

MINUTES OF THE MISSION CITY COUNCIL MEETING, AUGUST 15, 2018

The Mission City Council met in regular session at Mission City Hall on Wednesday, August 15, 2018. The meeting was called to order by Mayor Appletoft. The following councilmembers were present: Ken Davis, Sollie Flora, Kristin Inman, Debbie Kring, Pat Quinn, Arcie Rothrock, Nick Schlossmacher, and Hillary Thomas.

REVISED AGENDA

Moved by Quinn, seconded by Kring to adopt the Revised Agenda as printed. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

SPECIAL PRESENTATIONS

Proclamation Recognizing United Way of Greater Kansas City 100th Anniversary

Mayor Appletoft stated that United Way of Greater Kansas City is celebrating their 100th Anniversary. This organization works tirelessly to help members of the community with both human service and health needs, and they are advocates for individuals in need. They coordinate volunteers for a variety of programs and manage a wide range of charitable giving. Mayor Appletoft introduced Chris Jehle, Senior Manager for Community Impact with United Way of Greater Kansas City to accept a proclamation from the City of Mission. He thanked United Way for all they do to make our city and the greater Kansas City area a better place to live, and congratulated them on 100 years of helping others.

Police Department Special Presentations

Chief Hadley introduced Mission's four newest officers: Mikayla Vernon, Angel Medina, Greg Barnett, and Drake Sparks. Each introduced themselves and all were welcomed to Mission.

ISSUANCE OF NOTES AND BONDS

ORDINANCE AUTHORIZING ISSUANCE OF IRBs - WAK DEVELOPMENT LLC

Mayor Appletoft stated that these Industrial Revenue Bonds are for WAK Development LLC, which is Keith + Associates Dentistry. They are undertaking an extensive renovation of their building at Shawnee Mission Parkway and Nall. The IRBs will allow WAK Development to secure a sales tax exemption on certain construction materials and labor as they proceed with this project. These bonds are not a general obligation of the City and are not backed by the full faith and credit of the City.

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Moved by Davis, seconded by Quinn to adopt an ordinance authorizing the City of Mission, Kansas to issue Taxable Industrial Revenue Bonds (WAK Development, LLC Project), Series 2018, in a principal amount not to exceed \$4,000,000 for the purpose of providing funds to pay the cost of acquiring, purchasing, constructing, installing and equipping commercial facilities, including land, buildings, structures, improvements, fixtures, machinery and equipment; authorizing the City to enter into certain documents and actions in connection with the issuance of said bonds (sales tax exemption only). There was no discussion on this item. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

CONSENT AGENDA

Moved by Kring, seconded by Thomas to approve the Consent Agenda, items 4a through 4h.

- 4a. Minutes of the July 18, 2018 City Council Meeting
- 4b. IRB Reserve Release Mission Square
- 4c. Resolution Regarding Withdrawal from NEACC
- 4d. Selection of Voting Delegates for LKM and NLC Business Meetings
- 4e. CFD2 Street Solicitation Application
- 4f. Lincolnshire Street Acceptance
- 4g. 5960 Dearborn Parking Lot Lease Extension
- 4h. 2018 Traffic Striping Program

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

PUBLIC COMMENTS

There were no public comments.

ACTION ITEMS

Planning Commission

Special Use Permit - 5612 Johnson Drive, Sandhills Brewing Company KC

Mr. Scott reported that he has spoken with four nanobreweries that are interested in locating in Mission and two have submitted applications. A special use permit is required for a microbrewery within the downtown area. Sandhills Brewing Company KC (Case 18-06) has submitted their application and a public hearing was held at the July

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30th Planning Commission Meeting. The proposed location is 5612 Johnson Drive (formerly Sue's Accessories), and they plan to produce craft beer on-site and sell it at this location in a tap room. This will not be for manufacturing for retail sales (off site). They will be required to obtain from the State a microbrewery license and a drinking establishment license. Additionally, for the drinking establishment license, 30% of their gross sales must be from food. Sandhills Brewing will not have a kitchen on-site, but will collaborate with local restaurants and/or food trucks who will prepare and deliver food that will be paid for through Sandhills Brewing. Mr. Scott stated that they will be required to obtain a food handlers license. There are 14 criteria or "findings of fact" that must be identified as part of the consideration process for a special use permit and once the special use permit is approved it remains with the property for as long as the use remains. There were four conditions identified for this business that must be met as part of their special use permit. These include:

- The holder of this special use permit for a drinking establishment, and any future assignees, will maintain in good standing all licensures for a drinking establishment as required by the State of Kansas and the City of Mission.
- The holder of this special use permit will be required to meet the stipulation of a drinking establishment in that sales of food for consumption on the premises exceeds 30% of the annual gross income for the establishment.
- The subject address of the special use permit will be kept in a clean and orderly manner and not present or cause to be presented any nuisances and/or violations of the Municipal Codes of the City of Mission.
- Hours of operation for the drinking establishment will be limited to 40 hours or less a week.

Mr. Scott stated that Jonathan Williamson with Sandhills Brewing KC is present to answer any questions from Council.

Moved by Thomas, seconded by Inman to uphold the recommendation of the Planning Commission and adopt an ordinance authorizing certain property within the City of Mission, Kansas (5612 Johnson Drive) to be used for or occupied by a special use.

Councilmember Davis expressed his concerns with the brewery meeting the Kansas Department of Agriculture's requirements for food safety and asked for further information on how food will be handled. Mr. Scott stated that whenever any consumable is part of a business, they are required to be licensed and inspected. This would fall under condition # 1.

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Jonathan Williamson, co-owner and Joe Cizek, chef and co-owner of Sandhills Brewing KC addressed Councilmember Davis' questions. Mr. Cizek stated that food will be delivered directly to the consumer when it arrives from the restaurant or food truck. They anticipate using disposable dishes and utensils, and stated that they are considered a low risk facility by the Department of Agriculture. He stated that if a caterer is used, they will ensure they are licensed. He noted that he is very aware of quality controls as he has a Kansas City, Missouri Food Handler's License. He works in a prominent hotel on the Plaza and is aware of requirements and safe food handling practices.

Councilmember Quinn asked if they anticipate any issues with meeting the 30% food requirement. The business owners stated that they would like to exceed the 30%, but that is a goal they hope to meet as they grow and are able to partner with more restaurants. They have seen this business model succeed in other parts of the metro area (Red Crow Brewery went well above the 30% level).

Councilmember Thomas stated that she is excited to see them locate in Mission and understands their use of disposables, but asked that they consider sustainable practices and use disposables that are also biodegradable. Mr. Cizek stated that they do plan to recycle and anticipate using a bamboo product that is very sustainable.

Councilmember Kring stated that environmental concerns had been raised by a Planning Commissioner and she feels these have been addressed. She stated that if there are environmental issues identified as the business gets underway, they are encouraged to contact staff to be sure they are aware of these. Mr. Williamson stated that they would address these if they arise (air quality checks) and discussed the very small scale of their brewing.

Councilmember Flora asked for a timeline for opening the business. Mr. Williamson stated that they hope to be open in December of this year.

Councilmember Kring stated that she feels the wording for Condition #4 is inaccurate and requested that the words "or less" be removed as these are redundant to stating the brewery hours are "limited to 40 hours."

Moved by Kring, seconded by Flora to amend Condition #4 as recommended by the Planning Commission by striking the words "or less" so it reads, "Hours of operation for the drinking establishment will be limited to 40 hours a week."

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The question was called on the amendment to the original motion. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

The motion was called on the original motion as amended. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Special Use Permit - 5880 Beverly, Rockcreek Brewing Company

Mr. Scott stated that Rockcreek Brewing Company has applied for a special use permit at 5880 Beverly Avenue (currently Run Rite Automotive) where they plan to open a microbrewery and tap room. This will be similar to Sandhills Brewing and have the same requirements. Rockcreek Brewing Company anticipates brewing approximately 300 barrels per year. This business will have a small kitchen and may also have food trucks at some times. A public hearing was held at the July 30th Planning Commission Meeting and the Planning Commission voted 8-0 to recommend approval with the same four stipulations as those for Sandhills Brewing Company.

Moved by Davis, seconded by Schlossmacher to uphold the recommendation of the Planning Commission and adopt an ordinance authorizing certain property within the City of Mission, Kansas (5880 Beverly Avenue) to be used for or occupied by a special use.

Moved by Davis, seconded by Rothrock to amend Condition #4 as recommended by the Planning Commission by striking the words “or less” so it reads, “Hours of operation for the drinking establishment will be limited to 40 hours a week.” Councilmember Quinn stated that after considering this wording, he does not feel the amendment to this motion or the previous one is necessary. Councilmember Flora stated that the motions and stipulations for both businesses should match. Voting AYE: Davis, Flora, Inman, Kring, Rothrock, Schlossmacher, Thomas. NAY: Quinn. **Motion carried.**

Councilmember Inman requested additional information on the requirement that Rockcreek Brewing Company maintain the driveway at the business. Mr. Scott provided information on the parking requirements per code that would require approximately 25 parking spaces for this business based on size. There is a stipulation that allows for a reduction in this requirement when public parking is available within 200 ft. of the business. There is parking on Johnson Drive (130 ft. away) and once the parking garage at Mission Trails is built there will be additional parking at that location. Because of this stipulation, the business may reduce parking to 15 spaces and rely on

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public parking for the rest. The business will be required to maintain the parking lot at this location, and plans to pave and stripe it.

Councilmember Davis asked the applicant if they plan to obtain the required food handling licenses. They stated that they will have a small kitchen and will obtain all required licenses.

The question was called on the original motion as amended. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

FINANCE & ADMINISTRATION COMMITTEE **2019 Budget Resolution**

Councilmember Schlossmacher stated that as part of the annual budget process, Council adopts a budget resolution which outlines and describes the financial policies, tax and fee structures, and other related issues identified for the upcoming fiscal year. Following the 2019 Budget Public Hearing on August 1st, a draft of the 2019 Budget Resolution was considered at the Finance & Administration Committee meeting and no changes were recommended.

Moved by Schlossmacher, seconded by Davis to adopt a resolution establishing budget policies for Budget Year 2019 for the City of Mission, Kansas, Rock Creek Drainage District #1 and Rock Creek Drainage District #2. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

2019-2023 CIP Resolution

Councilmember Schlossmacher stated that each year, Council adopts a resolution that addresses the recommended five-year infrastructure plan - the Capital Improvement Program. The revenues and expenses programmed in the CIP for 2019 are included in the 2019 Recommended Budget, and the remainder of the CIP is designed to be fluid and flexible as resources and priorities may change in future years. Approval of the 2019-2023 CIP does not commit the City to any specific expenditures beyond those detailed in 2019.

Moved by Schlossmacher, seconded by Flora to adopt a resolution adopting the 2019-2023 Capital Improvement Program (CIP) for the City of Mission, Kansas. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

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Adoption of 2019 Budget

Councilmember Schlossmacher reported that Council and staff have worked over the past few months to develop the 2019 Budget for the City. A Budget Community Dialogue was held on July 18th and the public hearing on the budgets was held on August 1st. To formally adopt the 2019 Budget, three motions are required. The first motion is for the 2019 City Budget, and the second and third are for the Rock Creek Drainage Districts No. 1 and No. 2.

2019 City of Mission Budget

Moved by Schlossmacher, seconded by Kring to adopt the City of Mission 2019 Budget as published, with an estimated total mill rate of 17.951 mills, a stormwater utility fee of \$28 per ERU per month, and a Solid Waste Utility Rate of \$175.03 annually for single-family property owners. There was no discussion on this item. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

2019 Rock Creek Drainage District No. 1 Budget

Moved by Schlossmacher, seconded by Rothrock to adopt the 2019 Budget for Rock Creek Drainage District No. 1 with an estimated mill rate of 8.852 mills. There was no discussion on this item. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

2019 Rock Creek Drainage District No. 2 Budget

Moved by Schlossmacher, seconded by Rothrock to adopt the 2019 Budget for Rock Creek Drainage District No. 2 with an estimated mill rate of 10.521 mills. There was no discussion on this item. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

COMMUNITY DEVELOPMENT COMMITTEE

2018 Geotechnical Services

Councilmember Inman reported that Public Works is currently in the process of revamping the Residential Street Program. Stantec completed an updated street inventory and condition rating in late 2017 that provided detailed information on the surface condition of our streets, curbs, sidewalks, and ADA ramps. This geotechnical

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analysis adds another layer of data and helps to provide a complete picture of the street condition. We currently have geotechnical data on approximately 47% of the streets in the City. This proposed contract would complete the geotechnical inventory on all of the remaining streets in the City. The proposed task order from Olsson Associates to complete this work is in an amount not to exceed \$130,000.

Moved by Inman, seconded by Rothrock to approve the task order with Olsson Associates to perform geotechnical investigations on all remaining streets in Mission in an amount not to exceed \$130,000. There was no discussion on this item. Voting AYE: Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

COMMENTS FROM THE CITY COUNCIL

Councilmember Quinn introduced his grandson, Payton Lawson, who was in attendance and visiting from Vancouver.

Councilmember Davis thanked staff for their hard work throughout the budget process.

Councilmember Thomas stated that the budget process has been ongoing throughout the summer months and, although there was no discussion on the individual budget items at tonight's meeting, there have been many meetings and conversations in developing the 2019 Budget.

Councilmember Thomas reminded all of the Sunflower Festival scheduled for August 24th and 25th. Anyone interested in volunteering should contact her directly and she encouraged all to attend. There will be a parade, games, music and food.

Councilmember Schlossmacher reminded all of the upcoming Coffee with a Cop scheduled for Friday, August 24th at 8:00 a.m. at Hy-Vee. Chief Hadley stated that Alex Goodwin will be in attendance.

MAYOR'S REPORT

Appointments

CIP Committee

Mayor Appletoft put before Council the appointment of Jordan McGee, Ward III to fill the at-large position on the CIP Committee with a term expiring December 31, 2019.

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Moved by Kring, seconded by Thomas to uphold the appointment of Jordan McGee to the CIP Committee with a term expiring December 31, 2019. Voting AYE; Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Parks, Recreation & Tree Commission

Mayor Appletoft put before Council the appointments of Lindsay Vaughn, Ward III and Cougar Gray, non-resident, to the Parks, Recreation & Tree Commission terms expiring December 31, 2019.

Moved by Kring, seconded by Inman to uphold the appointments of Lindsay Vaughn and Cougar Gray to the Parks, Recreation & Tree Commission with terms expiring December 31, 2019. Voting AYE; Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Planning Commission

Mayor Appletoft put before Council the appointment of Jami Casper, Ward II to the Planning Commission with a term expiring December 31, 2019.

Moved by Schlossmacher, seconded by Rothrock to uphold the appointment of Jami Casper to the Planning Commission with a term expiring December 31, 2019. Voting AYE; Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Board of Zoning Appeals

Mayor Appletoft put before Council the appointment of Aaron Wingert, Ward II, to the Board of Zoning Appeals with a term expiring December 31, 2019.

Moved by Davis, seconded by Rothrock to uphold the appointment of Aaron Wingert to the Board of Zoning Appeals with a term expiring December 31, 2019. Voting AYE; Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

Sustainability Commission

Mayor Appletoft put before Council the appointments of Hannah McFarland, Ward I to the Sustainability Commission with a term expiring December 31, 2018 and Zora Hope

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Steward-Jones, student member, to the Sustainability Commission with a term expiring July 31, 2020.

Moved by Thomas, seconded by Davis to uphold the appointments of Hannah McFarland to the Sustainability Commission with a term expiring December 31, 2018 and Zora Hope Steward-Jones to the Sustainability Commission with a term expiring July 31, 2020. Voting AYE; Davis, Flora, Inman, Kring, Quinn, Rothrock, Schlossmacher, Thomas. **Motion carried.**

CITY ADMINISTRATOR'S REPORT

Ms. Smith provided the following updates:

- A meeting has been scheduled to gather public input on the Broadmoor Reconstruction Project on Thursday, August 23rd from 5-7 p.m. at the Community Center. Postcards notification has been sent to businesses and property owners in the area.
- Pool resurfacing at the Community Center indoor pool has been concluded and looks great. Next week flooring on the upstairs level of the Center will be completed, followed by remaining projects for the annual maintenance.
- There will be a Food Truck Festival on Friday, August 24th for the Sunflower Festival. All were encouraged to attend.
- There will be a ribbon cutting for the bike fix-it station at the Mission Market at 6:00 pm. BikeWalk KC will also be attending and all were encouraged to attend.

ADJOURNMENT

Moved by Quinn, seconded by Davis to adjourn the meeting at 8:00 p.m. All present voted AYE. **Motion carried.**

Respectfully submitted by Martha Sumrall, City Clerk.

Ronald E. Appletoft, Mayor

Martha M. Sumrall, City Clerk