in the liabilities or encumbrances recorded on the books.
 - i. Liabilities which are subordinated in any way to any other actual or possible liabilities.
 - j. Debt issue repurchase options or agreements, or sinking fund debt repurchase ordinance requirements.

- k. Debt issue provisions.
 - l. Authorized but unissued bonds and/or notes.
 - m. Derivative financial instruments.
 - n. Special and extraordinary items.
 - o. Arbitrage rebate liabilities.
 - p. Impairments of capital assets.
18. We have no direct or indirect, legal or moral obligation for any debt of any organization, public or private, that is not disclosed in the financial statements.
19. The City has satisfactory title to all owned assets.
20. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance. In connection therewith, we specifically represent that we are responsible for determining that we are not subject to the requirements of the Single Audit Act and Uniform Guidance because we have not received, expended or otherwise been the beneficiary of the required amount of federal awards during the period of this audit.
21. Net positions (net investment in capital assets; restricted; and unrestricted) and fund balances are properly classified and, when applicable, approved.
22. Expenses or expenditures have been appropriately classified in or allocated to functions and programs in the statement of activities and allocations have been made on a reasonable basis.
23. Revenues have been appropriately classified in the statement of activities within program revenues and general revenues.
24. Capital assets, including infrastructure assets, are properly capitalized, reported and depreciated.
25. We agree with the findings of specialists in evaluating the other postemployment benefit liability and pension liabilities and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.
26. We agree with the restatement of the previously issued financial statements described in Note 1. In that regard:
- a. The restatement corrects errors in those financial statements.

- b. We were not aware of the errors when those financial statements were issued.
 - c. We are not aware of any other errors in those financial statements.
 - d. We do not believe it is necessary to recall those financial statements, and all users of those financial statements will receive a copy of the current year's financial statements and independent auditor's report.
27. We have no knowledge of any uncorrected misstatements in the financial statements.

Information Provided

28. We have provided you with:
- a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - b. Additional information that you have requested from us for the purpose of the audit;
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of governing board and committees of board members, or summaries of actions of recent meetings for which minutes have not yet been prepared.
29. All transactions have been recorded in the accounting records and are reflected in the financial statements.
30. We have disclosed to you the results of our assessment of risk that the financial statements may be materially misstated as a result of fraud.
31. We have disclosed to you all information that we are aware of regarding allegations of fraud or suspected fraud, affecting the City's financial statements involving:
- a. Management.
 - b. Employees who have significant roles in the internal control.
 - c. Others where the fraud could have a material effect on the financial statements.
32. We have disclosed to you all information that we are aware of regarding any allegations of fraud or suspected fraud affecting the City's financial statements received in communications from employees, former employees, analysts, regulators or others.
33. We have no knowledge of noncompliance or suspected noncompliance with laws and regulations whose effects were considered when preparing financial statements.

34. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.
35. We have disclosed to you the identity of the City's related parties and all the related-party relationships and transactions of which we are aware.
36. We are aware of no significant deficiencies, including material weaknesses, in the design or operation of internal controls that could adversely affect the City's ability to record, process, summarize and report financial data.
37. We are aware of no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
38. With respect to supplementary information presented in relation to the financial statements as a whole:
 - a. We acknowledge our responsibility for the presentation of such information.
 - b. We believe such information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
 - c. The methods of measurement or presentation have not changed from those used in the prior period.
 - d. When supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.
39. With respect to required supplementary information presented as required by the Governmental Accounting Standards Board to supplement the basic financial statements:
 - a. We acknowledge our responsibility for the presentation of such required supplementary information.
 - b. We believe such required supplementary information is measured and presented in accordance with guidelines prescribed by accounting principles generally accepted in the United States of America.
 - c. The methods of measurement or presentation have not changed from those used in the prior period.
40. During the course of your audit, you may have accumulated records containing data which should be reflected in our books and records. All such data have been so reflected. Accordingly, copies of such records in your possession are no longer needed by us.

41. We are responsible for and have reviewed and approved the proposed adjustments to the trial balance identified during the audit, which are included in the adjusting journal entries attachment, and will post all adjustments accordingly. We have reviewed, approved, and are responsible for overseeing the preparation and completion of the basic financial statements and related notes.

Very truly yours,

CITY OF MISSION, KANSAS



Laura Smith, City Administrator

Date Signed 4/26/18



Brian Scott, Assistant City Administrator/
Finance Director

Date Signed 4/26/18

City of Mission, Kansas

Year End: December 31, 2017

Adjusting Journal Entries

Number	Date	Name	Account Number	Debit	Credit	
1	12/31/2017	RECEIVABLES	01-1103 GF01	15,227.00		
		INTEREST RECEIVABLE	01-1105 GF01		(13,072.00)	
		FRANCHISE TAX RECEIVABLE	01-1106 GF01	17,969.00		
		PROPERTY TAX RECEIVABLE	01-1107 GF01	1,763,310.00		
		CONSUMER USE TAX RECEIVABLE	01-1108 GF01	40,568.00		
		COUNTY SALES TAX RECEIVABLE	01-1109 GF01		(80,232.00)	
		CITY SALES TAX RECEIVABLES	01-1110 GF01		(219,135.00)	
		DEFERRED REVENUE	01-2010 GF01	671,477.00		
		ACCRUED PAYROLL	01-2024 GF01		(45,395.00)	
		AUDITED FUND BALANCE	01-3021 GF01	201,172.00		
		RECEIVABLES	03-1103 SRF03		(90,787.00)	
		AUDITED FUND BALANCE	03-3021 SRF03	90,787.00		
		SALES TAX RECEIVABLE	18-1106 SRF18		(28,066.00)	
		USE TAX RECEIVABLE	18-1107 SRF18		(4,813.00)	
		AUDITED FUND BALANCE	18-3021 SRF18	32,879.00		
		SALES TAX RECEIVABLE	19-1106 SRF19		(76,190.00)	
		AUDITED FUND BALANCE	19-3021 SRF19	76,190.00		
		RECEIVABLES	25-1103 CPF25	5,362.00		
		AUDITED FUND BALANCE	25-3021 CPF25		(5,362.00)	
		ACCOUNTS PAYABLE	30-2001 SRF30		(46,864.00)	
		AUDITED FUND BALANCE	30-3021 SRF30	46,864.00		
		SALES TAX RECEIVABLE	40-1110 SRF40	43,177.00		
		AUDITED FUND BALANCE	40-3021 SRF40		(43,177.00)	
		SALES TAX RECEIVABLE	45-1110 SRF45	64,766.00		
		AUDITED FUND BALANCE	45-3021 SRF45		(64,766.00)	
		Sales Tax Receivable	60-1110 SRF60	10,805.00		
		AUDITED FUND BALANCE	60-3021 SRF60		(10,805.00)	
		Sales tax receivable	65-1110 SRF65	5,137.00		
		AUDITED FUND BALANCE	65-3021 SRF65		(5,137.00)	
		AUDITED FUND BALANCE	70-3021 SRF70		(140.00)	
		DEFERRED REVENUE - PROPERTY TAXES	01-2011 BTC GF01		(2,376,754.00)	
		MISCELLANEOUS	01-23-215-03 GF01	24,865.00		
		MISCELLANEOUS	70-90-400-01 SRF70	140.00		
		To record beginning balances of accounts receivable and roll forward fund balances			3,110,695.00	(3,110,695.00)

2	12/31/2017	ACCRUED PAYROLL	01-2024 GF01		(19,350.51)
		FULL TIME SALARIES	01-10-101-01 GF01	2,602.49	
		FULL TIME SALARIES	01-11-101-01 GF01	777.57	
		FULL TIME SALARIES	01-20-101-01 GF01	4,615.00	
		FULL TIME SALARIES	01-23-101-01 GF01	1,267.47	
		FULL TIME SALARIES	01-27-101-01 GF01	2,956.32	
		FULL TIME SALARIES	01-30-101-01 GF01	7,131.66	

Client prepared entry to record accrued payroll

19,350.51 (19,350.51)

3	12/31/2017	Accrued compensated absences	3100 BTC G34E		(461,196.00)
		Net position	5000 BTC G34E	427,290.00	
		General government expense	7000 BTC G34E	15,232.00	
		Public safety expense	7100 BTC G34E	4,297.00	
		Public works expense	7200 BTC G34E	5,979.00	
		Culture and recreation expense	7300 BTC G34E	8,398.00	

Entity-wide adjusting entry to record accrued compensated absences for vacation and sick leave

461,196.00 (461,196.00)

4	12/31/2017	ACCOUNTS PAYABLE	01-2001 GF01	36,001.00	
		ACCOUNTS PAYABLE	30-2001 SRF30	46,865.00	
		WATER AND SEWER	01-07-201-05 GF01		(74.00)
		WATER AND SEWER - SHOP	01-20-201-06 GF01		(357.00)
		TRAFFIC SIGNALS - KCPL	01-20-201-10 GF01		(29,141.00)
		WATER AND SEWER	01-25-201-05 GF01		(27.00)
		GAS	01-27-201-03 GF01		(1,509.00)
		GAS	01-27-201-03 GF01		(3,235.00)
		WATER AND SEWER	01-27-201-05 GF01		(1,658.00)
		SOLID WASTE CONTRACT	30-90-214-05 SRF30		(46,865.00)

Client prepared entry - To adjust fund balance for PY A/P recorded

82,866.00 (82,866.00)

5	12/31/2017	AUDITED FUND BALANCE	08-3021 GF08	2,644.00	
		CASH BONDS COLLECTED	08-30-374-03 GF08		(115,185.00)
		CASH BONDS COLLECTED	08-40-374-03 GF08	112,541.00	

Client prepared entry - To close bonds collected and paid

115,185.00 (115,185.00)

12/31/2017	ACCOUNTS PAYABLE	01-2001 GF01		(71,256.00)
	ACCOUNTS PAYABLE	03-2001 SRF03		(6,348.00)
	ACCOUNTS PAYABLE	09-2001 SRF09		(2,007.00)
	ACCOUNTS PAYABLE	19-2001 SRF19		(3,607.00)
	ACCOUNTS PAYABLE	25-5001 CPF25		(1,110.00)
	OPERATING RESERVE	01-00-001-00 GF01	415.00	
	ELECTRICITY	01-07-201-01 GF01	2,929.00	
	HEATING GAS	01-07-201-03 GF01	1,535.00	
	ELECTRIC - SHOP	01-20-201-02 GF01	1,385.00	
	GAS - SHOP	01-20-201-04 GF01	1,140.00	
	WATER AND SEWER - SHOP	01-20-201-06 GF01	540.00	
	TRAFFIC SIGNALS - KCPL	01-20-201-10 GF01	384.00	
	STREET LIGHTS - KCPL	01-20-201-13 GF01	4,907.00	
	ENGINEER / ARCHITECT SERVICES	01-20-207-03 GF01	3,999.00	
	INSPECTIONS	01-20-207-06 GF01	1,536.00	
	RENTAL EQUIPMENT	01-20-213-02 GF01	600.00	
	GAS / OIL - VEHICLE	01-20-306-01 GF01	327.00	
	TOOLS - VEHICLE / EQUIP MAINT	01-20-306-03 GF01	902.00	
	LAND USE ATTORNEY SERVICES	01-23-206-06 GF01	2,310.00	
	JO CO PLAN/INSP EXPENSES	01-23-206-08 GF01	4,505.00	
	ENGINEER/ARCHITECT SERVICES	01-23-207-03 GF01	3,497.00	
	SERVICE CONTRACTS	01-23-212-06 GF01	6,343.00	
	ELECTRICITY	01-25-201-01 GF01	367.00	
	ELECTRIC	01-27-201-01 GF01	15,784.00	
	GAS	01-27-201-03 GF01	4,094.00	
	MAINT - BLDG / LAND	01-27-210-01 GF01	854.00	
	CONTRACT INSTRUCTORS	01-27-215-05 GF01	2,511.00	
	UNIFORM DRY CLEANING	01-30-213-03 GF01	491.00	
	PRISONER CARE	01-30-214-08 GF01	6,580.00	
	GAS / OIL - VEHICLE	01-30-306-01 GF01	3,321.00	
	STREET REPAIR & MAINTENANCE	03-90-801-11 SRF03	6,348.00	
	MENTAL HEALTH RESPONDER	09-90-201-02 SRF09	2,007.00	
	HOLIDAY ADOPTIONS	19-30-201-11 SRF19	3,057.00	
	MISSION MERCHANTS	19-30-201-12 SRF19	550.00	
	CARS PROJECT EXPENDITURES	25-90-805-60 CPF25	1,110.00	
	Client prepared entry - To record A/P			
			84,328.00	(84,328.00)

7	12/31/2017	CHECKING ACCT GENERAL FUND	01-1002 GF01		(5,279.00)
		CASH - CAPITAL IMPROVEMNT FUND	25-1002 CPF25	5,279.00	
		PROPERTY TAXES	01-07-214-02 GF01	5,279.00	
		ROCK CREEK - LAND ACQUISITION	25-90-805-06 CPF25		(5,279.00)

Client prepared entry - To reclass tax bills
to fund 01

10,558.00 (10,558.00)

8	12/31/2017	CONSUMER USE TAX RECEIVABLE	01-1108 GF01	126.00	
		COUNTY SALES TAX RECEIVABLE	01-1109 GF01	32,525.00	
		CITY SALES TAX RECEIVABLES	01-1110 GF01	15,648.00	
		SALES TAX RECEIVABLE	40-1110 SRF40	3,731.00	
		SALES TAX RECEIVACBLE	45-1110 SRF45	5,597.00	
		Sales Tax Receivable	60-1110 SRF60		(1,146.00)
		Sales tax receivable	65-1110 SRF65	364.00	
		COUNTY SALES TAX	01-40-303-01 GF01		(2,597.00)
		CITY SALES TAX	01-40-303-02 GF01		(15,648.00)
		COUNTY SALES / NEW JAIL PORTION	01-40-303-03 GF01		(584.00)
		JO CO PUBLIC SAFETY SALES TAX	01-40-303-06 GF01		(584.00)
		JO CO COURT SALES TAX	01-40-303-07 GF01		(13,814.00)
		CITY USE TAX	01-40-308-01 GF01		(13,357.00)
		COUNTY USE TAX	01-40-308-02 GF01	710.00	
		COUNTY USE / NEW JAIL PORTION	01-40-308-03 GF01	177.00	
		JO CO PUBLIC SAFETY USE TAX	01-40-308-05 GF01	177.00	
		JO CO COURT USE TAX	01-40-308-07 GF01		(2,779.00)
		SALES TAX RECEIPTS	40-40-808-02 SRF40		(3,731.00)
		SALES TAX RECEIPTS	45-40-808-02 SRF45		(5,597.00)
		MISSION CROSSING CID SALES TAX	60-40-303-15 SRF60	423.00	
		MISSION CROSSING TIF SALES TAX	60-40-303-16 SRF60	723.00	
		CID SALES TAX	65-40-303-18 SRF65		(364.00)

Client prepared entry - To record sales tax
receivable

60,201.00 (60,201.00)

9	12/31/2017	PROPERTY TAX RECEIVABLE	01-1107 GF01	171,798.00	
		DEFERRED REVENUE	01-2010 GF01	24,774.00	
		DEFERRED REVENUE	01-2010 GF01		(171,798.00)
		Taxes Receivable	26-1107 SRF26	49.00	
		Deferred Revenue	26-2010 SRF26		(49.00)
		Taxes Receivable	27-1107 SRF27	322.00	
		Deferred Revenue	27-2010 SRF27		(322.00)
		COMMUNITY CTR MEMBERSHIPS	01-40-333-01 GF01		(24,774.00)

Client prepared entry - To record property tax
receivables and deferred revenues

196,943.00 (196,943.00)

10	12/31/2017	RECEIVABLES	25-1103 CPF25		(5,363.00)
		MISSION PET MART LOAN	25-40-804-15 CPF25	5,363.00	
		Client prepared entry - To reverse prior year accrual of Dec 2016 payment received 1/18/17 for note receivable			
				5,363.00	(5,363.00)
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11	12/31/2017	RECEIVABLES	01-1103 GF01		(5,008.00)
		HEALTH / LIFE	01-30-102-01 GF01	33,014.00	
		HEALTH / LIFE	01-30-102-01 GF01		(27,766.00)
		CITY PENSION	01-30-102-06 GF01	1,840.00	
		CITY PENSION	01-30-102-06 GF01		(1,896.00)
		NEACC MONEY PURCH PLN	01-30-102-08 GF01	100.00	
		NEAC ADMINISTRATIVE COST REIMB	01-40-361-02 GF01	9,198.00	
		NEAC ADMINISTRATIVE COST REIMB	01-40-361-02 GF01		(9,482.00)
		Client prepared entry - To record NEACC A/R			
				44,152.00	(44,152.00)
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12	12/31/2017	FRANCHISE TAX RECEIVABLE	01-1106 GF01	8,311.00	
		KOPL FRANCHISE FEES	01-40-321-02 GF01		(3,497.00)
		KS GAS SERV FRANCHISE FEES	01-40-321-03 GF01		(2,337.00)
		SBC TELEPHONE FRANCHISE FEES	01-40-321-04 GF01	354.00	
		TIME WARNER CATV FRANCHISE FEE	01-40-321-05 GF01	1,302.00	
		EVEREST CATV FRANCHISE FEES	01-40-321-06 GF01	602.00	
		AT&T VIDEO FRANCHISE FEES	01-40-321-08 GF01	3,105.00	
		GOOGLE FIBER	01-40-321-09 GF01		(7,840.00)
		Client prepared entry - To record franchise fee receivables			
				13,674.00	(13,674.00)
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13	12/31/2017	RECEIVABLES	01-1103 GF01	4,368.00	
		RECEIVABLES	25-1103 CPF25	120,824.00	
		INTERGOVERNMENTAL REVENUE	01-40-361-03 GF01		(4,368.00)
		INTERGOVERNMENTAL REVENUE	25-40-804-07 CPF25		(120,824.00)
		Client prepared entry - To record Grants receivable			
				125,192.00	(125,192.00)
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14	12/31/2017	Interest payable	3000 BTC G34E		(250,408.96)
		Net position	5000 BTC G34E	420,485.42	
		Interest expense	7500 BTC G34E		(170,076.46)
		Entity-wide adjusting entry to record accrued interest on debt			
				420,485.42	(420,485.42)

15	12/31/2017	Capital leases payable - long-term	3400 BTC G34E	238,958.59	
		Capital leases payable - long-term	3400 BTC G34E		(454,406.11)
		Capital leases payable - current portion	3450 BTC G34E		(238,726.31)
		Loans payable - long-term	3500 BTC G34E	4,512.02	
		Loans payable - long-term	3500 BTC G34E		(74,190.46)
		Loans payable - current portion	3550 BTC G34E		(4,660.20)
		Bonds payable - long-term	3600 BTC G34E	3,195,000.00	
		Bonds payable - long-term	3600 BTC G34E		(26,345,000.00)
		Bonds payable - current portion	3650 BTC G34E		(3,290,000.00)
		Net position	5000 BTC G34E	30,406,983.08	
		Principal expense	7600 BTC G34E		(3,438,470.61)
		Entity-wide adjusting entry to record additions to bonds, capital leases, and principal payments			
				33,845,453.69	(33,845,453.69)
16	12/31/2017	Debt issuance premium	3700 BTC G34E		(435,805.97)
		Debt issuance discount	3800 BTC G34E	4,063.10	
		Net position	5000 BTC G34E	543,415.84	
		Amortization expense	7510 BTC G34E		(111,672.97)
		Entity-wide adjusting entry to record bond discounts/premiums and the amortization of such things			
				547,478.94	(547,478.94)
17	12/31/2017	Taxes Receivable	26-1107 SRF26	4,457.00	
		Deferred Revenue	26-2010 SRF26		(4,457.00)
		Taxes Receivable	27-1107 SRF27	87,307.00	
		Deferred Revenue	27-2010 SRF27		(87,307.00)
		To adjust Rock Creek tax receivables to actual			
				91,764.00	(91,764.00)
18	12/31/2017	DEFERRED REVENUE	01-2010 GF01	171,798.00	
		DEFERRED REVENUE - PROPERTY TAXES	01-2011 BTC GF01		(171,798.00)
		To reclassify deferred revenues for property taxes to correct account			
				171,798.00	(171,798.00)
19	12/31/2017	MISCELLANEOUS EXPENSE	10-90-807-05 SRF10		(3,993.00)
		DEBT SERVICE	10-90-808-01 SRF10	3,993.00	
		Client-prepared entry to reclass payment to Clayton Holdings			
				3,993.00	(3,993.00)

20	12/31/2017	DEBT SERVICE	01-90-808-01 GF01		(9,489.00)
		DEBT SERVICE	01-90-808-01 GF01		(12,175.00)
		DEBT SERVICE - INTEREST AND OTHER CH	01-90-808-02 GF01	9,489.00	
		DEBT SERVICE - INTEREST AND OTHER CH	01-90-808-02 GF01	12,175.00	
		DEBT SERVICE	10-90-808-01 SRF10		(1,424.00)
		DEBT SERVICE - INTEREST AND OTHER CH	10-90-808-02 SRF10	1,424.00	
		Reclassifying entry to move interest expense out of principal expense account grouping on the trial balance			
				23,088.00	(23,088.00)
21	12/31/2017	Construction in progress	1110 BTC G34E		(11,119.00)
		Public works expense	7200 BTC G34E	11,119.00	
		To true up CIP			
				11,119.00	(11,119.00)
22	12/31/2017	Land	1100 BTC G34E	9,108,075.00	
		Construction in progress	1110 BTC G34E	1,356,956.00	
		Buildings	1120 BTC G34E	13,055,744.00	
		Improvements	1125 BTC G34E	140,635.00	
		Equipment and vehicles	1130 BTC G34E	5,972,515.00	
		Infrastructure	1140 BTC G34E	55,699,930.00	
		Accumulated depreciation	1200 BTC G34E		(20,081,703.00)
		Net position	5000 BTC G34E		(65,473,462.00)
		General government expense	7000 BTC G34E	19,933.00	
		Public safety expense	7100 BTC G34E	185,492.00	
		Public works expense	7200 BTC G34E	1,493,848.00	
		Culture and recreation expense	7300 BTC G34E	454,980.00	
		Capital outlay	7400 BTC G34E		(1,974,165.00)
		Gain or loss on disposal of assets	8000 BTC G34E		(80,118.00)
		Proceeds from sale of capital assets	8100 BTC G34E	121,340.00	
		Entity-wide entry to record capital asset activity			
				87,609,448.00	(87,609,448.00)
23	12/31/2017	Deferred outflows - pension	2000 BTC G34E	250,923.00	
		Net pension liability	3300 BTC G34E		(1,725,733.00)
		Deferred inflows - pension	4000 BTC G34E		(157,358.00)
		Net position	5000 BTC G34E	1,681,515.00	
		General government expense	7000 BTC G34E		(49,347.00)
		Entity-wide entry to record the KPERS Net Pension Liability			
				1,932,438.00	(1,932,438.00)

24	12/31/2017	Deferred outflows - pension	2000 BTC G34E	762,087.00	
		Net pension liability	3300 BTC G34E		(3,377,855.00)
		Deferred inflows - pension	4000 BTC G34E		(185,023.00)
		Net position	5000 BTC G34E	2,684,039.00	
		General government expense	7000 BTC G34E	116,752.00	
		Entity-wide entry to record the KP&F Net Pension Liability		3,562,878.00	(3,562,878.00)
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25	12/31/2017	DEFERRED REVENUE	01-2010 GF01	14,164.73	
		OPERATING RESERVE	01-00-001-00 GF01		(14,164.73)
		Client-prepared entry to record Morrow Trust Fund Activity		14,164.73	(14,164.73)
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26	12/31/2017	AUDITED FUND BALANCE	01-3021 GF01		(100,000.00)
		LAND HELD FOR RESALE	01-1190 BTC GF01	100,000.00	
		To record prior-period adjustment for land held for resale		100,000.00	(100,000.00)
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27	12/31/2017	RECEIVABLES	01-1103 GF01	662,357.00	
		ALLOWANCE FOR DOUBTFUL ACCOUNTS	01-1120 BTC GF01		(578,082.00)
		FINES	01-40-341-01 GF01		(84,275.00)
		To record court revenue receivable and allowance		662,357.00	(662,357.00)
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28	12/31/2017	RECEIVABLES	03-1103 SRF03	64,067.00	
		RECEIVABLES	03-1103 SRF03		(64,067.00)
		RECEIVABLES	03-1103 SRF03	64,412.00	
		AUDITED FUND BALANCE	03-3021 SRF03		(64,067.00)
		SPECIAL CITY / COUNTY HIGHWAY	03-40-800-01 SRF03	64,067.00	
		SPECIAL CITY / COUNTY HIGHWAY	03-40-800-01 SRF03		(64,412.00)
		To record a prior period adjustment for special highway funds receivable and record the current year receivable		192,546.00	(192,546.00)
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29	12/31/2017	ACCOUNTS PAYABLE	60-2001 SRF60		(35,658.00)
		ACCOUNTS PAYABLE	60-2001 SRF60	35,658.00	
		ACCOUNTS PAYABLE	60-2001 SRF60		(33,693.00)
		AUDITED FUND BALANCE	60-3021 SRF60	35,658.00	
		CID DISTRIBUTION	60-90-200-01 SRF60		(17,749.00)
		CID DISTRIBUTION	60-90-200-01 SRF60	16,709.00	
		TIF SALES TAX DISTRIBUTION	60-90-200-02 SRF60		(17,909.00)
		TIF SALES TAX DISTRIBUTION	60-90-200-02 SRF60	16,984.00	

To record a prior period adjustment for
accounts payable and record the
current year payable

105,009.00 (105,009.00)

30	12/31/2017	CONSUMER USE TAX RECEIVABLE	01-1108 GF01	164,952.00	
		COUNTY SALES TAX RECEIVABLE	01-1109 GF01	135,795.00	
		CITY SALES TAX RECEIVABLES	01-1110 GF01	219,889.00	
		AUDITED FUND BALANCE	01-3021 GF01		(493,957.00)
		SALES TAX RECEIVABLE	40-1110 SRF40	56,366.00	
		AUDITED FUND BALANCE	40-3021 SRF40		(58,999.00)
		SALES TAX RECEIVABLE	45-1110 SRF45	84,549.00	
		AUDITED FUND BALANCE	45-3021 SRF45		(88,499.00)
		Sales Tax Receivable	60-1110 SRF60	10,922.00	
		AUDITED FUND BALANCE	60-3021 SRF60		(10,277.00)
		Sales tax receivable	65-1110 SRF65	5,737.00	
		AUDITED FUND BALANCE	65-3021 SRF65		(4,782.00)
		COUNTY SALES TAX	01-40-303-01 GF01	1,560.00	
		CITY SALES TAX	01-40-303-02 GF01	10,820.00	
		COUNTY SALES / NEW JAIL PORTION	01-40-303-03 GF01	430.00	
		JO CO PUBLIC SAFETY SALES TAX	01-40-303-06 GF01	430.00	
		JO CO COURT SALES TAX	01-40-303-07 GF01		(15,532.00)
		CITY USE TAX	01-40-308-01 GF01		(19,021.00)
		COUNTY USE TAX	01-40-308-02 GF01		(1,044.00)
		COUNTY USE / NEW JAIL PORTION	01-40-308-03 GF01		(261.00)
		JO CO PUBLIC SAFETY USE TAX	01-40-308-05 GF01		(260.00)
		JO CO COURT USE TAX	01-40-308-07 GF01		(3,801.00)
		SALES TAX RECEIPTS	40-40-808-02 SRF40	2,633.00	
		SALES TAX RECEIPTS	45-40-808-02 SRF45	3,950.00	
		MISSION CROSSING CID SALES TAX	60-40-303-15 SRF60		(358.00)
		MISSION CROSSING TIF SALES TAX	60-40-303-16 SRF60		(287.00)
		CID SALES TAX	65-40-303-18 SRF65		(955.00)

To record a prior-period adjustment for
taxes receivable and record the
current year receivable

698,033.00 (698,033.00)

31	12/31/2017	Net OPEB obligation	3200 BTC G34E		(643,089.00)
		Net position	5000 BTC G34E	557,766.00	
		Public safety expense	7100 BTC G34E	85,323.00	
		Entity-wide entry to record the net OPEB obligation		643,089.00	(643,089.00)
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32	12/31/2017	Property Tax Receivable	60-1107 SRF60	137,405.80	
		DEFERRED REVENUE - PROPERTY TAXES	60-2011 BTC SRF60		(137,405.80)
		To record the Mission Crossing receivable and deferred revenue		137,405.80	(137,405.80)
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33	12/31/2017	Notes receivable	1000 BTC G34E	515,250.00	
		Net position	5000 BTC G34E		(553,072.00)
		Miscellaneous revenue	6001 BTC G34E	37,822.00	
		Entity-wide entry to record note receivable		553,072.00	(553,072.00)
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34	12/31/2017	CHECKING ACCT GENERAL FUND	01-1002 GF01		(27,179.00)
		DUE FROM OTHER FUNDS	01-1104 GF01	27,179.00	
		CASH IN BANK CHECKING	30-1002 SRF30	27,179.00	
		DUE TO OTHER FUNDS	30-2999 BTC SRF30		(27,179.00)
		To remove negative cash balance from fund for report purposes		54,358.00	(54,358.00)
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BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

April 26, 2018

Honorable Mayor and City Council
City of Mission, Kansas
Mission, Kansas

In planning and performing our audit of the financial statements of the City of Mission, Kansas (the City) as of and for the year ended December 31, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Following are descriptions of identified control deficiencies that we determined did not constitute significant deficiencies or material weaknesses:

Documentation of Review – Interim Financial Statements and Pre-Processing Payroll Registers

The City has set forth review procedures for monthly interim financial statements and pre-processing payroll registers. During the audit, we were unable to view documentation of those reviews being performed. We recommend that the City maintain documentation of the reviews of the monthly interim financial statements and pre-processing payroll registers in the form of physical sign-offs on the documents or digital acknowledgement of review.

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3630 SW Burlingame Road, Topeka, Kansas 66611 | T: 785.234.3427 | toll-free: 800.530.5526 | F: 785.233.1768 | W: blandcccpa.com



BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

Honorable Mayor and City Council
City of Mission, Kansas
April 26, 2018
Page 2

Prior Period Adjustments

Prior to audit fieldwork, the City informed the auditor of a prior period adjustment concerning capital assets. During the City's audit, five additional prior period adjustments were made. We recommend that the City review its trial balance at year end to ensure that all adjustments have been made.

This communication is intended solely for the information and use of the Honorable Mayor and City Council and management and is not intended to be and should not be used by anyone other than these specified parties.

Finally, we wish to express our appreciation to the City's personnel for their assistance and cooperation during our audit, and we look forward to working with you on future engagements.

Very truly yours,

BERBERICH TRAHAN & CO., P.A.

A handwritten signature in black ink that reads "Stacey Hammond".

Stacey A. Hammond
Director

SAH:tls

COMPREHENSIVE ANNUAL

FINANCIAL REPORT

CITY OF MISSION, KANSAS

For the Fiscal Year Ended

December 31, 2017

Prepared by:

FINANCE AND ADMINISTRATION DEPARTMENT

CITY OF MISSION, KANSAS

COMPREHENSIVE ANNUAL
FINANCIAL REPORT

Year Ended December 31, 2017

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CITY OF MISSION, KANSAS

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April 26, 2018

To the Citizens of the City of Mission, Kansas

The City of Mission is pleased to submit the comprehensive annual financial report for the fiscal year ending December 31, 2017. Responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the City. To the best of our knowledge and belief, the enclosed data is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the various funds of the City. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included.

This report includes all funds of the City. The City provides a range of services including police protection, trash services, construction and maintenance of streets and infrastructure, and recreational and cultural activities. Except for Rock Creek Drainage District #1 and Rock Creek Drainage District #2, there are no other entities over which the City exercises financial accountability.

Management's discussion and analysis immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. Management's discussion and analysis complements this letter of transmittal and should be read in conjunction with it.

COMMUNITY PROFILE

The City of Mission is located in northeastern Johnson County, Kansas, a suburban area of the Kansas City metropolitan area. The City lies adjacent to a major transportation corridor, Interstate 35, and is accessible to the entire metropolitan area. The City has a population of approximately 9,490 (2016 5-Year Census Estimate), and covers an area of approximately 2.7 square miles, of which nearly 100% is developed.

The City of Mission was incorporated in 1951 and became a City of the Second Class under Kansas statutes in 1959.

The City operates under a non-partisan Council/Mayor form of government. The Council is comprised of eight members elected from four wards, with equal representation from each ward. Each councilmember representing a ward is elected, on a staggered basis, for a four-year term. The Mayor is elected at large for a four-year term. The Mayor and Council are responsible for all policy-making functions of the City.

The City Administrator is appointed by the Mayor and Council and serves as the chief administrative officer of the City. The City Administrator is responsible for the implementation of policies adopted by the Council and is also responsible for the general operations of the City.

The City has five operating departments including Police, Public Works, Parks and Recreation, Community Development and Administration. The City has a total of 69 full-time employees. Other services including fire protection, water distribution, waste water collection, and education are provided by separate entities.

The City has traditionally been viewed as a bedroom community, offering convenient services, a small town atmosphere, comfortable living conditions, a family environment, and a variety of outstanding residential neighborhoods with highly rated schools. Residents enjoy an excellent standard of living as a result of the active community spirit, an award-winning school system, low crime rates and high quality service delivery. The governing body proactively addresses quality of life issues to ensure that the current standard of living is not only maintained, but ultimately enhanced.

ECONOMIC CONDITION AND OUTLOOK

The business environment within the City of Mission provides a good balance between retailers, professional services, and corporations in a variety of industries including adult education, pharmaceutical, radio broadcasting, auto, and publication.

Since the 1930s, the Johnson Drive corridor, which bisects the city from east to west, has served as the retail trade area for Northeast Johnson County. Various national and local retailers, businesses, professional services, and boutique shops are located along the historical Johnson Drive corridor. Both ends of the corridor are anchored by shopping centers that offer dining and shopping opportunities for residents and visitors. In addition, the City offers a full-service grocery store and a national, big-box retailer.

The City has numerous small to medium-sized office buildings for professional service providers, including doctors and dentists, veterinarians, lawyers, and architects. Financial services, such as insurance companies, banks, and accountants are also well represented among the City's businesses. There are several, medium to larger office buildings located primarily on the west side of the City that provide office space for various corporations.

In addition, the City is adjacent to the major transportation corridors of Johnson Drive, Shawnee Mission Parkway and Interstate 35.

The City Council works to meet the needs of existing businesses, while simultaneously dedicating resources to attract new businesses. Property and sales tax revenues generated by the business community are vital to the City's financial stability. Though increased two years, the City's property mill levy still remains one of the lowest in Johnson County and in the State of Kansas.

MAJOR CITY INITIATIVES

The City of Mission has been recognized throughout the Kansas City metropolitan area, and the larger mid-west region, for its forward thinking visioning and planning processes. A comprehensive plan and several master plans that were adopted prior to the recession have set the foundation for innovative redevelopment projects that have come to fruition in just the past few years.

This past summer, plans were approved for two new redevelopment projects along Johnson Drive. The Mission Trails project at 6201 Johnson Drive entails the demolition of the former Pyramid Insurance Company headquarters building and construction of a five-story, mixed-use development consisting of approximately 200 luxury apartments with clubhouse, leasing office and restaurant on the ground floor.

The other project is The Gateway development located at the corner of Johnson Drive and Roe Avenue at the City's eastern boundary. This 540,000 square foot, multi-story, mixed-use development will include a 160 unit apartment building, two hotels, an office building, retail and entertainment venue.

Groundbreaking for both of these projects is anticipated to occur in 2018, and when completed will represent a significant reinvestment into the community. It is anticipated that these projects will be the catalyst for further redevelopment in the years to come.

In addition to the private investment in the community, the City has also invested public funds into reconstruction and updating of its facilities and infrastructure in the past few years. Residents have enjoyed a new outdoor aquatic facility that was opened in May of 2014. Debt service for construction is paid with a portion of a dedicated 3/8-cent sales tax to be used for parks and recreation. The remainder of the funds provide an important revenue stream for continued maintenance and improvement of our recreation facilities as well as a source of funding for recommendations that have been identified in the City's Parks Master Plan that was completed in 2016.

Street and transportation network investments continue to be a high priority. The reconstruction of Johnson Drive in 2014, from Lamar to Maple, represented the single largest project completed by the City in the last 10 years. Totalling more than \$10.5 million, the project included utility relocation and upgrades, the installation of storm water infrastructure, wider sidewalks, ADA ramps and cross walks, decorative lighting, and other pedestrian amenities. Now complete, the project has transformed an important retail corridor in the community, and quickly become the catalyst for further redevelopment opportunities such as those previously mentioned. The reconstruction of Foxridge Drive from 51st to 56th Street and brought sidewalks, streetlights, stormwater infrastructure along with rehabilitated pavement to this corridor. The residential street maintenance program continued to address intermediate maintenance needs throughout the City, and also addressed much needed curb and gutter repairs and ADA improvements.

The City continues to promote organizational efficiency and effectiveness through technology upgrades, management of a classification and compensation system, and on-going evaluation of employee benefits. This past year plans were developed for significant upgrades to the City's technology infrastructure including replacement of two primary network servers, replacement of the City-wide phone system, installation of a new surveillance camera system, replacement of the Police Department's records management system, and replacement of the municipal court case management software.

The City also undertook a classification and compensation study to evaluate the City's current compensation structure. Recommendations were adopted by the City Council to ensure equitable compensation for the City's employees in an increasingly competitive job market.

In addition, the City continues to evaluate and enhance its employee benefits so as to offer good coverage at reasonable prices. The City sought bids for a new health insurance provider that allowed the employees to select from two different plans while keeping the costs under control within a rising insurance price environment.

A continued emphasis on workforce training and development provides employee's with the necessary skills to deliver quality services to the citizens of Mission.

FUTURE INITIATIVES

The City continues to explore new and diverse ways to support redevelopment efforts throughout the community. Our work focuses on ensuring redevelopment that results in high quality, sustainable projects benefiting not only Mission but the entire region. Mission supports efforts for long-range, comprehensive capital infrastructure planning and budgeting; refining strategies for the on-going maintenance, repair and replacement of our important infrastructure assets.

The City continues to evaluate Parks and Recreation services to develop sustainable operating plans for the Community Center, the municipal swimming pool, and the 30+ acres of parks and recreational facilities maintained for the benefit of Mission residents. Planning and development of trails which link Mission to the rest of the metropolitan area will remain a priority.

The Police Department remains committed to improving the level of service to the community. Continued emphasis on traffic safety and enforcement contributes to the overall safety of both residents and visitors alike. The Mission Police Department will also maintain its focus on training, keeping personnel abreast of a variety of professional trends and development opportunities.

As previously stated, street and transportation network investments continue to be a high priority. This fact was reinforced in a citizen survey completed in 2015 which ranked maintenance of City streets as the number one item of importance for residents. To address this concern the City will identify and prioritize future street repair and maintenance projects, and find sustainable funding sources. In addition, the City increased its property tax levy in 2016 by 7 mills, these funds being dedicated to funding street improvements.

FINANCIAL INFORMATION

City management is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of the control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

BUDGETARY CONTROLS

The City maintains various budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City's governing body. Activities of the General Fund, Special Revenue Funds, and Debt Service Funds are included in the annual appropriated budget. The legal level of budgetary control (the level at which expenditures cannot legally exceed the appropriated amount) is at the fund level. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Encumbered amounts do not lapse at year-end. However, unencumbered appropriations do lapse. As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

OTHER INFORMATION

Independent Audit

Kansas statutes require an annual audit of the City's financial statements. The audit for 2017 was conducted by Berberich Trahan & Company P.A., Certified Public Accountants, and their report on the financial statements is included in the financial section of this report.

Reporting Achievement

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its comprehensive annual financial report (CAFR) for the fiscal year ending December 31, 2016. This was the twenty-fourth consecutive year the City has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

ACKNOWLEDGEMENTS

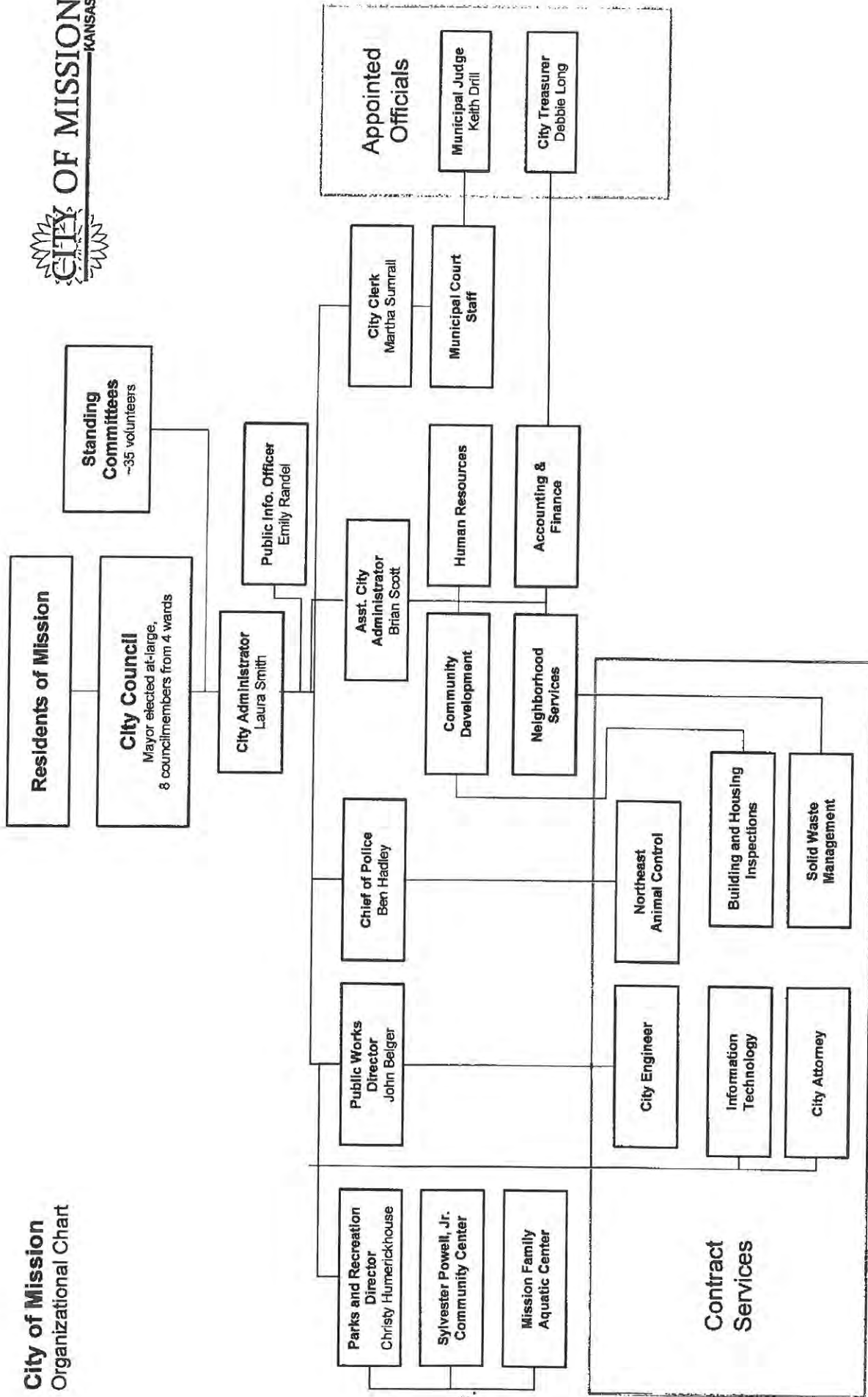
The preparation of this comprehensive annual financial report was made possible by the dedicated services of the staff of the Finance and Administration, Municipal Court, and Parks and Recreation departments. Our sincere appreciation is extended to all members of the staff, whose efforts made this report possible.

Respectfully submitted,



Laura Smith
City Administrator

City of Mission
Organizational Chart



CITY OF MISSION, KANSAS
PRINCIPAL OFFICIALS – 2017

Mayor and City Council

Honorable Steve Schowengerdt, Mayor
Honorable Pat Quinn – Ward 1
Honorable Tom Geraghty – Ward 1
Honorable Nick Schlossmacher – Ward 2
Honorable Arcie Rothrock – Ward 2
Honorable Kristin Inman – Ward 3
Honorable Debbie Kring – Ward 3
Honorable Ron Appletoft – Ward 4
Honorable Suzanne Gibbs – Ward 4

Administration

City Administrator: Laura Smith
Assistant City Administrator/Finance Director: Brian Scott
City Clerk: Martha Sumrall
Treasurer: Donald C. Chamblin
Municipal Judge: Keith E. Drill
Chief of Police: Benjamin Hadley
Public Works Director: John Belger
Public Information Officer: Emily Randel
Parks and Recreation Director: Christy Humerickhouse
Planning and Development Services Manager: Danielle Sitzman

Attorney

David K. Martin



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Mission
Kansas**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2016

Christopher P. Morill

Executive Director/CEO



BERBERICH TRAHAN & CO., P.A.
Certified Public Accountants

3630 SW Burlingame Road Topeka, Kansas 66611 | t: 785.234.3427 | toll-free: 800.530.5526 | f: 785.233.1768 | w: btandcccpa.com

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and City Council
City of Mission, Kansas

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Mission, Kansas (the City), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the *Kansas Municipal Audit and Accounting Guide*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

An Independently Owned Member, RSM US Alliance

RSM US Alliance member firms are separate and independent businesses and legal entities that are responsible for their own acts and omissions, and each are separate and independent from RSM US LLP. RSM US LLP is the U.S. member firm of RSM International, a global network of independent audit, tax, and consulting firms. Members of RSM US Alliance have access to RSM International resources through RSM US LLP but are not member firms of RSM International.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City as of December 31, 2017, and the respective changes in financial position and the respective budgetary comparisons for the general fund and major special revenue funds for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information listed in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information listed in the table of contents is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Berwick Trahan + Co., P.A.

April 26, 2018
Topeka, Kansas

CITY OF MISSION, KANSAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended December 31, 2017

Our discussion and analysis of the City of Mission, Kansas (the City) financial performance provides an overview of the City's financial activities for the fiscal year ended December 31, 2017. This narrative should be read in conjunction with the City's letter of transmittal, which begins on page i.

Financial Highlights

- The government-wide net position totaled \$39.7 million at the end of the current fiscal year.
- Total capital assets, net of accumulated depreciation at December 31, 2017 totaled \$65.2 million.
- During the year ended December 31, 2017, the City's total revenues (which include charges for services, local taxes and state and federal aid) exceeded total expenses by \$4.1 million.
- The City's total general obligation bond indebtedness decreased by \$3.3 million.
- The City's net capital assets decreased \$1.5 million in the current fiscal year.

Using This Financial Report

This annual report consists of government-wide and fund financial statements. In addition, the annual report includes budgetary-basis financial statement comparisons, in accordance with the State of Kansas cash basis and budget laws.

The government-wide statements are designed to provide information about the City's activities as a whole and provide a longer-term view of the City's finances. The fund financial statements tell how the City's services for the governmental activities were financed in the short term as well as what remains for future spending. Fund financial statements report the City's operations in greater detail than the government-wide statements by providing information about the City's most significant funds. In addition, combining statements included in the supplemental information show detail of all other governmental funds. The City also holds fiduciary funds on behalf of various parties. These funds are reported in a separate statement.

Reporting on the City as a Whole (Government-Wide)

Statement of Net Position and the Statement of Activities

The view of the City as a whole looks at all financial transactions and asks the question, "Are we in a better financial position as a result of the current year's financial activities?" The statement of net position and the statement of activities provide the basis for answering this question. The statements include all assets and all liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. This basis of accounting takes into account all of the current year's revenues and expenses, regardless of when cash is received or paid.

These two statements report the City's net position and current year change in net position. The change in net position is important because it tells the reader whether the City, as a whole, has improved or diminished its financial position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving or deteriorating. Causes of these changes may be the result of many factors, some financial, some not. Non-financial factors include the City's property tax base, state mandates, and the financial condition of the State of Kansas general fund.

In the statement of net position and the statement of activities, the City has one kind of activity:

Governmental Activities - All of the City's programs and services are reported here including general government, public safety, public works and culture and recreation.

Reporting the City's Most Significant Funds (Fund Financial Statements)

Fund financial statements provide detailed information about the City's major funds. The City uses many funds to account for a multitude of financial transactions. The main fund financial statements focus on the City's most significant funds. Combining fund balance sheets and statements of revenues, expenditures and changes in fund balances provide detailed information about all of the City's non-major governmental funds.

Governmental Funds - All of the City's activities are reported in the governmental funds, which focus on how money flows into and out of the funds and how balances left over at fiscal year-end are available to be spent in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general operations and the basic services it provides. Governmental fund information helps the reader to decide whether there are more or fewer financial resources that can be spent in the near term to finance the City's programs. Major differences between the City's governmental activities as reported in the statement of net position and the statement of activities and its governmental funds are reconciled in the governmental funds financial statements.

The City as a Whole

Government-Wide Position

The statement of net position provides the financial position of the City as a whole. The overall financial position of the City increased by 2.8% in 2017. The following is a summary of the City's statement of net position as of December 31, 2017 and 2016:

City of Mission Condensed Statement of Net Position

	Governmental Activities	
	<u>2017</u>	<u>2016</u>
Current assets	\$ 10,877,111	\$ 8,970,897
Net capital assets	<u>65,241,032</u>	<u>66,779,553</u>
Total assets	76,118,143	75,750,450
Deferred outflows of resources	<u>1,013,010</u>	<u>1,218,213</u>
Total assets and deferred outflows of resources	<u>\$ 77,131,153</u>	<u>\$ 76,968,663</u>
Current liabilities	\$ 669,173	\$ 786,147
Noncurrent liabilities	<u>33,608,129</u>	<u>37,124,669</u>
Total liabilities	34,277,302	37,910,816
Deferred inflows of resources	<u>3,120,474</u>	<u>394,553</u>
Total liabilities and deferred inflows of resources	<u>\$ 37,397,776</u>	<u>\$ 38,305,369</u>
Net position:		
Net investment in capital assets	\$ 38,141,953	\$ 36,242,192
Restricted	327,129	676,572
Unrestricted	<u>1,264,295</u>	<u>1,744,530</u>
Total net position	<u>\$ 39,733,377</u>	<u>\$ 38,663,294</u>

The assets of the City are classified as current assets and capital assets. Cash and investments and accounts receivable are the largest current assets. These are assets that are available to provide resources for the near-term operations of the City. Capital assets are used in the operations of the City. These assets include land, construction in progress, buildings, improvements, infrastructure and machinery and equipment.

Current and non-current liabilities are classified based on anticipated liquidation either in the near-term or in the future. Current liabilities include accounts payable, accrued liabilities, interest payable, municipal court bonds payable and unearned revenue.

The City had \$27.4 million in long-term debt, consisting of general obligation bonds, capital leases, and KDHE loans, of which \$3.6 million is due within the next fiscal year.

The City had total assets and deferred outflows of resources at December 31, 2017, totaling \$77.1 million. The total assets and deferred outflows of resources of the City exceeded the total liabilities and deferred inflows of resources by \$39.7 million. The net position invested in capital assets (net of related debt) totaled \$38.1 million, restricted net position totaled \$0.3 million and unrestricted net position totaled \$1.3 million.

Government-Wide Activities

The following is a condensed statement of the City's change in net position for the year ended December 31, 2017. Major items of program revenues, grants and general revenues are detailed. Government-wide activities increased the net position of the City by approximately \$4.1 million for the year ended December 31, 2017. The increase can be attributed to an increase in property tax. A reconciliation of the total change in fund balances for the governmental funds to the change in net position of governmental activities in the statement of activities is located at page 17 of the basic financial statements. A major difference between the changes is the repayment of long-term debt of \$3.5 million, which is treated as expenditures in the fund statements, but is treated as a reduction of long-term debt in the government-wide financial statements.

In addition, capital outlays of \$2 million are treated as expenditures in the fund statements, but are treated as an increase in capital assets in the government-wide financial statements.

City of Mission
Condensed Statement of Activities
For the Years Ended December 31, 2017 and 2016

	<u>Governmental Activities</u>	
	<u>2017</u>	<u>2016</u>
Revenues:		
Program revenues:		
Charges for service	\$ 6,649,603	\$ 6,401,019
Operating grants and contributions	1,094,068	474,190
General revenues:		
Property taxes	2,597,195	2,839,599
Sales tax	6,380,670	5,870,341
Transient guest tax	64,160	43,835
Motor vehicle tax	229,186	157,488
Franchise tax	1,061,940	1,024,850
Investment earnings	41,337	4,616
Gain on sale of capital assets	80,118	
Miscellaneous	274,116	314,640
Total revenues	<u>18,472,393</u>	<u>17,130,578</u>
Program expenses:		
General government	3,499,029	2,599,590
Public safety	3,733,032	4,135,349
Public works	3,643,160	3,606,294
Culture and recreation	2,968,348	2,801,261
Interest on long-term debt	569,058	887,504
Total expenses	<u>14,412,627</u>	<u>14,029,998</u>
Increase in net position	<u>4,059,766</u>	<u>3,100,580</u>
Net position - beginning	38,663,294	35,928,153
Prior period adjustments	<u>(2,989,683)</u>	<u>(365,439)</u>
Net position - beginning, restated	<u>35,673,611</u>	<u>35,562,714</u>
Net position - ending	<u>\$ 39,733,377</u>	<u>\$ 38,663,294</u>

Financial Analysis of the City's Funds

The City uses fund accounting to ensure and demonstrate compliance with state and federal finance related legal requirements. These funds are accounted for on the modified accrual basis of accounting.

The governmental funds of the City provide information on near-term inflows, outflows and balances of spendable resources.

Total fund balances at December 31, 2017 for the governmental funds totaled \$7.2 million. Total unassigned fund balances at December 31, 2017 totaled \$4.2 million, all of which was attributable to the General Fund.

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$4.2 million. Audited numbers for the 2017 fiscal year show an increase in the total fund balance for the General Fund of \$1.4 million or nearly 40% from the previous year. This increase is due to a number of factors including: capital projects that were budgeted, but funds not yet expended nor encumbered, an increase in both sales tax revenue due to additional development activity, and salary savings recognized through vacant positions that were difficult to fill. However, most of this increase in the fund balance can be attributed to those assigned funds totaling approximately \$300,000 that have been set aside in the Capital Equipment and Replacement Fund that was created this fiscal year and included in the General Fund for audit purposes.

The Parks and Recreation Sales Tax Bond Fund is used to account for revenues received from a dedicated three-eighths of one percent sales tax for parks and recreation. A portion of the revenues is pledged to retire the 2013B General Obligation bonds issued for the outdoor aquatic facility. The balance is dedicated to other parks and recreation expenses, both capital and operating. The ending fund balance was \$896,721 million at December 31, 2017. The increase in the fund balance was \$220,149.

The Street Sales Tax fund is used to account for revenues received from a dedicated half of one percent sales tax for street reconstruction. A portion of the revenues is pledged to retire 2012A General Obligation Bonds issued for the Martway and Johnson Drive improvements. The balance of the revenue is utilized for ongoing street maintenance projects. The ending fund balance was \$308,203 at December 31, 2017. The increase in the fund balance was \$25,703.

The Stormwater Fund is used to account for stormwater charges received based on an equivalent residential unit (ERU) to be used for stormwater improvements city-wide. The ending fund balance was \$178,485 at December 31, 2017. The decrease in the Stormwater Fund's fund balance was \$[117,432].

The Solid Waste Fund is used to account for solid waste utility charges collected from an annual assessment. The ending fund balance was [\$27,179] at December 31, 2017. The increase in the Solid Waste Fund's fund balance was \$3,703.

The Capital Improvement Fund is used to account for resources used to construct and maintain infrastructure city-wide. The ending fund balance was \$420,890 at December 31, 2017. The increase in the Capital Improvement Fund's fund balance was \$2,490. The City recently increased the mill levy rate by seven mills, which is dedicated to this fund for debt service on the 2013C General Obligation Bonds for the Johnson Drive Improvements as well as street and transportation network improvements.

General Fund Budgeting Highlights

The City's budgets are prepared in accordance with Kansas law and are based primarily on the basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the General Fund.

The City's final General Fund budget authority for expenditures was \$15,989,475. Total revenues and other financial sources were more than budgetary estimates by \$0.7 million and the expenditures and transfers out were less than budgetary estimates by \$4.3 million.

Property and sales tax revenues were more than budgeted primarily as a result of conservative estimates and an increase in local businesses. Revenues in the charges for services (court fees) category were less than budgeted figures due to staffing vacancies in the police department and a decrease in traffic citations processed.

Overall expenditures in the General Fund were below budgeted figures as a result of specific budget control and voluntary line item reductions by each department as well as personnel vacancies.

Capital Assets and Debt Administration

The City's capital assets totaled \$65.2 million (net of accumulated depreciation) as of December 31, 2017. The major capital asset events during the current fiscal year included the purchase of six new police vehicles and a new front-loader, two pick-up trucks and lawnmowers for the Public Works Department. In addition, improvements to Foxridge from 56th Street to 51st Street were completed totaling \$1.3 million.

Additional information on the City's capital assets can be found in Notes 1 and 5 of the financial statements.

At December 31, 2017, the City had total general obligation bond principal debt outstanding of \$26.4 million, backed by the full faith and credit of the City. Total long-term debt decreased for the fiscal year ended December 31, 2017, in the amount of \$3.6 million. This was a result of continued repayment of general obligation bonds, loans and capital leases.

Additional information on the City's general long-term debt can be found in Note 6 to the financial statements.

Contacting the City

This financial report is designed to provide a general overview of the City's finances. If you have questions about this report or need additional financial information, contact the City's Finance and Administration Department at 6090 Woodson, Mission, Kansas 66202.

CITY OF MISSION, KANSAS
STATEMENT OF NET POSITION

December 31, 2017

	Total Governmental Activities
ASSETS	
Cash and investments	\$ 5,837,160
Restricted cash and investments	28,567
Receivables	4,396,134
Land held for resale	100,000
Notes receivable	515,250
Capital assets:	
Capital assets not being depreciated:	
Land	9,108,075
Construction in progress	1,345,837
Capital assets being depreciated	74,868,824
Less: accumulated depreciation	(20,081,704)
	76,118,143
Total assets	76,118,143
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows - pensions	1,013,010
	1,013,010
Total deferred outflows of resources	1,013,010
LIABILITIES	
Accounts payable	159,489
Accrued liabilities	114,954
Interest payable	250,409
Municipal court bonds payable	28,567
Unearned revenue	115,754
Noncurrent liabilities:	
Due within one year	4,106,255
Due in more than one year	29,501,874
	34,277,302
Total liabilities	34,277,302
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows - property tax	2,778,093
Deferred inflows - pensions	342,381
	3,120,474
Total deferred inflows of resources	3,120,474
NET POSITION	
Net investment in capital assets	38,141,953
Restricted	327,129
Unrestricted	1,264,295
	39,733,377
Total net position	\$ 39,733,377

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

STATEMENT OF ACTIVITIES

Year Ended December 31, 2017

	Program Revenues			Net Revenue (Expense) and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Total Governmental Activities
Governmental activities:				
General government	\$ 3,499,029	\$ 656,319	\$ 17,438	\$ (2,825,272)
Public safety	3,733,032	1,622,400	84,694	(2,025,938)
Public works	3,643,160	2,571,224	991,936	(80,000)
Culture and recreation	2,968,348	1,799,660	-	(1,168,688)
Interest on long-term debt	569,058	-	-	(569,058)
Total governmental activities	<u>\$ 14,412,627</u>	<u>\$ 6,649,603</u>	<u>\$ 1,094,068</u>	<u>(6,668,956)</u>
General revenues:				
Property tax				2,597,195
Sales tax				6,380,670
Transient guest tax				64,160
Motor vehicle tax				229,186
Franchise tax				1,061,940
Investment earnings				41,337
Gain on sale of capital assets				80,118
Miscellaneous				274,116
Total general revenues				<u>10,728,722</u>
Change in net position				<u>4,059,766</u>
Net position, beginning - as previously stated				38,663,294
Prior period adjustments				<u>(2,989,683)</u>
Net position, beginning - restated				<u>35,673,611</u>
Net position, ending				<u>\$ 39,733,377</u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

BALANCE SHEET
GOVERNMENTAL FUNDS

December 31, 2017

	<u>General</u>	<u>Parks and Recreation Sales Tax</u>
Assets:		
Cash and investments	\$ 4,074,243	\$ 741,809
Restricted cash and investments	28,567	-
Receivables:		
Taxes	3,563,568	154,912
Other	127,786	-
Due from other funds	27,179	-
Land held for resale	100,000	-
	<u>\$ 7,921,343</u>	<u>\$ 896,721</u>
Total assets		
Liabilities, deferred inflows of resources, and fund balances (deficits):		
Liabilities:		
Accounts payable	\$ 112,593	\$ -
Accrued liabilities	114,954	-
Due to other funds	-	-
Payable from restricted assets:		
Municipal court bonds	28,567	-
Unearned revenue	115,754	-
	<u>371,868</u>	<u>-</u>
Total liabilities		
Deferred inflows of resources:		
Unavailable revenue - property taxes	2,548,552	-
	<u>2,548,552</u>	<u>-</u>
Fund balances (deficits):		
Restricted	-	-
Committed	415,232	676,721
Assigned	346,192	220,000
Unassigned	4,239,499	-
	<u>5,000,923</u>	<u>896,721</u>
Total fund balances (deficits)		
Total liabilities, deferred inflows of resources, and fund balances (deficits)	<u>\$ 7,921,343</u>	<u>\$ 896,721</u>

See accompanying notes to basic financial statements.

<u>Street Sales Tax</u>	<u>Stormwater</u>	<u>Solid Waste</u>	<u>Capital Improvement</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ 204,929	\$ 178,485	\$ -	\$ 301,177	\$ 336,517	\$ 5,837,160
-	-	-	-	-	28,567
103,274	-	-	-	261,360	4,083,114
-	-	-	120,823	64,412	313,021
-	-	-	-	-	27,179
-	-	-	-	-	100,000
<u>\$ 308,203</u>	<u>\$ 178,485</u>	<u>\$ -</u>	<u>\$ 422,000</u>	<u>\$ 662,289</u>	<u>\$ 10,389,041</u>
\$ -	\$ -	\$ -	\$ 1,110	\$ 45,787	\$ 159,490
-	-	-	-	-	114,954
-	-	27,179	-	-	27,179
-	-	-	-	-	28,567
-	-	-	-	-	115,754
-	-	27,179	1,110	45,787	445,944
-	-	-	-	229,541	2,778,093
-	-	-	-	327,129	327,129
308,203	178,485	-	420,890	59,832	2,059,363
-	-	-	-	-	566,192
-	-	(27,179)	-	-	4,212,320
<u>308,203</u>	<u>178,485</u>	<u>(27,179)</u>	<u>420,890</u>	<u>386,961</u>	<u>7,165,004</u>
<u>\$ 308,203</u>	<u>\$ 178,485</u>	<u>\$ -</u>	<u>\$ 422,000</u>	<u>\$ 662,289</u>	<u>\$ 10,389,041</u>

CITY OF MISSION, KANSAS

RECONCILIATION OF THE BALANCE SHEET OF THE GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION

December 31, 2017

Total governmental fund balances		\$	7,165,004
Amounts reported for governmental activities in the statement of net position are different because:			
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.			
The cost of capital assets is	\$	85,322,736	
Accumulated depreciation is		<u>(20,081,704)</u>	65,241,032
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.			515,250
Pension contributions are reported as an expense in the funds and as a deferred outflow of resources in the governmental activities in the statement of net position.			1,013,010
Pension fundings are reported as revenue in the funds and as a deferred inflow of resources in the governmental activities in the statement of net position.			(342,381)
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year end consist of:			
General obligation bonds payable		(26,440,000)	
Premium		(435,806)	
Discount		4,063	
Capital leases payable		(454,174)	
Loan payable		(74,339)	
Interest payable		(250,409)	
Compensated absences payable		(461,196)	
Net pension liability		(5,103,588)	
Net other post employment benefits		<u>(643,089)</u>	<u>(33,858,538)</u>
Net position of governmental activities		\$	<u><u>39,733,377</u></u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS

Year Ended December 31, 2017

	General	Parks and Recreation Sales Tax
Revenues:		
Taxes	\$ 8,278,313	\$ 909,092
Intergovernmental	84,694	-
Licenses and permits	162,439	-
Charges for services	1,799,660	-
Fines and fees	1,620,970	-
Interest	25,758	3,569
Miscellaneous	216,169	-
Total revenues	<u>12,188,003</u>	<u>912,661</u>
Expenditures:		
Current:		
General government	2,297,106	-
Public safety	3,457,920	-
Public works	1,642,197	-
Culture and recreation	2,488,171	3,503
Capital outlay	365,949	248,508
Debt service:		
Principal	257,461	430,000
Interest and other charges	21,664	99,000
Total expenditures	<u>10,530,468</u>	<u>781,011</u>
Excess (deficiency) of revenues over (under) expenditures	<u>1,657,535</u>	<u>131,650</u>
Other financing sources (uses):		
Transfers in	-	-
Transfers out	(970,368)	-
Sale of general capital assets	121,340	-
Total other financing sources (uses)	<u>(849,028)</u>	<u>-</u>
Net change in fund balances	<u>808,507</u>	<u>131,650</u>
Fund balances, beginning, as previously stated	3,598,459	676,572
Prior period adjustments	593,957	88,499
Fund balances, beginning, restated	<u>4,192,416</u>	<u>765,071</u>
Fund balances, ending	<u>\$ 5,000,923</u>	<u>\$ 896,721</u>

See accompanying notes to basic financial statements.

Street Sales Tax	Stormwater	Solid Waste	Capital Improvement	Other Governmental Funds	Total Governmental Funds
\$ 606,061	\$ -	\$ -	\$ -	\$ 539,685	\$ 10,333,151
-	-	-	589,616	402,320	1,076,630
-	-	-	-	-	162,439
-	2,571,224	485,276	-	8,604	4,864,764
-	-	-	-	1,430	1,622,400
1,250	6,688	372	2,244	1,456	41,337
-	-	2,507	86,842	23,859	329,377
<u>607,311</u>	<u>2,577,912</u>	<u>488,155</u>	<u>678,702</u>	<u>977,354</u>	<u>18,430,098</u>
-	-	569,452	340	529,560	3,396,458
-	-	-	-	-	3,457,920
-	198,482	-	-	291,536	2,132,215
-	-	-	-	13,297	2,504,971
168,562	-	-	1,183,916	7,228	1,974,163
430,000	1,704,512	-	570,000	46,498	3,438,471
42,045	601,831	-	84,843	1,424	850,807
<u>640,607</u>	<u>2,504,825</u>	<u>569,452</u>	<u>1,839,099</u>	<u>889,543</u>	<u>17,755,005</u>
<u>(33,296)</u>	<u>73,087</u>	<u>(81,297)</u>	<u>(1,160,397)</u>	<u>87,811</u>	<u>675,093</u>
-	87,000	85,000	1,162,887	-	1,334,887
-	(277,519)	-	-	(87,000)	(1,334,887)
-	-	-	-	-	121,340
-	(190,519)	85,000	1,162,887	(87,000)	121,340
<u>(33,296)</u>	<u>(117,432)</u>	<u>3,703</u>	<u>2,490</u>	<u>811</u>	<u>796,433</u>
282,500	295,917	(30,882)	418,400	342,679	5,583,645
58,999	-	-	-	43,471	784,926
341,499	295,917	(30,882)	418,400	386,150	6,368,571
<u>\$ 308,203</u>	<u>\$ 178,485</u>	<u>\$ (27,179)</u>	<u>\$ 420,890</u>	<u>\$ 386,961</u>	<u>\$ 7,165,004</u>

CITY OF MISSION, KANSAS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES WITH THE
STATEMENT OF ACTIVITIES

Year Ended December 31, 2017

Total net change in fund balances - governmental funds		\$	796,433
Amounts reported for governmental activities in the statement of activities are different because:			
Capital outlays to purchase or build assets are reported in governmental funds as expenditures. For governmental activities, however, those costs are shown in the statement of net position and allocated over their estimated useful lives as depreciation expense in the statement of activities.			
Capital outlays	\$	1,974,163	
Depreciation expense		<u>(2,150,580)</u>	(176,417)
The net effect of various miscellaneous transactions involving capital assets (e.g. sales and donations) is to decrease net position.			(56,015)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.			(37,820)
Interest on long-term debt in the statement of activities differs from the amount reported in the governmental funds because interest is recorded as an expenditure in the funds when it is due, and, thus, requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.			170,076
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.			
Compensated absences		(33,906)	
OPEB		<u>(85,323)</u>	(119,229)
Pension payments are reported as expenditures in the governmental funds and do not affect the statement of activities.			(67,405)
Repayments of long-term debt instruments are expenditures in the governmental funds, but reduce long-term liabilities in the statement of net position and do not affect the statement of activities.			
Bond principal		3,306,673	
Capital leases		238,958	
Loan principal		<u>4,512</u>	<u>3,550,143</u>
Change in net position of governmental activities		\$	<u><u>4,059,766</u></u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 7,479,894	\$ 8,278,313	\$ 798,419
Intergovernmental	73,000	84,694	11,694
Licenses and permits	150,650	162,439	11,789
Charges for services	2,295,975	1,799,660	(496,315)
Fines and fees	1,459,500	1,620,970	161,470
Interest	2,000	25,758	23,758
Miscellaneous	60,000	216,169	156,169
Total revenues	11,521,019	12,188,003	666,984
Expenditures:			
General government:			
Personal service	1,123,900	1,090,299	33,601
Contractual	734,650	1,132,587	(397,937)
Commodities	50,900	74,220	(23,320)
Capital outlay	176,000	7,316	168,684
Total general government	2,085,450	2,304,422	(218,972)
Public safety:			
Personal service	3,054,600	2,972,323	82,277
Contractual	445,425	377,072	68,353
Commodities	135,200	108,525	26,675
Capital outlay	60,000	78,186	(18,186)
Total public safety	3,695,225	3,536,106	159,119
Public works:			
Personal service	839,400	689,402	149,998
Contractual	880,300	799,213	81,087
Commodities	153,350	153,582	(232)
Capital outlay	315,000	280,447	34,553
Total public works	2,188,050	1,922,644	265,406
Culture and recreation			
Personal service	1,564,400	1,443,096	121,304
Contractual	759,950	897,688	(137,738)
Commodities	132,500	147,387	(14,887)
Total culture and recreation	2,456,850	2,488,171	(31,321)
Debt service	284,000	279,125	4,875
Contingency	5,279,900	-	5,279,900
Total expenditures	15,989,475	10,530,468	5,459,007
Excess (deficiency) of revenues over (under) expenditures	\$ (4,468,456)	\$ 1,657,535	\$ 6,125,991

(Continued)

CITY OF MISSION, KANSAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
(Continued)

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Other financing sources (uses)			
Transfers out	\$ -	\$ (1,170,368)	\$ (1,170,368)
Sale of general capital assets	-	12,990	12,990
Total other financing sources (uses)	-	(1,157,378)	(1,157,378)
Net change in fund balance	(4,468,456)	500,157	4,968,613
Fund balance, beginning of year	4,468,456	3,598,459	(869,997)
Prior period adjustments	-	593,957	593,957
Fund balance, beginning, as restated	4,468,456	4,192,416	(276,040)
Fund balance, end of year	<u>\$ -</u>	<u>4,692,573</u>	<u>\$ 4,692,573</u>
<u>Reconciliation to GAAP</u>			
Fund balance for budgeted fund included with the general fund on GAAP-basis financials:			
Equipment reserve and replacement		<u>308,350</u>	
Total fund balance, ending		<u>\$ 5,000,923</u>	

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 PARKS AND RECREATION SALES TAX FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 850,000	\$ 909,092	\$ 59,092
Interest	500	3,569	3,069
Total revenues	<u>850,500</u>	<u>912,661</u>	<u>62,161</u>
Expenditures:			
Culture and recreation	-	3,503	(3,503)
Capital outlay	300,000	248,508	51,492
Debt service	529,000	529,000	-
Contingency	620,000	-	620,000
Total expenditures	<u>1,449,000</u>	<u>781,011</u>	<u>667,989</u>
Net change in fund balance	<u>(598,500)</u>	<u>131,650</u>	<u>730,150</u>
Fund balance, beginning	693,550	676,572	(16,978)
Prior period adjustments	<u>-</u>	<u>88,499</u>	<u>88,499</u>
Fund balance, beginning, as restated	<u>693,550</u>	<u>765,071</u>	<u>71,521</u>
Fund balance, ending	<u><u>\$ 95,050</u></u>	<u><u>\$ 896,721</u></u>	<u><u>\$ 801,671</u></u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
STORMWATER FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Charges for services	\$ 2,530,000	\$ 2,571,224	\$ 41,224
Interest	200	6,688	6,488
Total revenues	<u>2,530,200</u>	<u>2,577,912</u>	<u>47,712</u>
Expenditures:			
Public works	-	198,482	(198,482)
Debt service	2,577,300	2,306,343	270,957
Contingency	300,000	-	300,000
Total expenditures	<u>2,877,300</u>	<u>2,504,825</u>	<u>372,475</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(347,100)</u>	<u>73,087</u>	<u>420,187</u>
Other financing sources (uses):			
Transfers in	85,000	87,000	2,000
Transfers out	-	(277,519)	(277,519)
Total other financing sources (uses)	<u>85,000</u>	<u>(190,519)</u>	<u>(275,519)</u>
Net change in fund balance	(262,100)	(117,432)	144,668
Fund balance, beginning	<u>342,155</u>	<u>295,917</u>	<u>(46,238)</u>
Fund balance, ending	<u>\$ 80,055</u>	<u>\$ 178,485</u>	<u>\$ 98,430</u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
SOLID WASTE FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Charges for services	\$ 487,000	\$ 485,276	\$ (1,724)
Interest	50	372	322
Miscellaneous	-	2,507	2,507
Total revenues	<u>487,050</u>	<u>488,155</u>	<u>1,105</u>
Expenditures:			
General government	<u>565,500</u>	<u>569,452</u>	<u>(3,952)</u>
Deficiency of revenues under expenditures	(78,450)	(81,297)	(2,847)
Other financing sources:			
Transfers in	<u>85,000</u>	<u>85,000</u>	<u>-</u>
Net change in fund balance	6,550	3,703	(2,847)
Fund balance, beginning	<u>8,792</u>	<u>(30,882)</u>	<u>(39,674)</u>
Fund balance, ending	<u>\$ 15,342</u>	<u>\$ (27,179)</u>	<u>\$ (42,521)</u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS
STATEMENT OF ASSETS AND LIABILITIES
AGENCY FUNDS

December 31, 2017

	<u>Agency Funds</u>
Assets:	
Cash and cash equivalents	<u>\$ 61,015</u>
Liabilities:	
Due to others	<u>\$ 61,015</u>

See accompanying notes to basic financial statements.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS

December 31, 2017

1 - Summary of Significant Accounting Policies

Reporting Entity

The City of Mission, Kansas (the City) is a city of the second class with a mayor-council form of government with the addition of a city administrator. The City was incorporated in 1951 and covers an area of approximately 2.87 square miles in Johnson County, Kansas. The City has approximately 9,323 residents. The City's organization consists of the general government, which is made up of the general overhead, legislative, administration, and community development departments; public safety, which is made up of the municipal court and police departments; the public works department; and culture and recreation, which is made up of the Mission Family Aquatic Center and Mission Sylvester Powell, Jr. Community Center departments.

The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the City's operations. Rock Creek Drainage District #1 and Rock Creek Drainage District #2 (the Districts) are blended component units of the City. The City created the Districts to generate revenue for stormwater projects. Each year, the Districts transfer funds primarily to the City's stormwater fund. The Districts are legally separate entities from the City. However, the City Council makes up the entirety of the Districts' boards. As such, the City can impose its will on the Districts. Additionally, the City's management manages the activities of the Districts in essentially the same manner as they manage City activities. Separately issued financial statements are not prepared for the Districts.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. All nonfiduciary activities of the City are governmental activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function and (2) grants and contributions that are restricted to use in meeting the operational or capital requirements of a particular function. Internally dedicated resources are reported as general revenues rather than as program revenues. Taxes and other items not properly included among program revenues are reported instead as general revenues.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Each fund is considered to be a separate accounting entity, accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows, liabilities, deferred inflows, fund balance, revenues, and expenditures. Governmental resources are allocated to and accounted for within individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended for the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed requirements. These resources are reflected as revenues at the time of receipt, or earlier if the susceptible to accrual criteria are met.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Property taxes, sales taxes, utility franchise taxes, interest associated with the current fiscal period, and certain state and federal grants and entitlements are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

While property taxes receivable are shown on the balance sheet as current assets of the City, they are not recognized as revenue at year end because statutory provisions prohibit their use until the year for which they were raised and budgeted. Instead, they are offset by unavailable revenue accounts.

Agency funds are custodial in nature and do not measure results of operations or have a measurement focus. Agency funds are reported using the accrual basis of accounting.

The City reports the following major governmental funds:

The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. In 2017, the City created an Equipment Reserve and Replacement Fund which is combined with the General Fund for reporting purposes.

The *Parks and Recreation Sales Tax Fund* is used to account for revenues received from 3/8 of one percent sales tax for parks and recreation, with a portion pledged to retire the Series 2013-B General Obligation Bonds issued for the outdoor aquatic facility project. The balance is dedicated to other parks and recreation activities, including operating costs. The sales tax sunsets in 2023.

The *Street Sales Tax Fund* is a capital project fund used to account for revenues from the 1/4 cent sales tax for streets, pledged to retire the Series 2012-A General Obligation Bonds issued for the Martway/Johnson Drive rehabilitation projects. The additional revenue may be used for street improvements. The sales tax sunsets in 2022.

The *Stormwater Fund* is used to account for storm water utility charges received based on an equivalent residential unit (ERU) to be used for storm water improvements citywide, including public works expenditures. Revenues are either restricted or committed for this purpose.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

The *Solid Waste Fund* is used to account for solid waste utility charges collected from an annual assessment to cover general government expenditures, including contract and supply costs. Revenues are either restricted or committed for this purpose.

The *Capital Improvement Fund* is used to account for resources used to construct and maintain infrastructure citywide.

Additionally, the City reports the following fiduciary fund type:

Agency funds are used to report resources held by the City in a purely custodial capacity. The City uses agency funds to account for amounts collected through the court for driver's license reinstatement fees due to the State of Kansas, for amounts collected and paid for Driving Under the Influence evaluations, and for amounts collected for employee cafeteria plan contributions.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Deposits and Investments

The City's cash and investments are considered to be demand deposits and cash held by the State of Kansas Municipal Investment Pool.

Investments are reported in the accompanying financial statements at fair value.

Receivables and Payables

Receivables are reported on the government-wide financial statements net of an allowance for uncollectible accounts. At December 31, 2017, an allowance for uncollectible receivables of approximately \$ 578,000 has been recorded.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

I - Summary of Significant Accounting Policies (Continued)

Receivables and Payables (Continued)

Collection of current year property tax by the County Treasurer is not completed, apportioned or distributed to the various subdivisions until the succeeding year, such procedure being in conformity with governing state statutes. Consequently, current year property tax receivables are not available as a resource that can be used to finance the current year operations of the City and, therefore, are not susceptible to accrual. Accruals of uncollected current year property taxes are offset by deferred inflows and are identical to the adopted budget for 2018.

It is not practicable to apportion delinquent taxes held by the County Treasurer at the end of the accounting period, and further, the amounts thereof are not material in relationship to the financial statements taken as a whole.

The determination of assessed valuations and the collection of property taxes for all political subdivisions in the State of Kansas are the responsibility of the various counties. The County Appraiser annually determines assessed valuation on January 1 and the County Clerk spreads the annual assessment on the tax rolls. Property taxes are levied as of November 1 and become a lien on the property as of that date. Payments are due November 1, becoming delinquent, with penalty, December 21. Payments of 50% are accepted through December 20, with the second 50% then being due on or before May 10 of the following year.

The County Treasurer is the tax collection agent for all taxing entities within the County. The initial distribution to the subdivisions, including the City, is on or before January 20 of the ensuing year. Additional amounts are distributed on four subsequent dates throughout the calendar year.

Governmental funds report unavailable revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Capital Assets

Capital assets, which include land, buildings, improvements, equipment, infrastructure assets, and construction in progress, are reported in the government-wide financial statements as assets. Capital assets are defined by the City as assets with an initial, individual cost of more than \$ 1,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of assets or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of the government are depreciated using the straight-line method over the following estimated useful lives:

<u>Category</u>	<u>Years</u>
Buildings	20 - 75
Building improvements	20 - 75
Machinery and equipment	5 - 10
Office equipment	5 - 10
Infrastructure	20 - 75
Fitness equipment	3

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. See Note 9 for more information on the deferred outflows for the pension.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Deferred Outflows/Inflows of Resources (Continued)

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has two items that qualify for reporting in this category. One item, *unavailable revenue/deferred receivables*, is reported in the governmental funds balance sheet and the governmental activities in the government-wide statement of net position. The governmental funds and governmental activities report unavailable revenues/deferred receivables from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The other item is deferred inflows for the pension. See Note 9 for more information on the deferred inflows for the pension.

Compensated Absences

Under terms of the City's personnel policy, City employees are granted vacation and sick leave in varying amounts. At the end of each calendar year, employees are allowed to carry over any unused vacation and sick leave. In the event of termination, an employee is paid for any unused carryover plus all unused earned vacation through the date of separation not to exceed a total of 240 hours.

The City's sick leave policy is to pay employees 50% of unused sick leave upon retirement or termination without cause. A liability for compensated absences is reported in governmental funds only if it has matured, for example, as a result of employee resignations and retirements. All compensated absences are accrued when incurred in the government-wide financial statements.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond premiums and discounts are amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Long-Term Obligations (Continued)

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Pensions

For purposes of measuring the collective net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Kansas Public Employees Retirement System (KPERS) and additions to/deductions from KPERS' fiduciary net position have been determined on the same basis as they are reported by KPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Fund Balances

As prescribed by GASB Statement No. 54, governmental funds report fund balance classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. As of December 31, 2017, fund balances for governmental funds are made up of the following:

Nonspendable fund balances include amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example: inventories, prepaid amounts, and long-term notes receivable.

Restricted fund balances include amounts that can be spent only for the specific purposes stipulated by external resource providers, constitutionally, or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Fund Balances (Continued)

Committed fund balances include amounts that can only be used for specific purposes determined by a formal action, an ordinance, of the City's highest level of decision-making authority, the City Council. Commitments may be changed or lifted only by the City Council taking the same formal action, an ordinance, that originally imposed the constraint.

Assigned fund balances include amounts intended to be used by the City for specific purposes that are neither restricted nor committed. Intent is expressed by an action of (1) the City Council or (2) a body or official to which the City Council has delegated the authority to assign amounts to be used for specific purposes. The authority for management to assign fund balance is presented in the City Council Policy Manual. An additional action does not have to be taken for the removal of an assignment.

Unassigned fund balance is the residual classification for the General Fund and includes all amounts not contained in other classifications. The General Fund is the only fund that can report a positive unassigned fund balance amount. In governmental funds other than the General Fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund. Unassigned amounts are technically available for any purpose.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Fund Balances (Continued)

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is depleted in the order of restricted, committed, assigned and unassigned.

The following is the detail for fund balance classifications in the financial statements:

	Major Governmental Funds							Total Governmental Funds
	General	Parks and Recreation Sales Tax	Street Sales Tax	Stormwater	Solid Waste	Capital Improvement	Other Governmental Funds	
Fund balances:								
Restricted for:								
Alcohol awareness programs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,040	\$ 68,040
Convention and tourism	-	-	-	-	-	-	75,595	75,595
Culture and recreation	-	-	-	-	-	-	43,549	43,549
Donations	-	-	-	-	-	-	4,852	4,852
Education	-	-	-	-	-	-	17,671	17,671
Public safety	-	-	-	-	-	-	26,206	26,206
Public works	-	-	-	-	-	-	91,216	91,216
Committed for:								
ADA compliance	106,882	-	-	-	-	-	-	106,882
Capital improvements	-	-	-	-	-	420,890	-	420,890
Culture and recreation	-	676,721	-	-	-	-	-	676,721
Development projects	-	-	-	-	-	-	23,738	23,738
Equipment reserve and replacement	308,350	-	-	-	-	-	-	308,350
Farm and flower market	-	-	-	-	-	-	2,631	2,631
Public works	-	-	308,203	178,485	-	-	33,463	520,151
Assigned for:								
Financial software and computer upgrades	120,000	-	-	-	-	-	-	120,000
Parks CIP/equipment	-	220,000	-	-	-	-	-	220,000
Phone system and cameras	226,192	-	-	-	-	-	-	226,192
Unassigned	4,239,499	-	-	-	(27,179)	-	-	4,212,320
Total fund balances	\$ 5,000,923	\$ 896,721	\$ 308,203	\$ 178,485	\$ (27,179)	\$ 420,890	\$ 386,961	\$ 7,165,004

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Net Position

In the government-wide financial statements, equity is displayed in three components as follows:

Net Investment in Capital Assets consists of capital assets, net of accumulated depreciation, less the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted consists of net position that is legally restricted by outside parties or by law through constitutional provisions or enabling legislation.

Unrestricted consists of net position that does not meet the definition of “restricted” or “net investment in capital assets.”

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Pending Governmental Accounting Standards Board Statements

At December 31, 2017, the Governmental Accounting Standards Board (GASB) had issued several statements not yet implemented by the City. The statements that might impact the City are as follows:

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Pending Governmental Accounting Standards Board Statements (Continued)

GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, replaces the requirements of GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, and requires governments to report a liability on the face of the financial statements for the OPEB that they provide. Statement No. 75 requires governments in all types of OPEB plans to present more extensive note disclosures and required supplementary information (RSI) about the OPEB liabilities. Among the new note disclosures is a description of the effect on the reported OPEB liability of using a discount rate and a healthcare cost trend rate that are one percentage point higher and one percentage point lower than assumed by the government. The new RSI includes a schedule showing the causes of increases and decreases in the OPEB liability and a schedule comparing a government's actual OPEB contributions to its contribution requirements. The provisions of this statement are effective for periods beginning after June 15, 2017.

GASB Statement No. 84, *Fiduciary Activities*, improves guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The statement establishes criteria for identifying fiduciary activities, with the focus of the criteria on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. An activity meeting the criteria should be reported in a fiduciary fund. The requirements of this statement are effective for periods beginning after December 15, 2018.

GASB Statement No. 85, *Omnibus 2017*, addresses practice issues that have been identified during implementation and application of certain GASB Statements, including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits. The requirements of this statement are effective for periods beginning after June 15, 2017.

GASB Statement No. 87, *Leases*, requires recognition of certain lease assets and liabilities for leases that were previously classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this statement are effective for periods beginning after December 15, 2019.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

1 - Summary of Significant Accounting Policies (Continued)

Prior-Period Adjustments

Beginning net position and fund balances were restated to account for several prior-period adjustments. The effects of these restatements are listed below.

Prior Period Adjustment	Increase (Decrease) to Beginning	Statements Affected
To record land held for sale	\$ 100,000	Government-wide statements and fund financial statements
To record sales tax receivable	656,517	Government-wide statements and fund financial statements
To record special highway receivable	64,067	Government-wide statements and fund financial statements
To record accounts payable	(35,658)	Government-wide statements and fund financial statements
To remove previously disposed land	(1,306,091)	Government-wide statements
To record deferred property tax	<u>(2,468,518)</u>	Government-wide statements
Net effect on government-wide statements	<u>\$ (2,989,683)</u>	
Net effect on fund financial statements	<u>\$ 784,926</u>	

There were no effects on current year revenues or expenditures as a result of these adjustments.

2 - Stewardship, Compliance and Accountability

Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the general fund and special revenues funds (unless specifically exempted by statute). The statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1st.
2. Publication in the local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5th.
3. Public hearing on or before August 15th, but at least ten days after publication of the notice of hearing.
4. Adoption of the final budget on or before August 25th.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

2 - Stewardship, Compliance and Accountability (Continued)

Budgetary Information (Continued)

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication the hearing may be held and the governing body may amend the budget at that time. The 2017 budget was amended for the Equipment Reserve and Replacement Fund, Capital Improvement Fund and Mission Crossing TIF Fund.

The statutes permit management to transfer budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the modified accrual basis of accounting, modified further by the encumbrance method of accounting. Expenditures include disbursements, accounts payable and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. All unencumbered appropriations (legal budget expenditure authority) lapse at year end. Encumbered appropriations are carried forward.

A legal operating budget is not required for the Special Law Enforcement Fund, School District Sales Tax Fund, Donations and Gifts Fund, Mission Farm and Flower Market Fund, and the fiduciary funds.

In fiscal year 2017, actual expenditures exceeded budget expenditures in the Solid Waste Fund, which is a violation of K.S.A. 79-2935.

Spending in funds that are not subject to the legal annual operating budget requirements is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

CITY OF MISSION, KANSAS
 NOTES TO BASIC FINANCIAL STATEMENTS
 (Continued)

3 - Deposits and Investments

Deposits

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. Kansas statutes require that deposits be collateralized, and that collateral pledged must have a fair market value equal to 100% of the deposits and investments, less insured amounts, and must be assigned for the benefit of the City. The City’s deposit policy for custodial credit risk requires that the depository banks will maintain 100% security in the form of FDIC coverage and pledged collateral according to K.S.A. 9-1402.

The City’s cash is considered to be active funds by management and is invested according to K.S.A. 9-1401. The statute requires that banks eligible to hold active funds have a main or branch bank in the county or an adjoining county in which the City is located and the banks provide an acceptable rate for active funds.

Investments

On December 31, 2017, the City had the following investment and related maturity:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Rating</u>	<u>Maturity (in Years)</u>
Kansas Municipal Investment Pool	<u>\$ 5,069,120</u>	Not rated	<u>Less than One</u> <u>\$ 5,069,120</u>

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

3 - Deposits and Investments (Continued)

Investments (Continued)

Credit Risk

Various City investments are considered to be idle funds by management and are invested according to K.S.A. 12-1675. The statute requires that the City invest its idle funds in only temporary notes of the City, bank certificates of deposit, repurchase agreements, and if eligible banks do not offer an acceptable rate for the funds: U.S. Treasury bills or notes or the Kansas Municipal Investment Pool (KMIP). The City's investments in the KMIP were not rated by a rating agency as of December 31, 2017. Maturities of the above investments may not exceed two years by statute.

The KMIP is under the oversight of the Pooled Money Investment Board (PMIB). The PMIB is comprised of the State Treasurer and four additional members appointed by the State Governor. The PMIB reports annually to the Kansas legislature. State pooled monies may be invested in direct obligations of, or obligations that are insured as to principal and interest by the U.S. government or any agency thereof, with maturities up to four years. No more than 10 percent of those funds may be invested in mortgage-backed securities. In addition, the State pool may invest in repurchase agreements with Kansas banks or with primary government securities dealers.

Some of the City's investments are of bond proceeds invested pursuant to K.S.A. 10-131. This statute allows additional investment authority beyond that of K.S.A. 12-1675. Investments of bond proceeds may follow K.S.A. 12-1675 or include other investments such as the KMIP; direct obligations of the United States government or any agency thereof; investment agreements with a financial institution, the obligations of which, at the time of investment, are rated in either of the three highest rating categories by Moody's Investors Service or Standard and Poor's Corporation; and various other investments as specified in K.S.A. 10-131.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The City does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The City is not exposed to significant interest rate risk.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

3 - Deposits and Investments (Continued)

Investments (Continued)

Concentrations of Credit Risk

State statutes and the City place no limit on the amount the City may invest in any one issuer.

Custodial Credit Risk - Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At December 31, 2017, the City's investments were not exposed to custodial credit risk.

Fair Value Measurement

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. For the year ended December 31, 2017, the KMIP was valued using net asset value. Investments that are measured at net asset value are not classified in the fair value hierarchy.

4 - Notes Receivable and Land Held for Resale

In April 2007, the City signed promissory notes to finance both a borrower's acquisition of a building and other improvements in the amount of \$534,692 as well as the borrower's remodeling of the building and other improvements for business operations in the amount of \$267,882, with both loans over a term of 21 years at 5.00% per annum. During the fiscal year ending December 31, 2017, the City received \$ 37,562 in principal and interest payments towards the loans. As of December 31, 2017, the City had outstanding notes receivable of \$ 515,250.

In August 2006, the City entered into an agreement leasing land to a lessee for a maximum term of 21 years for rent of \$ 10 per year with the option for the lessee to purchase the land on or before the end of the lease term for \$ 100,000 as adjusted by using the consumer price index. As of December 31, 2017, the land's net realizable value is \$ 100,000.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

5 - Capital Assets

Capital asset activity for the year ended December 31, 2017, was as follows:

	Beginning Balance	Prior Period Adjustment	Beginning Balance, Restated	Increases	Decreases	Ending Balance
Governmental activities:						
Capital assets not being depreciated:						
Land	\$ 10,181,045	\$ (1,306,091)	\$ 8,874,954	\$ 233,121	\$ -	\$ 9,108,075
Construction in progress	263,927	-	263,927	1,434,566	352,656	1,345,837
Total capital assets not being depreciated	10,444,972	(1,306,091)	9,138,881	1,667,687	352,656	10,453,912
Capital assets being depreciated:						
Buildings	13,173,597	-	13,173,597	-	117,853	13,055,744
Improvements	140,635	-	140,635	-	-	140,635
Infrastructure	55,473,661	-	55,473,661	226,269	-	55,699,930
Machinery and equipment	5,849,877	-	5,849,877	418,072	295,434	5,972,515
Total capital assets being depreciated	74,637,770	-	74,637,770	644,341	413,287	74,868,824
Less accumulated depreciation for:						
Buildings	3,819,082	-	3,819,082	259,763	-	4,078,845
Improvements	86,656	-	86,656	7,688	-	94,344
Infrastructure	9,983,807	-	9,983,807	1,386,627	-	11,370,434
Machinery and equipment	4,413,644	-	4,413,644	496,502	372,065	4,538,081
Total accumulated depreciation	18,303,189	-	18,303,189	2,150,580	372,065	20,081,704
Governmental activities capital assets, net	\$ 66,779,553	\$ (1,306,091)	\$ 65,473,462	\$ 161,448	\$ 393,878	\$ 65,241,032

Depreciation expense was charged to functions/programs of the City as follows:

Governmental activities:	
General government	\$ 16,259
Public safety	185,492
Public works	1,493,849
Culture and recreation	454,980
	<hr/>
Total depreciation expense	\$ 2,150,580

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

6 - Long-Term Debt

General Obligation Bonds

The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities.

General obligation bonds payable at December 31, 2017 are comprised of the following issues:

	Interest Rates	Original Issue	Final Maturity Date	Principal Payments During 2017	Outstanding December 31, 2017
General obligation bonds:					
Series 2007A - Capital Improvement	5.00% - 5.30%	\$ 750,000	09/01/18	\$ 90,000	\$ 95,000
Series 2010A - Capital Improvement	2.00% - 2.75%	3,305,000	09/01/20	330,000	1,045,000
Series 2010B - Refunding	4.00% - 4.25%	6,945,000	09/01/29	-	6,945,000
Series 2012A - Capital Improvement	0.40% - 2.00%	4,360,000	09/01/22	430,000	2,240,000
Series 2013A - Capital Improvement	2.00% - 3.00%	680,000	09/01/23	65,000	425,000
Series 2013B - Capital Improvement	2.00% - 3.00%	4,510,000	09/01/23	430,000	2,870,000
Series 2013C - Capital Improvement	2.00% - 2.50%	4,480,000	09/01/23	480,000	3,070,000
Series 2014A - Refunding	2.00% - 3.00%	9,795,000	09/01/29	100,000	9,495,000
Series 2014B - Refunding	2.00% - 4.00%	4,035,000	09/01/18	1,270,000	255,000
				<u>\$ 3,195,000</u>	<u>\$ 26,440,000</u>

Call provisions at the option of the City included in the above bonds are as follows:

- Series 2010A: Callable September 1, 2017 at par plus accrued interest
- Series 2010B: Callable September 1, 2020 at par plus accrued interest
- Series 2012A: Callable September 1, 2020 at par plus accrued interest
- Series 2013A: Callable September 1, 2021 at par plus accrued interest
- Series 2013B: Callable September 1, 2021 at par plus accrued interest
- Series 2013C: Callable September 1, 2019 at par plus accrued interest
- Series 2014A: Callable September 1, 2022 at par plus accrued interest
- Series 2014B: Callable September 1, 2022 at par plus accrued interest

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

6 - Long-Term Debt (Continued)

General Obligation Bonds (Continued)

The installment ranges for the general obligation bonds are as follows:

	Installment Range	
	Low	High
General obligation bonds:		
Series 2007A - Capital Improvement	\$ 95,000	\$ 95,000
Series 2010A - Capital Improvement	340,000	355,000
Series 2010B - Refunding	345,000	1,125,000
Series 2012A - Capital Improvement	435,000	465,000
Series 2013A - Capital Improvement	65,000	75,000
Series 2013B - Capital Improvement	445,000	515,000
Series 2013C - Capital Improvement	485,000	545,000
Series 2014A - Refunding	395,000	1,545,000
Series 2014B - Refunding	255,000	255,000

Annual debt service requirements through maturity for general obligation bonds are as follows:

Year Ending December 31,	Principal	Interest
2018	\$ 3,290,000	\$ 742,670
2019	3,355,000	663,780
2020	3,425,000	592,605
2021	3,510,000	504,050
2022	3,615,000	407,557
2023 - 2027	7,635,000	960,619
2028 - 2030	1,610,000	85,781
Total	\$ 26,440,000	\$ 3,957,062

CITY OF MISSION, KANSAS
 NOTES TO BASIC FINANCIAL STATEMENTS
 (Continued)

6 - Long-Term Debt (Continued)

Kansas Department of Health and Environment Loan Payable

The Kansas Department of Health and Environment (KDHE) and the City entered into an agreement for a loan. As of December 31, 2017, the City had made \$ 406,272 in loan draws and had \$ 304,704 in principal forgiveness. The loan calls for an interest rate of 2.60%.

Annual debt service requirements to maturity for the KDHE loan outstanding at December 31, 2017 are as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 4,660	\$ 1,902
2019	4,782	1,780
2020	4,907	1,655
2021	5,036	1,526
2022	5,167	1,395
2023 - 2027	27,938	4,873
2028 - 2032	21,849	1,149
Total	<u>\$ 74,339</u>	<u>\$ 14,280</u>

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

6 - Long-Term Debt (Continued)

Change in Long-Term Liabilities

Long-term liability activity for the year ended December 31, 2017 was as follows:

	Balance December 31, 2016	Additions	Reductions	Balance December 31, 2017	Current Portion
Governmental activities:					
Bonds payable:					
General obligation bonds	\$ 29,635,000	\$ -	\$ 3,195,000	\$ 26,440,000	\$ 3,290,000
Premium	548,292	-	112,486	435,806	112,486
Discount	(4,876)	-	(813)	(4,063)	(813)
Total bonds payable	30,178,416	-	3,306,673	26,871,743	3,401,673
Capital leases payable	693,132	-	238,958	454,174	238,726
KDHE loan payable	78,851	-	4,512	74,339	4,660
Compensated absences	427,290	665,230	631,324	461,196	461,196
Net other postemployment benefits obligation	557,766	138,554	53,231	643,089	-
Net pension liability	5,189,214	-	85,626	5,103,588	-
Governmental activities long-term liabilities	<u>\$ 37,124,669</u>	<u>\$ 803,784</u>	<u>\$ 4,320,324</u>	<u>\$ 33,608,129</u>	<u>\$ 4,106,255</u>

For the governmental activities, compensated absences, the other post-employment benefit obligation, and the net pension liability are generally liquidated by the General Fund.

Conduit Debt Obligations

The City has issued industrial revenue bonds to provide financial assistance to private-sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the City, the State of Kansas, nor any political subdivision thereof is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements. As of December 31, 2017, there were three series of industrial revenue bonds outstanding, with an aggregate principal amount payable of \$ 29,002,168.

CITY OF MISSION, KANSAS
 NOTES TO BASIC FINANCIAL STATEMENTS
 (Continued)

7 - Capital Leases

The City has entered into lease agreements as a lessee for financing the acquisition of equipment. These lease agreements qualify as capital leases and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through these capital leases are as follows:

Assets:		
Police vehicles	\$	524,903
Exercise equipment		164,378
Street sweeper		<u>221,260</u>
Total assets		910,541
Less accumulated depreciation		<u>(462,353)</u>
Net book value	\$	<u><u>448,188</u></u>

Future minimum lease payments for capital leases as of December 31, 2017 are as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2018	\$ 238,726	\$ 6,065	\$ 244,791
2019	121,215	2,769	123,984
2020	<u>94,233</u>	<u>1,090</u>	<u>95,323</u>
Total	<u><u>\$ 454,174</u></u>	<u><u>\$ 9,924</u></u>	<u><u>\$ 464,098</u></u>

CITY OF MISSION, KANSAS
 NOTES TO BASIC FINANCIAL STATEMENTS
 (Continued)

8 - Other Postemployment Healthcare Benefits

Plan Description

The City offers postemployment health, dental and vision insurance to retired employees. The benefits are provided through a single employer defined benefit postemployment healthcare plan administered by the City. The Employee Benefit Plan (the Benefit Plan) provides medical benefits to eligible early retirees and their spouses. K.S.A. 12-5040 requires all local governmental entities in the state that provide a group health care plan to make participation available to all retirees and dependents until the retiree reaches the age of 65 years. No separate financial report is issued for the Benefit Plan.

Funding Policy

The contribution requirements of plan participants and the City are established and amended by the City. Benefit Plan contribution percentages are as follows:

Years of Service	Retiree Contribution Percentage		
	Health	Dental	Vision
10 - 14	75%	100%	100%
15 - 19	70%	100%	100%
20 - 24	60%	100%	100%
25 or more	50%	100%	100%

The required contribution is based on projected pay-as-you-go financing requirements. The General Fund is used to liquidate other postemployment benefit obligations, such as health care costs.

In 2017, the City made contributions of \$ 53,231 to the plan and participating retirees contributed \$ 30,896.

CITY OF MISSION, KANSAS
 NOTES TO BASIC FINANCIAL STATEMENTS
 (Continued)

8 - Other Postemployment Healthcare Benefits (Continued)

Annual OPEB Cost and Net OPEB Obligations

The City's annual other postemployment benefit (OPEB) cost is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The following table shows the components of the City's annual OPEB cost for the Benefit Plan for the year, the amount actually contributed to the plan and the changes in the City's net OPEB obligation to the Benefit Plan:

Annual required contribution	\$	149,450
Interest on net OPEB obligation		16,733
Adjustment to annual required contribution		<u>(27,629)</u>
Annual OPEB cost		138,554
Contributions made		<u>(53,231)</u>
Change in net OPEB obligation		85,323
Net OPEB obligation, beginning of year		<u>557,766</u>
Net OPEB obligation, end of year	\$	<u><u>643,089</u></u>

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

8 - Other Postemployment Healthcare Benefits (Continued)

Annual OPEB Cost and Net OPEB Obligations (Continued)

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the Benefit Plan and the net OPEB obligation for the year ended December 31, 2017 and the two preceding years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Annual OPEB Cost Contributed	Net OPEB Obligation	Percentage of Annual OPEB Cost Contributed
12/31/2015	\$ 142,705	\$ 33,836	\$ 454,117	23.71%
12/31/2016	140,580	36,931	557,766	26.27%
12/31/2017	138,554	53,231	643,089	38.42%

Funding Status and Funding Progress

As of January 1, 2015, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$ 1,336,108 and the actuarial value of assets was \$ 0, resulting in an unfunded actuarial accrued liability (UAAL) of \$ 1,336,108. The covered payroll (annual payroll of active employees covered by the Benefit Plan) was \$ 3,152,109, and the ratio of the UAAL to the covered payroll was 42.4%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statement, presents multiyear trend information about whether the actuarial value of plan assets (if any) are increasing or decreasing over time relative to the actual accrued liabilities for benefits.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

8 - Other Postemployment Healthcare Benefits (Continued)

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan participants) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan participants to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2015 actuarial valuation, the projected unit credit actuarial cost method was used. The actuarial assumptions included a 3.00% investment rate of return, which is the rate of the employer's own investments as there are no plan assets and an annual healthcare cost trend of 8.00% initially, reduced by decrements to an ultimate rate of 5.00% by 2041. The UAAL is being amortized as a level dollar over an open thirty-year period.

9 - Defined Benefit Pension Plan

General Information About the Pension Plan

Description of Pension Plan

The City participates in a cost-sharing, multiple-employer defined benefit pension plan (Pension Plan), as defined in Governmental Accounting Standards Board Statement No. 67, *Financial Reporting for Pension Plans*. The Pension Plan is administered by the Kansas Public Employees Retirement System (KPERs), a body corporate and an instrumentality of the State of Kansas. KPERs provides benefit provisions to the following statewide pension groups under one plan, as provided by K.S.A. 74, article 49:

- Public employees, which include:
 - State/school employees
 - Local employees
- Police and firemen
- Judges

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

General Information About the Pension Plan (Continued)

Description of Pension Plan (Continued)

Substantially all public employees in Kansas are covered by the Pension Plan. Participation by local political subdivisions is optional, but irrevocable once elected.

Those employees participating in the Pension Plan for the City are included in both the Local and Police and Firemen employee groups.

KPERS issues a stand-alone comprehensive annual financial report, which is available on the KPERS website at www.kpers.org.

Benefits Provided

KPERS provides retirement benefits, life insurance, disability income benefits, and death benefits. Benefits are established by statute and may only be changed by the Kansas Legislature. Member employees (except police and firemen) with ten or more years of credited service may retire as early as age 55 (police and firemen may be age 50 with 20 years of credited service), with an actuarially reduced monthly benefit. Normal retirement is at age 65, age 62 with ten years of credited service, or whenever an employee's combined age and years of credited service equal 85 points (police and firemen normal retirement ages are age 60 with 15 years of credited service, age 55 with 20 years, age 50 with 25 years, or any age with 36 years of service).

Monthly retirement benefits are based on a statutory formula that includes final average salary and years of service. When ending employment, member employees may withdraw their contributions from their individual accounts, including interest. Member employees who withdraw their accumulated contributions lose all rights and privileges of membership. For all pension coverage groups, the accumulated contributions and interest are deposited into and disbursed from the membership accumulated reserve fund as established by K.S.A. 74-4922.

Member employees choose one of seven payment options for their monthly retirement benefits. At retirement, a member employee may receive a lump-sum payment of up to 50% of the actuarial present value of the member employee's lifetime benefit. His or her monthly retirement benefit is then permanently reduced based on the amount of the lump sum. Benefit increases, including ad hoc post-retirement benefit increases, must be passed into law by the Kansas Legislature. Benefit increases are under the authority of the Legislature and the Governor of the State of Kansas.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

General Information About the Pension Plan (Continued)

The 2012 Legislature made changes affecting new hires, current members, and employers. A new KPERS 3 cash balance retirement plan for new hires starting January 1, 2015, was created. Normal retirement age for KPERS 3 members is 65 with five years of service or 60 with 30 years of service. Early retirement is available at age 55 with ten years of service, with a reduced benefit. Monthly benefit options are an annuity benefit based on the account balance at retirement.

For all pension coverage groups, the retirement benefits are disbursed from the retirement benefit payment reserve fund as established by K.S.A. 74-4922.

Contributions

K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6.00% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. K.S.A. 74-4975 establishes the Police and Firemen (KP&F) member-employee contribution rate at 7.15% of covered salary. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates are determined based on the results of an annual actuarial valuation for each of the three state-wide pension groups. The contributions and assets of all groups are deposited in the Kansas Public Employees Retirement Fund established by K.S.A. 74-4921. KPERS is funded on an actuarial reserve basis.

For KPERS fiscal years beginning in 1995, Kansas legislation established statutory limits on increases in contribution rates for KPERS employers. Annual increases in the employer contribution rates related to subsequent benefit enhancements are not subject to these limitations. The statutory cap increase over the prior year contribution rate is 1.2% of total payroll for the KPERS fiscal year ended June 30, 2017.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

General Information About the Pension Plan (Continued)

Contributions (Continued)

The actuarially determined employer contribution rate (not including the 1.00% contribution rate for the Death and Disability Program) and the statutory contribution rate were 8.46% for KPERS and 19.03% for KP&F for the year ended December 31, 2017. Contributions to the Pension Plan from the City were \$ 175,703 for KPERS and \$ 326,539 for KP&F for the year ended December 31, 2017.

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2017, the City reported a liability of \$ 1,725,733 for KPERS and \$ 3,377,855 for KP&F for its proportionate share of the KPERS collective net pension liability. The collective net pension liability was measured by KPERS as of June 30, 2017, and the total pension liability used to calculate the collective net pension liability was determined by an actuarial valuation as of December 31, 2016, which was rolled forward to June 30, 2017.

Although KPERS administers one cost-sharing, multiple-employer defined benefit pension plan, separate (sub) actuarial valuations are prepared to determine the actuarial determined contribution rate by group. Following this method, the measurement of the collective net pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense are determined separately for each of the following groups of the plan:

- State/School
- Local
- Police and Firemen
- Judges

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

To facilitate the separate (sub) actuarial valuations, KPERS maintains separate accounts to identify additions, deductions, and fiduciary net position applicable to each group. The allocation percentages presented for each group in the schedule of employer and nonemployer allocations are applied to amounts presented in the schedules of pension amounts by employer and nonemployer. The City's proportion of the collective net pension liability was based on the ratio of the City's actual contributions to KPERS and KP&F, relative to the total employer and nonemployer contributions of the Local group and Police and Firemen group within KPERS for the KPERS fiscal year ended June 30, 2017.

The contributions used exclude contributions made for prior service, excess benefits and irregular payments. At June 30, 2017, the City's proportion for KPERS was 0.119143%, which was a decrease of .001735% from its proportion measured as of June 30, 2016. At June 30, 2017, the City's proportion for KP&F was 0.360193%, which was an increase of .002815% from its proportion measured as of June 30, 2016.

For the year ended December 31, 2017, the City recognized pension expense of \$ 134,274 for KPERS and \$ 442,193 for KP&F. At December 31, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 171,637	\$ 84,940
Net difference between projected and actual earnings on pension plan investments	179,268	-
Changes of assumptions	328,808	27,714
Changes in proportionate share	77,410	229,727
City contributions subsequent to measurement date	255,887	-
Total	<u>\$ 1,013,010</u>	<u>\$ 342,381</u>

CITY OF MISSION, KANSAS
 NOTES TO BASIC FINANCIAL STATEMENTS
 (Continued)

9 - Defined Benefit Pension Plan (Continued)

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

The \$ 255,887 reported as deferred outflows of resources related to pensions resulting from the City's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability for the year ended December 31, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,		
2018		\$ 33,167
2019		224,480
2020		127,685
2021		(742)
2022		30,152
		\$ 414,742

Actuarial Assumptions

The total pension liability for KPERS in the December 31, 2016 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Price inflation	2.75 percent
Wage inflation	3.50 percent
Salary increases, including price inflation	3.50 to 12.00 percent, including inflation
Long-term rate of return, net of investment expense, and including price inflation	7.75 percent

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Actuarial Assumptions (Continued)

Mortality rates were based on the RP 2014 Mortality Tables, with age setbacks and age set forwards as well as other adjustments based on different membership groups. Future mortality improvements are anticipated using Scale MP-2016. Different adjustments apply to pre-retirement versus post-retirement versus post-disability mortality tables.

The actuarial assumptions used in the December 31, 2016 valuation were based on the results of an actuarial experience study, which covered the three-year period of January 1, 2013 through December 31, 2015.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage. Best estimates of arithmetic real rates of return for each major asset class included in the Pension Plan's target asset allocations as of June 30, 2017 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global equity	47.00%	6.85%
Fixed income	13.00%	1.25%
Yield driven	8.00%	6.55%
Real return	11.00%	1.71%
Real estate	11.00%	5.05%
Alternatives	8.00%	9.85%
Short-term investments	2.00%	-0.25%
Total	100.00%	

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Discount Rate

The discount rate used by KPERS to measure the total pension liability was 7.75%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the contractually required rate. The local employers do not necessarily contribute the full actuarial determined rate. Based on legislation passed in 1993, the employer contribution rates certified by the KPERS Board of Trustees for this group may not increase by more than the statutory cap. The expected KPERS employer statutory contribution was modeled for future years, assuming all actuarial assumptions are met in future years. Based on those assumptions, the Pension Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's Proportionate Share of the Collective Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the collective net pension liability calculated using the discount rate of 7.75%, as well as what the City's proportionate share of the collective net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.75%) or one percentage point higher (8.75%) than the current rate:

	<u>1% Decrease (6.75%)</u>	<u>Current Discount Rate (7.75%)</u>	<u>1% Increase (8.75%)</u>
City's KPERS proportionate share of the collective net pension liability	\$ 2,485,433	\$ 1,725,733	\$ 1,085,336
City's KP&F proportionate share of the collective net pension liability	<u>4,791,974</u>	<u>3,377,855</u>	<u>2,194,036</u>
	<u>\$ 7,277,407</u>	<u>\$ 5,103,588</u>	<u>\$ 3,279,372</u>

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

9 - Defined Benefit Pension Plan (Continued)

Pension Liabilities, Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Pension Plan Fiduciary Net Position

Detailed information about the Pension Plan's fiduciary net position is available in the separately issued KPERS financial report.

10 - Defined Contribution Plan

The City has established the City of Mission Money Purchase Plan, administered by the Principal Financial Group, available to employees other than those participating in KP&F. The City Council established and amends benefit provisions. Employees age twenty-one or older are eligible to participate after completing 1,000 or more hours of service. The City's contributions for each employee are 60% vested after five years of service and vest an additional 20% each year thereafter. The City makes annual contributions to the plan equal to 2% of covered employees' wages. Employees under the plan can make contributions to the plan of up to 10% of their wages. City and employee contributions for 2017 were \$ 37,311 and \$ 38,981, respectively.

11 - Risk Management

The City is exposed to various risks of loss related to torts; damage to and destruction of assets; business interruptions; errors and omissions; employee injuries and illness; natural disasters and employee health, dental and accident benefits. Commercial insurance coverage is purchased for claims arising from such matters. Settled claims have not exceeded this commercial coverage in any of the three preceding years. There have not been significant reductions in coverage from prior years.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

12 - Interfund Transfers

Transfers by fund for the year were as follows:

Transfers out	Transfers in			Total
	Stormwater	Solid Waste	Capital Improvement	
General	\$ -	\$ 85,000	\$ 885,368	\$ 970,368
Stormwater	-	-	277,519	277,519
Nonmajor governmental	87,000	-	-	87,000
	<u>\$ 87,000</u>	<u>\$ 85,000</u>	<u>\$ 1,162,887</u>	<u>\$ 1,334,887</u>

The City uses interfund transfers to share administrative costs between funds. Further, during the year ended December 31, 2017, the government made a one-time transfer of \$ 200,000 from the general fund to the equipment reserve and replacement fund to establish the fund.

13 - Amounts Due to and from Other Funds

As of December 31, 2017, the City had \$ 27,179 due from the solid waste fund to the general fund due to cash shortages in the solid waste fund.

14 - Tax Abatements

The City of Mission has utilized a number of economic development incentives that are authorized under Kansas state statutes including constitutional tax abatements [K.S.A. 79-201a]; industrial revenue bonds (IRBs) [K.S.A. 12-1740 et seq]; tax increment financing (TIF) [K.S.A. 12-1770 et seq]; and community improvement district (CID) [K.S.A. 12-6a26 et seq].

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Application of these tools is further clarified by the following city council policies:

Policy 106 - Tax Increment Financing Policy: The City will consider, on a case-by-case basis, the approval of TIF projects, where, but for the availability of TIF, such projects would not be economically viable. Furthermore, any decision regarding the approval of TIF projects will be made in accordance with guidelines and criteria that promote and stimulate the general and economic welfare and quality of life in the community.

Policy 116 - Policy Relating to the Issuance of Tax Abatements: The City will consider tax abatement for firms that qualify for such under state law and develop a final project with a value greater than \$25 million. Such projects will be evaluated on quality job creation, capital investment, diversification of the local economy, the extent to which the project would meet an identified need in the community, or follows applicable design guidelines and long-term plans.

Policy 123 - Community Improvement District Policy: The City will evaluate the establishment of a CID based on a number of criteria including; but not limited to:

- Whether the project promotes and supports efforts to develop or redevelop commercial sites to provide for reinvestment;
- Stimulates quality retail development that enhances the City's economic basis,
- Compliance with uses anticipated in the comprehensive plan;
- High degree of architectural design and site layout;
- The risk to the City, and any other governmental entities, in financing the proposed project (to include exposure of the general property tax levy and credit rating).

Consideration of any incentive begins with the submittal of an application (including fee) to the City. After an initial review by City staff, the City will enter into a pre-development agreement with the applicant that outlines the scope of the project and commitments, process for due diligence review, and any obligation on the part of the applicant to pay for costs that the City may incur in performing the review and/or negotiating a full development agreement.

This report provides information on current economic development projects that the City of Mission has undertaken utilizing these tools. Many projects use more than one tool, and many incorporate some form of tax abatement.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Tax Abatement Agreements Initiated By the City of Mission

Mission Crossing

Project Description:

Redevelopment of a 6.2 acre site on the City’s western boundary that had been the former headquarters and manufacturing plant for Herff Jones, Inc. since 1954. The project entailed the demolition of the existing building and construction of three stand-alone buildings totaling approximately 20,000 square feet of commercial space, and a 100 unit residential facility designed for independent, senior-living.

The mixed use development complies with the redevelopment goals of the City’s West Gateway district. It includes streetscape improvements along the project perimeters, a new public park located at the southwest corner of Martway and Broadmoor, a public trail along Metcalf Avenue and two transit shelters to access the enhanced bus services along the Johnson Drive/Martway corridors.

Use	Size	Project Value at Building Permit Issuance	Date of Completion
Multi-Tenant Commercial Building	8,900 sq. ft.	\$990,000 + Tenant Finishes \$731,000	2011
Chick-fil-A	4,600 sq. ft.	\$450,000	2012
Culver’s	4,250 sq. ft.	\$990,000	2012
Welstone Apartments	98,500 sq. ft.	\$8,100,000	2016

Name of the Recipient of the Tax Abatement (the Developer):

Lane 4 Development (d/b/a as Mission Commons LLC) – 4705 Central Ave., Kansas City, MO 64112

Redevelopment Agreement Adopted (Authority):

Ordinance 1316 – An Ordinance Making Certain Findings with Respect to the Establishment of a Redevelopment District in the City of Mission, Kansas and Establishing a Redevelopment District (Mission Crossing Project Redevelopment) – Adopted January 20, 2010.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Crossing (Continued)

Ordinance 1317 – An Ordinance Making Findings as to the Advisability of and Creating a Community Improvement District at 6015 Travis Lane, Mission, Kan.; Authorizing Certain Community Improvement District Projects Relating Thereto: Approving the Maximum Cost of Such Community Improvement Projects; Providing for the Method of Financing; Authorizing the Imposition of a Community Improvement District Sales Tax within the Community Improvement District; Establishing a Method of Collection of Such Sales Tax; and Providing for the Segregation of Such Sales Tax Revenues for the Retirement of Bonds or Pay-As-You-Go Reimbursement of Costs of the Community Improvement Projects in the Community Improvement District – Adopted January 20, 2010.

Ordinance 1324 – An Ordinance Approving and Adopting a Redevelopment Project Plan within the Boundaries of the Mission Crossing Redevelopment District in the City of Mission, Kansas (Mission Crossing Redevelopment Project) – Adopted May 19, 2010.

Ordinance 1395 – An Ordinance Authorizing The Issuance by the City of Mission, Kansas of Not to Exceed \$6,000,000 Aggregate Principal Amount of Taxable Industrial Revenue Bonds (Aspen Village Project*), Series 2014, to Provide Funds to Acquire, Construct and Equip a Project for AVI Mission, LP and Authorizing and Approving Certain Documents and Actions in Connection with The Issuance of Said Bonds – Adopted February 19, 2014. *Welstone Apartments.

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

Tax Increment Financing (TIF) [K.S.A 12-1770 et seq] is structured to reimburse the project developer on a “Pay-As-You-Go” basis with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the district was formed (base valuation), and the City’s 1% general sales tax generated from all retail sales that occur within the defined project area. Base year established 2010, TIF expires in 2030.

Community Improvement District (CID) [K.S.A 12-6a26 et seq] is structured to reimburse the Developer on a “Pay-As-You-Go” basis with reimbursement coming from an additional 1% sales tax collected on retail sales generated within the district. The CID became effective October 2012 and will expire in 2034.

Industrial Revenue Bonds (IRBs) [K.S.A 12-1740 et seq] are structured to provide sales tax exemption on the construction of the senior-living component of the redevelopment project.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Crossing (Continued)

Eligibility Criteria for Receiving the Tax Abatement:

Kansas state statutes stipulate that proceeds from Tax Increment Financing be used for costs associated with preparing a site for development. This would include land acquisition (including incidental costs such as legal services) and site preparation (including grading and public infrastructure improvements).

Kansas state statutes stipulate that proceeds from a Community Improvement District can be used for vertical construction, parking, transportation improvements, streetscapes and lighting, parks, lawns, and transit facilities.

The Mission Crossing redevelopment project was built to conform with the City's newly adopted West Gateway Vision plan, which called for, among other things, on street parking, sidewalks, street lighting and streetscape, and buildings built up to the sidewalk. The costs associated with these amenities are to be reimbursed with proceeds from both the TIF and the CID.

Summary of Financial Structure:

Total Project Costs: \$24,199,895		
Total Incentive Package: \$14,614,895 (60% of Total Project Costs)		
	Total Incentive	Paid To Date
TIF Eligible Costs	\$ 9,255,157	\$ 477,242
CID Eligible Costs	\$ 5,359,738	\$ 239,811
IRB	\$ 561,000	N/A

This project is anticipated to generate approximately \$ 3,948,000 in TIF revenue over the 20 year life of the TIF plan, and approximately \$1,188,000 in CID revenue over the 22 year life of the CID. This is a total of \$ 5,136,000 in TIF and CID revenue, or an estimated 21% of Total Project Costs. To date, the developer has submitted just over \$6,000,000 in costs that are eligible for reimbursement under the redevelopment plan.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Crossing (Continued)

In 2017, the City of Mission reimbursed the Developer the following amounts from TIF and CID:

Property Tax Increment Financing - \$ 174,377.57
Sales Tax Increment Financing - \$ 73,295.19
Community Improvement District Financing - \$ 73,878.86

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

No funds were received from other taxing entities in association with this project. However, the following property tax revenues were diverted from other taxing entities in 2017 in accordance with the Tax Increment Financing statutes:

Johnson County Property Tax (19.590 mills) - \$ 33,886.74
Johnson County Community College (9.473 mills) - \$ 16,386.38
Johnson County Library (3.915 mills) - \$ 6,772.17
Johnson County Park Dist. (3.102 mills) - \$ 5,365.84
Consolidated Fire Dist. #2 (11.769 mills) - \$ 20,358.01
United School District #512 (34.940 mills) - \$ 60,439.18

The following sales taxes (based on the \$ 6 million in IRBs issued for the independent senior living facility) were forgone with the construction and equipping of the facility.

City of Mission (1.625%) - \$ 97,500
Johnson County (1.225%) - \$ 73,500
State of Kansas (6.150%) - \$ 369,000

Provisions for Recapturing Abated Taxes:

None.

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

The City committed to the construction of the transit stops utilizing a TIGER grant and the design and construction management of the park site.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Crossing (Continued)

Commitments Made by the Recipient of the Tax Abatement:

The Developer dedicated 1/2 of an acre of land for a small, pocket park, valued at approximately \$ 350,000. The developer also contributed \$100,000 for construction of the park amenities.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

Cornerstone Commons

Project Description:

The Cornerstone Commons project included redevelopment of a 2.98 acre tract at the southwest corner of Johnson Drive and Barkley Street. Prior to redevelopment, the site was an automobile dealership that had closed.

The project is a mixed-use development that conforms to the design principles of the West Gateway district and the Form Based Code by having multi-level structures situated up to the sidewalk, on-street parking, and incorporating pedestrian oriented elements such as benches, lighting, and landscaping.

The development includes a 15,000 square foot Natural Grocers store, a 4,000 square foot building for casual dining/retail, and a third 12,000 square foot building for casual dining/retail and office.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Cornerstone Commons (Continued)

Use	Size	Project Value at Building Permit	Date of Completion
Natural Grocers Retailer	15,000 sq. ft.	\$ 1,750,000	2015
Lot 2 Building			
Pie-Five Restaurant	1,900 sq. ft.	\$ 130,000	2015
Potbelly Restaurant	2,100 sq. ft.	\$ 190,000	2015
Lot 3 Building			
Five Guys Restaurant	2,500 sq. ft.	\$ 250,000	2015
Pepperjax Grill	2,600 sq. ft.	\$ 270,000	2015
Office	4,000 sq. ft.	\$ 800,000	2015

Name of the Recipient of the Tax Abatement (the Developer):

Christie Development Associates (d/b/a Cornerstone Commons, LLC) 7387 W. 162nd St., Suite 200, Stilwell, KS 66085

Redevelopment Agreement Adopted (Authority):

Ordinance 1402 - An Ordinance Authorizing the Creation of the Cornerstone Commons Community Improvement District in the City of Mission, Kansas; Authorizing the Making of Certain Project Improvements Relating Thereto; Approving the Estimated Costs of Such Project Improvements; Levying 1% CID Sales Tax, and Providing for the Method of Financing of Said – Adopted July 16, 2014.

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

Community Improvement District (CID) [K.S.A 12-6a26 et seq] is structured to reimburse the project developer on a “Pay-As-You-Go” basis with reimbursement coming from an additional 1% sales tax collected on retail sales generated within the district. The CID became effective June 2015 and will expire in 2037.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Cornerstone Commons (Continued)

Eligibility Criteria for Receiving the Tax Abatement:

The redevelopment project is intended to conform to the design principles of the West Gateway district and Form Based Code by having multi-level structures situated at the sidewalk and incorporating pedestrian oriented elements such as benches, lighting, landscaping, and on-street parking. To this end, the redevelopment agreement provides for reimbursement of specific eligible costs that further the intended design of the redevelopment project. These include, but are not limited to:

- Right-of-Way Dedication on Johnson Drive and Barkley
- Streetscape Improvements on Johnson Drive and Barkley
- Storm Water Improvements on Johnson Drive and Barkley
- Demolition and Removal Costs for Existing Building and Parking Lot
- Glass Upgrades on Tenant A, B, C Buildings
- Street Patio with Pergola, Decorative Wrought Iron Fencing, and Building Enhancements Facing Johnson Drive
- Natural Grocers Pedestrian Enhancement, Outdoor Seating, and Building Enhancements Facing Johnson Drive

The total estimated value for all of these improvements is \$ 1,721,788, of which the redevelopment agreement stipulates that no more than \$ 1,500,000 will be reimbursed to the developer through the CID sales tax.

Summary of Financial Structure:

Total Project Costs: \$9,000,504		
Total Incentive Package: \$ 1,500,000 + 7% interest (17% of Total Project Costs)		
	Total Incentive	Paid To Date
CID Eligible Costs	\$ 1,500,000	\$ 123,629.36

The sales tax is estimated to generate approximately \$ 1.3 million over the life of the CID.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Cornerstone Commons (Continued)

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

None. The CID Sales Tax is a special 1% sales tax placed on all retail sales that occur within the boundaries of the CID (the redevelopment project). Because this is a special sales tax above the current sales tax, no sales tax revenue is diverted from the City or other taxing jurisdictions.

Provisions for Recapturing Abated Taxes:

None.

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

None.

Commitments Made by the Recipient of the Tax Abatement:

None.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

Herald Corner (a/k/a Brinshore)

Project Description:

This included the proposed redevelopment of a 1.5 acre site located within the interior of a block at the southeast corner of Metcalf Avenue and Johnson Drive, more commonly known as 7080 Martway. The site had been the former location of the Neff Printing Company since the 1930s.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Herald Corner (a/k/a Brinshore)

Project Description (Continued):

The Developer proposed the construction of a three-story, 32 unit senior-living residential facility on the site.

The development was dependent on the successful application for low-income housing credits from the Kansas Housing Resources Corporation. After three application cycles, the Developer was unable to secure the housing credits, and the pre-development agreement between the City and Developer was dissolved. *At present, there is no proposed project for this site.*

Name of the Recipient of the Tax Abatement (the Developer):

The Developer for the proposed project was Brinshore Development LLC, 666 Dundee Road, Suite 1102, Northbrook, IL 60062. The development agreement with this Developer has been dissolved, and at present there is no developer, however, the Tax Increment Financing (TIF) District remains in place.

Redevelopment Agreement Adopted (Authority):

Ordinance 1413 - An Ordinance Making Certain Findings with Respect to the Establishment of a Redevelopment District in the City of Mission, Kansas and Establishing a Redevelopment District (Herald Corner Project Redevelopment) – Adopted November 19, 2014.

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

A Tax Increment Financing (TIF) [K.S.A 12-1770a(d)] district was established to reimburse the project developer for certain eligible costs with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the district was formed (base valuation). Base established in 2014.

Eligibility Criteria for Receiving the Tax Abatement:

The Developer was required to seek and obtain housing credits from the Kansas Housing Resources Corporation before the redevelopment project could be approved and executed. The Developer was unable to accomplish this.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Herald Corner (a/k/a Brinshore)

Eligibility Criteria for Receiving the Tax Abatement (Continued):

Future projects will be required to meet the design guidelines of the West Gateway Plan and the Form Based Code.

Summary of Financial Structure:

No financial structure for this project exists at this time.

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

The previous development plan had stipulated that the Developer was to apply for low-income tax credits from the Kansas Housing Resources Corporation. This did not occur. As of this writing, there are no other commitments from other tax entities, and no taxes have been forgone.

Provisions for Recapturing Abated Taxes:

None.

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

None.

Commitments Made by the Recipient of the Tax Abatement:

None.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Gateway

Project Description:

This project proposes the redevelopment of a 16 acre site that was formerly the Mission Mall, originally built in the 1950s as one of the first suburban shopping centers in the United States. The site is located on the City's east side and is bounded by Johnson Drive, Roeland Drive, and Shawnee Mission Parkway.

Purchased by the Developer in 2005, the mall was demolished the following year to make way for a \$ 380 million mixed-used project that would include a 150 room hotel, a 350 unit condominium building, 180,000 square feet office building, and 500,000 square feet of retail.

However, redevelopment could not begin until the site was removed from the 100 year flood plain. This entailed realigning and enclosing the creek channel, which ran through the site, and making other improvements upstream of the site. The Rock Creek Tax Increment Finance District was established in 2006 which included, not only the site of the redevelopment project, but properties along either side of the creek that made up much of the drainage basin. The first redevelopment agreement between the City and the Developer was adopted in 2006 detailing the funding arrangement for the site improvements and the development of the project.

Since 2006, the storm water improvements have been completed by the City, and the redevelopment plan has gone through several iterations including the addition and then deletion of a two million gallon aquarium (and associated STAR bonds), changes resulting from difficulty obtaining retail interest in the midst of the recession, and the denial by the City Council of a redevelopment plan that included a 150,000 square foot Walmart. The TIF Project Plan and Redevelopment agreement were amended several times to reflect these changes.

In 2016, the Developer proposed a smaller development consisting of a 200 room hotel, 168 unit apartment building, and approximately 150,000 square feet of retail. The total cost for the plan was approximately \$ 214 million. A Third Amended and Restated Redevelopment Agreement was approved on October 18, 2017.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Gateway (Continued)

Project Description (Continued):

Previous versions of the project included a Transportation Development District (TDD) which was later replaced with two Community Improvement Districts (Gateway CID #1 and Gateway CID #2) which were subsequently replaced with a single Community Improvement District (Gateway CID #3). The ordinances included below reflect only those which impact the project approved in 2017.

Name of the Recipient of the Tax Abatement (the Developer):

Aryeh Realty, LLC, 50 Broadway, New York, NY 10004

Redevelopment Agreement Adopted (Authority):

Ordinance 1190 – An Ordinance Making Certain Findings with Respect to The Establishment of a Redevelopment District in the City of Mission, Kansas, and Establishing a Redevelopment District (Rock Creek Redevelopment) – Adopted January 11, 2006; Amended (Ordinance 1195) February 8, 2006; Amended (Ordinance 1255) January 23, 2008.

Ordinance 1468 – An Ordinance Approving and Adopting a Fourth Amended Redevelopment Project Plan for Project Area 1 Within the Boundaries of the Rock Creek Redevelopment District in the City of Mission, Kansas (Gateway Redevelopment Project) – Adopted October 18, 2017.

Ordinance 1469 - An Ordinance Authorizing the Creation of the Mission Gateway Community Improvement District #3 In the City of Mission, Kansas; Authorizing the Making of Certain Project Improvements Relating Thereto; Approving the Estimated Costs of Such Project Improvements; Levying 1% CID Sales Tax, and Providing for the Method of Financing of Said – Adopted October 18, 2017.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Gateway (Continued)

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

Tax Increment Financing (TIF) [K.S.A 12-1770a(c)(1)] is structured to first support a “Pay-As-You-Go” agreement on Phase 1 and then to reimburse holders of Special Obligation Bonds until fully reimbursed, and then the Developer on a “Pay-As-You-Go” basis with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the district was established (base valuation), and 55% of the City’s 1% general sales tax generated from all retail sales that occur within the defined project area. In addition, 8% of the total 9% Transient Guest Tax generated by the hotels on site will be reimbursed. The base valuation was established in 2006. The TIF District begins in 2019 and will expire in 2038.

Community Improvement District (CID) [K.S.A 12-6a26 et seq] #3 is structured to first support a “Pay-As-You-Go” agreement on Phase 1 and then to reimburse holders of Special Obligation Bonds until fully reimbursed, and then the Developer on a “Pay-As-You-Go” basis with reimbursement coming from a 1.0% CID sales tax as collected on certain retail sales generated within the district. The CID was established in 2017, will be activated in 2019, and will expire in 2040.

Eligibility Criteria for Receiving the Tax Abatement:

Completion of a proposed redevelopment project that conform to the standards of the East Gateway Redevelopment District Guidelines which stipulate a mixed-used development on the site with “urban” style components including buildings built to the sidewalk, on street parking, streetscape, and public spaces.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Gateway (Continued)

Summary of Financial Structure:

Total Project Costs: \$206,446,673		
Total Incentive Package: \$36,600,000 (21% of Total Project Costs)		
	Total Incentive	Paid To Date
TIF Eligible Costs	\$43,869,339	None to date
CID Eligible Costs	\$169,615,545	None to date

The Financial Structure is based on the Third Amended and Restated Redevelopment Agreement, which was adopted in 2017. The total TIF and CID Eligible costs are shown in the table above, but the Redevelopment Agreement limits total eligible project costs at \$ 173,795,545. No tax increment has been collected, so there has been no financial impact on the City's taxes (property or sales), nor on any other taxing jurisdiction.

The Redevelopment Agreement contemplates the issuance of Industrial Revenue Bonds. Industrial Revenue Bonds [K.S.A 12-1740 to 12-1749d] allows cities to utilize their tax exempt status to issue bonds for the acquisition, construction, and equipping of certain facilities. The IRBs have not been issued as of this writing.

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

None as of this writing. If the development proceeds, and incentives are granted by the City, then other taxing entities would forego property taxes and sales taxes.

Provisions for Recapturing Abated Taxes:

None.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Gateway (Continued)

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

The City committed to storm water improvements on the site that consisted of realigning and enclosing the Rock Creek channel, thus removing the site from the 100 year flood plain. The improvements totaled approximately \$ 12 million, of which the City was initially to be reimbursed from TIF and/or CID proceeds. Because the redevelopment project lagged in implementation, the City established a special benefit district and assessed the property for the cost of these improvements (Ordinance 1419).

Commitments Made by the Recipient of the Tax Abatement:

Completion of the redevelopment project in accordance with the design guidelines of the East Gateway Redevelopment Plan.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

Mission Square

Project Description:

This project entailed the construction and equipping of an 87,000 square foot, three story independent living facility for seniors. The facility consists of 55 individual two and one bedroom units, a dining hall, recreation and meeting rooms, and guest rooms.

Completed in 2010, the project was built on a parcel of property acquired from the City of Mission at the northeast corner of Lamar and Martway, adjacent to the City's community center.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Square (Continued)

Project Description (Continued):

The Developer acquired the site from the City for \$550,000. The Developer then entered into an agreement with the City whereby the City would issue \$17 million in Senior Housing Revenue Bonds to finance the acquisition, construction and equipping of the facility. Operating as a non-profit, the Developer provides an annual payment-in-lieu-of-taxes to the City in the amount of \$ 53,125 to cover the cost of membership for the facility's residents to use the City's community center and the lease of a parking lot across the street from the community center.

Name of the Recipient of the Tax Abatement (the Developer):

Essex Corporation (d/b/a Mission Square Inc.) - 11606 Nicholas Street, Omaha, NE 68154
Redevelopment Agreement Adopted (Authority):

Ordinance 1307 – An Ordinance Authorizing the Issuance by the City of Mission, Kansas of Not to Exceed \$ 17,000,000 Aggregate Principal Amount of Senior Housing Revenue Bonds (Mission Square, Inc. Project) in One or More Series 2009, to Provide Fund to Acquire, Construct, and Equip a Project for Mission Square, Inc., and Authorizing and Approving Certain Documents and Actions in Connection with the Issuance of Said Bonds – Adopted November 18, 2009; Amended (Ordinance 1392) December 18, 2013.

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

Industrial Revenue Bonds [K.S.A 12-1740 to 12-1749d] allows cities to utilize their tax exempt status to issue bonds for the acquisition, construction, and equipping of certain facilities including senior housing. To preserve the tax exempt status, the City holds legal title to the property and leases the property back to the Developer for a period of up to ten years. IRB's are often used to exempt sales tax associated with the construction or renovation of a facility.

Eligibility Criteria for Receiving the Tax Abatement:

The Developer is to maintain the facility as an independent, senior living facility.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Square (Continued)

Summary of Financial Structure:

Total Project Costs: \$17,000,000
Total Incentive Package: \$1,945,500 (12 % of Total Project Costs)

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

No funds were received from taxing entities in association with this project. The following sales taxes were forgone with the construction and equipping of the senior-living facility:

City of Mission (1.625%) - \$ 31,614
Johnson County (1.225%) - \$ 23,832
State of Kansas (6.150%) - \$ 119,648

Provisions for Recapturing Abated Taxes:

None.

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

None.

Commitments Made by the Recipient of the Tax Abatement:

Completion of the redevelopment project.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Trails

Project Description:

The project includes demolition of the former Pyramid Life Insurance Company headquarters building and construction of a five-story, mixed-use development consisting of approximately 200 luxury, residential apartments with clubhouse, leasing office and restaurant on the ground floor.

Additionally, the project includes a structured parking facility, on- and off-street parking, and connections to the existing Johnson Drive streetscape improvements. The 4-story parking structure will include approximately 287 parking spaces to serve the residential and retail uses. The Redevelopment Agreement provides that 50 spaces in the parking structure will be designated as public parking at no cost to the City.

The total estimated cost of the Project is currently projected to be approximately \$41 million.

Name of the Recipient of the Tax Abatement (the Developer):

Mission Apartments, LLC, c/o EPC Real Estate Group, 411 Nichols Road, Suite 225, Kansas City, MO 64112.

Redevelopment Agreement Adopted (Authority):

Ordinance 1457 – An Ordinance Making Certain Findings with Respect to the Establishment of a Redevelopment District In The City of Mission, Kansas, and Establishing a Redevelopment District (The Place at Mission Apartments) – Adopted April 19, 2017.

Ordinance 1467 – An Ordinance Adopting the Mission Trails Project Plan for Use in Connection with a Redevelopment District Within the City (Mission Trails Project) – Adopted September 20, 2017.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Trails (Continued)

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

Tax Increment Financing (TIF) [K.S.A 12-1770a(c)(1)] is structured to reimburse the Developer on a “Pay-As-You-Go” basis with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the district was established (base valuation). The base valuation was established in 2017 and the TIF District begins in 2017 and will expire in 2037.

Eligibility Criteria for Receiving the Tax Abatement:

Completion of a mixed use project which complies with the Downtown District and Johnson Drive Design guidelines.

Summary of Financial Structure:

Total Project Costs: \$41,033,817		
Total Incentive Package: \$11,764,200 (29% of Total Project Costs)		
	Total Incentive	Paid To Date
TIF Eligible Costs	\$11,764,200	None to date

This project is anticipated to generate approximately \$ 8,536,846 in TIF revenue over the 20 year life of the TIF plan or an estimated 21% of Total Project Costs. As a part of the Redevelopment Agreement, the City negotiated an additional project fee of \$250,000 to be paid as follows; \$ 100,000 upon receipt of a building permit, \$ 100,000 upon receipt of a certificate of occupancy, and \$ 50,000 upon 85% residential occupancy.

The Redevelopment Agreement contemplates the issuance of Industrial Revenue Bonds. Industrial Revenue Bonds [K.S.A 12-1740 to 12-1749d] allows cities to utilize their tax exempt status to issue bonds for the acquisition, construction, and equipping of certain facilities. The IRBs have not been issued as of this writing.

No tax increment has been collected, so there has been no financial impact on the City’s taxes (property), nor on any other taxing jurisdiction.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Mission Trails (Continued)

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

None as of this writing. If the development proceeds, and incentives are granted by the City, then other taxing entities would forego property taxes.

Provisions for Recapturing Abated Taxes:

None.

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

None.

Commitments Made by the Recipient of the Tax Abatement:

The Developer will construct and maintain approximately 50 public parking spaces in the structured parking facility. The Developer will also remit a Project Fee of \$ 250,000 to be paid as follows; \$ 100,000 upon receipt of a building permit, \$ 100,000 upon receipt of a certificate of occupancy, and \$ 50,000 upon 85% residential occupancy.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

CITY OF MISSION, KANSAS

NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Silvercrest at Broadmoor (a/k/a Dial Redevelopment)

Project Description:

This included the proposed redevelopment of a 1.5 acre site more commonly addressed as 5665 Foxridge. A former JC Penney call center location, which has been vacant for more than ten years, is located on the subject Property. In 2017, the Developer proposed the construction of a four-story, 200 unit senior-living residential facility on the site. Following creation of the TIF District in 2017, the Developer withdrew the project and there is currently no developer for the site. The TIF district remains in place, with the base year valuation established in 2017.

Name of the Recipient of the Tax Abatement (the Developer):

At present there is no developer, however, the Tax Increment Financing (TIF) District remains in place.

Redevelopment Agreement Adopted (Authority):

Ordinance 1455 - An Ordinance Making Certain Findings with Respect to the Establishment of a Redevelopment District in the City of Mission, Kansas and Establishing a Redevelopment District (Silvercrest at Broadmoor) – Adopted March 14, 2017.

Public Assistance Tools Utilized (Authority) and the Structure of Utilization:

A Tax Increment Financing (TIF) [K.S.A 12-1770a(d)] district was established to reimburse the project developer for certain eligible costs with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the district was formed (base valuation). Base established in 2017.

Eligibility Criteria for Receiving the Tax Abatement:

Future projects will be required to meet the design guidelines of the West Gateway Plan and the Form Based Code.

Summary of Financial Structure:

No financial structure for this project exists at this time.

CITY OF MISSION, KANSAS
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

14 - Tax Abatements (Continued)

Silvercrest at Broadmoor (a/k/a Dial Redevelopment) (Continued)

Amounts Received from Other Governments in Association with Forgone Tax Revenue:

As of this writing, there are no other commitments from other tax entities, and no taxes have been forgone.

Provisions for Recapturing Abated Taxes:

None.

Commitments, Other Than Tax Abatements, Made by the City of Mission in Association with the Redevelopment Project:

None.

Commitments Made by the Recipient of the Tax Abatement:

None.

Tax Abatement Information Omitted For Legal Purposes:

None.

Tax Abatement Disclosed Individually:

None.

15 - Litigation

In the opinion of management, two pending lawsuits may result in monetary judgments against the City. These lawsuits result from the City's transportation utility fee, which was enacted by the City in 2010. Neither the outcome of these lawsuits nor the range of potential loss is presently determinable. As such, the City has not recorded an accrual for this litigation.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF MISSION, KANSAS
SCHEDULE OF FUNDING PROGRESS
OTHER POSTEMPLOYMENT BENEFITS
DECEMBER 31, 2017

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (b)	Unfunded AAL (b) - (a)	Funded Ratio (a/b)	Covered Payroll (c)	Percent of Payroll (b-a)/(c)
1/1/2015	\$ -	\$ 1,336,108	\$ 1,336,108	0.0%	\$ 3,152,109	42.39%
1/1/2012	-	953,171	953,171	0.0%	3,212,684	29.67%
1/1/2009	-	519,688	519,688	0.0%	3,629,440	14.32%

CITY OF MISSION, KANSAS

Schedule of City's Proportionate Share of the Collective Net Pension Liability

Kansas Public Employees Retirement System

Last Three Fiscal Years¹

	2017		2016		2015	
	Local	Police and Firemen	Local	Police and Firemen	Local	Police and Firemen
City's proportion of the collective net pension liability	0.119%	0.360%	0.121%	0.357%	0.121%	0.354%
City's proportionate share of the net pension liability	\$ 1,725,733	\$ 3,377,855	\$ 1,870,018	\$ 3,319,196	\$ 1,588,416	\$ 2,569,469
City's covered employee payroll ²	\$ 2,113,273	\$ 1,799,123	\$ 2,048,888	\$ 1,796,206	\$ 2,047,740	\$ 1,613,584
City's proportionate share of the net pension liability as a percentage of its covered employee payroll	81.66%	187.75%	91.27%	184.79%	77.57%	159.24%
Plan fiduciary net position as a percentage of the total pension liability	72.15%	70.99%	68.55%	69.30%	71.98%	74.60%

¹ GASB 68 requires the presentation of 10 years. Data was not available prior to fiscal year 2015. Therefore, 10 years of data is unavailable.

² Covered employer payroll corresponds to the measurement date for the year ended June 30.

CITY OF MISSION, KANSAS

Schedule of City's Contributions

Kansas Public Employees Retirement System

Last Three Fiscal Years¹

	2017		2016		2015	
	Local	Police and Firemen	Local	Police and Firemen	Local	Police and Firemen
Contractually required contribution	\$ 175,703	\$ 326,539	\$ 194,456	\$ 362,921	\$ 194,783	\$ 351,871
Contributions in relation to the contractually required contribution	175,703	326,539	194,456	362,921	194,783	351,871
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City's covered-employee payroll	\$ 2,076,861	\$ 1,715,917	\$ 2,118,261	\$ 1,777,281	\$ 2,054,675	\$ 1,647,336
Contributions as a percentage of covered-employee payroll	8.46%	19.03%	9.18%	20.42%	9.48%	21.36%

¹ GASB 68 requires the presentation of 10 years. Data was not available prior to fiscal year 2015. Therefore, 10 years of data is unavailable.

OTHER SUPPLEMENTARY INFORMATION

CITY OF MISSION, KANSAS
COMBINING BALANCE SHEET

GENERAL FUND

December 31, 2017

	General	Municipal Court	Equipment Reserve and Replacement	Total
Assets:				
Cash and investments	\$ 3,765,893	\$ -	\$ 308,350	\$ 4,074,243
Restricted cash and investments	-	28,567	-	28,567
Receivables:				
Taxes	3,563,568	-	-	3,563,568
Other	127,786	-	-	127,786
Due from other funds	27,179	-	-	27,179
Land held for resale	100,000	-	-	100,000
Total assets	\$ 7,584,426	\$ 28,567	\$ 308,350	\$ 7,921,343
Liabilities, deferred inflows of resources, and fund balances:				
Liabilities:				
Accounts payable	\$ 112,593	\$ -	\$ -	\$ 112,593
Accrued liabilities	114,954	-	-	114,954
Payable from restricted assets:				
Municipal court bonds	-	28,567	-	28,567
Unearned revenue	115,754	-	-	115,754
Total liabilities	343,301	28,567	-	371,868
Deferred inflows of resources:				
Unavailable revenue - property taxes	2,548,552	-	-	2,548,552
Fund balances:				
Committed	106,882	-	308,350	415,232
Assigned	346,192	-	-	346,192
Unassigned	4,239,499	-	-	4,239,499
Total fund balances	4,692,573	-	308,350	5,000,923
Total liabilities, deferred inflows of resources, and fund balances	\$ 7,584,426	\$ 28,567	\$ 308,350	\$ 7,921,343

CITY OF MISSION, KANSAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES

GENERAL FUND

Year Ended December 31, 2017

	General	Municipal Court	Equipment Reserve and Replacement	Eliminations	Total
Revenues:					
Taxes	\$ 8,278,313	\$ -	\$ -	\$ -	\$ 8,278,313
Intergovernmental	84,694	-	-	-	84,694
Licenses and permits	162,439	-	-	-	162,439
Charges for services	1,799,660	-	-	-	1,799,660
Fines and fees	1,620,970	-	-	-	1,620,970
Interest	25,758	-	-	-	25,758
Miscellaneous	216,169	-	-	-	216,169
Total revenues	12,188,003	-	-	-	12,188,003
Expenditures:					
Current:					
General government	2,297,106	-	-	-	2,297,106
Public safety	3,457,920	-	-	-	3,457,920
Public works	1,642,197	-	-	-	1,642,197
Culture and recreation	2,488,171	-	-	-	2,488,171
Capital outlay	365,949	-	-	-	365,949
Debt service:					
Principal	257,461	-	-	-	257,461
Interest and other charges	21,664	-	-	-	21,664
Total expenditures	10,530,468	-	-	-	10,530,468
Excess of revenues over expenditures	1,657,535	-	-	-	1,657,535
Other financing sources (uses):					
Transfers in	-	-	200,000	(200,000)	-
Transfers out	(1,170,368)	-	-	200,000	(970,368)
Sale of general capital assets	12,990	-	108,350	-	121,340
Total other financing sources (uses)	(1,157,378)	-	308,350	-	(849,028)
Net change in fund balances	500,157	-	308,350	-	808,507
Fund balances, beginning	3,598,459	-	-	-	3,598,459
Prior period adjustments	593,957	-	-	-	593,957
Fund balances, beginning, restated	4,192,416	-	-	-	4,192,416
Fund balances, ending	\$ 4,692,573	\$ -	\$ 308,350	\$ -	\$ 5,000,923

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 EQUIPMENT RESERVE AND REPLACEMENT FUND

Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Expenditures:				
General government	\$ -	\$ 200,000	\$ -	\$ 200,000
Other financing sources:				
Transfers in	-	-	200,000	200,000
Sale of general capital assets	-	-	108,350	108,350
Total other financing sources	-	-	308,350	308,350
Net change in fund balance	-	(200,000)	308,350	508,350
Fund balance, beginning	-	200,000	-	(200,000)
Fund balance, ending	\$ -	\$ -	\$ 308,350	\$ 308,350

CITY OF MISSION, KANSAS
NONMAJOR GOVERNMENTAL FUNDS
SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

1. **Special Alcohol Fund** – established to account for one-third of the Alcohol Tax Funds sent to the City quarterly from the State Treasurer’s office, and to disperse monies that are allocated yearly for distribution to agencies that are approved by the City Council in specified amounts on a yearly basis.
2. **Special Parks and Recreation Fund** – established to account for one-third of the Alcohol Tax Funds that are sent to the City quarterly by the State Treasurer’s office which are computed in compliance with K.S.A Supp. 79-41A04 et seq., representing tax receipts and adjustments processed by the Department of Revenue.
3. **Special Law Enforcement Fund** – established to provide a depository for monies forfeited to the police department pursuant to provisions of K.S.A. 65-4135 and 65-4156 relating to controlled substance investigation forfeitures. Expenditures from this fund are made only for authorized law enforcement purposes of the police department. Monies in the fund are not to be used for normal operating expenses of the City’s police department.
4. **Special Highway Fund** – established to account for monies sent quarterly from the State Treasurer’s office which are the Special City and County Highway Fund distributed and computed in compliance with K.S.A. 79-3425C.
5. **School District Sales Tax Fund** – established to account for the City’s portion of sales tax monies received as a result of a 1/8 cent sales tax granted to schools by Johnson County voters in 2002. The sales tax is no longer being collected.
6. **Mission Convention and Visitors Bureau Fund** – established to account for transient guest tax receipts and is used to track the activities and expenditures of the Mission Convention and Visitors Bureau.
7. **Donations and Gifts Fund** – established to account for donations and gifts from businesses, groups and individuals.
8. **Rock Creek Drainage District #1 Fund** – established to account for the Rock Creek Drainage District #1.
9. **Rock Creek Drainage District #2 Fund** – established to account for the Rock Creek Drainage District #2.

CITY OF MISSION, KANSAS
NONMAJOR GOVERNMENTAL FUNDS
SPECIAL REVENUE FUNDS
(Continued)

10. **Mission Crossing TIF Fund** – established to account for the property tax and sales tax that is generated from the development of the Mission Crossing Shopping Center and Welstone senior, independent living facility. These taxes are remitted back to the developer to reimburse for certain eligible costs associated with the development in accordance with K.S.A. 12-1770 (Tax Increment Finance Statutes) and K.S.A. 12-6a26 (Community Improvement District Act).
11. **Cornerstone Commons CID Fund** – established to account for a 1% Community Improvement District (CID) sales tax that is generated from retailers located within the Cornerstone Commons CID. This sales tax is remitted back to the developer to reimburse for certain eligible costs associated with the development in accordance with K.S.A. 12-6a26 (Community Improvement District Act).
12. **Transportation Utility Fund** – established to account for the transportation utility charges received based on an estimated land use formula per parcel to fund street and other transportation related improvements.
13. **Mission Farm and Flower Market Fund** – established to account for the Mission Farm and Flower Market.

CITY OF MISSION, KANSAS
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS

December 31, 2017

	Special Alcohol	Special Parks and Recreation	Special Law Enforcement	Special Highway	School District Sales Tax	Mission Convention and Visitors Bureau
Assets:						
Cash and investments	\$ 70,047	\$ 43,549	\$ 26,206	\$ 33,152	\$ 17,671	\$ 79,202
Receivables:						
Taxes	-	-	-	-	-	-
Other	-	-	-	64,412	-	-
Total assets	<u>\$ 70,047</u>	<u>\$ 43,549</u>	<u>\$ 26,206</u>	<u>\$ 97,564</u>	<u>\$ 17,671</u>	<u>\$ 79,202</u>
Liabilities, deferred inflows of resources, and fund balances:						
Liabilities:						
Accounts payable	\$ 2,007	\$ -	\$ -	\$ 6,348	\$ -	\$ 3,607
Deferred inflows of resources:						
Unavailable revenue - property taxes	-	-	-	-	-	-
Fund balances:						
Restricted	68,040	43,549	26,206	91,216	17,671	75,595
Committed	-	-	-	-	-	-
Total fund balances	<u>68,040</u>	<u>43,549</u>	<u>26,206</u>	<u>91,216</u>	<u>17,671</u>	<u>75,595</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 70,047</u>	<u>\$ 43,549</u>	<u>\$ 26,206</u>	<u>\$ 97,564</u>	<u>\$ 17,671</u>	<u>\$ 79,202</u>

Donations and Gifts	Rock Creek Drainage District #1	Rock Creek Drainage District #2	Mission Crossing TIF	Cornerstone Commons CID	Transportation Utility	Mission Farm and Flower Market	Total Nonmajor Governmental Funds
\$ 4,852	\$ 1,711	\$ 16,142	\$ 19,056	\$ 6,556	\$ 15,610	\$ 2,763	\$ 336,517
-	4,506	87,629	157,987	11,238	-	-	261,360
-	-	-	-	-	-	-	64,412
<u>\$ 4,852</u>	<u>\$ 6,217</u>	<u>\$ 103,771</u>	<u>\$ 177,043</u>	<u>\$ 17,794</u>	<u>\$ 15,610</u>	<u>\$ 2,763</u>	<u>\$ 662,289</u>
\$ -	\$ -	\$ -	\$ 33,693	\$ -	\$ -	\$ 132	\$ 45,787
-	4,506	87,629	137,406	-	-	-	229,541
4,852	-	-	-	-	-	-	327,129
-	1,711	16,142	5,944	17,794	15,610	2,631	59,832
4,852	1,711	16,142	5,944	17,794	15,610	2,631	386,961
<u>\$ 4,852</u>	<u>\$ 6,217</u>	<u>\$ 103,771</u>	<u>\$ 177,043</u>	<u>\$ 17,794</u>	<u>\$ 15,610</u>	<u>\$ 2,763</u>	<u>\$ 662,289</u>

CITY OF MISSION, KANSAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

Year Ended December 31, 2017

	Special Alcohol	Special Parks and Recreation	Special Law Enforcement	Special Highway	School District Sales Tax	Mission Convention and Visitors Bureau
Revenues:						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,160
Intergovernmental	74,789	74,789	-	252,742	-	-
Charges for services	-	-	-	-	-	-
Fines and fees	-	-	-	-	-	-
Interest	-	74	-	634	77	280
Miscellaneous	-	-	-	-	-	17,438
Total revenues	74,789	74,863	-	253,376	77	81,878
Expenditures:						
Current:						
General government	52,950	-	-	-	-	82,628
Public works	-	-	-	291,536	-	-
Culture and recreation	-	13,297	-	-	-	-
Capital outlay	-	-	7,228	-	-	-
Debt service:						
Principal	-	46,498	-	-	-	-
Interest	-	1,424	-	-	-	-
Total expenditures	52,950	61,219	7,228	291,536	-	82,628
Excess (deficiency) of revenues over (under) expenditures	21,839	13,644	(7,228)	(38,160)	77	(750)
Other financing uses:						
Transfer out	-	-	-	-	-	-
Net change in fund balances	21,839	13,644	(7,228)	(38,160)	77	(750)
Fund balances, beginning	46,201	29,905	33,434	65,309	17,594	76,345
Prior period adjustments	-	-	-	64,067	-	-
Fund balances, beginning, restated	46,201	29,905	33,434	129,376	17,594	76,345
Fund balances, ending	\$ 68,040	\$ 43,549	\$ 26,206	\$ 91,216	\$ 17,671	\$ 75,595

Donations and Gifts	Rock Creek Drainage District #1	Rock Creek Drainage District #2	Mission Crossing TIF	Cornerstone Commons CID	Transportation Utility	Mission Farm and Flower Market	Total Nonmajor Governmental Funds
\$ -	\$ 24	\$ 90,034	\$ 319,589	\$ 65,878	\$ -	\$ -	\$ 539,685
-	-	-	-	-	-	-	402,320
-	-	-	-	-	-	8,604	8,604
-	-	-	-	-	1,430	-	1,430
-	15	294	-	-	82	-	1,456
1,261	-	-	-	-	-	5,160	23,859
1,261	39	90,328	319,589	65,878	1,512	13,764	977,354
-	-	-	319,589	62,361	-	12,032	529,560
-	-	-	-	-	-	-	291,536
-	-	-	-	-	-	-	13,297
-	-	-	-	-	-	-	7,228
-	-	-	-	-	-	-	46,498
-	-	-	-	-	-	-	1,424
-	-	-	319,589	62,361	-	12,032	889,543
1,261	39	90,328	-	3,517	1,512	1,732	87,811
-	(2,000)	(85,000)	-	-	-	-	(87,000)
1,261	(1,961)	5,328	-	3,517	1,512	1,732	811
3,591	3,672	10,814	31,322	9,495	14,098	899	342,679
-	-	-	(25,378)	4,782	-	-	43,471
3,591	3,672	10,814	5,944	14,277	14,098	899	386,150
\$ 4,852	\$ 1,711	\$ 16,142	\$ 5,944	\$ 17,794	\$ 15,610	\$ 2,631	\$ 386,961

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 STREET SALES TAX FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 550,000	\$ 606,061	\$ 56,061
Interest	50	1,250	1,200
Total revenues	<u>550,050</u>	<u>607,311</u>	<u>57,261</u>
Expenditures:			
Capital outlay	200,000	168,562	31,438
Debt service	472,045	472,045	-
Total expenditures	<u>672,045</u>	<u>640,607</u>	<u>31,438</u>
Net change in fund balance	<u>(121,995)</u>	<u>(33,296)</u>	<u>88,699</u>
Fund balance, beginning	148,159	282,500	134,341
Prior period adjustments	-	58,999	58,999
Fund balance, beginning, as restated	<u>148,159</u>	<u>341,499</u>	<u>193,340</u>
Fund balance, ending	<u>\$ 26,164</u>	<u>\$ 308,203</u>	<u>\$ 282,039</u>

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
CAPITAL IMPROVEMENT FUND

Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Intergovernmental	\$ -	\$ 650,000	\$ 589,616	\$ (60,384)
Interest	500	2,000	2,244	244
Miscellaneous	63,860	64,360	86,842	22,482
Total revenues	64,360	716,360	678,702	(37,658)
Expenditures:				
General government	-	-	340	(340)
Capital outlay	650,000	1,310,000	1,183,916	126,084
Debt service	377,324	654,842	654,843	(1)
Contingency	60,000	-	-	-
Total expenditures	1,087,324	1,964,842	1,839,099	125,743
Deficiency of revenues under expenditures	(1,022,964)	(1,248,482)	(1,160,397)	88,085
Other financing sources:				
Transfers in	950,000	1,183,759	1,162,887	(20,872)
Net change in fund balance	(72,964)	(64,723)	2,490	67,213
Fund balance, beginning	80,392	80,391	418,400	338,009
Fund balance, ending	\$ 7,428	\$ 15,668	\$ 420,890	\$ 405,222

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 SPECIAL ALCOHOL FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Intergovernmental	\$ 59,000	\$ 74,789	\$ 15,789
Expenditures:			
General government	60,000	52,950	7,050
Contingency	20,000	-	20,000
Total expenditures	80,000	52,950	27,050
Net change in fund balance	(21,000)	21,839	42,839
Fund balance, beginning	25,223	46,201	20,978
Fund balance, ending	\$ 4,223	\$ 68,040	\$ 63,817

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 SPECIAL PARKS AND RECREATION FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Intergovernmental	\$ 59,180	\$ 74,789	\$ 15,609
Interest	150	74	(76)
Total revenues	<u>59,330</u>	<u>74,863</u>	<u>15,533</u>
Expenditures:			
Culture and recreation	-	13,297	(13,297)
Debt service	55,200	47,922	7,278
Contingency	10,000	-	10,000
Total expenditures	<u>65,200</u>	<u>61,219</u>	<u>3,981</u>
Net change in fund balance	(5,870)	13,644	19,514
Fund balance, beginning	11,665	29,905	18,240
Fund balance, ending	<u>\$ 5,795</u>	<u>\$ 43,549</u>	<u>\$ 37,754</u>

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
SPECIAL HIGHWAY FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Intergovernmental	\$ 246,600	\$ 252,742	\$ 6,142
Interest	200	634	434
Total revenues	<u>246,800</u>	<u>253,376</u>	<u>6,576</u>
Expenditures:			
Public works	250,000	291,536	(41,536)
Contingency	50,000	-	50,000
Total expenditures	<u>300,000</u>	<u>291,536</u>	<u>8,464</u>
Net change in fund balance	<u>(53,200)</u>	<u>(38,160)</u>	<u>15,040</u>
Fund balance, beginning	61,680	65,309	3,629
Prior period adjustments	-	64,067	64,067
Fund balance, beginning, restated	<u>61,680</u>	<u>129,376</u>	<u>67,696</u>
Fund balance, ending	<u>\$ 8,480</u>	<u>\$ 91,216</u>	<u>\$ 82,736</u>

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 MISSION CONVENTION AND VISITORS BUREAU FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 35,000	\$ 64,160	\$ 29,160
Interest	70	280	210
Miscellaneous	23,000	17,438	(5,562)
Total revenues	<u>58,070</u>	<u>81,878</u>	<u>23,808</u>
Expenditures:			
General government	58,000	82,628	(24,628)
Contingency	60,000	-	60,000
Total expenditures	<u>118,000</u>	<u>82,628</u>	<u>35,372</u>
Net change in fund balance	(59,930)	(750)	59,180
Fund balance, beginning	<u>64,493</u>	<u>76,345</u>	<u>11,852</u>
Fund balance, ending	<u>\$ 4,563</u>	<u>\$ 75,595</u>	<u>\$ 71,032</u>

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 ROCK CREEK DRAINAGE DISTRICT #1 FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 4,391	\$ 24	\$ (4,367)
Interest	-	15	15
Total revenues	<u>4,391</u>	<u>39</u>	<u>(4,352)</u>
Expenditures:			
Contingency	<u>3,791</u>	<u>-</u>	<u>3,791</u>
Excess of revenues over expenditures	600	39	(561)
Other financing uses:			
Transfers out	<u>(3,000)</u>	<u>(2,000)</u>	<u>1,000</u>
Net change in fund balance	(2,400)	(1,961)	439
Fund balance, beginning	<u>2,400</u>	<u>3,672</u>	<u>1,272</u>
Fund balance, ending	<u>\$ -</u>	<u>\$ 1,711</u>	<u>\$ 1,711</u>

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 ROCK CREEK DRAINAGE DISTRICT #2 FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 86,089	\$ 90,034	\$ 3,945
Interest	-	294	294
Total revenues	<u>86,089</u>	<u>90,328</u>	<u>4,239</u>
Expenditures:			
Contingency	<u>14,240</u>	<u>-</u>	<u>14,240</u>
Excess of revenues over expenditures	71,849	90,328	18,479
Other financing uses:			
Transfers out	<u>(85,000)</u>	<u>(85,000)</u>	<u>-</u>
Net change in fund balance	(13,151)	5,328	18,479
Fund balance, beginning	<u>13,151</u>	<u>10,814</u>	<u>(2,337)</u>
Fund balance, ending	<u>\$ -</u>	<u>\$ 16,142</u>	<u>\$ 16,142</u>

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 MISSION CROSSING TIF FUND

Year Ended December 31, 2017

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues:				
Taxes	\$ 151,526	\$ 324,378	\$ 319,589	\$ (4,789)
Expenditures:				
General government	175,000	324,378	319,589	4,789
Net change in fund balance	(23,474)	-	-	-
Fund balance, beginning	26,588	26,587	31,322	4,735
Prior period adjustments	-	-	(25,378)	(25,378)
Fund balance, beginning, restated	26,588	26,587	5,944	(20,643)
Fund balance, ending	\$ 3,114	\$ 26,587	\$ 5,944	\$ (20,643)

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 CORNERSTONE COMMONS CID FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ 65,000	\$ 65,878	\$ 878
Expenditures:			
General government	65,000	62,361	2,639
Net change in fund balance	-	3,517	3,517
Fund balance, beginning	6,566	9,495	2,929
Prior period adjustments	-	4,782	4,782
Fund balance, beginning, restated	6,566	14,277	7,711
Fund balance, ending	\$ 6,566	\$ 17,794	\$ 11,228

CITY OF MISSION, KANSAS

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCE - BUDGET AND ACTUAL - BUDGETARY BASIS
 TRANSPORTATION UTILITY FUND

Year Ended December 31, 2017

	Original and Final Budgeted Amounts	Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
Revenues:			
Taxes	\$ -	\$ 1,430	\$ 1,430
Interest	-	82	82
Total revenues	-	1,512	1,512
Fund balance, beginning	25,234	14,098	(11,136)
Fund balance, ending	\$ 25,234	\$ 15,610	\$ (9,624)

CITY OF MISSION, KANSAS

AGENCY FUNDS

Agency funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments and/or other funds.

1. **License Reinstatement Fees Fund** – established to account for amounts collected through the court for driver's license reinstatement fees due to the State of Kansas.
2. **Alcohol and Drug Safety Fund** – established to account for monies collected and paid for Driving Under the Influence evaluations.
3. **Cafeteria Plan Fund** – established to account for monies collected for employee cafeteria plan contributions.

CITY OF MISSION, KANSAS
COMBINING BALANCE SHEET

AGENCY FUNDS

December 31, 2017

	<u>License Reinstatement Fees</u>	<u>Alcohol and Drug Safety</u>	<u>Cafeteria Plan</u>	<u>Totals</u>
<u>ASSETS</u>				
Cash and cash equivalents	<u>\$ 6,609</u>	<u>\$ 20,819</u>	<u>\$ 33,587</u>	<u>\$ 61,015</u>
<u>LIABILITIES</u>				
Due to others	<u>\$ 6,609</u>	<u>\$ 20,819</u>	<u>\$ 33,587</u>	<u>\$ 61,015</u>

CITY OF MISSION, KANSAS

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

AGENCY FUNDS

Year Ended December 31, 2017

	Balance January 1, 2017	Additions	Deductions	Balance December 31, 2017
<u>License Reinstatement Fees</u>				
<u>ASSETS</u>				
Cash and cash equivalents	\$ 6,559	\$ 27,426	\$ 27,376	\$ 6,609
<u>LIABILITIES</u>				
Due to others	\$ 6,559	\$ 27,426	\$ 27,376	\$ 6,609
 <u>Alcohol and Drug Safety</u>				
<u>ASSETS</u>				
Cash and cash equivalents	\$ 20,669	\$ 150	\$ -	\$ 20,819
<u>LIABILITIES</u>				
Due to others	\$ 20,669	\$ 150	\$ -	\$ 20,819
 <u>Cafeteria Plan</u>				
<u>ASSETS</u>				
Cash and cash equivalents	\$ 35,813	\$ 73,392	\$ 75,618	\$ 33,587
<u>LIABILITIES</u>				
Due to others	\$ 35,813	\$ 73,392	\$ 75,618	\$ 33,587
 <u>Total Agency Funds</u>				
<u>ASSETS</u>				
Cash and cash equivalents	\$ 63,041	\$ 100,968	\$ 102,994	\$ 61,015
<u>LIABILITIES</u>				
Due to others	\$ 63,041	\$ 100,968	\$ 102,994	\$ 61,015

CITY OF MISSION, KANSAS

Statistical Section

This part of the City of Mission's *Comprehensive Annual Financial Report (CAFR)* presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Contents

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the City's most significant local revenue source, the property tax.

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economical Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report related to the services the City provides and the activities it performs.

Sources: Unless otherwise noted, the information in these schedules is derived from the Annual Financial Report for the relevant year.

CITY OF MISSION, KANSAS

NET POSITION BY COMPONENT
LAST TEN YEARS
(accrual basis of accounting)

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Governmental activities:										
Net investment in capital assets	\$ 18,606,539	\$ 21,507,063	\$ 23,644,245	\$ 25,521,486	\$ 26,771,829	\$ 24,709,361	\$ 31,231,003	\$ 34,647,991	\$ 36,242,192	\$ 38,141,953
Restricted	857,622	941,397	791,098	550,988	63,337	5,682	672,282	738,850	676,572	327,129
Unrestricted	3,571,184	3,841,032	1,518,953	1,844,275	3,336,675	7,429,857	4,058,231	541,312	1,744,530	1,264,295
Total net position	\$ 23,035,345	\$ 26,289,492	\$ 25,954,296	\$ 27,916,749	\$ 30,171,841	\$ 32,144,900	\$ 35,961,516	\$ 35,928,153	\$ 38,663,294	\$ 39,733,377

Source: City of Mission, Kansas Basic Financial Statements.

CITY OF MISSION, KANSAS

CHANGES IN NET POSITION
LAST TEN YEARS

(accrual basis of accounting)

	<u>2008</u>	<u>2009</u>	<u>2010</u>
Expenses			
Governmental activities:			
General government	\$ 3,534,363	\$ 2,311,207	\$ 1,893,579
Public safety	3,384,135	3,624,111	3,613,022
Public works	2,699,875	3,990,772	4,388,119
Culture and recreation	2,657,303	2,733,024	2,695,954
Interest on long-term debt	1,390,170	1,276,197	1,007,059
Total primary government expenses	<u>13,665,846</u>	<u>13,935,311</u>	<u>13,597,733</u>
Program revenues			
Governmental activities:			
Charges for services:			
General government	164,213	161,865	132,871
Public safety	1,850,795	2,071,362	1,648,771
Public works	777,603	1,059,463	1,190,916
Culture and recreation	1,872,041	1,841,918	1,805,037
Operating grants and contributions:			
General government	-	-	-
Public safety	68,313	54,871	34,335
Public works	5,945,713	3,619,852	1,113,502
Total primary government program revenues	<u>10,678,678</u>	<u>8,809,331</u>	<u>5,925,432</u>
Total primary government net (expense)	<u>(2,987,168)</u>	<u>(5,125,980)</u>	<u>(7,672,301)</u>
General revenues and other changes in net position			
Governmental activities:			
Taxes:			
Property	1,903,024	2,002,647	1,781,288
Sales	4,323,982	3,972,155	3,973,428
Transient guest	27,869	37,721	19,500
Motor vehicle	160,252	166,532	158,653
Franchise	1,022,445	976,392	1,011,213
Investment earnings	214,405	37,475	4,282
Miscellaneous	253,637	1,187,205	388,741
Total primary government	<u>7,905,614</u>	<u>8,380,127</u>	<u>7,337,105</u>
Change in net position governmental activities	<u>\$ 4,918,446</u>	<u>\$ 3,254,147</u>	<u>\$ (335,196)</u>

Source: City of Mission, Kansas Basic Financial Statements.

<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
\$ 2,964,860	\$ 2,376,085	\$ 2,200,521	\$ 2,480,810	\$ 2,617,020	\$ 2,599,590	\$ 3,499,029
3,791,275	3,725,913	3,690,037	3,774,245	3,539,822	4,135,349	3,733,032
3,332,773	3,306,786	3,448,002	3,263,297	3,562,734	3,606,294	3,643,160
2,607,459	2,635,617	2,683,576	2,695,856	2,647,417	2,801,261	2,968,348
974,679	1,055,632	1,256,986	1,483,825	959,983	887,504	569,058
<u>13,671,046</u>	<u>13,100,033</u>	<u>13,279,122</u>	<u>13,698,033</u>	<u>13,326,976</u>	<u>14,029,998</u>	<u>14,412,627</u>
781,913	494,255	609,511	663,866	608,814	701,862	656,319
1,640,415	1,868,248	1,528,186	1,462,936	1,345,844	1,253,047	1,622,400
2,432,511	2,461,655	2,871,020	2,826,091	2,855,225	2,532,476	2,571,224
1,559,797	1,776,706	1,776,706	1,808,576	1,846,807	1,913,634	1,799,660
-	-	-	-	-	-	17,438
46,848	55,474	57,824	47,323	70,816	75,844	84,694
2,308,031	492,870	1,070,856	1,988,215	2,019,400	398,346	991,936
<u>8,769,515</u>	<u>7,149,208</u>	<u>7,914,103</u>	<u>8,797,007</u>	<u>8,746,906</u>	<u>6,875,209</u>	<u>7,743,671</u>
<u>(4,901,531)</u>	<u>(5,950,825)</u>	<u>(5,365,019)</u>	<u>(4,901,026)</u>	<u>(4,580,070)</u>	<u>(7,154,789)</u>	<u>(6,668,956)</u>
1,449,265	1,383,258	1,397,123	1,420,765	2,423,438	2,839,599	2,597,195
4,057,445	4,040,247	4,942,079	5,744,564	5,711,057	5,870,341	6,380,670
20,642	11,498	20,268	23,893	36,785	43,835	64,160
159,717	125,721	130,868	134,758	156,487	157,488	229,186
1,014,732	968,696	1,022,854	1,036,905	1,009,649	1,024,850	1,061,940
2,348	4,227	3,214	1,954	2,404	4,616	41,337
159,835	399,104	368,921	378,658	553,144	314,640	354,234
<u>6,863,984</u>	<u>6,932,751</u>	<u>7,885,327</u>	<u>8,741,497</u>	<u>9,892,964</u>	<u>10,255,369</u>	<u>10,728,722</u>
<u>\$ 1,962,453</u>	<u>\$ 981,926</u>	<u>\$ 2,520,308</u>	<u>\$ 3,840,471</u>	<u>\$ 5,312,894</u>	<u>\$ 3,100,580</u>	<u>\$ 4,059,766</u>

CITY OF MISSION, KANSAS

FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN YEARS
(modified accrual basis of accounting)

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
General fund:										
Unassigned	\$ -	\$ -	\$ -	\$ 1,335,927	\$ 1,340,574	\$ 1,551,771	\$ 2,341,433	\$ 2,860,180	\$ 3,214,825	\$ 4,239,499
Assigned	-	-	-	-	-	-	122,279	-	287,198	346,192
Committed	-	-	-	-	-	-	-	-	96,436	415,232
Reserved	3,000	34,269	34,915	-	-	-	-	-	-	-
Unreserved	2,459,968	2,473,479	1,289,577	-	-	-	-	-	-	-
Total general fund	\$ 2,462,968	\$ 2,507,748	\$ 1,324,492	\$ 1,335,927	\$ 1,340,574	\$ 1,551,771	\$ 2,463,712	\$ 2,860,180	\$ 3,598,459	\$ 5,000,923
All other governmental funds										
Restricted	\$ -	\$ -	\$ -	\$ 2,093,006	\$ 4,989,510	\$ 10,353,222	\$ 1,695,376	\$ 1,332,431	\$ 1,982,634	\$ 327,129
Committed	-	-	-	3,721	5,610	15,566	60,615	42,829	33,434	1,644,131
Assigned	-	-	-	-	-	-	63,100	-	-	220,000
Unassigned	-	-	-	-	(48,129)	(46,223)	(45,010)	(41,720)	(30,882)	(27,179)
Reserved	8,828	-	-	-	-	-	-	-	-	-
Unreserved, reported in:										
Special revenue funds	1,642,606	1,527,992	417,604	-	-	-	-	-	-	-
Debt service fund	857,622	941,397	791,098	-	-	-	-	-	-	-
Capital project funds	5,952,272	815,477	(453,906)	-	-	-	-	-	-	-
Total all other governmental funds	\$ 8,461,328	\$ 3,284,866	\$ 754,796	\$ 2,096,727	\$ 4,946,991	\$ 10,322,565	\$ 1,774,081	\$ 1,333,540	\$ 1,985,186	\$ 2,164,081

Source: City of Mission, Kansas Basic Financial Statements.

Notes: The City implemented GASB Statement No. 54 in 2011 which establishes new categories for reporting fund balances. In 2013, the City issued Series 2013A, 2013B, and 2013C General Obligation bonds for a total issuance of \$ 9,670,000.

CITY OF MISSION, KANSAS

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN YEARS
(modified accrual basis of accounting)

	2008	2009	2010
Revenues:			
Taxes	\$ 7,336,009	\$ 7,064,955	\$ 6,927,357
Special assessments	101,563	90,492	16,725
Intergovernmental	6,014,026	3,674,723	1,147,837
Licenses and permits	322,449	161,865	132,871
Charges for services	2,480,423	2,801,599	2,793,683
Fines and fees	1,861,780	2,171,144	1,851,040
Interest	175,208	37,475	4,282
Miscellaneous	275,087	1,212,405	415,230
Total revenues	<u>18,566,545</u>	<u>17,214,658</u>	<u>13,289,025</u>
Expenditures:			
General government	2,199,511	1,912,691	1,907,311
Public safety	3,326,584	3,473,046	3,438,881
Public works	2,247,005	3,489,138	3,335,084
Culture and recreation	2,387,785	2,475,261	2,477,811
Capital outlay	9,219,468	3,899,569	2,673,142
Debt service:			
Principal	8,345,000	28,400,000	12,365,000
Interest and other charges	1,334,697	1,606,635	1,329,292
Total expenditures	<u>29,060,050</u>	<u>45,256,340</u>	<u>27,526,521</u>
Excess of revenues over (under) expenditures	<u>(10,493,505)</u>	<u>(28,041,682)</u>	<u>(14,237,496)</u>
Other financing sources (uses):			
Transfers in	1,512,547	1,634,590	2,609,467
Transfers out	(1,512,547)	(1,634,590)	(2,609,467)
Bond premium	-	-	105,663
Bond discount	(54,320)	-	-
Issuance of debt - leases	-	-	273,507
Issuance of debt - bonds	17,650,000	22,910,000	10,145,000
Sale of general capital assets	-	-	-
Total other financing sources (uses)	<u>17,595,680</u>	<u>22,910,000</u>	<u>10,524,170</u>
Net change in fund balances	<u>\$ 7,102,175</u>	<u>\$ (5,131,682)</u>	<u>\$ (3,713,326)</u>
Debt service as a percentage of noncapital expenditures	45.90%	72.76%	54.93%

Source: City of Mission, Kansas Basic Financial Statements.

	2011	2012	2013	2014	2015	2016	2017
\$	6,690,601	\$ 6,571,139	\$ 7,514,184	\$ 8,329,707	\$ 8,440,524	\$ 9,772,782	\$ 10,333,151
	11,200	10,426	-	-	-	-	-
	2,354,879	548,344	1,128,680	2,035,538	2,090,216	474,190	1,076,630
	158,156	134,743	198,191	135,133	141,750	152,245	162,439
	4,616,065	4,597,873	5,059,046	5,163,400	5,169,096	4,995,727	4,864,764
	1,640,415	1,868,248	1,528,186	1,462,936	1,345,844	1,253,047	1,622,400
	2,348	4,227	3,214	1,954	2,404	4,616	41,337
	187,679	428,373	399,687	410,738	587,139	350,375	329,377
	<u>15,661,343</u>	<u>14,163,373</u>	<u>15,831,188</u>	<u>17,539,406</u>	<u>17,776,973</u>	<u>17,002,982</u>	<u>18,430,098</u>
	1,925,928	1,721,635	1,817,454	1,876,551	2,047,368	1,921,928	3,396,458
	3,710,722	3,652,781	3,540,422	3,667,321	3,480,670	3,868,458	3,457,920
	2,113,493	2,048,877	2,005,594	1,926,534	2,195,809	1,841,605	2,132,215
	2,434,362	2,407,179	2,418,064	2,421,207	2,268,368	2,440,954	2,504,971
	5,545,434	2,244,246	6,761,526	8,912,494	3,225,688	1,735,962	1,974,163
	2,976,408	2,450,000	2,420,000	19,399,203	3,979,313	3,245,596	3,438,471
	1,047,541	1,143,744	1,253,371	1,370,028	1,013,218	926,474	850,807
	<u>19,753,888</u>	<u>15,668,462</u>	<u>20,216,431</u>	<u>39,573,338</u>	<u>18,210,434</u>	<u>15,980,977</u>	<u>17,755,005</u>
	<u>(4,092,545)</u>	<u>(1,505,089)</u>	<u>(4,385,243)</u>	<u>(22,033,932)</u>	<u>(433,461)</u>	<u>1,022,005</u>	<u>675,093</u>
	1,250,000	682,000	325,557	351,450	1,339,356	1,181,764	1,334,887
	(1,250,000)	(682,000)	(325,557)	(351,450)	(1,339,356)	(1,181,764)	(1,334,887)
	-	-	302,014	418,111	-	-	-
	-	-	-	-	-	-	-
	520,911	-	-	190,000	389,388	367,920	-
	4,925,000	4,360,000	9,670,000	13,830,000	-	-	-
	-	-	-	-	-	-	121,340
	<u>5,445,911</u>	<u>4,360,000</u>	<u>9,972,014</u>	<u>14,438,111</u>	<u>389,388</u>	<u>367,920</u>	<u>121,340</u>
\$	<u>1,353,366</u>	<u>\$ 2,854,911</u>	<u>\$ 5,586,771</u>	<u>\$ (7,595,821)</u>	<u>\$ (44,073)</u>	<u>\$ 1,389,925</u>	<u>\$ 796,433</u>
	26.49%	25.62%	26.84%	66.36%	31.86%	27.88%	27.18%

CITY OF MISSION, KANSAS

GENERAL GOVERNMENT TAX REVENUES BY SOURCE
LAST TEN YEARS

Fiscal Year December 31,	Property Tax	City Sales Tax	City Use Tax	County Sales Tax	County Use Tax	Transient Guest Tax	Development District Tax	Franchise Tax	Total
2008	\$ 1,961,713	\$ 2,625,275	\$ 461,553	\$ 1,097,660	\$ 139,494	\$ 27,869	\$ -	\$ 1,022,445	\$ 7,336,009
2009	2,078,687	2,484,314	439,764	918,713	129,364	37,721	-	976,392	7,064,955
2010	1,923,216	2,475,013	471,969	897,296	129,150	19,500	-	1,011,213	6,927,357
2011	1,597,782	2,564,793	379,031	938,788	174,833	20,642	-	1,014,732	6,690,601
2012	1,550,697	2,482,815	372,011	1,002,287	174,692	11,498	-	977,139	6,571,139
2013	1,528,984	3,143,802	502,158	1,015,709	174,756	20,268	-	1,128,507	7,514,184
2014	1,524,678	3,700,732	1,003,224	876,568	163,707	23,893	-	1,036,905	8,329,707
2015	1,683,032	3,739,017	914,404	886,416	171,221	36,785	-	1,009,649	8,440,524
2016	2,833,757	3,731,155	821,687	982,627	199,878	43,835	134,993	1,024,850	9,772,782
2017	2,826,381	3,939,487	946,090	1,120,687	235,966	64,160	138,440	1,061,940	10,333,151

Source: City of Mission, Kansas Basic Financial Statements.

CITY OF MISSION, KANSAS

LOCAL SALES AND CONSUMPTION TAX COLLECTIONS
LAST TEN YEARS (1)

December 31, 2017

Category	Local Sales Tax Collected									
	2009	2010	2011	2012	2013	2014	2015	2016 (2)	2017	
Auto sales, repairs and parts	\$ 264,802	\$ 297,058	\$ 336,701	\$ 232,132	\$ 213,482	\$ 228,554	\$ 300,907	\$ 291,347	\$ 313,159	
Clothing, department and shoe stores	432,385	415,520	438,675	453,851	583,131	682,553	655,278	758,033	794,015	
Building construction, repairs, and maintenance	84,602	67,472	53,265	58,198	60,187	92,319	143,443	125,380	195,077	
Grocery and drug stores	386,318	437,049	449,708	431,180	535,619	620,021	593,849	678,796	732,485	
Medical	15,962	18,900	19,979	22,897	33,419	27,661	18,874	21,721	32,693	
Hotels, restaurants and entertainment	424,966	389,738	431,435	412,674	469,695	648,415	638,244	791,752	822,731	
Specialty	173,076	173,346	181,528	161,861	265,677	285,063	380,581	527,942	538,996	
Utilities/communications	373,797	379,538	358,793	332,923	436,971	505,198	416,654	473,119	562,856	
All other outlets	328,406	296,392	294,709	377,099	545,621	576,026	607,284	952,820	877,676	
Total	\$ 2,484,314	\$ 2,475,013	\$ 2,564,793	\$ 2,482,815	\$ 3,143,802	\$ 3,665,810	\$ 3,755,114	\$ 4,620,910	\$ 4,869,688	

City Sales Tax Rates:

General sales tax	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Street sales tax (for 10 years)	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
Parks sales tax (for 10 years)	0.00%	0.00%	0.00%	0.00%	0.38%	0.38%	0.38%	0.38%	0.38%
	1.25%	1.25%	1.25%	1.25%	1.63%	1.63%	1.63%	1.63%	1.63%

Source: Kansas Department of Revenue.

(1) Data became available in 2009, therefore 10 years of data is unavailable.

(2) 2016 Sales Tax totals were corrected.

CITY OF MISSION, KANSAS

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE
OF TAXABLE PROPERTY (1)
LAST TEN YEARS

Year Ended December 31,		Real Property	
Assessment Year	Budget Year	Assessed Value	Estimated Actual Value
2007	2008	\$ 130,722,893	\$ 936,033,240
2008	2009	124,812,666	900,169,960
2009	2010	117,416,873	858,323,410
2010	2011	115,357,123	862,419,740
2011	2012	112,043,638	854,717,930
2012	2013	112,122,375	848,855,960
2013	2014	115,710,355	879,419,020
2014	2015	120,318,510	910,954,710
2015	2016	130,726,507	966,136,620
2016	2017	138,659,697	1,026,050,700

(1) Information obtained from the Johnson County Records and Tax Administration Annual Abstract of Taxes.

Personal Property		Total Assessed Value	Estimated Actual Value	Ratio of Assessed Value to Estimated Actual Value	Total Direct Tax Rate (Per \$ 1,000)
Assessed Value	Estimated Actual Value				
\$ 6,713,836	\$ 22,379,453	\$ 137,436,729	\$ 958,412,693	14.34%	13.198
3,389,601	11,298,670	128,202,267	911,468,630	14.07%	13.215
3,104,763	10,349,210	120,521,636	868,672,620	13.87%	13.217
2,594,652	8,648,840	117,951,775	871,068,580	13.54%	11.213
2,107,544	7,025,147	114,151,182	861,743,077	13.25%	11.371
1,725,925	5,753,083	113,848,300	854,609,043	13.32%	11.410
1,490,100	4,967,000	117,200,455	884,386,020	13.25%	11.413
1,270,673	4,235,577	121,589,183	915,190,287	13.29%	11.354
1,250,762	4,169,207	131,977,269	970,305,827	13.60%	18.225
1,000,871	3,336,237	139,660,568	1,029,386,937	13.57%	18.019

CITY OF MISSION, KANSAS

PROPERTY TAX RATES PER \$ 1,000 OF ASSESSED VALUATION
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN YEARS

Year Ended December 31,	City					Johnson County Total Direct Rate	Shawnee Mission School District	Johnson County Community College	Consolidated Fire District #2	Johnson County Library	Johnson County Parks and Recreation	Total
	General Fund	Storm Drain Fund	General Obligation Fund	Johnson County	Johnson County							
2008	13.198	1.004	1.029	15.231	17.9850	52.0080	8.749	9.356	2.962	2.295	108.586	
2009	13.215	1.005	1.030	15.250	17.7670	52.0940	8.768	8.992	3.057	2.341	108.269	
2010	11.182	1.005	1.030	13.217	17.7160	55.3180	8.784	8.991	3.151	2.346	109.523	
2011	10.183	0.000	1.030	11.213	17.7480	57.1920	8.799	10.074	3.158	2.350	110.534	
2012	10.326	0.000	1.045	11.371	17.7000	56.1350	8.776	10.098	3.145	2.343	109.568	
2013	10.361	0.000	1.049	11.410	17.7000	56.1350	8.776	10.098	3.145	2.343	109.607	
2014	10.363	0.000	1.050	11.413	17.7450	55.6110	9.551	11.004	3.155	2.347	110.826	
2015	11.354	0.000	0.000	11.354	17.7640	55.9110	9.461	11.003	3.157	2.349	110.999	
2016	18.225	0.000	0.000	18.225	19.5820	54.0590	9.469	11.757	3.912	3.101	120.105	
2017	18.019	0.000	0.000	18.019	19.5900	54.9400	9.473	11.789	3.915	3.102	120.828	

Information provided by the Johnson County, Kansas County Clerk's Tax Roll Press Release.

(1) Property Tax rates per \$ 1,000 of Assessed Valuation

CITY OF MISSION, KANSAS
 PRINCIPAL PROPERTY TAXPAYERS

December 31, 2017 and Nine Years Ago

Taxpayer	2017			2008		
	Taxable Assessed Valuation	Rank	% of Total Assessed Valuation	2007 Assessed Valuation	Rank	% of Total Assessed Valuation
Scriptpro	\$ 4,724,515	1	3.38%	\$ 5,990,330	1	4.36%
Target Corporation	3,978,054	2	2.85%	2,676,831	2	1.95%
SNH Medical Properties	2,863,873	3	2.05%			
CAPROCQ KC Mission, LLC	3,181,213	4	2.28%			
K and D Huchingson LLP	3,108,250	5	2.23%			
Guard LLC	3,108,250	6	2.23%			
Tower Properties Company	3,063,025	7	2.19%	1,977,196	9	1.44%
Silverwood Apartments, LLC	2,945,035	8	2.11%	1,987,718	8	1.45%
Bridges at Foxridge NF, LLC	3,097,870	9	2.22%	1,818,093	10	1.32%
Whispering Falls, LLC	2,449,615	10	1.75%			
Southwestern Bell Telephone				2,510,580	3	1.83%
SBC Internet Services, Inc.				2,436,635	4	1.77%
Broadmoor Place Joint Venture				2,402,750	5	1.75%
Mission Towers Properties				2,321,501	6	1.69%
Sixty Three West Investors				2,213,476	7	1.61%
Total	\$ 32,519,700		23.29%	\$ 26,335,110		19.17%

Source: Johnson County Clerk's Office

CITY OF MISSION, KANSAS

PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN YEARS

<u>Year Ended December 31,</u>	<u>Total Tax Levy</u>	<u>Current Taxes Collected</u>	<u>Percent of Current Taxes Collected</u>	<u>Delinquent Tax Collections</u>	<u>Total Tax Collections</u>	<u>Ratio of Total Tax Collections to Tax Levy</u>
2008	\$ 1,821,495	\$ 1,685,188	92.50%	\$ 104,970	\$ 1,790,158	98.3%
2009	1,814,496	1,776,342	97.90%	36,912	1,813,254	99.9%
2010	1,694,787	1,657,376	97.80%	12,236	1,669,612	98.5%
2011	1,351,409	1,320,407	97.70%	29,563	1,349,970	99.9%
2012	1,341,230	1,321,097	98.50%	9,484	1,330,581	99.2%
2013	1,302,465	1,286,467	98.80%	13,977	1,300,444	99.8%
2014	1,299,351	1,279,755	98.50%	14,966	1,234,721	99.6%
2015	1,330,712	1,297,246	97.50%	3,139	1,300,385	97.7%
2016	2,215,969	2,160,946	97.50%	21,222	2,182,168	98.5%
2017	2,376,754	2,316,534	97.50%	21,222	2,337,756	98.4%

Source: Johnson County, Kansas Records and Tax Administration and City of Mission Finance Records.

CITY OF MISSION, KANSAS

OUTSTANDING DEBT BY TYPE
LAST TEN YEARS

Fiscal Year	General Obligation Bonds		Temporary Notes	Capital Improvement Bonds		Special Assessment Bonds	KDHE Loan Payable	Capital Leases Payable	Total	City Population	Personal Income	Debt Per Capita	Debt as a Percentage of Personal Income
2008	\$ 7,951,220		\$ 30,265,805	\$ 535,000	\$ 45,000	\$ -	\$ 136,823	\$ 38,933,848	10,020	\$ 279,257,400	3,886	13.94%	
2009	29,666,760		3,231,666	365,000	30,000	-	122,359	33,415,785	10,020	279,257,400	3,335	11.97%	
2010	30,800,663		-	185,000	20,000	273,507	67,336	31,346,506	9,323	328,701,011	3,362	9.54%	
2011	32,748,611		485,000	-	10,000	99,864	407,344	33,750,819	9,323	328,701,011	3,620	10.27%	
2012	34,625,964		485,000	-	-	95,887	265,454	35,472,305	9,323	328,701,011	3,805	10.79%	
2013	42,210,431		485,000	-	-	91,792	164,814	42,952,037	9,323	328,701,011	4,607	13.07%	
2014	37,518,281		-	-	-	87,589	226,067	37,831,937	9,323	328,701,011	4,058	11.51%	
2015	33,430,089		-	-	-	83,276	480,378	33,993,743	9,323	328,701,011	3,646	10.34%	
2016	30,178,416		-	-	-	78,851	693,132	30,950,399	9,323	328,701,011	3,320	9.42%	
2017	26,871,743		-	-	-	74,339	454,174	27,400,256	9,323	328,701,011	2,939	8.34%	

Source: Johnson County Treasurers Office and City of Mission Finance Records.

CITY OF MISSION, KANSAS

RATIO OF NET GENERAL OBLIGATION BONDED DEBT TO ASSESSED
VALUE AND NET GENERAL OBLIGATION DEBT PER CAPITAL
LAST TEN YEARS

Year Ended December 31,	Population ⁽¹⁾	Assessed Value ⁽²⁾	General Obligation Bonds ⁽³⁾	Less Amounts Available in Debt Service Fund ⁽³⁾	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Per Capita
2008	10,020	\$ 137,436,729	\$ 7,996,220	\$ 857,622	\$ 7,138,598	5.19%	\$ 712
2009	10,020	128,202,267	29,696,760	941,397	28,755,363	22.43%	2,870
2010	9,323	120,521,636	30,820,663	791,098	30,029,565	24.92%	3,221
2011	9,323	117,951,775	32,758,611	550,988	32,207,623	27.31%	3,455
2012	9,323	114,151,182	34,625,964	63,337	34,562,627	30.28%	3,707
2013	9,323	113,848,300	42,210,431	3,529,721	38,680,710	33.98%	4,149
2014	9,323	117,200,455	37,518,281	672,282	36,845,999	31.44%	3,952
2015	9,323	121,589,183	33,430,089	738,850	32,691,239	26.89%	3,507
2016	9,323	131,977,269	30,178,416	676,572	29,501,844	22.35%	3,164
2017	9,323	139,660,568	26,871,743	896,721	25,975,022	18.60%	2,786

(1) Source: US Census Bureau.

(2) Source: Johnson County Records and Tax Administration Annual Abstract of Taxes

(3) Source: City of Mission Finance Records.

CITY OF MISSION, KANSAS

DIRECT AND OVERLAPPING DEBT

Name of Governmental Unit	Net Debt Obligation	Percentage Applicable to City of Mission	Amount Applicable to City of Mission
Direct debt:			
City of Mission, Kansas	\$ 26,440,000	100.00%	\$ 26,440,000
Overlapping debt: ⁽¹⁾			
Johnson County	3,775,627	1.41%	53,236
Shawnee Mission School (U.S.D. 512)	326,504,686	3.81%	12,439,829
Johnson County Parks and Recreation	35,832,712	1.41%	505,241
Total overlapping debt	366,113,025		12,998,306
Total direct and overlapping debt	\$ 392,553,025		\$ 39,438,306

(1) Information provided by Johnson County Clerk's Office.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the overlapping debt of those overlapping governments that is borne by the residents and businesses of the City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value. This approach was also applied to the other debt of the overlapping governmental units.

CITY OF MISSION, KANSAS
 COMPUTATION OF LEGAL DEBT MARGIN
 LAST TEN FISCAL YEARS

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Total assessed valuation of taxable property ⁽¹⁾	\$ 149,689,527	\$ 140,390,464	\$ 132,076,558	\$ 129,270,218
Debt limit percent of assessed value	<u>30.00%</u>	<u>30.00%</u>	<u>30.00%</u>	<u>30.00%</u>
Debt limit	44,906,858	42,117,139	39,622,967	38,781,065
Total net debt applicable to limit	<u>7,996,220</u>	<u>2,915,000</u>	<u>2,740,000</u>	<u>6,535,000</u>
Legal debt margin	<u>\$ 36,910,638</u>	<u>\$ 39,202,139</u>	<u>\$ 36,882,967</u>	<u>\$ 32,246,065</u>
Total net debt applicable to the limit as a percentage of debt limit ⁽²⁾	17.81%	6.92%	6.92%	16.85%

Note 1: Total assessed valuation of taxable property on this table includes motor vehicle assessed valuation. See 2017 Equalized Tangible Valuation Table in the Johnson County Tax Abstract Report.

Note 2: Under Kansas State finance law, the City's outstanding unexcluded general obligation debt should not exceed 30 percent of the total assessed property value.

<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
\$ 125,513,832	\$ 125,197,213	\$ 128,836,941	\$ 133,572,726	\$ 144,400,516	\$ 152,648,490
<u>30.00%</u>	<u>30.00%</u>	<u>30.00%</u>	<u>30.00%</u>	<u>30.00%</u>	<u>30.00%</u>
37,654,150	37,559,164	38,651,082	40,071,818	43,320,155	45,794,547
<u>9,865,000</u>	<u>15,935,000</u>	<u>11,720,000</u>	<u>9,591,160</u>	<u>8,372,455</u>	<u>520,000</u>
<u>\$ 27,789,150</u>	<u>\$ 21,624,164</u>	<u>\$ 26,931,082</u>	<u>\$ 30,480,658</u>	<u>\$ 34,947,700</u>	<u>\$ 45,274,547</u>
26.20%	42.43%	30.32%	23.93%	19.33%	1.14%

CITY OF MISSION, KANSAS
 DEMOGRAPHIC AND ECONOMIC STATISTICS
 LAST TEN YEARS

<u>Fiscal Year</u>	<u>Population ⁽¹⁾</u>	<u>Unemployment Rate ⁽²⁾</u>	<u>Per Capita Personal Income ⁽¹⁾</u>	<u>Personal Income</u>
2008	10,020	4.4%	\$ 27,870	\$ 279,257,400
2009	10,020	6.3%	27,870	279,257,400
2010	9,323	6.8%	35,257	328,701,011
2011	9,323	6.0%	35,257	328,701,011
2012	9,323	5.4%	35,257	328,701,011
2013	9,323	3.8%	35,257	328,701,011
2014	9,323	3.3%	35,257	328,701,011
2015	9,323	3.3%	35,257	328,701,011
2016	9,323	2.9%	35,257	328,701,011
2017	9,323	2.5%	35,257	328,701,011

(1) Source: US Census Bureau data obtained every ten years.

(2) Source: Kansas Department of Labor statistics for Johnson County, Kansas.

CITY OF MISSION, KANSAS

PRINCIPAL EMPLOYERS

December 31, 2017 and Ten Years Ago

Employer	December 31, 2017			December 31, 2007		
	Employees	Rank	Percentage of Total Employment	Employees (1)	Rank	Percentage of Total Employment
AT&T Telecommunications	442	1	4.74%	400	2	3.99%
ScriptPro	398	2	4.27%	500	1	4.99%
Hy-Vee Food Stores	360	3	3.86%	250	5	2.50%
Packaging Products Corp.	250	4	2.68%			
Entercom	200	5	2.15%	100	9	1.00%
City of Mission (1)	174	6	1.87%	195	6	1.95%
VinSolutions	161	7	1.73%			
Skillpath, Inc.	160	8	1.72%	250	3	2.50%
U.S. Post Office	128	9	1.37%	250	4	2.50%
Legacy Technologies	100	10	1.07%			
Pryor Learning Solutions	100	11	1.07%			
Mission Bank	95	12	1.02%			
Target	90	13	0.97%	140	8	1.40%
Cumulus Broadcasting (2)	79	14	0.85%	100	10	1.00%
Acendas	67	15	0.72%			
Applebee's	59	16	0.63%			
National Seminars Group (3)				165	7	1.65%
CGI CommuniGroup				100	10	1.00%
cGMP Validation, LLC				100	10	1.00%
Medical Staffing Network				100	10	1.00%
Total	2,863		30.72%	2,650		26.48%

(1) Includes part-time employees

(2) Formerly Susquehanna, Inc.

(3) Merged with Skillpath, Inc.

Source: Johnson County Economic Research Institute.

CITY OF MISSION, KANSAS

OPERATING INDICATORS BY FUNCTION/PROGRAM

LAST TEN FISCAL YEARS

Function/Program	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Public safety/municipal justice:										
911 calls received	9,128	8,432	10,583	9,150	10,004	9,640	9,619	10,295	9,492	9,751
DUI arrests	335	441	317	328	254	252	241	222	188	196
Traffic/parking complaints	17,350	20,745	16,947	14,471	15,360	10,724	10,185	9,569	9,995	11,267
Accidents	287	252	234	294	272	257	254	267	353	345
Investigations cases	702	668	732	543	450	474	368	458	407	338
Total court cases processed	17,574	18,849	17,158	14,760	16,624	10,808	10,237	9,537	8,356	9,308
Public works:										
Curb miles swept (lane miles)	797	1,263	925	1,416	880	1,327	1,490	890	785	1,455
Streets milled and overlaid (linear feet)	9,386	2,540	4,953	13,330	8,417	6,682	4,329	1,386	3,844	6,255
Sidewalk replaced (square yards)	1,330	341	1,619	6,015	455	5,134	6,776	2,265	138	2,760
Curb and gutter replaced (linear feet)	4,920	222	3,642	11,266	4,965	8,027	11,631	1,712	2,363	12,153
Acres of lawn mowed	1,056	1,240	1,240	1,240	1,240	1,461	1,575	1,599	1,599	1,599
Urban management and planning:										
Building permits processed	130	161	251	281	409	331	357	442	468	415
Plan reviews performed	20	20	26	17	14	10	14	26	20	26
Leisure and recreation:										
Annual memberships sold	2,314	2,520	2,871	2,115	2,031	2,413	2,855	2,140	1,969	1,628
Annual membership revenue	1,022,691	952,658	941,704	932,068	872,878	854,846	834,076	825,630	802,554	669,823
Facility reservations processed	735	1,012	846	906	1,027	817	1,560	1,374	1,723	2,147
Facility reservation revenue	189,378	247,984	214,995	209,024	221,259	187,577	194,746	222,183	280,731	273,496
Pool membership sold	232	315	349	323	262	349	998	291	345	313
Pool revenue	57,265	63,998	67,880	55,932	57,339	50,684	104,750	104,544	123,679	121,198

Source: Various City departments.

CITY OF MISSION, KANSAS

FULL TIME CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM
LAST TEN YEARS

Function/Program	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
General government:										
Administration/finance	7	7.0	7.0	6.0	5.0	5.0	5.0	7.0	7.0	7.0
Community development	4	4.0	5.0	5.0	5.0	5.0	5.0	3.0	3.0	3.0
Municipal court	3	3.0	3.0	3.0	4.0	4.0	4.0	4.0	4.0	4.0
Public works	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	12.0
Police	31.0	31.0	31.0	31.0	31.0	31.0	31.0	31.0	31.0	30.0
Parks and recreation	13.0	12.0	13.0	13.0	13.0	12.0	12.0	12.0	13.0	13.0
Total	69.0	68.0	70.0	69.0	69.0	68.0	68.0	68.0	69.0	69.0

Source: City of Mission, Kansas Budget.

CITY OF MISSION, KANSAS

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
LAST TEN YEARS

December 31, 2017

Function/Program	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Police:										
Stations	1	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Public works:										
Miles of streets	44.7	44.7	44.7	44.7	44.7	44.7	44.7	44.7	44.7	44.7
Streetlights	960.0	845.0	845.0	845.0	805.0	805.0	805.0	850.0	850.0	850.0
Parks and recreation:										
Parks and recreation:	8.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Park acreage	30.4	30.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0
Pools	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Tennis courts	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Community center	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0

Source: City of Mission, Kansas.

City of Mission	Item Number:	8b.
ACTION ITEM SUMMARY	Date:	April 19, 2018
Administration	From:	Laura Smith

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

RE: Waiver of requirements of Chapter 205: Fire Prevention and Protection, and approval of purchase of fireworks.

RECOMMENDATION: Approve a waiver of the requirements of Chapter 205: Fire Prevention and Protection as it relates to Public Exhibitions for Saturday, July 7, 2018, in connection with the Mission Summer Family Picnic held at Broadmoor Park, and approve the purchase of fireworks in an amount not to exceed \$600.

DETAILS: Traditionally, the City of Mission has provided a fireworks display at the conclusion of the Mission Summer Family Picnic held at Broadmoor Park. In order to proceed with this display, the City Council must waive the requirements of Chapter 205 of the Mission City Code.

In addition to the ordinance waiver, the Council is also asked to consider authorizing Councilmember Debbie Kring to purchase fireworks in an amount not to exceed \$600.

During discussion at the committee meeting, it was recommended that the budget for the purchase of fireworks be increased to \$750. All on the committee agreed and the recommended motion will reflect this increased amount.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	Chapter 205
Line Item Code/Description:	Annual Celebrations 01-09-208-01
Available Budget:	\$9,768.00

City of Mission	Item Number:	8c.
ACTION ITEM SUMMARY	Date:	April 23, 2018
PUBLIC WORKS	From:	John Belger

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

RE: Broadmoor Design Contract

RECOMMENDATION: Approve the task order with Olsson Associates for the design of Broadmoor Street from Johnson Drive to Martway Street in an amount not to exceed \$108,340.

DETAILS: Broadmoor Street is a three lane minor collector connecting two major County Assistance Road Systems (CARS) routes, Johnson Drive and Martway Street. All of the infrastructure, including pavement, curb, sidewalk, and stormwater systems, is in poor condition. The traffic signal at Johnson Drive is in very poor condition and is in need of replacement.

The proposed improvements would consist of full depth pavement replacement, curb replacement, installation/replacement of sidewalks, ADA improvements, installation of stormwater infrastructure, replacement of street lights, and the replacement of the traffic signal at Johnson Drive and Broadmoor.

These improvements were originally completed, through the conceptual design phase, in 2011 by Olsson Associates. Due to property owner concerns and a number of other projects in the queue, the project was put on hold. Subsequently, the City applied for and had Broadmoor declared a CARS eligible route in 2017. Based on the length of time since the original survey and design work was completed, and other projects which have occurred in the area, a new task order is required.

The attached task order covers survey, design, project meetings, bidding of the construction contract, and construction period services for an amount not to exceed \$108,340. Total Project costs, including design, are estimated at \$1,329,855 with approximately \$570,000 coming from Johnson County CARS funds. The City's portion will come from the Capital Improvement (CIP) Fund in 2019.

An open house is scheduled for Thursday, May 3rd at the Community Center for property and business owners to provide feedback regarding the project. The 2011 design will provide the initial starting point for conversations and feedback regarding the project. Staff and Olsson recognize that a number of developments and projects have been completed in this area which may impact the previous design considerations. Following the open house, staff will be available to meet with individual property owners to address more specific questions.

Related Statute/City Ordinance:	
Line Item Code/Description:	Capital Improvement Fund
Available Budget:	\$182,000

City of Mission	Item Number:	8c.
ACTION ITEM SUMMARY	Date:	April 23, 2018
PUBLIC WORKS	From:	John Belger

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

CFAA CONSIDERATIONS/IMPACT: This project supports a number of the checklist items in the Transportation and Mobility category. This project will address ADA compliance and sidewalk connectivity to provide pedestrian modes of transportation. Street lighting will be evaluated to ensure adequate lighting in the corridor.

Related Statute/City Ordinance:	
Line Item Code/Description:	Capital Improvement Fund
Available Budget:	\$182,000

Exhibit "A" – Task Order

TASK ORDER: Broadmoor Reconstruction (Martway St. to Johnson Drive)

This Task Order is made as of this _____ day of _____ 20____, under the terms and conditions established in the MASTER AGREEMENT FOR PROFESSIONAL SERVICES, dated December 17, 2014 (the Agreement), between the City of Mission, Kansas (Owner) and OLSSON ASSOCIATES (OLSSON). This Task Order is made for the following purpose, consistent with the Project defined in the Agreement:

This task order is related to scope of services for preparing plans & specs for the reconstruction of Broadmoor Street from Martway Street to Johnson Drive. A new traffic signal at Broadmoor and Johnson Drive is also included. Construction engineering services are also included.

Section A. - Scope of Services

A.1. OLSSON shall perform the following Services as outlined in **EXHIBIT C "Scope of Services"**

Section B. - Schedule

OLSSON shall perform the Services and deliver the related Documents starting in April 2018 and ending in December 2018. Construction engineering services will be performed in the 2019 construction season.

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, Owner shall pay to OLSSON the estimated amount of \$108,340.00, payable according to the following terms:

Client shall pay to Olsson for the performance of the Basic Services the actual time of personnel performing such Services Reimbursable Expenses, unless otherwise agreed to by both parties. Reimbursable expenses will be invoiced in accordance with the Schedule contained in Item C.2. Olsson's Services will be provided on a time and expense basis. Olsson shall submit invoices on a monthly basis, are due upon presentation and shall be considered past due if not paid within 30 calendar days of the due date.

C.2. Owner shall pay to OLSSON in accordance with the Schedule of Fees described in Exhibit B attached to the Master Agreement for Professional Services. Adjustments to the above Schedule of Fees will be presented to the Owner annually for approval.

Section D. - Owner's Responsibilities Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of OLSSON. Unless otherwise provided in this Task Order, Owner shall bear all costs incident to compliance with the following:

Section E. - Other Provisions

The parties agree to the following provisions with respect to this specific Task Order:

IN WITNESS WHEREOF, the Owner and OLSSON have executed this task order.

City of Mission, Kansas (Owner)

By: _____

Name: _____

Title: _____

Date: _____

OLSSON ASSOCIATES (OLSSON)

By: Paul B. Moore _____

Name: Paul Moore, P.E. _____

Title: Project Manager _____

Date: 3-27-18 _____

EXHIBIT C

SCOPE OF SERVICES: Broadmoor Reconstruction (Martway St. to Johnson Drive) Mission, Kansas

FURTHER DESCRIPTION OF BASIC ENGINEERING SERVICES:

Olsson Associates (Olsson) will provide design services (plans and specifications) for the street reconstruction for Broadmoor Street from Martway Street to Johnson Drive. Reconfiguring of the parking that fronts the businesses along with sidewalks on both sides of the road that connect Johnson Drive and Martway is included. A new signal will be designed at Broadmoor and Johnson Drive to replace the existing signal that is in bad condition. On the north leg of Broadmoor and Johnson drive Olsson will eliminate the pork chop island and free flow South bound right movement in order to improve pedestrian connectivity and safety. The drainage issues on the NW corner of the intersection will also be addressed with this design.

Anticipated Schedule: Olsson will begin design in April 2018 and be complete in time to bid the project in early 2019 in order to construct in the 2019 construction season.

GENERAL DESIGN REQUIREMENTS

The Design plans shall be signed and sealed by the licensed professional engineer responsible for the preparation of the design plans.

Task I. Survey

1.01 Topographic Survey

- A. Update survey for the Martway intersection that was constructed with the TIGER project since this project was first surveyed.
- B. Contact utility companies or one call center as appropriate for field marking of utility locations.
- C. Pick up utilities that have been installed or moved since the original survey.

1.02 Office Survey Services

- A. Gather and research information such as utility records.
- B. Update the base map using the new survey of the Martway intersection as well as updated utilities. Update basemap to 2018 AutoCAD format.
- C. Provide legal descriptions sealed by an RLS licensed in the State of Kansas. The legal descriptions are to be provided in digital format

compatible with Microsoft Word. Also provide color exhibit drawings (tract map) with an aerial background for property acquisition purposes. (Assume 11 properties).

- D. Exhibit Drawings are to include:
 - 1. Title Block
 - 2. Ownership Boundaries
 - 3. Existing rights-of-way and easements
 - 4. Proposed takings identified with text and graphics
 - 5. Legend for taking type
 - 6. Graphical scale and north arrow
 - 7. Ownership information
 - 8. Legal description of all takings
- E. Provide separate internal review of the legal descriptions prior to City submittal for property acquisition.

Task II. Preliminary Design

- 2.01** Update preliminary plans to 2018 AutoCAD format.
 - A. Cover sheet.
 - B. Typical Sections.
 - C. Subsurface drainage design at Johnson Drive intersection to improve drainage issues.
 - D. Surface drainage design
 - 1. Drainage Area Map
 - 2. Pavement Spread Calculations
 - 3. Inlet and other structure design calculations
 - 4. Hydraulic Grade calculations
 - E. Update Plan and Profile Sheets
 - 1. Plan Scale 1"= 20'
 - 2. Profile Scale H= 1"=20' V=1"=5'
 - F. Update Driveway Profiles.
 - G. Preliminary Street Light Layout
 - 1. Pole Locations
 - 2. Define Design Parameters
 - H. Update Preliminary Traffic Signal design (Broadmoor Street and Johnson Drive).
 - I. Update Preliminary pavement marking and signing.

- J. Right-of-way as shown by plat, title information, legal descriptions. Any right-of-way and easements required for this project will be acquired by the City.
- K. Preliminary cost estimate shall be furnished based on the experience and qualifications of Olsson's judgment as an experienced and qualified design professional, familiar with the construction industry and advise the City if, in its opinion, the amount budgeted for construction is not sufficient to adequately design and construct the improvement as requested.
- L. Update Cross-Sections every 25 feet.
- M. Preliminary retaining wall elevation views as required.

- 2.02** Submit one (1) half-size set and one PDF copy of the preliminary plans to City for review. Meet with the City at the time of delivery to discuss project and point out any concerns that may have resulted from data collection, design, etc.
- 2.03** Submit one (1) half-size set of preliminary plans to each utility company for preparation of relocation.
- 2.04** Field Check to be performed with representatives of Olsson and the City at the project site with appropriate detailed plans.
- 2.05** Public Information
 - A. Prepare for and attend two (2) neighborhood/public meetings to explain the project to residents of the project area, and to receive public comments at a time and place arranged by the City.
 - 1. Prepare exhibits, including preliminary plans (showing right-of-way taking and easements)
 - 2. Have staff available to explain the proposed work and to answer questions
- 2.06** Permitting
 - A. Prepare the necessary plans and application for permit submission to and approval of:
 - 1. State including:
 - a. NOI
 - b. SWPPP

Task III. Final Design

- 3.01** Prepare detailed plans and specifications
 - A. Cover sheet.
 - B. Typical Sections.
 - C. Pavement Design.

- D. Subsurface drainage design.
- E. Surface drainage design.
- F. Drainage area maps.
- G. Pavement Spread calculations.
- H. Inlet and other structure design calculations.
- I. Plan and Profile Sheets (Scale as stated in Preliminary Design).
- J. Intersection Details
 - 1. Curb return information
 - 2. Ramp locations
 - 3. ADA plan and details
- K. Driveway Profiles.
- L. Street Lighting
 - 1. Pole Locations
 - 2. Design Parameters
 - 3. Circuit information with control center locations with wiring diagrams and details
- M. Traffic Signal (1 location: Broadmoor and Johnson Drive).
- N. Traffic Signal layout including pole locations, loop detectors and detection zones, service, junction, and signal controller.
- O. Wiring details and diagrams.
- P. Existing and proposed right-of-way limits.
- Q. Property lines and owner information.
- R. Cross Sections every 25 feet.
- S. Retaining wall elevation view as required.
- T. Final quantity tables and recap.
- U. Traffic control plan and construction phasing including detour routing for each phase of the project.
- V. Signal & Street Lighting shop drawing review.
- W. Erosion Control plans meeting all NPDES requirements.

- 3.02** Preparation of Bid Documents from City boilerplates will be performed by Olsson.
- 3.03** Provide a detailed opinion of probable cost (including appropriate contingency).
- 3.04** Provide 90% plans to the City for review.
- 3.05** Upon receipt of City comments on 90% submittal, make necessary modifications and furnish one sealed copy of final plans and specifications.
 - A. Plan sets will be provided as follows:
 - 1. Half size (11" X 17") –one (1) set.
 - B. These plans are to be provided at no additional cost and are separate from those sold to prospective bidders.
- 3.06** At the completion of the project, furnish to the City a CD containing CAD drawings of the project in Olsson's digital format and PDF files of the plans and specifications. The record contract documents for the project will be the original sealed drawings.
- 3.07** Submit PDF plans to an electronic plan room.

Task IV. Project Meetings & Project Management

- 4.01** Meetings
 - A. Attend pre-design meeting.
 - B. Meet with the City monthly or as necessary in connection with design issues. Assume 5.
 - C. Attend up to 2 utility meetings.
 - D. Attend property owner meetings. Assume 2.
- 4.02** Project Management
 - A. Monitor scope schedule and fee.

Task V. Bidding

- 5.01** Prepare and provide plans and specifications to bidders at cost to recover expenses of duplication and handling.
- 5.02** Prepare written addenda to the bidding documents as required and/or requested.
- 5.03** Attend the pre-bid conference.
- 5.04** Consult with and advise the City as to the acceptability of substitute materials and equipment when substitution prior to the award of the contract is allowed in the bidding documents.
- 5.05** Consult with and advise the City as to the acceptability of subcontractors and others proposed to do work by the general contractor.
- 5.06** Assist the City in analyzing bids and making recommendation for award of the construction contract.

- 5.07 Prepare a bid tabulation in printed and MS Excel Format.
- 5.08 Attend the bid letting.

Task VI. Construction Period Services

- 6.01 Prepare for and attend preconstruction meeting including minutes
- 6.02 Shop Drawing & Material Submittal Review (Road & Drainage items)
- 6.03 Traffic Signal & Shop Drawing Review
- 6.04 Answer contractor questions (RFI)(Road items)
- 6.05 Plan Revisions (minor)
- 6.06 Field Visits to resolve issues
- 6.07 Compile as built plans
- 6.08 Attend weekly progress meetings. Assume 2 hours per meeting including drive time for 4 months of construction activity
- 6.09 Participate in walk through

Compensation - Broadmoor Reconstruction (Martway St. To Johnson Drive)

Task I – Survey	\$15,322.00
Task II – Preliminary Design	\$21,663.00
Task III – Final Design	\$37,957.00
Task IV – Meetings & Management	\$9,875.00
Task V – Bidding	\$4,494.00
Task VI – Construction Period Services	\$15,741.00
Expenses	<u>\$3,288.00</u>

TOTAL \$108,340.00

City Responsibilities

1. The City shall be responsible for coordinating and scheduling the time and location of the public meetings and notifying stake holders.
2. The City shall arrange the pre-bid and bid letting meetings.

Assumptions

1. 2 phases of construction with detour plans to accommodate local business owners.

2. Manufactured items shall be accepted based on certificates of compliance, shop drawings, catalog data, etc. where so indicated.

Exclusions

1. Olsson has not included services for a Traffic Impact Study, Level of Service Analysis, or traffic count data.
2. Olsson will not be involved with direct land acquisition or appraisal proceedings.
3. Olsson will not design any utility relocation such as waterline, sanitary sewer line, gas, phone, power, etc.
4. Olsson will not design irrigation for the project.
5. No inspections have been identified in association with any correction period that will be included in the construction contract. Those services can be contracted at a later date if requested by the City.
6. No time has been included in this fee estimate for surveying associated with utility relocations, setting project control for the contractor prior to construction, staking of temporary easements, or construction staking.
7. Fiber Communication Design between traffic signals.