

MINUTES OF THE MISSION CITY COUNCIL MEETING, AUGUST 16, 2017

The Mission City Council met in regular session at Mission City Hall on Wednesday, August 16, 2017. The meeting was called to order by Mayor Schowengerdt. The following councilmembers were present: Ron Appletoft, Tom Geraghty, Suzie Gibbs, Kristin Inman, Debbie Kring, Pat Quinn, Arcie Rothrock, Nick Schlossmacher.

PUBLIC HEARING

Mission Gateway Fourth Amended Redevelopment Project Plan

Mayor Schowengerdt stated that tonight we have two public hearings related to The Gateway Project. The first public hearing is on the Gateway Fourth Amended Redevelopment Project Plan. The public hearing was formally opened.

Brian Scott, Assistant City Administrator, stated that the public hearing is on the Fourth Amended Tax Increment Financing Project Plan for the Gateway redevelopment project as required by Kansas state statutes. The Project Plan was submitted to the City on June 26th, a resolution was adopted by Council on June 28th to call this public hearing, notice has been published, and copies of the notice and proposed project plan were delivered to all required parties as stipulated in the statutes. The purpose of tonight's public hearing is to receive public input on the proposed TIF Project Plan. He stated that we are not asking City Council to take any formal action this evening. The City's staff, legal representatives, and financial adviser will continue to work with the development team on a development agreement that will be presented to the City Council in the near future.

Tom Valenti, Gateway Developers, presented an overview of the project. He stated that they are making progress on leasing and are closer to finalizing deals with several larger tenants. He provided information on:

- Project components and phasing
- Project budget, including specific components, their estimated costs and eligible TIF percentage
- Projected revenue from the TIF (increment, sales tax and guest tax), and CID revenues
- Development, budget and revenue assumptions
- City financial benefits of the TIF, both annually and cumulative over the TIF period
- Benefits to the City at the completion of the TIF period

Following Mr. Valenti's presentation, the Mayor opened the floor for public comments. There being no public comments, the public hearing was closed at 7:12 p.m.

Mission Gateway Community Improvement District #3

Mayor Schowengerdt stated that the second public hearing is on the Gateway

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Community Improvement District #3. The public hearing was formally opened at 7:12 p.m.

Mr. Scott stated that this public hearing is on the petition to establish a Community Improvement District associated with the Gateway redevelopment project as required by Kansas state statutes. The petition was submitted on June 26th and a resolution was adopted by the Council on June 28th setting this public hearing. The notice was provided as required. He stated that Mr. Valenti can answer any questions that were not covered in his presentation.

Mayor Schowengerdt opened the floor to public comment. Aaron Deacon, Mission resident, asked how the projections for the TIF are evaluated. Mayor Schowengerdt stated that the City has a financial advisor (Bruce Kimmel, Ehlers) who works with the developer and evaluates the projections.

There being no further comments the public hearing was closed at 7:16 p.m. Mayor Schowengerdt stated that the anticipates Council taking action on these two items at the September 20th City Council Meeting.

SPECIAL PRESENTATIONS

Presentation to Holiday Adoption Program - Cameron Peck, Shawnee Mission North Student Council

Mayor Schowengerdt and Councilmember Gibbs introduced Principal David Tappan, Shawnee Mission North High School and Cameron Peck, Student Body President. Principal Tappan thanked Council for the great relationship the City of Mission has with the school, and for the impact the holiday adoption program has had on some of the students from North. The students decided that they wanted to give back to the program since it has been beneficial to some of their fellow students. Mr. Peck stated that each year the student body holds a fundraising picnic where all students are encouraged to participate. Each year a different charity is selected and this past year they choose Mission's Holiday Adoption Program as they would like to give back locally. He presented Councilmember Gibbs with a check for approximately \$2,800 to support this program. Councilmember Gibbs thanked them on behalf of the program and the many families this will help.

CONSENT AGENDA

Moved by Gibbs, seconded by Kring to approve the Consent Agenda, item 3a. through 3h.

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- 3a. Minutes of the July 19, 2017 City Council Meeting
- 3b. Replacement of Servers
- 3c. Resolution Designating Surplus Property
- 3d. Ordinances Adopting STO and UPOC
- 3e. Selection of Voting Delegates for LKM and NLC Annual Meetings
- 3f. Consolidated Fire District No. 2 Street Solicitation Application
- 3g. Resolution Designating Additional City Sponsored Festival Events
- 3h. 2017 Mill and Overlay Program

Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher.

Motion carried.

PUBLIC COMMENTS

There were no public comments.

FINANCE & ADMINISTRATION COMMITTEE

Resolution Implementing Recommendations From 2017 Classification and Compensation Study

Councilmember Schlossmacher stated that in March, the City contracted with The Austin Peters Group to conduct a classification and compensation study. After receiving both the preliminary and final results from the study, staff was directed to develop an implementation plan for the study's recommendations. A resolution has been developed that establishes a compensation philosophy for the City which includes implementing pay programs and total reward strategies targeted at the 60th percentile of the market, treating all employees in a fair and equitable manner, and supporting the organization's fiscal needs, business strategy, competitive outlook, operating objectives and human capital needs. The resolution also outlines the following implementation steps:

- Establish position salary ranges/grades
- Fund market adjustments to existing salaries
- Conduct annual performance reviews and implement merit increases
- Ensure ongoing review and maintenance of the system

He stated that the impact to base wages on an annual basis is \$132,456 with an estimated annual impact on additional salary related benefits of approximately \$53,367.

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Moved by Schlossmacher, seconded by Quinn to adopt a resolution establishing a compensation philosophy for the City of Mission and implementing the recommendations of the 2017 Classification and Compensation Study. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

2018 Budget Resolution

Councilmember Schlossmacher reported 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 in the annual budget. Following the 2018 Budget Public Hearing on August 2nd, the 2018 Budget Resolution was prepared and presented at the committee meeting.

Moved by Schlossmacher, seconded by Kring to adopt a resolution establishing budget policies for Budget Year 2018 for the City of Mission, Kansas. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

2018-2022 CIP Resolution

Councilmember Schlossmacher stated that each year Council adopts a resolution that addresses the recommended five-year infrastructure plan, which is the Capital Improvement Plan. The revenues and expenses programmed in the CIP for 2018 are included in the 2018 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 2018-2022 CIP does not commit the City to any specific expenditures beyond those detailed in 2018.

Moved by Schlossmacher, seconded by Kring to adopt a resolution approving the 2018-2022 Capital Improvement Program for the City of Mission, Kansas. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Adoption of 2018 Budget:

2018 City of Mission Budget

2018 Rock Creek Drainage District No. 1

2018 Rock Creek Drainage District No. 2

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Councilmember Schlossmacher reported that Council and staff have worked over the past few months to develop the 2018 Budget for the City. A Budget Community Dialogue was held on July 26th and the public hearing on the budgets was held on August 2nd. To formally adopt the 2018 Budget, three motions are required. The first motion is for the 2018 City Budget, and the second and third are for the Rock Creek Drainage Districts No. 1 and No. 2.

Moved by Schlossmacher, seconded by Quinn to adopt the City of Mission 2018 Budget as published, with an estimated total mill rate of 18.019, a stormwater utility fee of \$28 per ERU per month, and a Solid Waste Utility Rate of \$168.84 annually for single-family property owners. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Moved by Schlossmacher, seconded by Gibbs to adopt the 2018 Budget for Rock Creek Drainage District No. 1 with an estimated mill rate of 8.802. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Moved by Schlossmacher, seconded by Kring to adopt the 2018 Budget for Rock Creek Drainage District No. 2 with an estimated mill rate of 10.5 mills. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

COMMUNITY DEVELOPMENT COMMITTEE

Rental Licensing Ordinance Changes

Councilmember Inman stated that in 2016 the Kansas Legislature made changes to rental licensing regulations, specifically as they related to the periodic inspection of rental dwelling units. The statutes became effective July 1, 2016 and staff has reviewed the City's current rental licensing ordinance for conformity. This proposed ordinance will ensure Mission's Code is in conformance with the new legislation which requires the City to obtain the signed consent of the lawful occupant of a rental dwelling unit prior to performing an inspection and gives the occupant the right to refuse. The ordinance also includes changes throughout Chapter 635 of the Code to provide updated terms and clarify various provisions. The proposed changes do not provide for inspection of single-family rental dwelling units.

Moved by Inman, seconded by Kring to adopt an ordinance amending Chapter 635 of the Code of the City of Mission, Kansas to reflect changes that bring the ordinance into compliance with K.S.A. 12-16, 138. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Community Center Parking Lot Improvements

Councilmember Inman stated that funds are budgeted in the 2017 CIP to replace deteriorated pavement, maintain the newer pavement, and improve the ADA accessibility in the parking lot surrounding the Community Center. Olsson Associates prepared the contract documents and will provide construction inspection services for the project. Three bids were received for the project with O'Donnell-Way Construction being the lowest and most responsive bid. Following the bid opening, staff worked with the contractor to develop some alternative treatment strategies, resulting in a savings of approximately \$4,268. Although the project exceeds the original budget, staff recommends proceeding with the project at this time as deferring the required maintenance could potentially result in increased repair costs in the future. Sufficient funds are available in the Parks & Recreation Sales Tax Fund to cover the cost.

Moved by Inman, seconded by Quinn to approve the contract with O'Donnell-Way Construction for the Community Center Parking Lot Maintenance Project in an amount not to exceed \$174,752.85. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Resolution in Support of Dog Park Task Force Recommendation

Councilmember Inman stated that the Dog Park Task Force, established in February of this year, met to evaluate and make a recommendation to the Parks, Recreation and Tree Commission regarding the feasibility of creating an off-leash dog park in Mission. The task force was asked to develop a recommendation within the context of the City's Parks Master Plan. The Task Force toured six metro dog parks and heard presentations from two other cities currently operating dog parks. The task force forwarded a recommendation to the Parks, Recreation and Tree Commission. After evaluation and discussion, the PRT recommended adding a provision stating that dedicated park funding would not be committed to the creation of a dog park.

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During discussion by the Community Development Committee, it was recommended that the restriction requiring land being considered and evaluated as a potential site be “unused” was removed, and the “Friends of the Dog Park” group was tasked with reporting back to the Community Development Committee in March 2018. The resolution was revised to address both of these issues.

Moved by Inman, seconded by Geraghty to approve a resolution supporting the recommendations of the Dog Park Task Force. Councilmember Schlossmacher stated that he is very happy to see this issue moving forward and asked anyone interested in participating to contact the City. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Adopt-A-Park Program

Councilmember Inman reported that the Parks, Recreation and Tree Commission has recommended the creation of an Adopt-A-Park program that would offer opportunities for individuals and groups to assist with the general care and maintenance of Mission’s eight parks. Tasks may include trash pickup, graffiti reporting and removal, weeding and raking playground areas, sweeping and painting shelters, cleaning picnic tables, mulching trees and shrubs, maintaining bio-swales, and reporting vandalism. Civic groups and businesses seeking to Adopt-A-Park will be required to make a one-year commitment and sign a participation waiver. The City will provide approved consumable materials, equipment, and supplies to be used in the clean up efforts.

Moved by Inman, seconded by Rothrock to approve the Adopt-A-Park Program designed by the Mission Parks, Recreation and Tree Commission. Councilmember Gibbs stated that this will be included on the “bulletin board” of the upcoming Mission magazine. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Kennett Place Streets - Maintenance Agreement and Release

Councilmember Inman stated that the City has been in conversation with the Kennett Place Homes Association since 2014 regarding maintenance of their privately owned streets. In 2016, Council approved funds to complete chip seal treatment, but it was later determined that the contractor’s equipment could not pass through the Kennett Place entrance gates. This agreement provides an alternative solution, which maintains the City’s financial commitment to the street maintenance, and allows Kennett Place to

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proceed with the project using their own contractor. The HOA will be reimbursed up to \$10,000 once work has been completed.

Moved by Inman, seconded by Quinn to authorize the Mayor to execute an approved “Agreement and Release” document regarding a contribution of \$10,000 for street maintenance in the Kennett Place Subdivision. Councilmember Gibbs stated that Kennett Place is located at Shawnee Mission Parkway and Lamar. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

Contract for Gateway Plan Inspections

Councilmember Inman stated that in anticipation of the Gateway Project moving forward, one of the resources that is required immediately is plan review and building inspection services. Previously, Johnson County’s Department of Planning, Development and Codes was going to provide these services as an addendum to our interlocal agreement with them. The County no longer provides these services for the City and they are unable to take on this project on a stand-alone basis. A request for proposals was developed with three proposals received. Two firms were interviewed and staff recommends approval of a contract with FSC, Inc. to provide plan review and inspection services for the Gateway Project. In addition to reviewing building plans, FSC will be on site to inspect various stages of construction as they are completed to ensure that work has been done in accordance with the plans and applicable codes. FSC will bill on an hourly basis, and the overall estimated cost for the entire project is \$545,075 for plan review and inspection services, and \$186,800 to attend various meetings as project managers.

Moved by Inman, seconded by Gibbs to authorize the Mayor to execute an agreement with FSC, Inc. for plan review and inspection services associated with the Gateway development project. There was no discussion on this item. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

COMMENTS FROM THE CITY COUNCIL

Councilmember Gibbs announced that there are 131 days to Christmas and encouraged all to start thinking about the Holiday Adoption Program and the families served. Now is a good time to purchase canned goods and there will be boxes at the Community Center and in businesses along Johnson Drive to collect food. She also

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encouraged everyone to shop for other needed items (linens, etc.) that are typically on sale this time of year. There will also be a bike drive again this year to collect used and new bikes for families.

Councilmember Kring gave a special thanks to John Belger, Laura Smith and the Mayor for their efforts to get the traffic signal pole at Broadmoor and Johnson Drive primed and painted.

Councilmember Gibbs thanked the Public Works staff for their help with the recent storm debris clean-up efforts.

MAYOR'S REPORT

Appointments

Parks, Recreation and Tree Commission

Mayor Schowengerdt put before Council the following appointments to the Parks, Recreation and Tree Commission:

- Dahnika Sachs, Ward 2 with a term expiring December 31, 2017
- Kelsey Gibbs and Watson Deacon, as youth members with terms expiring July 31, 2018

Moved by Schlossmacher, seconded by Kring to uphold the following appointments to the Parks, Recreation and Tree Commission:

- Dahnika Sachs, Ward 2 with a term expiring December 31, 2017
- Kelsey Gibbs and Watson Deacon, as youth members with terms expiring July 31, 2018

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

Sustainability Commission

Mayor Schowengerdt put before Council the appointment of Josh Thede, Ward 2 and Sollie Flora, Ward 4 to the Sustainability Commission with terms expiring December 31, 2018.

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Moved by Kring, seconded by Schlossmacher to uphold the appointments of Josh Thede, Ward 2 and Sollie Flora, Ward 4 to the Sustainability Commission with terms expiring December 31, 2018. Voting AYE: Appletoft, Geraghty, Gibbs, Inman, Kring, Quinn, Rothrock, Schlossmacher. **Motion carried.**

CITY ADMINISTRATOR'S REPORT

Mr. Scott reminded all of the upcoming Sunflower Festival that will be held on August 25th and 26th. The outdoor pool will be closing for the season soon. Ms. Humerickhouse provided an update on the end of the year pool schedule, Pool Party for Pooches, and winterizing the pool.

Mr. Scott asked that Council sign the State Budget Forms prior to leaving this evening.

Chief Hadley thanked Council on behalf of all employees for their support and action on the recent classification and compensation study.

Students in the audience attending the meeting were recognized.

EXECUTIVE SESSION

Moved by Kring, seconded by Geraghty to adjourn to Executive Session for 20 minutes for consultation with our attorneys on matters deemed privileged in an attorney-client relationship. Also attending will be Tom Murray, Lathrop & Gage, City Attorney David Martin, and Assistant City Administrator Brian Scott. Council will reconvene in Council Chambers at 8:06 p.m. All present voted AYE. **Motion carried.**

Council adjourned to executive session at 7:46 p.m.

Council reconvened in Council Chambers at 8:06 p.m.

ADJOURNMENT

Moved by Quinn, seconded by Geraghty to adjourn the meeting at 8:07 p.m. All present voted AYE. **Motion carried.**

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Respectfully submitted by Martha Sumrall, City Clerk.

Steve Schowengerdt, Mayor

Martha M. Sumrall, City Clerk