

**City of Mission  
Regular Meeting Agenda  
Wednesday, August 21, 2019  
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**

**APPOINTMENTS**

- Appointment of Parks and Recreation Director
- Appointment of Public Works Director

**ROLL CALL**

**1. PUBLIC HEARING**

**2. SPECIAL PRESENTATIONS**

- Mission Marlins Presentation of Trophies

**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 July 17, 2019 City Council Meeting](#)

**CONSENT AGENDA - Finance & Administration Committee**

[Finance & Administration Committee Meeting Packet 8-7-19](#)

[Finance & Administration Committee Meeting Minutes 8-7-19](#)

- 4b. Selection of Voting Delegates for LKM and NLC Business Meetings  
4c. CFD2 Street Solicitation Application

**CONSENT AGENDA - Community Development Committee**

[Community Development Committee Meeting Packet 8-7-19](#)

[Community Development Committee Meeting Minutes 8-7-19](#)

- 4d. Agreement with State of Kansas Department of Transportation - Transportation Alternatives Project
- 4e. Resolution Releasing Escrow Funds for Property Purchased by the City of Mission at 5703-5715 Johnson Drive

**5. PUBLIC COMMENTS**

**6. ACTION ITEMS  
Planning Commission**

**Miscellaneous**

**7. COMMITTEE REPORTS**

**Finance & Administration, Sollie Flora**

[Finance & Administration Committee Meeting Packet 8-7-19](#)

[Finance & Administration Committee Meeting Minutes 8-7-19](#)

- 7a. 2020 Budget Resolution ([page 4](#))
- 7b. 2020-2024 CIP Resolution ([page 7](#))
- 7c. Adoption of the 2020 Budget ([page 14](#))
  - City of Mission 2020 Budget
  - Rock Creek Drainage District #1 2020 Budget
  - Rock Creek Drainage District #2 2020 Budget
- 7d. Charter Ordinance Changing Date for Swearing-in of Newly Elected Officials ([page 151](#))

**Community Development, Hillary Thomas**

[Community Development Committee Meeting Packet 8-7-19](#)

[Community Development Committee Meeting Minutes 8-7-19](#)

- 7e. Resolution Setting a Hearing for the Purpose of Determining the Structure at 5399 Martway St. to be a Dangerous Structure and to Cause Said Structure to be Either Repaired or Demolished ([page 155](#))

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

- 9a. Acceptance of Easements, Broadmoor Project
- 9b. Acceptance of Easements, Sinkhole Repairs (Woodson, Foxridge)
- 9c. Replacement of Fire Sprinkler Heads at SPJCC ([page 191](#))

**10. COMMENTS FROM THE CITY COUNCIL**

**11. MAYOR'S REPORT  
Appointments**

**12. CITY ADMINISTRATOR'S REPORT**

**13. EXECUTIVE SESSION**

- Preliminary Discussion of the Acquisition of Real Property
- Personnel Matter of Non-elected Personnel

**ADJOURNMENT**

|                            |              |                |
|----------------------------|--------------|----------------|
| <b>City of Mission</b>     | Item Number: | 7a.            |
| <b>ACTION ITEM SUMMARY</b> | Date:        | August 7, 2019 |
| <b>Administration</b>      | From:        | Laura Smith    |

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

**RE:** 2020 Budget Resolution and Financial Policies

**RECOMMENDATION:** Approve the 2020 Budget Resolution outlining the policy decisions, mill levies, and fees included in the City of Mission, Rock Creek Drainage District #1 and Rock Creek Drainage District #2 budgets for 2020.

**DETAILS:** As a part of the annual budget process, the City Council adopts a budget resolution which outlines and describes the financial policies, tax and fee structures and other related issues identified in a particular fiscal year. The attached Resolution has been prepared based on the staff, Council and public input received to date in the budget process. If, following the 2020 Budget Public Hearing on August 7, 2019, any changes are recommended they will be incorporated into a revised version which will appear on the August 21 City Council Agenda.

**CFAA CONSIDERATIONS/IMPACTS:** The 2020 Budget was developed with the goals and objectives of the Communities for All Ages program in mind. A community for all ages seeks to meet the needs of the very old, the very young and everyone in between. It creates and fosters an active, caring and welcoming community that promotes respect, diversity and inclusion. A common goal is to develop policies, services and programs that result in affordable, livable, and sustainable places.

|                                 |    |
|---------------------------------|----|
| Related Statute/City Ordinance: | NA |
| Line Item Code/Description:     | NA |
| Available Budget:               | NA |

**CITY OF MISSION, KANSAS  
RESOLUTION NO. \_\_\_\_**

**A RESOLUTION ESTABLISHING BUDGET POLICIES FOR BUDGET YEAR 2020 FOR THE CITY OF MISSION, KANSAS.**

**WHEREAS**, the City of Mission must provide basic services to protect the health, safety, and welfare of the citizens of this community; and

**WHEREAS**, the City of Mission continues to promote a redevelopment vision designed to bring increased density to our community to positively impact property values and lower the per capita cost of basic services; and

**WHEREAS**, it is important to fund the replacement and repair of public infrastructure such as streets, sidewalks, stormwater structures, parks, and public facilities to maintain and enhance property values and to encourage private redevelopment; and

**WHEREAS**, the City has implemented more transparent methods for paying for services and infrastructure through dedicated stormwater, solid waste, parks and recreation, and street revenues;

**NOW, THEREFORE**, be it resolved by the Governing Body of the City of Mission:

**Section 1.** The Governing Body establishes the following policies to maintain the public infrastructure as part of the 5-Year Capital Improvement Program (CIP) within the 2020 Budget.

1. Maintain the Stormwater Utility Fee at \$28 per ERU per month. This provides an estimated \$2.5 million annually in Stormwater Utility fees for repayment of debt service and maintenance of stormwater infrastructure.
2. Establish a property tax mill rate of 8.857 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$4,500 annually.
3. Establish a property tax mill rate of 9.756 mills in Rock Creek Drainage District #2 which is anticipated to generate approximately \$85,000 annually.
4. Maintain the total mill levy in the General Fund at an estimated total mill rate of 17.866. The revenues equivalent to approximately 7 mills (\$975,000), will be transferred to the Capital Improvement Fund to support street maintenance activities.
5. Use revenues from the  $\frac{3}{8}$ -cent Parks & Recreation Sales Tax (\$875,000) for debt service on the outdoor aquatic facility, facility/equipment costs associated with the Sylvester Powell, Jr. Community Center and maintenance of the City's outdoor park and trail amenities.

**Section 2.** The Governing Body has established the following policies to maintain basic services and city operations as part of the General Fund and within the 2020 Budget.

1. Preserve an estimated 10.866 mills for General Fund operations. Although the total mills to be levied in the General Fund are estimated at 17.866, the revenues generated by approximately 7 mills will be used exclusively for street maintenance.
2. Maintain a General Fund balance of no less than 25% of total General Fund revenues. The 2020 Recommended budget includes a restricted General Fund balance in the amount of \$3,373,975 which achieves the fund balance goal and leaves an estimated unrestricted fund balance

\$1,177,990 at December 31, 2020.

3. Maintain the Solid Waste Utility Rate at \$175.03 annually for single-family property owners. Costs for the 2020 contract are unknown at this time, and a transfer of \$85,000 from the General Fund has been maintained, but may need to be adjusted to subsidize the remainder of the contract for single-family residential trash service beginning January 1, 2020.
4. Continue to manage the organization's pay structure and benefits in accordance with the total compensation philosophy developed in 2017, including evaluating the potential to implement both market and merit adjustments as the budget allows. A 3.5% merit pool has been included in the 2020 Budget.
5. Fund replacement of the highest priority capital equipment needs. Capital equipment replacement is estimated at \$651,700 with \$351,700 in the General Fund and \$300,000 in the Equipment Reserve and Replacement Fund.
6. Maintain the Franchise and Mill Rate Rebate program at 100% of the City Franchise Fees, 100% of the total City Mill exclusive of all City special assessments, and 50% rebate of the Solid Waste Utility Fee. This expense is estimated at approximately \$20,000.
7. Continue to evaluate opportunities to improve cost recovery for the Community Center.

**Section 3.** The Governing Body directs staff to pursue the following areas as part of ongoing budget considerations.

1. Continue to look for partnership options that could decrease costs supported by Mission taxpayers.
2. Continue to aggressively manage department expenditures to be as efficient as possible in using limited resources to deliver high quality services.

**PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF MISSION** on this 21st day of August 2019.

**APPROVED BY THE MAYOR** on this 21st day of August 2019.

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Ronald E. Appletoft, Mayor

ATTEST:

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Martha Sumrall, City Clerk

|                            |              |                |
|----------------------------|--------------|----------------|
| <b>City of Mission</b>     | Item Number: | 7b.            |
| <b>ACTION ITEM SUMMARY</b> | Date:        | August 7, 2019 |
| <b>Administration</b>      | From:        | Laura Smith    |

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

**RE:** 2020-2024 Capital Improvement Program Resolution

**RECOMMENDATION:** Approve the Resolution adopting the City of Mission's Recommended Capital Improvement Program (CIP) for 2020-2024.

**DETAILS:** As a part of the annual budget process, the Governing Body adopts a resolution which outlines and describes the financial policies, tax and fee structures and other related issues included in the recommended budget for the upcoming fiscal year. In addition, the Governing Body also adopts a resolution that addresses the recommended five-year infrastructure plan, also referred to as Mission's Capital Improvement Program (CIP).

The revenues and expenses programmed in the CIP for 2020 are included in the 2020 Recommended Budget in the appropriate funds. The remainder of the CIP is designed to be fluid and flexible in order to evaluate and address changes in resources or priorities in future years. Projects which have been identified or discussed but were not specifically included in the 2020-2024 CIP may be outlined in the body of the Resolution in order to establish a public record/reminder of historical considerations. These projects may be eventually be programmed within the 5-year plan as a part of future budget discussions.

Approval of the 2020-2024 CIP does not commit the City to any specific expenditures beyond those detailed in the 2020 Budget.

**CFAA CONSIDERATIONS/IMPACTS:** The 2020-2024 CIP was developed with the goals and objectives of the Communities for All Ages program in mind. A community for all ages seeks to meet the needs of the very old, the very young and everyone in between. It creates and fosters an active, caring and welcoming community that promotes respect, diversity and inclusion. A common goal is to develop policies, services and programs that result in affordable, livable, and sustainable places.

|                                 |  |
|---------------------------------|--|
| Related Statute/City Ordinance: | NA   |
| Line Item Code/Description:     | Various  |
| Available Budget:               | 2020 - \$11,996,472 (all program areas combined) |

**CITY OF MISSION, KANSAS**  
**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING THE 2020-2024 CAPITAL IMPROVEMENT PROGRAM (CIP) FOR THE CITY OF MISSION, KANSAS.**

**WHEREAS**, the City of Mission, faces significant infrastructure projects, including, streets, stormwater, and public facilities necessary to maintain property values and encourage additional private-sector redevelopment; and

**WHEREAS**, in City-wide surveys conducted by ETC in 2007, 2011, and 2015 the citizens of Mission articulated redevelopment as one of the top priorities facing the city; and

**WHEREAS**, the City of Mission, has invested significant resources in infrastructure in support of both public and private-sector goals; and

**WHEREAS**, a multiyear CIP is recognized as an important planning and budgeting document for municipalities; and

**WHEREAS**, the CIP contains expenditures to actively construct and maintain capital projects as well as to pay debt service on bonds issued for infrastructure improvements; and

**WHEREAS**, the annual adoption of a multi-year CIP does not specifically commit the city to any expenditures beyond the current budget year and is an important forecasting tool for the annual budget process; and

**WHEREAS**, the CIP better positions the city to solicit external resources to help fund infrastructure projects in the City of Mission,

**NOW, THEREFORE**, be it resolved by the Governing Body of the City of Mission:

**Section 1.** The 2020-2024 CIP is adopted. The City expects to receive approximately \$6,476,750 million of revenue and spend \$11,996,472 million in expenditures as part of the 2020 Budget related to the Capital Improvement Program. The expenditures exceed revenues as a result of the drawdown of fund balances carried over from previous years.

**Section 2.** In 2020, the CIP will fund projects and debt service in three primary program areas: streets, stormwater and parks and recreation. Specific projects and debt service obligations are detailed in the program



plan documents included as Exhibit 1.

**Section 3.** The Governing Body acknowledges that there are other infrastructure projects which have been identified but are not budgeted in the 2020-2024 CIP. These include, but are not limited to:

- a. Major street construction projects for Barkley St (57<sup>th</sup> St to 61<sup>st</sup> St) and Metcalf Ave (56<sup>th</sup> St to 61<sup>st</sup> St). Each of these public projects would likely be pursued in partnership with redevelopment by adjacent private property owners.
- b. Completing the remediation of the Rock Creek Floodplain and establishing a Secondary Stormwater System construction program.
- c. Supporting Downtown Mission redevelopment via public parking, public parkland, and a local market that considers the priorities established by the Downtown Visioning Committee (Resolution 849 11-16-11).
- d. Locating and/or maintaining Administrative and Public Safety personnel in facilities that can sustainably meet the long-term needs of the city.
- e. Evaluating the results of the Park Master Plan as it relates to potential development of the secondary trail system to better connect residents and visitors to the primary system.

**THIS RESOLUTION IS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION,** this 21st day of August 2019.

**THIS RESOLUTION IS APPROVED BY THE MAYOR** this 21st day of August 2019.

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Ronald E. Appletoft, Mayor

ATTEST:

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Martha Sumrall, City Clerk

**City of Mission  
2020 - 2024 Capital  
Improvement Program**

## Stormwater Program Plan (2020 - 2024)

|  | 2019             | 2020             | 2021             | 2022             | 2023             | 2024             |  |
|--|------------------|------------------|------------------|------------------|------------------|------------------|--|
| <b>Revenues</b>                            |                  |                  |                  |                  |                  |                  |  |
| <b>Beginning Balance</b>                   | 1,938,838        | 5,273,169        | 616,420          | 528,496          | 434,647          | 518,943          |  |
| <i>Local Revenue</i>                       |                  |                  |                  |                  |                  |                  |  |
| Stormwater Utility Fund Revenues           | 2,535,000        | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        |  |
| Drainage District Revenues                 | 88,000           | 85,000           | 85,000           | 85,000           | 85,000           | 85,000           |  |
| Gateway Special Benefit District Revenues  | 599,000          | 599,000          | 599,000          | 599,000          | 599,000          | 599,000          |  |
| <b>Sub-total</b>                           | <b>3,222,000</b> | <b>3,184,000</b> | <b>3,184,000</b> | <b>3,184,000</b> | <b>3,184,000</b> | <b>3,184,000</b> |  |
| <i>Extenal Revenue</i>                     |                  |                  |                  |                  |                  |                  |  |
| SMAC Revenues                              | 115,000          | -                | -                | -                | -                | -                |  |
| Miscellaneous Revenues                     | -                | -                | -                | -                | -                | -                |  |
| RCHA CID Revenues                          | -                | 18,220           | 18,220           | 18,220           | 18,220           | 18,220           |  |
| <b>Sub-total</b>                           | <b>115,000</b>   | <b>18,220</b>    | <b>18,220</b>    | <b>18,220</b>    | <b>18,220</b>    | <b>18,220</b>    |  |
| <i>Debt Proceeds</i>                       |                  |                  |                  |                  |                  |                  |  |
| GO Series 2019A (Roeland Court)            | 4,100,000        |                  |                  |                  |                  |                  |  |
| <b>Sub-total</b>                           | <b>4,100,000</b> | -                | -                | -                | -                | -                |  |
| <b>Total Stormwater Revenues</b>           | <b>7,437,000</b> | <b>3,202,220</b> | <b>3,202,220</b> | <b>3,202,220</b> | <b>3,202,220</b> | <b>3,202,220</b> |  |
| <b>Expenses</b>                            |                  |                  |                  |                  |                  |                  |  |
| <i>Capital Projects</i>                    |                  |                  |                  |                  |                  |                  |  |
| Rock Creek Channel (Nall to Roeland Drive) | 694,500          | 4,561,237        |                  |                  |                  |                  |  |
| <b>Sub-total</b>                           | <b>694,500</b>   | <b>4,561,237</b> | -                | -                | -                | -                |  |
| <i>Maintenance Programs</i>                |                  |                  |                  |                  |                  |                  |  |
| Repair and Maintenance Projects            |                  | 350,000          | 350,000          | 350,000          | 500,000          | 500,000          |  |
| Gateway Box Cleanout                       | 163,000          |                  |                  |                  |                  |                  |  |
| 50th Street Drainage                       | 184,975          |                  |                  |                  |                  |                  |  |
| Miscellaneous Sinkhole Repairs             | 150,000          |                  |                  |                  |                  |                  |  |
| Miscellaneous Engineering                  | 230,000          | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |  |
| <b>Sub-total</b>                           | <b>727,975</b>   | <b>400,000</b>   | <b>400,000</b>   | <b>400,000</b>   | <b>550,000</b>   | <b>550,000</b>   |  |
| <i>Debt Service/Loan Repayment</i>         |                  |                  |                  |                  |                  |                  |  |
| KDHE Loan Repayment                        | 6,562            | 6,562            | 6,562            | 6,562            | \$6,562          | \$6,562          | <b>Remaining Debt Service/ Year Retires</b><br>\$45,934/2031 |
| GO Series 2010A                            | 369,388          | 364,763          | -                | -                | -                | -                | \$0  |
| GO Series 2010B                            | 279,131          | 974,131          | 1,331,331        | 1,333,131        | \$598,131        | 595,731          | \$1,967,462/2026   |
| GO Series 2013C - Stormwater Portion       | 283,675          | 283,575          | 283,375          | 283,075          | \$287,000        | -                | \$0  |
| GO Series 2014-A                           | 1,741,438        | 1,050,538        | 1,052,838        | 1,054,738        | \$1,060,313      | 1,061,563        | \$2,334,513/2029   |
| GO Series 2019A (Rock Creek/RCHA)          | -                | 218,163          | 216,038          | 218,563          | 615,918          | 613,815          | \$3,076,579/2029   |
| <b>Sub-total</b>                           | <b>2,680,194</b> | <b>2,897,732</b> | <b>2,890,144</b> | <b>2,896,069</b> | <b>2,567,924</b> | <b>2,277,671</b> |  |
| <b>Total Stormwater Expenses</b>           | <b>4,102,669</b> | <b>7,858,969</b> | <b>3,290,144</b> | <b>3,296,069</b> | <b>3,117,924</b> | <b>2,827,671</b> |  |
| Annual Surplus/(Deficit)                   | 3,334,331        | (4,656,749)      | (87,924)         | (93,849)         | 84,296           | 374,549          |  |
| <b>Ending Fund Balance</b>                 | <b>5,273,169</b> | <b>616,420</b>   | <b>528,496</b>   | <b>434,647</b>   | <b>518,943</b>   | <b>893,492</b>   |  |

## Street Program Plan (2020 - 2024)

|  | 2019             | 2020             | 2021               | 2022               | 2023               | 2024               |
|--|------------------|------------------|--------------------|--------------------|--------------------|--------------------|
| <b>Revenues</b>  |                  |                  |                    |                    |                    |                    |
| <b>Beginning Balance*</b>                              | 1,363,345        | 542,819          | 53,546             | (1,841,617)        | (3,883,417)        | (7,394,725)        |
| <i>Local Revenue</i>                                   |                  |                  |                    |                    |                    |                    |
| 7 mills dedicated to streets                           | 1,014,000        | 975,000          | 975,000            | 975,000            | 975,000            | 975,000            |
| 0.25% Street Sales Tax Revenues - existing             | 616,485          | 600,000          | 575,000            | 145,000            | -                  | -                  |
| Gateway Development - Street Sales Tax Portion         | -                | -                | -                  | -                  | -                  | -                  |
| <b>Sub-total</b>                                       | <b>1,630,485</b> | <b>1,575,000</b> | <b>1,550,000</b>   | <b>1,120,000</b>   | <b>975,000</b>     | <b>975,000</b>     |
| <i>External Revenue</i>                                |                  |                  |                    |                    |                    |                    |
| CARS Reimbursements                                    | 528,000          | 421,530          | 2,215,082          | 146,000            | 1,500,000          | 114,030            |
| Special Highway  | 250,000          | 250,000          | 250,000            | 250,000            | 250,000            | 250,000            |
| SMAC Reimbursements                                    | -                | -                | -                  | -                  | 1,500,000          | -                  |
| Grants / Other Outside Funding                         | -                | 68,000           | -                  | -                  | 2,500,000          | -                  |
| Miscellaneous Revenues                                 | -                | -                | -                  | 33,939             | -                  | -                  |
| <b>Sub-total</b>                                       | <b>778,000</b>   | <b>739,530</b>   | <b>2,465,082</b>   | <b>429,939</b>     | <b>5,750,000</b>   | <b>364,030</b>     |
| <i>Debt Proceeds</i>                                   |                  |                  |                    |                    |                    |                    |
| <b>Sub-total</b>                                       | <b>-</b>         | <b>-</b>         | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| <b>Total Street Revenues</b>                           | <b>2,408,485</b> | <b>2,314,530</b> | <b>4,015,082</b>   | <b>1,549,939</b>   | <b>6,725,000</b>   | <b>1,339,030</b>   |
| <b>Expenses</b>  |                  |                  |                    |                    |                    |                    |
| <i>Capital Projects</i>                                |                  |                  |                    |                    |                    |                    |
| Broadmoor (Martway/Johnson Drive)                      | 1,338,335        | -                | -                  | -                  | -                  | -                  |
| UBAS Treatment Lamar (SMP to Foxridge)                 | 26,953           | 938,060          | -                  | -                  | -                  | -                  |
| Foxridge (51st to Lamar)                               | 50,000           | 528,420          | 4,420,164          | -                  | -                  | -                  |
| UBAS Treatment - Jo Drive (Lamar to Roe)               | -                | -                | -                  | 322,000            | -                  | -                  |
| Johnson Drive (Lamar to Metcalf)                       | -                | -                | -                  | 1,778,076          | 8,994,183          | -                  |
| UBAS Treatment - Nail (Martway to SMP)                 | -                | -                | -                  | -                  | 220,500            | -                  |
| Mill and Overlay - Roe (SMP to 63rd St)                | -                | -                | -                  | -                  | -                  | 371,540            |
| Full-depth Reconstruction Projects (non-CARS eligible) | -                | 200,000          | 300,000            | 300,000            | 300,000            | 300,000            |
| <b>Sub-total</b>                                       | <b>1,415,288</b> | <b>1,666,480</b> | <b>4,720,164</b>   | <b>2,400,076</b>   | <b>9,514,683</b>   | <b>671,540</b>     |
| <i>Maintenance Programs</i>                            |                  |                  |                    |                    |                    |                    |
| Residential Street Program                             | -                | 300,000          | 350,000            | 350,000            | 350,000            | 350,000            |
| PW Maintenance Programs (sidewalks, traffic safety)    | 50,000           | 75,000           | 75,000             | 75,000             | 75,000             | 75,000             |
| Bridge Maintenance/Administrative Costs                | 25,000           | 25,000           | 25,000             | 25,000             | 25,000             | 25,000             |
| <b>Sub-total</b>                                       | <b>75,000</b>    | <b>400,000</b>   | <b>450,000</b>     | <b>450,000</b>     | <b>450,000</b>     | <b>450,000</b>     |
| <i>Debt Service</i>                                    |                  |                  |                    |                    |                    |                    |
| Johnson Drive/Martway Debt Service (2012A)             | 471,660          | 470,060          | 472,718            | 474,300            | -                  | -                  |
| Jo Drive - Street Portion (2013C)                      | 267,063          | 267,263          | 267,363            | 267,363            | 271,625            | -                  |
| Debt Service Reserve                                   | 1,000,000        | -                | -                  | -                  | -                  | -                  |
| <b>Sub-total</b>                                       | <b>1,738,723</b> | <b>737,323</b>   | <b>740,081</b>     | <b>741,663</b>     | <b>271,625</b>     | <b>-</b>           |
| <b>Total Street Expenses</b>                           | <b>3,229,011</b> | <b>2,803,803</b> | <b>5,910,245</b>   | <b>3,591,739</b>   | <b>10,236,308</b>  | <b>1,121,540</b>   |
| <b>Ending Balance</b>                                  | <b>542,819</b>   | <b>53,546</b>    | <b>(1,841,617)</b> | <b>(3,883,417)</b> | <b>(7,394,725)</b> | <b>(7,177,235)</b> |

**Remaining Debt Service/  
Year Retires**  
\$0 (2022)  
\$0 (2023)

**Parks & Recreation Program Plan (2020-2024)**

|   | 2019             | 2020                             | 2021               | 2022                         | 2023               | 2024                             |
|---|------------------|----------------------------------|--------------------|------------------------------|--------------------|----------------------------------|
| <b>Revenues</b>                               |                  |                                  |                    |                              |                    |                                  |
| <b>Beginning Fund Balance</b>                 | <b>973,058</b>   | <b>851,058</b>                   | <b>477,358</b>     | <b>329,858</b>               | <b>209,908</b>     | <b>(907,042)</b>                 |
| <b>Local Revenue</b>                          |                  |                                  |                    |                              |                    |                                  |
| 0.375% Parks & Recreation Sales Tax Revenues  | 900,000          | 875,000                          | 875,000            | 875,000                      | 215,000            | -                                |
| Transfers/other                               | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>900,000</b>   | <b>875,000</b>                   | <b>875,000</b>     | <b>875,000</b>               | <b>215,000</b>     | <b>-</b>                         |
| <b>External Revenue</b>                       |                  |                                  |                    |                              |                    |                                  |
| Special Parks & Recreation Revenues           | 84,000           | 85,000                           | 85,000             | 85,000                       | 85,000             | 85,000                           |
| Grant Proceeds/Other                          | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>84,000</b>    | <b>85,000</b>                    | <b>85,000</b>      | <b>85,000</b>                | <b>85,000</b>      | <b>85,000</b>                    |
| <b>Debt Proceeds</b>                          |                  |                                  |                    |                              |                    |                                  |
|   | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>-</b>         | <b>-</b>                         | <b>-</b>           | <b>-</b>                     | <b>-</b>           | <b>-</b>                         |
| <b>Total Parks and Recreation Revenues</b>    | <b>984,000</b>   | <b>960,000</b>                   | <b>960,000</b>     | <b>960,000</b>               | <b>300,000</b>     | <b>85,000</b>                    |
| <b>Expenses</b>                               |                  |                                  |                    |                              |                    |                                  |
| <b>Capital Projects</b>                       |                  |                                  |                    |                              |                    |                                  |
| Park Systems Improvements                     | <b>105,000</b>   | <b>350,000</b>                   | <b>150,000</b>     | <b>150,000</b>               | <b>150,000</b>     | <b>150,000</b>                   |
| Parks Signage                                 | 80,000           | Mohawk Park Restrooms            | 15,000             | Legacy Park Shade Structure  | 6,000              |                                  |
| Tennis Court repairs                          | 25,000           | Park Amenities TBD               | 100,000            | Park Amenities TBD           | 144,000            | Park Amenities TBD               |
|   |                  |                                  | Park Amenities TBD | 150,000                      | Park Amenities TBD | 150,000                          |
| MFAC Improvements/Equipment Replacement       | <b>29,750</b>    | <b>79,000</b>                    | <b>35,000</b>      | <b>25,000</b>                | -                  | -                                |
| Maintenance Slide 1                           | 16,750           | Shade Structure Replacement      | 15,000             | Maintenance Slide 2          | 25,000             |                                  |
| Leisure Pool Play Feature Mtce                | 9,000            | MFAC Painting and Maintenance    | 52,000             | UV Light Bulb Replacement    | 12,000             |                                  |
| Tankless Water Heater Replacement             | 4,000            | Lane Line Replacement            | 12,000             | Diving Board Replacement     | 13,000             |                                  |
| SPJCC Improvements/Equipment Replacement      | <b>315,500</b>   | <b>247,600</b>                   | <b>257,500</b>     | <b>239,500</b>               | <b>601,500</b>     | <b>307,500</b>                   |
| Carpet Extractor/Clorox Sprayer               | 16,000           | Conference Center Banquet Chairs | 24,100             | Conference Center Blinds     | 10,000             | Locker Room Flooring             |
| Pool Pak Repairs/Replacement                  | 65,000           | Resurface Pool Deck              | 40,000             | Natorium Ceiling Repairs     | 70,000             | Adult Lounge Counters            |
| Hardwood Floors                               | 45,000           | Indoor Pool Slide Maintenance    | 28,000             | Conference Center Projectors | 18,000             | North and South Kitchen Counters |
| Roof Repairs                                  | 30,000           | Conference Center Tables         | 10,000             | Conference Center Painting   | 20,000             | Roof Resurfacing                 |
| Flooring A&B, Adult Lounge, Office            | 40,000           | Small Kalvac                     | 5,000              | Natorium Painting            | 32,000             | Pool Resurfacing                 |
| Dividing Walls South Side                     | 15,000           | Indoor Track Resurfacing         | 123,000            | Parking Lot seal/repaint     | 57,000             | Pool Resurfacing                 |
| Dance Floor Conference Center                 | 12,000           | South Kitchen Flooring           | 10,000             | TBD                          | 75,000             | Adult Lounge Furniture           |
| Indoor Pool Sand Filter                       | 10,000           |                                  |                    |                              |                    |                                  |
| Replace Sprinkler Heads                       | 40,000           |                                  |                    |                              |                    |                                  |
| Stain and seal exterior beams                 | 15,000           |                                  |                    |                              |                    |                                  |
| Replace Chairs in A&B                         | 20,000           |                                  |                    |                              |                    |                                  |
| Computer Replacement                          | 7,500            | Computer Replacement             | 7,500              | Computer Replacement         | 7,500              | Computer Replacement             |
| Computer Replacement                          | 7,500            | Computer Replacement             | 7,500              | Computer Replacement         | 7,500              | Computer Replacement             |
| <b>Sub-total Capital Projects</b>             | <b>450,250</b>   | <b>676,600</b>                   | <b>442,500</b>     | <b>414,500</b>               | <b>751,500</b>     | <b>457,500</b>                   |
| <b>Maintenance/Operations</b>                 |                  |                                  |                    |                              |                    |                                  |
| Facility Reserve Funds (SPJCC)                | 50,000           | 50,000                           | 50,000             | 50,000                       | 50,000             | 50,000                           |
| Facility Reserve Funds (MFAC)                 | 10,000           | 10,000                           | 10,000             | 10,000                       | 10,000             | 10,000                           |
| <b>Sub-total</b>                              | <b>60,000</b>    | <b>60,000</b>                    | <b>60,000</b>      | <b>60,000</b>                | <b>60,000</b>      | <b>60,000</b>                    |
| <b>Debt Service/Lease Payments</b>            |                  |                                  |                    |                              |                    |                                  |
| Outdoor Aquatic Facility Debt Service (2013B) | \$527,750        | \$529,100                        | \$530,000          | \$530,450                    | \$530,450          | \$530,450                        |
| Cardio Equipment Lease                        | 68,000           | 68,000                           | 75,000             | 75,000                       | 75,000             | 75,000                           |
| HVAC Controller Lease                         | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>595,750</b>   | <b>597,100</b>                   | <b>605,000</b>     | <b>605,450</b>               | <b>605,450</b>     | <b>605,450</b>                   |
| <b>Total Parks &amp; Recreation Expenses</b>  | <b>1,106,000</b> | <b>1,333,700</b>                 | <b>1,107,500</b>   | <b>1,079,950</b>             | <b>1,416,950</b>   | <b>592,500</b>                   |
| <b>Ending Balance</b>                         | <b>851,058</b>   | <b>477,358</b>                   | <b>329,858</b>     | <b>209,908</b>               | <b>(907,042)</b>   | <b>(1,414,542)</b>               |



6090 Woodson Street  
Mission, KS 66202  
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www.missionks.org

August 7, 2019

The Honorable Mayor and City Council of the City of Mission, Kansas:

The City of Mission Leadership Team is pleased to present the Recommended 2020 budget. It is a balanced budget, as required by law, and maintains the City's high service levels and sound financial position while also minimizing the tax burden on our citizens and businesses.

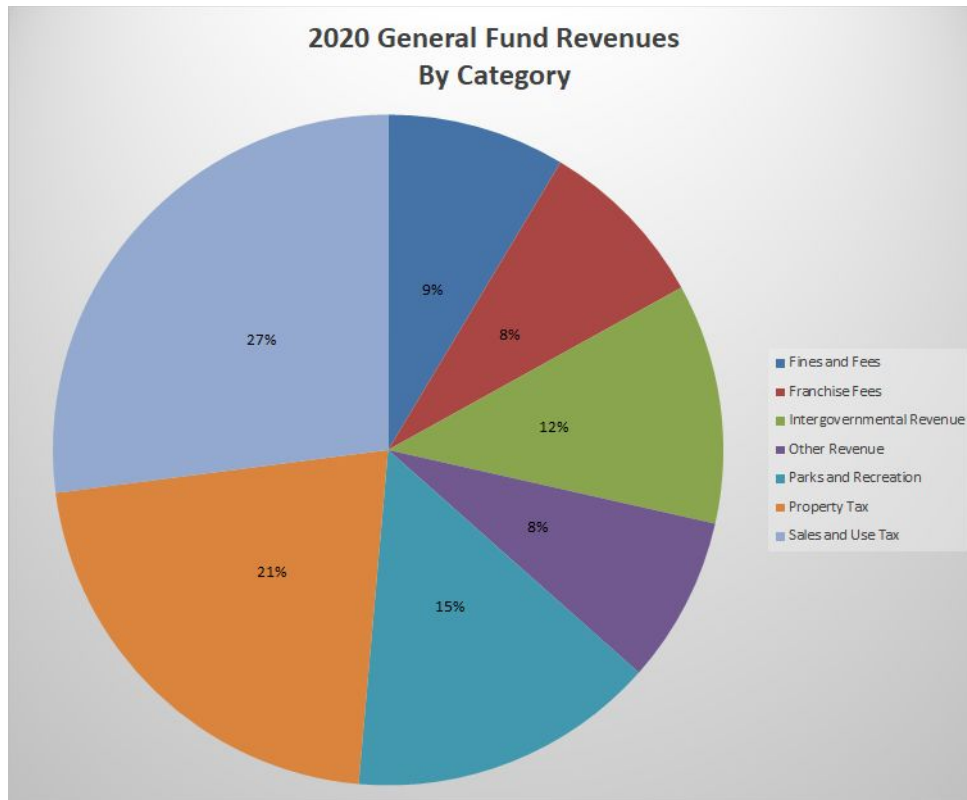
The City of Mission's budget covers the period of January 1st through December 31st. The entire budget is made up of sixteen individual funds totaling \$26.89 million in estimated expenditures for 2020. The majority of our annual budget discussions focused on the City's General Fund and those funds tied specifically to capital infrastructure investments, including the Capital Improvement Fund, the Stormwater Utility Fund, the Street Sales Tax Fund, the Special Highway Fund, the Special Parks Fund, and the Parks & Recreation Sales Tax Fund. In addition, there are several miscellaneous funds which the City is required to maintain that are detailed later in this overview.

### **General Fund**

The City's General Fund accounts for core municipal functions and services such as Public Safety, Public Works, Parks & Recreation, and Administration. It is an operating budget, focused primarily on revenues and expenses in the current fiscal year.

Revenues were developed from historical trends, data provided by the Departments, and by considering the potential impact of new development/redevelopment in the City. Fluctuations in these revenue streams impact how the City is able to pay for and maintain core services. Total estimated revenues in the 2020 General Fund budget are \$13.495 million, an increase of approximately 2% over 2019 Estimated. Sales taxes, franchise fees and fine revenues are expected to remain relatively flat. Community Center revenues are projected to increase by 4%, primarily because of long-term rentals and partnerships, but continued decline in annual membership revenue remains an area of concern. The largest change in revenue for 2020 occurs in Plan Review and Inspection Services (64% decrease), driven by the ebb and flow in the timing of large development projects. There are no new revenue streams included in the 2020 Recommended Budget.

There are three primary revenue streams that support the General Fund budget: sales/use taxes (local and intergovernmental), property taxes, and parks and recreation revenues. Totalling an estimated \$8 million in the 2020 Budget, they make up approximately 60% of the annual General Fund budget resources.



The final valuation numbers provided by the County Appraiser's Office indicate a total assessed valuation of \$160,920,880, an increase of 2.2% over last year. Based on the calculations associated with the property tax lid, the City will be able to maintain the current mill levy of approximately 17.866 mills. Of the total mill levy, 7 mills are assessed for street maintenance and the remaining 10.866 mills are dedicated to General Fund operations.

*General Fund Policy Assumptions*

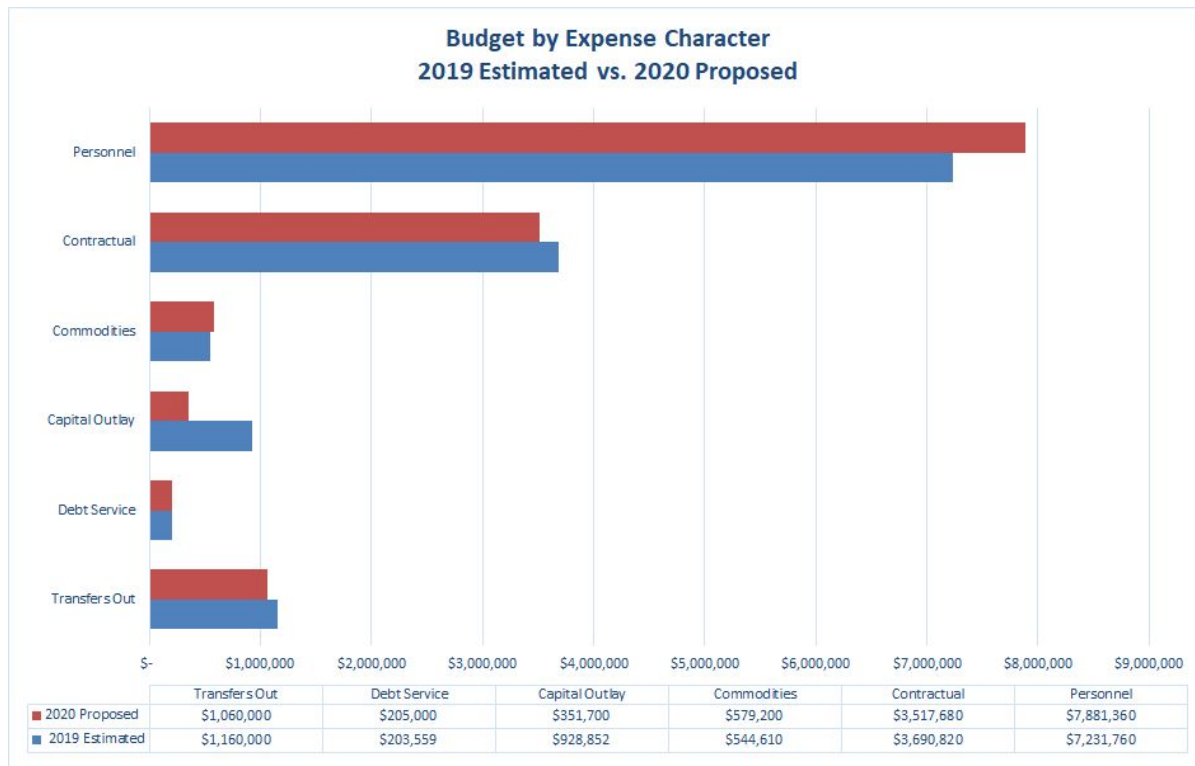
The 2020 Recommended Budget, accomplishes a number of Council goals and objectives, and includes the following policy assumptions:

- Holding the mill levy rate constant (17.866). Of that total, 10.866 mills will be used to support General Fund operations. The revenue generated from the remaining 7 mills will be transferred to the Capital Improvement Fund to support street maintenance activities.
- Maintaining a restricted General Fund balance of no less than 25% of total General Fund revenues. The 2020 Recommended Budget not only achieves the Council's 25% fund balance goal for the General Fund, but includes an estimated \$1.1 million in excess fund balance at December 31, 2020.
- Maintenance of the Solid Waste Utility Rate at \$175.03 annually for single-family property owners. Costs for the 2020 contract are unknown at this time, and a transfer of \$85,000 from the General Fund has been maintained, but may need to be adjusted to subsidize the remainder of the contract for single-family residential trash service beginning January 1, 2020.
- Continuing the Franchise and Mill Rate Rebate program at 100% of city franchise fees, 100% of total city mill excluding special assessments, and a 50% rebate of the solid waste utility fee. Current rebate program costs budgeted in the General Fund total \$20,000.
- Funding to convert the two authorized overhire positions in the Police Department to full-time to create a Directed Patrol Unit, and the addition of a full-time planner in the Community Development Department.
- Continued maintenance of the organization's pay structure and benefits in accordance with the total compensation philosophy, including evaluating the potential to implement both market and merit adjustments as the budget allows. A 3.5% merit pool has been included in the 2020 Budget.

- Maintaining funding for the Business Improvement Grant (BIG) Program at \$35,000, and funding for neighborhood assistance programs in the amount of \$40,000.
- Funding for the highest priority capital equipment and technology purchases for each Department based on planned replacement and identified needs.

Expenditure Highlights

The 2020 General Fund expenditures, including transfers, total \$13.59 million and reflect a decrease of 1% from the 2019 Budget. The decrease is driven primarily by transferring the purchase of \$300,000 in capital equipment from the General Fund to the Equipment Reserve and Replacement Fund..



*Personnel*

The largest expenditure category in the General Fund is Personnel Services. Budgeted at \$7.88 million for 2020, these costs represent approximately 63% of the total General Fund budget, excluding transfers. The 2020 Recommended Budget includes the conversion of two previously authorized overhire positions in the Police Department to full-time, to create a Directed Patrol Unit. In addition, the budget includes funding to re-establish the planner’s position in the Community Development Department. There are a total of seventy-three (73) full-time employees authorized in the 2020 Recommended Budget.

Personnel costs increased 9% over the 2019 Budget as a result of the addition of the new full-time positions, and an estimated 15% increase in health and welfare benefits.

*Contractuals/Commodities*

Contractual services and commodities make up the next largest share of the General Fund expenses. Contractual services are things provided or secured through contracts with others, including utilities, legal services, engineer/architect services, prisoner housing, and maintenance/operation of traffic signals. Commodities are consumable goods such as fuel, salt, program supplies, etc.



Contractuals and commodities account for a combined total of approximately \$4.1 million in 2020, less than a 1% increase over the 2019 Budget.

### *Capital*

The items detailed below were funded in the 2019 fiscal year, or the 2020 Recommended Budget. They represent technology and equipment replacement and upgrades previously identified through multi-year plans or “mission critical” to the operations of a particular Department or service.

The General Fund budget includes \$351,700 in capital expenses and an additional \$300,000 of Public Works equipment has been funded through the Equipment Reserve and Replacement Fund.

### General Overhead

- Wi-Fi Access Points (Hubs)  
*An updated wi-fi network allows employees to access the network from any location in any City facility. This will provide greater efficiency in work and enhanced collaboration on team projects, and will also allow ancillary technology such as projectors, copiers, and monitoring equipment to utilize the network/internet without a direct network access point. Year Funded: 2020. Amount Funded: \$16,000. Fund: General Fund*
- Technology Replacement  
*A regular technology replacement program has been developed to ensure that employees get a new computer before the first reaches the end of its useful life. Regular replacement also ensures that computer systems and operating software are compatible with the latest software and network system updates. Year Funded: 2020. Amount Funded: \$12,000. Fund: General Fund*
- Microsoft 365 Licensing  
*The transition to Microsoft Office 365 from Google Chrome is recommended in the 2019 Budget. Staff anticipates improvements in technical support as well as security. Year Funded: 2019. Amount Funded: \$30,000. Fund: General Fund*

### Administration

- Laserfiche Upgrade  
*Laserfiche is used for records management, document imaging and webform software. An upgrade to the existing applications allows this software to be used for additional applications such as routing documents, creating fillable forms online, and the improved public access to documents online. Year funded: 2019. Amount funded: \$12,000. Fund: General Fund*

### Community Development

- New Building Permitting and Code Enforcement Software  
*New building permitting software application will be organized to better capture data needed for building permits and to track the progress of inspections. The software will also have a module for tracking code enforcement cases. New software will integrate with the City's GIS systems to provide geospatial data helpful in mapping where permits are issued or code cases occur. Year funded: 2019. Amount funded: \$40,000 (Cloud based applications could reduce this cost) Fund: General Fund*

## Public Works

- Single-axle Dump Truck  
*Replacement of the 2007 International dump truck used for snow plowing and asphalt patching. The new truck will have many safety upgrades including better lighting packages, fluorescent seatbelts and better hydraulic configurations. Year Funded: 2020. Amount Funded: \$185,000. Fund: Equipment Reserve and Replacement*
- ¾ Ton Pick-up Truck  
*Replacement of the 2007 Chevy 1500 pickup used for park maintenance, special events and winter sidewalk treatment. The new truck will be equipped with 4-wheel drive and have a higher payload capacity to increase flexibility in the field. Year Funded: 2020. Amount Funded: \$37,000. Fund: Equipment Reserve and Replacement*
- Skid Steer and Attachments  
*Replacing the 2007 Case 440 with a new Bobcat skid steer and attachments which will allow for increased production and efficiency in street maintenance activities. Year Funded: 2020. Amount Funded: \$78,000. Fund: Equipment Reserve and Replacement*
- Replace Tube Gas Heaters at Public Works Facility  
*The tube heaters prevent pipes from freezing and keep the diesel trucks at the appropriate temperature needed to ensure operation during the winter months. Year Funded: 2020. Amount Funded \$25,000. Fund: General Fund*
- Replace Lighted Arrow Board at Public Works Facility  
*The electronic arrow board, originally purchased in 2002 as part of the DUI checkpoint operations, is now used for street maintenance and repairs, and is crucial to crack sealing and patching operations to ensure crew safety. The new arrow board will meet all traffic control and safety measures required by federal law and include an updated LED light package for longer run time. Year Funded: 2020. Amount Funded: \$8,000. Fund: General Fund*

## Police

- Patrol Fleet Replacement  
*Every four years, the Police Department rotates out six (6) front line patrol vehicles. The current vehicles were acquired via a lease/purchase agreement in 2016. New vehicles will be secured through a lease purchase arrangement, and the cost will include the vehicle, light package, Panasonic tough-book (computer), prisoner cage, and other related equipment. The annual lease costs will be incurred for an additional 3 years. Year Funded: 2020. Amount Funded: \$125,000. Fund: General Fund*
- In-car Camera and Body Camera Replacement  
*The in-car video and body camera systems for the Department will be replaced. The new system will allow for video storage on the cloud, and will include: 10 in car camera systems for patrol vehicles, 38 body camera systems/charging station, 2 Motorcycle camera systems, 2 terabytes of cloud storage, redactive software, 5 year warranty, software updates and equipment replacement. Year Funded: 2020. Amount Funded: \$185,000. Fund: General Fund*
- Computer/Computer Replacement  
*The Department will replace an aging server and purchase a new server to support videos from the in-car and body camera video systems. Year Funded: 2020. Amount Funded: \$21,000. Fund: General Fund*

### Debt Service/Lease Purchase

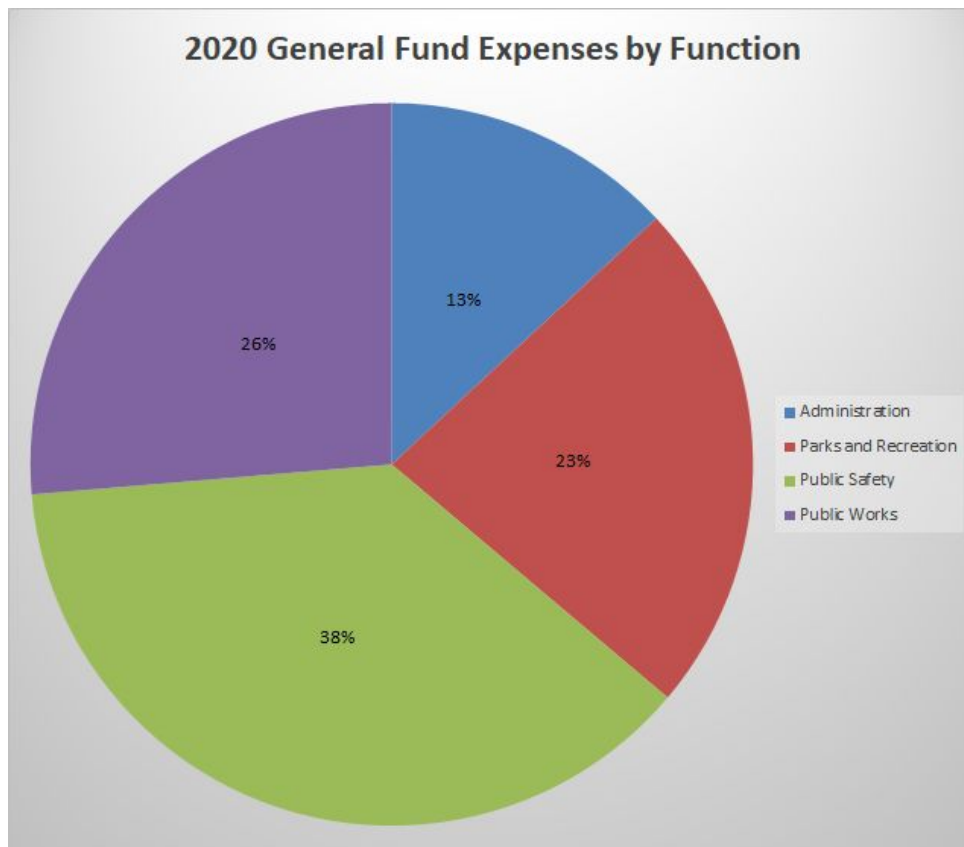
Debt service included in the General Fund relates to the repayment of the principal and interest for the GO Series 2013A bonds issued when the City acquired the street light system from KCPL. Annual debt service totals approximately \$80,000 each year and the debt retires in 2023. The lease/purchase payments detailed for the police patrol vehicles above are also accounted for in this expenditure category in the 2020 Recommended Budget.

### Transfers

Transfers are used to support programs and activities budgeted in other funds. The 2020 Recommended Budget includes a transfer from the General Fund to the Capital Improvement Fund in the amount of \$975,000 for street maintenance activities. A transfer in the amount of \$85,000 is also included, and represents a payment to the Solid Waste Utility Fund to subsidize a portion of the residential trash service contract. No additional transfers have been budgeted for 2020.

In addition to a review of expenditures by category, the 2020 Recommended General Fund expenses are illustrated by Department or functional area to assist in evaluating the resources expended on various service delivery activities.

Public Safety (Police and Municipal Court) accounts for the largest expense by function totaling an estimated \$4.7 million for 2020. Public Works (Public Works and Community Development) is second with estimated expenses of \$3.3 million, and Parks and Recreation comes in a close third with expenses totaling \$2.9 million in 2020. Administration (General Overhead, Legislative and Administration) rounds out the General Fund expenses by function with \$1.6 million. The table below represents each function as a percentage of total General Fund expenditures in the 2020 Recommended Budget.



## Supplemental Requests

The 2020 Recommended Budget also includes \$368,000 of supplemental programs. These are additional positions, programs, or equipment requested to enhance the existing services provided or to provide new services. The costs of the new programs and services are integrated into the applicable line items by Department and reflected in the budget totals.

## Legislative

### Increased budget for tree maintenance on public property, including ROW

*Increased funding to address maintenance of trees on public property, including limited sections of KDOT Right-of-Way (specifically along Shawnee Mission Parkway). It is estimated this would be a recurring annual cost. Year Funded: 2020. Amount Funded: \$20,000. Fund: General Fund*

### Increased Budget for Council constituent communications

*The public relations line item in the Legislative budget was increased so staff and Council may explore options for increasing and/or improving communications with residents and businesses. Year Funded: 2020. Amount Funded: \$15,000. Fund: General Fund*

### Greenhouse Gas Inventory Update

*The funding will update the greenhouse gas emissions inventory completed in 2008 that informed the City of Mission's Climate Action Plan in 2009. The update will allow the City to evaluate the progress since 2009 and provide the opportunity to set new goals. Year Funded: 2019. Amount Funded: \$15,000. Fund: General Fund*

## Community Development

### Re-establish City Planner Position

*This entry level position would be responsible for general day-to-day zoning administration as well as preparation of staff reports for land use applications considered by the Planning Commission. The position will also undertake research on land use and zoning topics such as tear-down and rebuilds, green building codes, accessory dwelling units, and other items of relevance or interest. Year funded: 2020. Amount Funded \$93,000 (initial). Fund: General Fund.*

## Parks and Recreation

### Upgrade Entry Desk, Lifeguard and Day Care Positions to Ensure Adequate Staffing

*Several existing Entry Desk, Lifeguard and Day Care positions will become eligible for KPERS and Principal benefits, encouraging staff retention and providing customer facing services to patrons and visitors. Year Funded: 2019. Amount Funded: \$20,000. Fund: General Fund*

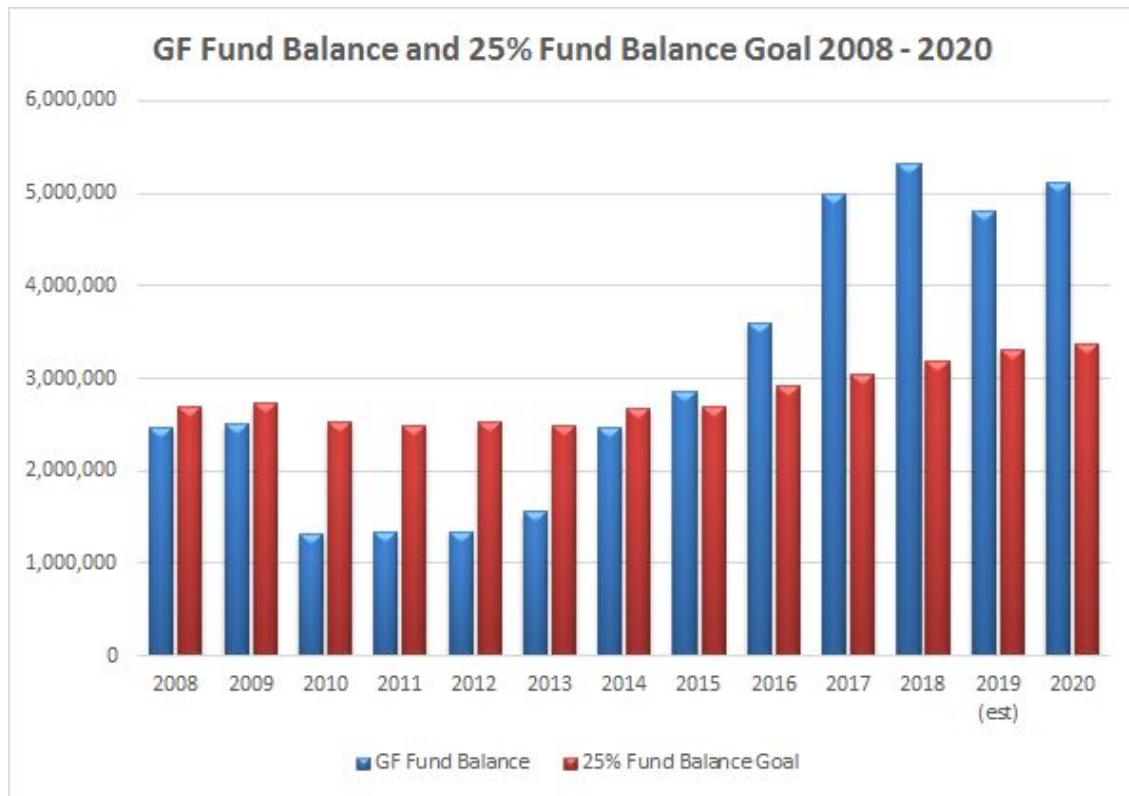
## Police

### Directed Patrol Unit

*Conversion of two positions previously authorized for "over-hire" to permanent full-time positions in order to establish a Directed Patrol Unit (DPU). A Directed Patrol Unit is responsible for targeting areas of concern for criminal activity. Directed Patrol Unit Officers are trained in surveillance techniques, drug investigations, subpoena and search warrant procedures, electronic surveillance equipment, interrogation techniques, informant management, and cellular phone forensics. Salary and benefits for the two officers are estimated at \$135,000. A new low profile vehicle is also included for an estimated \$70,000. Year funded: 2020. Amount Funded: \$205,000. Fund: General Fund.*

## Fund Balance

The 2020 Recommended Budget not only achieves the Council's 25% fund balance goal for the General Fund, but includes an estimated \$1.1 million in excess fund balance at December 31, 2020. A snapshot of fund balance since 2008 is included in the table below.



The rebuilding and maintenance of the General Fund fund balance was recently noted as one of the key contributing factors resulting in an upgrade to the City's bond rating with Standard and Poor's. This has the potential to generate significant savings in interest costs to the City on future debt issues.

### **2020 - 2024 Capital Improvement Program (CIP)**

The City uses a multi-year Capital Improvement Program (CIP) to address infrastructure investments. Mission's CIP is focused around three primary program areas: streets, stormwater, and parks and recreation. The CIP serves as a guide for the efficient and effective provision of public infrastructure facilities, outlining a schedule of capital projects over a five-year period of time.

Capital infrastructure projects are generally large in scope and often take several years to complete, making it more appropriate to handle them outside of the General Fund. The CIP's revenues and expenses are developed and approved as part of the annual budget process.

The City has consciously used debt to address deferred infrastructure needs and to complete projects which exceed the City's cash flow abilities. The amount of debt is continually evaluated in relationship to the overall increase in the City's net assets, as well as the useful life of the assets being constructed or repaired.

The majority of the City's existing debt is related to capital improvement projects. Annual debt service requirements remain constant at approximately \$4 million/year through 2022, then decrease significantly in 2023, and again in 2024 and 2027. All current debt supported by the capital project funds will be retired by 2031.

## Recommended Capital Improvement Program 2020-2024

The 5-year CIP is a planning document, designed to be fluid and flexible. The first year of the plan reflects the recommended capital budget for 2020. The remaining four years represent a schedule and estimate of future capital needs that **may** be funded given adequate revenues. The recommended 2020-2024 CIP includes the following policies and priorities:

1. Maintain the Stormwater Utility Fee at \$28 per ERU per month. This provides an estimated \$2.5 million annually in Stormwater Utility fees for repayment of debt service and maintenance of stormwater infrastructure.
2. Establish a property tax mill rate of 8.857 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$4,500 annually.
3. Establish a property tax mill rate of 9.756 mills in Rock Creek Drainage District #2 which is anticipated to generate approximately \$85,000 annually.
4. Maintain the total mill levy in the General Fund at an estimated total mill rate of 17.866. The revenues equivalent to approximately 7 mills (\$975,000), will be transferred to the Capital Improvement Fund to support street maintenance activities.
5. Use revenues from the  $\frac{3}{8}$ -cent Parks & Recreation Sales Tax (\$875,000) for debt service on the outdoor aquatic facility, facility/equipment costs associated with the Sylvester Powell, Jr. Community Center and maintenance of the City's outdoor park and trail amenities.

The recommended 2020-2024 Capital Improvement Program is detailed with a spreadsheet for each program area and project worksheets which provide additional information and context for each project included in the 5-year plan. Highlights of each program area are detailed below.

### **Stormwater Program**

Revenues in the City's stormwater program come primarily from:

1. Stormwater utility fees assessed annually to each parcel in the City of Mission (~\$2.5 million annually)
2. Drainage district revenues (~\$85,000 annually)
3. Gateway Special Assessment (~\$599,000 annually)

The stormwater utility fee of \$28/ERU/month, was last adjusted in 2017, and is recommended to remain constant for the 2020 Budget. The 2020-2024 CIP shows no changes to the stormwater utility fee over the five year program.

In the current fiscal year, the City is working to update and consolidate existing stormwater infrastructure information, specifically around the secondary stormwater system. The results of this condition assessment will assist in identifying and prioritizing secondary stormwater projects in the future.

Although no specific projects are identified beyond 2020, the stormwater program's repair and maintenance fund continues to be increased to address pipe/system failures which are occurring with greater frequency. A total of \$2.05 million is currently shown in the 5-Year program for this purpose. As specific projects are identified, the City will also have the opportunity to apply for SMAC funding which, if secured, will stretch the City's dollars further.

The only large capital project identified in the 2020-2024 stormwater program is the Rock Creek Channel project (just west of Nall to Roeland Drive). The \$5.2 million project is being designed in 2019 with construction in early 2020 that includes not only erosion control erosion elements, but also repair of the private parking/common areas of the Roeland Court Townhomes. A Community Improvement District (CID) has been established to allow private property owners to repay their portion of the project costs. The City issued GO Bonds Series 2019A to fund a portion of the project costs.

The stormwater projects/considerations included in the 2020 CIP include:

- Maintaining the stormwater utility fee at \$28/ERU/month
- Completion of a comprehensive stormwater condition assessment/inventory to help plan and guide future expenditures
- Inclusion of \$350,000 budget for repair and maintenance projects
- Construction of the Rock Creek Channel Project from the Mission Bowl floodwall to Roeland Drive

### **Street Program**

Currently, three revenue streams support the City's street and transportation network projects:

1. Special Highway funds (gas tax) distributed by the State (\$250,000 annually)
2. ¼-cent Sales Tax for Streets (~\$600,000 annually)
3. Mill levy dedicated to street maintenance (~\$975,000 annually)

Based on a number of variables, the 2020-2024 Street Program Plan continues to be somewhat fluid. Factors influencing the program include:

- Reserves to be held for potential resolution of the Transportation Utility Fee Class Action litigation
- Gateway Development (impact on Street Sales tax)
- Expiration/renewal of the ¼-cent Street Sales Tax (sunsets March 31, 2022)
- Procurement of outside funding (SMAC and STP funds) for the Johnson Drive project.
- Re-evaluation of the residential street maintenance program

The City is currently compiling a street asset inventory which will assist in determining the best treatments for the residential streets, and in prioritizing the work to be performed in a new, updated residential street maintenance program.

While work in the residential neighborhoods may have slowed over the last couple of years, street work throughout the City continues, including many larger scale projects which require significant resources. In 2019, the City will complete the reconstruction of Broadmoor (Martway to Johnson Drive). In 2020, a UBAS surface treatment of Lamar, from Shawnee Mission Parkway to Foxridge, will be completed leveraging Johnson County CARS funds and funding provided by the Safe Routes to Schools Programs. The improvements to this major arterial street in Mission will benefit residents and visitors alike.

Street Program projects included in the 2020 CIP are as follows:

- Continued dedication of revenue generated by 7 mills of General Fund property tax to the Street Program
- UBAS surface treatment of Lamar (Shawnee Mission Parkway to Foxridge)
- Design of improvements to Foxridge (51st to Lamar)
- Funding in the amount of \$200,000 reserved for full-depth reconstruction projects
- Funding in the amount of \$300,000 to address residential street and transportation network needs
- Continued funding in the amount of \$75,000 for miscellaneous Public Works maintenance projects
- Continued funding in the amount of \$25,000 for bridge inspections and maintenance

### **Parks & Recreation Program**

The Parks & Recreation Program Plan addresses the capital infrastructure needs of the Sylvester Powell, Jr. Community Center (SPJCC), the Mission Family Aquatic Center (MFAC), the City's eight (8) outdoor parks, and trails located throughout Mission. The program is funded primarily with:

1. ¾-cent Sales Tax for Parks and Recreation (~\$875,000 annually)

## 2. Special Parks and Recreation funds (alcohol tax) distributed by the State (~\$85,000 annually)

Debt service on the MFAC takes about 60% of the sales tax revenues generated. Maintenance and upkeep of the Community Center continues to demand significant resources as well. The remaining funds are continually being evaluated and prioritized to implement recommendations outlined in the Parks Master Plan.

Similar to the stormwater and street program plans, there are still a number of “placeholders” in future years that will need to be refined. In addition to the items included in the 5-Year Plan, an energy audit of the Community Center Facility is planned for the fall of 2019. Following the audit, staff anticipates a number of recommendations will be forthcoming to address this issues identified, including the potential for future cost savings.

We continue to be cognizant of the sunset (March 2023) on the Parks and Recreation Sales Tax which will impact how future improvements are programmed and prioritized. Parks and Recreation projects which included in the 2020 CIP are detailed below:

- Funding for restroom facilities at Mohawk Park
- Additional funding (\$100,000) for outdoor park improvements to be determined
- Replacement of the shade structures at the MFAC
- Painting and maintenance of the MFAC competition pool shell
- Replacement of lane lines for the MFAC
- Purchase of new conference center banquet chairs at SPJCC
- Resurfacing of the indoor pool deck
- Indoor pool slide maintenance
- Purchase of new conference center tables at SPJCC
- Replace small Kaivac cleaning machine
- Resurfacing of the indoor walking track
- Replacement of south kitchen flooring at the SPJCC

### **Other Funds**

The General Fund and the various funds that support the 5-Year Capital Improvement Program make up the majority of the City’s total annual budget. Highlights from several of the remaining miscellaneous funds which the City maintains separately are detailed below.

#### **Special Alcohol Fund**

One-third of the alcohol tax funds allocated to the City from the state must be set aside in a separate fund and reserved for the treatment and/or prevention of drug and alcohol abuse. Revenues in the Special Alcohol Fund for 2020 are anticipated to be \$85,000.

Historically, the City has contributed the majority of these funds (\$50,000 recommended for 2020) to the Drug and Alcoholism Council. The Drug and Alcoholism Council (DAC), a program supported by the United Community Services of Johnson County, offers grants each year to various organizations within the county that provide alcohol and drug abuse prevention and treatment programs. The grants are structured in such a manner that the grantees have access to funds from multiple participating jurisdictions. The governing body of each jurisdiction has the ultimate authority and responsibility to determine which organizations receive funds.

Approximately \$15,000 is allocated to offset expenses associated with the DARE program in our local elementary schools. An additional \$30,000 is set aside to cover the costs associated with the Johnson County mental health co-responder program.



### Solid Waste Utility Fund

The Solid Waste Utility Fund accounts for the fees collected from single-family residential properties which are used to support the annual trash, recycling and yard waste contract with Waste Management. The current contract expires December 31, 2019 and it will go out to bid. Solid Waste Utility rates will need to be certified to the County prior to negotiation and award of a new contract. The Budget and transfers have been held at the 2019 rates recognizing that the Council will have several important policy decisions to make. The General Fund fund balance provides adequate flexibility for the Council to consider options until a new budget period takes effect. Council should consider certifying rates at the current \$175.03 per single family parcel. Utility fees are collected as a part of the annual real estate property tax bill.

### Mission Convention and Visitors Bureau (MCVB) Fund

The Mission Convention and Visitors Bureau (MCVB) was formed by City ordinance in February of 2009, and replaced the former Mission Business Development Committee (MBDC) first established in August of 2003 to assist in the revitalization and redevelopment of the Mission business district. In 2016, the Council disbanded the MCVB Committee, but the fund is maintained to account for transient guest tax revenues (9% hotel/motel tax) received by the City. These funds are used exclusively to support the publication and distribution of five issues of the *Mission Magazine* each year.

The MCVB Fund also currently manages revenues and expenses for the Mission Business Partnership and the annual Holiday Adoption program on a “pass-through” basis, and is anticipated to continue to do so in the 2020 Budget. The 2020 budget includes \$10,000 for the purchase of banners (2 styles) for the entire length of Johnson Drive.

### Mission Crossing TIF/CID Fund

This Fund is used to account for the revenues and expenses associated with the Tax Increment Financing District (TIF) and Community Improvement District (CID) associated with the Mission Crossing Development. This is the development at Metcalf/Broadmoor/Martway that includes the Welstone facility, Culvers, Chik-fil-A, and the small retail strip center.

All distributions from this fund are made in accordance with a development agreement for this project, and reimburse the developer for certain approved development costs. The TIF property tax revenues are distributed to the City through Johnson County. The TIF sales tax (1% City General) and CID sales tax (1% additional) are received from the State. Staff verifies and performs any necessary calculations prior to distributing to the developer on a quarterly basis.

### Cornerstone Commons CID Fund

This fund is used to account for the revenues and expenses associated with the Community Improvement District (CID) associated with the Cornerstone Commons Development. The development is located at Barkley/Johnson Drive and includes the Natural Grocer, several restaurants and office space.

All distributions from this fund are done in accordance with a development agreement, and reimburse the developer for certain approved development costs. The CID sales tax (1% additional) is received from the State and calculated/verified and distributed by staff. Payments are made to the developer quarterly.

### **Summary**

The City's Leadership Team is grateful to the Mayor and City Council for their many hours of work and focused attention throughout the budget development process. We look forward to adoption and implementation of the 2020 Recommended Budget.



**NOTICE OF BUDGET HEARING**

State of Kansas  
Special District  
2020

The governing body of  
**Rock Creek Drainage District #1**  
Johnson County

It meet on August 7, 2019 at 6:30 P.M. at Mission City Hall 6090 Woodson St, Mission, KS 66202 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied.

Detailed budget information is available at City Clerk's Office - Mission City Hall and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

| FUND               | Prior Year Actual 2018 |                  | Current Year Estimate for 2019 |                  | Proposed Budget Year for 2020     |                               |                    |
|--------------------|------------------------|------------------|--------------------------------|------------------|-----------------------------------|-------------------------------|--------------------|
|                    | Expenditures           | Actual Tax Rate* | Expenditures                   | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2019 Ad Valorem Tax | Estimate Tax Rate* |
| General            | 3,000                  | 8.802            | 3,000                          | 8.852            | 34,000                            | 22,458                        | 8.857              |
| Debt Service       |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
| Totals             | 3,000                  | 8.802            | 3,000                          | 8.852            | 34,000                            | 22,458                        | 8.857              |
| Less: Transfers    | 0                      |                  | 3,000                          |                  | 3,000                             |                               |                    |
| Net Expenditures   | 3,000                  |                  | 0                              |                  | 31,000                            |                               |                    |
| Total Tax Levied   | 4,506                  |                  | 4,533                          |                  | xxxxxxxxxxxxxxx                   |                               |                    |
| Assessed Valuation | 511,942                |                  | 512,094                        |                  | 2,535,547                         |                               |                    |

Outstanding Indebtedness,

| Jan 1,            | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|-------------------|-------------|-------------|-------------|
| G.O. Bonds        | 0           | 0           | 0           |
| Revenue Bonds     | 0           | 0           | 0           |
| No-Fund Warrant   | 0           | 0           | 0           |
| Lease Pur. Princ. | 0           | 0           | 0           |
| Total             | 0           | 0           | 0           |

\*Tax rates are expressed in mills.

Brian Scott  
Asst. City Administrator/Finance Dir.

**NOTICE OF BUDGET HEARING**

State of Kansas  
Special District  
2020

The governing body of  
**Rock Creek Drainage District #2**  
Johnson County

It meet on August 7, 2019 at 6:30 P.M. at Mission City Hall 6090 Woodson St, Mission, KS 66202 for the purpose of hearing a answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied.

Detailed budget information is available at City Clerk's Office - Mission City Hall and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

| FUND               | Prior Year Actual 2018 |                  | Current Year Estimate for 2019 |                  | Proposed Budget Year for 2020     |                               |                    |
|--------------------|------------------------|------------------|--------------------------------|------------------|-----------------------------------|-------------------------------|--------------------|
|                    | Expenditures           | Actual Tax Rate* | Expenditures                   | Actual Tax Rate* | Budget Authority for Expenditures | Amount of 2019 Ad Valorem Tax | Estimate Tax Rate* |
| General            | 85,000                 | 10.500           | 90,000                         | 9.793            | 100,500                           | 79,469                        | 9.756              |
| Debt Service       |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
|                    |                        |                  |                                |                  |                                   |                               |                    |
| Totals             | 85,000                 | 10.500           | 90,000                         | 9.793            | 100,500                           | 79,469                        | 9.756              |
| Less: Transfers    | 85,000                 |                  | 85,000                         |                  | 85,000                            |                               |                    |
| Net Expenditures   | 0                      |                  | 5,000                          |                  | 15,500                            |                               |                    |
| Total Tax Levied   | 87,629                 |                  | 85,541                         |                  | xxxxxxxxxxxxxxx                   |                               |                    |
| Assessed Valuation | 8,268,102              |                  | 8,735,046                      |                  | 8,145,242                         |                               |                    |

Outstanding Indebtedness,

| Jan 1,            | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|-------------------|-------------|-------------|-------------|
| G.O. Bonds        | 0           | 0           | 0           |
| Revenue Bonds     | 0           | 0           | 0           |
| No-Fund Warrant   | 0           | 0           | 0           |
| Lease Pur. Princ. | 0           | 0           | 0           |
| Total             | 0           | 0           | 0           |

\*Tax rates are expressed in mills.

Brian Scott  
Asst. City Administrator/Finance Dir.

**City of Mission  
2020 Recommended  
Budget**

**August 7, 2019**

# City of Mission 2020 Annual Budget

## Fund Structure

### All Funds Summary

#### **General Fund**

Revenue Detail

General Fund Budget Totals by Expenditure Categories

General Fund Budget Totals by Department

General Fund Summary

#### **Departments**

General Overhead

Legislative

Administration

Municipal Court

Neighborhood Services

Public Works

Community Development

Parks and Recreation - Mission Family Aquatic Center

Parks and Recreation - Sylvester Powell, Jr. Community Center

Police

#### **Capital Project Funds**

Capital Improvement Fund

Equipment Reserve and Replacement Fund

#### **Special Revenue Funds**

Storm Water Utility Fund

Transportation Fund

Street Sales Tax Fund

Parks Sales Tax Fund

Special Highway Fund

Special Alcohol Fund

Special Parks and Recreation Fund

Solid Waste Fund

Mission Convention and Visitor's Bureau Fund

Mission Crossing TIF/CID Fund

Cornerstone Commons CID Fund

Rock Creek Drainage District #1 Fund

Rock Creek Drainage District #2 Fund

City of Mission 2020 Annual Budget

All Funds Summary

|                               | <u>General Fund</u>  | <u>Capital<br/>Improv. Fund</u> | <u>Equipment<br/>Reserve and<br/>Replacement<br/>Fund</u> | <u>Storm Water<br/>Utility Fund</u> | <u>Trans. Fund</u> | <u>Street Sales<br/>Tax Fund</u> | <u>Parks &amp;<br/>Recreation<br/>Sales Tax<br/>Fund</u> |
|-------------------------------|----------------------|---------------------------------|---|-------------------------------------|--------------------|----------------------------------|--|
| <b>BEGINNING FUND BALANCE</b> | \$ 4,811,005         | \$ 311,525                      | \$ 466,091  | \$ 5,266,297                        | \$ 15,938          | \$ 240,026                       | \$ 753,257   |
| <b>REVENUES</b>               |                      |                                 |   |                                     |                    |                                  |  |
| Property Taxes                | 1,665,000            |                                 |   | -                                   |                    |                                  |  |
| Property Taxes For Streets    | 975,000              |                                 |   |                                     |                    |                                  |  |
| Payment in Lieu of Taxes      |                      |                                 |   |                                     |                    |                                  |  |
| Motor Vehicle Taxes           | 268,300              |                                 |   |                                     |                    |                                  |  |
| Sales and Use Taxes           | 3,650,000            |                                 |   |                                     |                    | 600,000                          | 875,000  |
| Franchise Tax Fees            | 1,127,500            |                                 |   |                                     |                    |                                  |  |
| Transient Guest Tax           |                      |                                 |   |                                     |                    |                                  |  |
| Licenses and Permits          | 158,700              |                                 |   |                                     |                    |                                  |  |
| Plan Review/Insp. Fees        | 225,000              |                                 |   |                                     |                    |                                  |  |
| Police Fines                  | 1,160,500            |                                 |   |                                     |                    |                                  |  |
| Charges for Services          | 114,500              |                                 |   |                                     |                    |                                  |  |
| Bond/Lease Proceeds           | 450,000              | -                               |   | 18,220                              |                    |                                  |  |
| Miscellaneous and Other       | 135,000              | 67,360                          | 49,500  | 40,000                              | -                  | 15,000                           | -  |
| Intergovernmental Rev.        | 1,562,000            | 489,530                         |   | -                                   | -                  |                                  |  |
| Pool Revenues                 | 155,000              |                                 |   |                                     |                    |                                  |  |
| Community Center Rev.         | 1,849,400            |                                 |   |                                     |                    |                                  |  |
| Special Assessments           |                      |                                 |   | 599,000                             |                    |                                  |  |
| Solid Waste Utility Fees      |                      |                                 |   |                                     |                    |                                  |  |
| Stormwater Utility Fees       |                      |                                 |   | 2,535,000                           |                    |                                  |  |
| Transportation Utility Fees   |                      |                                 |   |                                     | -                  |                                  |  |
| Transf. from Other Funds      | -                    | 1,258,575                       | -   | 88,000                              | -                  | -                                | -  |
| <b>TOTAL REVENUES</b>         | <b>\$ 13,495,900</b> | <b>\$ 1,815,465</b>             | <b>\$ 49,500</b>  | <b>\$ 3,280,220</b>                 | <b>\$ -</b>        | <b>\$ 615,000</b>                | <b>\$ 875,000</b>  |
| <b>EXPENDITURES</b>           |                      |                                 |   |                                     |                    |                                  |  |
| Personal Services             | 7,881,360            | -                               | -   | -                                   | -                  | -                                | -  |
| Contractual Services          | 3,517,680            | -                               | -   | 400,000                             | -                  | -                                | -  |
| Commodities                   | 579,200              | -                               | -   | -                                   | -                  | -                                | -  |
| Capital Outlay                | 351,700              | 1,466,480                       | 300,000   | 4,561,237                           | -                  | 375,000                          | -  |
| Debt/Lease Service            | 205,000              | 550,838                         | -   | 2,614,160                           | -                  | 470,060                          | 529,100  |
| Cont./Reserves/Trans.         | -                    | -                               | -   | -                                   | -                  | -                                | 60,000   |
| Transfers to Other Funds      | 1,060,000            | -                               | -   | 283,575                             | -                  | -                                | -  |
| <b>TOTAL EXPENDITURES</b>     | <b>\$ 13,594,940</b> | <b>\$ 2,017,318</b>             | <b>\$ 300,000</b>   | <b>\$ 7,858,972</b>                 | <b>\$ -</b>        | <b>\$ 845,060</b>                | <b>\$ 589,100</b>  |
| <b>Difference</b>             | <b>(99,040)</b>      | <b>(201,853)</b>                | <b>(250,500)</b>  | <b>(4,578,752)</b>                  | <b>-</b>           | <b>(230,060)</b>                 | <b>285,900</b>   |
| <b>ENDING FUND BALANCE</b>    | <b>\$ 4,711,965</b>  | <b>\$ 109,672</b>               | <b>\$ 215,591</b>   | <b>\$ 687,545</b>                   | <b>\$ 15,938</b>   | <b>\$ 9,966</b>                  | <b>\$ 1,039,157</b>                                      |

City of Mission 2020 Annual Budget

All Funds Summary

| Special Highway Fund | Special Alcohol Fund | Special Parks & Recreation Fund | Solid Waste Utility Fund | MCVB Fund  | Mission Crossing TIF/CID Fund | Cornerst. Commons TIF/CID Fund | RC Drainage #1 Fund | RC Drainage #2 Fund | All Funds     |
|----------------------|----------------------|---------------------------------|--------------------------|------------|-------------------------------|--------------------------------|---------------------|---------------------|---------------|
| \$ 48,726            | \$ 110,696           | \$ 98,346                       | \$ (6,011)               | \$ 121,343 | \$ 8,439                      | \$ 3,533                       | \$ 11,909           | \$ 27,033           | \$ 12,288,152 |
|                      |                      |                                 |                          |            | 210,000                       |                                | 5,000               | 90,000              | 1,970,000     |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 975,000       |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | -             |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 268,300       |
|                      |                      |                                 |                          |            | 160,000                       | 70,000                         |                     |                     | 5,355,000     |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 1,127,500     |
|                      |                      |                                 |                          | 60,000     |                               |                                |                     |                     | 60,000        |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 158,700       |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 225,000       |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 1,160,500     |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 114,500       |
|                      |                      | -                               |                          |            |                               |                                |                     |                     | 468,220       |
| 100                  |                      | 200                             | 100                      | 35,500     |                               |                                | -                   | 100                 | 342,860       |
| 250,000              | 85,000               | 85,000                          |                          |            |                               |                                |                     |                     | 2,471,530     |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 155,000       |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 1,849,400     |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 599,000       |
|                      |                      |                                 | 588,000                  |            |                               |                                |                     |                     | 588,000       |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 2,535,000     |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | -             |
|                      |                      |                                 | 95,000                   |            |                               |                                |                     |                     | 1,441,575     |
| \$ 250,100           | \$ 85,000            | \$ 85,200                       | \$ 683,100               | \$ 95,500  | \$ 370,000                    | \$ 70,000                      | \$ 5,000            | \$ 90,100           | \$ 21,865,085 |
|                      |                      |                                 |                          |            |                               |                                |                     |                     | 7,896,360     |
|                      | 15,000               |                                 |                          |            |                               |                                |                     |                     | 5,195,680     |
|                      | 80,000               |                                 | 672,000                  | 85,500     | 370,000                       | 70,500                         |                     |                     | 605,700       |
| 25,000               | 1,000                |                                 | 500                      |            |                               |                                |                     |                     | 6,989,417     |
| 225,000              |                      |                                 |                          | 10,000     |                               |                                |                     |                     | 4,436,813     |
|                      |                      | 67,655                          |                          |            |                               |                                |                     |                     | 60,000        |
|                      |                      |                                 |                          |            |                               |                                | 3,000               | 85,000              | 1,431,575     |
| \$ 250,000           | \$ 96,000            | \$ 67,655                       | \$ 672,500               | \$ 95,500  | \$ 370,000                    | \$ 70,500                      | \$ 3,000            | \$ 85,000           | \$ 26,915,545 |
| 100                  | (11,000)             | 17,545                          | 10,600                   |            |                               | (500)                          | 2,000               | 5,100               | (5,050,460)   |
| \$ 48,826            | \$ 99,696            | \$ 115,891                      | \$ 4,589                 | \$ 121,343 | \$ 8,439                      | \$ 3,033                       | \$ 13,909           | \$ 32,133           | \$ 7,237,692  |



City of Mission 2020 Annual Budget

Revenue Detail

|   | Actual<br>2017 | Estimate<br>2018 | Actual<br>2018 | Estimate YE<br>2019 | Budget<br>2020 |
|---|----------------|------------------|----------------|---------------------|----------------|
| <u>Property Tax</u>                       |                |                  |                |                     |                |
| Real Estate Tax (General Property Tax)    | 1,431,094      | 1,500,000        | 1,540,940      | 1,618,000           | 1,650,000      |
| Delinquent Real Estate Tax                | 12,445         | 15,000           | 21,890         | 12,000              | 15,000         |
| Property Tax                              | 1,443,538      | 1,515,000        | 1,562,830      | 1,630,000           | 1,665,000      |
| <u>Property Tax for Streets (7 Mills)</u> | 885,441        | 900,000          | 904,892        | 950,000             | 975,000        |
| <u>Motor Vehicle Tax</u>                  |                |                  |                |                     |                |
| Motor Vehicle Tax                         | 229,186        | 247,000          | 243,911        | 256,000             | 263,000        |
| Recreational Vehicle Tax                  | 893            | 600              | 800            | 800                 | 800            |
| Heavy Truck Tax                           | 2,646          | 2,500            | 3,856          | 3,750               | 4,000          |
| Rental Excise Tax                         | -              | -                | -              | -                   | -              |
| Delinquent Personal Property Tax          | 241            | 500              | -              | 500                 | 500            |
| Motor Vehicle Tax                         | 232,966        | 250,600          | 248,567        | 261,050             | 268,300        |
| <u>City Sales/Use Tax</u>                 |                |                  |                |                     |                |
| City Sales Tax                            | 2,351,684      | 2,400,000        | 2,389,704      | 2,400,000           | 2,420,000      |
| City Use Tax                              | 946,090        | 950,000          | 1,178,272      | 1,200,000           | 1,230,000      |
| City Sales/Use Tax                        | 3,297,774      | 3,350,000        | 3,567,976      | 3,600,000           | 3,650,000      |
| <u>Franchise Tax</u>                      |                |                  |                |                     |                |
| KCP&L                                     | 703,739        | 700,000          | 789,193        | 750,000             | 750,000        |
| KS Gas Service                            | 190,778        | 225,000          | 217,748        | 300,000             | 225,000        |
| SBC Telephone                             | 20,270         | 25,000           | 19,497         | 20,000              | 19,000         |
| Consolidated Telephone (formerly SureWet) | 4,160          | 5,000            | 3,899          | 3,800               | 3,500          |
| AT&T (SBC) Video                          | 37,370         | 33,000           | 30,442         | 28,500              | 27,000         |
| Consolidated Video (formerly SureWest)    | 14,268         | 15,000           | 12,050         | 23,000              | 20,000         |
| Spectrum Video (formerly Time Warner)     | 59,011         | 58,000           | 56,238         | 55,000              | 55,000         |
| Google (New)                              | 32,344         | 30,000           | 26,752         | 26,500              | 28,000         |
| Franchise Tax                             | 1,061,940      | 1,091,000        | 1,155,819      | 1,206,800           | 1,127,500      |
| <u>Licenses and Permits</u>               |                |                  |                |                     |                |
| Occupational License                      | 97,276         | 91,000           | 92,957         | 93,000              | 95,000         |
| Public Works Permits                      | 5,475          | 4,000            | 3,625          | 5,000               | 3,500          |
| Rental License                            | 43,874         | 40,000           | 46,524         | 45,000              | 45,000         |
| Rental Inspection Fee                     | -              | 3,000            | -              | -                   | 1,000          |
| Tree Service License Fee                  | 30             | 200              | 40             | 200                 | 200            |
| Sign Permit Fee                           | 3,141          | 5,000            | 4,938          | 5,000               | 5,000          |
| Land Use Fee                              | 3,453          | 2,000            | 1,625          | 1,500               | 1,500          |
| Liquor License                            | 6,800          | 5,000            | 4,025          | 4,000               | 5,000          |
| Operator/Solicitor/Massage License        | 1,870          | 3,000            | 1,175          | 2,000               | 2,000          |
| Animal License                            | 550            | 100              | 600            | 500                 | 500            |
| Licenses and Permits                      | 162,469        | 153,300          | 155,509        | 156,200             | 158,700        |
| <u>Plan Review/Inspection Fees</u>        |                |                  |                |                     |                |
| Building Permit Fees                      | 142,109        | 175,000          | 255,060        | 371,000             | 150,000        |
| Plan Review Fees                          | 81,696         | 100,000          | 96,142         | 251,000             | 75,000         |
| Plan Review/Inspection Fees               | 223,805        | 275,000          | 351,203        | 622,000             | 225,000        |

City of Mission 2020 Annual Budget

Revenue Detail

|   | Actual<br>2017   | Estimate<br>2018 | Actual<br>2018   | Estimate YE<br>2019 | Budget<br>2020   |
|---|------------------|------------------|------------------|---------------------|------------------|
| <u>Intergovernmental Revenue</u>          |                  |                  |                  |                     |                  |
| <b>County Sales/Use Tax</b>               |                  |                  |                  |                     |                  |
| County Sales Tax                          | 663,659          | 650,000          | 675,322          | 685,000             | 695,000          |
| County Use Tax                            | <u>139,875</u>   | <u>140,000</u>   | <u>143,185</u>   | <u>146,000</u>      | <u>150,000</u>   |
| County Sales/Use Tax                      | 803,534          | 790,000          | 818,507          | 831,000             | 845,000          |
| <b>County Sales/Use Tax - Jail</b>        |                  |                  |                  |                     |                  |
| County Jail Sales Tax                     | 165,212          | 165,000          | 167,798          | 170,000             | 172,000          |
| County Jail Use Tax                       | <u>34,969</u>    | <u>35,000</u>    | <u>35,796</u>    | <u>36,000</u>       | <u>37,000</u>    |
| County Sales/Use Tax - Jail               | 200,182          | 200,000          | 203,594          | 206,000             | 209,000          |
| <b>County Sales/Use Tax - Pub Safety</b>  |                  |                  |                  |                     |                  |
| County Public Safety Sales Tax            | 165,212          | 165,000          | 167,798          | 170,000             | 172,000          |
| County Public Safety Use Tax              | <u>34,968</u>    | <u>35,000</u>    | <u>35,796</u>    | <u>36,000</u>       | <u>37,000</u>    |
| County Sales/Use Tax - Pub Safety         | 200,181          | 200,000          | 203,594          | 206,000             | 209,000          |
| <b>County Sales/Use Tax - Court House</b> |                  |                  |                  |                     |                  |
| County Court House Sales Tax              | 126,604          | 165,000          | 167,797          | 170,000             | 172,000          |
| County Court House Use Tax                | <u>26,154</u>    | <u>35,000</u>    | <u>35,796</u>    | <u>36,000</u>       | <u>37,000</u>    |
| County Sales/Use Tax - Pub Safety         | 152,758          | 200,000          | 203,593          | 206,000             | 209,000          |
| <b>Alcohol Tax</b>                        | 74,789           | 75,000           | 80,108           | 84,000              | 85,000           |
| <b>Other Intergovernmental Revenue</b>    | 9,905            | 5,000            | 1                | 5,000               | 5,000            |
| <b>Total for Intergovernmental</b>        | <u>1,441,348</u> | <u>1,470,000</u> | <u>1,509,397</u> | <u>1,538,000</u>    | <u>1,562,000</u> |
| <u>Police Fines</u>                       |                  |                  |                  |                     |                  |
| Fines                                     | 1,169,510        | 1,300,000        | 943,053          | 1,050,000           | 1,100,000        |
| Parking Fines                             | 4,950            | 5,000            | 4,324            | 6,000               | 5,000            |
| Alarm Fines                               | 300              | 500              | 1,055            | 300                 | 500              |
| Police Dept. Lab Fees                     | -                | 500              | 400              | 500                 | 500              |
| Fuel Assessment Fees                      | 40,734           | 25,000           | 16,079           | 9,000               | 9,000            |
| ADA Accessibility Fees                    | 10,446           | 25,000           | 22,654           | 41,000              | 40,000           |
| Motion Fees                               | 5,100            | 5,000            | 4,325            | 5,000               | 5,000            |
| Expungement Fees                          | 1,000            | 500              | 700              | 500                 | 500              |
| Court Appointed Attorney                  | -                | -                | -                | -                   | -                |
| Police Fines                              | <u>1,232,040</u> | <u>1,361,500</u> | <u>992,590</u>   | <u>1,112,300</u>    | <u>1,160,500</u> |
| <u>Service Charges</u>                    |                  |                  |                  |                     |                  |
| Court Costs                               | 155,620          | 130,000          | 46,038           | 50,225              | 50,000           |
| On Line Convenience                       | 4,284            | 4,000            | 3,495            | 4,500               | 4,500            |
| Charge for Services                       | -                | -                | 2,500            | -                   | -                |
| Reimbursed Expenses                       | 102,577          | 25,000           | 196,507          | 50,000              | 50,000           |
| NEAC Administrative Cost Reimbursement    | 9,482            | 9,000            | 10,105           | 5,000               | 5,000            |
| Nuisance Abatement Fees                   | 4,968            | 4,500            | -                | 5,000               | 5,000            |
| Weed Abatement Fees                       | <u>252</u>       | <u>-</u>         | <u>2,906</u>     | <u>500</u>          | <u>-</u>         |
| Service Charges                           | 277,184          | 172,500          | 261,551          | 115,225             | 114,500          |

City of Mission 2020 Annual Budget

Revenue Detail

|  | Actual<br>2017    | Estimate<br>2018  | Actual<br>2018    | Estimate YE<br>2019 | Budget<br>2020    |
|--|-------------------|-------------------|-------------------|---------------------|-------------------|
| <u>Miscellaneous and Other</u>         |                   |                   |                   |                     |                   |
| Interest/Investments                   | 25,758            | 45,000            | 61,369            | 100,000             | 110,000           |
| Sale of Fixed Assets                   | 121,340           | -                 | -                 | -                   | -                 |
| Miscellaneous and Other                | 171,490           | 65,000            | 204,181           | 125,000             | 135,000           |
| <u>Pool Revenues</u>                   |                   |                   |                   |                     |                   |
| Outdoor Pool Membership                | 38,449            | 40,000            | 40,305            | 45,000              | 45,000            |
| Outdoor Pool Front Desk                | 42,261            | 45,000            | 49,250            | 55,000              | 55,000            |
| Outdoor Pool Concessions               | 23,362            | 22,000            | 30,377            | 35,000              | 37,000            |
| Outdoor Pool Program Fees              | 7,152             | 5,000             | 6,380             | 7,000               | 7,000             |
| Outdoor Pool Rental                    | 2,787             | 3,000             | 2,403             | 3,000               | 3,000             |
| Super Pool Pass Revenue                | 7,180             | 6,000             | 7,287             | 8,000               | 8,000             |
| Pool Revenue                           | 121,191           | 121,000           | 136,002           | 153,000             | 155,000           |
| <u>Community Center Revenue</u>        |                   |                   |                   |                     |                   |
| Community Center Membership            | 661,425           | 650,000           | 592,202           | 610,000             | 625,000           |
| Community Center Rental                | 262,014           | 270,000           | 274,532           | 282,000             | 285,000           |
| Community Center Program               | 313,425           | 335,000           | 321,527           | 375,000             | 400,000           |
| Community Center Daily Fees            | 211,219           | 225,000           | 211,327           | 225,000             | 250,000           |
| Community Center Misc.                 | 5,429             | 8,000             | 6,727             | 4,500               | 5,000             |
| Community Center Resale of Items       | 754               | 1,000             | 792               | 800                 | 900               |
| Community Center Sponsorship/Ads       | -                 | 10,000            | 350               | 400                 | 500               |
| Mission Summer Program                 | 224,203           | 255,000           | 215,115           | 225,000             | 230,000           |
| Mission Square PILOTS                  | 79,688            | 53,125            | 53,125            | 53,125              | 53,000            |
| Community Center Revenues              | 1,758,157         | 1,807,125         | 1,675,697         | 1,775,825           | 1,849,400         |
| <u>TIF/CID Proceeds</u>                |                   |                   |                   |                     |                   |
| Mission Crossing TIF - Sales Tax       | -                 | -                 | -                 | -                   | -                 |
| Mission Crossing CID - Sales Tax       | -                 | -                 | -                 | -                   | -                 |
| Cornerstone Commons - CID Sales Tax    | -                 | -                 | -                 | -                   | -                 |
| TDD Sales Tax                          | -                 | -                 | -                 | -                   | -                 |
| CID/TIF Proceeds                       | -                 | -                 | -                 | -                   | -                 |
| <u>Bond/Lease Proceeds</u>             |                   |                   |                   |                     |                   |
| 2020 Lease Purchase of Police Vehicles | -                 | -                 | -                 | -                   | 450,000           |
| Bond/Lease Proceeds                    | -                 | -                 | -                 | -                   | 450,000           |
| <u>Transfers From Other Funds</u>      |                   |                   |                   |                     |                   |
| Parks Sales Tax                        | -                 | -                 | -                 | -                   | -                 |
| Transfers From Other Funds             | -                 | -                 | -                 | -                   | -                 |
| <b>Total Revenue</b>                   | <b>12,309,342</b> | <b>12,532,025</b> | <b>12,726,214</b> | <b>13,245,400</b>   | <b>13,495,900</b> |

City of Mission 2020 Annual Budget

Summary of Costs by Type of Expenditure

|                                       | <u>Personnel</u>    | <u>Contractual Services</u> | <u>Commodities</u> | <u>Capital Outlay</u> | <u>Debt Service</u> | <u>Total</u>         |
|---------------------------------------|---------------------|-----------------------------|--------------------|-----------------------|---------------------|----------------------|
| General Overhead                      | \$ -                | \$ 323,000                  | \$ 50,500          | \$ 28,000             | 80,000              | \$ 481,500           |
| Legislative                           | \$ 56,710           | \$ 174,900                  | \$ 1,850           | \$ -                  | -                   | \$ 233,460           |
| Administration                        | \$ 873,550          | \$ 50,050                   | \$ 1,100           | \$ -                  | -                   | \$ 924,700           |
| Municipal Court                       | \$ 352,500          | \$ 30,100                   | \$ 10,500          | \$ -                  | -                   | \$ 393,100           |
| Neighborhood Services                 | \$ -                | \$ -                        | \$ -               | \$ -                  | -                   | \$ -                 |
| Public Works                          | \$ 1,056,000        | \$ 1,029,020                | \$ 193,800         | \$ 34,000             | \$ -                | \$ 2,312,820         |
| Community Development                 | \$ 405,600          | \$ 566,300                  | \$ 8,000           | \$ 7,000              | -                   | \$ 986,900           |
| Parks and Recreation                  |                     |                             |                    |                       |                     |                      |
| Mission Aquatic Center                | \$ 162,500          | \$ 81,150                   | \$ 48,950          | \$ -                  | -                   | \$ 292,600           |
| Sylvester Powell Jr. Community Center | \$ 1,620,500        | \$ 868,200                  | \$ 112,500         | \$ -                  | -                   | \$ 2,601,200         |
| Police                                | \$ 3,354,000        | \$ 394,960                  | \$ 152,000         | \$ 282,700            | \$ 125,000          | \$ 4,308,660         |
| <b>Total</b>                          | <u>\$ 7,881,360</u> | <u>\$ 3,517,680</u>         | <u>\$ 579,200</u>  | <u>\$ 351,700</u>     | <u>\$ 205,000</u>   | <u>\$ 12,534,940</u> |

City of Mission 2020 Annual Budget

Summary of Costs by Department

|                                     | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 | % Change<br>2019/2020 |
|-------------------------------------|----------------|----------------|---------------------|------------------|-----------------------|
| <b><u>General Overhead</u></b>      |                |                |                     |                  |                       |
| Personnel Services                  | \$ -           | \$ -           | \$ -                | \$ -             |                       |
| Contractual Services                | 253,518        | 252,972        | 321,000             | 323,000          | 1%                    |
| Commodities                         | 39,714         | 77,031         | 47,250              | 50,500           | 7%                    |
| Capital Outlay                      | 36,361         | 184,079        | 130,000             | 28,000           | -78%                  |
| Debt Service                        | 77,175         | 75,875         | 79,575              | 80,000           | 1%                    |
| Total                               | \$ 406,768     | \$ 589,957     | \$ 577,825          | \$ 481,500       | -17%                  |
| <b><u>Legislative</u></b>           |                |                |                     |                  |                       |
| Personnel Services                  | \$ 50,150      | \$ 53,115      | \$ 56,620           | \$ 56,710        | 0%                    |
| Contractual Services                | 89,335         | 83,915         | 127,700             | 174,900          | 37%                   |
| Commodities                         | 35             | 2,174          | 1,200               | 1,850            | 54%                   |
| Capital Outlay                      | 147            | 2,715          | -                   | -                |                       |
| Total                               | \$ 139,667     | \$ 141,919     | \$ 185,520          | \$ 233,460       | 26%                   |
| <b><u>Administration</u></b>        |                |                |                     |                  |                       |
| Personnel Services                  | \$ 783,704     | \$ 799,621     | \$ 823,700          | \$ 873,550       | 6%                    |
| Contractual Services                | 47,063         | 33,239         | 33,550              | 50,050           | 49%                   |
| Commodities                         | 1,799          | 929            | 850                 | 1,100            | 29%                   |
| Capital Outlay                      | 470            | 2,808          | 12,000              | -                | -100%                 |
| Total                               | \$ 833,035     | \$ 836,596     | \$ 870,100          | \$ 924,700       | 6%                    |
| <b><u>Municipal Court</u></b>       |                |                |                     |                  |                       |
| Personnel Services                  | \$ 284,513     | \$ 314,214     | \$ 339,000          | \$ 352,500       | 4%                    |
| Contractual Services                | 15,232         | 16,851         | 26,200              | 30,100           | 15%                   |
| Commodities                         | 8,470          | 5,811          | 10,500              | 10,500           | 0%                    |
| Capital Outlay                      | 2,640          | -              | 36,000              | -                | -100%                 |
| Total                               | \$ 310,855     | \$ 336,876     | \$ 411,700          | \$ 393,100       | -5%                   |
| <b><u>Neighborhood Services</u></b> |                |                |                     |                  |                       |
| Personnel Services                  | \$ -           | \$ -           | \$ -                | \$ -             |                       |
| Contractual Services                | -              | -              | -                   | -                |                       |
| Commodities                         | -              | -              | -                   | -                |                       |
| Capital Outlay                      | -              | -              | -                   | -                |                       |
| Total                               | \$ -           | \$ -           | \$ -                | \$ -             |                       |

## City of Mission 2020 Annual Budget

### Summary of Costs by Department

|                                      | Actual<br>2017       | Actual<br>2018       | Estimate YE<br>2019  | Proposed<br>2020     | % Change<br>2019/2020 |
|--------------------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|
| <b><u>Public Works</u></b>           |                      |                      |                      |                      |                       |
| Personnel Services                   | \$ 689,401           | \$ 774,696           | \$ 888,500           | \$ 1,056,000         | 19%                   |
| Contractual Services                 | 801,233              | 845,621              | 960,319              | 1,029,020            | 7%                    |
| Commodities                          | 153,432              | 159,686              | 176,100              | 193,800              | 10%                   |
| Capital Outlay                       | 280,597              | 54,567               | 385,000              | 34,000               | -91%                  |
| Debt Service                         | 57,325               | 57,325               | 28,662               | -                    | -100%                 |
| Total                                | \$ 1,981,988         | \$ 1,891,895         | \$ 2,438,581         | \$ 2,312,820         | -5%                   |
| <b><u>Community Development</u></b>  |                      |                      |                      |                      |                       |
| Personnel Services                   | \$ 256,444           | \$ 205,211           | \$ 262,000           | \$ 405,600           | 55%                   |
| Contractual Services                 | 445,082              | 383,950              | 858,800              | 566,300              | -34%                  |
| Commodities                          | 2,384                | 714                  | 3,600                | 8,000                | 122%                  |
| Capital Outlay                       | 626                  | 821                  | 72,000               | 7,000                | -90%                  |
| Total                                | \$ 704,536           | \$ 590,696           | \$ 1,196,400         | \$ 986,900           | -18%                  |
| <b><u>Mission Aquatic Center</u></b> |                      |                      |                      |                      |                       |
| Personnel Services                   | \$ 90,181            | \$ 158,746           | \$ 152,620           | \$ 162,500           | 6%                    |
| Contractual Services                 | 71,320               | 88,087               | 71,400               | 81,150               | 14%                   |
| Commodities                          | 40,079               | 45,103               | 45,250               | 48,950               | 8%                    |
| Capital Outlay                       | 4,325                | -                    | -                    | -                    |                       |
| Total                                | \$ 205,904           | \$ 291,935           | \$ 269,270           | \$ 292,600           | 9%                    |
| <b><u>Community Center</u></b>       |                      |                      |                      |                      |                       |
| Personnel Services                   | \$ 1,352,915         | \$ 1,416,125         | \$ 1,499,500         | \$ 1,620,500         | 8%                    |
| Contractual Services                 | 827,236              | 820,149              | 917,250              | 868,200              | -5%                   |
| Commodities                          | 98,168               | 104,505              | 112,500              | 112,500              | 0%                    |
| Capital Outlay                       | 3,948                | -                    | -                    | -                    |                       |
| Total                                | \$ 2,282,266         | \$ 2,340,778         | \$ 2,529,250         | \$ 2,601,200         | 3%                    |
| <b><u>Police</u></b>                 |                      |                      |                      |                      |                       |
| Personnel Services                   | \$ 2,687,810         | \$ 2,946,661         | \$ 3,209,820         | \$ 3,354,000         | 4%                    |
| Contractual Services                 | 365,140              | 370,787              | 374,601              | 394,960              | 5%                    |
| Commodities                          | 97,683               | 103,850              | 147,360              | 152,000              | 3%                    |
| Capital Outlay                       | 76,145               | 34,062               | 293,852              | 282,700              | -4%                   |
| Debt Service                         | 144,625              | 140,748              | 95,322               | 125,000              | 31%                   |
| Total                                | \$ 3,371,402         | \$ 3,596,108         | \$ 4,120,955         | \$ 4,308,660         | 5%                    |
| <b>Total for All Departments</b>     | <b>\$ 10,236,422</b> | <b>\$ 10,616,759</b> | <b>\$ 12,599,601</b> | <b>\$ 12,534,940</b> | <b>-1%</b>            |

City of Mission 2020 Annual Budget

General Fund Summary

|  | Actual<br>2017       | Actual<br>2018       | Budget<br>2019       | Proposed<br>2020     | % Change<br>2019/2020 |
|--|----------------------|----------------------|----------------------|----------------------|-----------------------|
| <b><u>BEGINNING FUND BALANCE</u></b>         | \$ 4,182,340         | \$ 4,678,463         | \$ 5,325,206         | \$ 4,811,005         |                       |
| <b><u>REVENUES</u></b>                       |                      |                      |                      |                      |                       |
| Property Taxes                               | \$ 1,443,538         | \$ 1,562,830         | \$ 1,630,000         | \$ 1,665,000         | 2%                    |
| Property Taxes For Streets                   | 885,441              | 904,892              | 950,000              | 975,000              | 3%                    |
| Motor Vehicle Taxes                          | 232,966              | 248,567              | 261,050              | 268,300              | 3%                    |
| Sales/Use Taxes                              | 3,297,774            | 3,567,976            | 3,600,000            | 3,650,000            | 1%                    |
| Franchise Taxes                              | 1,061,940            | 1,155,819            | 1,206,800            | 1,127,500            | -7%                   |
| Licenses and Permits                         | 162,469              | 155,509              | 156,200              | 158,700              | 2%                    |
| Review/Plan Inspection Fees                  | 223,805              | 351,203              | 622,000              | 225,000              | -64%                  |
| Police Fines                                 | 1,232,040            | 992,590              | 1,112,300            | 1,160,500            | 4%                    |
| Service Charges                              | 277,184              | 261,551              | 115,225              | 114,500              | -1%                   |
| Pool Revenue                                 | 121,191              | 136,002              | 153,000              | 155,000              | 1%                    |
| Community Center Revenue                     | 1,758,157            | 1,675,697            | 1,775,825            | 1,849,400            | 4%                    |
| Intergovernmental Revenue                    | 1,441,348            | 1,509,397            | 1,538,000            | 1,562,000            | 2%                    |
| Miscellaneous                                | 171,490              | 204,181              | 125,000              | 135,000              | 8%                    |
| Bond/Lease Proceeds                          | -                    | -                    | -                    | 450,000              |                       |
| Transfers In                                 | -                    | -                    | -                    | -                    |                       |
| <b>Total</b>                                 | <b>\$ 12,309,342</b> | <b>\$ 12,726,214</b> | <b>\$ 13,245,400</b> | <b>\$ 13,495,900</b> | <b>2%</b>             |
| <b><u>EXPENSES</u></b>                       |                      |                      |                      |                      |                       |
| Personnel Services                           | \$ 6,195,118         | \$ 6,668,388         | \$ 7,231,760         | \$ 7,881,360         | 9%                    |
| Contractual Services                         | 2,915,158            | 2,895,570            | 3,690,820            | 3,517,680            | -5%                   |
| Commodities                                  | 441,762              | 499,802              | 544,610              | 579,200              | 6%                    |
| Capital Outlay                               | 405,259              | 279,051              | 928,852              | 351,700              | -62%                  |
| Debt Service/Lease-Purchase                  | 279,125              | 273,948              | 203,559              | 205,000              | 1%                    |
| Contingency/Reserve                          | 298,079              | 347,820              | -                    | -                    |                       |
| <b>Sub Total for Expenses</b>                | <b>\$ 10,534,501</b> | <b>\$ 10,964,579</b> | <b>\$ 12,599,601</b> | <b>\$ 12,534,940</b> | <b>-1%</b>            |
| Transfers Out                                |                      |                      |                      |                      |                       |
| Storm Water Utility Fund                     | \$ -                 |                      | \$ -                 | \$ -                 |                       |
| Capital Improvement Fund                     | 885,368              | 904,892              | 950,000              | 975,000              | 3%                    |
| Solid Waste Fund                             | 85,000               | 110,000              | 110,000              | 85,000               | -23%                  |
| Equipment Replacement Fund                   | 308,350              | 100,000              | 100,000              | -                    | -100%                 |
| <b>Sub Total for Transfers Out</b>           | <b>\$ 1,278,718</b>  | <b>\$ 1,114,892</b>  | <b>\$ 1,160,000</b>  | <b>\$ 1,060,000</b>  | <b>-9%</b>            |
| <b>Total for Expenses</b>                    | <b>\$ 11,813,219</b> | <b>\$ 12,079,471</b> | <b>\$ 13,759,601</b> | <b>\$ 13,594,940</b> | <b>-1%</b>            |
| <b><u>DIFFERENCE (Revenues/Expenses)</u></b> | <b>\$ 496,123</b>    | <b>\$ 646,743</b>    | <b>\$ (514,201)</b>  | <b>\$ (99,040)</b>   |                       |
| <b><u>ENDING FUND BALANCE</u></b>            | <b>\$ 4,678,463</b>  | <b>\$ 5,325,206</b>  | <b>\$ 4,811,005</b>  | <b>\$ 4,711,965</b>  | <b>-2%</b>            |
| Fund Balance Adjustments                     |                      |                      |                      |                      |                       |
| Restricted (25% General Fund Revenues)       | \$ 3,077,335         | \$ 3,181,553         | \$ 3,311,350         | \$ 3,373,975         |                       |
| Committed                                    | 106,882              | 129,463              | 120,000              | 160,000              |                       |
| Assigned                                     | 346,192              | 229,000              | 100,000              | -                    |                       |
| <b>Total for Fund Balance Adjustments</b>    | <b>\$ 3,530,409</b>  | <b>\$ 3,540,016</b>  | <b>\$ 3,531,350</b>  | <b>\$ 3,533,975</b>  | <b>0%</b>             |
| <b><u>UNRESTRICTED FUND BALANCE</u></b>      | <b>\$ 1,148,054</b>  | <b>\$ 1,785,189</b>  | <b>\$ 1,279,655</b>  | <b>\$ 1,177,990</b>  |                       |

## City of Mission 2020 Budget Worksheet

|                    |                  |
|--------------------|------------------|
| <b>Fund:</b>       | General          |
| <b>Department:</b> | General Overhead |

Department Description

Functions and obligations which cannot be readily charged to a particular department are grouped within General Overhead. General Overhead accounts for general liability insurance, utilities for City Hall and the Police Department, postage, building and grounds maintenance, audit expenses, and other city-wide expenses. The debt line-item in this department is for the purchase of a portion of the City's street light system in 2013.

Replacement of the city-wide phone system, city-wide surveillance camera system, and upgraded network cabling were completed in 2018. The 2019 and 2020 Budgets contemplate additional

Objectives

- Efficiently monitor utility costs.
- Control losses through an effective safety and loss control program.
- Maintain City Hall and Police Department facilities.
- Explore options for ongoing information technology support for the organization.

|                                  | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | 253,518        | 252,972        | 321,000             | 323,000          |
| Commodities                      | 39,714         | 77,031         | 47,250              | 50,500           |
| Capital Outlay                   | 36,361         | 184,079        | 130,000             | 28,000           |
| Debt Service                     | 77,175         | 75,875         | 79,575              | 80,000           |
| <b>Total</b>                     | \$ 406,768     | \$ 589,957     | \$ 577,825          | \$ 481,500       |
| <br><u>Authorized Positions</u>  |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00                | 0.00             |



City of Mission 2020 Budget Worksheet

|                    |                  |
|--------------------|------------------|
| <b>Fund:</b>       | General          |
| <b>Department:</b> | General Overhead |

| Account Number              | Account Title                     | Actual 2017 | Actual 2018 | Estimate YE 2019 | Proposed 2020 |
|-----------------------------|-----------------------------------|-------------|-------------|------------------|---------------|
| <b>Personnel Services</b>   |                                   |             |             |                  |               |
|                             |                                   | \$ -        | \$ -        | \$ -             | \$ -          |
|                             | <b>Total Personnel Services</b>   | \$ -        | \$ -        | \$ -             | \$ -          |
| <b>Contractual Services</b> |                                   |             |             |                  |               |
| 01-07-201-01                | Electricity - City Hall           | \$ 46,611   | \$ 41,438   | \$ 50,000        | \$ 45,000     |
| 01-07-201-03                | Natural Gas - City Hall           | 6,996       | 5,322       | 7,000            | 7,000         |
| 01-07-201-05                | Water and Sewer - City Hall       | 2,109       | 2,293       | 3,000            | 2,500         |
| 01-07-201-08                | Telephone                         | 1,181       | 210         | 5,000            | 5,000         |
| 01-07-203-03                | Tuition Reimbursement             | -           | -           | 7,000            | 7,000         |
| 01-07-204-01                | Advertising                       | -           | -           | 2,000            | 1,000         |
| 01-07-205-01                | Insurance - City Hall and Equip   | 53,402      | 48,944      | 55,000           | 45,000        |
| 01-07-206-03                | Periodicals/Books                 | 428         | 139         | 1,000            | 1,000         |
| 01-07-206-04                | Legal Publications                | 3,829       | 1,447       | 2,000            | 1,500         |
| 01-07-206-05                | Professional Services             | 23,955      | 4,211       | 45,000           | 10,000        |
| 01-07-207-02                | Finance/Audit                     | 22,340      | 27,585      | 32,000           | 35,000        |
| 01-07-207-07                | Pre-employment/Hiring Expense     | -           | -           | -                | -             |
| 01-07-207-07                | Bank Fees                         | 2,437       | 2,613       | 2,000            | 2,500         |
| 01-07-210-02                | Janitorial Services               | 6,065       | 7,275       | 6,000            | 7,500         |
| 01-07-212-06                | Service Contracts                 | 26,655      | 27,139      | 25,000           | 27,000        |
| 01-07-213-02                | Rentals and Leases                | 5,850       | 4,950       | 9,000            | 6,000         |
| 01-07-214-02                | Property Taxes                    | 14,248      | 11,952      | 7,000            | 15,000        |
| 01-07-214-05                | Computer Services                 | 29,519      | 60,765      | 50,000           | 90,000        |
| 01-07-214-06                | Codification                      | 3,960       | 2,504       | 3,000            | 5,000         |
| 01-07-214-13                | Website Development               | 2,526       | 2,777       | 5,000            | 5,000         |
| 01-07-215-03                | Contingency                       | 1,407       | 1,407       | 5,000            | 5,000         |
|                             | <b>Total Contractual Services</b> | \$ 253,518  | \$ 252,972  | \$ 321,000       | \$ 323,000    |
| <b>Commodities</b>          |                                   |             |             |                  |               |
| 01-07-301-01                | Office Supplies                   | \$ 6,381    | \$ 7,531    | \$ 7,000         | \$ 7,000      |
| 01-07-301-04                | Postage                           | 16,495      | 15,729      | 12,000           | 15,000        |
| 01-07-304-04                | Misc. Supplies                    | 215         | 101         | 250              | 500           |
| 01-07-305-01                | Janitorial Supplies               | 3,037       | 200         | 3,000            | 3,000         |
| 01-07-305-02                | Maintenance/Repairs City Hall     | 13,587      | 53,470      | 25,000           | 25,000        |
|                             | <b>Total Commodities</b>          | \$ 39,714   | \$ 77,031   | \$ 47,250        | \$ 50,500     |
| <b>Capital Outlay</b>       |                                   |             |             |                  |               |
| 01-07-402-03                | Computer Systems/Software         | \$ 6,844    | \$ 153,558  | \$ 130,000       | \$ 28,000     |
| 01-07-404-06                | Equipment Replacement             | 29,517      | 30,521      | -                | -             |
| 01-07-499-01                | Land                              | -           | -           | -                | -             |
|                             | <b>Total Capital Outlay</b>       | \$ 36,361   | \$ 184,079  | \$ 130,000       | \$ 28,000     |
| <b>Debt Service</b>         |                                   |             |             |                  |               |
|                             | 2013A Principal and Interest      | 77,175      | 75,875      | 79,575           | 80,000        |
|                             | <b>Total Debt Service</b>         | 77,175      | 75,875      | 79,575           | 80,000        |
|                             | <b>General Overhead Total</b>     | \$ 406,768  | \$ 589,957  | \$ 577,825       | \$ 481,500    |

## City of Mission 2020 Budget Worksheet

|                    |             |
|--------------------|-------------|
| <b>Fund:</b>       | General     |
| <b>Department:</b> | Legislative |

Department Description

The City Council serves as the legislative and policy-making body of the City. The City Court composed of eight councilmembers - two from each ward elected for four year terms - and who is elected at large for a four year term. Budgetary support for the City's boards and commissions is also accounted for in this department.

The 2020 Budget includes an increase in Public Relations (\$15,000) to support enhanced re business communication, and funding for an update to the City's Greenhouse Gas Emission Study/Climate Action Plan.

Objectives

- Function as the City's legislative body.
- Develop ordinances, resolutions, and policies for the betterment of the community.
- Authorize budget allocations to provide quality services within available resources.
- Empower appointed officers and employees to provide and improve municipal government.
- Inform constituents and encourage citizen participation.
- Establish short-term and long-range plans and objectives.

| <u>Department Budget Summary</u> | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 |
|----------------------------------|-------------------|-------------------|---------------------|
| Personnel Services               | \$ 50,150         | \$ 53,115         | \$ 56,620           |
| Contractual Services             | 89,335            | 83,915            | 127,700             |
| Commodities                      | 35                | 2,174             | 1,200               |
| Capital Outlay                   | 147               | 2,715             | -                   |
| <b>Total</b>                     | <b>\$ 139,667</b> | <b>\$ 141,919</b> | <b>\$ 185,520</b>   |

Authorized Positions

|              |             |             |             |
|--------------|-------------|-------------|-------------|
| Full-Time    | 0.00        | 0.00        | 0.00        |
| Part-Time    | 9.00        | 9.00        | 9.00        |
| Seasonal     | 0.00        | 0.00        | 0.00        |
| <b>Total</b> | <b>9.00</b> | <b>9.00</b> | <b>9.00</b> |

City of Mission 2020 Budget Worksheet

|                    |             |
|--------------------|-------------|
| <b>Fund:</b>       | General     |
| <b>Department:</b> | Legislative |

| <u>Account Number</u>              | <u>Account Title</u>              | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|------------------------------------|-----------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b><u>Personnel Services</u></b>   |                                   |                        |                        |                             |                          |
| 01-09-101-03                       | Wages and Salaries                | \$ 45,800              | \$ 48,300              | \$ 52,200                   | \$ 52,200                |
| 01-09-102-01                       | Health/Welfare Benefits           | -                      | -                      | -                           | -                        |
| 01-09-102-02                       | Social Security                   | 3,768                  | 4,097                  | 3,670                       | 3,670                    |
| 01-09-102-03                       | KPERS                             | -                      | -                      | -                           | -                        |
| 01-09-102-04                       | Employment Security               | 50                     | 133                    | 100                         | 240                      |
| 01-09-102-05                       | Workers Compensation              | 533                    | 585                    | 650                         | 600                      |
|                                    | <b>Total Personnel Services</b>   | <b>\$ 50,150</b>       | <b>\$ 53,115</b>       | <b>\$ 56,620</b>            | <b>\$ 56,710</b>         |
| <b><u>Contractual Services</u></b> |                                   |                        |                        |                             |                          |
| 01-09-201-07                       | Telephone                         | \$ 384                 | \$ 322                 | \$ -                        | \$ -                     |
| 01-09-202-06                       | Commercial Travel                 | 2,620                  | 2,697                  | 4,000                       | 4,000                    |
| 01-09-202-07                       | Lodging and Meals                 | 4,975                  | 8,581                  | 9,000                       | 10,000                   |
| 01-09-202-08                       | Parking and Tolls                 | 9                      | 35                     | 200                         | 200                      |
| 01-09-202-09                       | Mileage                           | 254                    | 393                    | 800                         | 500                      |
| 01-09-203-02                       | Registration                      | 3,195                  | 3,227                  | 4,500                       | 6,000                    |
| 01-09-203-05                       | Planning Commission               | -                      | 3,734                  | -                           | -                        |
| 01-09-205-01                       | Insurance - Public Official       | 7,139                  | 6,193                  | 7,500                       | 7,500                    |
| 01-09-206-01                       | Professional Organizations        | 390                    | 50                     | 100                         | 100                      |
| 01-09-206-02                       | Municipal Organizations           | 7,710                  | 7,296                  | 9,000                       | 9,500                    |
| 01-09-206-03                       | Periodicals/Books                 | 58                     | 462                    | 500                         | 500                      |
| 01-09-208-01                       | Annual Celebrations               | 27,375                 | 19,552                 | 15,000                      | 25,000                   |
| 01-09-208-02                       | Election Expense                  | -                      | -                      | 15,000                      | 15,000                   |
| 01-09-208-03                       | Holiday Parties                   | 6,470                  | 1,765                  | 7,500                       | -                        |
| 01-09-208-04                       | Public/Employee Relations         | 11,023                 | 7,763                  | 7,000                       | 31,500                   |
| 01-09-208-05                       | Meeting Expenses                  | 200                    | 998                    | 5,000                       | 5,000                    |
| 01-09-208-08                       | Human Service Fund (UCS)          | 7,000                  | 7,600                  | 7,600                       | 7,600                    |
| 01-09-208-09                       | Chamber of Commerce               | 4,540                  | 7,295                  | 7,000                       | 9,000                    |
| 01-09-208-12                       | MARC                              | 2,406                  | 2,444                  | 3,000                       | 3,500                    |
| 01-09-208-15                       | JOCO Utility Assistance           | -                      | -                      | -                           | -                        |
| 01-09-208-16                       | Farmer's Market                   | 3,548                  | 325                    | 10,000                      | 10,000                   |
| 01-09-214-07                       | Newsletter                        | 40                     | -                      | -                           | -                        |
| 01-09-214-03                       | Miscellaneous                     | -                      | 96                     | -                           | -                        |
| 01-09-215-04                       | Sustainability Commission         | -                      | 3,088                  | 5,000                       | 20,000                   |
| 01-09-215-05                       | PRT Commission                    | -                      | -                      | 5,000                       | 5,000                    |
| 01-09-215-06                       | Planning Commission               | -                      | -                      | 5,000                       | 5,000                    |
|                                    | <b>Total Contractual Services</b> | <b>\$ 89,335</b>       | <b>\$ 83,915</b>       | <b>\$ 127,700</b>           | <b>\$ 174,900</b>        |
| <b><u>Commodities</u></b>          |                                   |                        |                        |                             |                          |
| 01-09-301-01                       | Office Supplies                   | \$ 35                  | \$ 1,215               | \$ 500                      | \$ 500                   |
| 01-09-301-02                       | Clothing                          | -                      | 663                    | 500                         | 1,000                    |
| 01-09-301-04                       | Printing                          | -                      | 296                    | 200                         | 350                      |
|                                    | <b>Total Commodities</b>          | <b>\$ 35</b>           | <b>\$ 2,174</b>        | <b>\$ 1,200</b>             | <b>\$ 1,850</b>          |
| <b><u>Capital Outlay</u></b>       |                                   |                        |                        |                             |                          |
| 01-09-407-05                       | Contingency                       | \$ 147                 | \$ 2,715               | \$ -                        | \$ -                     |
|                                    | <b>Total Capital Outlay</b>       | <b>\$ 147</b>          | <b>\$ 2,715</b>        | <b>\$ -</b>                 | <b>\$ -</b>              |
|                                    | <b>Legislative Total</b>          | <b>\$ 139,667</b>      | <b>\$ 141,919</b>      | <b>\$ 185,520</b>           | <b>\$ 233,460</b>        |

## City of Mission 2020 Budget Worksheet

|                    |                |
|--------------------|----------------|
| <b>Fund:</b>       | General        |
| <b>Department:</b> | Administration |

### Department Description

The Administration Department provides the general support functions for the City including support of the governing body, finance and accounting, human resources/payroll, record-keeping and public information.

The City Administrator supports the Governing Body in policy development setting general direction for the organization, implements municipal policies, and oversees the day to day operations of the City.

The Assistant City Administrator/Finance Director is responsible for administering the financial functions of the City including accounting, debt service, and auditing. This position also oversees the risk management functions of the City, and the Community Development Department.

The City Clerk administers and maintains the municipal records of the City. The City Clerk also coordinates the City newsletter and oversees the Municipal Court Department.

The Assistant to the City Administrator oversees human resources, coordinates various community outreach initiatives, oversees the Mission Market, provides staff support to the Sustainability and Capital Improvement Program (CIP) Committee, and works on special projects as assigned.

### Objectives

- Promote organizational excellence.
- Monitor, supervise, direct, control, and promote organizational activities.
- Provide solid financial control.
- Implement new financial and municipal court software programs.
- Submit the 2020 Budget to the Government Finance Officer's Association for consideration of their Outstanding Budget Award.
- Continue to evaluate opportunities to enhance the Mission Market

| <u>Department Budget Summary</u> | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|----------------------------------|-------------------|-------------------|---------------------|-------------------|
| Personnel Services               | \$ 783,704        | \$ 799,621        | \$ 823,700          | \$ 873,550        |
| Contractual Services             | 47,063            | 33,239            | 33,550              | 50,050            |
| Commodities                      | 1,799             | 929               | 850                 | 1,100             |
| Capital Outlay                   | 470               | 2,808             | 12,000              | -                 |
| <b>Total</b>                     | <b>\$ 833,035</b> | <b>\$ 836,596</b> | <b>\$ 870,100</b>   | <b>\$ 924,700</b> |

### Authorized Positions

|              |             |             |             |             |
|--------------|-------------|-------------|-------------|-------------|
| Full-Time    | 7.00        | 7.00        | 7.00        | 7.00        |
| Part-Time    | 0.00        | 0.00        | 0.00        | 0.00        |
| Seasonal     | 2.00        | 2.00        | 2.00        | 2.00        |
| <b>Total</b> | <b>9.00</b> | <b>9.00</b> | <b>9.00</b> | <b>7.00</b> |

City of Mission 2020 Budget Worksheet

|                    |                |
|--------------------|----------------|
| <b>Fund:</b>       | General        |
| <b>Department:</b> | Administration |

| Account Number              | Account Title                     | Actual 2017       | Actual 2018       | Estimate YE 2019  | Proposed 2020     |
|-----------------------------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Personnel Services</b>   |                                   |                   |                   |                   |                   |
| 01-10-101-01                | Full Time Salaries                | \$ 577,091        | \$ 574,528        | \$ 584,000        | \$ 614,000        |
| 01-10-101-02                | Part Time Salaries                | 32,334            | 25,293            | 40,000            | 40,000            |
| 01-10-101-04                | Overtime Salaries                 | -                 | 958               | -                 | -                 |
| 01-10-102-01                | Health/Welfare Benefits           | 63,219            | 83,128            | 80,000            | 92,000            |
| 01-10-102-02                | Social Security                   | 47,541            | 47,558            | 47,500            | 48,300            |
| 01-10-102-03                | KPERS                             | 50,460            | 53,249            | 57,000            | 62,000            |
| 01-10-102-04                | Employment Security               | 634               | 1,428             | 1,500             | 3,000             |
| 01-10-102-05                | Workers Compensation              | 1,230             | 1,801             | 2,200             | 2,000             |
| 01-10-102-06                | City Pension                      | 11,195            | 11,680            | 11,500            | 12,250            |
|                             | <b>Total Personnel Services</b>   | <b>\$ 783,704</b> | <b>\$ 799,621</b> | <b>\$ 823,700</b> | <b>\$ 873,550</b> |
| <b>Contractual Services</b> |                                   |                   |                   |                   |                   |
| 01-10-201-01                | Electric                          | \$ -              | \$ -              | \$ -              | \$ -              |
| 01-10-201-08                | Telephone                         | 3,626             | 2,470             | 1,500             | 2,500             |
| 01-10-202-02                | Commercial Travel                 | 493               | 673               | 1,500             | 1,500             |
| 01-10-202-03                | Lodging/Meals                     | 1,593             | 853               | 4,000             | 5,000             |
| 01-10-202-04                | Parking/Tolls                     | 46                | 25                | 200               | 200               |
| 01-10-202-05                | Mileage                           | 1,166             | 373               | 1,500             | 1,000             |
| 01-10-203-01                | Registration/Tuition              | 5,394             | 1,241             | 5,500             | 6,000             |
| 01-10-204-01                | Advertising                       | 299               | -                 | -                 | -                 |
| 01-10-205-02                | Notary Bonds                      | 25                | -                 | 100               | 100               |
| 01-10-206-01                | Professional Organizations        | 4,929             | 4,227             | 5,500             | 5,500             |
| 01-10-206-02                | Municipal Organizations           | 15                | -                 | 500               | 500               |
| 01-10-206-03                | Periodicals/Books/Publications    | 1,386             | 2,600             | 2,000             | 2,500             |
| 01-10-206-05                | Professional Services             | 13,114            | 12,632            | 1,000             | 15,000            |
| 01-10-206-06                | Attorney Services                 | -                 | -                 | -                 | -                 |
| 01-10-207-07                | Pre-Employment Testing            | 172               | 210               | -                 | -                 |
| 01-10-208-04                | Public Relations                  | 3,777             | 3,287             | 5,000             | 5,000             |
| 01-10-208-05                | Meeting Expenses                  | 3,705             | 871               | 3,000             | 3,000             |
| 01-10-208-13                | Employee Recognition              | 1,394             | 3,228             | 1,500             | 1,500             |
| 01-10-212-06                | Service Contracts                 | 675               | -                 | -                 | -                 |
| 01-10-214-03                | Printing                          | 604               | 175               | 250               | 250               |
| 01-10-215-03                | Miscellaneous                     | 577               | 370               | 500               | 500               |
| 01-10-215-04                | Sustainability Expenses           | 4,071             | 5                 | -                 | -                 |
|                             | <b>Total Contractual Services</b> | <b>\$ 47,063</b>  | <b>\$ 33,239</b>  | <b>\$ 33,550</b>  | <b>\$ 50,050</b>  |
| <b>Commodities</b>          |                                   |                   |                   |                   |                   |
| 01-10-301-01                | Office Supplies                   | \$ 1,515          | \$ 585            | \$ 250            | \$ 500            |
| 01-10-301-04                | Postage                           | 115               | -                 | -                 | -                 |
| 01-10-301-05                | Printed Forms                     | 169               | 110               | 100               | 100               |
| 01-10-301-02                | Clothing                          | -                 | 234               | 500               | 500               |
|                             | <b>Total Commodities</b>          | <b>\$ 1,799</b>   | <b>\$ 929</b>     | <b>\$ 850</b>     | <b>\$ 1,100</b>   |
| <b>Capital Outlay</b>       |                                   |                   |                   |                   |                   |
| 01-10-401-01                | Office Machines                   | \$ -              | \$ -              | \$ -              | \$ -              |
| 01-10-401-02                | Office Furnishings                | 293               | 398               | -                 | -                 |
| 01-10-402-03                | Computer Systems                  | 177               | 2,410             | 12,000            | -                 |
| 01-10-407-05                | Contingency                       | -                 | -                 | -                 | -                 |
|                             | <b>Total Capital Outlay</b>       | <b>\$ 470</b>     | <b>\$ 2,808</b>   | <b>\$ 12,000</b>  | <b>\$ -</b>       |
|                             | <b>Administration Total</b>       | <b>\$ 833,035</b> | <b>\$ 836,596</b> | <b>\$ 870,100</b> | <b>\$ 924,700</b> |

## City of Mission 2020 Budget Worksheet

|                    |                 |
|--------------------|-----------------|
| <b>Fund:</b>       | General         |
| <b>Department:</b> | Municipal Court |

### Department Description

The Municipal Court Department provides a venue for the administration of justice in matters concerning violations of City ordinances and penal statutes of the State of Kansas. The Municipal Court is composed of three court clerks. The municipal judge is appointed by the City Council and serves on a part-time basis. The City Attorney serves as the prosecutor.

### Objectives

- Maintain a computerized record of municipal violations and the Court's disposition of cases.
- Keep current and up-to-date on entering warrants into systems
- Maintain a diversionary program for DUI cases
- Complete implementation of new municipal court software.

| <u>Department Budget Summary</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|----------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| Personnel Services               | \$ 284,513             | \$ 314,214             | \$ 339,000                  | \$ 352,500               |
| Contractual Services             | 15,232                 | 16,851                 | 26,200                      | 30,100                   |
| Commodities                      | 8,470                  | 5,811                  | 10,500                      | 10,500                   |
| Capital Outlay                   | <u>2,640</u>           | <u>-</u>               | <u>36,000</u>               | <u>-</u>                 |
| <b>Total</b>                     | <b>\$ 310,855</b>      | <b>\$ 336,876</b>      | <b>\$ 411,700</b>           | <b>\$ 393,100</b>        |

### Authorized Positions

|              |             |             |             |             |
|--------------|-------------|-------------|-------------|-------------|
| Full-Time    | 3.00        | 3.00        | 3.00        | 3.00        |
| Part-Time    | 2.00        | 2.00        | 2.00        | 2.00        |
| Seasonal     | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| <b>Total</b> | <b>5.00</b> | <b>5.00</b> | <b>5.00</b> | <b>5.00</b> |

City of Mission 2020 Budget Worksheet

|                    |                 |
|--------------------|-----------------|
| <b>Fund:</b>       | General         |
| <b>Department:</b> | Municipal Court |

| Account Number                     | Account Title                     | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|------------------------------------|-----------------------------------|-------------------|-------------------|---------------------|-------------------|
| <b><u>Personnel Services</u></b>   |                                   |                   |                   |                     |                   |
| 01-11-101-01                       | Full Time Salaries                | \$ 130,853        | \$ 151,883        | \$ 150,600          | \$ 155,000        |
| 01-11-101-02                       | Part Time Salaries                | -                 | -                 | -                   | -                 |
| 01-11-101-03                       | Judge Salaries                    | 30,000            | 30,000            | 30,000              | 30,000            |
| 01-11-101-04                       | Overtime Salaries                 | 8,219             | 8,197             | 8,000               | 8,000             |
| 01-11-101-06                       | City Attorney - Court             | 54,795            | 47,650            | 55,000              | 55,000            |
| 01-11-101-09                       | City Attorney Appeals - Court     | 1,120             | 2,550             | 5,000               | 5,000             |
| 01-11-102-01                       | Health/Welfare Benefits           | 29,586            | 39,369            | 50,000              | 57,500            |
| 01-11-102-02                       | Social Security                   | 12,261            | 13,574            | 18,500              | 18,800            |
| 01-11-102-03                       | KPERS                             | 11,946            | 15,260            | 14,500              | 16,000            |
| 01-11-102-04                       | Employment Security               | 160               | 403               | 600                 | 1,200             |
| 01-11-102-05                       | Workers Compensation              | 2,459             | 2,702             | 3,500               | 3,000             |
| 01-11-102-06                       | City Pension                      | 3,114             | 2,626             | 3,300               | 3,000             |
| 01-11-102-07                       | Admin Charge/Pension Plan         | -                 | -                 | -                   | -                 |
|                                    | <b>Total Personal Services</b>    | <b>\$ 284,513</b> | <b>\$ 314,214</b> | <b>\$ 339,000</b>   | <b>\$ 352,500</b> |
| <b><u>Contractual Services</u></b> |                                   |                   |                   |                     |                   |
| 01-11-201-08                       | Telephone                         | \$ 2,362          | \$ 1,675          | \$ 3,500            | \$ 2,500          |
| 01-11-202-03                       | Lodging/Meals                     | 142               | 389               | 1,000               | 1,000             |
| 01-11-202-04                       | Parking/Tolls                     | -                 | 33                | 50                  | 50                |
| 01-11-202-05                       | Mileage                           | -                 | 397               | 600                 | 500               |
| 01-11-203-01                       | Registration/Tuition              | 175               | 305               | 500                 | 500               |
| 01-11-204-01                       | Advertising - Classified          | -                 | -                 | 100                 | 100               |
| 01-11-205-01                       | Insurance                         | 564               | 619               | -                   | -                 |
| 01-11-205-02                       | Notary Bonds                      | -                 | -                 | 100                 | 100               |
| 01-11-206-05                       | Professional Services             | 2,615             | 5,528             | 5,000               | 10,000            |
| 01-11-206-06                       | City Attorney Services            | -                 | -                 | -                   | -                 |
| 01-11-207-07                       | Pre-employment Expenses           | 75                | -                 | 150                 | 150               |
| 01-11-208-13                       | Employee Recognition              | 480               | -                 | 200                 | 200               |
| 01-11-209-01                       | Appeals                           | -                 | -                 | -                   | -                 |
| 01-11-209-02                       | Computer Maintenance              | 7,203             | 6,000             | 10,000              | 10,000            |
| 01-11-209-03                       | Defense                           | 1,617             | 1,905             | 5,000               | 5,000             |
| 01-11-214-08                       | Prisoner Care                     | -                 | -                 | -                   | -                 |
|                                    | <b>Total Contractual Services</b> | <b>\$ 15,232</b>  | <b>\$ 16,851</b>  | <b>\$ 26,200</b>    | <b>\$ 30,100</b>  |
| <b><u>Commodities</u></b>          |                                   |                   |                   |                     |                   |
| 01-11-301-01                       | Office Supplies                   | \$ 3,995          | \$ 2,630          | \$ 4,500            | \$ 4,500          |
| 01-11-301-04                       | Postage                           | -                 | -                 | -                   | -                 |
| 01-11-301-05                       | Printed Forms                     | 4,476             | 2,959             | 5,500               | 5,500             |
| 01-11-301-02                       | Clothing                          | -                 | 222               | 500                 | 500               |
|                                    | <b>Total Commodities</b>          | <b>\$ 8,470</b>   | <b>\$ 5,811</b>   | <b>\$ 10,500</b>    | <b>\$ 10,500</b>  |
| <b><u>Capital Outlay</u></b>       |                                   |                   |                   |                     |                   |
| 01-11-401-01                       | Office Machines                   | \$ 339            | \$ -              | \$ 2,000            | -                 |
| 01-11-402-03                       | Computer Systems                  | 2,041             | -                 | 34,000              | -                 |
| 01-11-407-05                       | Contingency                       | 260               | -                 | -                   | -                 |
|                                    | <b>Total Capital Outlay</b>       | <b>\$ 2,640</b>   | <b>\$ -</b>       | <b>\$ 36,000</b>    | <b>\$ -</b>       |
|                                    | <b>Municipal Court Total</b>      | <b>\$ 310,855</b> | <b>\$ 336,876</b> | <b>\$ 411,700</b>   | <b>\$ 393,100</b> |

## City of Mission 2019 Budget Worksheet

|                    |                       |
|--------------------|-----------------------|
| <b>Fund:</b>       | General               |
| <b>Department:</b> | Neighborhood Services |

Department Description

The Neighborhood Services Department conducts enforcement of the City's property maintenance codes and rental dwelling licensure program. This department also provides a number of neighborhood support services including grant assistance for property upkeep, neighborhood clean-up programs, and assistance for senior citizens with property tax and utility bills. This department oversees the City's solid waste management program.

Neighborhood Services was merged with the Community Development Department in 2017.

Objectives

- Proactively promote quality housing.
- Proactively provide support to residential neighborhoods.
- Proactively address property maintenance code issues.
- Administer the rental dwelling licensing and inspection program.
- Create and promote City sponsored assistance programs.
- Respond to citizen inquires and requests for services.

| <u>Department Budget Summary</u> | Actual<br>2016    | Actual<br>2017 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|-------------------|----------------|---------------------|------------------|
| Personnel Services               | \$ 114,722        | \$ -           | \$ -                | \$ -             |
| Contractual Services             | 86,830            | -              | -                   | -                |
| Commodities                      | 1,082             | -              | -                   | -                |
| Capital Outlay                   | 23,004            | -              | -                   | -                |
| <b>Total</b>                     | <b>\$ 225,638</b> | <b>\$ -</b>    | <b>\$ -</b>         | <b>\$ -</b>      |

Authorized Positions

|              |             |             |             |             |
|--------------|-------------|-------------|-------------|-------------|
| Full-Time    | 2.00        | 0.00        | 0.00        | 0.00        |
| Part-Time    | 0.00        | 0.00        | 0.00        | 0.00        |
| Seasonal     | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b> | <b>2.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> |



City of Mission 2020 Budget Worksheet

|                    |   |
|--------------------|---|
| <b>Fund:</b>       | General   |
| <b>Department:</b> | Neighborhood Services (Merged with Community Development in 2017) |

| Account Number              | Account Title                     | Actual<br>2016    | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|-----------------------------|-----------------------------------|-------------------|----------------|----------------|---------------------|------------------|
| <b>Personnel Services</b>   |                                   |                   |                |                |                     |                  |
| 01-15-101-01                | Full Time Salaries                | \$ 81,410         | \$ -           | \$ -           | \$ -                | \$ -             |
| 01-15-101-02                | Part Time Salaries                | -                 | -              | -              | -                   | -                |
| 01-15-101-04                | Overtime Salaries                 | 2,049             | -              | -              | -                   | -                |
| 01-15-102-01                | Health/Welfare Benefits           | 12,944            | -              | -              | -                   | -                |
| 01-15-102-02                | Social Security                   | 6,354             | -              | -              | -                   | -                |
| 01-15-102-03                | KPERS                             | 8,839             | -              | -              | -                   | -                |
| 01-15-102-04                | Employment Security               | 208               | -              | -              | -                   | -                |
| 01-15-102-05                | Workers Compensation              | 1,294             | -              | -              | -                   | -                |
| 01-15-102-06                | City Pension                      | 1,624             | -              | -              | -                   | -                |
|                             | <b>Total Personnel Services</b>   | <b>\$ 114,722</b> | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>         | <b>\$ -</b>      |
| <b>Contractual Services</b> |                                   |                   |                |                |                     |                  |
| 01-15-201-08                | Telephone                         | \$ -              | -              | -              | -                   | -                |
| 01-15-202-02                | Commercial Travel                 | 286               | -              | -              | -                   | -                |
| 01-15-202-03                | Lodging / Meals                   | 1,554             | -              | -              | -                   | -                |
| 01-15-202-04                | Parking / Tolls                   | 96                | -              | -              | -                   | -                |
| 01-15-202-05                | Mileage                           | 456               | -              | -              | -                   | -                |
| 01-15-203-01                | Registration                      | 1,972             | -              | -              | -                   | -                |
| 01-15-204-01                | Advertising                       | -                 | -              | -              | -                   | -                |
| 01-15-205-01                | Insurance                         | 234               | -              | -              | -                   | -                |
| 01-15-206-01                | Professional Organizations        | 439               | -              | -              | -                   | -                |
| 01-15-206-03                | Periodicals/Books                 | 49                | -              | -              | -                   | -                |
| 01-15-206-04                | Legal Publications                | -                 | -              | -              | -                   | -                |
| 01-15-206-05                | Professional Services             | 288               | -              | -              | -                   | -                |
| 01-15-206-06                | Legal Services                    | -                 | -              | -              | -                   | -                |
| 01-15-207-04                | Housing Imp - Loan Program        | -                 | -              | -              | -                   | -                |
| 01-15-207-07                | Pre-Employment Testing            | -                 | -              | -              | -                   | -                |
| 01-15-208-04                | Public Relations                  | 1,991             | -              | -              | -                   | -                |
| 01-15-208-13                | Employee Recognition              | -                 | -              | -              | -                   | -                |
| 01-15-212-07                | Vehicle Maintenance               | 125               | -              | -              | -                   | -                |
| 01-15-214-03                | Printing                          | 258               | -              | -              | -                   | -                |
| 01-15-215-03                | Miscellaneous                     | 367               | -              | -              | -                   | -                |
| 01-15-216-01                | Nuisance Abatement                | 5,644             | -              | -              | -                   | -                |
| 01-15-216-02                | Weed Abatement                    | (366)             | -              | -              | -                   | -                |
| 01-15-216-04                | Mission Possible Program          | 31,531            | -              | -              | -                   | -                |
| 01-15-216-05                | How-To Clinics                    | -                 | -              | -              | -                   | -                |
| 01-15-216-06                | Neighborhood Grant Program        | 4,136             | -              | -              | -                   | -                |
| 01-15-216-07                | Business Improvement Grant        | 24,414            | -              | -              | -                   | -                |
| 01-15-216-09                | Citizen Rebate Program            | 13,080            | -              | -              | -                   | -                |
| 01-15-216-11                | Jo Co Utility Assistance          | -                 | -              | -              | -                   | -                |
| 01-15-216-12                | Storm Water BMP                   | 275               | -              | -              | -                   | -                |
|                             | <b>Total Contractual Services</b> | <b>\$ 86,830</b>  | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>         | <b>\$ -</b>      |

City of Mission 2020 Budget Worksheet

|                    |   |
|--------------------|---|
| <b>Fund:</b>       | General   |
| <b>Department:</b> | Neighborhood Services (Merged with Community Development in 2017) |

| <b>Account Number</b> | <b>Account Title</b>               | <b>Actual<br/>2016</b> | <b>Actual<br/>2017</b> | <b>Actual<br/>2018</b> | <b>Estimate YE<br/>2019</b> | <b>Proposed<br/>2020</b> |
|-----------------------|------------------------------------|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b>Commodities</b>    |                                    |                        |                        |                        |                             |                          |
| 01-15-301-01          | Office Supplies                    | \$ 71                  | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| 01-15-301-02          | Clothing                           | 492                    | -                      | -                      | -                           | -                        |
| 01-15-301-05          | Printed Forms                      | -                      | -                      | -                      | -                           | -                        |
| 01-15-304-04          | Miscellaneous                      | 49                     | -                      | -                      | -                           | -                        |
| 01-15-306-01          | Gas/Oil                            | 470                    | -                      | -                      | -                           | -                        |
|                       | <b>Total Commodities</b>           | <b>\$ 1,082</b>        | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>                 | <b>\$ -</b>              |
| <b>Capital Outlay</b> |                                    |                        |                        |                        |                             |                          |
| 01-15-401-01          | Office Machines                    | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| 01-15-401-02          | Office Furnishings                 | -                      | -                      | -                      | -                           | -                        |
| 01-15-402-03          | Computer Systems                   | -                      | -                      | -                      | -                           | -                        |
| 01-15-403-06          | Other Equipment/Software           | 1,095                  | -                      | -                      | -                           | -                        |
| 01-15-407-01          | Vehicle                            | 21,909                 | -                      | -                      | -                           | -                        |
| 01-15-407-05          | Contingency                        | -                      | -                      | -                      | -                           | -                        |
|                       | <b>Total Capital Outlay</b>        | <b>\$ 23,004</b>       | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>                 | <b>\$ -</b>              |
|                       | <b>Neighborhood Services Total</b> | <b>\$ 225,638</b>      | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>                 | <b>\$ -</b>              |

## City of Mission 2020 Budget Worksheet

|                    |              |
|--------------------|--------------|
| <b>Fund:</b>       | General      |
| <b>Department:</b> | Public Works |

### Department Description

The Public Works Department is responsible - either directly or through third-party contracts - for the maintenance and care of the City's infrastructure and parks.

In particular, the department provides general street maintenance services including patching and repair, snow removal, and sweeping. The department oversees the City's annual street maintenance program, which entails more intensive road work including sealing and mill and overlay of existing streets. The Department also oversees contracts for design and construction of major street and storm water repair projects.

The Public Works Department is responsible for the mowing and care of the City's parks and playgrounds, and maintenance of the City's facilities.

The 2020 Budget includes an increase of \$20,000 for tree maintenance, and the replacement of a lighted arrow board and gas tube heaters at the Public Works facility. Vehicles and equipment in 2020 are being purchased from the Equipment Reserve and Replacement Fund.

### Objectives

- Maintain city streets, curbs and gutters, storm water sewers, sidewalks and trails.
- Maintain city parks, playgrounds, shelters, and other facilities.

|   | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|---|----------------|----------------|---------------------|------------------|
| <b><u>Department Budget Summary</u></b> |                |                |                     |                  |
| Personnel Services                      | \$ 689,401     | \$ 774,696     | \$ 888,500          | \$ 1,056,000     |
| Contractual Services                    | 801,233        | 845,621        | 960,319             | 1,029,020        |
| Commodities                             | 153,432        | 159,686        | 176,100             | 193,800          |
| Capital Outlay                          | 280,597        | 54,567         | 385,000             | 34,000           |
| Debt Service (Lease)                    | 57,325         | 57,325         | 28,662              | -                |
| <b>Total</b>                            | \$ 1,981,988   | \$ 1,891,895   | \$ 2,438,581        | \$ 2,312,820     |
| <br><b><u>Authorized Positions</u></b>  |                |                |                     |                  |
| Full-Time                               | 12.00          | 12.00          | 13.00               | 13.00            |
| Part-Time                               | 0.00           | 1.00           | 1.00                | 1.00             |
| Seasonal                                | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                            | 12.00          | 13.00          | 14.00               | 14.00            |

City of Mission 2020 Budget Worksheet

|                    |              |
|--------------------|--------------|
| <b>Fund:</b>       | General      |
| <b>Department:</b> | Public Works |

| Account Number              | Account Title                    | Actual 2017       | Actual 2018       | Estimate YE 2019  | Proposed 2020       |
|-----------------------------|----------------------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Personnel Services</b>   |                                  |                   |                   |                   |                     |
| 01-20-101-01                | Full Time Salaries               | \$ 449,880        | \$ 469,643        | \$ 480,000        | \$ 631,000          |
| 01-20-101-02                | Part Time Salaries               | 15,709            | 22,927            | 29,500            | 24,000              |
| 01-20-101-04                | Overtime Salaries                | 13,501            | 20,416            | 35,000            | 20,000              |
| 01-20-102-01                | Health/Welfare Benefits          | 105,707           | 144,845           | 195,000           | 225,000             |
| 01-20-102-02                | Social Security                  | 34,083            | 36,826            | 49,000            | 50,000              |
| 01-20-102-03                | KPERS                            | 41,408            | 46,118            | 60,000            | 65,000              |
| 01-20-102-04                | Employment Security              | 445               | 1,105             | 1,300             | 3,000               |
| 01-20-102-05                | Workers Compensation             | 21,313            | 25,217            | 30,000            | 30,000              |
| 01-20-102-06                | City Pension                     | 7,355             | 7,599             | 8,700             | 8,000               |
|                             | <b>Total Personnel Services</b>  | <b>\$ 689,401</b> | <b>\$ 774,696</b> | <b>\$ 888,500</b> | <b>\$ 1,056,000</b> |
| <b>Contractual Services</b> |                                  |                   |                   |                   |                     |
| 01-20-201-02                | Electricity - Maint. Facility    | \$ 16,593         | \$ 17,955         | \$ 20,000         | \$ 20,000           |
| 01-20-201-04                | Natural Gas - Maint. Facility    | 9,105             | 15,134            | 9,500             | 15,000              |
| 01-20-201-06                | Water and Sewer - Maint. Fact    | 9,061             | 8,672             | 10,000            | 10,000              |
| 01-20-201-07                | Refuse - Maint. Facility         | 5,833             | 2,892             | 5,000             | 5,000               |
| 01-20-201-08                | Telephone                        | 3,942             | 4,058             | 5,000             | 5,000               |
| 01-20-201-10                | Traffic Signals - KCPL Lease     | 352,071           | 379,807           | 400,000           | 400,000             |
| 01-20-201-11                | Traffic Signal - OP Interlocal   | 6,832             | 8,605             | 8,000             | 8,000               |
| 01-20-201-12                | Traffic Signals Maint.           | 27,512            | 28,377            | 30,000            | 35,000              |
| 01-20-201-13                | Street Lights - KCPL Power       | 62,918            | 57,492            | 60,000            | 65,000              |
| 01-20-201-15                | Street Lights - Street & Parks   | 898               | 1,095             | 2,500             | 2,500               |
| 01-20-202-02                | Travel/Commercial                | 574               | 667               | 1,500             | 1,500               |
| 01-20-202-03                | Lodging / Meals                  | 1,551             | 2,806             | 2,000             | 3,000               |
| 01-20-202-04                | Parking / Tolls                  | 239               | 101               | 100               | 100                 |
| 01-20-202-05                | Mileage                          | 96                | 74                | 500               | 300                 |
| 01-20-203-01                | Registration / Tuition           | 3,438             | 4,453             | 3,500             | 3,500               |
| 01-20-204-01                | Advertising                      | 50                | -                 | 1,000             | 1,000               |
| 01-20-205-01                | Insurance - Building & Equipment | 32,517            | 36,154            | 40,000            | 40,000              |
| 01-20-205-02                | Notary Bonds                     | -                 | -                 | -                 | -                   |
| 01-20-206-01                | Professional Organizations       | 350               | -                 | 2,000             | 2,000               |
| 01-20-206-03                | Periodicals/Books/Publications   | -                 | -                 | -                 | -                   |
| 01-20-206-04                | Legal Advertising                | 42                | 10                | 100               | 100                 |
| 01-20-206-05                | Professional Services            | -                 | -                 | 2,500             | 2,000               |
| 01-20-207-03                | Engineering/Architect Services   | 62,763            | 49,223            | 60,000            | 50,000              |
| 01-20-207-06                | Inspections                      | 2,930             | 2,241             | 5,000             | 5,000               |
| 01-20-207-07                | Pre-Employment Drug Testing      | 1,440             | 1,075             | 1,000             | 1,500               |
| 01-20-208-04                | Public Relations                 | 24                | 245               | 1,000             | 500                 |
| 01-20-208-05                | Meeting Expense                  | 26                | 377               | 500               | 1,000               |
| 01-20-208-13                | Employee Recognition             | 486               | 22                | 1,000             | 1,000               |
| 01-20-210-01                | Building Repairs / Maintenance   | 9,115             | 3,012             | 10,000            | 15,000              |
| 01-20-210-02                | Janitorial Services              | \$ 4,115          | \$ 4,115          | \$ 5,000          | \$ 5,000            |
| 01-20-210-03                | Trees / Shrubs Maintenance       | 1,560             | 7,519             | 7,500             | 28,500              |
| 01-20-210-04                | Tree Board                       | 605               | 966               | -                 | -                   |
| 01-20-211-03                | Curbs/Sidewalks                  | -                 | 3                 | -                 | -                   |
| 01-20-211-04                | Drainage                         | -                 | 6,500             | -                 | -                   |
| 01-20-212-03                | Storm Warning Sirens             | 789               | 850               | 1,500             | 1,500               |
| 01-20-212-04                | Communications                   | -                 | -                 | -                 | -                   |
| 01-20-212-05                | Equipment Repairs                | 2,293             | -                 | 5,000             | 8,000               |
| 01-20-212-06                | Service Contracts                | 155,569           | 181,286           | 200,000           | 220,000             |
| 01-20-212-07                | Vehicle Maintenance              | 3,503             | 12,389            | 20,000            | 20,000              |
| 01-20-212-08                | Holiday Decorations              | 763               | 15                | 20,000            | 20,000              |
| 01-20-212-09                | Johnson Drive Maintenance        | 8,645             | 1,074             | 10,000            | 20,000              |
| 01-20-213-02                | Rental Equipment                 | 8,511             | 160               | 5,000             | 5,000               |
| 01-20-213-03                | Laundry / Uniforms               | 2,330             | 4,080             | 2,000             | 5,000               |
| 01-20-214-02                | Vehicle Registration             | 34                | -                 | 100               | 500                 |

City of Mission 2020 Budget Worksheet

|                    |              |
|--------------------|--------------|
| <b>Fund:</b>       | General      |
| <b>Department:</b> | Public Works |

| Account Number | Account Title | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------|---------------|----------------|----------------|---------------------|------------------|
|----------------|---------------|----------------|----------------|---------------------|------------------|

**Contractual Services (Cont.)**

|                                   |                   |                   |                   |                   |                     |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| 01-20-214-03                      | Printing          | -                 | 100               | 500               | 500                 |
| 01-20-214-04                      | Computer Services | -                 | -                 | -                 | -                   |
| 01-20-215-03                      | Contingency       | 93                | -                 | -                 | -                   |
| <b>Total Contractual Services</b> |                   | <b>\$ 801,233</b> | <b>\$ 845,621</b> | <b>\$ 960,319</b> | <b>\$ 1,029,020</b> |

**Commodities**

|                          |                               |                   |                   |                   |                   |
|--------------------------|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| 01-20-301-01             | Office Supplies               | \$ 1,035          | \$ 1,411          | \$ 1,000          | \$ 1,200          |
| 01-20-301-04             | Postage                       | -                 | 58                | 100               | 100               |
| 01-20-301-05             | Printed Forms                 | -                 | 20                | -                 | -                 |
| 01-20-302-01             | Uniforms/Clothing             | 1,220             | 578               | 2,000             | 2,000             |
| 01-20-303-04             | Safety Supplies               | 4,883             | 5,998             | 4,000             | 5,000             |
| 01-20-304-01             | Shop Chemicals                | 1,559             | 814               | 3,000             | 3,000             |
| 01-20-304-02             | Fertilizer / Weeds            | 1,306             | 582               | 1,000             | 1,500             |
| 01-20-304-04             | Misc. Supplies                | 1,229             | 7                 | 1,000             | 1,000             |
| 01-20-305-01             | Janitorial Supplies           | 52                | 80                | 1,500             | 1,000             |
| 01-20-305-02             | Bldg. Repair Parts / Plumbing | 5,377             | 10,003            | 3,000             | 5,000             |
| 01-20-305-03             | Tools - Building / Land Maint | 5,638             | 5,945             | 5,000             | 7,500             |
| 01-20-305-04             | Landscape                     | 2,010             | 1,546             | 2,500             | 3,000             |
| 01-20-306-01             | Gas / Oil                     | 20,708            | 17,599            | 25,000            | 25,000            |
| 01-20-306-02             | Vehicle / Equip Repair Parts  | 24,907            | 26,269            | 25,000            | 27,000            |
| 01-20-306-03             | Tools - Vehicle / Equip Maint | 7,519             | 6,097             | 5,000             | 7,000             |
| 01-20-307-01             | Asphalt Patch                 | -                 | 1,886             | -                 | -                 |
| 01-20-307-02             | Rock                          | 2,451             | 332               | 1,500             | 1,500             |
| 01-20-307-03             | Sand / Salt                   | 41,429            | 42,739            | 55,000            | 60,000            |
| 01-20-307-05             | Signs                         | 10,691            | 15,959            | 5,000             | 7,500             |
| 01-20-307-06             | Traffic Paint                 | 514               | -                 | 500               | 500               |
| 01-20-307-07             | Park Maintenance              | 20,904            | 21,766            | 35,000            | 35,000            |
| <b>Total Commodities</b> |                               | <b>\$ 153,432</b> | <b>\$ 159,686</b> | <b>\$ 176,100</b> | <b>\$ 193,800</b> |

**Capital Outlay**

|                             |                                |                   |                  |                   |                  |
|-----------------------------|--------------------------------|-------------------|------------------|-------------------|------------------|
| 01-20-401-01                | Office Machines                | \$ -              | \$ -             | \$ -              | \$ -             |
| 01-20-401-02                | Office Furnishings             | -                 | 369              | -                 | 500              |
| 01-20-402-03                | Computer Systems               | 500               | 112              | -                 | 500              |
| 01-20-403-03                | Public Works Vehicles          | 99,268            | -                | 330,000           | -                |
| 01-20-403-06                | Public Works - Other Equipment | 180,679           | 53,998           | 55,000            | 33,000           |
| 01-20-404-04                | Radios                         | 150               | 88               | -                 | -                |
| 01-20-407-05                | Contingency                    | -                 | -                | -                 | -                |
| <b>Total Capital Outlay</b> |                                | <b>\$ 280,597</b> | <b>\$ 54,567</b> | <b>\$ 385,000</b> | <b>\$ 34,000</b> |

**Debt Service**

|                               |                  |                  |                  |             |
|-------------------------------|------------------|------------------|------------------|-------------|
| 2015 Lease Purchase           | \$ 57,325        | \$ 57,325        | \$ 28,662        | \$ -        |
| <b>Total for Debt Service</b> | <b>\$ 57,325</b> | <b>\$ 57,325</b> | <b>\$ 28,662</b> | <b>\$ -</b> |

**Public Works Total \$ 1,981,988 \$ 1,891,895 \$ 2,438,581 \$ 2,312,820**

## City of Mission 2020 Budget Worksheet

|                    |                       |
|--------------------|-----------------------|
| <b>Fund:</b>       | General               |
| <b>Department:</b> | Community Development |

### Department Description

The Community Development Department works to ensure orderly development and redevelopment through the administration of the comprehensive planning, zoning, and subdivision review process. Department staff provides support and assistance to the Planning Commission and Board of Zoning Appeals.

The Community Development Department enforces the City's building construction codes through a systematic plan review and inspection program.

In 2016, the Community Development Director position was eliminated, and oversight of the Department was placed with the Assistant City Administrator/Finance Director. In 2017, the Neighborhood Services Department was merged with the Community Development Department to provide greater efficiency in operations. In 2018 the planner position was eliminated and a full-time building official was added to provide continuity in the City's building safety program.

The 2019 Budget was adjusted at mid-year to include the purchase of new building permitting and code enforcement software. The 2020 Budget re-establishes the planner position.

### Objectives

- Inform the public regarding development opportunities and regulations in Mission.
- Work with those parties going through the property development process to ensure that the City's design vision is fulfilled and that the process is smooth and efficient.
- Provide oversight and coordination of current development projects including The Gateway and Mission Trails, to ensure building safety and design guidelines are met and construction is efficient and completed in a timely manner.
- Continue to find areas of process improvements to ensure that the development review process and permitting and building inspection are as efficient as possible.
- Coordinate the update of the City's Comprehensive Plan.

|   | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|---|-------------------|-------------------|---------------------|-------------------|
| <b><u>Department Budget Summary</u></b> |                   |                   |                     |                   |
| Personnel Services                      | \$ 256,444        | \$ 205,211        | \$ 262,000          | \$ 405,600        |
| Contractual Services                    | 445,082           | 383,950           | 858,800             | 566,300           |
| Commodities                             | 2,384             | 714               | 3,600               | 8,000             |
| Capital Outlay                          | 626               | 821               | 72,000              | 7,000             |
| <b>Total</b>                            | <b>\$ 704,536</b> | <b>\$ 590,696</b> | <b>\$ 1,196,400</b> | <b>\$ 986,900</b> |

### Authorized Positions

|              |             |             |             |             |
|--------------|-------------|-------------|-------------|-------------|
| Full-Time    | 4.00        | 4.00        | 4.00        | 5.00        |
| Part-Time    | 0.00        | 0.00        | 0.00        | 0.00        |
| Seasonal     | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b> | <b>4.00</b> | <b>4.00</b> | <b>4.00</b> | <b>5.00</b> |

City of Mission 2020 Budget Worksheet

|                    |                       |
|--------------------|-----------------------|
| <b>Fund:</b>       | General               |
| <b>Department:</b> | Community Development |

| Account Number              | Account Title                     | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|-----------------------------|-----------------------------------|-------------------|-------------------|---------------------|-------------------|
| <b>Personnel Services</b>   |                                   |                   |                   |                     |                   |
| 01-23-101-01                | Full Time Salaries                | \$ 200,340        | \$ 155,367        | \$ 175,000          | \$ 290,000        |
| 01-23-101-02                | Part Time Salaries                | -                 | -                 | -                   | -                 |
| 01-23-101-04                | Overtime Salaries                 | 592               | 437               | 500                 | 500               |
| 01-23-102-01                | Health/Welfare Benefits           | 15,041            | 14,789            | 36,000              | 60,000            |
| 01-23-102-02                | Social Security                   | 14,996            | 11,885            | 17,500              | 19,000            |
| 01-23-102-03                | KPERS                             | 17,560            | 12,966            | 21,300              | 24,000            |
| 01-23-102-04                | Employment Security               | 196               | 357               | 500                 | 1,100             |
| 01-23-102-05                | Workers Compensation              | 4,099             | 5,854             | 6,700               | 7,000             |
| 01-23-102-06                | City Pension                      | 3,620             | 3,557             | 4,500               | 4,000             |
|                             | <b>Total Personnel Services</b>   | <b>\$ 256,444</b> | <b>\$ 205,211</b> | <b>\$ 262,000</b>   | <b>\$ 405,600</b> |
| <b>Contractual Services</b> |                                   |                   |                   |                     |                   |
| 01-23-201-08                | Telephone                         | \$ 1,239          | \$ 1,421          | \$ 500              | \$ 1,500          |
| 01-23-202-02                | Commercial Travel                 | 894               | 320               | 1,500               | 4,000             |
| 01-23-202-03                | Lodging / Meals                   | 3,935             | 2,910             | 3,000               | 3,000             |
| 01-23-202-04                | Parking / Tolls                   | 257               | 184               | 200                 | 200               |
| 01-23-202-05                | Mileage                           | 218               | 32                | -                   | -                 |
| 01-23-203-01                | Registration /Tuition             | 2,143             | 3,131             | 3,000               | 5,000             |
| 01-23-203-02                | Planning Commission               | 6,831             | 1,179             | -                   | -                 |
| 01-23-205-01                | Insurance                         | 575               | -                 | 500                 | 1,000             |
| 01-23-205-01                | Notary                            | 50                | -                 | 100                 | 100               |
| 01-23-206-01                | Professional Organizations        | 3,072             | 439               | 2,500               | 5,000             |
| 01-23-206-03                | Periodicals/Books/Publications    | 104               | -                 | 1,000               | 1,000             |
| 01-23-206-04                | Advertising                       | 629               | 150               | 500                 | 500               |
| 01-23-206-04                | Legal Publications                | -                 | 176               | 1,000               | 1,000             |
| 01-23-206-05                | Professional Services             | 89,684            | 1,226             | 176,000             | 50,000            |
| 01-23-206-06                | Land Use Attorney Services        | 57,460            | 31,836            | 30,000              | 30,000            |
| 01-23-206-08                | Plan/Inspection Fees              | 92,350            | 222,530           | 450,000             | 300,000           |
| 01-23-207-03                | Engr/Arch/Planning Services       | 77,948            | 50,979            | 75,000              | 50,000            |
| 01-23-207-04                | Housing Imp - Loan Program        | -                 | -                 | -                   | -                 |
| 01-23-207-07                | Pre-Employment Testing            | -                 | 60                | -                   | -                 |
| 01-23-208-04                | Public Relations                  | 3,748             | 2,294             | 5,000               | 3,000             |
| 01-23-208-05                | Meeting Expense                   | 287               | 857               | 250                 | 250               |
| 01-23-208-13                | Employee Recognition              | 251               | 176               | 250                 | 250               |
| 01-23-212-06                | Service Contracts                 | 6,343             | (6,343)           | -                   | -                 |
| 01-23-212-07                | Vehicle Maintenance               | 864               | -                 | 1,000               | 2,000             |
| 01-23-214-03                | Printing                          | 801               | 737               | 1,000               | 2,000             |
| 01-23-215-03                | Miscellaneous                     | 25,298            | 59                | 1,000               | 1,000             |
| 01-23-216-01                | Nuisance Abatement                | 4,693             | 2,304             | 5,000               | 5,000             |
| 01-23-216-04                | Mission Possible Program          | 19,210            | 38,387            | 35,000              | 35,000            |
| 01-23-216-06                | Neighborhood Grant Program        | 4,007             | 4,126             | 5,000               | 5,000             |
| 01-23-216-07                | Business Improvement Grant        | 28,067            | 8,804             | 35,000              | 35,000            |
| 01-23-216-09                | Citizen Rebate Program            | 11,607            | 10,902            | 20,000              | 20,000            |
| 01-23-216-11                | Jo Co Utility Assistance Program  | 2,372             | 4,995             | 5,000               | 5,000             |
| 01-23-216-12                | Storm Water BMP                   | 144               | 79                | 500                 | 500               |
|                             | <b>Total Contractual Services</b> | <b>\$ 445,082</b> | <b>\$ 383,950</b> | <b>\$ 858,800</b>   | <b>\$ 566,300</b> |

City of Mission 2020 Budget Worksheet

|                    |                       |
|--------------------|-----------------------|
| <b>Fund:</b>       | General               |
| <b>Department:</b> | Community Development |

| <b>Account Number</b>        | <b>Account Title</b>               | <b>Actual<br/>2017</b> | <b>Actual<br/>2018</b> | <b>Estimate YE<br/>2019</b> | <b>Proposed<br/>2020</b> |
|------------------------------|------------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b><u>Commodities</u></b>    |                                    |                        |                        |                             |                          |
| 01-23-301-01                 | Office Supplies                    | \$ 1,157               | \$ 97                  | \$ 1,000                    | \$ 2,000                 |
| 01-23-301-03                 | Clothing                           | 50                     | -                      | 500                         | 1,500                    |
| 01-23-301-02                 | City Maps                          | 467                    | -                      | 100                         | 500                      |
| 01-23-301-04                 | Postage                            | 4                      | 172                    | 500                         | 1,000                    |
| 01-23-301-05                 | Printed Forms                      | 84                     | -                      | 500                         | 1,000                    |
| 01-23-306-01                 | Gas/Oil                            | 622                    | 445                    | 1,000                       | 2,000                    |
|                              | <b>Total Commodities</b>           | <b>\$ 2,384</b>        | <b>\$ 714</b>          | <b>\$ 3,600</b>             | <b>\$ 8,000</b>          |
| <b><u>Capital Outlay</u></b> |                                    |                        |                        |                             |                          |
| 01-23-401-01                 | Office Machines                    | \$ -                   | \$ 821                 | \$ 2,000                    | \$ -                     |
| 01-23-401-02                 | Office Furnishings                 | 213                    | -                      | -                           | 7,000                    |
| 01-23-402-03                 | Computer Systems                   | 296                    | -                      | 40,000                      | -                        |
| 01-23-403-06                 | Other Equipment/Software           | 118                    | -                      | -                           | -                        |
| 01-23-407-01                 | Vehicle                            | -                      | -                      | 30,000                      | -                        |
| 01-23-407-05                 | Contingency                        | -                      | -                      | -                           | -                        |
|                              | <b>Total Capital Outlay</b>        | <b>\$ 626</b>          | <b>\$ 821</b>          | <b>\$ 72,000</b>            | <b>\$ 7,000</b>          |
|                              | <b>Community Development Total</b> | <b>\$ 704,536</b>      | <b>\$ 590,696</b>      | <b>\$ 1,196,400</b>         | <b>\$ 986,900</b>        |



## City of Mission 2020 Budget Worksheet

|                    |                      |
|--------------------|----------------------|
| <b>Fund:</b>       | General              |
| <b>Department:</b> | Parks and Recreation |

### Department Description

The Parks and Recreation Department initiates, develops, and administers recreational programs for Mission residents and the general public. The Community Center houses the majority of recreational classes, programs, and special events. Programs and services are also offered at the outdoor Mission Family Aquatic Center and other outdoor park facilities throughout the City. The Parks and Recreation budget is structured into two divisions - Mission Family Aquatic Center and the Sylvester Powell, Jr. Community Center.

Capital and equipment needs for the Parks and Recreation Department are managed primarily through the Parks Program in the 5-Year Capital Improvement Program.

### Objectives

- Provide programs, classes, and special events at parks and recreation facilities, and through community partnerships.
- Coordinate on-going needs assessment for parks and recreation programs and facilities.
- Staff and operate parks and recreational facilities with a customer service focus, emphasizing the effective use of City resources.
- Offer age specific programs for youth, seniors and other demographics.
- Maintain and operate Mission Aquatic Facility.
- Manage the implementation of recommendations contained in the Parks Master Plan adopted in 2016.

| <u>Department Budget Summary</u> | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|---------------------|------------------|
| Personnel Services               | \$ 1,443,096   | \$ 1,574,870   | \$ 1,652,120        | \$ 1,783,000     |
| Contractual Services             | 898,555        | 908,235        | 988,650             | 949,350          |
| Commodities                      | 138,246        | 149,607        | 157,750             | 161,450          |
| Capital Outlay                   | 8,273          | -              | -                   | -                |
| <b>Total</b>                     | \$ 2,488,171   | \$ 2,632,713   | \$ 2,798,520        | \$ 2,893,800     |

### Authorized Positions

|                           |       |       |       |       |
|---------------------------|-------|-------|-------|-------|
| Full-Time                 | 13.00 | 13.00 | 13.00 | 13.00 |
| Part-Time (1040 hr. avg.) | 54.62 | 54.62 | 54.62 | 54.62 |
| Seasonal (650 hr. avg. )  | 15.84 | 15.84 | 15.84 | 15.84 |
| <b>Total</b>              | 83.46 | 83.46 | 83.46 | 83.46 |

City of Mission 2020 Budget Worksheet

|                    |   |
|--------------------|---|
| <b>Fund:</b>       | General   |
| <b>Department:</b> | Parks and Recreation - Mission Family Aquatic Center (MFAC) |

| <u>Account Number</u>              | <u>Account Title</u>              | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|------------------------------------|-----------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b><u>Personnel Services</u></b>   |                                   |                        |                        |                             |                          |
| 01-25-101-01                       | Full Time Salaries                | \$ -                   | \$ 20,108              | \$ 19,320                   | \$ 21,000                |
| 01-25-101-02                       | Part Time Salaries                | 79,712                 | 109,914                | 115,000                     | 120,000                  |
| 01-25-101-04                       | Overtime Salaries                 | 175                    | 8,542                  | 2,000                       | 2,000                    |
| 01-25-102-01                       | Health/Welfare Benefits           | -                      | 1,464                  | -                           | -                        |
| 01-25-102-02                       | Social Security                   | 6,115                  | 10,539                 | 9,000                       | 10,500                   |
| 01-25-102-03                       | KPERS                             | -                      | 2,372                  | -                           | 2,000                    |
| 01-25-102-04                       | Employment Security               | 80                     | 288                    | 300                         | 500                      |
| 01-25-102-05                       | Workers Compensation              | 4,099                  | 5,404                  | 7,000                       | 6,000                    |
| 01-25-102-06                       | City Pension                      | -                      | 114                    | -                           | 500                      |
|                                    | <b>Total Personnel Services</b>   | <b>\$ 90,181</b>       | <b>\$ 158,746</b>      | <b>\$ 152,620</b>           | <b>\$ 162,500</b>        |
| <b><u>Contractual Services</u></b> |                                   |                        |                        |                             |                          |
| 01-25-201-01                       | Electricity                       | \$ 16,029              | \$ 15,819              | \$ 16,500                   | \$ 17,500                |
| 01-25-201-03                       | Gas                               | -                      | -                      | -                           | -                        |
| 01-25-201-05                       | Water and Sewer                   | 17,048                 | 32,894                 | 16,000                      | 25,000                   |
| 01-25-201-08                       | Telephone                         | 52                     | 967                    | 900                         | 900                      |
| 01-25-203-03                       | Training/Registration             | 108                    | 967                    | 1,500                       | 1,500                    |
| 01-25-204-01                       | Marketing/Public Relations        | 114                    | 198                    | 1,500                       | 1,500                    |
| 01-25-205-01                       | Insurance - Building & Equipment  | 4,028                  | 4,423                  | 5,000                       | 5,000                    |
| 01-25-207-07                       | Pre-Employment Drug Testing       | -                      | -                      | 2,000                       | 2,000                    |
| 01-25-208-13                       | Employee Recognition              | 174                    | 469                    | 500                         | 500                      |
| 01-25-210-01                       | Maint Bldg. / Land                | 7,629                  | 7,670                  | 4,000                       | 4,000                    |
| 01-25-212-05                       | Other Equipment / Repairs         | 868                    | 1,353                  | 2,500                       | 2,250                    |
| 01-25-213-02                       | Rental Agreements                 | 1,303                  | 1,714                  | 1,500                       | 1,500                    |
| 01-25-214-05                       | Computer Services                 | -                      | 23                     | -                           | -                        |
| 01-25-214-12                       | Mission Swim Team                 | 7,500                  | 7,500                  | 7,500                       | 7,500                    |
| 01-25-215-02                       | Contract Serv/Maint Agreements    | 16,467                 | 14,091                 | 12,000                      | 12,000                   |
| 01-25-215-05                       | Consultant/Instructors            | -                      | -                      | -                           | -                        |
|                                    | <b>Total Contractual Services</b> | <b>\$ 71,320</b>       | <b>\$ 88,087</b>       | <b>\$ 71,400</b>            | <b>\$ 81,150</b>         |
| <b><u>Commodities</u></b>          |                                   |                        |                        |                             |                          |
| 01-25-301-01                       | Office Supplies                   | \$ 548                 | \$ 253                 | \$ 500                      | \$ 300                   |
| 01-25-301-02                       | Clothing                          | 1,816                  | 2,614                  | 2,500                       | 2,500                    |
| 01-25-301-03                       | Food Service                      | 17,740                 | 24,817                 | 20,000                      | 25,000                   |
| 01-25-301-04                       | Printing                          | -                      | 47                     | -                           | -                        |
| 01-25-301-08                       | Equipment and Supplies            | 5,755                  | 4,220                  | 7,500                       | 6,500                    |
| 01-25-303-04                       | Safety Supplies                   | 865                    | 897                    | 1,000                       | 900                      |
| 01-25-304-02                       | Cleaning Chemicals                | 4                      | 117                    | 750                         | 750                      |
|                                    | Miscellaneous                     | -                      | 140                    | -                           | -                        |
| 01-25-304-05                       | Pool Chemicals                    | 12,790                 | 11,220                 | 12,000                      | 12,000                   |
| 01-25-305-05                       | Repair / Parts Maintenance        | 561                    | 778                    | 1,000                       | 1,000                    |
|                                    | <b>Total Commodities</b>          | <b>\$ 40,079</b>       | <b>\$ 45,103</b>       | <b>\$ 45,250</b>            | <b>\$ 48,950</b>         |

City of Mission 2020 Budget Worksheet

|                    |   |
|--------------------|---|
| <b>Fund:</b>       | General   |
| <b>Department:</b> | Parks and Recreation - Mission Family Aquatic Center (MFAC) |

| <b>Account Number</b> | <b>Account Title</b>                       | <b>Actual<br/>2017</b> | <b>Actual<br/>2018</b> | <b>Estimate YE<br/>2019</b> | <b>Proposed<br/>2020</b> |
|-----------------------|--|------------------------|------------------------|-----------------------------|--------------------------|
| <b>Capital Outlay</b> |  |                        |                        |                             |                          |
| 01-25-407-01          | Equipment Replacement                      | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| 01-25-407-02          | Filter Elements                            | 4,325                  | -                      | -                           | -                        |
| 01-25-407-03          | Pool Imp/ Repair/Design                    | -                      | -                      | -                           | -                        |
| 01-25-407-05          | Contingency                                | -                      | -                      | -                           | -                        |
|                       | <b>Total Capital Outlay</b>                | <b>\$ 4,325</b>        | <b>\$ -</b>            | <b>\$ -</b>                 | <b>\$ -</b>              |
|                       | <b>Parks &amp; Recreation - MFAC Total</b> | <b>\$ 205,904</b>      | <b>\$ 291,935</b>      | <b>\$ 269,270</b>           | <b>\$ 292,600</b>        |

City of Mission 2020 Budget Worksheet

|                    |   |
|--------------------|---|
| <b>Fund:</b>       | General   |
| <b>Department:</b> | Parks and Recreation - Sylvester Powell, Jr. Community Center |

| Account Number                     | Account Title                         | Actual<br>2017      | Actual<br>2018      | Estimate YE<br>2019 | Proposed<br>2020    |
|------------------------------------|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b><u>Personnel Services</u></b>   |                                       |                     |                     |                     |                     |
| 01-27-101-01                       | Full Time Salaries                    | \$ 575,701          | \$ 578,094          | \$ 600,000          | \$ 665,000          |
| 01-27-101-02                       | Part Time Salaries                    | 481,941             | 503,427             | 540,000             | 576,000             |
| 01-27-101-04                       | Overtime Salaries                     | 22,352              | 45,075              | 21,000              | 20,000              |
| 01-27-102-01                       | Health/Welfare Benefits               | 110,128             | 118,623             | 150,000             | 160,000             |
| 01-27-102-02                       | Social Security                       | 80,216              | 83,713              | 92,000              | 94,500              |
| 01-27-102-03                       | KPERS                                 | 52,967              | 58,200              | 63,000              | 68,000              |
| 01-27-102-04                       | Employment Security                   | 1,046               | 2,538               | 2,500               | 6,000               |
| 01-27-102-05                       | Workers Compensation                  | 16,395              | 15,761              | 19,000              | 19,000              |
| 01-27-102-06                       | City Pension                          | 12,169              | 10,694              | 12,000              | 12,000              |
|                                    | <b>Total Personnel Services</b>       | <b>\$ 1,352,915</b> | <b>\$ 1,416,125</b> | <b>\$ 1,499,500</b> | <b>\$ 1,620,500</b> |
| <b><u>Contractual Services</u></b> |                                       |                     |                     |                     |                     |
| 01-27-201-01                       | Electricity                           | \$ 226,976          | \$ 202,624          | \$ 210,000          | \$ 210,000          |
| 01-27-201-03                       | Gas                                   | 29,418              | 32,118              | 32,250              | 32,250              |
| 01-27-201-05                       | Water and Sewer                       | 35,937              | 43,329              | 37,000              | 37,000              |
|                                    | Trash                                 | -                   | 380                 | -                   | -                   |
| 01-27-201-08                       | Telephone                             | 7,536               | 7,339               | 5,000               | 8,500               |
| 01-27-202-02                       | Travel / Commercial                   | 1,031               | 571                 | 2,500               | 2,500               |
| 01-27-202-03                       | Lodging / Meals                       | 4,286               | 2,473               | 4,800               | 4,800               |
| 01-27-202-04                       | Parking / Tolls                       | 51                  | 50                  | 150                 | 150                 |
| 01-27-202-05                       | Mileage                               | 696                 | 523                 | 1,500               | 1,000               |
| 01-27-203-01                       | Registration / Tuition                | 2,617               | 2,340               | 3,000               | 3,000               |
| 01-27-203-02                       | Staff Training                        | 5,334               | 4,404               | 6,000               | 6,000               |
| 01-27-203-03                       | Tuition Reimbursement                 | 700                 | -                   | -                   | -                   |
| 01-27-204-01                       | Marketing / Public Relations          | 21,819              | 22,313              | 60,000              | 60,000              |
| 01-27-205-01                       | Insurance - Building & Equipment      | 29,806              | 32,732              | 37,000              | 37,000              |
| 01-27-205-02                       | Notary Bonds                          | -                   | -                   | 100                 | 100                 |
| 01-27-206-01                       | Professional Organizations            | 1,420               | 2,875               | 2,500               | 3,500               |
| 01-27-206-05                       | Professional Services                 | -                   | 21,334              | 60,000              | -                   |
| 01-27-207-07                       | Pre-Employment Drug Testing           | 7,844               | 8,426               | 6,100               | 6,100               |
| 01-27-208-13                       | Employee Recognition                  | 2,464               | 2,191               | 3,000               | 3,500               |
| 01-27-210-01                       | Maint - Bldg. / Land                  | 99,952              | 69,885              | 60,000              | 60,000              |
| 01-27-212-05                       | Equipment Maintenance                 | 15,647              | 9,266               | 14,000              | 14,000              |
| 01-27-212-07                       | Vehicle Maintenance                   | -                   | -                   | 500                 | 500                 |
| 01-27-213-02                       | Rental Equipment                      | 10,477              | 8,374               | 12,800              | 12,800              |
| 01-27-214-03                       | Printing                              | 14,362              | 11,990              | 15,000              | 15,000              |
| 01-27-214-05                       | Computer Services / Software          | 10,892              | 11,070              | 15,000              | 15,000              |
| 01-27-214-10                       | Registration Materials                | -                   | -                   | -                   | -                   |
| 01-27-214-11                       | Special Programs                      | 13,985              | 24,305              | 22,850              | 25,000              |
| 01-27-214-12                       | Swim Programs                         | 1,022               | 465                 | 1,500               | 1,500               |
| 01-27-214-13                       | Mission Summer Program                | 31,228              | 30,633              | 31,500              | 33,000              |
| 01-27-215-01                       | Seasonal Programs                     | 15,138              | 23,961              | 20,000              | 23,000              |
| 01-27-215-02                       | Contract Services / Maint. Agreements | 56,476              | 60,196              | 63,000              | 63,000              |
| 01-27-215-05                       | Contract Instructors                  | 156,606             | 158,711             | 165,000             | 175,000             |
| 01-27-215-06                       | Transportation Services               | 11,810              | 12,865              | 13,200              | 15,000              |
| 01-27-215-10                       | Parking Lot Lease                     | 11,705              | 12,408              | 12,000              | -                   |
|                                    | <b>Total Contractual Services</b>     | <b>\$ 827,236</b>   | <b>\$ 820,149</b>   | <b>\$ 917,250</b>   | <b>\$ 868,200</b>   |

City of Mission 2020 Budget Worksheet

|                    |   |
|--------------------|---|
| <b>Fund:</b>       | General   |
| <b>Department:</b> | Parks and Recreation - Sylvester Powell, Jr. Community Center |

| <b>Account Number</b>                                  | <b>Account Title</b>                | <b>Actual<br/>2017</b> | <b>Actual<br/>2018</b> | <b>Estimate YE<br/>2019</b> | <b>Proposed<br/>2020</b> |
|--|-------------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b><u>Commodities</u></b>                              |                                     |                        |                        |                             |                          |
| 01-27-301-01   | Office Supplies                     | \$ 4,214               | \$ 2,888               | \$ 5,000                    | \$ 4,000                 |
| 01-27-301-02   | Clothing                            | 4,806                  | 7,059                  | 6,000                       | 8,000                    |
| 01-27-301-03   | Food Services / Concession Supplies | 7,296                  | 8,709                  | 8,500                       | 8,500                    |
| 01-27-301-04   | Postage                             | 5,825                  | 2,062                  | 6,000                       | 5,000                    |
| 01-27-301-05   | Printing                            | 683                    | 1,317                  | 1,500                       | 1,500                    |
| 01-27-301-08   | Equipment & Supplies                | 35,348                 | 42,020                 | 39,000                      | 39,000                   |
| 01-27-301-09   | Special Event Supplies              | 6,129                  | 5,854                  | 10,000                      | 10,000                   |
| 01-27-303-04   | Safety Supplies                     | 90                     | 1,015                  | -                           | -                        |
| 01-27-304-02   | Cleaning Supplies                   | 20,120                 | 17,990                 | 22,000                      | 22,000                   |
| 01-27-304-05   | Pool Chemicals                      | 7,182                  | 6,799                  | 7,500                       | 7,500                    |
| 01-27-305-05   | Bldg. Maint / Repair / Parts        | 6,024                  | 8,364                  | 6,000                       | 6,000                    |
| 01-27-306-01   | Gas/Oil                             | 450                    | 428                    | 1,000                       | 1,000                    |
| 01-27-306-02   | Vehicle/Equip Repair Parts          | -                      | -                      | -                           | -                        |
|  | <b>Total Commodities</b>            | <b>\$ 98,168</b>       | <b>\$ 104,505</b>      | <b>\$ 112,500</b>           | <b>\$ 112,500</b>        |
| <b><u>Capital Outlay</u></b>                           |                                     |                        |                        |                             |                          |
| 01-27-402-03   | Computer Systems                    | \$ 3,948               | \$ -                   | \$ -                        | \$ -                     |
| 01-27-407-01   | Eqpt and Eqpt Replacement           | -                      | -                      | -                           | -                        |
| 01-27-407-03   | Construction/Repair                 | -                      | -                      | -                           | -                        |
| 01-27-407-05   | Contingency                         | -                      | -                      | -                           | -                        |
|  | <b>Total Capital Outlay</b>         | <b>\$ 3,948</b>        | <b>\$ -</b>            | <b>\$ -</b>                 | <b>\$ -</b>              |
| <b>Parks &amp; Recreation - Community Center Total</b> |                                     | <b>\$ 2,282,266</b>    | <b>\$ 2,340,778</b>    | <b>\$ 2,529,250</b>         | <b>\$ 2,601,200</b>      |

## City of Mission 2020 Budget Worksheet

|                    |         |
|--------------------|---------|
| <b>Fund:</b>       | General |
| <b>Department:</b> | Police  |

### Department Description

The Police Department is composed of three divisions: Administration, Patrol and Investigations. The Administrative division is responsible for developing and implementing departmental policy, providing management controls over daily department administrative and line functions, and are the focal point for interaction with other City departments and the community. The Patrol Division is comprised of police officers that respond to calls for service, identifying criminal activities, apprehending offenders, making Municipal and District Court appearances, enforcing traffic laws, patrolling neighborhoods, and attending community events/meetings. The Investigations Division unit gathers and processes evidence for solving crimes and prosecuting criminal suspects. They investigate crime scenes and support department crime prevention efforts by spotting trends in criminal activity and hosting community education classes.

The 2020 Budget includes funds for the replacement of six front line patrol vehicles through a lease/purchase, replacement of in-car and body cameras, and scheduled technology replacement. It also includes converting the two authorized over-hire positions to full-time to establish a Directed Patrol Unit (DPU). An additional vehicle for the DPU is also budgeted in 2020.

### Objectives

- Ensure the safety of Mission residents and visitors.
- Enhance the relationship between the police department and those that it serves through programs such as *Coffee with a Cop* and the Citizen's Police Academy.
- Recruit, train, and deploy qualified police personnel.
- Develop and manage a new police records management system, Niche.

|                                  | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                     |                  |
| Personnel Services               | \$ 2,687,810   | \$ 2,946,661   | \$ 3,209,820        | \$ 3,354,000     |
| Contractual Services             | 365,140        | 370,787        | 374,601             | 394,960          |
| Commodities                      | 97,683         | 103,850        | 147,360             | 152,000          |
| Capital Outlay                   | 76,145         | 34,062         | 293,852             | 282,700          |
| Debt Service (Lease)             | 144,625        | 140,748        | 95,322              | 125,000          |
| <b>Total</b>                     | \$ 3,371,402   | \$ 3,596,108   | \$ 4,120,955        | \$ 4,308,660     |

### Authorized Positions

|              |       |       |       |       |
|--------------|-------|-------|-------|-------|
| Full-Time    | 31.00 | 31.00 | 33.00 | 33.00 |
| Part-Time    | 1.00  | 1.00  | 1.00  | 1.00  |
| Seasonal     | 0.00  | 0.00  | 0.00  | 0.00  |
| <b>Total</b> | 32.00 | 32.00 | 34.00 | 34.00 |

City of Mission 2020 Budget Worksheet

|                    |         |
|--------------------|---------|
| <b>Fund:</b>       | General |
| <b>Department:</b> | Police  |

| Account Number            | Account Title                   | Actual<br>2017      | Actual<br>2018      | Estimate YE<br>2019 | Proposed<br>2020    |
|---------------------------|---------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Personnel Services</b> |                                 |                     |                     |                     |                     |
| 01-30-101-01              | Full Time Salaries              | \$ 1,733,276        | \$ 1,872,502        | \$ 2,050,000        | \$ 2,125,000        |
| 01-30-101-02              | Part Time Salaries              | 258                 | -                   | 6,500               | -                   |
| 01-30-101-04              | Overtime Salaries               | 81,218              | 99,939              | 90,000              | 105,000             |
| 01-30-101-05              | Overtime Salaries (Court)       | 3,547               | 8,306               | 10,000              | 10,000              |
| 01-30-102-01              | Health/Welfare Benefits         | 375,634             | 402,525             | 425,000             | 435,000             |
| 01-30-102-02              | Social Security                 | 130,796             | 142,147             | 167,399             | 165,000             |
| 01-30-102-03              | KPERS                           | 8,589               | 9,609               | 18,821              | 19,000              |
| 01-30-102-04              | Employment Security             | 1,705               | 4,263               | 4,500               | 10,000              |
| 01-30-102-05              | Workers Compensation            | 24,592              | 31,521              | 37,000              | 37,000              |
| 01-30-102-06              | City Pension                    | 468                 | 4,046               | 2,100               | 4,000               |
| 01-30-102-07              | KP&F Retirement                 | 326,539             | 373,428             | 398,500             | 444,000             |
| 01-30-102-08              | NEACC Pension                   | 1,188               | (1,626)             | -                   | -                   |
|                           | <b>Total Personnel Services</b> | <b>\$ 2,687,810</b> | <b>\$ 2,946,661</b> | <b>\$ 3,209,820</b> | <b>\$ 3,354,000</b> |

**Contractual Services**

|              |                                |           |           |           |           |
|--------------|--------------------------------|-----------|-----------|-----------|-----------|
| 01-30-201-01 | Electric                       | \$ -      | \$ -      | \$ -      | \$ -      |
| 01-30-201-08 | Telephone                      | \$ 23,889 | \$ 21,984 | \$ 23,440 | \$ 23,440 |
| 01-30-202-02 | Commercial Travel              | 2,190     | 8,025     | 5,000     | 6,000     |
| 01-30-202-03 | Lodging / Meals                | 14,123    | 16,371    | 20,000    | 20,000    |
| 01-30-202-04 | Parking / Tolls / Misc.        | 70        | 221       | 250       | 750       |
| 01-30-202-05 | Mileage Reimbursement          | -         | -         | 200       | -         |
| 01-30-203-01 | Registration / Tuition / Other | 15,162    | 22,057    | 27,000    | 27,000    |
| 01-30-203-02 | Firing Range                   | 9,364     | 8,794     | 10,000    | 10,000    |
| 01-30-203-04 | Training / Junior College      | 3,701     | 9,256     | -         | -         |
| 01-30-204-01 | Advertising - Classified       | 1,045     | -         | 500       | -         |
| 01-30-205-01 | Insurance                      | 2,660     | 612       | 4,172     | -         |
| 01-30-205-02 | Notary Bonds                   | 50        | 175       | 250       | 250       |
| 01-30-206-01 | Professional Organizations     | 2,974     | 1,955     | 3,500     | 3,500     |
| 01-30-206-03 | Periodicals/Books/Publications | 925       | 1,509     | 1,250     | 1,500     |
| 01-30-206-05 | Professional Services          | -         | 3,472     | 2,900     | 4,000     |
| 01-30-207-07 | Pre-employment Exams           | 9,150     | 5,410     | 5,000     | 7,000     |
| 01-30-208-04 | Public Relations               | 15,477    | 12,758    | 13,000    | 13,000    |
| 01-30-208-13 | Employee Recognition           | 2,703     | 2,762     | 3,500     | 3,500     |
| 01-30-210-02 | Janitorial Services            | 11,480    | 11,479    | 12,000    | 12,000    |
| 01-30-212-04 | Communications / Radios        | 470       | -         | 1,000     | 1,000     |
| 01-30-212-05 | Other Equip/Radar/Repair/Misc. | 6,961     | 6,555     | 10,000    | 10,000    |
| 01-30-212-06 | Service Contracts/Rentals      | 46,919    | 55,155    | 80,000    | 90,000    |
| 01-30-212-07 | Vehicle Maintenance            | 33,300    | 29,318    | 41,800    | 30,000    |
| 01-30-213-02 | Equipment Rental               | -         | 515       | 750       | -         |
| 01-30-213-03 | Uniform Dry Cleaning           | 6,329     | 5,824     | 10,000    | 10,000    |
| 01-30-214-02 | Vehicle Registration           | 762       | 556       | 770       | 1,000     |
| 01-30-214-05 | Computer Services              | 38,829    | 36,847    | 50,000    | 50,000    |
| 01-30-214-06 | Animal Control / Care          | 77,541    | 77,149    | 7,300     | 15,000    |
| 01-30-214-08 | Prisoner Care                  | 35,274    | 24,998    | 35,000    | 50,000    |
| 01-30-214-09 | Crime Prevention               | -         | 825       | 1,000     | 1,000     |
| 01-30-214-10 | DARE Supplies                  | 179       | -         | -         | -         |

City of Mission 2020 Budget Worksheet

|                    |         |
|--------------------|---------|
| <b>Fund:</b>       | General |
| <b>Department:</b> | Police  |

| <u>Account Number</u>                      | <u>Account Title</u>              | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|--|-----------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b><u>Contractual Services (Cont.)</u></b> |                                   |                        |                        |                             |                          |
| 01-30-214-11                               | Local Law Enforcement Blk Grant   | -                      | -                      | -                           | -                        |
| 01-30-214-12                               | Bullet Proof Vest Grant           | -                      | -                      | -                           | -                        |
| 01-30-215-03                               | Miscellaneous                     | 1,595                  | 4,188                  | 3,000                       | 3,000                    |
|  | <b>Total Contractual Services</b> | <b>\$ 365,140</b>      | <b>\$ 370,787</b>      | <b>\$ 374,601</b>           | <b>\$ 394,960</b>        |
| <b><u>Commodities</u></b>                  |                                   |                        |                        |                             |                          |
| 01-30-301-01                               | Office Supplies                   | \$ 4,823               | \$ 4,459               | \$ 4,680                    | \$ 5,000                 |
| 01-30-301-02                               | Copy Machine Supplies             | -                      | -                      | 200                         | -                        |
| 01-30-301-04                               | Postage                           | 914                    | 489                    | 2,000                       | 2,000                    |
| 01-30-301-05                               | Printed Forms                     | 3,104                  | 2,639                  | 2,500                       | 2,500                    |
| 01-30-301-06                               | Other Operating Supplies          | 1,212                  | 1,308                  | 5,500                       | 5,500                    |
| 01-30-302-01                               | Uniforms/Leather/Protect Vests    | 20,914                 | 24,320                 | 31,000                      | 33,000                   |
| 01-30-302-02                               | Equipment - General               | 14,540                 | 14,903                 | 24,000                      | 25,000                   |
| 01-30-303-01                               | Investigation Supplies            | 2,219                  | 2,426                  | 4,000                       | 3,500                    |
| 01-30-303-02                               | Property/Evidence Supplies        | 1,451                  | 1,340                  | 3,500                       | 4,000                    |
| 01-30-303-03                               | Booking Facility Supplies         | 92                     | 81                     | 500                         | 500                      |
| 01-30-303-04                               | Safety Supplies                   | -                      | -                      | -                           | -                        |
| 01-30-305-01                               | Janitorial Supplies               | -                      | -                      | 2,500                       | 2,500                    |
| 01-30-306-01                               | Fuel                              | 46,447                 | 47,938                 | 58,480                      | 60,000                   |
| 01-30-306-02                               | Fleet Tire Replacement            | 1,577                  | 3,279                  | 7,500                       | 7,500                    |
| 01-30-306-03                               | Emergency Management              | 390                    | 668                    | 1,000                       | 1,000                    |
|  | <b>Total Commodities</b>          | <b>\$ 97,683</b>       | <b>\$ 103,850</b>      | <b>\$ 147,360</b>           | <b>\$ 152,000</b>        |
| <b><u>Capital Outlay</u></b>               |                                   |                        |                        |                             |                          |
| 01-30-401-01                               | Office Machines                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| 01-30-402-02                               | Office Furnishings                | -                      | -                      | -                           | -                        |
| 01-30-402-03                               | Computer Systems                  | -                      | 132                    | 21,000                      | 21,000                   |
| 01-30-403-01                               | Police Vehicles                   | 69,207                 | 31,471                 | 41,152                      | 70,000                   |
| 01-30-404-03                               | Handguns / Shotguns               | -                      | -                      | 3,000                       | 3,000                    |
| 01-30-404-04                               | Radios                            | -                      | -                      | 225,000                     | -                        |
| 01-30-404-05                               | Radar                             | 6,938                  | 2,459                  | 3,700                       | 3,700                    |
| 01-30-404-06                               | Other Equipment                   | -                      | -                      | -                           | -                        |
| 01-30-404-07                               | In-Car/Body Cameras               | -                      | -                      | -                           | 185,000                  |
| 01-30-404-08                               | Motorcycles                       | -                      | -                      | -                           | -                        |
| 01-30-404-09                               | Bicycle Patrol                    | -                      | -                      | -                           | -                        |
| 01-30-407-05                               | Contingency                       | -                      | -                      | -                           | -                        |
|  | <b>Total Capital Outlay</b>       | <b>\$ 76,145</b>       | <b>\$ 34,062</b>       | <b>\$ 293,852</b>           | <b>\$ 282,700</b>        |



City of Mission 2020 Budget Worksheet

|                    |         |
|--------------------|---------|
| <b>Fund:</b>       | General |
| <b>Department:</b> | Police  |

| <u>Account Number</u>      | <u>Account Title</u>      | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|----------------------------|---------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b><u>Debt Service</u></b> |                           |                        |                        |                             |                          |
|                            | 2014 Lease-Purchase       | 49,319                 | 49,319                 | -                           | -                        |
|                            | 2016 Lease-Purchase       | 95,306                 | 91,429                 | 95,322                      | -                        |
|                            | 2020 Lease-Purchase       | -                      | -                      | -                           | 125,000                  |
|                            | <b>Total Debt Service</b> | <b>\$ 144,625</b>      | <b>\$ 140,748</b>      | <b>\$ 95,322</b>            | <b>\$ 125,000</b>        |
|                            | <b>Police Total</b>       | <b>\$ 3,371,402</b>    | <b>\$ 3,596,108</b>    | <b>\$ 4,120,955</b>         | <b>\$ 4,308,660</b>      |

## City of Mission 2020 Budget Worksheet

|  |
|--|
| <b>Fund Group:</b> Capital<br><b>Fund:</b> Capital Improvement |
|--|

**Fund Description**

The Capital Improvement Fund accounts for resources used to construct and maintain infrastructure city-wide in accordance with a 5-Year Capital Improvement Program (CIP), or to cover debt service obligations for capital infrastructure projects that have been recently completed.

Funds come from intergovernmental revenues, proceeds from bond issues, and transfers from other funds. Since the 2016 Budget, the City Council has levied the equivalent of 7 mills of general property tax for the purpose of supporting the street and road construction efforts of the City. The additional property tax collected is transferred from the General Fund to Capital Improvement fund.

Capital Outlay for 2020 includes:

- Design of Foxridge Phase II (51st Street to Lamar)
- UBAS Surface Treatment of Lamar (Shawnee Mission Parkway to Foxridge), including striping for bike lanes

Debt Service in this fund includes:

- 2013C - Principal & Interest - Reconstruction of Johnson Drive (street portion) from Lamar Avenue to Nall Avenue. Stormwater funds are transferred to make the full debt service payment.

|                                  | Actual<br>2016    | Actual<br>2017      | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020    |
|----------------------------------|-------------------|---------------------|-------------------|---------------------|---------------------|
| <b>Department Budget Summary</b> |                   |                     |                   |                     |                     |
| Personnel Services               | \$ -              | \$ -                | \$ -              | \$ -                | \$ -                |
| Contractual Services             | -                 | 340                 | -                 | -                   | -                   |
| Commodities                      | -                 | -                   | -                 | -                   | -                   |
| Capital Outlay                   | 89,354            | 1,183,916           | 240,681           | 1,415,288           | 1,466,480           |
| Debt Service                     | 653,688           | 654,843             | 650,473           | 550,738             | 550,838             |
| Transfers/Reserves               | -                 | -                   | -                 | -                   | -                   |
| <b>Total</b>                     | <b>\$ 743,042</b> | <b>\$ 1,839,098</b> | <b>\$ 891,154</b> | <b>\$ 1,966,026</b> | <b>\$ 2,017,318</b> |
| <b>Authorized Positions</b>      |                   |                     |                   |                     |                     |
| Full-Time                        | 0.00              | 0.00                | 0.00              | 0.00                | 0.00                |
| Part-Time                        | 0.00              | 0.00                | 0.00              | 0.00                | 0.00                |
| Seasonal                         | 0.00              | 0.00                | 0.00              | 0.00                | 0.00                |
| <b>Total</b>                     | <b>0.00</b>       | <b>0.00</b>         | <b>0.00</b>       | <b>0.00</b>         | <b>0.00</b>         |

City of Mission 2020 Annual Budget

|                                      | <b>Fund Group:</b>     |                        | Capital                |                             |                          |
|--------------------------------------|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
|                                      | <b>Fund:</b>           |                        | Capital Improvement    |                             |                          |
|                                      | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>        | \$ 36,846              | \$ 418,400             | \$ 420,890             | \$ 784,516                  | \$ 311,525               |
| <b>REVENUES</b>                      |                        |                        |                        |                             |                          |
| <b>Intergovernmental Revenue</b>     |                        |                        |                        |                             |                          |
| Jo County CARS Grant                 | \$ -                   | \$ 589,615             | \$ -                   | \$ 528,000                  | \$ 421,530               |
| Safe Routes to School Grant          | -                      | -                      | -                      | -                           | 68,000                   |
| Total for Intergovernmental Revenue  | -                      | 589,615                | -                      | 528,000                     | 489,530                  |
| <b>Bond Proceeds</b>                 | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Miscellaneous and Other</b>       |                        |                        |                        |                             |                          |
| Mission Pet Mart Loan                | \$ 64,360              | \$ 64,361              | \$ 64,360              | \$ 64,360                   | \$ 64,360                |
| Sale of Fixed Assets                 | -                      | -                      | -                      | -                           | -                        |
| West Gateway Plan Review Fees        | 1,840                  | 22,483                 | -                      | -                           | -                        |
| Interest                             | 120                    | 2,244                  | 10,309                 | 3,000                       | 3,000                    |
| Miscellaneous Revenue                | 11,513                 | -                      | -                      | -                           | -                        |
| Total for Miscellaneous and Other    | \$ 77,833              | \$ 89,087              | \$ 74,669              | \$ 67,360                   | \$ 67,360                |
| <b>Transfers From Other Funds</b>    |                        |                        |                        |                             |                          |
| General Fund                         | \$ 790,654             | \$ 885,368             | \$ 904,892             | \$ 1,014,000                | \$ 975,000               |
| Storm Water Utility Fund (2013C)     | 256,110                | 277,519                | 275,219                | 283,675                     | 283,575                  |
| Street Sales Tax Fund                | -                      | -                      | -                      | -                           | -                        |
| Total for Transfers from Other Funds | \$ 1,046,764           | \$ 1,162,887           | \$ 1,180,111           | \$ 1,297,675                | \$ 1,258,575             |
| <b>TOTAL REVENUES</b>                | <b>\$ 1,124,597</b>    | <b>\$ 1,841,588</b>    | <b>\$ 1,254,780</b>    | <b>\$ 1,893,035</b>         | <b>\$ 1,815,465</b>      |
| <b>EXPENDITURES</b>                  |                        |                        |                        |                             |                          |
| <b>Personnel Services</b>            | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>          | \$ -                   | \$ 340                 | \$ -                   | \$ -                        | \$ -                     |
| <b>Commodities</b>                   | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>                | \$ 89,354              | \$ 1,183,916           | \$ 240,681             | \$ 1,415,288                | \$ 1,466,480             |
| <b>Debt Service</b>                  |                        |                        |                        |                             |                          |
| 2007A - Principal & Interest         | \$ 98,688              | \$ 84,843              | \$ 100,035             | \$ -                        | \$ -                     |
| 2013C - Principal & Interest         | 555,000                | 570,000                | 550,438                | 550,738                     | 550,838                  |
| Total for Debt Service               | \$ 653,688             | \$ 654,843             | \$ 650,473             | \$ 550,738                  | \$ 550,838               |
| <b>Reserves</b>                      | \$ -                   | \$ -                   | \$ -                   | \$ 400,000                  | \$ -                     |
| <b>Transfers To Other Funds</b>      | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>            | <b>\$ 743,042</b>      | <b>\$ 1,839,098</b>    | <b>\$ 891,154</b>      | <b>\$ 2,366,026</b>         | <b>\$ 2,017,318</b>      |
| <b>FUND BALANCE DECEMBER 31</b>      | <b>\$ 418,400</b>      | <b>\$ 420,890</b>      | <b>\$ 784,516</b>      | <b>\$ 311,525</b>           | <b>\$ 109,672</b>        |

City of Mission 2020 Budget Worksheet

|                    |                                   |
|--------------------|-----------------------------------|
| <b>Fund Group:</b> | Capital                           |
| <b>Fund:</b>       | Equipment Reserve and Replacement |

Fund Description

This fund was created to capture funds transferred from the General Fund for the purpose of buying vehicles and equipment. The fund also captures proceeds from the sale of vehicles and equipment to be re-used for new vehicle and equipment purchases.

Purchases for vehicles and equipment may be made from this fund.

In 2020, the purchase of a single axle dump truck, a 3/4-ton pick-up truck, and skid steer with attachments will be purchased for the Public Works Department.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | -              | -              | 495            | -                   | -                |
| Commodities                      | -              | -              | -              | -                   | -                |
| Capital Outlay                   | -              | -              | -              | 30,000              | 300,000          |
| Debt Service                     | -              | -              | -              | -                   | -                |
| Transfers/Reserves               | -              | -              | -              | -                   | -                |
| <b>Total</b>                     | \$ -           | \$ -           | \$ 495         | \$ 30,000           | \$ 300,000       |
| <br><u>Authorized Positions</u>  |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |

City of Mission 2020 Annual Budget

|                                   | <b>Fund Group:</b> Capital                     |                        |                             |                          |
|-----------------------------------|--|------------------------|-----------------------------|--------------------------|
|                                   | <b>Fund:</b> Equipment Reserve and Replacement |                        |                             |                          |
|                                   | <u>Actual<br/>2017</u>                         | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>     | \$ -   | \$ 308,350             | \$ 447,091                  | \$ 466,091               |
| <b>REVENUES</b>                   |  |                        |                             |                          |
| <b>Transfers from Other Funds</b> |  |                        |                             |                          |
| General Fund                      | \$ 200,000                                     | \$ 100,000             | \$ -                        | \$ -                     |
| Total for Transfers               | \$ 200,000                                     | \$ 100,000             | \$ -                        | \$ -                     |
| <b>Miscellaneous and Other</b>    |  |                        |                             |                          |
| Sale of Fixed Assets              | \$ 108,350                                     | \$ 39,236              | \$ 40,000                   | \$ 40,000                |
| Interest                          | -  | -                      | 9,000                       | 9,500                    |
| Total For Miscellaneous and Other | \$ 108,350                                     | \$ 39,236              | \$ 49,000                   | \$ 49,500                |
| <b>TOTAL REVENUES</b>             | <b>\$ 308,350</b>                              | <b>\$ 139,236</b>      | <b>\$ 49,000</b>            | <b>\$ 49,500</b>         |
| <b>EXPENDITURES</b>               |  |                        |                             |                          |
| <b>Personnel Services</b>         | \$ -   | \$ -                   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>       | \$ -   | \$ 495                 | \$ -                        | \$ -                     |
| <b>Commodities</b>                | \$ -   | \$ -                   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>             | \$ -   | \$ -                   | \$ 30,000                   | \$ 300,000               |
| <b>Reserves</b>                   | \$ -   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>         | <b>\$ -</b>                                    | <b>\$ 495</b>          | <b>\$ 30,000</b>            | <b>\$ 300,000</b>        |
| <b>FUND BALANCE DECEMBER 31</b>   | <b>\$ 308,350</b>                              | <b>\$ 447,091</b>      | <b>\$ 466,091</b>           | <b>\$ 215,591</b>        |

City of Mission 2020 Budget Worksheet

|                    |                     |
|--------------------|---------------------|
| <b>Fund Group:</b> | Special Revenue     |
| <b>Fund:</b>       | Storm Drain Utility |

Fund Description

The Storm Drain Utility was established in 2005 to provide an on-going, dedicated revenue source for funding storm water improvements throughout the community. Revenue consists of an annual fee collected from each property in the City as an assessment on the property tax bill. The fee is set as a dollar amount per ERU, or equivalent residential unit, that equals 2,600 sq. ft., the amount of impervious surface that an average single-family residential parcel is estimated to have. For 2020, the annual fee remains at \$28 per ERU/per month. A single-family parcel of property pays a storm water utility fee of \$336 per year. A larger parcel of property will pay a higher amount, determined by taking the total impervious surface for the parcel and dividing by 2,600 sq. ft. to determine the appropriate ERU multiplier.

Revenue is also derived from the Rock Creek Drainage Districts #1 and #2, which funds are transferred to the Storm Drain Utility. In addition, a special assessment on The Gateway project is also accounted for in this fund.

Funds are used primarily for debt service on the following general obligation bonds:

- 2010A - Refunding of 2008 temporary notes
- 2010B - Restructuring of 2005A and portion of 2009A G.O. Bonds
- 2013C - Storm water portion of the Johnson Drive Improvements (transfer to Capital Fund)
- 2014A - Refunding of a portion of 2009A G.O. Bonds
- 2019A - Rock Creek Channel Improvements (east of nall to Roeland Drive)

Secondary storm water system projects and maintenance activities are paid from this fund.

|                                  | Actual<br>2016      | Actual<br>2017      | Actual<br>2018      | Estimate YE<br>2019 | Proposed<br>2020    |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <u>Department Budget Summary</u> |                     |                     |                     |                     |                     |
| Personnel Services               | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| Contractual Services             | 31,892              | 34,896              | 446                 | 1,427,500           | 400,000             |
| Commodities                      | -                   | -                   | -                   | -                   | -                   |
| Capital Outlay                   | -                   | 163,586             | 2,943               | -                   | 4,561,237           |
| Debt Service                     | 2,335,943           | 2,306,343           | 2,309,469           | 2,396,523           | 2,614,160           |
| Transfers/Reserves               | 256,110             | 277,519             | 275,219             | 283,675             | 283,575             |
| <b>Total</b>                     | <b>\$ 2,623,945</b> | <b>\$ 2,782,344</b> | <b>\$ 2,588,077</b> | <b>\$ 4,107,698</b> | <b>\$ 7,858,972</b> |
| <br><u>Authorized Positions</u>  |                     |                     |                     |                     |                     |
| Full-Time                        | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                |
| Part-Time                        | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                |
| Seasonal                         | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                |
| <b>Total</b>                     | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>         |

City of Mission 2020 Annual Budget

|                                     | <b>Fund Group:</b> Special Revenue |                            | <b>Fund:</b> Storm Drain Utility |                             |                            |
|-------------------------------------|------------------------------------|----------------------------|----------------------------------|-----------------------------|----------------------------|
|                                     | <u>Actual<br/>2016</u>             | <u>Actual<br/>2017</u>     | <u>Actual<br/>2018</u>           | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u>   |
| <b>FUND BALANCE JANUARY 1</b>       | <b>\$ 37,027</b>                   | <b>\$ 295,917</b>          | <b>\$ 178,485</b>                | <b>\$ 1,906,995</b>         | <b>\$ 5,266,297</b>        |
| <b>REVENUES</b>                     |                                    |                            |                                  |                             |                            |
| <b>Fees</b>                         |                                    |                            |                                  |                             |                            |
| Storm Water Utility Fees            | \$ 2,497,945                       | \$ 2,494,632               | \$ 2,579,475                     | \$ 2,500,000                | \$ 2,500,000               |
| Storm Water Utility Fees Delinquent | 34,531                             | 76,592                     | 127,362                          | 35,000                      | 35,000                     |
| Total Fees                          | <u>\$ 2,532,476</u>                | <u>\$ 2,571,224</u>        | <u>\$ 2,706,837</u>              | <u>\$ 2,535,000</u>         | <u>\$ 2,535,000</u>        |
| <b>Special Assessments</b>          | \$ 299,798                         | \$ -                       | \$ 1,498,990                     | \$ 599,000                  | \$ 599,000                 |
| <b>Intergovernmental</b>            |                                    |                            |                                  |                             |                            |
| SIMAC Funds                         | \$ -                               | \$ -                       | \$ -                             | \$ 115,000                  | \$ -                       |
| Total Intergovernmental             | <u>\$ -</u>                        | <u>\$ -</u>                | <u>\$ -</u>                      | <u>\$ 115,000</u>           | <u>\$ -</u>                |
| <b>Bond Proceeds</b>                | \$ -                               | \$ -                       | \$ -                             | \$ 4,100,000                | \$ 18,220                  |
| <b>Miscellaneous and Other</b>      |                                    |                            |                                  |                             |                            |
| Interest                            | \$ 561                             | \$ 6,688                   | \$ 22,760                        | \$ 30,000                   | \$ 40,000                  |
| Miscellaneous                       | -                                  | -                          | -                                | -                           | -                          |
| Total Miscellaneous and Other       | <u>\$ 561</u>                      | <u>\$ 6,688</u>            | <u>\$ 22,760</u>                 | <u>\$ 30,000</u>            | <u>\$ 40,000</u>           |
| <b>Transfers From Other Funds</b>   |                                    |                            |                                  |                             |                            |
| General Fund                        | \$ -                               | \$ -                       | \$ -                             | \$ -                        | \$ -                       |
| Capital Improvement Fund            | -                                  | -                          | -                                | -                           | -                          |
| Rock Creek Drainage #1 Fund         | -                                  | 2,000                      | 3,000                            | 3,000                       | 3,000                      |
| Rock Creek Drainage #2 Fund         | 50,000                             | 85,000                     | 85,000                           | 85,000                      | 85,000                     |
| Total Transfer From Other Funds     | <u>\$ 50,000</u>                   | <u>\$ 87,000</u>           | <u>\$ 88,000</u>                 | <u>\$ 88,000</u>            | <u>\$ 88,000</u>           |
| <b>TOTAL REVENUES</b>               | <b><u>\$ 2,882,835</u></b>         | <b><u>\$ 2,664,912</u></b> | <b><u>\$ 4,316,587</u></b>       | <b><u>\$ 7,467,000</u></b>  | <b><u>\$ 3,280,220</u></b> |

City of Mission 2020 Budget Worksheet

|                    |                     |
|--------------------|---------------------|
| <b>Fund Group:</b> | Special Revenue     |
| <b>Fund:</b>       | Storm Drain Utility |

|                                    | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|------------------------------------|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b>EXPENDITURES</b>                |                        |                        |                        |                             |                          |
| <b>Contractual Services</b>        |                        |                        |                        |                             |                          |
| Professional Services              | \$ -                   | \$ 60                  | \$ 120                 | \$ 5,000                    | \$ -                     |
| Engineering Services               | 11,119                 | 33,871                 | 326                    | 924,500                     | 50,000                   |
| Inspections                        | -                      | -                      | -                      | -                           | -                        |
| Storm Drain Repairs                | 20,774                 | 965                    | -                      | 498,000                     | 350,000                  |
| Other Contractual Services         | -                      | -                      | -                      | -                           | -                        |
| Refund Rebate Utility Fee          | -                      | -                      | -                      | -                           | -                        |
| Total for Contractual Services     | <u>\$ 31,892</u>       | <u>\$ 34,896</u>       | <u>\$ 446</u>          | <u>\$ 1,427,500</u>         | <u>\$ 400,000</u>        |
| <b>Commodities</b>                 | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>              | \$ -                   | \$ 163,586             | \$ 2,943               | \$ -                        | \$ 4,561,237             |
| <b>Debt Service</b>                |                        |                        |                        |                             |                          |
| 2010A Refunding - Prin & Int       | \$ 366,612             | \$ 367,812             | \$ 368,738             | \$ 369,388                  | \$ 364,763               |
| 2010B Refunding - Interest         | 279,131                | 279,131                | 279,131                | 279,132                     | 974,131                  |
| 2014A Refunding - Prin & Int       | 324,838                | 321,838                | 1,389,838              | 1,741,438                   | 1,050,538                |
| 2014B Refunding - Prin & Int       | 1,358,800              | 1,331,000              | 265,200                | -                           | -                        |
| 2019A GO Bonds - Prin& Int         | -                      | -                      | -                      | -                           | 218,163                  |
| KDHE Loan                          | 6,562                  | 6,562                  | 6,562                  | 6,565                       | 6,565                    |
| Total For Debt Service             | <u>\$ 2,335,943</u>    | <u>\$ 2,306,343</u>    | <u>\$ 2,309,469</u>    | <u>\$ 2,396,523</u>         | <u>\$ 2,614,160</u>      |
| <b>Transfers To Other Funds</b>    |                        |                        |                        |                             |                          |
| Capital Improvement Fund (2013C)   | \$ 256,110             | \$ 277,519             | \$ 275,219             | \$ 283,675                  | \$ 283,575               |
| Total for Transfers to Other Funds | <u>\$ 256,110</u>      | <u>\$ 277,519</u>      | <u>\$ 275,219</u>      | <u>\$ 283,675</u>           | <u>\$ 283,575</u>        |
| <b>TOTAL EXPENDITURES</b>          | <u>\$ 2,623,945</u>    | <u>\$ 2,782,344</u>    | <u>\$ 2,588,077</u>    | <u>\$ 4,107,698</u>         | <u>\$ 7,858,972</u>      |
| <b>FUND BALANCE DECEMBER 31</b>    | <b>\$ 295,917</b>      | <b>\$ 178,485</b>      | <b>\$ 1,906,995</b>    | <b>\$ 5,266,297</b>         | <b>\$ 687,545</b>        |



City of Mission 2020 Budget Worksheet

|                    |                  |
|--------------------|------------------|
| <b>Fund Group:</b> | Special Revenue  |
| <b>Fund:</b>       | Street Sales Tax |

Fund Description

In April 2012, voters approved a 1/4 of 1% special sales tax for streets - more commonly known as the Street Sales tax. The tax has a 10-year sunset, and will expire in March 2022.

Revenue from the street sales tax is pledged first to retire the Series 2012-A General Obligation Bonds issued for the Martway/Johnson Drive rehabilitation projects. Any remaining revenue is available to support other street and road improvements, primarily the City's annual seal and overlay program in residential areas of the City. Funds are reserved in 2019 for potential TUF Claims Settlement.

Capital Projects for 2020:

- Residential Street Maintenance Program (\$300,000)
- PW Maintenance Programs (\$75,000)

Debt Service:

- 2012A - Principal & Interest - Martway/Johnson Drive Improvements

|                                  | Actual<br>2016    | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|----------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| <u>Department Budget Summary</u> |                   |                   |                   |                     |                   |
| Personnel Services               | \$ -              | \$ -              | \$ -              | \$ -                | \$ -              |
| Contractual Services             | -                 | -                 | -                 | -                   | -                 |
| Commodities                      | -                 | -                 | -                 | -                   | -                 |
| Capital Outlay                   | 140,000           | 168,562           | -                 | -                   | 375,000           |
| Debt Service                     | 470,870           | 472,045           | 472,315           | 471,660             | 470,060           |
| Transfers/Reserves               | -                 | -                 | -                 | 375,000             | -                 |
| <b>Total</b>                     | <b>\$ 610,870</b> | <b>\$ 640,607</b> | <b>\$ 472,315</b> | <b>\$ 846,660</b>   | <b>\$ 845,060</b> |
| <br><u>Authorized Positions</u>  |                   |                   |                   |                     |                   |
| Full-Time                        | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| Part-Time                        | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| Seasonal                         | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| <b>Total</b>                     | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>         | <b>0.00</b>       |

City of Mission 2020 Annual Budget

|   | <b>Fund Group:</b>     |                        | Special Revenue        |                             |                          |
|---|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
|   | <b>Fund:</b>           |                        | Street Sales Tax       |                             |                          |
|   | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>           | \$ 318,999             | \$ 341,499             | \$ 308,203             | \$ 455,201                  | \$ 240,026               |
| <b>REVENUES</b>                         |                        |                        |                        |                             |                          |
| <b>Sales Tax - 1/4 Cent for Streets</b> | \$ 633,295             | \$ 606,061             | \$ 616,486             | \$ 616,485                  | \$ 600,000               |
| <b>Miscellaneous and Other</b>          |                        |                        |                        |                             |                          |
| Interest                                | \$ 75                  | \$ 1,250               | \$ 2,827               | \$ 15,000                   | \$ 15,000                |
| <b>Total Miscellaneous and Other</b>    | \$ 75                  | \$ 1,250               | \$ 2,827               | \$ 15,000                   | \$ 15,000                |
| <b>TOTAL REVENUES</b>                   | <u>\$ 633,370</u>      | <u>\$ 607,311</u>      | <u>\$ 619,313</u>      | <u>\$ 631,485</u>           | <u>\$ 615,000</u>        |
| <b>EXPENDITURES</b>                     |                        |                        |                        |                             |                          |
| <b>Personnel Services</b>               | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>             | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Commodities</b>                      | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>                   | \$ 140,000             | \$ 168,562             | \$ -                   | \$ -                        | \$ 375,000               |
| <b>Debt Service</b>                     |                        |                        |                        |                             |                          |
| 2012A - Principal & Interest            | \$ 470,870             | \$ 472,045             | \$ 472,315             | \$ 471,660                  | \$ 470,060               |
| Total for Debt Service                  | \$ 470,870             | \$ 472,045             | \$ 472,315             | \$ 471,660                  | \$ 470,060               |
| <b>Reserves</b>                         | \$ -                   | \$ -                   | \$ -                   | \$ 375,000                  | \$ -                     |
| <b>Transfers To Other Funds</b>         |                        |                        |                        |                             |                          |
| Capital Improvement Fund                | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| Transportation Utility Fund             | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| Total for Other Funds                   | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>               | <u>\$ 610,870</u>      | <u>\$ 640,607</u>      | <u>\$ 472,315</u>      | <u>\$ 846,660</u>           | <u>\$ 845,060</u>        |
| <b>FUND BALANCE DECEMBER 31</b>         | \$ 341,499             | \$ 308,203             | \$ 455,201             | \$ 240,026                  | \$ 9,966                 |

## City of Mission 2020 Budget Worksheet

|                    |                                |
|--------------------|--------------------------------|
| <b>Fund Group:</b> | Special Revenue                |
| <b>Fund:</b>       | Parks and Recreation Sales Tax |

Fund Description

In April 2013, voters approved a 3/8 of 1% Special Sales Tax for Parks and Recreation - more commonly known as the Parks and Recreation Sales Tax. The sales tax has a sunset of 10 years and will expire in March 2023.

A portion of the sales tax is pledged to retire the Series 2013-B General Obligation Bonds that were issued for renovations and improvements to the Mission Family Aquatic Center (MFAC).

Another portion is used to fund various capital improvements at the SPJCC Community Center, which has primarily been building renovation and equipment maintenance.

The balance is earmarked to establish a reserve for other parks and recreation activities including repair and maintenance of building components at the City's community center, maintenance and improvements at the outdoor aquatic center, and implementation of recommendations from the recently completed Parks Master Plan, particularly at the eight outdoor parks.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | -              | -              | -              | -                   | -                |
| Commodities                      | -              | -              | -              | -                   | -                |
| Capital Outlay                   | 404,344        | 252,011        | 407,756        | -                   | -                |
| Debt Service                     | 526,450        | 529,000        | 531,100        | 527,750             | 529,100          |
| Transfers/Reserves               | -              | -              | -              | 60,000              | 60,000           |
| <b>Total</b>                     | \$ 930,794     | \$ 781,011     | \$ 938,856     | \$ 587,750          | \$ 589,100       |
| <br><u>Authorized Positions</u>  |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |

City of Mission 2020 Annual Budget

|   | <b>Fund Group:</b> Special Revenue |                        | <b>Fund:</b> Parks and Recreation Sales Tax |                            |                          |
|---|------------------------------------|------------------------|---|----------------------------|--------------------------|
|   | <u>Actual<br/>2016</u>             | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u>                      | <u>Estimte YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>           | \$ 738,850                         | \$ 765,070             | \$ 896,721                                  | \$ 891,257                 | \$ 753,257               |
| <b>REVENUES</b>                         |                                    |                        |   |                            |                          |
| <b>Sales Tax - 3/8th Cent for Parks</b> | \$ 949,943                         | \$ 909,092             | \$ 924,728                                  | \$ 900,000                 | \$ 875,000               |
| <b>Bond Proceeds</b>                    | \$ -                               | \$ -                   | \$ -  | \$ -                       | \$ -                     |
| <b>Miscellaneous and Other</b>          |                                    |                        |   |                            |                          |
| Miscellaneous                           | \$ 6,766                           | \$ -                   | \$ -  | \$ -                       | \$ -                     |
| Interest                                | 305                                | 3,569                  | 8,664                                       | -                          | -                        |
| Total for Miscellaneous and Other       | \$ 7,071                           | \$ 3,569               | \$ 8,664                                    | \$ -                       | \$ -                     |
| <b>TOTAL REVENUES</b>                   | <u>\$ 957,014</u>                  | <u>\$ 912,661</u>      | <u>\$ 933,392</u>                           | <u>\$ 900,000</u>          | <u>\$ 875,000</u>        |
| <b>EXPENDITURES</b>                     |                                    |                        |   |                            |                          |
| <b>Capital Outlay</b>                   | \$ 404,344                         | \$ 252,011             | \$ 407,756                                  | \$ -                       | \$ -                     |
| Outdoor Parks                           | \$ -                               | \$ -                   | \$ -  | \$ 105,000                 | \$ 350,000               |
| MFAC                                    | \$ -                               | \$ -                   | \$ -  | \$ 29,750                  | \$ 79,000                |
| SPJCC                                   | \$ -                               | \$ -                   | \$ -  | \$ 315,500                 | \$ 247,600               |
| Total for Capital Outlay                | \$ 404,344                         | \$ 252,011             | \$ 407,756                                  | \$ 450,250                 | \$ 676,600               |
| <b>Debt Service</b>                     |                                    |                        |   |                            |                          |
| 2013B - Principal & Interest            | \$ 526,450                         | \$ 529,000             | \$ 531,100                                  | \$ 527,750                 | \$ 529,100               |
| Total For Debt Service                  | \$ 526,450                         | \$ 529,000             | \$ 531,100                                  | \$ 527,750                 | \$ 529,100               |
| <b>Reserves</b>                         |                                    |                        |   |                            |                          |
| Outdoor Park Improvements               | \$ -                               | \$ -                   | \$ -  | \$ -                       | \$ -                     |
| Facility Reserve - SPJCC                | -                                  | -                      | -   | 50,000                     | 50,000                   |
| Facility Reserve - MFAC                 | -                                  | -                      | -   | 10,000                     | 10,000                   |
| Total for Reserve Accounts              | \$ -                               | \$ -                   | \$ -  | \$ 60,000                  | \$ 60,000                |
| <b>Transfers To Other Funds</b>         |                                    |                        |   |                            |                          |
| General Fund                            | \$ -                               | \$ -                   | \$ -  | \$ -                       | \$ -                     |
| Total for Transfers to Other Funds      | \$ -                               | \$ -                   | \$ -  | \$ -                       | \$ -                     |
| <b>TOTAL EXPENDITURES</b>               | <u>\$ 930,794</u>                  | <u>\$ 781,011</u>      | <u>\$ 938,856</u>                           | <u>\$ 1,038,000</u>        | <u>\$ 1,265,700</u>      |
| <b>FUND BALANCE DECEMBER 31</b>         | \$ 765,070                         | \$ 896,721             | \$ 891,257                                  | \$ 753,257                 | \$ 362,557               |

City of Mission 2020 Budget Worksheet

|                    |                 |
|--------------------|-----------------|
| <b>Fund Group:</b> | Special Revenue |
| <b>Fund:</b>       | Special Highway |

Fund Description

Kansas state statutes (K.S.A. 79-3425c) provide for certain highway aid payments to be distributed directly to cities on a per capita basis from the state treasurer. Payments are made quarterly from the state’s Special City and County Highway (SCCH) fund, which receives approximately 35% of the state's motor fuel tax collections. Cities must credit their payments to a separate fund for construction, reconstruction, alteration, repair, and maintenance of streets and highways.

The City utilizes these funds for general street repair including bridges, streetlights, curbs and drainage, and the annual chip seal and overlay programs. These funds may be used to leverage funds from the County Assistance Road System (CARS) Program, state and federal grants, or transfers from other funds.

Capital Projects 2020:

- Full-depth reconstruction (\$200,000)
- Bridge inspections/maintenance (\$25,000)

|                                  | Actual<br>2016    | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|----------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| <u>Department Budget Summary</u> |                   |                   |                   |                     |                   |
| Personnel Services               | \$ -              | \$ -              | \$ -              | \$ -                | \$ -              |
| Contractual Services             | -                 | -                 | -                 | -                   | -                 |
| Commodities                      | -                 | -                 | 11,612            | 25,000              | 25,000            |
| Capital Outlay                   | 199,061           | 291,536           | 214,031           | 75,000              | 225,000           |
| Debt Service                     | -                 | -                 | -                 | -                   | -                 |
| Transfers/Reserves               | -                 | -                 | -                 | -                   | -                 |
| <b>Total</b>                     | <b>\$ 199,061</b> | <b>\$ 291,536</b> | <b>\$ 225,643</b> | <b>\$ 100,000</b>   | <b>\$ 250,000</b> |
| <u>Authorized Positions</u>      |                   |                   |                   |                     |                   |
| Full-Time                        | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| Part-Time                        | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| Seasonal                         | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| <b>Total</b>                     | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>         | <b>0.00</b>       |

City of Mission 2020 Annual Budget

|   | <b>Fund Group:</b>     |                        | Special Revenue        |                             |                          |
|---|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
|   | <b>Fund:</b>           |                        | Special Highway        |                             |                          |
|   | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>             | \$ 12,390              | \$ 129,376             | \$ 91,216              | \$ 123,626                  | \$ 48,726                |
| <b>REVENUES</b>                           |                        |                        |                        |                             |                          |
| <b>Intergovernmental - Kansas Gas Tax</b> | \$ 316,034             | \$ 252,742             | \$ 256,180             | \$ 250,000                  | \$ 250,000               |
| <b>Miscellaneous and Other</b>            |                        |                        |                        |                             |                          |
| Interest                                  | \$ 12                  | \$ 634                 | \$ 1,873               | \$ 100                      | \$ 100                   |
| Miscellaneous                             | -                      | -                      | -                      | -                           | -                        |
|   | \$ 12                  | \$ 634                 | \$ 1,873               | \$ 100                      | \$ 100                   |
| <b>TOTAL REVENUES</b>                     | <u>\$ 316,047</u>      | <u>\$ 253,376</u>      | <u>\$ 258,053</u>      | <u>\$ 250,100</u>           | <u>\$ 250,100</u>        |
| <b>EXPENDITURES</b>                       |                        |                        |                        |                             |                          |
| <b>Personnel Services</b>                 |                        |                        |                        |                             |                          |
| Full-Time Salaries                        | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| Health/Welfare Benefits                   | -                      | -                      | -                      | -                           | -                        |
| Social Security                           | -                      | -                      | -                      | -                           | -                        |
| KPERS                                     | -                      | -                      | -                      | -                           | -                        |
| Employment Security                       | -                      | -                      | -                      | -                           | -                        |
| City Pension                              | -                      | -                      | -                      | -                           | -                        |
| Total for Personnel Services              | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>               | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Commodities</b>                        |                        |                        |                        |                             |                          |
| Asphalt Patch                             | \$ -                   | \$ -                   | \$ 11,612              | \$ 25,000                   | \$ 25,000                |
| Total for Commodities                     | \$ -                   | \$ -                   | \$ 11,612              | \$ 25,000                   | \$ 25,000                |
| <b>Capital Outlay</b>                     | \$ 199,061             | \$ 291,536             | \$ 214,031             | \$ 75,000                   | \$ 225,000               |
| <b>Debt Service</b>                       | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Reserves</b>                           | \$ -                   | \$ -                   | \$ -                   | \$ 225,000                  | \$ -                     |
| <b>Transfers To Other Funds</b>           | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>                 | <u>\$ 199,061</u>      | <u>\$ 291,536</u>      | <u>\$ 225,643</u>      | <u>\$ 325,000</u>           | <u>\$ 250,000</u>        |
| <b>FUND BALANCE DECEMBER 31</b>           | \$ 129,376             | \$ 91,216              | \$ 123,626             | \$ 48,726                   | \$ 48,826                |

City of Mission 2020 Budget Worksheet

|                    |                 |
|--------------------|-----------------|
| <b>Fund Group:</b> | Special Revenue |
| <b>Fund:</b>       | Special Alcohol |

Fund Description

By statute, the State of Kansas imposes a 10 percent Liquor Drink Tax (aka Alcohol Tax) on the sale of any drink containing alcoholic liquor sold by clubs, caterers, or drinking establishments. Revenue derived from this tax is allocated 30 percent to the State and 70 percent to the city or county where the tax is collected. The statute further stipulates that for cities of Mission’s size, the portion allocated to the local jurisdiction be proportioned in thirds, with one third to the General Fund, one third to a Special Parks and Recreation Fund, and one third to a Special Alcohol Tax Fund.

The Special Alcohol Tax Fund is to support programs “whose principal purpose is alcoholism and drug abuse prevention or treatment of persons who are alcoholics or drug abusers, or are in danger of becoming alcoholics or drug abusers.” (KSA 79-41a04).

Of the 2020 funds proportioned to this fund, \$15,000 will support the Mission Police Department's DARE activities, \$30,000 will support the City's participation in the Johnson County mental health co-responder program, and \$50,000 will be provided to agencies designated by the Drug & Alcoholism Council to support the provision of KSA 79-41a04.

The Drug and Alcoholism Council (DAC), a program supported by the United Community Services of Johnson County, offers grants each year to various organizations within the county that provide alcohol and drug abuse prevention and treatment programs. The grants are structured in such a manner that the grantees have access to funds from multiple participating jurisdictions. The governing body of each jurisdiction has the ultimate authority and responsibility to determine which organizations receive funds.

|                                  | Actual<br>2016   | Actual<br>2017   | Actual<br>2018   | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|------------------|------------------|------------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                  |                  |                  |                     |                  |
| Personnel Services               | \$ 15,000        | \$ 15,000        | \$ -             | \$ 15,000           | \$ 15,000        |
| Contractual Services             | 28,038           | 37,950           | 37,952           | 67,500              | 80,000           |
| Commodities                      | -                | -                | -                | 1,000               | 1,000            |
| Capital Outlay                   | -                | -                | -                | -                   | -                |
| Debt Service                     | -                | -                | -                | -                   | -                |
| Transfers/Reserves               | -                | -                | -                | -                   | -                |
| <b>Total</b>                     | <b>\$ 43,038</b> | <b>\$ 52,950</b> | <b>\$ 37,952</b> | <b>\$ 83,500</b>    | <b>\$ 96,000</b> |

Authorized Positions

|              |             |             |             |             |             |
|--------------|-------------|-------------|-------------|-------------|-------------|
| Full-Time    | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Part-Time    | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Seasonal     | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> |

City of Mission 2020 Annual Budget

|  | <b>Fund Group:</b> Special Revenue |                        |                        |                             |                          |
|--|------------------------------------|------------------------|------------------------|-----------------------------|--------------------------|
|  | <b>Fund:</b> Special Alcohol       |                        |                        |                             |                          |
|  | <u>Actual<br/>2016</u>             | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>          | \$ 27,423                          | \$ 46,201              | \$ 68,040              | \$ 110,196                  | \$ 110,696               |
| <b>REVENUES</b>                        |                                    |                        |                        |                             |                          |
| <b>Intergovernmental - Alcohol Tax</b> | \$ 61,815                          | \$ 74,789              | \$ 80,108              | \$ 84,000                   | \$ 85,000                |
| <b>TOTAL REVENUES</b>                  | <u>\$ 61,815</u>                   | <u>\$ 74,789</u>       | <u>\$ 80,108</u>       | <u>\$ 84,000</u>            | <u>\$ 85,000</u>         |
| <b>EXPENDITURES</b>                    |                                    |                        |                        |                             |                          |
| <b>Personnel Services</b>              |                                    |                        |                        |                             |                          |
| Full-Time Salaries                     | \$ 15,000                          | \$ 15,000              | \$ -                   | \$ 15,000                   | \$ 15,000                |
| Health/Welfare Benefits                | -                                  | -                      | -                      | -                           | -                        |
| Social Security                        | -                                  | -                      | -                      | -                           | -                        |
| KPERs                                  | -                                  | -                      | -                      | -                           | -                        |
| Employment Security                    | -                                  | -                      | -                      | -                           | -                        |
| City Pension                           | -                                  | -                      | -                      | -                           | -                        |
| Total for Personnel Services           | <u>\$ 15,000</u>                   | <u>\$ 15,000</u>       | <u>\$ -</u>            | <u>\$ 15,000</u>            | <u>\$ 15,000</u>         |
| <b>Contractual Services</b>            |                                    |                        |                        |                             |                          |
| Drug and Alcoholism Council            | \$ 28,038                          | \$ 31,962              | \$ 30,000              | \$ 40,000                   | \$ 50,000                |
| Mental Health Responder                | -                                  | 5,988                  | 7,952                  | 27,500                      | 30,000                   |
| Total Contractual Services             | <u>\$ 28,038</u>                   | <u>\$ 37,950</u>       | <u>\$ 37,952</u>       | <u>\$ 67,500</u>            | <u>\$ 80,000</u>         |
| <b>Commodities</b>                     |                                    |                        |                        |                             |                          |
| DARE Supplies                          | \$ -                               | \$ -                   | \$ -                   | \$ 1,000                    | \$ 1,000                 |
| Total Supplies                         | <u>\$ -</u>                        | <u>\$ -</u>            | <u>\$ -</u>            | <u>\$ 1,000</u>             | <u>\$ 1,000</u>          |
| <b>Capital Outlay</b>                  | \$ -                               | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Debt Service</b>                    | \$ -                               | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b>        | \$ -                               | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>              | <u>\$ 43,038</u>                   | <u>\$ 52,950</u>       | <u>\$ 37,952</u>       | <u>\$ 83,500</u>            | <u>\$ 96,000</u>         |
| <b>FUND BALANCE DECEMBER 31</b>        | \$ 46,201                          | \$ 68,040              | \$ 110,196             | \$ 110,696                  | \$ 99,696                |



## City of Mission 2020 Budget Worksheet

|                    |                              |
|--------------------|------------------------------|
| <b>Fund Group:</b> | Special Revenue              |
| <b>Fund:</b>       | Special Parks and Recreation |

Fund Description

By statute, the State of Kansas imposes a 10 percent Liquor Drink Tax (aka Alcohol Tax) on the sale of any drink containing alcoholic liquor sold by clubs, caterers, or drinking establishments. Revenue derived from this tax is allocated 30 percent to the State and 70 percent to the city or county where the tax is collected. The statute further stipulates that for cities of Mission’s size, the portion allocated to the local jurisdiction be proportioned in thirds, with one third to the General Fund, one third to a Special Parks and Recreation Fund, and one third to a Special Alcohol Tax Fund.

The funds proportioned to the City’s Special Parks and Recreation Fund to support general programming and parks construction and maintenance.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | -              | -              | -              | -                   | -                |
| Commodities                      | -              | -              | -              | -                   | -                |
| Capital Outlay                   | -              | 13,297         | 2,357          | -                   | -                |
| Debt Service                     | 55,051         | 47,922         | 70,624         | 67,655              | 67,655           |
| Transfers/Reserves               | -              | -              | -              | -                   | -                |
| <b>Total</b>                     | \$ 55,051      | \$ 61,219      | \$ 72,981      | \$ 67,655           | \$ 67,655        |
| <br><u>Authorized Positions</u>  |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |

City of Mission 2020 Annual Budget

|  |                    |                              |
|--|--------------------|------------------------------|
|  | <b>Fund Group:</b> | Special Revenue              |
|  | <b>Fund:</b>       | Special Parks and Recreation |

|  | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
|--|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
| <b>FUND BALANCE JANUARY 1</b>          | \$ 24,065              | \$ 29,905              | \$ 43,549              | \$ 81,801                   | \$ 98,346                |
| <b>REVENUES</b>                        |                        |                        |                        |                             |                          |
| <b>Intergovernmental - Alcohol Tax</b> | \$ 60,484              | \$ 74,789              | \$ 80,108              | \$ 84,000                   | \$ 85,000                |
| <b>Bond/Lease Proceeds</b>             | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Miscellaneous and Other</b>         |                        |                        |                        |                             |                          |
| Miscellaneous                          | \$ 385                 | \$ -                   | \$ 30,845              | \$ -                        | \$ -                     |
| Interest                               | 22                     | 74                     | 280                    | 200                         | 200                      |
| Total Miscellaneous and Other          | <u>\$ 407</u>          | <u>\$ 74</u>           | <u>\$ 31,125</u>       | <u>\$ 200</u>               | <u>\$ 200</u>            |
| <b>TOTAL REVENUES</b>                  | <u>\$ 60,891</u>       | <u>\$ 74,863</u>       | <u>\$ 111,233</u>      | <u>\$ 84,200</u>            | <u>\$ 85,200</u>         |
| <b>EXPENDITURES</b>                    |                        |                        |                        |                             |                          |
| <b>Personnel Services</b>              | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>            | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Commodities</b>                     | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>                  | \$ -                   | \$ 13,297              | \$ 2,357               | \$ -                        | \$ -                     |
| <b>Debt Service/Lease Payments</b>     | \$ 55,051              | \$ 47,922              | \$ 70,624              | \$ 67,655                   | \$ 67,655                |
| <b>Transfers To Other Funds</b>        | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>              | <u>\$ 55,051</u>       | <u>\$ 61,219</u>       | <u>\$ 72,981</u>       | <u>\$ 67,655</u>            | <u>\$ 67,655</u>         |
| <b>FUND BALANCE DECEMBER 31</b>        | \$ 29,905              | \$ 43,549              | \$ 81,801              | \$ 98,346                   | \$ 115,891               |

## City of Mission 2020 Budget Worksheet

|                    |                     |
|--------------------|---------------------|
| <b>Fund Group:</b> | Special Revenue     |
| <b>Fund:</b>       | Solid Waste Utility |

Fund Description

The City established the Solid Waste Utility in 2008 as a mechanism for more efficient and cost effective collection of residential solid waste, and to promote the recycling of solid waste. Through the Solid Waste Utility, the City contracts with one hauler to provide solid waste collection for all single-family residential properties in the city. The City collects a fee for this service as a special assessment on the property tax bill.

The City currently has a contract with Waste Management (formerly Deffenbaugh Industries), which will expire in 2019. Solid waste collection (trash, recycling, and yard waste) is once a week, and the service includes a bulky item pick-up the first week of every month. The annual Solid Waste Utility Fee is \$170 per single-family residential parcel.

The City supplements the fee paid by single family property owners with a transfer from the General Fund to the Solid Waste Utility Fund.

The City will be working on bidding out solid waste services in 2019 so that a contract is in place when the current contract expires at the of 2019.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | 566,273        | 567,452        | 591,154        | 612,000             | 672,000          |
| Commodities                      | 1,000          | 2,000          | 2,000          | 500                 | 500              |
| Capital Outlay                   | -              | -              | -              | -                   | -                |
| Debt Service                     | -              | -              | -              | -                   | -                |
| Transfers/Reserves               | -              | -              | -              | -                   | -                |
| <b>Total</b>                     | \$ 567,273     | \$ 569,452     | \$ 593,154     | \$ 612,500          | \$ 672,500       |
| <br><u>Authorized Positions</u>  |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |

City of Mission 2020 Annual Budget

|                                   | <b>Fund Group:</b> Special Revenue |                          | <b>Fund:</b> Solid Waste Utility |                             |                          |
|-----------------------------------|------------------------------------|--------------------------|----------------------------------|-----------------------------|--------------------------|
|                                   | <u>Actual<br/>2016</u>             | <u>Actual<br/>2017</u>   | <u>Actual<br/>2018</u>           | <u>Estiamte YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>     | \$ (41,721)                        | \$ (30,883)              | \$ (27,179)                      | \$ (6,611)                  | \$ (6,011)               |
| <b>REVENUES</b>                   |                                    |                          |                                  |                             |                          |
| <b>Fees</b>                       |                                    |                          |                                  |                             |                          |
| Solid Waste Utility Fee           | \$ 490,878                         | \$ 485,277               | \$ 498,933                       | \$ 525,000                  | \$ 585,000               |
| Trash Bag Sales                   | 1,918                              | 2,478                    | 2,637                            | 2,000                       | 2,000                    |
| Yard Waste Stickers               | 288                                | -                        | -                                | -                           | -                        |
| Commercial Recycling              | -                                  | -                        | -                                | -                           | -                        |
| Recycling Rebate                  | -                                  | 29                       | -                                | 1,000                       | 1,000                    |
|                                   | <u>\$ 493,084</u>                  | <u>\$ 487,784</u>        | <u>\$ 501,570</u>                | <u>\$ 528,000</u>           | <u>\$ 588,000</u>        |
| <b>Miscellaneous and Other</b>    |                                    |                          |                                  |                             |                          |
| Interest                          | \$ 27                              | \$ 372                   | \$ 2,152                         | \$ 100                      | \$ 100                   |
| Total for Miscellaneous and Other | <u>\$ 27</u>                       | <u>\$ 372</u>            | <u>\$ 2,152</u>                  | <u>\$ 100</u>               | <u>\$ 100</u>            |
| <b>Transfers from Other Funds</b> |                                    |                          |                                  |                             |                          |
| General Fund                      | \$ 85,000                          | \$ 85,000                | \$ 110,000                       | \$ 85,000                   | \$ 95,000                |
| Total for Miscellaneous and Other | <u>\$ 85,000</u>                   | <u>\$ 85,000</u>         | <u>\$ 110,000</u>                | <u>\$ 85,000</u>            | <u>\$ 95,000</u>         |
| <b>TOTAL REVENUES</b>             | <u><b>\$ 578,111</b></u>           | <u><b>\$ 573,156</b></u> | <u><b>\$ 613,722</b></u>         | <u><b>\$ 613,100</b></u>    | <u><b>\$ 683,100</b></u> |
| <b>EXPENDITURES</b>               |                                    |                          |                                  |                             |                          |
| <b>Personnel Services</b>         | \$ -                               | \$ -                     | \$ -                             | \$ -                        | \$ -                     |
| <b>Contractual Services</b>       |                                    |                          |                                  |                             |                          |
| Solid Waste Contract              | \$ 563,419                         | \$ 565,006               | \$ 588,959                       | \$ 607,000                  | \$ 667,000               |
| Utility Rebate Refund             | 2,854                              | 2,446                    | 2,195                            | 5,000                       | 5,000                    |
| Total for Contractual Services    | <u>\$ 566,273</u>                  | <u>\$ 567,452</u>        | <u>\$ 591,154</u>                | <u>\$ 612,000</u>           | <u>\$ 672,000</u>        |
| <b>Commodities</b>                | \$ 1,000                           | \$ 2,000                 | \$ 2,000                         | \$ 500                      | \$ 500                   |
| <b>Capital Outlay</b>             | \$ -                               | \$ -                     | \$ -                             | \$ -                        | \$ -                     |
| <b>Debt Service</b>               | \$ -                               | \$ -                     | \$ -                             | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b>   | \$ -                               | \$ -                     | \$ -                             | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>         | <u><b>\$ 567,273</b></u>           | <u><b>\$ 569,452</b></u> | <u><b>\$ 593,154</b></u>         | <u><b>\$ 612,500</b></u>    | <u><b>\$ 672,500</b></u> |
| <b>FUND BALANCE DECEMBER 31</b>   | \$ (30,883)                        | \$ (27,179)              | \$ (6,611)                       | \$ (6,011)                  | \$ 4,589                 |

City of Mission 2020 Budget Worksheet

|                    |                                 |  |
|--------------------|---------------------------------|--|
| <b>Fund Group:</b> | Special Revenue                 |  |
| <b>Fund:</b>       | Mission Conv. and Visitors Bur. |  |

Fund Description

Charter Ordinance No. 17 was approved in March of 2006 establishing a Transient Guest Tax of 6%, a Convention and Tourism Fund, and a Convention Commission. This was subsequently revised by Charter Ordinance No. 18, which raised the Transient Guest Tax to 9%, and Charter Ordinance No. 24 which reconstituted the Convention Commission to the Mission Convention and Visitors Bureau (MCVB).

The Transient Guest Tax, along with sponsorships, special event revenue, and donations is used for the promotion of the City of Mission and attracting tourism through festivals, special events, and the Mission magazine.

In 2017, the MCVB Committee was disbanded, but the fund remains to account for receipt and expenditure of the Transient Guest Tax. The City continues to manage revenues and expenses for the Mission Business Partnership and the Holiday Adoption efforts through the MCVB Fund.

Funds in the amount of \$10,000 are included in the 2020 budget to purchase banners for the Johnson Drive corridor.

|                                  | Actual<br>2016   | Actual<br>2017   | Actual<br>2018   | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|------------------|------------------|------------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                  |                  |                  |                     |                  |
| Personnel Services               | \$ -             | \$ -             | \$ -             | \$ -                | \$ -             |
| Contractual Services             | 53,080           | 82,628           | 82,172           | 83,500              | 85,500           |
| Commodities                      | -                | -                | -                | -                   | -                |
| Capital Outlay                   | -                | -                | -                | -                   | 10,000           |
| Debt Service                     | -                | -                | -                | -                   | -                |
| Transfers/Reserves               | -                | -                | -                | -                   | -                |
| <b>Total</b>                     | <b>\$ 53,080</b> | <b>\$ 82,628</b> | <b>\$ 82,172</b> | <b>\$ 83,500</b>    | <b>\$ 95,500</b> |
| <u>Authorized Positions</u>      |                  |                  |                  |                     |                  |
| Full-Time                        | 0.00             | 0.00             | 0.00             | 0.00                | 0.00             |
| Part-Time                        | 0.00             | 0.00             | 0.00             | 0.00                | 0.00             |
| Seasonal                         | 0.00             | 0.00             | 0.00             | 0.00                | 0.00             |
| <b>Total</b>                     | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>         | <b>0.00</b>      |

City of Mission 2020 Annual Budget

|                                     | <b>Fund Group:</b> Special Revenue |                        | <b>Fund:</b> Mission Convention and Visitors Bureau (MCVB) |                             |                          |
|-------------------------------------|------------------------------------|------------------------|--|-----------------------------|--------------------------|
|                                     | <b>Actual<br/>2016</b>             | <b>Actual<br/>2017</b> | <b>Actual<br/>2018</b>                                     | <b>Estimate YE<br/>2019</b> | <b>Proposed<br/>2020</b> |
| <b>FUND BALANCE JANUARY 1</b>       | \$ 61,493                          | \$ 76,345              | \$ 75,595  | \$ 69,343                   | \$ 121,343               |
| <b>REVENUES</b>                     |                                    |                        |  |                             |                          |
| <b>Transient Guest Tax Receipts</b> | \$ 43,835                          | \$ 64,160              | \$ 61,384  | \$ 60,000                   | \$ 60,000                |
| <b>Miscellaneous and Other</b>      |                                    |                        |  |                             |                          |
| Event Sponsorship/Revenue           | \$ 21,555                          | \$ 9,858               | \$ 9,085   | \$ 10,000                   | \$ 10,000                |
| Holiday Adoption Revenue            | 2,525                              | 7,580                  | 4,430  | 25,000                      | 25,000                   |
| Interest                            | -                                  | 280                    | 741  | 500                         | 500                      |
| Miscellaneous Revenue               | 17                                 | -                      | 280  | 40,000                      | -                        |
| Total for Miscellaneous and Other   | \$ 24,097                          | 17,718                 | 14,536   | 75,500                      | 35,500                   |
| <b>TOTAL REVENUES</b>               | <b>\$ 67,932</b>                   | <b>\$ 81,878</b>       | <b>\$ 75,920</b>   | <b>\$ 135,500</b>           | <b>\$ 95,500</b>         |
| <b>EXPENDITURES</b>                 |                                    |                        |  |                             |                          |
| <b>Personnel Services</b>           | \$ -                               | \$ -                   | \$ -   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>         |                                    |                        |  |                             |                          |
| MCVB General Expenses               | \$ 2,264                           | \$ -                   | \$ 11,773  | \$ -                        | \$ -                     |
| Barbeque Contest                    | 17,433                             | -                      | -  | -                           | -                        |
| Holiday Lights Event                | 3,641                              | 5,673                  | 922  | -                           | -                        |
| Mission Merchants                   | 1,403                              | 7,167                  | 7,355  | 7,500                       | 7,500                    |
| MCVB Magazine                       | 22,255                             | 41,351                 | 45,536   | 50,000                      | 50,000                   |
| Holiday Adoptions                   | 6,083                              | 28,438                 | 16,586   | 25,000                      | 25,000                   |
| Pole Sign Incentive Program         | -                                  | -                      | -  | 1,000                       | 3,000                    |
| Business Support Programs           | -                                  | -                      | -  | -                           | -                        |
| Total for Contractual Services      | \$ 53,080                          | \$ 82,628              | \$ 82,172  | \$ 83,500                   | \$ 85,500                |
| <b>Commodities</b>                  | \$ -                               | \$ -                   | \$ -   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>               | \$ -                               | \$ -                   | \$ -   | \$ -                        | \$ 10,000                |
| <b>Debt Service</b>                 | \$ -                               | \$ -                   | \$ -   | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b>     | \$ -                               | \$ -                   | \$ -   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>           | <b>\$ 53,080</b>                   | <b>\$ 82,628</b>       | <b>\$ 82,172</b>   | <b>\$ 83,500</b>            | <b>\$ 95,500</b>         |
| <b>FUND BALANCE DECEMBER 31</b>     | \$ 76,345                          | \$ 75,595              | \$ 69,343  | \$ 121,343                  | \$ 121,343               |

City of Mission 2020 Budget Worksheet

|                    |                          |
|--------------------|--------------------------|
| <b>Fund Group:</b> | Special Revenue          |
| <b>Fund:</b>       | Mission Crossing TIF/CID |

Fund Description

Mission Crossing is the redevelopment of a 6.2 acre site on the City’s western boundary that, since 1954, had been the former headquarters and manufacturing plant for Herff Jones, Inc. 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.

The Mission Crossing Tax Increment Financing (TIF) district and Community Improvement District (CID) were both established in 2010 for the purpose of redirecting revenue (property and sales tax) generated from the project to reimburse the developer for certain approved development costs. The TIF [K.S.A 12-1770 et seq] 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 agreement was adopted (base valuation), and the City’s 1% general sales tax generated from all retail sales that occur within the defined project area. The 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.

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.

|                                  | Actual<br>2016    | Actual<br>2017    | Actual<br>2018    | Estimate YE<br>2019 | Proposed<br>2020  |
|----------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| <u>Department Budget Summary</u> |                   |                   |                   |                     |                   |
| Personnel Services               | \$ -              | \$ -              | \$ -              | \$ -                | \$ -              |
| Contractual Services             | 269,091           | 319,587           | 506,831           | 207,790             | 370,000           |
| Commodities                      | -                 | -                 | -                 | -                   | -                 |
| Capital Outlay                   | -                 | -                 | -                 | -                   | -                 |
| Debt Service                     | -                 | -                 | -                 | -                   | -                 |
| Transfers/Reserves               | -                 | -                 | -                 | -                   | -                 |
| <b>Total</b>                     | <b>\$ 269,091</b> | <b>\$ 319,587</b> | <b>\$ 506,831</b> | <b>\$ 207,790</b>   | <b>\$ 370,000</b> |

Authorized Positions

|              |             |             |             |             |             |
|--------------|-------------|-------------|-------------|-------------|-------------|
| Full-Time    | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Part-Time    | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Seasonal     | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Total</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> |

City of Mission 2020 Annual Budget

|                                 | <b>Fund Group:</b>     |                        | Special Revenue          |                             |                          |
|---------------------------------|------------------------|------------------------|--------------------------|-----------------------------|--------------------------|
|                                 | <b>Fund:</b>           |                        | Mission Crossing TIF/CID |                             |                          |
|                                 | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u>   | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>   | \$ 26,587              | \$ 5,940               | \$ 5,943                 | \$ (142,816)                | \$ 8,439                 |
| <b>REVENUES</b>                 |                        |                        |                          |                             |                          |
| <b>Property Taxes -TIF</b>      | \$ 103,355             | \$ 174,378             | \$ 207,442               | \$ 199,045                  | \$ 210,000               |
| <b>Sales Tax - TIF</b>          | \$ 73,579              | \$ 72,562              | \$ 76,240                | \$ 80,000                   | \$ 80,000                |
| <b>Sales Tax - CID</b>          | \$ 71,510              | \$ 72,650              | \$ 74,390                | \$ 80,000                   | \$ 80,000                |
| <b>TOTAL REVENUES</b>           | <u>\$ 248,444</u>      | <u>\$ 319,590</u>      | <u>\$ 358,072</u>        | <u>\$ 359,045</u>           | <u>\$ 370,000</u>        |
| <b>EXPENDITURES</b>             |                        |                        |                          |                             |                          |
| <b>Personnel Services</b>       | \$ -                   | \$ -                   | \$ -                     | \$ -                        | \$ -                     |
| <b>Contractual Services</b>     |                        |                        |                          |                             |                          |
| TIF Property Tax Reimbursement  | \$ 103,355             | \$ 174,378             | \$ 358,697               | \$ 47,790                   | \$ 210,000               |
| TIF Sales Tax Reimbursement     | 83,861                 | 72,370                 | 74,976                   | 80,000                      | 80,000                   |
| CID Sales Tax Reimbursement     | <u>81,876</u>          | <u>72,839</u>          | <u>73,158</u>            | <u>80,000</u>               | <u>80,000</u>            |
| Total for Contractual Services  | \$ 269,091             | \$ 319,587             | \$ 506,831               | \$ 207,790                  | \$ 370,000               |
| <b>Commodities</b>              | \$ -                   | \$ -                   | \$ -                     | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>           | \$ -                   | \$ -                   | \$ -                     | \$ -                        | \$ -                     |
| <b>Debt Service</b>             | \$ -                   | \$ -                   | \$ -                     | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b> | \$ -                   | \$ -                   | \$ -                     | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>       | <u>\$ 269,091</u>      | <u>\$ 319,587</u>      | <u>\$ 506,831</u>        | <u>\$ 207,790</u>           | <u>\$ 370,000</u>        |
| <b>FUND BALANCE DECEMBER 31</b> | \$ 5,940               | \$ 5,943               | \$ (142,816)             | \$ 8,439                    | \$ 8,439                 |



## City of Mission 2020 Budget Worksheet

|                    |                         |
|--------------------|-------------------------|
| <b>Fund Group:</b> | Special Revenue         |
| <b>Fund:</b>       | Cornerstone Commons CID |

Fund Description

The Cornerstone Commons project is the 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 Form Based Code by having multi-level structures situated up to the sidewalk, on-street parking, and pedestrian oriented elements such as benches, lighting, and landscaping.

The development includes a 15,000 square foot Natural Grocer 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.

The 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 total estimated value for all of the 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.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | 63,772         | 62,360         | 78,727         | 78,727              | 70,500           |
| Commodities                      | -              | -              | -              | -                   | -                |
| Capital Outlay                   | -              | -              | -              | -                   | -                |
| Debt Service                     | -              | -              | -              | -                   | -                |
| Transfers/Reserves               | -              | -              | -              | -                   | -                |
| <b>Total</b>                     | \$ 63,772      | \$ 62,360      | \$ 78,727      | \$ 78,727           | \$ 70,500        |
| <br><u>Authorized Positions</u>  |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |

City of Mission 2020 Annual Budget

|                                 | <b>Fund Group:</b>     |                        | Special Revenue         |                             |                          |
|---------------------------------|------------------------|------------------------|-------------------------|-----------------------------|--------------------------|
|                                 | <b>Fund:</b>           |                        | Cornerstone Commons CID |                             |                          |
|                                 | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u>  | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>   | \$ 6,566               | \$ 14,277              | \$ 17,794               | \$ 6,033                    | \$ 3,533                 |
| <b>REVENUES</b>                 |                        |                        |                         |                             |                          |
| <b>Sales Tax - CID</b>          | \$ 71,482              | \$ 65,878              | \$ 66,966               | \$ 68,000                   | \$ 70,000                |
| <b>TOTAL REVENUES</b>           | <u>\$ 71,482</u>       | <u>\$ 65,878</u>       | <u>\$ 66,966</u>        | <u>\$ 68,000</u>            | <u>\$ 70,000</u>         |
| <b>EXPENDITURES</b>             |                        |                        |                         |                             |                          |
| <b>Personnel Services</b>       | \$ -                   | \$ -                   | \$ -                    | \$ -                        | \$ -                     |
| <b>Contractual Services</b>     |                        |                        |                         |                             |                          |
| CID Sales Tax Reimbursement     | \$ 63,772              | \$ 62,360              | \$ 78,727               | \$ 68,000                   | \$ 68,000                |
| Administrative Fee              | -                      | -                      | -                       | 2,500                       | 2,500                    |
| Total for Contractual Services  | <u>\$ 63,772</u>       | <u>62,360</u>          | <u>78,727</u>           | <u>70,500</u>               | <u>70,500</u>            |
| <b>Commodities</b>              | \$ -                   | \$ -                   | \$ -                    | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>           | \$ -                   | \$ -                   | \$ -                    | \$ -                        | \$ -                     |
| <b>Debt Service</b>             | \$ -                   | \$ -                   | \$ -                    | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b> | \$ -                   | \$ -                   | \$ -                    | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>       | <u>\$ 63,772</u>       | <u>\$ 62,360</u>       | <u>\$ 78,727</u>        | <u>\$ 70,500</u>            | <u>\$ 70,500</u>         |
| <b>FUND BALANCE DECEMBER 31</b> | \$ 14,277              | \$ 17,794              | \$ 6,033                | \$ 3,533                    | \$ 3,033                 |

City of Mission 2020 Budget Worksheet

|                    |                          |
|--------------------|--------------------------|
| <b>Fund Group:</b> | Special Revenue          |
| <b>Fund:</b>       | Mission Crossing TIF/CID |

Fund Description

Mission Trails is the redevelopment of the former Pyramid Insurance office building at 6501 Johnson Drive. The project entails the demolition of the existing building and construction of a four-story luxury apartment building with approximately 200 one and two bedroom apartments. The project will also have an outdoor pool with patio area, work out facility for residents, and other amenities. There will be a restaurant on the ground floor.

An four-story parking structure will be built next to the apartment building. There will be 50 parking spaces dedicated for public parking on the ground floor, which was negotiated as part of the development agreement. In addition \$250,000 will also be paid by the developer for additional parking in the downtown area.

The Mission Apartments Tax Increment Financing (TIF) district was established in 2017 for the purpose of redirecting property tax revenue generated from the project to reimburse the developer for certain approved development costs. The TIF [K.S.A 12-1770 et seq] 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 agreement was adopted (base valuation).

The project is expected to be completed in late 2020.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | -              | -              | -              | -                   | -                |
| Commodities                      | -              | -              | -              | -                   | -                |
| Capital Outlay                   | -              | -              | -              | -                   | -                |
| Debt Service                     | -              | -              | -              | -                   | -                |
| Transfers/Reserves               | -              | -              | -              | -                   | -                |
| <b>Total</b>                     | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>         | <b>\$ -</b>      |
| <u>Authorized Positions</u>      |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | <b>0.00</b>    | <b>0.00</b>    | <b>0.00</b>    | <b>0.00</b>         | <b>0.00</b>      |

City of Mission 2020 Annual Budget

|                                 | <b>Fund Group:</b>     |                        | Special Revenue        |                             |                          |
|---------------------------------|------------------------|------------------------|------------------------|-----------------------------|--------------------------|
|                                 | <b>Fund:</b>           |                        | Mission Trails TIF     |                             |                          |
|                                 | <u>Actual<br/>2016</u> | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u> | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>   | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>REVENUES</b>                 |                        |                        |                        |                             |                          |
| Property Taxes -TIF             | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ 100,000               |
| <b>TOTAL REVENUES</b>           | <u>\$ -</u>            | <u>\$ -</u>            | <u>\$ -</u>            | <u>\$ -</u>                 | <u>\$ 100,000</u>        |
| <b>EXPENDITURES</b>             |                        |                        |                        |                             |                          |
| <b>Personnel Services</b>       | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Contractual Services</b>     |                        |                        |                        |                             |                          |
| TIF Property Tax Reimbursement  | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| Total for Contractual Services  | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Commodities</b>              | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>           | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Debt Service</b>             | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b> | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ -                     |
| <b>TOTAL EXPENDITURES</b>       | <u>\$ -</u>            | <u>\$ -</u>            | <u>\$ -</u>            | <u>\$ -</u>                 | <u>\$ -</u>              |
| <b>FUND BALANCE DECEMBER 31</b> | \$ -                   | \$ -                   | \$ -                   | \$ -                        | \$ 100,000               |

## City of Mission 2020 Budget Worksheet

|                    |                              |
|--------------------|------------------------------|
| <b>Fund Group:</b> | Special Revenue              |
| <b>Fund:</b>       | Rock Creek Drainage Dist. #1 |

Fund Description

The City established the Rock Creek Drainage District No. 1 pursuant to K.S.A. 13-10,128 through 13-10,133 in July of 2006 (Ordinance 1206). Drainage District No. 1 is comprised of the original Mission Mall site bounded by Shawnee Mission Parkway, Roeland Drive, and Johnson Drive.

A special mill levy is assessed on all properties within the district for the construction, maintenance, repair or replacement of storm sewers and storm drains contained within the storm drainage district or within the watershed in the City that contributed to the storm drainage flowing into and/or out of the storm drainage district. Property tax revenue may also be used for debt service associated with the construction, maintenance, repair or replacement of same storm sewers and drains. Funds from the Rock Creek Drainage District #1 are transferred to the City's Storm Water Utility Fund to assist with debt service.

At present the site is vacant, but is anticipated to be developed in the near future into a 556,000 square feet residential/retail/commercial mixed-use project to be known as The Gateway.

|                                  | Actual<br>2016 | Actual<br>2017 | Actual<br>2018 | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|----------------|----------------|----------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                |                |                |                     |                  |
| Personnel Services               | \$ -           | \$ -           | \$ -           | \$ -                | \$ -             |
| Contractual Services             | -              | -              | -              | -                   | -                |
| Commodities                      | -              | -              | -              | -                   | -                |
| Capital Outlay                   | -              | -              | -              | -                   | -                |
| Debt Service                     | -              | -              | -              | -                   | -                |
| Transfers/Reserves               | -              | 2,000          | 3,000          | 3,000               | 3,000            |
| <b>Total</b>                     | \$ -           | \$ 2,000       | \$ 3,000       | \$ 3,000            | \$ 3,000         |
| <br><u>Authorized Positions</u>  |                |                |                |                     |                  |
| Full-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Part-Time                        | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| Seasonal                         | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |
| <b>Total</b>                     | 0.00           | 0.00           | 0.00           | 0.00                | 0.00             |

City of Mission 2020 Annual Budget

|                                    | <b>Fund Group:</b> Special Revenue |                        | <b>Fund:</b> Rock Creek Drainage Dist. #1 |                             |                          |
|------------------------------------|------------------------------------|------------------------|---|-----------------------------|--------------------------|
|                                    | <u>Actual<br/>2016</u>             | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u>                    | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>      | \$ 1,423                           | \$ 3,672               | \$ 1,711                                  | \$ 9,909                    | \$ 11,909                |
| <b>REVENUES</b>                    |                                    |                        |   |                             |                          |
| <b>Property Taxes</b>              |                                    |                        |   |                             |                          |
| Real Estate Tax                    | \$ 2,249                           | \$ 24                  | \$ 4,506                                  | \$ 5,000                    | \$ 5,000                 |
| Real Estate Tax Delinquent         | -                                  | -                      | 6,661                                     | -                           | -                        |
| Total for Property Taxes           | \$ 2,249                           | \$ 24                  | \$ 11,167                                 | \$ 5,000                    | \$ 5,000                 |
| <b>Miscellaneous and Other</b>     |                                    |                        |   |                             |                          |
| Interest                           | \$ -                               | \$ 15                  | \$ 31                                     | \$ -                        | \$ -                     |
| Total for Miscellaneous and Other  | \$ -                               | \$ 15                  | \$ 31                                     | \$ -                        | \$ -                     |
| <b>TOTAL REVENUES</b>              | <u>\$ 2,249</u>                    | <u>\$ 39</u>           | <u>\$ 11,198</u>                          | <u>\$ 5,000</u>             | <u>\$ 5,000</u>          |
| <b>EXPENDITURES</b>                |                                    |                        |   |                             |                          |
| <b>Personnel Services</b>          | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Contractual Services</b>        | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Commodities</b>                 | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>              | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Debt Service</b>                | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b>    |                                    |                        |   |                             |                          |
| Storm Water Utility Fund           | \$ -                               | \$ 2,000               | \$ 3,000                                  | \$ 3,000                    | \$ 3,000                 |
| Total for Transfers To Other Funds | \$ -                               | \$ 2,000               | \$ 3,000                                  | \$ 3,000                    | \$ 3,000                 |
| <b>TOTAL EXPENDITURES</b>          | <u>\$ -</u>                        | <u>\$ 2,000</u>        | <u>\$ 3,000</u>                           | <u>\$ 3,000</u>             | <u>\$ 3,000</u>          |
| <b>FUND BALANCE DECEMBER 31</b>    | \$ 3,672                           | \$ 1,711               | \$ 9,909                                  | \$ 11,909                   | \$ 13,909                |

City of Mission 2020 Budget Worksheet

|                    |                              |
|--------------------|------------------------------|
| <b>Fund Group:</b> | Special Revenue              |
| <b>Fund:</b>       | Rock Creek Drainage Dist. #2 |

Fund Description

The City established the Rock Creek Drainage District No. 2 pursuant to K.S.A. 13-10,128 through 13-10,133 in August of 2007 (Ordinance 1241). Drainage District #2 comprises those properties along Rock Creek and within the flood plain of Rock Creek. The district is bounded, approximately, by Roeland Drive on the east, Johnson Drive on the north Martway on the south to a point just east of Lamar.

A special mill levy is assessed on all properties within the district for the construction, maintenance, repair or replacement of storm sewers and storm drains contained within the storm drainage district or within the watershed in the City that contributed to the storm drainage flowing into and/or out of the storm drainage district. Property tax revenue may also be used for debt service associated with the construction, maintenance, repair or replacement of same storm sewers and drains. Funds from the Rock Creek Drainage District #2 are transferred to the City's Storm Water Utility Fund to assist with debt service.

Both Rock Creek Drainage Districts No. 1 and No. 2 make up the same boundary as the Rock Creek Tax Increment Finance District which was established in 2007 for the purpose of encouraging redevelopment in the flood plain. Most all of the properties in the district are already developed, and redevelopment to-date in the district has been modest.

|                                  | Actual<br>2016   | Actual<br>2017   | Actual<br>2018   | Estimate YE<br>2019 | Proposed<br>2020 |
|----------------------------------|------------------|------------------|------------------|---------------------|------------------|
| <u>Department Budget Summary</u> |                  |                  |                  |                     |                  |
| Personnel Services               | \$ -             | \$ -             | \$ -             | \$ -                | \$ -             |
| Contractual Services             | -                | -                | -                | -                   | -                |
| Commodities                      | -                | -                | -                | -                   | -                |
| Capital Outlay                   | 23,670           | -                | -                | -                   | -                |
| Debt Service                     | -                | -                | -                | -                   | -                |
| Transfers/Reserves               | 50,000           | 85,000           | 85,000           | 85,000              | 85,000           |
| <b>Total</b>                     | <b>\$ 73,670</b> | <b>\$ 85,000</b> | <b>\$ 85,000</b> | <b>\$ 85,000</b>    | <b>\$ 85,000</b> |
| <br><u>Authorized Positions</u>  |                  |                  |                  |                     |                  |
| Full-Time                        | 0.00             | 0.00             | 0.00             | 0.00                | 0.00             |
| Part-Time                        | 0.00             | 0.00             | 0.00             | 0.00                | 0.00             |
| Seasonal                         | 0.00             | 0.00             | 0.00             | 0.00                | 0.00             |
| <b>Total</b>                     | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>         | <b>0.00</b>      |

City of Mission 2020 Annual Budget

|                                    | <b>Fund Group:</b> Special Revenue |                        | <b>Fund:</b> Rock Creek Drainage Dist. #2 |                             |                          |
|------------------------------------|------------------------------------|------------------------|---|-----------------------------|--------------------------|
|                                    | <u>Actual<br/>2016</u>             | <u>Actual<br/>2017</u> | <u>Actual<br/>2018</u>                    | <u>Estimate YE<br/>2019</u> | <u>Proposed<br/>2020</u> |
| <b>FUND BALANCE JANUARY 1</b>      | \$ 3,409                           | \$ 10,814              | \$ 16,142                                 | \$ 21,933                   | \$ 27,033                |
| <b>REVENUES</b>                    |                                    |                        |   |                             |                          |
| <b>Property Taxes</b>              |                                    |                        |   |                             |                          |
| Real Estate Taxes                  | \$ 81,037                          | \$ 89,640              | \$ 89,967                                 | \$ 90,000                   | \$ 90,000                |
| Real Estate Taxes Delinquent       | -                                  | 394                    | -   | -                           | -                        |
| Total for Property Taxes           | \$ 81,037                          | \$ 90,034              | \$ 89,967                                 | \$ 90,000                   | \$ 90,000                |
| <b>Miscellaneous and Other</b>     |                                    |                        |   |                             |                          |
| Interest                           | \$ 37                              | \$ 294                 | \$ 824                                    | \$ 100                      | \$ 100                   |
| Total For Miscellaneous and Other  | \$ 37                              | \$ 294                 | \$ 824                                    | \$ 100                      | \$ 100                   |
| <b>TOTAL REVENUES</b>              | <u>\$ 81,074</u>                   | <u>\$ 90,328</u>       | <u>\$ 90,791</u>                          | <u>\$ 90,100</u>            | <u>\$ 90,100</u>         |
| <b>EXPENDITURES</b>                |                                    |                        |   |                             |                          |
| <b>Personnel Services</b>          | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Contractual Services</b>        | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Commodities</b>                 | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Capital Outlay</b>              | \$ 23,670                          | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Debt Service</b>                | \$ -                               | \$ -                   | \$ -                                      | \$ -                        | \$ -                     |
| <b>Transfers To Other Funds</b>    |                                    |                        |   |                             |                          |
| Storm Water Utility Fund           | \$ 50,000                          | \$ 85,000              | \$ 85,000                                 | \$ 85,000                   | \$ 85,000                |
| Total for Transfers To Other Funds | \$ 50,000                          | \$ 85,000              | \$ 85,000                                 | \$ 85,000                   | \$ 85,000                |
| <b>TOTAL EXPENDITURES</b>          | <u>\$ 73,670</u>                   | <u>\$ 85,000</u>       | <u>\$ 85,000</u>                          | <u>\$ 85,000</u>            | <u>\$ 85,000</u>         |
| <b>FUND BALANCE DECEMBER 31</b>    | \$ 10,814                          | \$ 16,142              | \$ 21,933                                 | \$ 27,033                   | \$ 32,133                |



**City of Mission  
2020 - 2024 Capital  
Improvement Program**

**CITY OF MISSION OUTSTANDING DEBT SUMMARY (NON-GENERAL FUND)**

| <b>Street Debt Summary 2019-2031</b> |                  |                  |                  |                  |                  |             |             |             |             |             |             |             |             |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| <b>Issue</b>                         | <b>2019</b>      | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023</b>      | <b>2024</b> | <b>2025</b> | <b>2026</b> | <b>2027</b> | <b>2028</b> | <b>2029</b> | <b>2030</b> | <b>2031</b> |
| 2012A                                | \$471,660        | \$470,060        | \$472,718        | \$474,300        | \$0              | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         |
| 2013C (street portion)               | \$267,063        | \$267,263        | \$267,363        | \$267,363        | \$271,625        | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         |
| <b>Annual Totals</b>                 | <b>\$738,723</b> | <b>\$737,323</b> | <b>\$740,081</b> | <b>\$741,663</b> | <b>\$271,625</b> | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  |

| <b>Stormwater Debt Summary 2019-2031</b> |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                |                |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------------|----------------|
| <b>Issue</b>                             | <b>2019</b>        | <b>2020</b>        | <b>2021</b>        | <b>2022</b>        | <b>2023</b>        | <b>2024</b>        | <b>2025</b>        | <b>2026</b>        | <b>2027</b>        | <b>2028</b>        | <b>2029</b>        | <b>2030</b>    | <b>2031</b>    |
| KDHE Loan                                | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562            | \$6,562        | \$6,562        |
| 2010A                                    | \$369,388          | \$364,763          | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0            | \$0            |
| 2010B                                    | \$279,131          | \$974,131          | \$1,331,331        | \$1,333,131        | \$598,131          | \$595,731          | \$1,202,731        | \$764,731          | \$0                | \$0                | \$0                | \$0            | \$0            |
| 2013C (stormwater portion)               | \$283,675          | \$283,575          | \$283,375          | \$283,075          | \$287,000          | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0            | \$0            |
| 2014A                                    | \$1,741,438        | \$1,050,538        | \$1,052,838        | \$1,054,738        | \$1,060,313        | \$1,061,563        | \$457,188          | \$461,325          | \$470,050          | \$472,150          | \$473,800          | \$0            | \$0            |
| 2019A                                    | \$0                | \$218,163          | \$216,038          | \$218,563          | \$615,918          | \$613,815          | \$615,953          | \$617,453          | \$613,023          | \$613,050          | \$617,100          | \$0            | \$0            |
| <b>Annual Totals</b>                     | <b>\$2,680,194</b> | <b>\$2,897,732</b> | <b>\$2,890,144</b> | <b>\$2,896,069</b> | <b>\$2,567,924</b> | <b>\$2,277,671</b> | <b>\$2,282,434</b> | <b>\$1,850,071</b> | <b>\$1,089,635</b> | <b>\$1,091,762</b> | <b>\$1,097,462</b> | <b>\$6,562</b> | <b>\$6,562</b> |

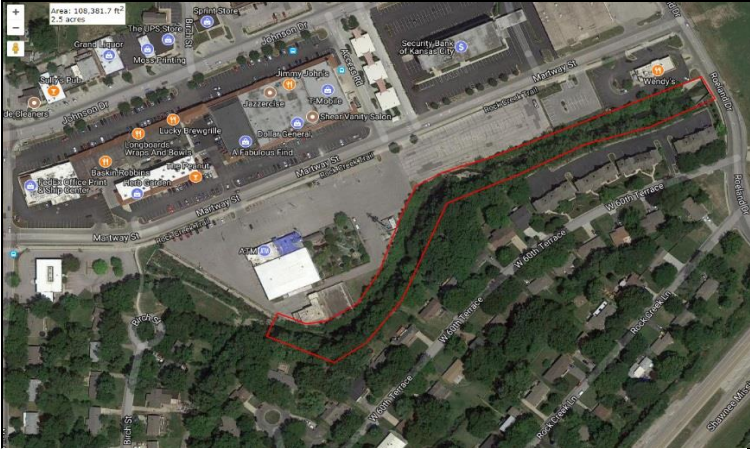
| <b>Parks and Recreation Debt Summary 2019-2031</b> |                  |                  |                  |                  |                  |             |             |             |             |             |             |             |             |
|--|------------------|------------------|------------------|------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| <b>Issue</b>                                       | <b>2019</b>      | <b>2020</b>      | <b>2021</b>      | <b>2022</b>      | <b>2023</b>      | <b>2024</b> | <b>2025</b> | <b>2026</b> | <b>2027</b> | <b>2028</b> | <b>2029</b> | <b>2030</b> | <b>2031</b> |
| 2013B  | \$527,750        | \$529,100        | \$530,000        | \$530,450        | \$530,450        | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         | \$0         |
| <b>Annual Totals</b>                               | <b>\$527,750</b> | <b>\$529,100</b> | <b>\$530,000</b> | <b>\$530,450</b> | <b>\$530,450</b> | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  | <b>\$0</b>  |

|                                   |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                |                |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------------|----------------|
| <b>Annual Debt Service Totals</b> | <b>\$3,946,667</b> | <b>\$4,164,155</b> | <b>\$4,160,225</b> | <b>\$4,168,182</b> | <b>\$3,369,999</b> | <b>\$2,277,671</b> | <b>\$2,282,434</b> | <b>\$1,850,071</b> | <b>\$1,089,635</b> | <b>\$1,091,762</b> | <b>\$1,097,462</b> | <b>\$6,562</b> | <b>\$6,562</b> |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------------|----------------|

## Stormwater Program Plan (2020 - 2024)

|  | 2019             | 2020             | 2021             | 2022             | 2023             | 2024             |  |
|--|------------------|------------------|------------------|------------------|------------------|------------------|--|
| <b>Revenues</b>                            |                  |                  |                  |                  |                  |                  |  |
| <b>Beginning Balance</b>                   | 1,938,838        | 5,273,169        | 616,420          | 528,496          | 434,647          | 518,943          |  |
| <i>Local Revenue</i>                       |                  |                  |                  |                  |                  |                  |  |
| Stormwater Utility Fund Revenues           | 2,535,000        | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        |  |
| Drainage District Revenues                 | 88,000           | 85,000           | 85,000           | 85,000           | 85,000           | 85,000           |  |
| Gateway Special Benefit District Revenues  | 599,000          | 599,000          | 599,000          | 599,000          | 599,000          | 599,000          |  |
| <b>Sub-total</b>                           | <b>3,222,000</b> | <b>3,184,000</b> | <b>3,184,000</b> | <b>3,184,000</b> | <b>3,184,000</b> | <b>3,184,000</b> |  |
| <i>Extenal Revenue</i>                     |                  |                  |                  |                  |                  |                  |  |
| SMAC Revenues                              | 115,000          | -                | -                | -                | -                | -                |  |
| Miscellaneous Revenues                     | -                | -                | -                | -                | -                | -                |  |
| RCHA CID Revenues                          | -                | 18,220           | 18,220           | 18,220           | 18,220           | 18,220           |  |
| <b>Sub-total</b>                           | <b>115,000</b>   | <b>18,220</b>    | <b>18,220</b>    | <b>18,220</b>    | <b>18,220</b>    | <b>18,220</b>    |  |
| <i>Debt Proceeds</i>                       |                  |                  |                  |                  |                  |                  |  |
| GO Series 2019A (Roeland Court)            | 4,100,000        |                  |                  |                  |                  |                  |  |
| <b>Sub-total</b>                           | <b>4,100,000</b> | -                | -                | -                | -                | -                |  |
| <b>Total Stormwater Revenues</b>           | <b>7,437,000</b> | <b>3,202,220</b> | <b>3,202,220</b> | <b>3,202,220</b> | <b>3,202,220</b> | <b>3,202,220</b> |  |
| <b>Expenses</b>                            |                  |                  |                  |                  |                  |                  |  |
| <i>Capital Projects</i>                    |                  |                  |                  |                  |                  |                  |  |
| Rock Creek Channel (Nall to Roeland Drive) | 694,500          | 4,561,237        |                  |                  |                  |                  |  |
| <b>Sub-total</b>                           | <b>694,500</b>   | <b>4,561,237</b> | -                | -                | -                | -                |  |
| <i>Maintenance Programs</i>                |                  |                  |                  |                  |                  |                  |  |
| Repair and Maintenance Projects            |                  | 350,000          | 350,000          | 350,000          | 500,000          | 500,000          |  |
| Gateway Box Cleanout                       | 163,000          |                  |                  |                  |                  |                  |  |
| 50th Street Drainage                       | 184,975          |                  |                  |                  |                  |                  |  |
| Miscellaneous Sinkhole Repairs             | 150,000          |                  |                  |                  |                  |                  |  |
| Miscellaneous Engineering                  | 230,000          | 50,000           | 50,000           | 50,000           | 50,000           | 50,000           |  |
| <b>Sub-total</b>                           | <b>727,975</b>   | <b>400,000</b>   | <b>400,000</b>   | <b>400,000</b>   | <b>550,000</b>   | <b>550,000</b>   |  |
| <i>Debt Service/Loan Repayment</i>         |                  |                  |                  |                  |                  |                  |  |
| KDHE Loan Repayment                        | 6,562            | 6,562            | 6,562            | 6,562            | \$6,562          | \$6,562          | <b>Remaining Debt Service/ Year Retires</b><br>\$45,934/2031 |
| GO Series 2010A                            | 369,388          | 364,763          | -                | -                | -                | -                | \$0  |
| GO Series 2010B                            | 279,131          | 974,131          | 1,331,331        | 1,333,131        | \$598,131        | 595,731          | \$1,967,462/2026   |
| GO Series 2013C - Stormwater Portion       | 283,675          | 283,575          | 283,375          | 283,075          | \$287,000        | -                | \$0  |
| GO Series 2014-A                           | 1,741,438        | 1,050,538        | 1,052,838        | 1,054,738        | \$1,060,313      | 1,061,563        | \$2,334,513/2029   |
| GO Series 2019A (Rock Creek/RCHA)          | -                | 218,163          | 216,038          | 218,563          | 615,918          | 613,815          | \$3,076,579/2029   |
| <b>Sub-total</b>                           | <b>2,680,194</b> | <b>2,897,732</b> | <b>2,890,144</b> | <b>2,896,069</b> | <b>2,567,924</b> | <b>2,277,671</b> |  |
| <b>Total Stormwater Expenses</b>           | <b>4,102,669</b> | <b>7,858,969</b> | <b>3,290,144</b> | <b>3,296,069</b> | <b>3,117,924</b> | <b>2,827,671</b> |  |
| Annual Surplus/(Deficit)                   | 3,334,331        | (4,656,749)      | (87,924)         | (93,849)         | 84,296           | 374,549          |  |
| <b>Ending Fund Balance</b>                 | <b>5,273,169</b> | <b>616,420</b>   | <b>528,496</b>   | <b>434,647</b>   | <b>518,943</b>   | <b>893,492</b>   |  |

Capital Improvement Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <b><u>Project Name:</u></b><br><b>Rock Creek (Nall to Roeland Drive)</b>   |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith  |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>  |  |
| <b><u>Project Location (address if known):</u></b><br>Rock Creek Channel from the end of the Mission Bowl Flood Wall to Roeland Drive. |  |

**Project Description:**  
 The proposed project would address erosion and flooding concerns in this section of Rock Creek. Retaining walls would be constructed the entire length of the channel to combat erosion. Capacity in the channel would help alleviate flooding at Martway and Roeland Drive. The project will also include improvements to the parking lot and common area of the Roeland Court Townhomes that were necessitated by a subsidence that occurred in August 2017. The repairs on private property will be repaid through a Community Improvement District (CID) that will assess a fee to each townhome annually. Design for the project was authorized in June 2019 with GBA in the amount of \$694,500. The Council has authorized the issuance of General Obligation Bonds (Series 2019A) to fund the project, which will be done without any SMAC funding.

| <b><u>Timeline:</u></b>     |                        | <b><u>Funding Source:</u></b> |                        |
|-----------------------------|------------------------|-------------------------------|------------------------|
| Budget Year:                | Expenditure:           | Fund:                         | Expenditure \$:        |
| 2020                        | 4,561,237.00           | Capital Improvement           |                        |
| 2021                        |                        | Stormwater Utility            | 351,237.00             |
| 2022                        |                        | Street Sales Tax              |                        |
| 2023                        |                        | Special Highway               |                        |
| 2024                        |                        | Special Parks and Recreation  |                        |
| <b>Total Five Year Cost</b> | <b>\$ 4,561,237.00</b> | Park Sales Tax                |                        |
|                             |                        | Other: SMAC                   | 4,210,000.00           |
|                             |                        | <b>Total:</b>                 | <b>\$ 4,561,237.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>Stormwater Maintenance and Repairs</p>                |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Brent Morton</p>                       |  |
| <p><b><u>Initial Date of Preparation:</u></b></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> 6/5/19</p>                                  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Various Locations Citywide</p> |  |

**Project Description:**  
This fund is for repairs to stormwater infrastructure that fails unexpectedly and engineering of these failures when necessary. Following update the of condition ratings, these funds will also be used to leverage SMAC funding for identified (proactive) repair and maintenance projects.

| <b><u>Timeline:</u></b> |                 | <b><u>Funding Source:</u></b> |                 |
|-------------------------|-----------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure:    | Fund:                         | Expenditure \$: |
| 2020                    | 350,000.00      | Capital Improvement           |                 |
| 2021                    | 350,000.00      | Stormwater Utility            | 350,000.00      |
| 2022                    | 350,000.00      | Street Sales Tax              |                 |
| 2023                    | 500,000.00      | Special Highway               |                 |
| 2024                    | 500,000.00      | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 2,050,000.00 | Park Sales Tax                |                 |
|                         |                 | Other                         |                 |
|                         |                 | Total:                        | \$ 350,000.00   |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

## Street Program Plan (2020 - 2024)

|  | 2019             | 2020             | 2021               | 2022               | 2023               | 2024               |
|--|------------------|------------------|--------------------|--------------------|--------------------|--------------------|
| <b>Revenues</b>  |                  |                  |                    |                    |                    |                    |
| <b>Beginning Balance*</b>                              | 1,363,345        | 542,819          | 53,546             | (1,841,617)        | (3,883,417)        | (7,394,725)        |
| <i>Local Revenue</i>                                   |                  |                  |                    |                    |                    |                    |
| 7 mills dedicated to streets                           | 1,014,000        | 975,000          | 975,000            | 975,000            | 975,000            | 975,000            |
| 0.25% Street Sales Tax Revenues - existing             | 616,485          | 600,000          | 575,000            | 145,000            | -                  | -                  |
| Gateway Development - Street Sales Tax Portion         | -                | -                | -                  | -                  | -                  | -                  |
| <b>Sub-total</b>                                       | <b>1,630,485</b> | <b>1,575,000</b> | <b>1,550,000</b>   | <b>1,120,000</b>   | <b>975,000</b>     | <b>975,000</b>     |
| <i>External Revenue</i>                                |                  |                  |                    |                    |                    |                    |
| CARS Reimbursements                                    | 528,000          | 421,530          | 2,215,082          | 146,000            | 1,500,000          | 114,030            |
| Special Highway  | 250,000          | 250,000          | 250,000            | 250,000            | 250,000            | 250,000            |
| SMAC Reimbursements                                    | -                | -                | -                  | -                  | 1,500,000          | -                  |
| Grants / Other Outside Funding                         | -                | 68,000           | -                  | -                  | 2,500,000          | -                  |
| Miscellaneous Revenues                                 | -                | -                | -                  | 33,939             | -                  | -                  |
| <b>Sub-total</b>                                       | <b>778,000</b>   | <b>739,530</b>   | <b>2,465,082</b>   | <b>429,939</b>     | <b>5,750,000</b>   | <b>364,030</b>     |
| <i>Debt Proceeds</i>                                   |                  |                  |                    |                    |                    |                    |
| <b>Sub-total</b>                                       | <b>-</b>         | <b>-</b>         | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| <b>Total Street Revenues</b>                           | <b>2,408,485</b> | <b>2,314,530</b> | <b>4,015,082</b>   | <b>1,549,939</b>   | <b>6,725,000</b>   | <b>1,339,030</b>   |
| <b>Expenses</b>  |                  |                  |                    |                    |                    |                    |
| <i>Capital Projects</i>                                |                  |                  |                    |                    |                    |                    |
| Broadmoor (Martway/Johnson Drive)                      | 1,338,335        | -                | -                  | -                  | -                  | -                  |
| UBAS Treatment Lamar (SMP to Foxridge)                 | 26,953           | 938,060          | -                  | -                  | -                  | -                  |
| Foxridge (51st to Lamar)                               | 50,000           | 528,420          | 4,420,164          | -                  | -                  | -                  |
| UBAS Treatment - Jo Drive (Lamar to Roe)               | -                | -                | -                  | 322,000            | -                  | -                  |
| Johnson Drive (Lamar to Metcalf)                       | -                | -                | -                  | 1,778,076          | 8,994,183          | -                  |
| UBAS Treatment - Nail (Martway to SMP)                 | -                | -                | -                  | -                  | 220,500            | -                  |
| Mill and Overlay - Roe (SMP to 63rd St)                | -                | -                | -                  | -                  | -                  | 371,540            |
| Full-depth Reconstruction Projects (non-CARS eligible) | -                | 200,000          | 300,000            | 300,000            | 300,000            | 300,000            |
| <b>Sub-total</b>                                       | <b>1,415,288</b> | <b>1,666,480</b> | <b>4,720,164</b>   | <b>2,400,076</b>   | <b>9,514,683</b>   | <b>671,540</b>     |
| <i>Maintenance Programs</i>                            |                  |                  |                    |                    |                    |                    |
| Residential Street Program                             | -                | 300,000          | 350,000            | 350,000            | 350,000            | 350,000            |
| PW Maintenance Programs (sidewalks, traffic safety)    | 50,000           | 75,000           | 75,000             | 75,000             | 75,000             | 75,000             |
| Bridge Maintenance/Administrative Costs                | 25,000           | 25,000           | 25,000             | 25,000             | 25,000             | 25,000             |
| <b>Sub-total</b>                                       | <b>75,000</b>    | <b>400,000</b>   | <b>450,000</b>     | <b>450,000</b>     | <b>450,000</b>     | <b>450,000</b>     |
| <i>Debt Service</i>                                    |                  |                  |                    |                    |                    |                    |
| Johnson Drive/Martway Debt Service (2012A)             | 471,660          | 470,060          | 472,718            | 474,300            | -                  | -                  |
| Jo Drive - Street Portion (2013C)                      | 267,063          | 267,263          | 267,363            | 267,363            | 271,625            | -                  |
| Debt Service Reserve                                   | 1,000,000        | -                | -                  | -                  | -                  | -                  |
| <b>Sub-total</b>                                       | <b>1,738,723</b> | <b>737,323</b>   | <b>740,081</b>     | <b>741,663</b>     | <b>271,625</b>     | <b>-</b>           |
| <b>Total Street Expenses</b>                           | <b>3,229,011</b> | <b>2,803,803</b> | <b>5,910,245</b>   | <b>3,591,739</b>   | <b>10,236,308</b>  | <b>1,121,540</b>   |
| <b>Ending Balance</b>                                  | <b>542,819</b>   | <b>53,546</b>    | <b>(1,841,617)</b> | <b>(3,883,417)</b> | <b>(7,394,725)</b> | <b>(7,177,235)</b> |

**Remaining Debt Service/  
Year Retires**  
\$0 (2022)  
\$0 (2023)

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Miscellaneous Public Works Programs</p>                |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Brent Morton</p>                        |  |
| <p><b><u>Initial Date of Preparation:</u></b> 9/26/17</p>                                 |  |
| <p><b><u>Date of Most Recent Update:</u></b> 5/29/19</p>                                  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Multiple Locations Citywide</p> |  |

**Project Description:**  
These programs include traffic striping, street signage, and miscellaneous concrete repairs. The goal is to address areas with known issues, and ultimately put them on a rotating schedule for regular maintenance.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |               |
|-------------------------|---------------|-------------------------------|---------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure : |
| 2020                    | \$ 75,000.00  | Capital Improvement           |               |
| 2021                    | \$ 75,000.00  | Stormwater Utility            |               |
| 2022                    | \$ 75,000.00  | Street Sales Tax              |               |
| 2023                    | \$ 75,000.00  | Special Highway               | \$ 75,000.00  |
| 2024                    | \$ 75,000.00  | Special Parks and Recreation  |               |
| Total Five Year Cost    | \$ 375,000.00 | Park Sales Tax                |               |
|                         |               | Other                         |               |
|                         |               | Total:                        | \$ 75,000.00  |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Bridge Maintenance Program</p>               |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Brent Morton</p>              |  |
| <p><b><u>Initial Date of Preparation:</u></b>                      6/28/17</p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b>                      5/29/19</p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Various locations</p> |  |


**Project Description: (Most recent update, if applicable, listed first)**  
The Kansas Department of Transportation (KDOT) requires that every bridge over 20 feet in length must be inspected and inventoried every two years. Bi-annual bridge inspections are performed locally and the program includes tasks to inspect each bridge, enter data into the KDOT portal, prepare a report with a summary of conditions and maintenance recommendations and respond to any inquiries from KDOT. Mission has nine (9) bridges inspected in accordance with the guidelines: Outlook over Rock Creek, Reeds Drive over Rock Creek, Nall Avenue over Rock Creek, Martway over Rock Creek (east), Roeland Drive over Rock Creek, Roe Avenue over Rock Creek, Lamar Avenue over Rock Creek, Johnson Drive over Turkey Creek, and the Martway/Woodson intersection over Rock Creek. Inspections occur in odd numbered years. Funding is allocated each year to provide resources to address ongoing maintenance issues.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |               |
|-------------------------|---------------|-------------------------------|---------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure : |
| 2020                    | \$ 25,000.00  | Capital Improvement           |               |
| 2021                    | \$ 25,000.00  | Stormwater Utility            |               |
| 2022                    | \$ 25,000.00  | Street Sales Tax              |               |
| 2023                    | \$ 25,000.00  | Special Highway               | \$ 25,000.00  |
| 2024                    | \$ 25,000.00  | Special Parks and Recreation  |               |
| Total Five Year Cost    | \$ 125,000.00 | Park Sales Tax                |               |
|                         |               | Other                         |               |
|                         |               | Total:                        | \$ 25,000.00  |

**Priority:**  
Immediate       Next Two Years       Next Five Years       Six Years +



Capital Improvement Program - Project Summary Sheet  
City of Mission


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|--|--|
| <p><b><u>Project Name:</u></b><br/>Full Depth Pavement Reconstruction- Residential Streets</p> |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Brent Morton</p>                             |  |
| <p><b><u>Initial Date of Preparation:</u></b> 9/26/17</p>                                      |  |
| <p><b><u>Date of Most Recent Update:</u></b> 5/29/19</p>                                       |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Multiple Locations Citywide</p>      |  |

**Project Description:**  
 During the first years of implementation of the Annual Street Maintenance Program, it was discovered that a number of streets scheduled for mill and overlay were not suitable for this treatment. The road sections either had thin asphalt sections or badly damaged subgrade. To combat this issue, geotechnical exploration was used to determine whether scheduled streets were suitable for mill and overlay treatment in future year's programs. Approximately 50% of the streets tested would not have the ability to support this treatment. These streets have been compiled on a list in the street inventory and will require a full depth reconstruction. Estimated cost for repairs to the sections of streets currently on the list is approximately \$18 million. A specific program approach has not yet been determined, but funds are set aside as a placeholder for decisions on future full depth reconstruction work.

| <b><u>Timeline:</u></b> |                 | <b><u>Funding Source:</u></b> |                      |
|-------------------------|-----------------|-------------------------------|----------------------|
| Budget Year:            | Expenditure:    | Fund:                         | Expenditure :        |
| 2020                    | \$ 200,000.00   | Capital Improvement           |                      |
| 2021                    | \$ 300,000.00   | Stormwater Utility            |                      |
| 2022                    | \$ 300,000.00   | Street Sales Tax              |                      |
| 2023                    | \$ 300,000.00   | Special Highway               | 200,000.00           |
| 2024                    | \$ 300,000.00   | Special Parks and Recreation  |                      |
| Total Five Year Cost    | \$ 1,400,000.00 | Park Sales Tax                |                      |
|                         |                 | Other                         |                      |
|                         |                 | <b>Total:</b>                 | <b>\$ 200,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |  |
|---|--|
| <b><u>Project Name:</u></b><br>Residential Street Program                             |  |
| <b><u>Project Request Prepared By:</u></b><br>Brent Morton                            |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">9/26/17</span> |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">5/29/19</span>  |  |
| <b><u>Project Location (address if known):</u></b><br>Multiple Locations Citywide     |  |

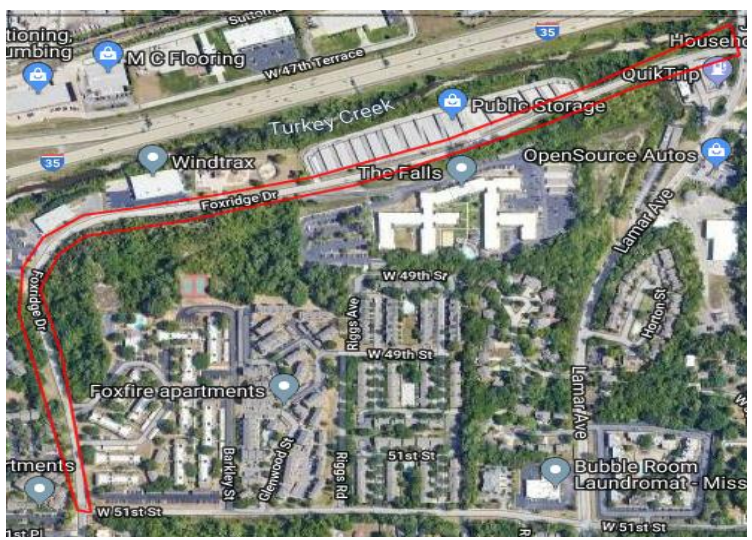
**Project Description:**  
 The annual street maintenance program was implemented in 2011 and has historically included two separate programs. The mill and overlay program focuses on repairing those streets with damaged surface asphalt which are on the cusp of complete disrepair. Asphalt work, curb, sidewalk, and ADA accessibility are addressed with these projects. Chip Seal is an intermediate street maintenance treatment which focuses on preserving the streets that are already in good condition by extending their useful life. Depending on the year and the needs identified, other programs such as geotechnical analysis and street condition inventories, may be included in the budget. Results from the 2017 street asset inventory are currently being evaluated to assist in a redesign of the residential street maintenance program. Funding in 2019 was reserved in anticipation of settlement of the Transportation Utility Fee litigation.

| <b><u>Timeline:</u></b> |                 | <b><u>Funding Source:</u></b> |               |
|-------------------------|-----------------|-------------------------------|---------------|
| Budget Year:            | Expenditure:    | Fund:                         | Expenditure : |
| 2020                    | \$ 300,000.00   | Capital Improvement           | 300,000.00    |
| 2021                    | \$ 350,000.00   | Stormwater Utility            |               |
| 2022                    | \$ 350,000.00   | Street Sales Tax              |               |
| 2023                    | \$ 350,000.00   | Special Highway               |               |
| 2024                    | \$ 350,000.00   | Special Parks and Recreation  |               |
| Total Five Year Cost    | \$ 1,700,000.00 | Park Sales Tax                |               |
|                         |                 | Other                         |               |
|                         |                 | Total:                        | \$ 300,000.00 |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +



Capital Improvement Program - Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <p><b>Project Name:</b><br/>Foxridge Phase II</p>  |  |
| <p><b>Project Request Prepared By:</b><br/>Brent Morton</p>  |  |
| <p><b>Initial Date of Preparation:</b> 10/12/16</p>  |  |
| <p><b>Date of Most Recent Update:</b> 5/29/19</p>  |  |
| <p><b>Project Location (address if known):</b><br/>Foxridge Drive from 51st Street to Lamar Avenue</p> |  |

**Project Description:**  
 Foxridge Drive between 51st and Lamar Avenue is a 32 foot wide minor collector serving multi-family residential, commercial, and industrial traffic. Due to the street being located at the bottom of a hill, there is a significant amount of water damage to the pavement, subgrade, and curb. Foxridge lacks sidewalks, forcing pedestrians to walk in the street. Proposed improvements call for full depth pavement replacement, replacement of curb, and new stormwater infrastructure. An underdrain will be installed to better handle runoff. Pedestrian improvements, such as sidewalk and street lighting, will also be made. Funds from the County Assistance Road System (CARS) Program will be utilized on this project funding 50% of construction and construction inspection costs. The DirectionFinder Survey, completed in 2015, showed lower citizen satisfaction with Foxridge when compared to other arterial streets in the City. Approximately \$50,000 of total project costs are anticipated to be used in 2019 to fund survey and engineering work necessary to finalize more accurate costs estimates, including ROW and easement acquisition needs, prior to final design stages.

| <u>Timeline:</u>                 |                 | <u>Funding Source:</u>       |                 |
|----------------------------------|-----------------|------------------------------|-----------------|
| Budget Year:                     | Expenditure:    | Fund:                        | Expenditure :   |
| 2020 (Design, ROW, Utilities)    | \$ 528,420.00   | Capital Improvement          | \$ 2,733,502.00 |
| 2021 (Construction & Inspection) | 4,420,164.00    | Stormwater Utility           |                 |
| 2022                             |                 | Street Sales Tax             |                 |
| 2023                             |                 | Special Highway              |                 |
| 2024                             |                 | Special Parks and Recreation |                 |
| Total Project Cost               | \$ 4,948,584.00 | Park Sales Tax               |                 |
|                                  |                 | Other: (CARS)                | \$ 2,215,082.00 |
|                                  |                 | Total:                       | \$ 4,948,584.00 |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

**Project Name:**  
Ultrathin Bonded Asphalt Surface (UBAS) - Johnson Drive

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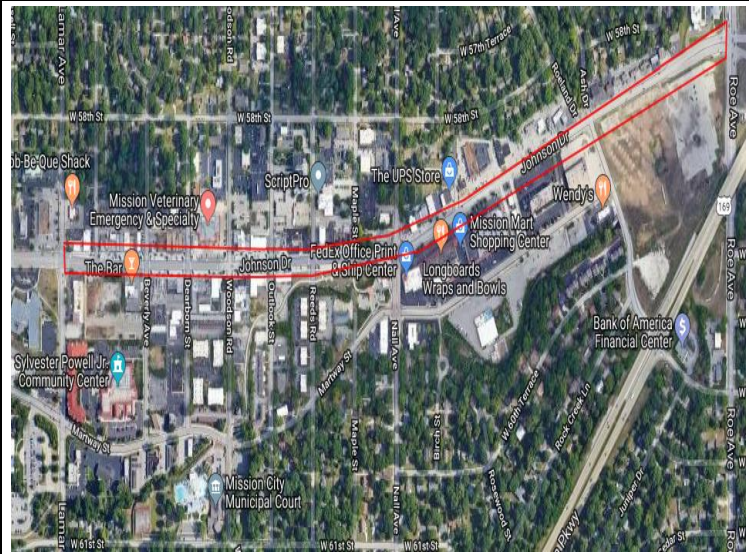
**Project Request Prepared By:**  
Brent Morton

**Initial Date of Preparation:** 6/4/18

**Date of Most Recent Update:** 5/29/19

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**Project Location (address if known):**  
Johnson Drive - (Lamar Ave to Roe Ave)



**Project Description:**  
The project includes UBAS treatment on Johnson Drive from Lamar Ave to Roe Ave. Approximately 25% of the project will occur in the City of Roeland Park, and financial participation will be secured through an interlocal agreement. Johnson Drive, between Lamar Ave and Roe Ave, is a combination of 3 (2 plus dedicated turn lane) and 4 lanes. Improvement to Johnson Drive, between Nall Ave and Roeland Dr were completed in 2008. The section of Johnson Drive between Lamar Ave and Nall Ave was reconstructed in 2014. The scope of this project includes UBAS surface treatment, spot curb repairs and sidewalk and ADA ramp repairs and restriping.

| <b>Timeline:</b>            |                      | <b>Funding Source:</b>       |                      |
|-----------------------------|----------------------|------------------------------|----------------------|
| Budget Year:                | Expenditure:         | Fund:                        | Expenditure :        |
| 2020                        |                      | Capital Improvement          | \$ 142,061.00        |
| 2021                        |                      | Stormwater Utility           |                      |
| 2022                        | \$ 322,000.00        | Street Sales Tax             |                      |
| 2023                        |                      | Special Highway              |                      |
| 2024                        |                      | Special Parks and Recreation |                      |
| <b>Total Five Year Cost</b> | <b>\$ 322,000.00</b> | Park Sales Tax               |                      |
|                             |                      | Other (Roeland Park, CARS)   | \$ 179,939.00        |
|                             |                      | <b>Total:</b>                | <b>\$ 322,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

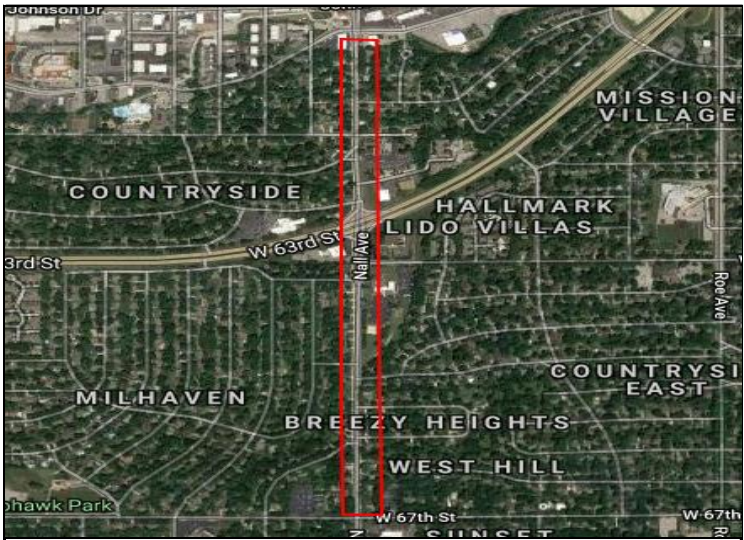
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| <p><b><u>Project Name:</u></b><br/>Johnson Drive- Metcalf Ave to Lamar Ave</p>                 |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Brent Morton</p>                             |  |
| <p><b><u>Initial Date of Preparation:</u></b> 5/21/18</p>                                      |  |
| <p><b><u>Date of Most Recent Update:</u></b> 5/29/19</p>                                       |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Johnson Drive - Metcalf to Lamar</p> |  |

**Project Description:**  
 This full depth street rehabilitation project will include an extension of the Johnson Drive stormwater interceptor, new catch basins, storm sewers, curb/gutter, sidewalks, pavement markings, street signs, ADA ramps, street lights, and traffic signals. The project is eligible for Johnson County CARS (\$1.5 million) and SMAC (\$1.5 million) funding. In addition, staff anticipates making application for federal Surface Transportation Program (STP) funds (\$2.5 million) in 2020 for the 2023 funding year. Application for STP funds will be made through MARC.

| <b><u>Timeline:</u></b>         |                  | <b><u>Funding Source:</u></b> |                  |
|---------------------------------|------------------|-------------------------------|------------------|
| Budget Year:                    | Expenditure:     | Fund:                         | Expenditure :    |
| 2020                            |                  | Capital Improvement           | \$ 5,272,259.00  |
| 2021                            |                  | Stormwater Utility            |                  |
| 2022                            |                  | Street Sales Tax              |                  |
| 2023 (Design, ROW, Utilities)   | \$ 1,778,076.00  | Special Highway               |                  |
| 2024 (Construction, Inspection) | \$ 8,994,183.00  | Special Parks and Recreation  |                  |
| Total Five Year Cost            | \$ 10,772,259.00 | Park Sales Tax                |                  |
|                                 |                  | Other (CARS, SMAC, STP)       | \$ 5,500,000.00  |
|                                 |                  | Total:                        | \$ 10,772,259.00 |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

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|--|--|
| <b>Project Name:</b><br><b>Ultrathin Bonded Asphalt Surface (UBAS) - Nall</b>            |  |
| <b>Project Request Prepared By:</b><br>Brent Morton                                      |  |
| <b>Initial Date of Preparation:</b> 6/4/18<br><b>Date of Most Recent Update:</b> 5/29/19 |  |
| <b>Project Location (address if known):</b><br>Nall Ave- Martway to 67th Street          |  |

**Project Description:**  
 The project includes a UBAS treatment on Nall Ave from 63rd to 67th Street. Prairie Village has requested CARS funding for this project in 2023, for the portion of the project from Shawnee Mission Parkway to 67th Street. Mission would contribute approximately \$55,500 as our share. The balance of the project (63rd St to Martway) is exclusively Mission's responsibility, and would be done at our expense (\$165,000) in connection with the Prairie Village project.

| <b>Timeline:</b>     |               | <b>Funding Source:</b>       |                      |
|----------------------|---------------|------------------------------|----------------------|
| Budget Year:         | Expenditure:  | Fund:                        | Expenditure :        |
| 2020                 |               | Capital Improvement          | \$ 220,500.00        |
| 2021                 |               | Stormwater Utility           |                      |
| 2022                 |               | Street Sales Tax             |                      |
| 2023                 | \$ 220,500.00 | Special Highway              |                      |
| 2024                 |               | Special Parks and Recreation |                      |
| Total Five Year Cost | \$ 220,500.00 | Park Sales Tax               |                      |
|                      |               | Other                        | \$ -                 |
|                      |               | <b>Total:</b>                | <b>\$ 220,500.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>Roe Ave Mill and Overlay Project</p>                                    |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Brent Morton</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b>                      6/4/18</p>                              |  |
| <p><b><u>Date of Most Recent Update:</u></b>                      5/29/19</p>                              |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Roe Avenue from Johnson Drive to 59th Street</p> |  |

**Project Description:**  
Roe Ave between Johnson Drive and 59th Street is a four lane roadway with a dedicated center turn lane. It is a major CARS route. The scope of the project includes mill and overlay with 2-inch asphalt concrete surface, full-depth patching as needed, spot curb and gutter replacement, pavement marking, and sidewalk repair/replacement where needed. Mission is partnering with the City of Fairway (Administrating City) and Prairie Village in a CARS project from 59th St. to 63rd St. Mission's cost-share for this part of the project is \$113,480. The project portion from 59th St. to Johnson Dr. is entirely Mission's responsibility at an estimated cost of \$144,030.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |                      |
|-------------------------|---------------|-------------------------------|----------------------|
| Budget Year:            | Expenditure : | Fund:                         | Expenditure :        |
| 2020                    |               | Capital Improvement           | \$ 257,510.00        |
| 2021                    |               | Stormwater Utility            |                      |
| 2022                    |               | Street Sales Tax              |                      |
| 2023                    |               | Special Highway               |                      |
| 2024                    | \$ 371,540.00 | Special Parks and Recreation  |                      |
| Total Five Year Cost    | \$ 371,540.00 | Park Sales Tax                |                      |
|                         |               | Other (CARS)                  | \$ 114,030.00        |
|                         |               | <b>Total:</b>                 | <b>\$ 371,540.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +




**Parks & Recreation Program Plan (2020-2024)**

|   | 2019             | 2020                             | 2021               | 2022                         | 2023               | 2024                             |
|---|------------------|----------------------------------|--------------------|------------------------------|--------------------|----------------------------------|
| <b>Revenues</b>                               |                  |                                  |                    |                              |                    |                                  |
| <b>Beginning Fund Balance</b>                 | <b>973,058</b>   | <b>851,058</b>                   | <b>477,358</b>     | <b>329,858</b>               | <b>209,908</b>     | <b>(907,042)</b>                 |
| <b>Local Revenue</b>                          |                  |                                  |                    |                              |                    |                                  |
| 0.375% Parks & Recreation Sales Tax Revenues  | 900,000          | 875,000                          | 875,000            | 875,000                      | 215,000            | -                                |
| Transfers/other                               | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>900,000</b>   | <b>875,000</b>                   | <b>875,000</b>     | <b>875,000</b>               | <b>215,000</b>     | <b>-</b>                         |
| <b>External Revenue</b>                       |                  |                                  |                    |                              |                    |                                  |
| Special Parks & Recreation Revenues           | 84,000           | 85,000                           | 85,000             | 85,000                       | 85,000             | 85,000                           |
| Grant Proceeds/Other                          | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>84,000</b>    | <b>85,000</b>                    | <b>85,000</b>      | <b>85,000</b>                | <b>85,000</b>      | <b>85,000</b>                    |
| <b>Debt Proceeds</b>                          |                  |                                  |                    |                              |                    |                                  |
|   | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>-</b>         | <b>-</b>                         | <b>-</b>           | <b>-</b>                     | <b>-</b>           | <b>-</b>                         |
| <b>Total Parks and Recreation Revenues</b>    | <b>984,000</b>   | <b>960,000</b>                   | <b>960,000</b>     | <b>960,000</b>               | <b>300,000</b>     | <b>85,000</b>                    |
| <b>Expenses</b>                               |                  |                                  |                    |                              |                    |                                  |
| <b>Capital Projects</b>                       |                  |                                  |                    |                              |                    |                                  |
| Park Systems Improvements                     | <b>105,000</b>   | <b>350,000</b>                   | <b>150,000</b>     | <b>150,000</b>               | <b>150,000</b>     | <b>150,000</b>                   |
| Parks Signage                                 | 80,000           | Mohawk Park Restrooms            | 15,000             | Legacy Park Shade Structure  | 6,000              |                                  |
| Tennis Court repairs                          | 25,000           | Park Amenities TBD               | 100,000            | Park Amenities TBD           | 144,000            | Park Amenities TBD               |
|   |                  |                                  | Park Amenities TBD | 150,000                      | Park Amenities TBD | 150,000                          |
| MFAC Improvements/Equipment Replacement       | <b>29,750</b>    | <b>79,000</b>                    | <b>35,000</b>      | <b>25,000</b>                | -                  | -                                |
| Maintenance Slide 1                           | 16,750           | Shade Structure Replacement      | 15,000             | Maintenance Slide 2          | 25,000             |                                  |
| Leisure Pool Play Feature Mtce                | 9,000            | MFAC Painting and Maintenance    | 52,000             | UV Light Bulb Replacement    | 12,000             |                                  |
| Tankless Water Heater Replacement             | 4,000            | Lane Line Replacement            | 12,000             | Diving Board Replacement     | 13,000             |                                  |
| SPJCC Improvements/Equipment Replacement      | <b>315,500</b>   | <b>247,600</b>                   | <b>257,500</b>     | <b>239,500</b>               | <b>601,500</b>     | <b>307,500</b>                   |
| Carpet Extractor/Clorox Sprayer               | 16,000           | Conference Center Banquet Chairs | 24,100             | Conference Center Blinds     | 10,000             | Locker Room Flooring             |
| Pool Pak Repairs/Replacement                  | 65,000           | Resurface Pool Deck              | 40,000             | Natorium Ceiling Repairs     | 70,000             | Adult Lounge Counters            |
| Hardwood Floors                               | 45,000           | Indoor Pool Slide Maintenance    | 28,000             | Conference Center Projectors | 18,000             | North and South Kitchen Counters |
| Roof Repairs                                  | 30,000           | Conference Center Tables         | 10,000             | Conference Center Painting   | 20,000             | Roof Resurfacing                 |
| Flooring A&B, Adult Lounge, Office            | 40,000           | Small Kalvac                     | 5,000              | Natorium Painting            | 32,000             | Pool Resurfacing                 |
| Dividing Walls South Side                     | 15,000           | Indoor Track Resurfacing         | 123,000            | Parking Lot seal/repaint     | 57,000             | Pool Resurfacing                 |
| Dance Floor Conference Center                 | 12,000           | South Kitchen Flooring           | 10,000             | TBD                          | 75,000             | Adult Lounge Furniture           |
| Indoor Pool Sand Filter                       | 10,000           |                                  |                    |                              |                    |                                  |
| Replace Sprinkler Heads                       | 40,000           |                                  |                    |                              |                    |                                  |
| Stain and seal exterior beams                 | 15,000           |                                  |                    |                              |                    |                                  |
| Replace Chairs in A&B                         | 20,000           |                                  |                    |                              |                    |                                  |
| Computer Replacement                          | 7,500            | Computer Replacement             | 7,500              | Computer Replacement         | 7,500              | Computer Replacement             |
| Computer Replacement                          | 7,500            | Computer Replacement             | 7,500              | Computer Replacement         | 7,500              | Computer Replacement             |
| <b>Sub-total Capital Projects</b>             | <b>450,250</b>   | <b>676,600</b>                   | <b>442,500</b>     | <b>414,500</b>               | <b>751,500</b>     | <b>457,500</b>                   |
| <b>Maintenance/Operations</b>                 |                  |                                  |                    |                              |                    |                                  |
| Facility Reserve Funds (SPJCC)                | 50,000           | 50,000                           | 50,000             | 50,000                       | 50,000             | 50,000                           |
| Facility Reserve Funds (MFAC)                 | 10,000           | 10,000                           | 10,000             | 10,000                       | 10,000             | 10,000                           |
| <b>Sub-total</b>                              | <b>60,000</b>    | <b>60,000</b>                    | <b>60,000</b>      | <b>60,000</b>                | <b>60,000</b>      | <b>60,000</b>                    |
| <b>Debt Service/Lease Payments</b>            |                  |                                  |                    |                              |                    |                                  |
| Outdoor Aquatic Facility Debt Service (2013B) | \$527,750        | \$529,100                        | \$530,000          | \$530,450                    | \$530,450          | \$530,450                        |
| Cardio Equipment Lease                        | 68,000           | 68,000                           | 75,000             | 75,000                       | 75,000             | 75,000                           |
| HVAC Controller Lease                         | -                | -                                | -                  | -                            | -                  | -                                |
| <b>Sub-total</b>                              | <b>595,750</b>   | <b>597,100</b>                   | <b>605,000</b>     | <b>605,450</b>               | <b>605,450</b>     | <b>605,450</b>                   |
| <b>Total Parks &amp; Recreation Expenses</b>  | <b>1,106,000</b> | <b>1,333,700</b>                 | <b>1,107,500</b>   | <b>1,079,950</b>             | <b>1,416,950</b>   | <b>592,500</b>                   |
| <b>Ending Balance</b>                         | <b>851,058</b>   | <b>477,358</b>                   | <b>329,858</b>     | <b>209,908</b>               | <b>(907,042)</b>   | <b>(1,414,542)</b>               |

# Parks & Recreation 2020

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <b><u>Project Name:</u></b><br><b>Mohawk Park Restrooms</b>                          |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith                            |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/2/18</span> |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>  |  |
| <b><u>Project Location (address if known):</u></b><br>Mohawk Park                    |  |

**Project Description:**  
 The project will include the installation of restroom facilities at Mohawk Park to serve the general public and the various soccer and lacrosse teams that use the park heavily on the weekends. Final design and siting issues will be negotiated and recommended in the fall of 2019.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |                 |
|-------------------------|---------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure \$: |
| 2020                    | \$ 250,000.00 | Capital Improvement           |                 |
| 2021                    |               | Stormwater Utility            |                 |
| 2022                    |               | Street Sales Tax              |                 |
| 2023                    |               | Special Highway               |                 |
| 2024                    |               | Special Parks and Recreation  | \$ 250,000.00   |
| Total Five Year Cost    | \$ 250,000.00 | Park Sales Tax                |                 |
|                         |               | Other                         |                 |
|                         |               | Total:                        | \$ 250,000.00   |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

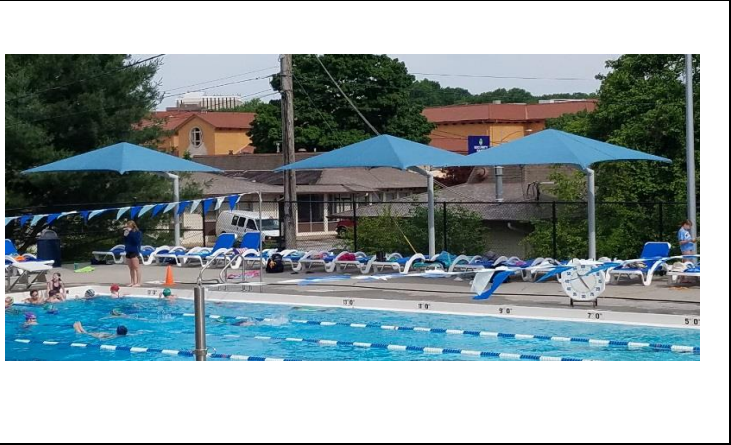
|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Outdoor Park Improvements - TBD</p>                      |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>                           |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/2/18</span></p> |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Multiple Locations Citywide</p>   |  |

**Project Description:**  
Funding for upgrades and maintenance items in Mission's outdoor parks. The items will include those items identified in the Parks Master Plan as things that will keep the parks safe, functional, and attractive for all visitors. With the vacancy in the Parks and Recreation Director's position, the specific projects and priorities have been slow to be developed. The Parks, Recreation and Tree Commission will be working to develop and recommend additional projects in advance of the 2021 budget cycle.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |                 |
|-------------------------|---------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure \$: |
| 2020                    | 100,000.00    | Capital Improvement           |                 |
| 2021                    | 150,000.00    | Stormwater Utility            |                 |
| 2022                    | 144,000.00    | Street Sales Tax              |                 |
| 2023                    | 150,000.00    | Special Highway               |                 |
| 2024                    | 150,000.00    | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 694,000.00 | Park Sales Tax                | 100,000.00      |
|                         |               | Other                         |                 |
|                         |               | Total:                        | \$ 100,000.00   |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


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|--|--|
| <p><b><u>Project Name:</u></b><br/>Shade Canopy Replacement - MFAC</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/2/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b></p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Mission Family Aquatic Center<br/>5960 W 61st Street<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The shade canopies at the Mission Family Aquatic Center will be replaced to address issues of fading and tearing.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    | 15,000.00    | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 15,000.00 | Park Sales Tax                | 15,000.00       |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 15,000.00    |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


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| <p><b><u>Project Name:</u></b><br/>MFAC Painting and Maintenance</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span></p>   |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Mission Family Aquatic Center<br/>5930 W 61st St<br/>Mission, KS 66202</p> |  |

**Project Description:**  
Repainting of the pool shells is required every 4-5 years, with minor touch ups in between. The MFAC's shells were last painted in 2017. As the facility ages and additional coats of paint are applied, the time between paintings may be extended. The 2020 maintenance will also include repairs to cracks identified in the competition pool at the start of the 2019 swim season.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    | \$ 52,000.00 | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 52,000.00 | Park Sales Tax                | \$ 52,000.00    |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 52,000.00    |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <b>Project Name:</b><br>Lane Line Replacement - MFAC  |  |
| <b>Project Request Prepared By:</b><br>Laura Smith  |  |
| <b>Initial Date of Preparation:</b> 6/2/18  |  |
| <b>Date of Most Recent Update:</b> 6/7/19   |  |
| <b>Project Location (address if known):</b><br>Mission Family Aquatic Center<br>5960 W 61st Street<br>Mission, KS 66202 |  |

**Project Description:**  
The lane lines are used daily for six weeks of the year by the Mission Marlins swim team as well as for lap swimmers during open swim times. The lane lines and reels should be replaced every 6-7 years.

| <b>Timeline:</b>     |              | <b>Funding Source:</b>       |                 |
|----------------------|--------------|------------------------------|-----------------|
| Budget Year:         | Expenditure: | Fund:                        | Expenditure \$: |
| 2020                 | \$ 12,000.00 | Capital Improvement          |                 |
| 2021                 |              | Stormwater Utility           |                 |
| 2022                 |              | Street Sales Tax             |                 |
| 2023                 |              | Special Highway              |                 |
| 2024                 |              | Special Parks and Recreation |                 |
| Total Five Year Cost | \$ 12,000.00 | Park Sales Tax               | \$ 12,000.00    |
|                      |              | Other                        |                 |
|                      |              | Total:                       | \$ 12,000.00    |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

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|---|--|
| <p><b><u>Project Name:</u></b><br/>Conference Center Banquet Chairs</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway<br/>Mission, KS 66202</p> |  |


**Project Description:**  
A total of 300 banquet chairs are maintained on-site for use in conjunction with various rentals and events at the Community Center. The chairs require periodic replacement in order to maintain an attractive and functional experience for members, patrons, and rental customers.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    | 24,100.00    | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 24,100.00 | Park Sales Tax                | 24,100.00       |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 24,100.00    |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +



Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <b><u>Project Name:</u></b><br><b>Resurface Indoor Pool Deck - 2020</b>   |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span>   |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>   |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway<br>Mission, KS 66202 |  |

**Project Description:**  
 The chemicals used in the swimming pool take a toll on the decking which surrounds it. Periodically resurfacing the pool deck improves safety by adding renewed texture to provides better traction and prevent slips and falls. Resurfacing also improves the aesthetics of the area. The resurfacing will be completed on connection with the annual maintenance of the indoor pool in August 2020.

|   |  |
|---|--|
| <b><u>Timeline:</u></b>   | <b><u>Funding Source:</u></b>                                  |
| Budget Year: <span style="margin-left: 150px;">Expenditure:</span>        | Fund: <span style="margin-left: 150px;">Expenditure \$:</span> |
| 2020 <span style="margin-left: 150px;">40,000.00</span>                   | Capital Improvement  |
| 2021  | Stormwater Utility   |
| 2022  | Street Sales Tax   |
| 2023  | Special Highway  |
| 2024  | Special Parks and Recreation                                   |
| Total Five Year Cost <span style="margin-left: 50px;">\$ 40,000.00</span> | Park Sales Tax <span style="float: right;">40,000.00</span>    |
|   | Other  |
|   | Total: <span style="float: right;">\$ 40,000.00</span>         |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Gel Coat Water Slide SPJCC - 2020</p>  |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The slide will be inspected for blisters, cracks, delamination, coring, voids and fractured fiberglass. All issues identified in the inspection will be addressed to extend the life of the water slide, to increase safety, and to minimize maintenance costs. In addition, the stairs will be inspected and receive maintenance as necessary.

|   |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
|---|-------------------------------|------------------------------|--|------|-----------|---------------------|------|--|--------------------|------|--|------------------|------|--|-----------------|------|--|------------------------------|----------------------|--|-----------|---|-------|-----------------|--|---------------------|--|--|--------------------|--|--|------------------|--|--|-----------------|--|--|------------------------------|--|--|----------------|--|-----------|-------|--|--|--------|--|--------------|
| <b><u>Timeline:</u></b>   | <b><u>Funding Source:</u></b> |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 15%;">Expenditure:</td> <td style="width: 50%;"></td> </tr> <tr> <td>2020</td> <td style="text-align: right;">28,000.00</td> <td>Capital Improvement</td> </tr> <tr> <td>2021</td> <td></td> <td>Stormwater Utility</td> </tr> <tr> <td>2022</td> <td></td> <td>Street Sales Tax</td> </tr> <tr> <td>2023</td> <td></td> <td>Special Highway</td> </tr> <tr> <td>2024</td> <td></td> <td>Special Parks and Recreation</td> </tr> <tr> <td colspan="2">Total Five Year Cost</td> <td style="text-align: right;">28,000.00</td> </tr> </table> | Budget Year:                  | Expenditure:                 |  | 2020 | 28,000.00 | Capital Improvement | 2021 |  | Stormwater Utility | 2022 |  | Street Sales Tax | 2023 |  | Special Highway | 2024 |  | Special Parks and Recreation | Total Five Year Cost |  | 28,000.00 | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 15%;">Expenditure \$:</td> <td style="width: 55%;"></td> </tr> <tr> <td>Capital Improvement</td> <td></td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> <td></td> </tr> <tr> <td>Special Parks and Recreation</td> <td></td> <td></td> </tr> <tr> <td>Park Sales Tax</td> <td></td> <td style="text-align: right;">28,000.00</td> </tr> <tr> <td>Other</td> <td></td> <td></td> </tr> <tr> <td colspan="2">Total:</td> <td style="text-align: right;">\$ 28,000.00</td> </tr> </table> | Fund: | Expenditure \$: |  | Capital Improvement |  |  | Stormwater Utility |  |  | Street Sales Tax |  |  | Special Highway |  |  | Special Parks and Recreation |  |  | Park Sales Tax |  | 28,000.00 | Other |  |  | Total: |  | \$ 28,000.00 |
| Budget Year:  | Expenditure:                  |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| 2020  | 28,000.00                     | Capital Improvement          |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| 2021  |                               | Stormwater Utility           |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| 2022  |                               | Street Sales Tax             |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| 2023  |                               | Special Highway              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| 2024  |                               | Special Parks and Recreation |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Total Five Year Cost  |                               | 28,000.00                    |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Fund:   | Expenditure \$:               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Capital Improvement   |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Stormwater Utility  |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Street Sales Tax  |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Special Highway   |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Special Parks and Recreation  |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Park Sales Tax  |                               | 28,000.00                    |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Other   |                               |                              |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |
| Total:  |                               | \$ 28,000.00                 |  |      |           |                     |      |  |                    |      |  |                  |      |  |                 |      |  |                              |                      |  |           |   |       |                 |  |                     |  |  |                    |  |  |                  |  |  |                 |  |  |                              |  |  |                |  |           |       |  |  |        |  |              |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <b>Project Name:</b><br>Conference Center Tables   |  |
| <b>Project Request Prepared By:</b><br>Laura Smith   |  |
| <b>Initial Date of Preparation:</b> <span style="float: right;">3/11/18</span>   |  |
| <b>Date of Most Recent Update:</b> <span style="float: right;">6/7/19</span>   |  |
| <b>Project Location (address if known):</b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway<br>Mission, KS 66202 |  |

**Project Description:**  
 The 60-inch round tables are used for various activities on an almost daily basis in the conference center and require periodic replacement.

| <b>Timeline:</b>     |              | <b>Funding Source:</b>       |                 |
|----------------------|--------------|------------------------------|-----------------|
| Budget Year:         | Expenditure: | Fund:                        | Expenditure \$: |
| 2020                 | 10,000.00    | Capital Improvement          |                 |
| 2021                 |              | Stormwater Utility           |                 |
| 2022                 |              | Street Sales Tax             |                 |
| 2023                 |              | Special Highway              |                 |
| 2024                 |              | Special Parks and Recreation |                 |
| Total Five Year Cost | \$ 10,000.00 | Park Sales Tax               | 10,000.00       |
|                      |              | Other                        |                 |
|                      |              | Total:                       | \$ 10,000.00    |

**Priority:**  
 Immediate      
 Next Two Years      
 Next Five Years      
 Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

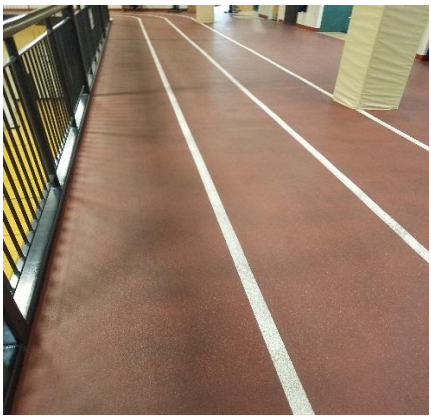
|   |  |
|---|--|
| <b><u>Project Name:</u></b><br>Small Kaivac   |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span>   |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>   |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway<br>Mission, KS 66202 |  |

**Project Description:**  
 The Kaivac no-touch cleaning system allows staff to remove dirt and odor causing germs in the locker rooms, restrooms and the steamroom. This equipment provides a more efficient method of cleaning and rapidly dries the floor to eliminate slip-and-fall accidents.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    | 5,000.00     | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 5,000.00  | Park Sales Tax                | 5,000.00        |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 5,000.00     |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |  |
|---|--|
| <b><u>Project Name:</u></b><br><b>Indoor Track Resurfacing</b>  |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |
| <b><u>Initial Date of Preparation:</u></b>  |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>   |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway<br>Mission, KS 66202 |  |

**Project Description: (Most recent update, if applicable, listed first)**  
 The indoor walking/jogging track receives extensive use year round. This project replaces the existing 10,750 sq. ft. of synthetic flooring.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |                      |
|-------------------------|---------------|-------------------------------|----------------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure \$:      |
| 2020                    | 123,000.00    | Capital Improvement           |                      |
| 2021                    |               | Stormwater Utility            | \$                   |
| 2022                    |               | Street Sales Tax              | \$                   |
| 2023                    |               | Special Highway               | \$                   |
| 2024                    |               | Special Parks and Recreation  | \$                   |
| Total Five Year Cost    | \$ 123,000.00 | Park Sales Tax                | 123,000.00           |
|                         |               | Other                         | \$                   |
|                         |               | <b>Total:</b>                 | <b>\$ 123,000.00</b> |


**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |                               |
|---|-------------------------------|
| <b><u>Project Name:</u></b><br>South Kitchen Flooring   |                               |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |                               |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/7/19</span>  |                               |
| <b><u>Date of Most Recent Update:</u></b>   |                               |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway<br>Mission, KS 66202                                   |                               |
| <b><u>Project Description:</u></b><br>Replacement of the kitchen tile/flooring in the south kitchen.  |                               |
| <b><u>Timeline:</u></b>   | <b><u>Funding Source:</u></b> |
| Budget Year:  | Fund:                         |
| Expenditure:  | Expenditure \$:               |
| 2020  | Capital Improvement           |
| 2021  | Stormwater Utility            |
| 2022  | Street Sales Tax              |
| 2023  | Special Highway               |
| 2024  | Special Parks and Recreation  |
| Total Five Year Cost  | Park Sales Tax                |
| \$ 10,000.00  | \$ 10,000.00                  |
|   | Other                         |
|   | Total:                        |
|   | \$ 10,000.00                  |
| <b><u>Priority:</u></b>   |                               |
| Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/> |                               |

# Parks & Recreation 2021

Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |  |
|---|--|
| <b>Project Name:</b><br>Parking Lot Re-Seal/Stripe  |  |
| <b>Project Request Prepared By:</b><br>Laura Smith  |  |
| <b>Initial Date of Preparation:</b> <span style="float: right;">6/2/18</span>   |  |
| <b>Date of Most Recent Update:</b> <span style="float: right;">6/7/19</span>  |  |
| <b>Project Location (address if known):</b><br>Mission Family Aquatic Center<br>5960 W 61st Street<br>Mission, KS 66202 |  |


**Project Description:**  
 The parking lot at the Mission Family Aquatic Center was sealed striped in connection with the facility opening in 2014. Periodic maintenance is required. Costs included for resurfacing and restriping as well as for traffic control, mobilization, and phasing.

| <b>Timeline:</b>     |              | <b>Funding Source:</b>       |                 |
|----------------------|--------------|------------------------------|-----------------|
| Budget Year:         | Expenditure: | Fund:                        | Expenditure \$: |
| 2020                 |              | Capital Improvement          |                 |
| 2021                 | \$ 10,000.00 | Stormwater Utility           |                 |
| 2022                 |              | Street Sales Tax             |                 |
| 2023                 |              | Special Highway              |                 |
| 2024                 |              | Special Parks and Recreation |                 |
| Total Five Year Cost | \$ 10,000.00 | Park Sales Tax               | \$ 10,000.00    |
|                      |              | Other                        |                 |
|                      |              | Total:                       | \$ 10,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +



Capital Improvement Program - Project Summary Sheet  
City of Mission

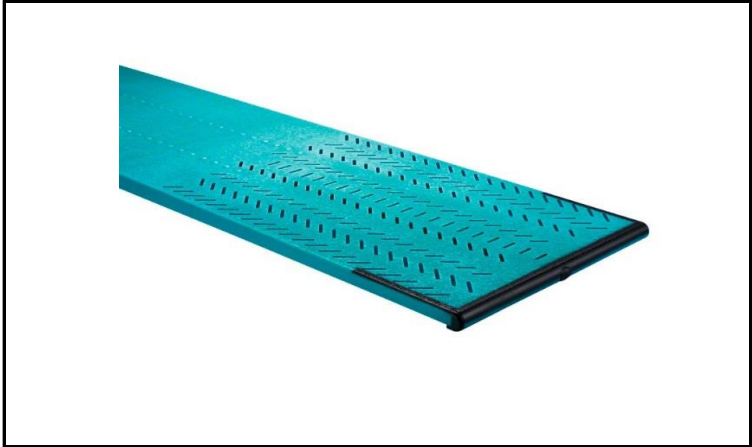
|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>UV Sanitation Light Bulb Replacement - MFAC</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> 6/2/18</p>   |  |
| <p><b><u>Date of Most Recent Update:</u></b> 6/7/19</p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Mission Family Aquatic Center<br/>5960 W 61st Street<br/>Mission, KS 66202</p> |  |

**Project Description:**  
UV sanitation systems eliminate chlorine-resistant microorganisms, which are common causes of pool closures. Facilities equipped with these systems consume fewer chemicals and allow sanitizers to be more effective. Each of the three bodies of water at the outdoor aquatic center were constructed with UV sanitation systems and the light bulbs in these units required periodic replacement based on hours of usage.

| <b><u>Timeline:</u></b>     |                     | <b><u>Funding Source:</u></b> |                     |
|-----------------------------|---------------------|-------------------------------|---------------------|
| Budget Year:                | Expenditure:        | Fund:                         | Expenditure \$:     |
| 2020                        |                     | Capital Improvement           |                     |
| 2021                        | \$ 12,000.00        | Stormwater Utility            |                     |
| 2022                        |                     | Street Sales Tax              |                     |
| 2023                        |                     | Special Highway               |                     |
| 2024                        |                     | Special Parks and Recreation  |                     |
| <b>Total Five Year Cost</b> | <b>\$ 12,000.00</b> | Park Sales Tax                | \$ 12,000.00        |
|                             |                     | Other                         |                     |
|                             |                     | <b>Total:</b>                 | <b>\$ 12,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |        |
|--|--|--------|
| <b><u>Project Name:</u></b><br><b>Diving Board Replacement</b>   |  |        |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith  |  |        |
| <b><u>Initial Date of Preparation:</u></b>   |  | 6/2/18 |
| <b><u>Date of Most Recent Update:</u></b>  |  | 6/7/19 |
| <b><u>Project Location (address if known):</u></b><br>Mission Family Aquatic Center<br>5960 W 61st Street<br>Mission, KS 66202 |  |        |

**Project Description:**  
 Normal wear and tear, chemically treated water, and environmental conditions contribute to the deterioration of diving boards. Deterioration of the boards includes the loss of slip resistant surfacing and cracking, and they must be replaced periodically to prevent injuries.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    | \$ 13,000.00 | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 13,000.00 | Park Sales Tax                | \$ 13,000.00    |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 13,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

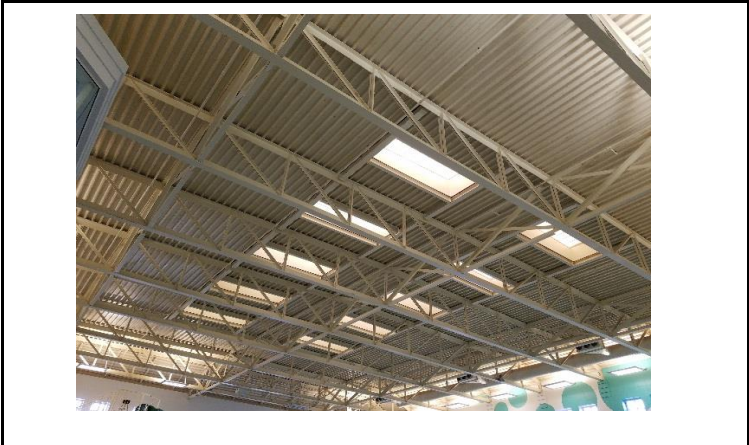
|   |  |
|---|--|
| <b><u>Project Name:</u></b><br>Conference Center Blinds - 2021  |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span>   |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>   |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway<br>Mission, KS 66202 |  |

**Project Description:**  
 The blinds in the conference center are used on a daily basis for various classes, events, and rentals, sometimes being raised and lowered multiple times a day. Replacement of the blinds is required in order to maintain them in an acceptable working condition

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                     |
|-------------------------|--------------|-------------------------------|---------------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$:     |
| 2020                    |              | Capital Improvement           |                     |
| 2021                    | 10,000.00    | Stormwater Utility            |                     |
| 2022                    |              | Street Sales Tax              |                     |
| 2023                    |              | Special Highway               |                     |
| 2024                    |              | Special Parks and Recreation  |                     |
| Total Five Year Cost    | \$ 10,000.00 | Park Sales Tax                | 10,000.00           |
|                         |              | Other                         |                     |
|                         |              | <b>Total:</b>                 | <b>\$ 10,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

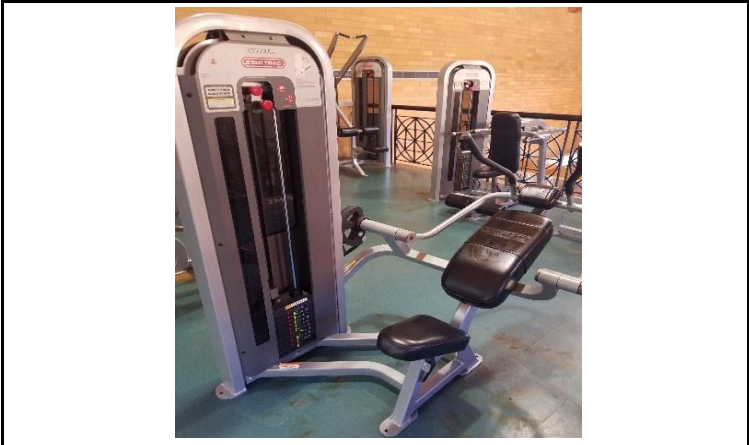
|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Natatorium Ceiling Repairs 2021</p>  |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway<br/>Mission, KS 66202</p> |  |

**Project Description:**  
Because of moisture and chemicals in the pool area, corrosion is the most common problem in the natatorium. If the ceiling beams are not properly maintained, the structural integrity of the building can be compromised to the point of failure, and could result in a potential roof collapse. This project includes sandblasting of all the ceiling beams, replacing nuts and bolts as needed, and repainting of the beams with a urethane based paint.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                     |
|-------------------------|--------------|-------------------------------|---------------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$:     |
| 2020                    |              | Capital Improvement           |                     |
| 2021                    | 70,000.00    | Stormwater Utility            |                     |
| 2022                    |              | Street Sales Tax              |                     |
| 2023                    |              | Special Highway               |                     |
| 2024                    |              | Special Parks and Recreation  |                     |
| Total Five Year Cost    | \$ 70,000.00 | Park Sales Tax                | 70,000.00           |
|                         |              | Other                         |                     |
|                         |              | <b>Total:</b>                 | <b>\$ 70,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <b>Project Name:</b><br>Selectorized Weight Equipment 2021   |  |
| <b>Project Request Prepared By:</b><br>Laura Smith   |  |
| <b>Initial Date of Preparation:</b> <span style="float: right;">6/2/18</span>  |  |
| <b>Date of Most Recent Update:</b> <span style="float: right;">6/7/19</span>   |  |
| <b>Project Location (address if known):</b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway St.<br>Mission, KS 66202 |  |

**Project Description:**  
 The Selectorized weight equipment is used daily by patrons of all ages. This weight equipment is the most "user friendly" of all the equipment and should be replaced periodically to ensure it is maintained in good working order.

| <b>Timeline:</b>     |              | <b>Funding Source:</b>       |                 |
|----------------------|--------------|------------------------------|-----------------|
| Budget Year:         | Expenditure: | Fund:                        | Expenditure \$: |
| 2020                 |              | Capital Improvement          |                 |
| 2021                 |              | Stormwater Utility           |                 |
| 2022                 | 80,000.00    | Street Sales Tax             |                 |
| 2023                 |              | Special Highway              |                 |
| 2024                 |              | Special Parks and Recreation |                 |
| Total Five Year Cost | \$ 80,000.00 | Park Sales Tax               | 80,000.00       |
|                      |              | Other                        |                 |
|                      |              | Total:                       | \$ 80,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Steam Room Retiling 2021</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">9/22/17</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway St.<br/>Mission, KS 66202</p> |  |

**Project Description: (Most recent update, if applicable, listed first)**  
Over time, the environment inside the steam room can lead to serious and costly issues which include; mold growth, failure of the walls, floor and/or ceiling assemblies, and loose tiles falling on occupants. Periodically replacing the tile and grout provides for a safe, clean, and healthy facility for patrons. This project includes the removal and replacement of all existing tile and grout.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                     |
|-------------------------|--------------|-------------------------------|---------------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$:     |
| 2020                    |              | Capital Improvement           |                     |
| 2021                    | 15,000.00    | Stormwater Utility            | \$                  |
| 2022                    |              | Street Sales Tax              | \$                  |
| 2023                    |              | Special Highway               | \$                  |
| 2024                    |              | Special Parks and Recreation  | \$                  |
| Total Five Year Cost    | \$ 15,000.00 | Park Sales Tax                | 15,000.00           |
|                         |              | Other                         | \$                  |
|                         |              | <b>Total:</b>                 | <b>\$ 15,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <b><u>Project Name:</u></b><br>SPJCC Repairs and Improvements - TBD  |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith  |  |
| <b><u>Initial Date of Preparation:</u></b><br>6/7/19   |  |
| <b><u>Date of Most Recent Update:</u></b>  |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway Street<br>Mission, KS 66202 |  |

**Project Description: (Most recent update, if applicable, listed first)**  
 There are a number of projects, both maintenance and upgrades, that will continue to need attention at the Community Center. These projects/needs average approximately \$250,000-\$300,000 annually. In the absence of a Parks and Recreation Director, decisions and recommendations for specific projects in 2021 - 2014 have been deferred and identified with a placeholder in the 5-year CIP Budget worksheet.


| <b><u>Timeline:</u></b>     |                      | <b><u>Funding Source:</u></b> |                      |
|-----------------------------|----------------------|-------------------------------|----------------------|
| Budget Year:                | Expenditure:         | Fund:                         | Expenditure \$:      |
| 2020                        |                      | Capital Improvement           |                      |
| 2021                        | 75,000.00            | Stormwater Utility            | \$                   |
| 2022                        | 75,000.00            | Street Sales Tax              | \$                   |
| 2023                        |                      | Special Highway               | \$                   |
| 2024                        | 300,000.00           | Special Parks and Recreation  | \$                   |
| <b>Total Five Year Cost</b> | <b>\$ 450,000.00</b> | Park Sales Tax                | \$ 450,000.00        |
|                             |                      | Other                         | \$                   |
|                             |                      | <b>Total:</b>                 | <b>\$ 450,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

# Parks & Recreation 2022



Capital Improvement Program - Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>Shade Structure Replacement - Legacy Park</p>                                       |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span></p>                            |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>                             |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Legacy Park<br/>6000 Boardmoor St.<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The shade canopy in Legacy Park should be replaced periodically to maintain an aesthetically pleasing appearance in one of the City's most visible parks.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    | 6,000.00     | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  | 6,000.00        |
| Total Five Year Cost    | \$ 6,000.00  | Park Sales Tax                |                 |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 6,000.00     |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

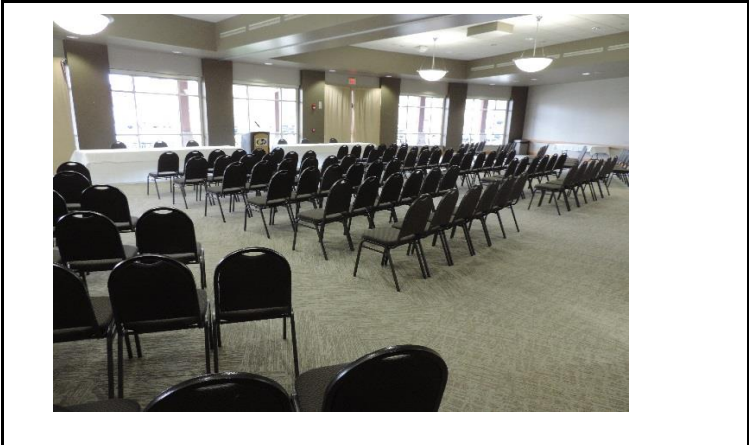
|  |  |
|--|--|
| <b><u>Project Name:</u></b><br>Slide 2 Maintenance - MFAC  |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith  |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/2/18</span>   |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>  |  |
| <b><u>Project Location (address if known):</u></b><br>Mission Family Aquatic Center<br>5960 W 61st Street<br>Mission, KS 66212 |  |

**Project Description:**  
 Proper preventative maintenance of water slides includes repair worn or damaged surfaces, cracks or large chips, caulking of slide joints, and touch up of steel parts. It provides for continued safety of pool patrons, and increases the life span of the slide.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    | \$ 25,000.00 | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 25,000.00 | Park Sales Tax                | \$ 25,000.00    |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 25,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Conference Center Carpet - 2022</p>  |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The conference center is used on a daily basis, sometimes multiple times in one day, for various classes, events, and rentals. Periodic replacement of the carpet is required to maintain the conference center in an acceptable condition.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    | 30,000.00    | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 30,000.00 | Park Sales Tax                | 30,000.00       |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 30,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Conference Center Projectors - 2022</p>  |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">3/11/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>  |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The conference center hosts a variety of activities that include, but are not limited to; wedding receptions, business meetings, bridal/baby showers, retirement dinners, holiday parties, quinceaneras, etc. Many rentals include the use of the facility's audio visual equipment. To accommodate the needs, and maintain pace with technology improvements, the projectors require periodic replacement.

| <b><u>Timeline:</u></b>  | <b><u>Funding Source:</u></b> |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
|--|-------------------------------|--------------|------|--|------|--|------|-----------|------|--|------|--|-----------------------------|---------------------|---|-------|-----------------|---------------------|--|--------------------|--|------------------|--|-----------------|--|----------------------------|-----------|----------------|--|-------|--|---------------|---------------------|
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 70%;">Expenditure:</td> </tr> <tr> <td>2020</td> <td></td> </tr> <tr> <td>2021</td> <td></td> </tr> <tr> <td>2022</td> <td style="text-align: right;">18,000.00</td> </tr> <tr> <td>2023</td> <td></td> </tr> <tr> <td>2024</td> <td></td> </tr> <tr> <td><b>Total Five Year Cost</b></td> <td style="text-align: right;"><b>\$ 18,000.00</b></td> </tr> </table> | Budget Year:                  | Expenditure: | 2020 |  | 2021 |  | 2022 | 18,000.00 | 2023 |  | 2024 |  | <b>Total Five Year Cost</b> | <b>\$ 18,000.00</b> | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 70%;">Expenditure \$:</td> </tr> <tr> <td>Capital Improvement</td> <td></td> </tr> <tr> <td>Stormwater Utility</td> <td></td> </tr> <tr> <td>Street Sales Tax</td> <td></td> </tr> <tr> <td>Special Highway</td> <td></td> </tr> <tr> <td>Special Parks &amp; Recreation</td> <td style="text-align: right;">18,000.00</td> </tr> <tr> <td>Park Sales Tax</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td><b>Total:</b></td> <td style="text-align: right;"><b>\$ 18,000.00</b></td> </tr> </table> | Fund: | Expenditure \$: | Capital Improvement |  | Stormwater Utility |  | Street Sales Tax |  | Special Highway |  | Special Parks & Recreation | 18,000.00 | Park Sales Tax |  | Other |  | <b>Total:</b> | <b>\$ 18,000.00</b> |
| Budget Year:   | Expenditure:                  |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| 2020   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| 2021   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| 2022   | 18,000.00                     |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| 2023   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| 2024   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| <b>Total Five Year Cost</b>  | <b>\$ 18,000.00</b>           |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Fund:  | Expenditure \$:               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Capital Improvement  |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Stormwater Utility   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Street Sales Tax   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Special Highway  |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Special Parks & Recreation   | 18,000.00                     |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Park Sales Tax   |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| Other  |                               |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |
| <b>Total:</b>  | <b>\$ 18,000.00</b>           |              |      |  |      |  |      |           |      |  |      |  |                             |                     |   |       |                 |                     |  |                    |  |                  |  |                 |  |                            |           |                |  |       |  |               |                     |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <b><u>Project Name:</u></b><br>Conference Center Painting   |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/2/18</span>  |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>   |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway St.<br>Mission, KS 66202 |  |

**Project Description:**  
 The conference center is used on an almost daily basis for activities that include corporate meetings, classes, baby/bridal showers, wedding receptions, etc. Updating and refreshing the paint colors allow the facility to stay current with market trends and provide an attractive facility for guests.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    | 20,000.00    | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  | 20,000.00       |
| Total Five Year Cost    | \$ 20,000.00 | Park Sales Tax                |                 |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 20,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|   |  |
|---|--|
| <p><b><u>Project Name:</u></b><br/>Natatorium Painting</p>  |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>   |  |
| <p><b><u>Initial Date of Preparation:</u></b> 6/2/18</p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> 6/7/19</p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway St.<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The natatorium was last painted in 2015. Because of the corrosive environment caused by the pool chemicals this area should be needs to be repainted periodically.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    | 32,000.00    | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 32,000.00 | Parks Sales Tax               | 32,000.00       |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 32,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |  |
|---|--|
| <b><u>Project Name:</u></b><br><b>SPJCC Parking Lot Seal and Re-stripe 2022</b>   |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span>  |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>   |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway St.<br>Mission, KS 66202 |  |

**Project Description:**  
 Extensive maintenance was done on the community center parking lots in 2017. In order to preserve the investment, they require periodic sealing and re-stripping. Costs are estimated for a seal treatment, restriping, and traffic control, mobilization and phasing.


| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    | 57,000.00    | Street Sales Tax              |                 |
| 2023                    |              | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 57,000.00 | Park Sales Tax                | 57,000.00       |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 57,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

# Parks & Recreation 2023



Capital Improvement Program - Project Summary Sheet  
City of Mission

|   |  |        |
|---|--|--------|
| <b><u>Project Name:</u></b><br><b>Locker Room Flooring</b>  |  |        |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith   |  |        |
| <b><u>Initial Date of Preparation:</u></b>  |  | 6/2/18 |
| <b><u>Date of Most Recent Update:</u></b>   |  | 6/7/19 |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway St.<br>Mission, KS 66202 |  |        |

**Project Description:**  
 The tile flooring in the men's and women's locker room is original to the facility (1999) and showing significant signs of wear and tear, especially in the showers. Staff regrouts frequently, but the floors are in need of complete replacement. Since the construction of the facility, several advanced flooring options have been introduced to the market. Staff will explore current replacement options and replace the floor in these areas to continue to provide an aesthetically please and safe facility for members and patrons.

|                             | <b><u>Funding Source:</u></b> |                     |                     |
|-----------------------------|-------------------------------|---------------------|---------------------|
| Budget Year:                | Fund:                         | Expenditure:        | Expenditure \$:     |
| 2020                        | Capital Improvement           |                     |                     |
| 2021                        | Stormwater Utility            |                     |                     |
| 2022                        | Street Sales Tax              |                     |                     |
| 2023                        | Special Highway               | 30,000.00           |                     |
| 2024                        | Parks and Recreation          |                     |                     |
| <b>Total Five Year Cost</b> | <b>Park Sales Tax</b>         | <b>\$ 30,000.00</b> | <b>30,000.00</b>    |
|                             | <b>Other</b>                  |                     |                     |
|                             | <b>Total:</b>                 |                     | <b>\$ 30,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>Adult Lounge Counters - 2023</p>  |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway Street<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The counter in the adult lounge is original to the facility and showing significant signs of wear and tear. Replacing the counter will assist in providing an aesthetically pleasing and functional facility for members and guests.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    | 9,000.00     | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 9,000.00  | Park Sales Tax                | 9,000.00        |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 9,000.00     |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>North and South Kitchen Counters - 2023</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway Street<br/>Mission, KS 66202</p> |  |

**Project Description:**  
The counters in the north and south kitchens are original to the facility and are showing significant signs of wear and tear. Replacing these counters will assist in providing an aesthetically pleasing and functional facility for members and guests.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                 |
|-------------------------|--------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$: |
| 2020                    |              | Capital Improvement           |                 |
| 2021                    |              | Stormwater Utility            |                 |
| 2022                    |              | Street Sales Tax              |                 |
| 2023                    | 20,000.00    | Special Highway               |                 |
| 2024                    |              | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 20,000.00 | Park Sales Tax                | 20,000.00       |
|                         |              | Other                         |                 |
|                         |              | Total:                        | \$ 20,000.00    |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission


|  |  |
|--|--|
| <p><b><u>Project Name:</u></b><br/>Roof Resurfacing - 2023</p>   |  |
| <p><b><u>Project Request Prepared By:</u></b><br/>Laura Smith</p>  |  |
| <p><b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span></p>  |  |
| <p><b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span></p>   |  |
| <p><b><u>Project Location (address if known):</u></b><br/>Sylvester Powell, Jr. Community Center<br/>6200 Martway Street<br/>Mission, KS 66202</p> |  |

**Project Description:**  
A roof assessment conducted by GBA in 2016 recommended replacement of the roof in 2023. The work includes; removal and replacement of the existing roofing for the entire modified and built up roof areas, and repair of the Spanish tile roof by mortar closure repairs, ridge closure repairs and loose tile repairs in various areas.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |                 |
|-------------------------|---------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure \$: |
| 2020                    |               | Capital Improvement           |                 |
| 2021                    |               | Stormwater Utility            |                 |
| 2022                    |               | Street Sales Tax              |                 |
| 2023                    | 425,000.00    | Special Highway               |                 |
| 2024                    |               | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 425,000.00 | Park Sales Tax                | 425,000.00      |
|                         |               | Other                         |                 |
|                         |               | Total:                        | \$ 425,000.00   |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <b><u>Project Name:</u></b><br><b>Pool Resurfacing - 2023</b>  |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith  |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span>   |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>  |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway Street<br>Mission, KS 66202 |  |

**Project Description:**  
 The pool at the Community Center was last resurfaced in 2018 with a Diamond Brite material that had a life expectancy of 5 to 7 years. Staff will evaluate and consider Diamond Brite, Pebble Tee, Pebble Sheen, and River Rok as replacement options. If the life can be extended, this project will be deferred to a future year.

| <b><u>Timeline:</u></b> |               | <b><u>Funding Source:</u></b> |                 |
|-------------------------|---------------|-------------------------------|-----------------|
| Budget Year:            | Expenditure:  | Fund:                         | Expenditure \$: |
| 2020                    |               | Capital Improvement           |                 |
| 2021                    |               | Stormwater Utility            |                 |
| 2022                    |               | Street Sales Tax              |                 |
| 2023                    | 100,000.00    | Special Highway               |                 |
| 2024                    |               | Special Parks and Recreation  |                 |
| Total Five Year Cost    | \$ 100,000.00 | Park Sales Tax                | 100,000.00      |
|                         |               | Other                         |                 |
|                         |               | Total:                        | \$ 100,000.00   |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

Capital Improvement Program - Project Summary Sheet  
City of Mission

|  |  |
|--|--|
| <b><u>Project Name:</u></b><br><b>Adult Lounge Furniture - 2023</b>  |  |
| <b><u>Project Request Prepared By:</u></b><br>Laura Smith  |  |
| <b><u>Initial Date of Preparation:</u></b> <span style="float: right;">6/4/18</span>   |  |
| <b><u>Date of Most Recent Update:</u></b> <span style="float: right;">6/7/19</span>  |  |
| <b><u>Project Location (address if known):</u></b><br>Sylvester Powell, Jr. Community Center<br>6200 Martway Street<br>Mission, KS 66202 |  |

**Project Description: (Most recent update, if applicable, listed first)**  
 The adult lounge furniture experiences heavy use by the members and guests of the Community Center and requires periodic replacement. The furniture is commercial grade to ensure the longest life based on usage.

| <b><u>Timeline:</u></b> |              | <b><u>Funding Source:</u></b> |                     |
|-------------------------|--------------|-------------------------------|---------------------|
| Budget Year:            | Expenditure: | Fund:                         | Expenditure \$:     |
| 2020                    |              | Capital Improvement           | 10,000.00           |
| 2021                    |              | Stormwater Utility            | \$                  |
| 2022                    |              | Street Sales Tax              | \$                  |
| 2023                    | 10,000.00    | Special Highway               | \$                  |
| 2024                    |              | Special Parks and Recreation  | \$                  |
| Total Five Year Cost    | \$ 10,000.00 | Park Sales Tax                | \$                  |
|                         |              | Other                         | \$                  |
|                         |              | <b>Total:</b>                 | <b>\$ 10,000.00</b> |

**Priority:**  
 Immediate       Next Two Years       Next Five Years       Six Years +

|                            |              |                |
|----------------------------|--------------|----------------|
| <b>City of Mission</b>     | Item Number: | 7d.            |
| <b>ACTION ITEM SUMMARY</b> | Date:        | August 7, 2019 |
| <b>Administration</b>      | From:        | Laura Smith    |

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

**RE:** Charter Ordinance Changing the Date for Swearing in Newly Elected Officials

**DETAILS:** Senate Bill 105, which took effect July 1st, allows cities to set the date when newly elected officials will take office. The selected date must be between December 1 (after the November election has been certified) and the second Monday in January. If a city does not set a specific date, the terms of newly elected officials will begin on the second Monday in January as was previously mandated.

Charter Ordinance No. 27, approved by Council in October 2015, specifically lists terms of office with newly elected officials taking office on the second Monday in January. To change this date, amendment of the charter ordinance is required.

After discussion at the July committee meeting, a charter ordinance has been prepared that would amend Charter Ordinance No. 27, specifically section 5 which provides for the specific dates for terms of office to begin. As recommended by the committee, this proposed charter ordinance sets the date for newly elected officials to take office at the City Council meeting in December following the certification of the election. It also allows Council to establish, by resolution, another date for newly elected officials to take office, which is after December 1st following the certification of an election but no later than the second Monday in January. By amending our current charter ordinance to allow for the date to be set by resolution, this allows any future changes that may be necessary to take place by adopting a resolution rather than having to make changes by charter ordinance.

Once approved by Council, this charter ordinance must be published once a week for two consecutive weeks and will take effect 61 days following final publication - November 3, 2019.

**CFAA IMPACTS/CONSIDERATIONS:** N/A

|                                 |  |
|---------------------------------|--|
| Related Statute/City Ordinance: |  |
| Line Item Code/Description:     |  |
| Available Budget:               |  |

**CHARTER ORDINANCE NO. \_\_\_\_**

**A CHARTER ORDINANCE AMENDING THE PROVISIONS OF CHARTER ORDINANCE NO. 27 WHICH REGULATES MUNICIPAL ELECTIONS TO PROVIDE THAT THE TERMS OF NEWLY ELECTED OFFICIALS WILL BEGIN ON THE DATE OF THE REGULAR COUNCIL MEETING IN DECEMBER FOLLOWING NOVEMBER ELECTIONS OR AS SET BY RESOLUTION.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:**

**Section 1.** The Kansas legislature passed Senate Bill 105 which allows cities to establish the date when newly elected officials take office. The date selected must be between December 1 following the certification of the election and no later than the second Monday in January following the certification of the election.

**Section 2.** The City of Mission, Kansas, by the power vested in it by Article 12, Section 5 of the Kansas Constitution hereby elects and does continue to exempt itself and make inapplicable to it the provisions of K.S.A. 14-103, K.S.A. 14-201 and K.S.A. 14-204 that apply to this City, but are parts of enactments which do not apply uniformly to all cities.

**Section 3.** Charter Ordinance No. 27, Section 5 is hereby amended as follows:

Section 5(a): Those Governing Body positions elected in April 2016 shall expire on a date established by resolution of the Governing Body following the election in November, 2019. Following the election in November, 2019 the date shall be on or after December 1<sup>st</sup> following the certification of the election and no later than the second Monday in January following the certification of the election. If no alternative date is established by resolution, the term of city officials shall expire at the City Council meeting in December following the certification of the election.

Section 5(b): Those Governing Body positions elected in November 2017 shall expire on a date established by resolution of the Governing Body. Following the election in November, 2021 the date shall be on or after December 1<sup>st</sup> following the certification of the election and no later than the second Monday in January following the



certification of the election. If no alternative date is established by resolution, the term of city officials shall expire at the City Council meeting in December following the certification of the election.

Section 5(c): The regular term of office for all city officials shall begin on a date established by resolution of the Governing Body. The date shall be on or after December 1<sup>st</sup> following the certification of the election and no later than the second Monday in January following the certification of the election.

**Section 4.** The remaining provisions of Charter Ordinance No. 27 not amended herein remain in full force and effect.

**Section 5.** This Ordinance shall be published once a week for two (2) consecutive weeks in the official city newspaper.

**Section 6.** This Charter Ordinance shall take effect sixty-one (61) days after its final publication unless a sufficient petition for referendum is filed and a referendum held on this Charter Ordinance as provided in Article 12, Section 5, Subsection (c) (3) of the Constitution of the State of Kansas, in which case this Charter Ordinance shall become effective if approved by the majority of the electors voting thereon.

**PASSED AND APPROVED BY THE GOVERNING BODY** by not less than two-thirds of the members elect voting in favor thereof this 21<sup>st</sup> day of August 2019.

**APPROVED BY THE MAYOR** this 21<sup>st</sup> day of August 2019.

\_\_\_\_\_  
Ronald E. Appletoft, Mayor

ATTEST:

\_\_\_\_\_  
Martha M. Sumrall, City Clerk

APPROVED BY:

PAYNE & JONES, CHARTERED

---

David K. Martin, City Attorney  
11000 King, Suite 200  
PO Box 25625  
Overland Park, KS 66225-5625  
(913) 469-4100  
(913) 469-8182

|                            |              |                         |
|----------------------------|--------------|-------------------------|
| <b>City of Mission</b>     | Item Number: | 7e.                     |
| <b>ACTION ITEM SUMMARY</b> | Date:        | August 7, 2019          |
| <b>Administration</b>      | From:        | Jim Brown / Brian Scott |

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

**RE:** Request to set a public hearing for the purpose of determining the structure at 5399 Martway Street to be a dangerous structure and to cause said structure to be either repaired or demolished.

**RECOMMENDATION:** Approve the attached resolution fixing a time and place for a public hearing to allow the owner, owner's agent and other parties of interest to appear and show cause as to why a certain structure located at 5399 Martway Street, Mission, Kansas should not be condemned and ordered demolished or repaired.

**DETAILS:** The structure at 5539 Martway Street is more commonly known as Mission Bowl - a bowling alley built in 1958. The structure experienced a fire on the afternoon of April 3, 2015, which resulted in extensive damage.

Shortly after the fire, the owners of the structure initiated plans to rebuild, but soon encountered an issue where, allegedly, the restoration company failed to properly secure the building from the elements resulting in further damage. This claim has resulted in protracted litigation, including bankruptcy, that is still ongoing. In the meantime, no action has been taken to restore the structure. The City has received numerous inquiries and complaints regarding the appearance and condition of the property.

The City's Land Use Attorney, Pete Heaven, entered a motion with the U.S. Bankruptcy Court requesting the Court's permission to allow the City to proceed with the process of declaring the structure a dangerous structure and having it either repaired or demolished. This motion was granted by the Court in June.

The Community Development Department is responsible for ensuring all property in Mission meets various building and property safety codes and does not pose a risk to the general public. To meet this goal, department staff responds to citizen complaints and requests, as well as requests from the Mission Police Department and the Johnson County Consolidated Fire District #2 regarding possible dangerous structures. Staff also performs self-initiated inspections when a structure presents a clear danger to the public. Inspections are conducted using criteria listed in the 2012 International Property Maintenance Code Section 108.1.5.

In accordance with Kansas Statutes Annotated 12-1752, when staff determines that a structure is dangerous, a written report from the building official is prepared and presented to the City Council. This written report becomes the basis for the City Council to conduct a public hearing for the purpose of taking testimony from the owner,

|                                 |  |
|---------------------------------|--|
| Related Statute/City Ordinance: | K.S.A 12-1750 / Mission Code Section 510 |
| Line Item Code/Description:     | NA                                       |
| Available Budget:               | NA                                       |

|                            |              |                         |
|----------------------------|--------------|-------------------------|
| <b>City of Mission</b>     | Item Number: | 7e.                     |
| <b>ACTION ITEM SUMMARY</b> | Date:        | August 7, 2019          |
| <b>Administration</b>      | From:        | Jim Brown / Brian Scott |

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

and all other interested parties, as to the condition of the structure, and to determine whether the structure should be repaired or demolished, and the time frame for such.

On July 8th, an inspection of the structure at 5399 Martway was conducted by Mission’s Building Official, Jim Brown, and Consolidated Fire District #2 Fire Marshall, Todd Kerkhoff. (See *Exhibit A, 5399 Martway Street; Dangerous Structures Inspection dated July 8, 2019*).

A copy of the report was sent to the owner requesting a response as to the action they intended to take be presented to the building official by July 26th. (See *Exhibit B, Notice of Violation and Order to Abate dated July 10, 2019*). No response has been received as of this writing.

In accordance with Kansas Statutes Annotated, 12-1752, staff is now presenting the report to the City Council and requesting that the attached resolution be adopted scheduling a public hearing at which time interested parties may appear and show cause as to why the structure should not be condemned and ordered repaired or demolished pursuant to state statutes and the Building Official’s Request for Condemnation.

The resolution setting a public hearing is to be published for two consecutive weeks on the same day of the week at least 30 days prior to the date of the public hearing. If the City Council chooses to adopt the resolution at its August 21 meeting, the following schedule could be applied:

|             |   |
|-------------|---|
| August 21   | Adoption of the Resolution Setting the Public Hearing                                     |
| August 27   | First Publication of the Resolution in the Legal Record (notice sent to owners of record) |
| September 3 | Second Publication of the Resolution in the Legal Record                                  |
| October 16  | Regular City Council Meeting (minimum of 30 days after the second publication).           |

At the conclusion of the public hearing, the Council will adopt “findings of fact” and direct staff to prepare a resolution for their consideration stating whether the structure should be repaired or demolished and time frame for same. This would be considered at the next regular meeting of the Council, which would on November 20. Once adopted, the resolution will need to be published for one week, and copies sent to all interested parties via certified mail. Following publication and notice, staff would be able to take

|                                 |  |
|---------------------------------|--|
| Related Statute/City Ordinance: | K.S.A 12-1750 / Mission Code Section 510 |
| Line Item Code/Description:     | NA                                       |
| Available Budget:               | NA                                       |

|                            |              |                         |
|----------------------------|--------------|-------------------------|
| <b>City of Mission</b>     | Item Number: | 7e.                     |
| <b>ACTION ITEM SUMMARY</b> | Date:        | August 7, 2019          |
| <b>Administration</b>      | From:        | Jim Brown / Brian Scott |

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

bids for demolition if so directed by the resolution. Actual demolition would most likely occur after the first of the year. If the City were to demolish, the costs would be certified and assessed back against the property.

**CFAA CONSIDERATIONS/IMPACTS: N/A**

|                                 |  |
|---------------------------------|--|
| Related Statute/City Ordinance: | K.S.A 12-1750 / Mission Code Section 510 |
| Line Item Code/Description:     | NA                                       |
| Available Budget:               | NA                                       |



Community Development Department  
6090 Woodson Street  
Mission, KS 66202

## **Request for Condemnation and Evidentiary Hearing**

**Date:** August 21, 2019

**TO:** Governing Body

**Location of Violation (address):** 5399 Martway Street, Mission, KS 66202

**KS Uniform Parcel Number:** 0460620902028002000

**Legal Desc.** MISSION MART LT 3 & LT 4

**Tax Property ID:** KP32400000 0003      KP32400000 0004

**Zoning:** MS2

**\*Violations:** Dangerous Structure- [Mission Code- Chapter 510- Article I];

**History:** On July 8, 2019, an on-site investigation was performed on this property in response to complaints received regarding a dilapidated, abandoned, unsafe building thereby serving as an attractive nuisance to unauthorized individuals. The results of this investigation are as follows:

1. The structure suffered significant fire damage on April 3, 2015 and is currently boarded up.
2. Windows are broken out and evidence of trespassing/unauthorized entry is noted at several areas of the building and adjacent lot.

Pursuant to K.S.A 12-1752 and in support of the Dangerous Building Inspection Report (attached) the Building Official is hereby requesting that the Governing Body schedule an evidentiary hearing to allow the owner, the owner's agent, any lien holders of record and any occupant of the structures described above to appear and show cause why such structure should not be condemned and ordered repaired or removed.

---

Jim Brown  
Building Official

(Attachments) (Photographs)

Cc: Laura Smith, City Administrator  
Brian Scott, Assistant City Administrator  
Pete Heaven, City Attorney



**DANGEROUS STRUCTURES INSPECTION**

2012 International Property Maintenance Code as adopted by:  
Mission Municipal Code Chapter 500 Article IX

**DATE OF INSPECTION:** July 8, 2019

**ADDRESS:** 5399 Martway Street (Lots 3 & 4)

**KS UNIFORM PARCEL NUMBER:** 0460620902028002000

**TAX PROPERTY ID:** KP32400000 0003      KP32400000 0004

**ZONING:** MS2

**PROPERTY OWNER:** Mission Mart Shopping Center LLC  
Commercial Ventures, Inc.  
5426 Martway Street  
Mission, KS 66205

**LESSEE/TENANT:** Mission Recreation Inc.  
Attn: Beverly O'Donnell  
1020 S Weaver St  
Olathe, KS 66061

**BUILDING OFFICIAL:** Jim Brown

**International Property Maintenance Code (IPMC) Sec. 108.1.5 Dangerous structure or premises.**

Any structure or premises which have any or all of the conditions or defects described below shall be considered dangerous:

1. Any door, aisle, passageway, stairway, exit or other means of egress that does not conform to the approved building or fire code of the jurisdictions related to the requirements for existing buildings.  
**Extensive damage at the origin of the fire located adjacent to the front entrance to the building eliminates all points of safe entry/exiting.**
2. The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.  
**The intensity of the fire and firefighting operations heavily damaged the means of egress.**

3. Any portion of a building, structure or appurtenance that has been damaged by fire, earthquake, wind, flood, deterioration, neglect, abandonment, vandalism or by any other cause to such an extent that it is likely to partially or completely collapse or to become detached or dislodged. **The fire damaged several areas of the structure. An area of roof structure adjacent to the front entry which is composed of four (4) Warren/SJ type joists at approximately 5 feet on center with corrugated roof decking is reliant upon temporary shoring due to the fact the front exterior wall is heavily damaged and cannot carry the imposed roof loads.**

**In the area of the fire's origin all protective galvanized coating on the roof decking has burned away thereby exposing the roof decking to substantial rust and evidence of structural deflection is noted throughout this area. Evidence of several roof leaks exist which continue to allow rainwater into the building. Mold and mildew is present in several areas of the building with heaviest concentration toward the front of the building. The building continues to deteriorate from the fire event dating back to April 2015.**

4. Any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting natural or artificial loads of one and one-half the original designed value. **The front wall of the building adjacent to the entrance is incapable of supporting the imposed loads of the roof structure, thereby necessitating the temporary shoring which is in place.**
5. The building or structure, or part of the building or structure, because of dilapidation, deterioration, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for any other reason, is likely to partially or completely collapse, or some portion of the foundation or underpinning of the building or structure is likely to fail or give way.
6. The building or structure, or any portion thereof, is clearly unsafe for its use and occupancy. **Due to the extensive fire event and associated firefighting efforts, the temporary shoring, the evidence of damage, instability of the front wall to support the roof structure, and all utilities being disconnected, clearly demonstrates the building is unsafe for its intended use and occupancy.**
7. The building or structure is neglected, damaged, dilapidated, unsecured or abandoned so as to become an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals, or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or an unlawful act. **The building is abandoned and the front door was discovered as being unlocked and unsecured, thereby contributing to its enticement as an attractive nuisance which leads to harboring of vagrants and other unauthorized persons. Evidence of unauthorized individuals occupying the rear storage building was also discovered.**
8. Any building or structure that has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the approved building or fire code of the jurisdiction, or of any law or ordinance to such an extent as to present either a substantial risk of fire, building collapse or any other threat to life and safety.
9. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty ventilation, mechanical or plumbing system, or otherwise, is determined by the code official to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.
10. The above listed conditions are hereby deemed detrimental to the health, safety, and/or welfare of the city's residents, the existence of which constitutes a public nuisance. Any building or



structure, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined by the code official to be a threat to life or health. **All utilities have been shut off since the fire event dating back to April 2015. There is no operating fire, mechanical or plumbing system.**

11. Any portion of a building remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned so as to constitute such building or portion thereof as an attractive nuisance or hazard to the public. **The building is vacant and the front door was discovered as being open and unsecured thereby contributing to the determination the building in its present condition is an attractive nuisance and ongoing hazard. Evidence of unauthorized individuals occupying the rear storage building was also discovered.**

All dangerous buildings and structures are hereby declared to be a public nuisance and shall be vacated, repaired and/or demolished in accordance with the procedures specified in the Mission Municipal Code Chapter 510, Article I and under authority of Kansas Statutes Annotated KSA 12-1750 through 12-1756a.

# Exhibit A

## Photographs and Legend

### Photograph Legend:

1. View looking north toward main entrance. North wall damaged to the extent it cannot support the imposed roof loads. Temporary shoring supporting the roof loads in this area spanning four Warren type roof joists.
2. Additional view of temporary shoring and damage to exterior wall at the load bearing points of the roof joists.
3. View of exterior load bearing wall showing deflection in roof joists and corrugated roof decking.
4. Origin of the fire. Grease duct in kitchen. This area is located east of main entrance. Fire travelled from east to west the length of the building.
5. View looking east from main entrance. Extensive heat from the fire caused the roof decking and joists to deflect in numerous areas, which attributed to several roof leaks throughout the building.
6. View from existing restrooms looking north/northwest.
7. View from existing restroom looking north. Note: in all areas of the fire damage the intensity of the heat burned off all galvanized protective coating from the corrugated roof decking thereby leading to accelerated rusting, deterioration and failure in multiple areas.
8. View to the east showing a main support beam and damage to the roof structure including major deflection of the bridging iron and corrugated roof deck. Note: The main support beam also exhibits warping and deflection due to the intense heat from the fire. In addition, the steel support column appears to have been relocated toward the east from its original location as indicated on the beam (see red arrow).
9. Addition view looking east of the major deflection in the bridging angle and corrugated roof decking and joists. Also note the ductwork running north to south at the bottom of the photograph which is significantly damaged by the fire.
10. Significant damage of the roof components adjacent to the main structural beam running east to west.
11. See comment #10. Also note charring of wooden support blocking.
12. See comment #10.
13. See comment #10.
14. View of extensive heat damage to the main supply duct for the building running north to south.
15. Main entrance door, which was unlocked and unsecured at the time of this inspection.
16. Rear supply room doors remain secure.
17. Rear storage room area main electrical panel. No utilities are active since the fire event.
18. Rear storage room area.
19. South rear door of building. Evidence of pry marks and attempts to gain entry. Door remains secure.
20. Restroom, southeast corner of building. Note screwdriver at window latch to help prevent unauthorized entry.
21. Photo of rear storage building located east of the south rear door. There is evidence of unauthorized individuals/vagrants sleeping/residing in the storage building.
22. Photo of putt putt golf area adjacent to the building. Evidence of unauthorized individuals/vagrants along the south end of the area.

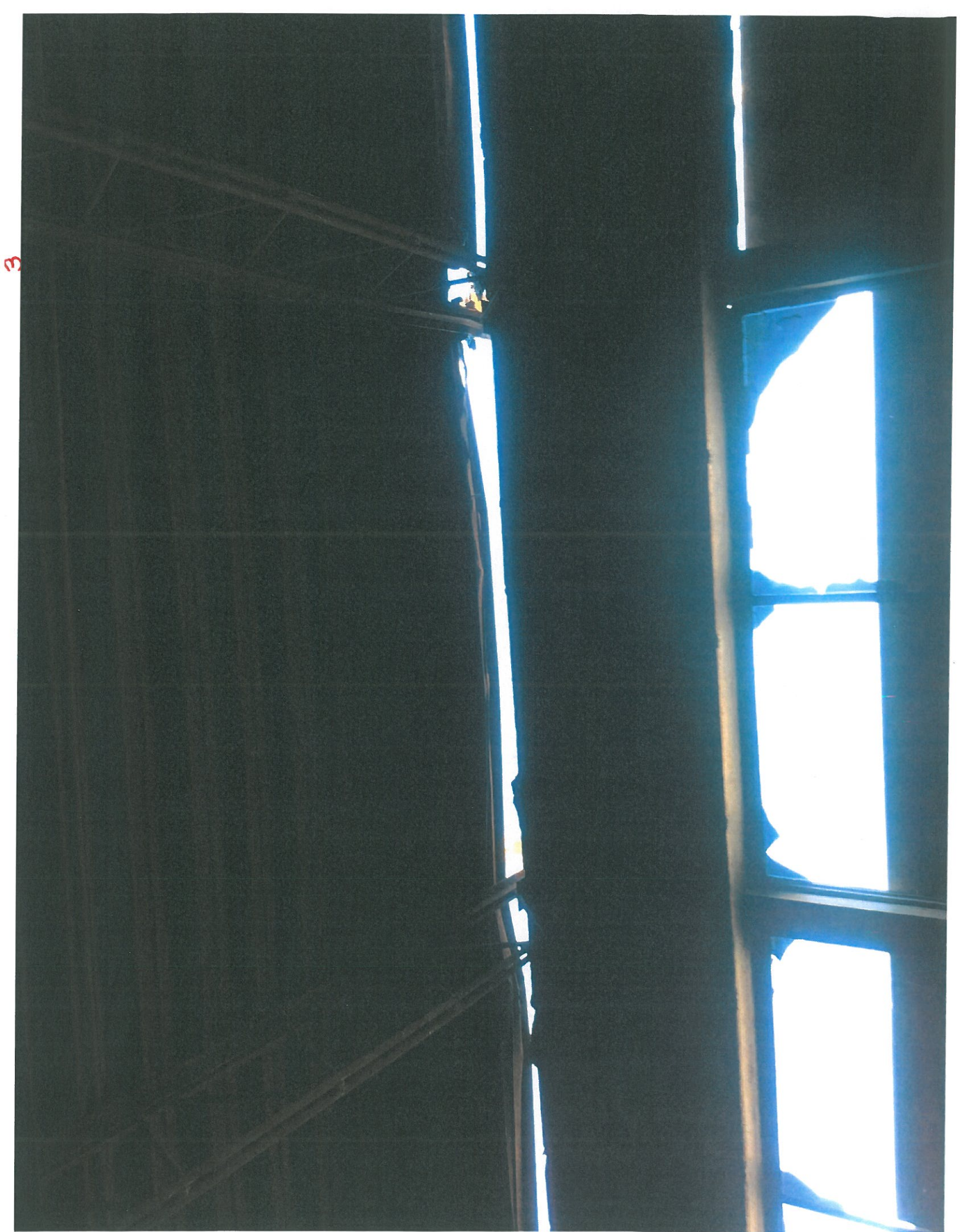
1

7/8/2019 8:59 AM



7/8/2019 8:59 AM





4

7/8/2019 8:59 AM





7/8/2019 9:02 AM

7/8/2019 9:03 AM





7



7/8/2019 9:03 AM



89

7/8/2019 9:02 AM

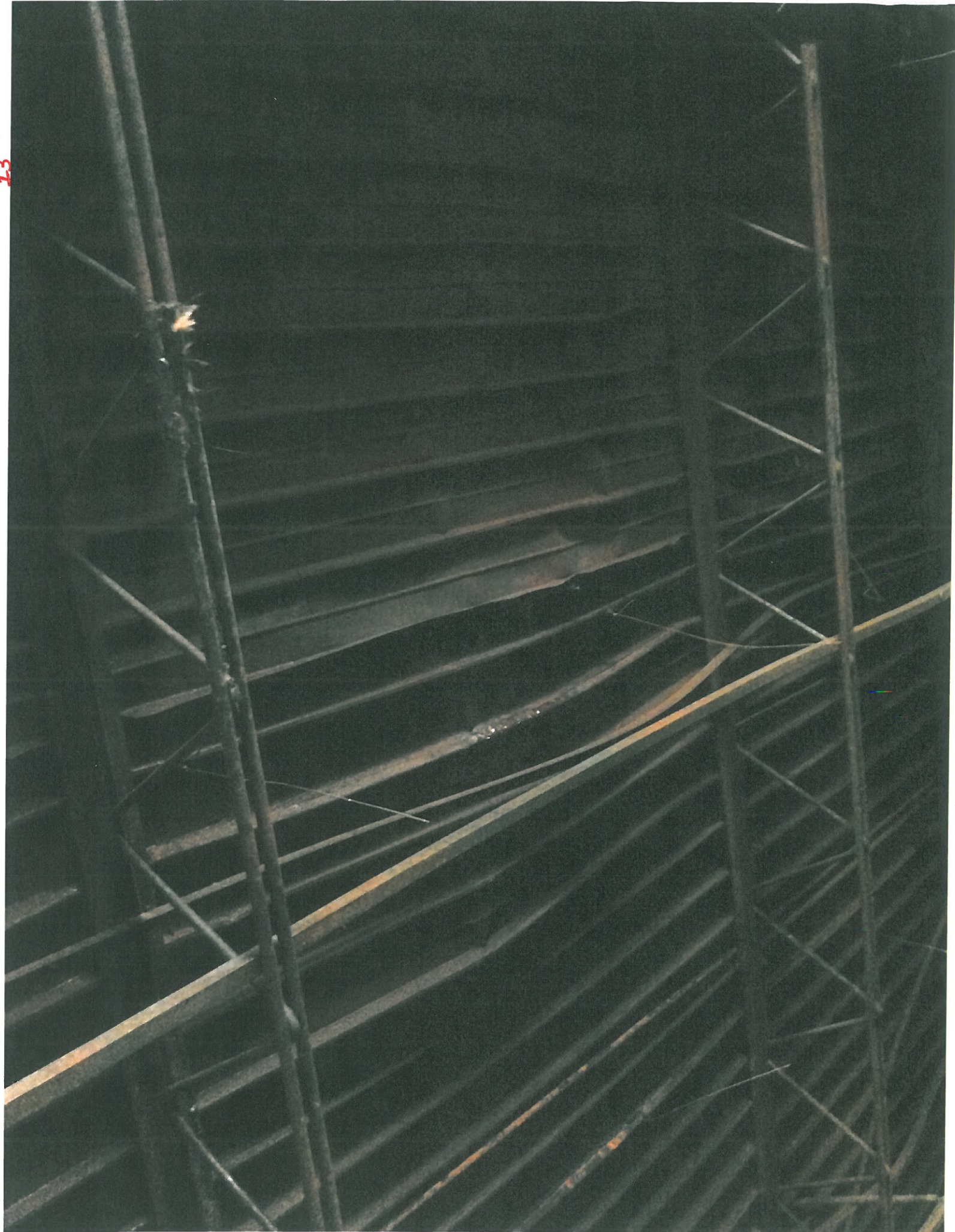


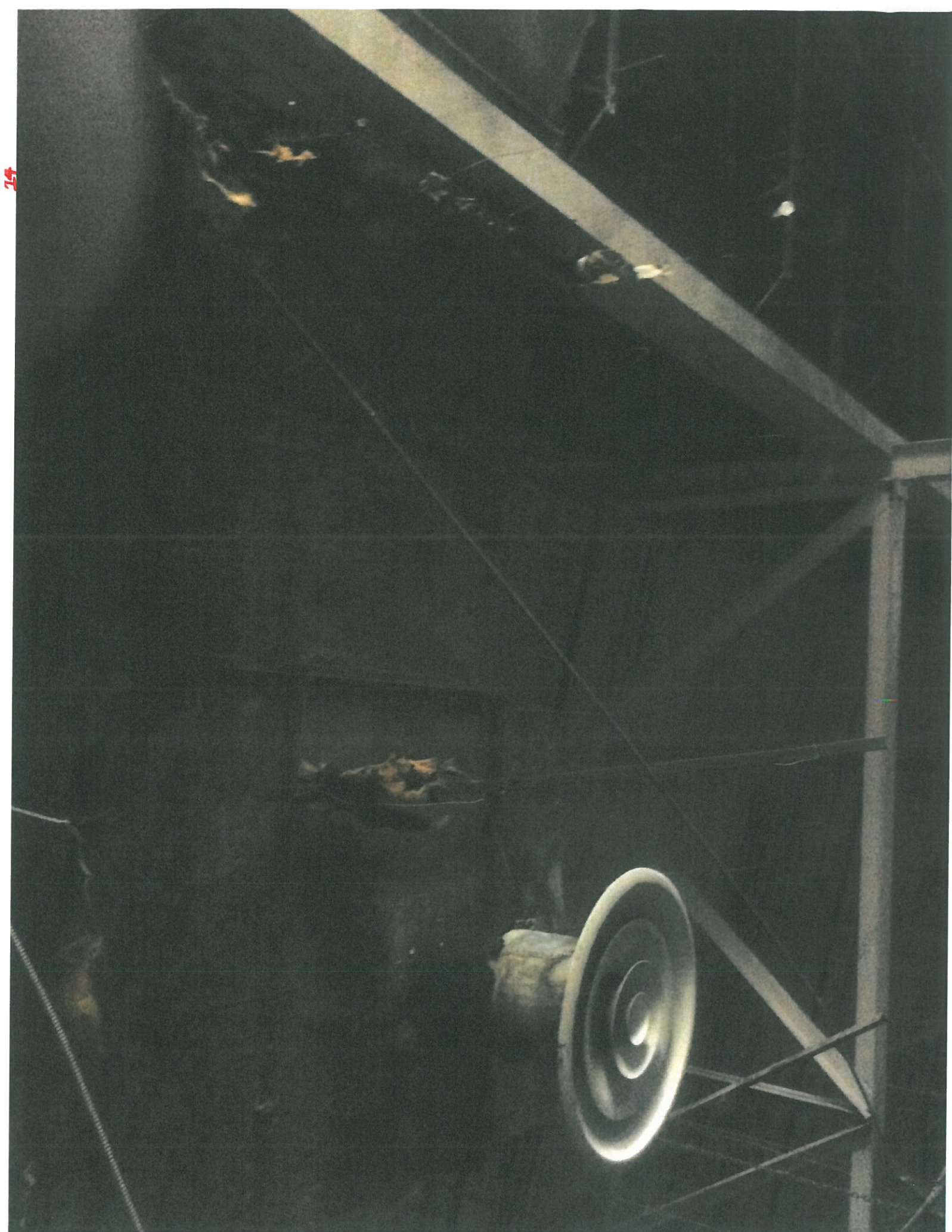


02 11











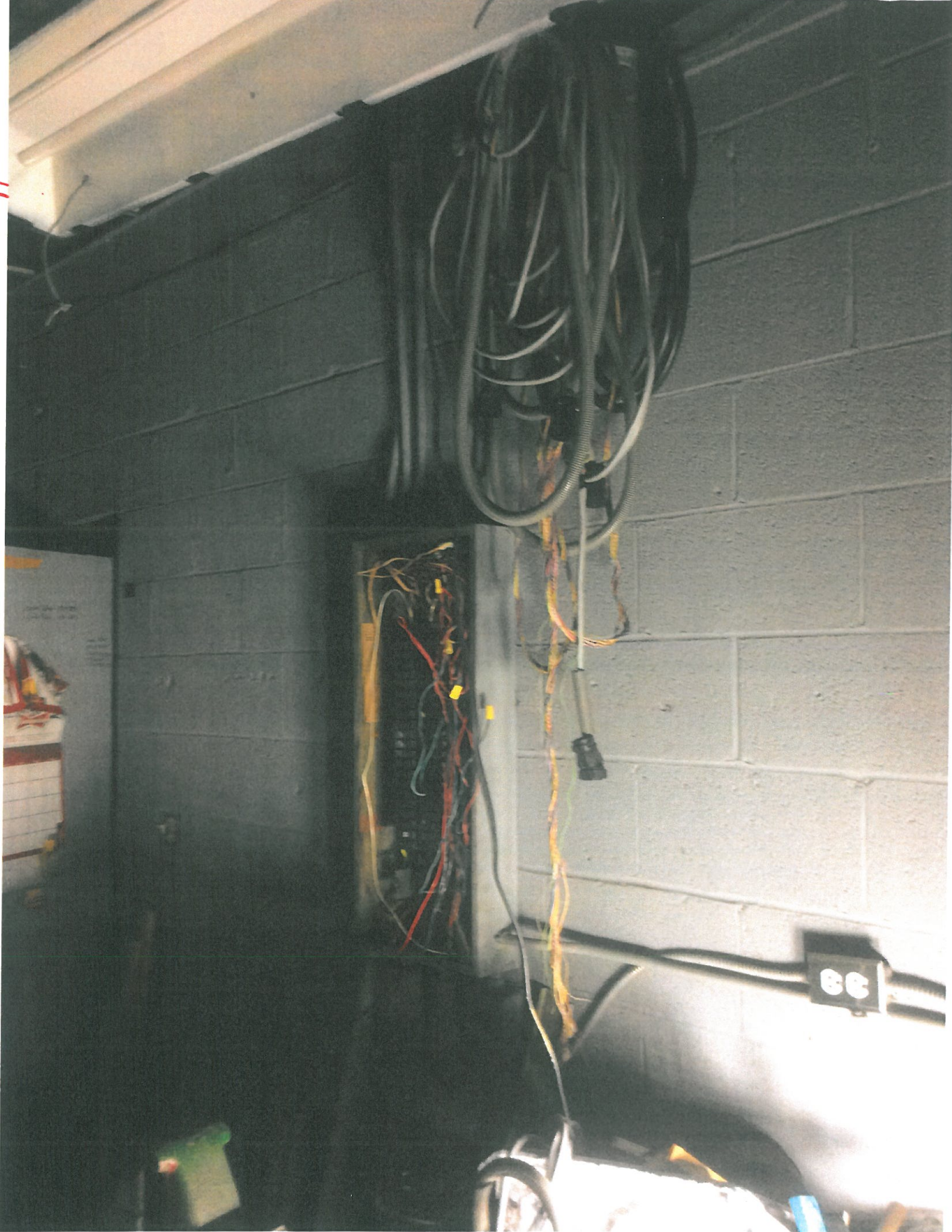


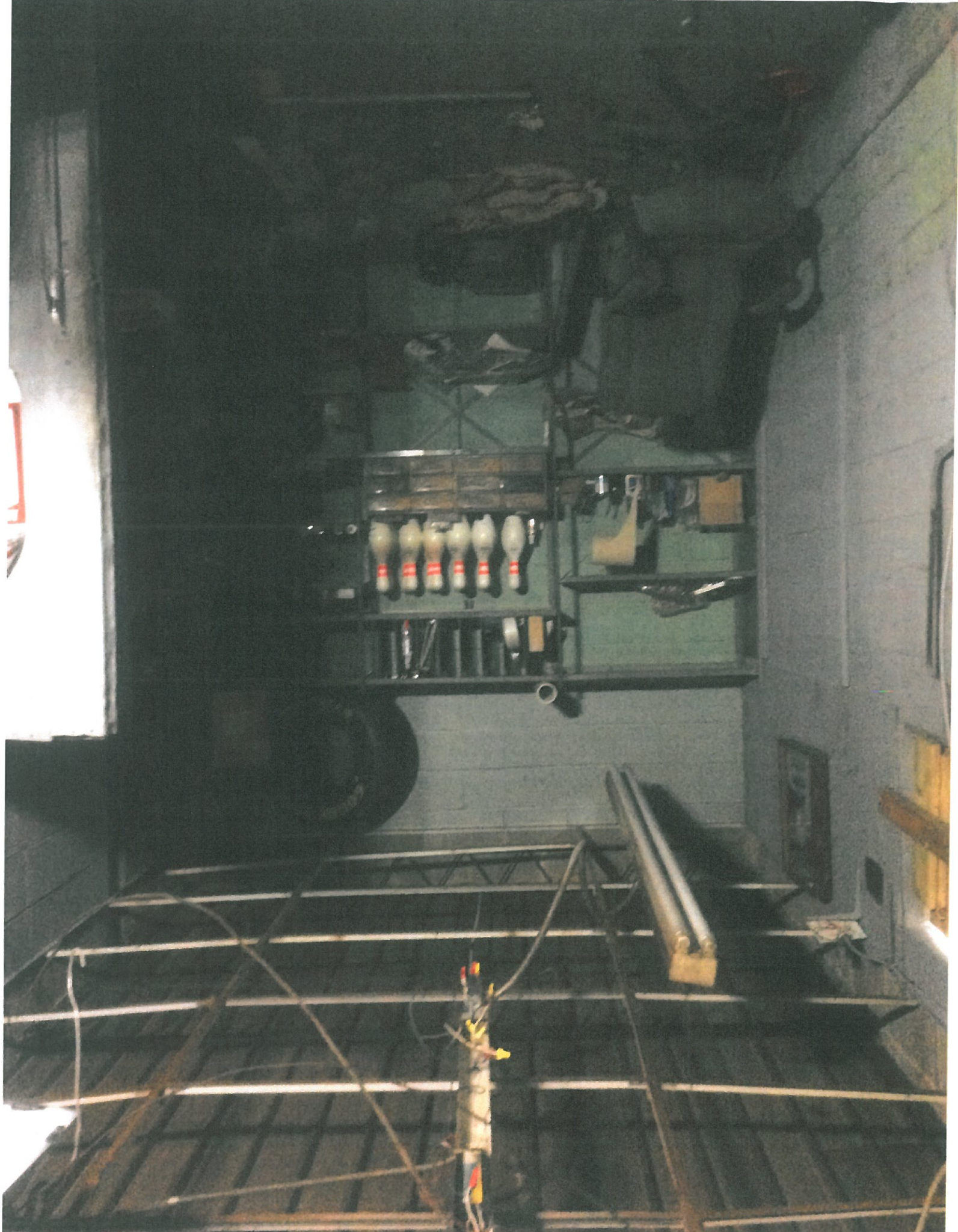
16

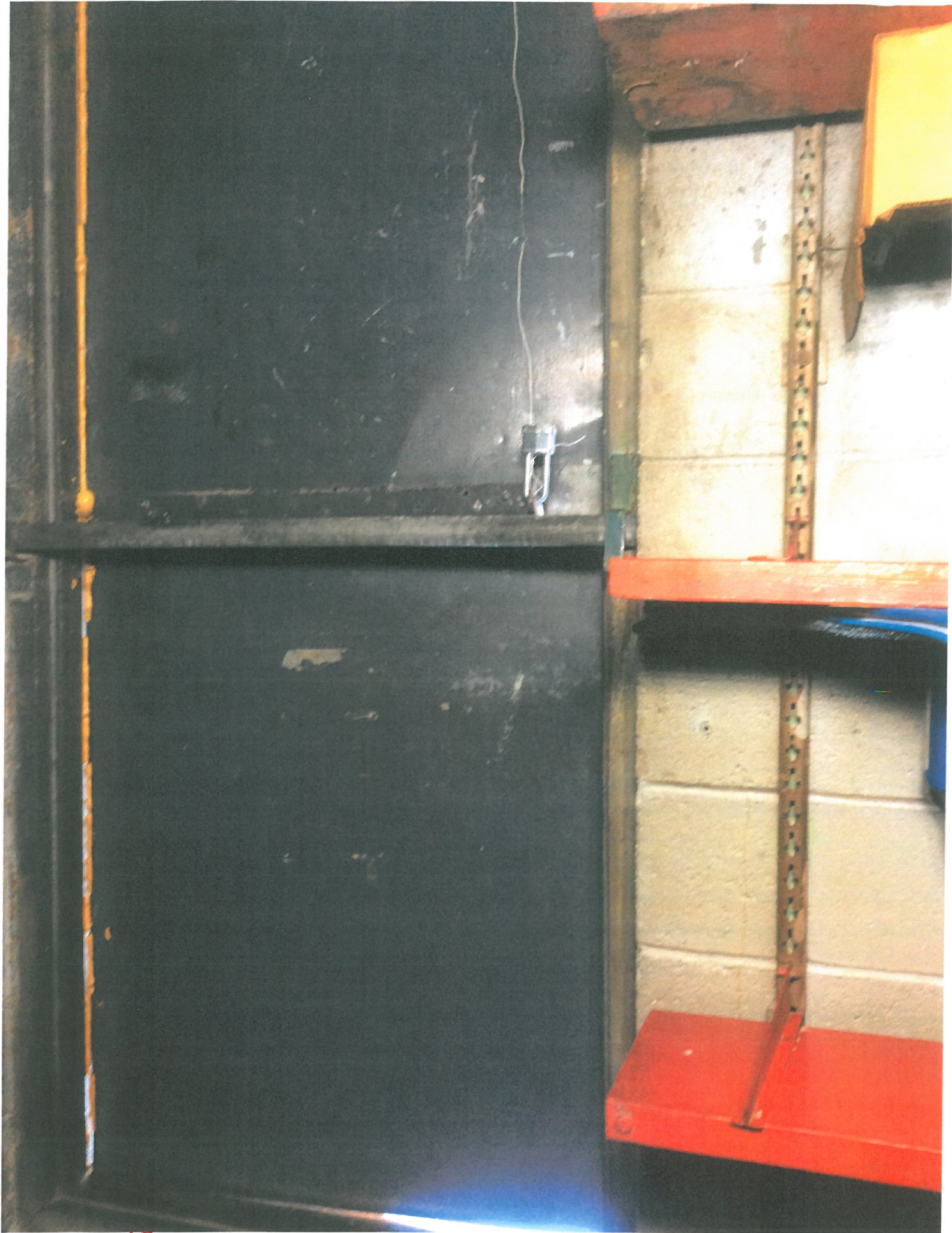


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17











28

NEW BEAR HATS  
MADE IN CANADA







Community Development Department  
6090 Woodson Street  
Mission, KS 66202

## **Violation Notice with Order to Abate**

**Date:** July 10, 2019

VIA FIRST CLASS AND CERTIFIED MAIL

**Owner:** Mission Mart Shopping Center, LLC  
Commercial Ventures, Inc  
Attn: Steve Choikhit  
5426 Martway Street  
Mission, Kansas 66205

**Lessee/Tenant:** Mission Recreation Inc.  
Attn: Beverly O'Donnell  
1020 S Weaver St  
Olathe, KS 66061

**Location of Violation (address):** 5399 Martway Street, Mission KS 66202

**Legal Description:** MISSION MART LT 3 AND 4

**KS Uniform Parcel Number:** 0460620902028002000

**Tax Property ID:** KP32400000 0003

**Occupancy Status:** Vacant

**Building Description:** Commercial Building

**Zoning:** MS2

**Violations:** Dangerous Structure- [Mission Code- Chapter 510- Article I];


**History:** On July 8, 2019, an on-site investigation was performed on this property in response to complaints received regarding a dilapidated, abandoned, unsafe building thereby serving as an attractive nuisance to unauthorized individuals. The results of this investigation are as follows:

1. The structure suffered significant fire damage on April 3, 2015 and is currently vacant and uninhabitable.
2. The building is hereby declared a dangerous structure in accordance with Chapter 510, Article I of the Mission Municipal Code and the dangerous structure inspection report dated July 8, 2019.(attached)

**The following correction action(s) must be completed in order to abate this nuisance:**

1. Within fourteen (14) days from receipt of this notice, provide a detailed course of action with timeframe to apply for and obtain the necessary permits to either demolish the structure(s) or rebuild the structure(s).
2. Failure to respond will result in the City taking action by requesting an evidentiary hearing in accordance with Chapter 510 Article I of the Municipal Code.

**Date of Compliance: The required corrective action(s) must be completed on or before July 25, 2019.**



---

Jim Brown  
Building Official

Attachments:  
Photographs;  
Dangerous Structure Inspection Report

Cc: Laura Smith, City Administrator  
Brian Scott, Assistant City Administrator  
Pete Heaven, City Attorney

## Mission Bowl Demolition

### Notice Dates and City Council Committee and Council Dates

| Action  | Date   |
|---|--|
| <p>Notice sent to property owner of potential dangerous structure and request to inspect.</p> <p><b>Note:</b> Received response from property owner 6.19.19. Requested that we contact the former tenant to gain access.</p> <p>Advised by city attorney to mail the letter to the former tenant to request entry for inspection.</p> | <p><b>June 14, 2019</b><br/> Mailed (certified)<br/> *6.14.19 (to owner)<br/> *6.20.19 (to former tenant per city attorney request)<br/> <b>(complete)</b></p> |
| <p>Inspection of structure to determine the condition. (14 days from date notice is sent) <b>Received contact from former tenant (Beverly O'Donnell) 7/1/19. Inspection/investigation is scheduled for 7/8/19 @ 9:00 a.m.</b></p>   | <p><b>June 28, 2019</b><br/> <b>(completed 7/8/19)</b></p>   |
| <p>Letter sent to owner with report of inspection and requesting plan of action for correcting condition. (14 days from date report is sent)<br/> <b>Inspection occurred 7/8/19. Letter mailed 7/10/19</b></p>  | <p><b>July 12, 2019</b><br/> <b>(completed 7/10/18)</b></p>  |
| <p>Response due providing plan of action for addressing concern</p>   | <p><b>July 26, 2019</b><br/> <b>(No response received by 7/26/19)</b></p>  |
| <p>Statement of Dangerous Structure filed with the City Council.(Request for Public Hearing)</p>  | <p><b>August 7, 2019</b><br/> Community Development Committee<br/> (Packet deadline - <u>July 26th</u>) <b>(packet completed 7/26/19)</b></p>                  |
| <p>Resolution adopted by the City Council establishing a date, time, and place for a public hearing for the owner and/or other interested parties to appear and provide a reason for why structure should not be repaired or demolished.</p>  | <p><b>August 21, 2019</b><br/> City Council Meeting</p>  |
| <p>1st Notice of Public Hearing</p>   | <p><b>August 22, 2019</b><br/> Publish in Legal Record (week one)</p>  |
| <p>Resolution sent to owner, agents, lienholders or occupants at their last known address by certified mail (within 3 days after 1<sup>st</sup> publication)</p>  | <p><b>August 23, 2019</b></p>  |
|   |  |

|   |   |
|---|---|
| 2nd Notice of Public Hearing  | <b>August 29, 2019</b><br>Publish in Legal Record (week two)  |
| Public hearing before the city council. (Minimum of <u>30 Days after second publication</u> )   | <b>October 16, 2019</b><br>City Council Meeting   |
| Resolution adopted by City Council determining the structure is unsafe and should be repaired or demolished. Resolution shall state timeframe for completion of such.                     | <b>November 6, 2019</b><br>Community Development Committee<br>(Packet deadline - <u>October 25th</u> )<br><br><b>November 20, 2019</b><br>City Council Meeting  |
| Resolution published 1 time after hearing   | Publish in legal record<br><b>November 21, 2019</b>   |
| Resolution sent by certified mail to owners, agents, lienholders of record and occupants in the same manner provided in the notice of hearing ( <i>within 3 days after publication</i> ). | <b>November 22, 2019</b>  |
| Notice placed on structure if found to be a dangerous structure   | <b>November 21, 2019</b>  |
| Bids taken for demolition   | <b>November 30, 2019</b>  |
| Bids approved by Council  | <b>December 4, 2019</b><br>Community Development Committee<br>(Packet deadline - <u>November 15th</u> )<br><br><b>December 16, 2019</b><br>City Council meeting |
| Demolition occurs   | End of January 2020   |

**CITY OF MISSION**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION PROVIDING NOTICE AND FIXING A TIME AND PLACE TO APPEAR AND SHOW CAUSE WHY THE STRUCTURE AT 5399 MARTWAY STREET SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED AS AN UNSAFE STRUCTURE IN ACCORDANCE WITH K.S.A. 12-1750 ET. SEQ.**

**WHEREAS**, on April 3, 2015, a fire damaged the structure located at 5399 Martway Street in the city of Mission, Kansas; and

**WHEREAS**, no repairs or restoration of the structure have been made since the date of the fire and the structure remains unsecured and exposed to the elements; and

**WHEREAS**, pursuant to K.S.A. 12-1750 et. seq. and Mission City Code Section 510.000 et. seq, the Governing Body has the power to cause the repair or removal of, or to remove any structure located within the city which is determined to be unsafe or dangerous; and

**WHEREAS**, if necessary, the City may recover costs for the repair or removal of an unsafe or dangerous structure in accordance with and K.S.A 12-1755 and Mission City Code Section 510.100 ; and

**WHEREAS**, pursuant to K.S.A 12-1752, the Building Official of the City of Mission has determined the structure located upon the following described parcels of real estate:

5399 Martway Street:

Lots 3 - Tax Property ID: KP32400000 0003 / KS Uniform Parcel #:  
0460620902028002000

Lot 4 - Tax Property ID: KP32400000 0004 / KS Uniform Parcel #:  
0460620902028003000

to be unsafe and dangerous and has filed a written statement of such determination with the Governing Body on August 21, 2019; and

**WHEREAS**, pursuant to K.S.A 12-1752, the Governing Body shall provide notice and call for a public hearing so that the owner, owner's agent and any lien holders of record may appear and show cause as to why the structure should not be condemned and ordered repaired or demolished as an unsafe or dangerous structure; and

**WHEREAS**, pursuant to this notice and in accordance with K.S.A. 12-1752 et seq., the City may ultimately repair or demolish such structure and the owner may lose any interest in the salvage proceeds of such structure and that any costs borne by the City in excess of the salvage value may be assessed against the real property.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS**

**Section 1.** That pursuant to K.S.A. 12-1752, a public hearing shall be held by the Mission Governing Body on October 16, 2019 at 7:00 p.m. at the Mission City Hall, 6090 Woodson Road, Mission, Kansas 66202 in order that the owner, the owner's agent, any lien holders of record and any occupant of the structure described above may appear and show cause as to why such structure should not be condemned and ordered repaired or demolished.

**Section 2.** This resolution shall be in full force and effect from and after its adoption by the Governing Body, and the City Clerk shall cause it to be published once each week for two consecutive weeks on the same day of each week in the official city newspaper as required by K.S.A. 12-1752.

**Section 3.** The City Clerk is hereby directed to mail a copy of this resolution, by certified mail, to the owner, owner's agent, any lien holders and occupants of record within three days following the first publication hereof, all in accordance with K.S.A 12-1752.

**THIS RESOLUTION IS PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF MISSION, this 21st day of August, 2019.**

**APPROVED BY THE MAYOR OF THE CITY OF MISSION, this 21st day of August, 2019**

\_\_\_\_\_  
Ronald E. Appletoft, Mayor

ATTEST:

\_\_\_\_\_  
Martha Sumrall, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
David Martin, City Attorney

|                             |              |             |
|-----------------------------|--------------|-------------|
| <b>City of Mission</b>      | Item Number: | 9c.         |
| <b>ACTION ITEM SUMMARY</b>  | Date:        | 8/6/2019    |
| <b>Parks and Recreation</b> | From:        | John Vaughn |

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

**RE:** Contract to replace fire sprinkler heads in the north section of Sylvester Powell, Jr. Community Center.

**RECOMMENDATION:** Approve the bid from Advantage Fire Protection Systems, Inc. in the amount of \$40,375.00.

**DETAILS:** The south section of Sylvester Powell, Jr. Community Center was opened on May 15, 1999. The fire protection systems have undergone routine maintenance since that time. The fire sprinkler system is one of several components that make up the building's fire protection system.

During a routine inspection in late 2018, a deficiency in the system was noted. Staff has been working with GBA to confirm the extent of the issue and to ensure that any changes would be compliant with NFPA standards. Following that evaluation, the scope of the project was finalized to cover the removal and replacement of over 360 fire sprinkler heads in the north section of the building. The work involves working at heights over the indoor pool, in the entry and meeting rooms, and the south gymnasium, as well as in office areas and hallways.

Quotes were solicited from four firms, with only two submitting bids by the deadline. These are included in the table below:

| <b>Firm</b>                       | <b>Bid</b> |
|-----------------------------------|------------|
| Advantage Fire Protection Systems | \$40,375   |
| American Fire Sprinkler           | \$69,963   |

With a 73% difference in the bids, staff felt it was critical to schedule an on-site meeting with the low bidder to ensure a complete understanding of the project requirements and limitations. Staff encountered some difficulty in scheduling that meeting in time to submit information in accordance with regular Council approval processes. As of the first of this week, all outstanding questions and concerns have been addressed.

The nature of the work requires it to be performed when the building is not in use. During the contractor's recent site visit, a plan was developed to complete the work in the following order: 1) remove / replace sprinkler heads in the North gym, 2) work in rooms A/B along with Adult Lounge, 3) While the sprinkler system is drained the contractor will remove 2-3 sprinkler heads where there is a hard ceiling area (south

|                                 |               |
|---------------------------------|---------------|
| Related Statute/City Ordinance: | NA            |
| Line Item Code/Description:     | 45-90-805-809 |
| Available Budget:               | \$50,000      |

|                             |              |             |
|-----------------------------|--------------|-------------|
| <b>City of Mission</b>      | Item Number: | 9c.         |
| <b>ACTION ITEM SUMMARY</b>  | Date:        | 8/6/2019    |
| <b>Parks and Recreation</b> | From:        | John Vaughn |

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

lobby & ceiling in rooms A&B in order to test for difficulty in removing the heads without damaging the ceiling), 4) proceed into the pool area, 5) finish in the offices. The schedule coincides with other contractors working in and around the same areas are gym floors are refinished and vinyl tile flooring is installed. In addition, the work in the natatorium can only be completed while the pool is drained.

If the work does not proceed with the upcoming facility closure scheduled for August 19 through September 2, we would either need to shut down at a later date for an extended period of time, or wait until the 2020 maintenance closure. Staff does not feel it is feasible to wait until 2020 to complete the work to upgrade the fire protection system.

Because of the timing of the notice of the system deficiency, this project was not originally included in the capital budget for Parks and Recreation in 2019. However, with more than \$85,000 in savings generated in connection with the flooring replacement project, funds are available to cover replacement of this important component of the facility's fire protection system.

Staff recommends that the City Council acknowledge the City Administrator plans to proceed, under the emergency authorization provisions outlined in Section 120.140 A(5) of Mission's Municipal Code, with a contract for \$40,375 with Advantage Fire Protection Systems to replace approximately 360 fire sprinkler heads in the north portion of the Sylvester Powell, Jr. Community in connection with the 2019 facility closure scheduled for August 19 through September 2.

The item would then be placed on the August 21 City Council meeting agenda for Council ratification/confirmation.

**CFAA CONSIDERATIONS/IMPACTS:** The City's current insurer inspects the Sylvester Powell, Jr. Community Center annually and values the building at \$16.3 million. The contents are estimated at \$4 million value. Up-to-date, properly maintained fire protection systems, including the fire sprinkler system should be in place to protect the structure and contents, and mitigate exposure for the City.

|                                 |               |
|---------------------------------|---------------|
| Related Statute/City Ordinance: | NA            |
| Line Item Code/Description:     | 45-90-805-809 |
| Available Budget:               | \$50,000      |



# ADVANTAGE FIRE PROTECTION SYSTEMS, INC.

404B NW 11<sup>TH</sup> STREET  
BLUE SPRINGS, MO. 64015  
(816) 224-3400

## FIRE PROTECTION PROPOSAL

8/15/2019

TO: City of Mission

PROJECT: Powell Community Center

ATTN: City Clerk

SPEC. SECTION: N/A

FAX #:

ADDENDUM REC: Comments from questions

TELE #:

PAGE #: 1 of 1

**WE ARE PLEASED TO SUBMIT THE FOLLOWING PROPOSAL FOR FIRE PROTECTION WORK, AS DESCRIBED, BELOW:**

### DESCRIPTION:

Advantage Fire Protection Systems, Inc. to replace recalled heads in accordance with RFP. Provide necessary manpower and equipment to perform work. AFP can provide necessary insurance and bonds as required with RFP. AFP will provide 3-4 men to perform work during 14-day window

### EXCLUSIONS:

Repairs to existing system, painting

### CLARIFICATIONS:

Advantage Fire Protection Systems, Inc. to provide design, labor, materials and city approvals in accordance with NFPA #13 standards and City of Mission

**BASE PRICE: \$ 40,375.00**

**INCLUDING TAX: Exempt**

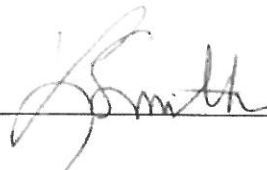
**\*AFP to provide performance bond & 1-year warranty covering work. COI will be provided to city**

**IF THERE ARE ANY QUESTIONS CONCERNING THE ABOVE PLEASE ADVISE, OTHERWISE, WE AWAIT YOUR RESPONSE.**

**RESPECTFULLY SUBMITTED,**

**ROB KNOX**

\*ACCEPTED BY: \_\_\_\_\_



DATE

8/16/19



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**  
**ADDITIONAL INSURED – CONTRACTOR'S BLANKET**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. WHO IS AN INSURED (Section II)** is amended to include as an additional insured any person or organization whom you are required to add as an additional insured on this policy under a written contract or written agreement.

The written contract or written agreement must be:

1. Currently in effect or becoming effective during the term of this policy; and
2. Signed by all parties to the written contract or written agreement prior to the "bodily injury," "property damage," "personal injury and advertising injury."

**B.** The insurance provided to the additional insured is limited as follows:

1. That person or organization is only an additional insured with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused in whole or in part, by:
  - a. Your premises; or
  - b. Your negligent acts or omissions in connection with "Your work" for that additional insured.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
  - b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the written contract or written agreement to provide such additional insured.
2. The Limits of Insurance applicable to the additional insured are those specified in the written contract or written agreement or in the Declarations for this policy, whichever is less. These Limits of Insurance are inclusive and not in addition to the Limits of Insurance shown in the Declarations.
  3. Except when required by written contract or written agreement, the coverage provided to the additional insured by this endorsement does not apply to:

a. "Bodily injury" or "property damage" occurring after:

- (1) All work on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured at the site of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

b. "Bodily injury" or "property damage" arising out of acts or omissions of the additional insured other than in connection with the general supervision of "your work."

4. The insurance provided to the additional insured does not apply to "bodily injury," "property damage," "personal injury and advertising injury" arising out of an architect's, engineer's, or surveyor's rendering of or failure to render any professional services including:

- a. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
- b. Supervisory, or inspection activities performed as part of any related architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of, or the failure to render, any professional architectural, engineering or surveying services.

C. As respects the coverage provided under this endorsement, Paragraph 4.b. **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended with the addition of the following:

**4. Other insurance**

**b. Excess insurance**

This insurance is excess over:

Any other valid and collectible insurance procured by or on behalf of the additional insured whether primary, excess, contingent or on any other basis unless a written contract specifically requires that this insurance be either primary or primary and noncontributing. Where required by written contract, we will consider any other insurance procured by the additional insured for injury or damage covered by this endorsement to be excess and noncontributing with this insurance.

If no written contract specifically requires primary or noncontributory coverage, then this insurance is excess and as a condition of coverage, the additional insured shall be obligated to tender the defense and indemnity of every claim or suit to all other insurers that may provide coverage to the additional insured, whether on a contingent, excess or primary basis.

When this insurance is excess, we will have no duty under Coverage A. and Coverage B. to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

**Name Of Person Or Organization:**

Any party with whom the insured agrees to waive subrogation in a written contract.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.