

**City of Mission  
Regular Meeting Agenda  
Wednesday, August 16, 2017  
7:00 p.m.  
Mission City Hall**

*If you require any accommodations (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify the Administrative Office at 913-676-8350 no later than 24 hours prior to the beginning of the meeting.*

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC HEARING**

- Mission Gateway Fourth Amended Redevelopment Project Plan ([page 4](#))
- Mission Gateway Community Improvement District #3 ([page 72](#))

**1. SPECIAL PRESENTATIONS**

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

**2. ISSUANCE OF NOTES AND BONDS**

**3. 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**

3a. [Minutes of the July 19, 2017 City Council Meeting](#)

**CONSENT AGENDA - Finance & Administration Committee**

[Finance & Administration Committee Meeting Packet 8-2-17](#)  
[Finance & Administration Committee Meeting Minutes 8-2-17](#)  
[Finance & Administration Committee Meeting Packet 8-9-17](#)  
Finance & Administration Committee Meeting Minutes 8-9-17

- 3b. Replacement of Servers
- 3c. Resolution Designating Surplus Property
- 3d. Ordinance Adopting STO and UPOC
- 3e. Selection of Voting Delegates for LKM and NLC Annual Meetings
- 3f. Consolidated Fire District No. 2 Street Solicitation Application
- 3g. Resolution Designating Additional City Sponsored Festival Events

## **CONSENT AGENDA - Community Development Committee**

[Community Development Committee Meeting Packet 8-2-17](#)  
[Community Development Committee Meeting Minutes 8-2-17](#)  
[Community Development Committee Meeting Packet 8-9-17](#)  
Community Development Committee Meeting Minutes 8-9-17

3h. 2017 Mill and Overlay Program Contract

## **COMMUNITY COMMITTEE REPORTS**

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

### **4. PUBLIC COMMENTS**

### **5. ACTION ITEMS**

#### **Planning Commission**

#### **Miscellaneous**

### **6. COMMITTEE REPORTS**

#### **Finance & Administration, Nick Schlossmacher**

[Finance & Administration Committee Meeting Packet 8-2-17](#)  
[Finance & Administration Committee Meeting Minutes 8-2-17](#)  
[Finance & Administration Committee Meeting Packet 8-9-17](#)  
Finance & Administration Committee Meeting Minutes 8-9-17

- 6a. Resolution Implementing Recommendations from 2017 Classification and Compensation Study ([page 79](#))
- 6b. 2018 Budget Resolution ([page 84](#))
- 6c. 2018-2022 CIP Resolution ([page 87](#))
- 6d. Adoption of 2018 Budget ([page 93](#))
  - 2018 City of Mission Budget
  - 2018 Rock Creek Drainage District No. 1
  - 2018 Rock Creek Drainage District No. 2

#### **Community Development, Kristin Inman**

[Community Development Committee Meeting Packet 8-2-17](#)  
[Community Development Committee Meeting Minutes 8-2-17](#)  
[Community Development Committee Meeting Packet 8-9-17](#)  
Community Development Committee Meeting Minutes 8-9-17

- 6e. Rental Licensing Ordinance Changes ([page 171](#))
- 6f. Community Center Parking Lot Improvements ([page 203](#))
- 6g. Resolution in Support of Dog Park Task Force Recommendation ([page 223](#))
- 6h. Adopt a Park Program ([page 231](#))
- 6j. Kennett Place Streets - Maintenance Agreement and Release ([page 239](#))
- 6j. Contract for Gateway Plan Inspections ([page 242](#))

### **7. UNFINISHED BUSINESS**

## **8. NEW BUSINESS**

## **9. COMMENTS FROM THE CITY COUNCIL**

## **10. MAYOR'S REPORT**

### Parks, Recreation and Tree Commission

- Dahnika Sachs, Ward 2
- Kelsey Gibbs, Youth Member
- Watson Deacon, Youth Member

### Sustainability Commission

- Josh Thede, Ward 2
- Sollie Flora, Ward 4

## **11. CITY ADMINISTRATOR'S REPORT**

## **EXECUTIVE SESSION**

## **ADJOURNMENT**

**MISSION GATEWAY**

**FOURTH AMENDED TAX INCREMENT FINANCING  
REDEVELOPMENT PROJECT PLAN**

SUBMITTED TO THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS  
PURSUANT TO K.S.A. § 12-1770 *et seq.*

**RECEIVED**

JUN 26 2017



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## EXHIBIT LIST

- Exhibit A – Legal Description of the Subject Property
- Exhibit B – Map Exhibit of the Subject Property
- Exhibit C – Ordinance No. 1190 and Ordinance No. 1195
- Exhibit D – Detailed Budget
- Exhibit E – TIF Bond Proforma
- Exhibit F – City of Mission Meeting Minutes

## I. INTRODUCTION

In accordance with the Kansas Tax Increment Financing Act, K.S.A. 12-1770 *et seq.* (the “Act”), this Fourth Amended Mission Gateway Tax Increment Financing Redevelopment Project Plan (this “**Project Plan**”) has been submitted to facilitate the redevelopment of an approximately 17 acre site (the “**Property**”) bounded by Johnson Drive on the North, Roe Avenue on the East, Shawnee Mission Parkway on the South, and Roeland Drive on the West in the City of Mission, Kansas (the “**City**”). In the 1980s, the site was developed and utilized as a traditional enclosed shopping mall, and as that concept fell out of favor in the market, vacancy rates rose and the viability of that particular use came into question despite desirable local demographics.

In 2005, The Gateway Developers, LLC (the “**Original Developer**”) purchased the Property and worked closely with the City to formulate a redevelopment plan to demolish the existing mall and construct a modernized concept that would bring the Property to its highest and best use. This plan served both the Original Developer’s goals of creating a long-term stable asset and the City’s goals of rectifying a blighted, outdated use at the City’s front door and replacing it with a dense mixed-use project. It also facilitated an important City-wide goal of making it possible install critical flood mitigation infrastructure that would enable redevelopment of both the Property and a substantial portion of the City that continuously faced flood issues.

In January of 2006, the Original Developer obtained initial approval of a tax increment financing (“**TIF**”) district for the Property. A TIF redevelopment project plan was then approved that September 2006, and that plan was amended by a later iteration in January 2008, which included a destination aquarium as the focal point. Shortly after this approval, the national economy began to rapidly decline, and market factors beyond the Original Developer’s control delayed commencement of this project. In 2013, a second amended redevelopment project plan was approved for the project, which omitted the destination aquarium in favor of a modern mixed-use concept.

In 2016, the Original Developer transferred its interest in the Property to Aryeh Realty, LLC (the “**Developer**”), which now proposes to re-envision the redevelopment plan and submit this Project Plan for the City’s consideration. This Project Plan proposes a mixed-use center consisting of an approximately 194,903 square feet of junior anchor and small shop retail and restaurants, an approximately 200 room hotel, and approximately 168 market-rate multi-family residential units, as well as a parking garage and all associated infrastructure (the “**Project**”). The Project will provide living, working, shopping, and entertainment opportunities, culminating in an integrated and cohesive community that brings the Property to its highest and best use. The Project will be critical to the City’s continued revitalization of its economy and progress in the redevelopment of the West Gateway and East Gateway areas. It is contemplated that the Project will be constructed in three (3) phases:

- **Phase 1:** The first phase of the Project is proposed to include: (i) construction of approximately 55,594 square feet of “small-shop” commercial or restaurant uses; (ii) construction of approximately 168 apartment units; (iii) construction of related site work; and (iv) construction of surface parking sufficient for such uses pursuant to the City’s applicable ordinances (collectively referred to herein as “**Phase 1**”).
- **Phase 2:** The second Phase of the Project is proposed to include: (i) construction of a parking garage serving the entirety of the Project and (ii) construction of an approximately 200-room

hotel including a restaurant consisting of approximately 15,624 square feet (collectively referred to herein as “Phase 2”).

- **Phase 3:** The third phase of the Project is proposed to include approximately 123,685 square feet of junior-anchor/“big box” commercial retail space, which may also include “small-shop” commercial or restaurants as tenants are identified, as well as approximately 75,000 square feet of office uses (referred to herein as “Phase 3”).

This Project Plan is premised on the need for a combination of public and private financing. As is well understood, the redevelopment of the Project has been ongoing for over a decade, and during that time, a total of approximately \$38,134,083 in land acquisition, demolition, and predevelopment costs have been incurred in an effort to get the Project off the ground. Market conditions have continued to create difficulties for the Project, and absent the availability of TIF, it is not economically viable to undertake the Project. Accordingly, the Developer hereby proposes that the City approve this Project Plan and authorize the financing described herein. This public-private partnership will be to the shared benefit of all stakeholders – from the City and the Developer, to neighbors of the Project, and the citizens of the City that have a vested interest in seeing the Project move forward.

## **II. AMENDED TAX INCREMENT FINANCING REDEVELOPMENT PROJECT PLAN**

### **A. Subject Property**

As noted above, the Property subject to this Project Plan consists of approximately 17 acres bordered by Shawnee Mission Parkway, Roe Avenue, Johnson Drive, and Roeland Drive located within the City of Mission, Kansas. A legal description and map of the subject property are attached hereto as **Exhibit A** and **Exhibit B**, respectively.

### **B. Established Redevelopment District**

The Property is within an established Redevelopment District approved by the City on January 11, 2006 and amended on February 8, 2006, by adoption of Ordinance No. 1190 and Ordinance No. 1195, copies of which are attached hereto as **Exhibit C**. The approved District Plan designates the subject property as a portion of Project Area 1, providing in pertinent part:

**Project Area 1.** Redevelopment of the existing Mission Mall shopping center and adjacent property consisting of one or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

As described herein, this Project Plan is consistent with the established Redevelopment District.

### **C. Description of the Proposed Project**

As described above, this Project Plan proposes a mixed-use center consisting of an approximately 194,903 square feet of junior anchor and small shop retail and restaurants, an approximately 200 room hotel, and approximately 168 market-rate multi-family residential units, as well as a parking garage and all associated infrastructure. The Project will provide living, working, shopping, and entertainment

opportunities, culminating in an integrated and cohesive community that brings the Property to its highest and best use. The Project will be critical to the City's continued revitalization of its economy and progress in the redevelopment of the West Gateway and East Gateway areas. It is contemplated that the Project will be constructed in three (3) phases:

- Phase 1: Proposed to include: (i) construction of approximately 55,594 square feet of "small-shop" commercial or restaurant uses; (ii) construction of approximately 168 apartment units; (iii) construction of related site work; and (iv) construction of surface parking sufficient for such uses pursuant to the City's applicable ordinances.
- Phase 2: Proposed to include: (i) construction of a parking garage serving the entirety of the Project and (ii) construction of an approximately 200-room hotel including one or more restaurants consisting of approximately 15,624 square feet.
- Phase 3: The third phase of the Project is proposed to include approximately 123,685 square feet of junior-anchor/"big box" commercial retail space, which may also include "small-shop" commercial or restaurants as tenants are identified, as well as approximately 75,000 square feet of office uses.

Notwithstanding the foregoing, the Developer will only construct specific components within each phase as specific tenants and users are identified. This Plan is not intended to require or limit any particular use, size of any particular component, or inclusion of a particular component in any phase. To the extent certain uses are deemed impracticable, or tenants or users cannot be identified, then particular components of the Project may be modified, reduced, or not constructed at all. For example, it is the Developer's present intent to construct approximately 75,000 square feet of office in Phase 3. However, if the Developer is unable to secure office users or tenants, then the office component may not be constructed, or may be delayed until a time when users or tenants can be secured. To the extent any such particular component is changed or not constructed, then the costs associated with that component may also change or may not be incurred. There may then be corresponding modifications in the amount of TIF revenue generated by a modification, delay, or omission of the construction of any particular component of the Project as contemplated herein.

#### **D. Financing Plan**

The viability of this Project is dependent upon a combination of private and public financing mechanisms. In addition to private equity and debt, TIF and Community Improvement District ("CID") financing and other public sources may be utilized as approved by the City. As contemplated herein, it is envisioned that the Developer will commence construction of the Project on the assumption that all incentive revenue streams will be disbursed to the Developer on a "pay-as-you-go" basis. If at any point it becomes marketable to issue special obligation bonds, the Developer and the City shall work together in good faith in support of such issuance, and eligible costs of the Project may be paid by the revenues of such bond issuance. It is important to note that the current iteration of the Project Plan envisions the use of special obligation bonds only, meaning that no City support, backing, or credit of the bonds will occur unless otherwise specifically authorized by the City. For the purposes of accurately stating revenue estimates, this Plan provides figures valued in two ways: (1) the gross revenues generated over the period of collection contemplated hereunder (meaning the total collections for that period) and (2) bonded figures, assuming a 6% interest rate, 125% coverage, and 14% costs of issuance.

As detailed in Section E below, the total estimated cost to complete the Project is approximately \$214,558,862. Financing of this amount shall be provided by (A) TIF financing; (B) eligible CID financing; and (C) costs not financed with the above funding sources will be financed through private equity and debt.

**E. Feasibility Study**

Pursuant to the Act, a study has been performed to determine whether the Project’s estimated benefits will exceed its cost, and that the income therefrom will be sufficient to pay the costs of the Project. Various consultants and members of the development team with experience and expertise in the actual design, development, financing, management and leasing of projects of similar scope and nature were utilized for the feasibility study. Further, outside resources were consulted to compare and verify the cost and revenue projections including outside industry sources and actual taxing jurisdiction data where available. The results of this study are as follows:

**1. Project Costs.** The total estimated cost to complete the Project is \$214,558,862.<sup>1</sup> Below is a summary of the estimated costs, as determined from contract prices, engineering estimates and the Developer’s estimates. A detailed budget is included as Exhibit D.

<b><u>ESTIMATED TOTAL COSTS</u></b>	
	<u>Total</u>
Land, Demolition & Predevelopment	\$38,134,083
Site Work, Infrastructure & Parking	\$35,501,500
Hard Costs	\$109,670,271
Soft Costs	\$20,492,974
Mezzanine Loan Closing Costs	\$473,741
Construction Loan Closing Costs	\$3,860,740
Interest Reserve	\$6,425,552
<b>Total:</b>	<b>\$214,558,861</b>

**2. Eligible Costs.** Pursuant to the Act, only certain costs are eligible for TIF financing and reimbursement. Of the total project costs listed above, \$79,277,764 (or 36.95%) qualifies under the Act as “Eligible Redevelopment Project Costs,” meaning that only those costs may be financed using TIF revenues. The viability of the Project as planned hinges on obtaining TIF financing and reimbursement for the Eligible Redevelopment Project Costs, which are set forth by category and amount below (and noted in further detail in Exhibit D):

(follows on separate page)

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<sup>1</sup> This amount is subject to change as actual costs are ascertained and incurred. Costs are exclusive of private interest incurred to finance such costs.



**ESTIMATED ELIGIBLE REDEVELOPMENT PROJECT COSTS<sup>2</sup>**

	<u>TIF Eligible</u>	<u>Eligible %</u>
Land, Demolition & Predevelopment	\$38,134,083	100.00%
Site Work, Infrastructure & Parking	\$35,501,500	100.00%
Hard Costs	\$2,139,996	1.95%
Soft Costs	\$1,348,310	6.58%
Mezzanine Loan Closing Costs	\$94,830	20.02%
Construction Loan Closing Costs	\$772,818	20.02%
Interest Reserve	\$1,286,226	20.02%
<b>Total:</b>	<b>\$79,277,764</b>	<b>36.95%</b>

**3. Project Revenues**

Gross TIF revenues generated over a period of 20 years, as provided under the Act, are estimated to be \$64,841,405. The estimated TIF revenues presume a 1.5% annual escalation in property taxes and a 2% annual increase in sales revenues. Assuming a 6% interest rate, 125% coverage, and 14% costs of issuance, this gross revenue stream could support a bond issuance of approximately \$23,163,649.

The Project will generate TIF revenues from the following sources permitted by the Act:

- a) *Ad Valorem* Tax Increment Revenues – the differential between the *ad valorem* taxes generated by real property within the TIF District as of the date the TIF District was established and future *ad valorem* taxes which will be generated after the redevelopment, (less *ad valorem* taxes not allowed to be captured pursuant to the Act); and
- b) City Sales Tax – the portion of the City’s Sales Tax undedicated for other purposes, which is currently 1%, plus the portion of the Johnson County sales tax committed to the City, which for the purposes of this Project Plan is assumed to be an additional 0.0107624%.
- c) Transient Guest Tax – all transient guest taxes generated from the hotel within the Project, at the City’s current transient guest tax rate of 9%.

**A. Ad Valorem Tax Increment Captured**

The assessed value of the Property in at the time the TIF district was created in 2006 was \$1,811,390. This assessed value serves as the base against which future Project values can be compared

<sup>2</sup> This amount is subject to change as actual costs are ascertained and incurred. This Project Plan contemplates that all TIF revenue generated hereby will be available to repay Eligible Redevelopment Project Costs, whether on a “pay-as-you-go” basis or by the issuance of TIF bonds. Costs are exclusive of private interest costs incurred to finance such Eligible Redevelopment Project Costs, which shall be reimbursable with TIF revenues if incurred to finance any Eligible Redevelopment Project Costs.

in order to determine the amount of *Ad Valorem* Tax Increment Revenues that will be generated by the Project. Upon completion of the Project, it is estimated that the Property will have an assessed value of \$12,628,244, growing annually with inflation at an assumed 1.5%. The cumulative difference between the projected assessed value and the base assessed value creates a tax increment of \$24,978,710 over the TIF collection period (supporting estimated bond proceeds of \$8,961,113, assuming a 6% interest rate, 125% coverage, and 14% costs of issuance).

These conclusions are based on and confirmed against anticipated Project Costs, published tax appraisals for similar developments in Johnson County, and the valuation methodology historically utilized by the Johnson County Appraiser's Office for comparable property.

#### **B. City Sales Tax Revenue Captured**

It is estimated that sales within the Project will be \$101,844,527 at stabilization, growing 2% annually thereafter for the duration of the Project Plan. Based upon the undedicated portion of the City Sales Tax of 1%, plus the portion of the County sales tax committed to the City, TIF revenues derived from City Sales Tax are anticipated to generate sales tax increment of \$21,831,761 over the TIF collection period (supporting estimated bond proceeds of \$7,826,866, assuming a 6% interest rate, 125% coverage, and 14% costs of issuance).

#### **C. Transient Guest Tax Captured**

The hotel within the Project is estimated to produce room sales of \$8,763,333 at stabilization, growing by 3% annually thereafter. All such sales will be subject to City's 9% transient guest tax rate. Over the course of the TIF collection period, these transient guest tax revenues are estimated to generate \$18,030,934 (supporting estimated bond proceeds of \$6,375,669, assuming a 6% interest rate, 125% coverage, and 14% costs of issuance).

#### **4. Tax Increment Revenues and Special Obligation Bond Financing**

Based on the Project's captured *Ad Valorem* Tax Increment, City Sales Tax, and transient guest tax revenues for a period of 20 years, such revenue stream is estimated to generate \$64,841,405 over the course of the 20-year TIF collection period, which produces \$23,163,649 in bond proceeds, assuming a 6% interest rate, 125% coverage, and 14% costs of issuance. **Exhibit E** sets forth a principal and interest schedule along with the relevant calculations and assumptions utilized to reach these figures. Precise bond factors will be agreed upon if and when bonds are issued in support of the Project. The balance of any TIF revenue remaining after the repayment of any special obligations issued in support of the Project may be utilized by the Developer to repay any outstanding Eligible Redevelopment Project Costs on a pay-as-you-go basis, or via a subsequent bond issuance at the discretion of the City.

#### **5. Summary of the TIF Revenues and Project Costs**

Based on the Plan's (1) estimated project costs (2) Estimated TIF revenues, and (3) private debt/equity and other financial incentives, the net TIF revenues will be sufficient to pay the costs of the Project, as contemplated under the Act, when supplemented by private debt, equity, and such other financial incentives.

#### **6. City of Mission Meetings and Minutes**

Upon approval of this Project Plan by the City, the City Clerk will attach the minutes of all City meetings where the Project was discussed as **Exhibit F**.

**7. Impact on Outstanding Bonds**

If bonds are issued in support of the Project, such bonds shall be payable solely from TIF revenues (or other incentive revenues) generated within the Project. Accordingly, it is anticipated that there will be no impact on bonds payable from revenues described in (a)(1)(D) of K.S.A. 12-1774 and amendments thereto caused by the Project.

**8. Significant Contribution to Economic Development in the City**

The redevelopment of the Property as proposed herein will provide significant economic benefits for the City by, among other things, creating a substantial commercial activity within a previously blighted area of the City.

In particular, demolition of the former shopping mall on the Property served a vital public purpose of facilitating a City-wide drainage project that benefitted the entire area surrounding the Property. In the future, the Project will provide new shopping and living opportunities, employment for the City's residents, and it will further the City's aim of redeveloping the East and West Gateway target areas. In addition, the Project will create viable long-term sales and property tax revenues for the City, as well as employment and commerce. It is anticipated that the Project will also be a catalyst to further revitalization within the City, with the net result of the Project being a revitalized economy for the City as a whole. The benefits derived from the Project will far exceed any costs thereof.

There are also immediate and long-term quantifiable monetary benefits to the City from the Project. The following table provides calculations as to financial benefits both during and after the TIF collection period:

**City Financial Benefits During TIF Period:**

	<u>Annual at Stabilization</u>	<u>Cumulative Over TIF Period</u>
.25% Street Sales Tax:	\$190,466	\$6,129,672
.375% Park Sales Tax:	\$285,698	\$9,194,509
Business License/Franchise Fees:	\$10,200	\$257,833
Stormwater Debt Repayment:	\$599,596	\$11,991,916
<b>Total:</b>	<b>\$1,085,960</b>	<b>\$27,573,930</b>

**Annual City Financial Benefits After TIF Period:**

	<u>Annual After TIF Period</u>
Annual Sales Tax Revenue:	\$2,444,587
Annual Transient Guest Tax Revenue:	\$1,332,590
Annual City Property Tax:	\$253,576
Annual City Share of County Sales Tax:	\$16,191
Annual Business License Fees:	\$15,157
<b>Total Annual Revenue After TIF:</b>	<b>\$4,062,100</b>



To put these figures in perspective, at stabilization, it is estimated that the annual revenues generated by the Project (after deducting TIF revenues) will comprise approximately 10.65% of the City's entire budget. The revenues at stabilization would also support approximately 24.27% of the City's debt-service payments on other City-wide obligations. At completion of the TIF collection period, it is estimated that the Project will produce revenues sufficient to support 24.81% of the City's budget.

The Project will also generate substantial job creation and annual visitation, which will produce spin-off economic benefits. Estimates are as follows:

**Job/Visitation Creation**

Est. Jobs Created (1 Employee/1,000 SF):	473
Estimated Annual Visitors:	2,500,000
Estimated Overnight Visitors:	65,000

**F. Relocation Plan**

The Developer, Aryeh Realty, LLC, or the City owns all of the Property in fee simple. These properties were acquired through negotiated arms-length transactions; thus, any funds required for relocation were included in the purchase price. Certain relocation payments were made to tenants that occupied the Property at the time it was purchased by the Developer, which are among the predevelopment costs to be reimbursed with TIF revenues.

**III. CONCLUSION**

Based on the foregoing, the City and Developer hereby submit this Project Plan for public hearing and due consideration.

## EXHIBIT A – LEGAL DESCRIPTION

Lot 1, The Gateway First Plat, Part of the West half of Section 9, Township 12 South, Range 25 East, City of Mission, Johnson County, Kansas, less any portions in dedicated public street right of way (if any), more particularly described as:

All that part of the West half of Section 9, Township 12 South, Range 25 East, in the City of Mission, Johnson County, Kansas, described as follows:

COMMENCING at the Southwest corner of the Northwest Quarter of Section 9, Township 12 South, Range 25 East; thence North 1 degree 49 minutes 20 seconds West along the West line of the Northwest Quarter of said Section 9 a distance of 349.28 feet (339.15 feet Deed) to a point; thence North 88 degrees 10 minutes 40 seconds East a distance of 1740.63 feet (1742.10 feet Deed) to a point on the East right of way line of Roeland Drive, the POINT OF BEGINNING; thence North 33 degrees 29 minutes 13 seconds West along the East right of way line of Roeland Drive a distance of 358.19 feet to a point on the South right of way line of Johnson Drive; thence North 67 degrees 34 minutes 47 seconds East along the South right of way line of Johnson Drive a distance of 143.70 feet to a point; thence North 68 degrees 09 minutes 28 seconds East along the South right of way line of Johnson Drive a distance of 434.76 feet to a point; thence South 21 degrees 50 minutes 32 seconds East along the South right of way line of Johnson Drive a distance of 1.53 feet to a point; thence North 72 degrees 37 minutes 31 seconds East along the South right of way line of Johnson Drive a distance of 342.82 feet to a point; thence in a Northeasterly direction along the South right of way line of Johnson Drive and along a curve to the right, having a radius of 297.25 feet, through a central angle of 9 degrees 19 minutes 18 seconds, an arc distance of 48.36 feet to a point of compound curvature; thence in a Southeasterly direction along the South right of way line of Johnson Drive and along a curve to the right, having a radius of 106.25 feet, through a central angle of 85 degrees 00 minutes 09 seconds, an arc distance of 157.63 feet to a point of compound curvature, said point also lying on the West right of way line of Roe Avenue; thence in a Southeasterly direction along the West right of way line of Roe Avenue and along a curve to the right, having a radius of 397.25 feet, through a central angle of 9 degrees 59 minutes 48 seconds, an arc distance of 69.31 feet to a point; thence South 3 degrees 03 minutes 14 second East along the West right of way line of Roe Avenue a distance of 111.19 feet to a point; thence South 2 degrees 07 minutes 38 seconds East along the West right of way line of Roe Avenue a distance of 200.66 feet to a point; thence South 1 degree 54 minutes 32 seconds East along the West right of way line of Roe Avenue a distance of 42.62 feet to a point on the Northwesterly right of way line of Shawnee Mission Parkway (also known as US Highway 56) as established in Book 200706 at Page 003864; thence South 37 degrees 23 minutes 58 seconds West along the Northwesterly right of way line of said Shawnee Mission Parkway a distance of 936.45 feet to the point of intersection of the Northwesterly right of way line of Shawnee Mission Parkway and the East right of way line of Roeland Drive; thence North 52 degrees 36 minutes 02 seconds West along the East right of way line of Roeland Drive a distance of 44.00 feet to a point; thence in a Northwesterly direction along the East right of way line of Roeland Drive and along a curve to the right, having a radius of 260.50 feet, through a central angle of 53 degrees 32 minutes 02 seconds, an arc distance of 243.40 feet to a point of reverse curvature; thence in a Northwesterly direction along the East right of way line of Roeland Drive and along a curve to the left, having a radius of 490.00 feet, through a central angle of 34 degrees 25 minutes 13 seconds, an arc distance of 294.37 feet to a point; thence North 33 degrees 29 minutes 13 seconds West along the East right of way line of Roeland Drive a distance of 125.55 feet to the POINT OF BEGINNING and containing 721,889 Square Feet or 16.572 Acres, more or less.

**EXHIBIT B – MAP EXHIBIT**



EXHIBIT C – ORDINANCE NO. 1190 AND ORDINANCE NO. 1195

**ORDINANCE NO. 1190**

**AN ORDINANCE MAKING CERTAIN FINDINGS WITH RESPECT TO THE ESTABLISHMENT OF A REDEVELOPMENT DISTRICT IN THE CITY OF MISSION, KANSAS AND ESTABLISHING A REDEVELOPMENT DISTRICT (ROCK CREEK REDEVELOPMENT).**

**WHEREAS**, the City of Mission, Kansas (the "City"), has conducted a public hearing to consider the establishment of a redevelopment district in the City pursuant to K.S.A. 12-1770 *et seq.*, as amended (the "Act"), and Resolution No. 615 of the City adopted on November 9, 2005; and

**WHEREAS**, the Act provides that upon the conclusion of the public hearing the Governing Body of the City may pass an ordinance making such findings as are required by the Act and establishing a redevelopment district; and

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

**Section 1.** The Governing Body of the City hereby finds and determines that the area proposed to be included as a redevelopment district is as follows:

**A parcel within the city of Mission, Kansas, depicted on the attached Exhibit A.**

**A legal description of the area encompassing the redevelopment district is attached hereto as Exhibit B.**

**Section 2.** The Governing Body of the City hereby finds and determines that (a) the area described in Section 1 of this Ordinance is a "blighted area" because a majority of the property in such area is within a 100-year floodplain area, and therefore, is an "eligible area" as defined in the Act, and (b) the conservation, development and redevelopment of such area is necessary to promote the general and economic welfare of the City.

**Section 3.** The Governing Body of the City hereby finds and determines that the district plan includes the following redevelopment project areas depicted on the attached Exhibit A which are all located within the redevelopment district described in Section 1 of this Ordinance:

**Project Area 1.** Redevelopment of the existing Mission Mall shopping center consisting of one or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

**Project Area 2.** One or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

**Project Area 3.** One or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

**Project Area 4.** One or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

**Section 4.** In accordance with the Act and Resolution 615, a redevelopment district is hereby established in the City encompassing the area described in Section 1 of this Ordinance.

**Section 5.** The Mayor, City Administrator, Finance Director, City Clerk and other officials and employees of the City, are hereby further authorized and directed to take such other actions as may be appropriate or desirable to accomplish the purposes of this Ordinance.

**Section 6.** This Ordinance shall be in full force and effect from and after its passage by the governing body of the City and publication once in the official City newspaper.

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ADOPTED by the City Council of the City of Mission, Kansas on January 11, 2008.6

  
\_\_\_\_\_  
Laura L. McConwell, Mayor

ATTEST:

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

APPROVED AS TO FORM:


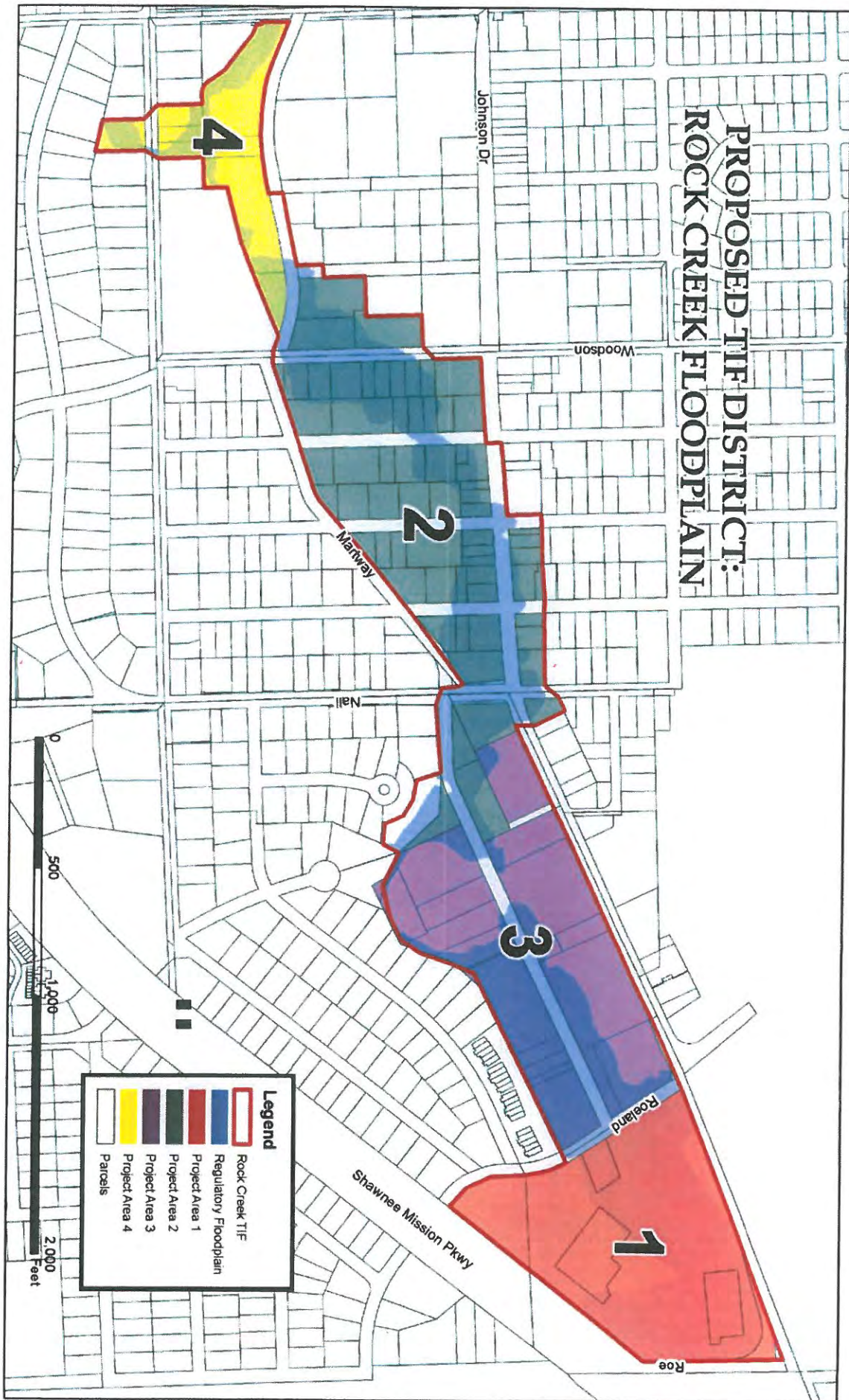
  
\_\_\_\_\_  
David K. Martin, City Attorney



EXHIBIT A  
MAP OF ROCK CREEK REDEVELOPMENT DISTRICT





**Exhibit B**  
**CITY OF MISSION, KANSAS**  
**ROCK CREEK REDEVELOPMENT DISTRICT**  
**Legal Description**

Tax Parcel No.: KP27500000 0020; KP27500000 0042B; KP27500000 0042A

Legal:

Lots 20 and 42, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0080C

Legal:

All that part of the South 55 feet of Lot 80 and all that part of Lot 81, Missionhill Acres, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of said Lot 81; thence N 0° 08' 04" E, along the West line of said Lot 81, a distance of 102.32 feet, to the true point of beginning of subject tract; thence S 89° 58' 25" E, along a line parallel with the North line of said Lot 81, a distance of 29.54 feet; thence S 0° 08' 04" W, along a line parallel with the West line of said Lot 81, a distance of 12.92 feet; thence S 89° 58' 25" E, along a line parallel to the North line of said Lot 81, a distance of 110.39 feet, to a point on the East line thereof; thence N 0° 08' 04" E, along the East line of said Lot 81 and along the East line of said Lot 80, a distance of 82.32 feet; thence N 88° 59' 15" W, a distance of 139.95 feet to a point on the West line of said Lot 80; thence S 0° 08' 04" W, along the West line of said Lot 80 and along the West line of said Lot 81, a distance of 71.81 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KP27500000 0104C

Legal:

Lot 104, Except the west 75 feet, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0104B; KP27500000 0104A

Legal:

The East 50 feet of the West 75 feet of Lot 104, Missionhill Acres, and also the West 25 feet of said Lot 104, Missionhill Acres, a subdivision in Johnson County, Kansas, according to the plat thereof.

Tax Parcel No.: KP27500000 0081

Legal:

Lot 81, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, except, All that part of the South 55 feet of Lot 80 and all that part of Lot 81, Missionhill

Acres, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of said Lot 81; thence N 0° 08' 04" E, along the West line of said Lot 81, a distance of 102.32 feet, to the true point of beginning of subject tract; thence S 89° 58' 25" E, along a line parallel with the North line of said Lot 81, a distance of 29.54 feet; thence S 0° 08' 04" W, along a line parallel with the West line of said Lot 81, a distance of 12.92 feet; thence S 89° 58' 25" E, along a line parallel to the North line of said Lot 81, a distance of 110.39 feet, to a point on the East line thereof; thence N 0° 08' 04" E, along the East line of said Lot 81 and along the East line of said Lot 80, a distance of 82.32 feet; thence N 88° 59' 15" W, a distance of 139.95 feet to a point on the West line of said Lot 80; thence S 0° 08' 04" W, along the West line of said Lot 80 and along the West line of said Lot 81, a distance of 71.81 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KP27500000 0021A

Legal:

Lot 21 and the North ½ of vacated 60 Street adjacent to said Lot 21 on the South, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, EXCEPT beginning at a point on the Southerly prolongation of the West line of said Lot 21 and the centerline of vacated 60 Street; thence Northeasterly along the centerline of vacated 60 Street, 77.39 feet; thence Southwesterly along a curve to the left, 63.81 feet, said curve having a radius of 170 feet, to a point, said point being in the Westerly line of said Lot 21; thence South along the Westerly line of said Lot 21, 27.25 feet to the point of beginning.

Tax Parcel No.: KP27500000 0041; KP27500000 0040B

Legal:

Tract I: Lot 41, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tract II: The North 50 feet of Lot 40, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0082B; KP27500000 0082A; KP27500000 0083A

Legal:

All of Lot 82 and the North 40 feet of Lot 83, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27600000 0003

Legal:

Lot 3, Resurvey of Lot 103, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27600000 0002; KP27600000 0001

Legal: Lots 1 and 2, Resurvey of Lot 103, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0144B; KP27500000 0144C; KP27500000 0144A

Legal:

Tract I:

Beginning at the Northeast corner of Lot 144, in Missionhill Acres, a subdivision in Johnson County, Kansas; thence in a Westerly direction along the North line of said Lot, a distance of 53.50 feet to a point; thence Southerly 117.38 feet to a point which is 52.50 feet West of the Southeast corner of said Lot 144; thence East along the South line of said Lot 52.50 feet to the Southeast corner thereof; thence North along the Easterly line of said Lot, a distance of 120 feet to the point of beginning, all a part of Section 8, Township 12, Range 25, Except that part in roads.

Tract II:

Beginning at a point in the North line of Lot 144, Missionhill Acres, a subdivision in Johnson County, Kansas, which is 30.82 feet East of the Northwest corner of said Lot 144; thence South and parallel to the West line of said Lot 144, a distance of 19.8 feet to the Northeast corner of a store building; thence in a Southerly direction along the East line of said store building a distance of 46.83 feet more or less to the Southeast corner of said store building; thence South and parallel to the West line of said Lot 144 a distance of 48 feet to a point in the South line of said Lot 144, which point is 32.75 feet East of the Southwest corner of Lot 144; thence East along the South line of said Lot 144 a distance of 54.75 feet to a point which is 52.50 feet West of the Southeast corner of Lot 144; thence in a Northerly direction distance of 117.38 feet to a point in the North line of Lot 144, which is 53.50 feet West of the Northeast corner of Lot 144; thence West along the North line of said Lot 144, a distance of 55.85 feet to the point of beginning, except that part in roads.

Tract III:

Beginning at a point on the South line of Lot 144, in Missionhill Acres, a subdivision in Johnson County, Kansas, which is 30 feet East of the Southwest corner of said Lot 144; thence North and parallel to the West line of Lot 144 a distance of 114.6 feet to a point on the North line of said Lot 144; thence East along the North line of Lot 144 distance of .78 feet to a point; thence South and parallel to the West line of Lot 144 a distance of 19.8 feet to the Northeast corner of a store building; thence in a Southerly direction along the East line of said store building a distance of 46.83 feet, more or less, to the Southeast corner of said store building to a point which is 32.75 feet East of the West line and 48 feet North of the South line of said Lot; thence South and parallel to the West line of said Lot 144, a distance of 48 feet to a point on the South line of said Lot 144; thence West 2.75 feet to the point of beginning, and all of the West 30 feet of Lot 144, Missionhill Acres, Except that part in roads.



Tax Parcel No.: KP27500000 0164

Legal:

All of Lot 164 in Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas as recorded in Book 7, Plats, at Page 20, Except the following described tract: Beginning at the Southwest corner, Lot 164 in Missionhill Acres; thence North along the West line of said Lot 164 a distance of 47.63 feet to a point; thence in an easterly direction on a line parallel to and 47.63 feet North of the South line of the said Lot 164 a distance of 74.50 feet to a point; thence South along a line that is parallel to and 74.50 feet East of the West line of said Lot 164 a distance of 47.63 feet to a point in the South line of said Lot 164; thence West along the South line of said Lot 164 a distance of 74.50 feet to the point of beginning.

Tax Parcel No.: KP27500000 0205

Legal:

Lot 205, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0226

Legal:

Lot 226 Except the South 19.74 feet in the Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, being more particularly described as follows: Commencing at the Southwest corner of Lot 226 of said Missionhill Acres; thence N 00° 10' 38" W on the West line of said Lot 226 a distance of 19.74 feet to the point of beginning; thence continuing N 00° 10' 38" W on said West line a distance of 100.26 feet; thence N 88° 44' 05" E on the North line of said Lot 226 a distance of 140.68 feet; thence S 00° 04' 44" E on the East line of said Lot 226 a distance of 103.36 feet; thence N 90° 00' 00" W a distance of 140.48 feet to the point of beginning.

Tax Parcel No.: KP27500000 0225B

Owner: Groundrunner Properties, LLC, a Kansas limited liability company

Legal:

The North ½ of Lot 225 and the South 19.74 feet of Lot 226, in Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, being more particularly described as follows: Beginning at the Southwest corner of Lot 226 of said Missionhill Acres; thence North 00 degrees 10 minutes 38 seconds West on the West line of said Lot 226 a distance of 19.74 feet; thence North 90 degrees 00 minutes 00 seconds East a distance of 140.48 feet to a point on the East line of said Lot 226; thence South 00 degrees 04 minutes 44 seconds West on the East line of said Lot 226 and Lot 225, a distance of 79.74 feet to the Southeast corner of the North ½ of said Lot 225; thence South 90 degrees 00 minutes 00 seconds West a distance of 140.34 feet to the Southwest corner of the North ½ of said Lot

225; thence North 00 degrees 10 minutes 38 seconds West on the West line of said Lot 225 a distance of 60.00 feet to the Point of Beginning.

Tax Parcel No.: KP27500000 0164A

Legal:

Beginning at the Southwest corner of Lot 164 in Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas; thence North along the West line of said Lot 164, a distance of 47.63 feet to a point; thence in an Easterly direction on a line parallel to and 47.63 feet North of the South line of said Lot 164, a distance of 74.50 feet to a point, thence South along a line that is parallel to and 74.50 feet East of the West line of said Lot 164, a distance of 47.63 feet to a point in the South line of the said Lot 164; thence West along the South line of said Lot 164, a distance of 74.50 feet to the point of beginning.

Tax Parcel No.: KP27500000 0101

Legal:

The North 100 feet of Lot 101 and all of Lot 102, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0145; KP27500000 0146

Legal:

Lots 145 and 146, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0083B

Legal:

The South 80 feet of Lot 83 and the North 40 feet of Lot 84, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0039

Legal:

Lot 39 and the South 70 feet of Lot 40, Missionhill Acres, City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0163; KP27500000 0206B; KP27500000 0206A;  
KP27500000 0162

Legal:

Lots 162, 163 and 206, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0225A

Legal:

The South Half of Lot 225, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0084A

Legal:

The South 80 feet of Lot 84 and all of Lot 85, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0207; KP27500000 0207A

Legal:

The North 60 feet of Lot 207 and the South 60 feet of Lot 207, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KF251208-4049; KF251208-4050; KF251208-4040

Owner: Mission Hills Apartments, L.L.C., a Minnesota limited liability company

Legal:

Tract I:

Beginning at a point on the East line and 527.40 feet North of the Southeast corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence South 66 degrees 19 minutes West, along the Northerly property line of the Mission City Park property, 66.24 feet to the centerline of 60<sup>th</sup> Street, as now dedicated; thence Northwesterly, Westerly and Southwesterly, along the centerline of said 60<sup>th</sup> Street Right-of-Way, 273.76 feet, to a point 330 feet West of the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; for the True Point of Beginning; thence North, along a line 330 feet West of and parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 275.81 feet, to a point 520 feet South of the North line of the Southeast Quarter of Section 8; thence South 89 degrees 56 minutes East, along a line 520 feet South of and parallel to the North line of the Southeast Quarter of Section 8, 156 feet; thence South, along a line parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, to a point in the centerline of 60<sup>th</sup> Street as now established; thence Northwesterly, Westerly and Southwesterly along the centerline of 60<sup>th</sup> Street to the True Point of Beginning, except that part in 60<sup>th</sup> Street and Dearborn Street.

Tract II:

Beginning at a point on the East line and 300 feet South of the North line of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence North 89 degrees 56 minutes West 149 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter 220 feet; thence West and parallel to the North line of the Northwest Quarter of



the Southeast Quarter, 25 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter, 46 feet; thence South 89 degrees 56 minutes East along a line parallel to the North line of the Northwest Quarter of the Southeast Quarter, 174 feet to the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; thence North along said East line 266 feet more or less to the point of beginning, except that part in Woodson Street.

Tract III:

Beginning at a point on the East line and 527.40 feet North of the Southeast corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence South 66 degrees 19 minutes West, along the Northerly property line of the Mission City Park property, 66.24 feet to the centerline of 60<sup>th</sup> Street, as now dedicated; thence Northwesterly, Westerly and Southwesterly, along the centerline of said 60<sup>th</sup> Street Right-of-Way, 273.76 feet, to a point 330 feet West of the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; thence North, along a line 330 feet West of said parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 495.81 feet, to a point 300 feet South of the North line of the Southeast Quarter of Section 8; thence South 89 degrees 56 minutes East, along a line 300 feet South of and parallel to the North line of the Southeast Quarter of Section 8, 330 feet; thence South, along the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 497.90 feet to the point of beginning, EXCEPT

Beginning at a point on the East line and 527.40 feet North of the Southeast corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence South 66 degrees 19 minutes West, along the Northerly property line of the Mission City Park property, 66.24 feet to the centerline of 60<sup>th</sup> Street, as now dedicated; thence Northwesterly, Westerly and Southwesterly, along the centerline of said 60<sup>th</sup> Street Right-of-Way, 273.76 feet, to a point 330 feet West of the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; for the True Point of Beginning; thence North, along a line 330 feet West of and parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 275.81 feet, to a point 520 feet South of the North line of the Southeast Quarter of Section 8; thence South 89 degrees 56 minutes East, along a line 520 feet South of and parallel to the North line of the Southeast Quarter of Section 8, 156 feet; thence South, along a line parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, to a point in the centerline of 60<sup>th</sup> Street as now established; thence Northwesterly, Westerly and Southwesterly along the centerline of 60<sup>th</sup> Street to the True Point of Beginning,

EXCEPT Beginning at a point on the East line and 300 feet South of the North line of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence North 89 degrees 56 minutes West 149 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter 220 feet; thence West and parallel to the North line of the Northwest Quarter of the Southeast Quarter, 25 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter, 46 feet; thence South 89 degrees 56 minutes East along a line parallel to the North line of the Northwest Quarter of the Southeast Quarter, 174 feet to the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; thence North along said East line 266 feet more or less to the point of beginning, EXCEPT Beginning at a point on the East line and 300 feet South of the North line of the

Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, thence North 89 degrees 56 minutes West 149 feet to the true point of beginning; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter 220 feet; thence West and parallel to the North line of the Northwest Quarter of the Southeast Quarter, 156 feet; thence North and parallel to the East line of the Northwest Quarter of the Southeast Quarter, 220 feet; thence South 89 degrees 56 minutes East along a line 300 feet South and parallel to the North line of the Northwest Quarter of the Southeast Quarter, 156 feet to the true point of beginning, all in the City of Mission, Johnson County, Kansas, and except those parts in streets and roads.

Tax Parcel No.: KP27500000 0224A

Legal:

The North One-Half of Lot 224, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0100B

Legal:

All of the North 40 feet of Lot 100 and the South 20 feet of Lot 101, in Missionhill Acres, a subdivision, in Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0224B; KP27500000 0223A

Legal:

Missionhill Acres, South one-half of Lot 224, and the North one-half of Lot 223, subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof

Tax Parcel No.: KP27500000 0147

Legal:

Lot 147, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0161A

Legal:

The North half of Lot 161, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0208; KP27500000 0210

Legal:

Lots 208, 209, 210 and 211, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas



Tax Parcel No.: KP27500000 0100A

Legal:

The South 60 feet of the North 100 feet of Lot 100, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0160

Legal:

Lot 160, and the South half of Lot 161, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0099

Legal:

Lot 99 and the South 20 feet of Lot 100, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0223B

Legal:

The North 50 feet of the South 60 feet of Lot 223, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0148

Legal:

Lot 148, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0222

Legal:

Lot 222 except that South 9 feet thereof, and the South 10 feet of Lot 223, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0149

Legal:

All of Lot 149, Missionhill Acres, a subdivision now in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0159

Legal:

Lot 159, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0221A

Legal:

The North 77 feet of Lot 221, and the South 9 feet of Lot 222, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0220A

Legal:

The South 43 feet of Lot 221, and all of Lot 220, except that portion deeded to the City of Mission for street and highway purposes as recorded in Book 451, Deeds at Page 201, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KF251208-4033

Legal:

All that part of the Southwest Quarter of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, Johnson County, Kansas, described as follows: Beginning at a point in the West line of said Quarter Quarter Quarter Section 200 feet north of the Southwest corner; thence South 89 degrees 34 minutes East parallel to the South line of said Quarter Quarter Quarter Section 465.0 feet; thence North and parallel to the West line of said Quarter Quarter Quarter Section 182.63 feet; thence North 67 degrees 05 minutes West 504.84 feet to the West line of said Quarter Quarter Quarter Section; thence South 375.7 feet to the point of beginning,

Except that part described as follows:

The East 10 feet of the West 30 feet of all that part of the Southwest  $\frac{1}{4}$  Northwest  $\frac{1}{4}$  Southeast  $\frac{1}{4}$  Section 8, Township 12, Range 25 described as follows: Beginning at a point in the West line of said Quarter Quarter Quarter Section, 200 feet North of the Southwest corner; thence South 89 degrees 34 minutes East parallel to the South line of said Quarter Quarter Quarter Section 465.0 feet; thence North and parallel to the West line of said Quarter Quarter Quarter Section, 182.63 feet; thence North 67 degrees 05 minutes West 504.84 feet to the West line of said Quarter Quarter Quarter Section; thence South 375.7 feet to the point of beginning, in Johnson County, Kansas,

And except

Beginning 398 feet North and 30 feet East of the Southwest corner of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25; thence East 10 feet; thence North 40 feet; thence West 10 feet; thence South 40 feet to point of beginning, in Johnson County, Kansas,

And except

That part of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, described as follows: Beginning at a point on the West line of said Quarter Quarter Quarter Section, 200 feet North of the Southwest corner thereof; thence North 217.50 feet along said West line; thence East 30 feet; thence

Southeasterly 50.99 feet along a curve to the right with a radius of 75.89 feet and tangent to the last described course; thence South 51 degrees, 30 minutes East, 145.30 feet; thence Southeasterly 59.60 feet along a curve to the right with a radius of 205.62 feet and tangent to the last described course; thence South 34 degrees, 53 minutes, 37 seconds East, 54.60 feet; thence Southeasterly 55.30 feet along a curve to the left with a radius of 58.04 feet and tangent to the last described course to a point of a line 200 feet North of the South line of said Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ ; thence North 89 degrees, 34 minutes, 00 seconds West, 310 feet to the point of beginning.

Tax Parcel No.: KF251208-4043

Legal:

That part of the East 300 feet of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, which lies North of the Mission City Park Property conveyed to the City of Mission by Deed recorded in Book 354 Deeds, at Page 533 and South of 60<sup>th</sup> Street, being more particularly described as follows: Commencing at a point on the East line of the Northwest Quarter of the Southeast Quarter of said Section 8, which is 527.40 feet North of the Southeast corner thereof; thence South 66 degrees 19 minutes West, along the Northerly boundary line of said Mission City Park property, a distance of 66.24 feet to the point of beginning of the tract herein described, said point of beginning being on the center line of 60<sup>th</sup> Street, as now dedicated; thence continuing South 66 degrees 19 minutes West, along the Northerly boundary of said Park property, a distance of 294.11 feet, more or less, to a point 330 feet West of the East line of said Quarter Quarter Section; thence North, along a line 330 feet West of and parallel to the East line of said Quarter Quarter Section, a distance of 147.22 feet, more or less, to the center line of the dedicated right of way of said 60<sup>th</sup> Street; thence Northeasterly, Easterly and Southeasterly along said centerline, a distance of 273.76 feet, more or less, to the point of beginning, except that part in street and roads as conveyed to the City of Mission in Book 436 Deeds, Page 621, and in Book 440 Deeds, Page 367.

Tax Parcel No.: KP27500000 0220B

Legal:

Beginning at a point on the east right-of-way line of Woodson Road, said point being the southwest corner of Lot 220, Missionhill Acres, a subdivision in Section 8, Township 12, Range 25, Johnson County, Kansas, thence north a distance of 40.84 feet to a point 54.0 feet south of the north line of said Lot 220, thence east and parallel to the north line of said Lot 220 a distance of 132.20 feet more or less to a point on the south line of said Lot 220, thence in a southwesterly direction and along the south line of said Lot 220 a distance of 138.37 feet to the point of beginning.

Tax Parcel No.: KF151208-4038

Legal:

That part of the northwest quarter of the Southeast quarter of Section 8, Township 12, Range 25, in Mission, Johnson County, Kansas, described as follows: Beginning at a point 200 feet north of the South line and 540 feet east of the west line of the northwest quarter of the southeast quarter of said Section 8, thence South 89° 43' 30" east along a line parallel with the South line of the northwest quarter of the southeast quarter of said Section 8 a distance of 121.61 feet; thence North 0° 12' 30" east along the west line of the park tract deeded to the City of Mission in Deed Book 345 at page 533 in the Office of the Register of Deeds, Olathe, Kansas, 90 feet; thence north 77° 53' 30" east along the northerly line of said park tract 248.30 feet; thence north 66° 26' 30" east along the northerly line of said park tract 95.16 feet; thence north 0° 01' 40" east 121.99 feet to the south line of 60<sup>th</sup> Street as established by the deed in Deed Book 436 at page 621 in the Office of the Register of Deeds; thence southwesterly along the south line of said 60<sup>th</sup> Street, said line being on a curve to the left having a radius of 522.19 feet and whose initial tangent bearing is south 81° 03' 00" west, a distance of 11.95 feet to a point of tangency; thence south 80° 24' 00" west along the south line of said 60<sup>th</sup> Street 446.49 feet; thence south along a line parallel with the west line of the northwest quarter of the southeast quarter of said Section 8, a distance of 224.94 feet to the point of beginning.

Tax Parcel No.: KF251208-4039

Legal:

The East 75 feet of the West 540 feet of the Northeast Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, Johnson County, Kansas, lying South of 60<sup>th</sup> Street, except the South 200 feet thereto.

Tax Parcel No.: KF251208-4030

Legal:

All of the West 65 feet of the East 185.82 feet of the South 200 feet of the Southwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, except that part in roads.

Tax Parcel No.: KF251208-4029

Legal:

All of the West 60 feet of the East 245.82 feet of the South 200 feet of the Southwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25, Johnson County, Kansas except that part in streets and roads.

Tax Parcel No.: KF251208-4031

Legal:

The West 80 feet of the East 325.82 feet of the South 200 feet of the Southwest Quarter of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, except that part now in 61<sup>st</sup> Street, now in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP07000006 0009

Legal:

Lot 9, Block 6, Countryside, a subdivision in the City Mission, Johnson County, Kansas.



Tax Parcel No.: KF251209-1008; KF251209-1013; KF251209-2002

Legal:

PARCEL 1:

All that part of the West 1/2 of Section 9, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, more particularly described as follows: From the West 1/4 corner of said Section 9 (being the same as the Southwest corner of the Northwest 1/4 of said Section 9), run thence North 0 degrees East (this and all other bearings being in relation to the West line of said Section 9, having an assumed bearing of due North-South) along said West line, a distance of 339.15 feet; thence North 90 degrees East a distance of 1742.10 feet to the true point of beginning of the tract of land herein described, said point being on the Easterly right-of-way line of Roeland Drive, as said Street is now established; thence North 31 degrees 28 minutes 08 seconds West, a distance of 358.19 feet to a point on the Southerly right-of-way line of Johnson Drive, as now established; thence North 69 degrees 35 minutes 52 seconds East along said Southerly line, a distance of 143.70 feet; thence North 70 degrees 10 minutes 33 seconds East along said Southerly line a distance of 434.76 feet to a point (being the Northwesterly corner of a tract of land condemned for right-of-way by the Kansas Turnpike Authority as Tract No. J-11 under Suit No. 24661, filed June 6, 1958, in the District Court of Johnson County, Kansas, and conveyed by instrument dated February 7, 1959, in Book 422 Deeds, at Page 233, under Document No. 574033); thence South 19 degrees 49 minutes 27 seconds East along the Westerly line of said tract, a distance of 1.53 feet; thence along the Southerly right-of-way line of the tract so condemned and conveyed, North 74 degrees 38 minutes 36 seconds East, a distance of 342.82 feet; thence Northeasterly on a curve to the right, tangent to the last described course, having a radius of 297.25 feet, a distance of 48.36 feet; thence continuing Northeasterly, Easterly and Southeasterly, on a curve to the right, having a common tangent with the last described curve at the last described point and having a radius of 106.25 feet, a distance of 157.63 feet; thence continuing Southeasterly on a curve to the right, having a common tangent with the last described curve at the last described point and having a radius of 397.25 feet, a distance of 69.33 feet; thence South 1 degree 02 minutes 09 seconds East, tangent to the last described curve, a distance of 111.19 feet; thence South 0 degrees 06 minutes 33 seconds West, parallel with and 44.55 feet West of, measured at right angles thereto, the East line of the West 1/2 of said Section 9, a distance of 200.66 feet, more or less, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence South 39 degrees 25 minutes 03 seconds West, along said Northwesterly right-of-way line, a distance of 969.42 feet to a point on the Easterly right-of-way line of said Roeland Drive; thence North 50 degrees 34 minutes 57 seconds West, along said Easterly right-of-way line of said Roeland Drive; thence North 50 degrees 34 minutes 57 seconds West, along said Easterly right-of-way line, a distance of 17 feet; thence continuing Northwesterly and Northerly, along said Easterly right-of-way line, being a curve to the right, tangent to the last described course and having a radius of 260.50 feet, a distance of 243.40 feet; thence continuing Northerly and Northwesterly, along said Easterly right-of-way line, being a curve to the left having a common tangent with the last described curve at the last described point and having a radius of 490 feet, a distance of 294.36 feet; thence North 31 degrees 28 minutes 08 seconds West along said Easterly right-of-way line, a distance of 125.55 feet, to the point of beginning;



EXCEPT THOSE PORTIONS DESCRIBED AS FOLLOWS:

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the West line of the Northwest 1/4 of the said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, a distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03 seconds East, along the Northwesterly right-of-way line of U.S. Highway No. 50, a distance of 457.42 feet; thence North 50 degrees 34 minutes 57 seconds West, along a line perpendicular to the last described course, a distance of 66.29 feet, to the true point of beginning of subject tract; thence North 50 degrees 44 minutes 32 seconds West, a distance of 286.62 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 157.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 128.87 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 50.50 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 99.75 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 15.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 10 feet; thence North 39 degrees 15 minutes 28 seconds East a distance of 16 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 48 feet; thence South 39 degrees 15 minutes 28 seconds West, a distance of 238.70 feet to the true point of beginning of subject tract;

AND

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the West line of the Northwest 1/4 of said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of

125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and a central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwestern right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03 seconds East, along the Northwestern right-of-way line of said U.S. Highway No. 50, a distance of 969.42 feet to a point on the Westerly right-of-way line of Roe Boulevard, as now established; thence North 0 degrees 06 minutes 33 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 200.66 feet; thence North 1 degree 02 minutes 09 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 49.27 feet; thence South 88 degrees 57 minutes 51 seconds West, along a line perpendicular to the last described course, a distance of 21.76 feet, to the true point of beginning of subject tract; thence South 84 degrees 15 minutes 28 seconds West, a distance of 277.17 feet; thence North 5 degrees 44 minutes 32 seconds West, a distance of 132.75 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 252.67 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 91.92 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 24.50 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 40.83 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KF251209-1016; KF251209-1017

Legal:

Parcel 1:

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the West line of the Northwest 1/4 of the said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, a distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwestern right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03



seconds East, along the Northwesterly right-of-way line of U.S. Highway No. 50, a distance of 457.42 feet; thence North 50 degrees 34 minutes 57 seconds West, along a line perpendicular to the last described course, a distance of 66.29 feet, to the true point of beginning of subject tract; thence North 50 degrees 44 minutes 32 seconds West, a distance of 286.62 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 157.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 128.87 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 50.50 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 99.75 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 15.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 10 feet; thence North 39 degrees 15 minutes 28 seconds East a distance of 16 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 48 feet; thence South 39 degrees 15 minutes 28 seconds West, a distance of 238.70 feet to the true point of beginning of subject tract.

Parcel 2:

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the 3 West line of the Northwest 1/4 of said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and a central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03 seconds East, along the Northwesterly right-of-way line of said U.S. Highway No. 50, a distance of 969.42 feet to a point on the Westerly right-of-way line of Roe Boulevard, as now established; thence North 0 degrees 06 minutes 33 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 200.66 feet; thence North 1 degree 02 minutes 09 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 49.27 feet; thence South 88 degrees 57 minutes 51 seconds West, along a line perpendicular to the last described course, a distance of 21.76 feet, to the true point of beginning of subject tract; thence South 84 degrees 15 minutes 28 seconds West, a distance of 277.17 feet; thence North 5 degrees 44 minutes 32 seconds West, a distance of 132.75 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 252.67 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 91.92 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 24.50 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 40.83 feet, to the true point of beginning of subject tract.



Tax Parcel No.: KF251209-1014; KF251209-1011

Legal:

Commencing at the northwest corner of the northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, in Johnson County, Kansas; thence North 3.70 feet to a point on the west line of the southwest  $\frac{1}{4}$  of the northwest  $\frac{1}{4}$  of said section; thence deflecting to the right from the last described course 65 degrees 41 minutes 50 seconds, a distance of 1332.57 feet, said line being 9.0 feet south and parallel to the center tangent line of an 18 foot wide brick slab (formerly U.S. Highway No. 50) and now known as Johnson Drive; thence Southeasterly 90 degrees to the last described course a distance of 21 feet to the point of beginning; thence continuing on the last described course a distance of 250 feet; thence in a northeasterly direction along a course which makes an angle of 90 degrees to the last described course, a distance of 335.74 feet to the westerly line of Roeland Drive; thence deflecting to the left 98 degrees 09 minutes 58 seconds a distance of 251.72 feet to the southerly right of way line of said Johnson Drive; thence southwesterly along a line which is 30 feet from the center line of said Johnson Drive 300 feet to the point of beginning AND

All that part of the South  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, in the City of Mission, in said county and state, described as follows: From the northwest corner of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of said Section 9; run thence North (this and all subsequent bearings being in relation to the west line of the Southwest  $\frac{1}{4}$  of said Section 9, as having an assumed bearing of due North-South), 3.70 feet to a point in a line that is 9.0 feet Southerly distance at right angles to the center tangent line of an 18 foot brick slab known as Johnson Drive formerly U.S. Highway No. 50; run thence North 66 degrees 41 minutes 50 seconds East along said line, 1386.57 feet; run thence South 23 degrees 18 minutes 10 seconds East, 271.0 feet to the true point of beginning of the tract of land herein descried; thence North 66 degrees 41 minutes 50 seconds East 281.75 feet to the Westerly right of way line of Roeland Drive as now established; thence South 31 degrees 28 minutes 08 seconds East along said Westerly right of way line, 53.21 feet to the Northerly right of way line of Martway Street, as now established; thence South 66 degrees 51 minutes 57 seconds West along said Northerly right of way line, 289.31 feet; thence North 23 degrees 18 minutes 10 seconds West, 51.82 feet to the point of beginning, EXCEPT

All that part of the South  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, described as follows: From the Northwest corner of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of said Section 9; thence run North (this and all subsequent bearings being in relation to the West line of the Southwest  $\frac{1}{4}$  of said Section 9 as having an assumed bearing of due North-South) 3.70 feet to a point in a line that is 9.0 feet Southerly distance, at right angles to the center tangent line of an 18 foot wide brick slab known as Johnson Drive, formerly U.S. Highway 50; run thence North 66 degrees 41 minutes 50 seconds East along said line, 1332.57 feet; run thence South 23 degrees 18 minutes 10 seconds East, 21.0 feet to the Southerly right of way line of said

Johnson Drive, as now established, also being the true point of beginning of the tract of land herein described; thence continuing South 23 degrees 18 minutes 10 seconds East, 250.00 feet; thence North 66 degrees 41 minutes 50 seconds East, 54.0 feet; thence North 23 degrees 18 minutes 10 seconds West 250.00 feet to the Southerly right of way line of said Johnson Drive; thence South 66 degrees 41 minutes 50 seconds West along said Southerly right of way line 54.0 feet to the point of beginning.

Tax Parcel No.: KP38000000 0007

Legal:

Lots 7, 8, 9, 10, 21 and 22, Lot 23, except the East 10 feet thereof, and the East 95 feet of Lot 20, Block 5, Mission Village, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP38000000 0005; KP38000000 0006

Legal:

Lots 5 and 6, Block 5, Mission Village, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP38000000 0025A; KP38000000 0025; KP38000000 0024;  
KP38000000 0023B

Legal:

All of Lots 24, 25 and 26, and the East 10 feet of Lot 23, all in Mission Village, Block 5, a subdivision in the City of Mission, Johnson County, Kansas, more particularly described as follows: Beginning at the Northeasterly corner of said Lot 26; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly line of said Lot 26, 137.74 feet to a point of curvature; thence Southeasterly along said Easterly line, on a curve to the right being tangent to the last described course having a radius of 440 feet, and an arc length of 48.65 feet to the Southeasterly corner of said Lot 26; thence South 66 degrees 41 minutes 50 seconds West along the Southerly line of said Lot 23 thru 26, 413.42 feet; thence North 23 degrees 03 minutes 34 seconds West, 185.87 feet to a point on the Northerly line of said Lot 23; thence North 66 degrees 51 minutes 26 seconds East, along the Northerly line of said Lots 23 thru 26, 389.09 feet to the point of beginning.

Tax Parcel No.: KP38000000 0004; KP38000000 0003; KP38000000 0019A;  
KP38000000 0002; KP38000000 0018; KP38000000 0017; KP37500004 0002B;  
KP38000000 0012A; KP38000000 0012B

Legal:

Tract I:

All that part of Lot 2, Block 4, Mission Village, a subdivision of land now in the City of Mission, Johnson County, Kansas, lying Easterly of the following described line: Beginning at a point on the Northerly line of said Lot 2, which point is 9.92 feet Southwesterly from the Northeasterly corner of said Lot 2; thence Southeasterly, to a

point in the Southerly line of said Lot 2, which is 10.83 feet Southwesterly from the Southeasterly corner of said Lot 2, and also all of Lots 3, 4 and 5, all in said Block 4, and also vacated Birch Street.

Tract II:

All that part of Lots 12 and 13, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Beginning at the Northeasterly corner of said Lot 13; thence South 66 degrees 51 minutes 26 seconds West, along the Northwesterly line of said Lot 13, a distance of 134.11 feet, to the Northwesterly corner thereof; thence Southwesterly and Westerly, along the Northerly line of said Lot 12, said line being on a curve to the right, having a radius of 250 feet, a distance of 74.05 feet; thence South 00 degrees East, a distance of 0.80 feet; thence South 86 degrees 07 minutes 00 seconds East, a distance of 154.66 feet, thence South 41 degrees East a distance of 210 feet, to a point on the Southerly line of said Lot 13, thence South 63 degrees 16 minutes 00 seconds East, along the Southerly line of said Lot 13, a distance of 8.41 feet, to the Southeasterly corner thereof, thence Northwesterly, along the Northeasterly line of said Lot 13, to the point of beginning, and also all of Lots 2, 3, 4, 15, 17, 18, 19 and all of Lot 20, Except the East 95 feet thereof of said Mission Village, Block 5, and also all of vacated Birch Street, lying adjacent to Lots 2 and 3, of said Mission Village, Block 5, all except that part thereof in roads and streets.

Tract III:

All that part of Lots 12 and 13, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Beginning at the Southwest corner of said Lot 13, thence South 85 degrees 53 minutes, 10 seconds East, along the Southerly line of said Lot 13, a distance of 81.87 feet; thence North 24 degrees, 58 minutes, 41 seconds East, along said Southerly line, a distance of 79.22 feet; thence North 41 degrees West a distance of 210.00 feet; thence North 86 degrees, 07 minutes West, a distance of 154.66 feet; thence South 13 degrees, 23 minutes, 09 seconds East, a distance of 107.56 feet to a point on the Southerly line of said Lot 12; thence Southeasterly along said Southerly line of Lot 12 and the Westerly line of said Lot 13; said lines being on a curve to the right, having an initial tangent bearing of North 77 degrees, 21 minutes 56 seconds East, a radius of 125 feet, and an arc length of 232.21 feet to the point of beginning.

Tax Parcel No.: KP35000000 0001

Legal:

Beginning 72.77 feet North and 25 feet East of the Southwest corner of the Northwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, thence Northeasterly along the Northerly line of U.S. Highway No. 50, 113.7 feet, thence North 23 degrees 23 minutes West 135 feet; thence South 66 degrees and 37 minutes West 60.1 feet, thence South 131.8 feet to the beginning; also known as Lot 1, Mission Vale, an addition according to the recorded plat thereof.



Tax Parcel No.: KP37500004 0001; KP38000000 0001

Legal:

Tract I:

All of Lot 1, EXCEPT the West 10 feet of Lot 1, Block 4, taken under Condemnation Suit No. 45522, and Lot 2, Block 4, Mission Village, lying Westerly of the following described line: Beginning at a point on the Northerly line of said Lot 2, which point is 9.92 feet Southwesterly from the Northeasterly corner of said Lot 2; thence Southeasterly to a point in the Southerly line of said Lot 2, which is 10.83 feet Southwesterly from the Southeasterly corner of said Lot 2, all in Block 4, Mission Village, a subdivision in the City of Mission, Johnson County, Kansas.

Tract II:

All of Lot 1, Mission Village, Block 5, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP38000000 0015

Legal:

Lot 15, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP38000000 0016

Legal:

Lot 16, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas, also called Martway Pumping Station.



ORDINANCE NO. 1195

**AN ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 1190 ESTABLISHING A REDEVELOPMENT DISTRICT (ROCK CREEK REDEVELOPMENT)**

WHEREAS, on January 11, 2006, the City of Mission, Kansas (the "City"), established the Rock Creek Redevelopment District pursuant to K.S.A. 12-1770 *et seq.*, as amended, by passage of Ordinance No. 1190; and

WHEREAS, Exhibit A to Ordinance No. 1190 depicted the boundaries of redevelopment project areas within the Rock Creek Redevelopment District; and

WHEREAS, the City wishes to modify the boundary between the areas designated as Project Area 1 and Project Area 3 on Exhibit A attached to Ordinance No. 1190; and

WHEREAS, the amendment to the boundary between Project Area 1 and Project Area 3 does not constitute an addition of area to the Rock Creek Redevelopment District or a substantial change to the Rock Creek Redevelopment District;

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

**Section 1.** The Governing Body of the City hereby finds and determines that the area proposed to be included as a redevelopment district is as follows:

A parcel within the city of Mission, Kansas, depicted on the attached Exhibit A.

A legal description of the area encompassing the redevelopment district is attached hereto as Exhibit B.

**Section 2.** The Governing Body of the City hereby finds and determines that (a) the area described in Section 1 of this Ordinance is a "blighted area" because a majority of the property in such area is within a 100-year floodplain area, and therefore, is an "eligible area" as defined in the Act, and (b) the conservation, development and redevelopment of such area is necessary to promote the general and economic welfare of the City.

**Section 3.** The Governing Body of the City hereby finds and determines that the district plan includes the following redevelopment project areas depicted on the attached Exhibit A which are all located within the redevelopment district described in Section 1 of this Ordinance:

**Project Area 1.** Redevelopment of the existing Mission Mall shopping center and adjacent property consisting of one or more commercial and residential facilities

and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

*Project Area 2.* One or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

*Project Area 3.* One or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

*Project Area 4.* One or more commercial and residential facilities and all related infrastructure improvements including storm water improvements within the Rock Creek channel, streets, sanitary and storm sewers, water lines and all related expenses to redevelop and finance the redevelopment project.

**Section 4.** In accordance with the Act and Resolution 615, a redevelopment district is hereby established in the City encompassing the area described in Section 1 of this Ordinance. The redevelopment district does not contain any property not referenced in Resolution 615 which provided notice of the public hearing.

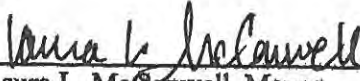
**Section 5.** The Mayor, City Administrator, Finance Director, City Clerk and other officials and employees of the City, are hereby further authorized and directed to take such other actions as may be appropriate or desirable to accomplish the purposes of this Ordinance.

**Section 6.** This Ordinance shall be in full force and effect from and after its passage by the governing body of the City and publication once in the official City newspaper.

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2006.

ADOPTED by the City Council of the City of Mission, Kansas on February 8,

  
\_\_\_\_\_  
Laura L. McConwell, Mayor

ATTEST:  
  
\_\_\_\_\_  
Martha Sumrall, City Clerk

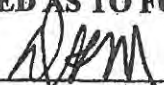
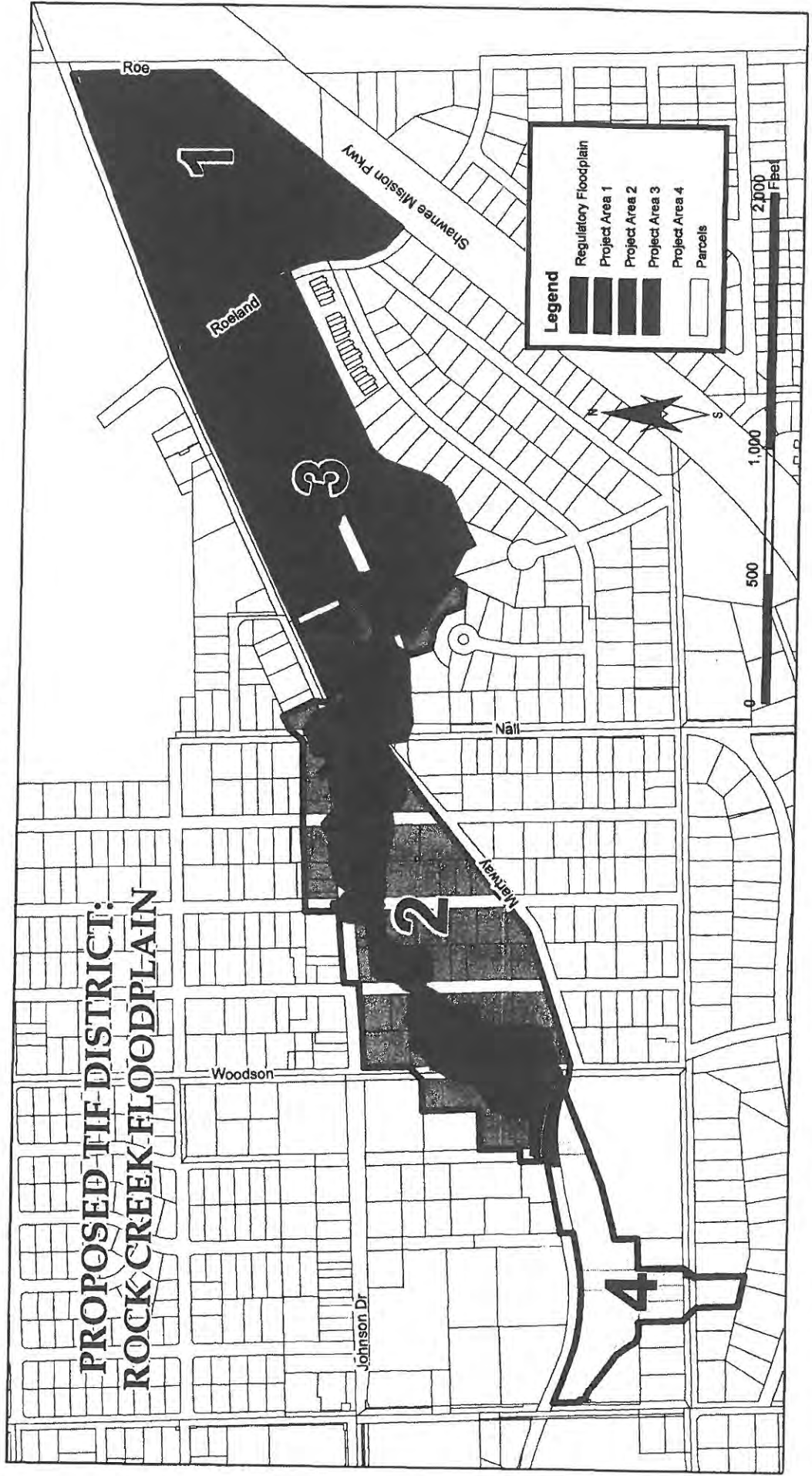
APPROVED AS TO FORM:  
  
\_\_\_\_\_  
David K. Martin, City Attorney

EXHIBIT A

PROPOSED TIF DISTRICT:  
ROCK CREEK FLOODPLAIN





**Exhibit B**  
**CITY OF MISSION, KANSAS**  
**ROCK CREEK REDEVELOPMENT DISTRICT**  
**Legal Description**

Tax Parcel No.: KP27500000 0020; KP27500000 0042B; KP27500000 0042A

Legal:

Lots 20 and 42, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0080C

Legal:

All that part of the South 55 feet of Lot 80 and all that part of Lot 81, Missionhill Acres, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of said Lot 81; thence N 0° 08' 04" E, along the West line of said Lot 81, a distance of 102.32 feet, to the true point of beginning of subject tract; thence S 89° 58' 25" E, along a line parallel with the North line of said Lot 81, a distance of 29.54 feet; thence S 0° 08' 04" W, along a line parallel with the West line of said Lot 81, a distance of 12.92 feet; thence S 89° 58' 25" E, along a line parallel to the North line of said Lot 81, a distance of 110.39 feet, to a point on the East line thereof; thence N 0° 08' 04" E, along the East line of said Lot 81 and along the East line of said Lot 80, a distance of 82.32 feet; thence N 88° 59' 15" W, a distance of 139.95 feet to a point on the West line of said Lot 80; thence S 0° 08' 04" W, along the West line of said Lot 80 and along the West line of said Lot 81, a distance of 71.81 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KP27500000 0104C

Legal:

Lot 104, Except the west 75 feet, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0104B; KP27500000 0104A

Legal:

The East 50 feet of the West 75 feet of Lot 104, Missionhill Acres, and also the West 25 feet of said Lot 104, Missionhill Acres, a subdivision in Johnson County, Kansas, according to the plat thereof.

Tax Parcel No.: KP27500000 0081

Legal:

Lot 81, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, except, All that part of the South 55 feet of Lot 80 and all that part of Lot 81, Missionhill

Acres, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of said Lot 81; thence N 0° 08' 04" E, along the West line of said Lot 81, a distance of 102.32 feet, to the true point of beginning of subject tract; thence S 89° 58' 25" E, along a line parallel with the North line of said Lot 81, a distance of 29.54 feet; thence S 0° 08' 04" W, along a line parallel with the West line of said Lot 81, a distance of 12.92 feet; thence S 89° 58' 25" E, along a line parallel to the North line of said Lot 81, a distance of 110.39 feet, to a point on the East line thereof; thence N 0° 08' 04" E, along the East line of said Lot 81 and along the East line of said Lot 80, a distance of 82.32 feet; thence N 88° 59' 15" W, a distance of 139.95 feet to a point on the West line of said Lot 80; thence S 0° 08' 04" W, along the West line of said Lot 80 and along the West line of said Lot 81, a distance of 71.81 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KP27500000 0021A

Legal:

Lot 21 and the North ½ of vacated 60 Street adjacent to said Lot 21 on the South, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, EXCEPT beginning at a point on the Southerly prolongation of the West line of said Lot 21 and the centerline of vacated 60 Street; thence Northeasterly along the centerline of vacated 60 Street, 77.39 feet; thence Southwesterly along a curve to the left, 63.81 feet, said curve having a radius of 170 feet, to a point, said point being in the Westerly line of said Lot 21; thence South along the Westerly line of said Lot 21, 27.25 feet to the point of beginning.

Tax Parcel No.: KP27500000 0041; KP27500000 0040B

Legal:

Tract I: Lot 41, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tract II: The North 50 feet of Lot 40, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0082B; KP27500000 0082A; KP27500000 0083A

Legal:

All of Lot 82 and the North 40 feet of Lot 83, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27600000 0003

Legal:

Lot 3, Resurvey of Lot 103, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27600000 0002; KP27600000 0001

Legal: Lots 1 and 2, Resurvey of Lot 103, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0144B; KP27500000 0144C; KP27500000 0144A

Legal:

Tract I:

Beginning at the Northeast corner of Lot 144, in Missionhill Acres, a subdivision in Johnson County, Kansas; thence in a Westerly direction along the North line of said Lot, a distance of 53.50 feet to a point; thence Southerly 117.38 feet to a point which is 52.50 feet West of the Southeast corner of said Lot 144; thence East along the South line of said Lot 52.50 feet to the Southeast corner thereof; thence North along the Easterly line of said Lot, a distance of 120 feet to the point of beginning, all a part of Section 8, Township 12, Range 25, Except that part in roads.

Tract II:

Beginning at a point in the North line of Lot 144, Missionhill Acres, a subdivision in Johnson County, Kansas, which is 30.82 feet East of the Northwest corner of said Lot 144; thence South and parallel to the West line of said Lot 144, a distance of 19.8 feet to the Northeast corner of a store building; thence in a Southerly direction along the East line of said store building a distance of 46.83 feet more or less to the Southeast corner of said store building; thence South and parallel to the West line of said Lot 144 a distance of 48 feet to a point in the South line of said Lot 144, which point is 32.75 feet East of the Southwest corner of Lot 144; thence East along the South line of said Lot 144 a distance of 54.75 feet to a point which is 52.50 feet West of the Southeast corner of Lot 144; thence in a Northerly direction distance of 117.38 feet to a point in the North line of Lot 144, which is 53.50 feet West of the Northeast corner of Lot 144; thence West along the North line of said Lot 144, a distance of 55.85 feet to the point of beginning, except that part in roads.

Tract III:

Beginning at a point on the South line of Lot 144, in Missionhill Acres, a subdivision in Johnson County, Kansas, which is 30 feet East of the Southwest corner of said Lot 144; thence North and parallel to the West line of Lot 144 a distance of 114.6 feet to a point on the North line of said Lot 144; thence East along the North line of Lot 144 distance of .78 feet to a point; thence South and parallel to the West line of Lot 144 a distance of 19.8 feet to the Northeast corner of a store building; thence in a Southerly direction along the East line of said store building a distance of 46.83 feet, more or less, to the Southeast corner of said store building to a point which is 32.75 feet East of the West line and 48 feet North of the South line of said Lot; thence South and parallel to the West line of said Lot 144, a distance of 48 feet to a point on the South line of said Lot 144; thence West 2.75 feet to the point of beginning, and all of the West 30 feet of Lot 144, Missionhill Acres, Except that part in roads.

Tax Parcel No.: KP27500000 0164

Legal:

All of Lot 164 in Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas as recorded in Book 7, Plats, at Page 20, Except the following described tract: Beginning at the Southwest corner, Lot 164 in Missionhill Acres; thence North along the West line of said Lot 164 a distance of 47.63 feet to a point; thence in an easterly direction on a line parallel to and 47.63 feet North of the South line of the said Lot 164 a distance of 74.50 feet to a point; thence South along a line that is parallel to and 74.50 feet East of the West line of said Lot 164 a distance of 47.63 feet to a point in the South line of said Lot 164; thence West along the South line of said Lot 164 a distance of 74.50 feet to the point of beginning.

Tax Parcel No.: KP27500000 0205

Legal:

Lot 205, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0226

Legal:

Lot 226 Except the South 19.74 feet in the Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, being more particularly described as follows: Commencing at the Southwest corner of Lot 226 of said Missionhill Acres; thence N 00° 10' 38" W on the West line of said Lot 226 a distance of 19.74 feet to the point of beginning; thence continuing N 00° 10' 38" W on said West line a distance of 100.26 feet; thence N 88° 44' 05" E on the North line of said Lot 226 a distance of 140.68 feet; thence S 00° 04' 44" E on the East line of said Lot 226 a distance of 103.36 feet; thence N 90° 00' 00" W a distance of 140.48 feet to the point of beginning.

Tax Parcel No.: KP27500000 0225B

Owner: Groundrunner Properties, LLC, a Kansas limited liability company

Legal:

The North ½ of Lot 225 and the South 19.74 feet of Lot 226, in Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, being more particularly described as follows:

Beginning at the Southwest corner of Lot 226 of said Missionhill Acres; thence North 00 degrees 10 minutes 38 seconds West on the West line of said Lot 226 a distance of 19.74 feet; thence North 90 degrees 00 minutes 00 seconds East a distance of 140.48 feet to a point on the East line of said Lot 226; thence South 00 degrees 04 minutes 44 seconds West on the East line of said Lot 226 and Lot 225, a distance of 79.74 feet to the Southeast corner of the North ½ of said Lot 225; thence South 90 degrees 00 minutes 00 seconds West a distance of 140.34 feet to the Southwest corner of the North ½ of said Lot



225; thence North 00 degrees 10 minutes 38 seconds West on the West line of said Lot 225 a distance of 60.00 feet to the Point of Beginning.

Tax Parcel No.: KP27500000 0164A

Legal:

Beginning at the Southwest corner of Lot 164 in Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas; thence North along the West line of said Lot 164, a distance of 47.63 feet to a point; thence in an Easterly direction on a line parallel to and 47.63 feet North of the South line of said Lot 164, a distance of 74.50 feet to a point, thence South along a line that is parallel to and 74.50 feet East of the West line of said Lot 164, a distance of 47.63 feet to a point in the South line of the said Lot 164; thence West along the South line of said Lot 164, a distance of 74.50 feet to the point of beginning.

Tax Parcel No.: KP27500000 0101

Legal:

The North 100 feet of Lot 101 and all of Lot 102, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0145; KP27500000 0146

Legal:

Lots 145 and 146, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0083B

Legal:

The South 80 feet of Lot 83 and the North 40 feet of Lot 84, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0039

Legal:

Lot 39 and the South 70 feet of Lot 40, Missionhill Acres, City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0163; KP27500000 0206B; KP27500000 0206A;  
KP27500000 0162

Legal:

Lots 162, 163 and 206, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0225A

Legal:

The South Half of Lot 225, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0084A

Legal:

The South 80 feet of Lot 84 and all of Lot 85, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0207; KP27500000 0207A

Legal:

The North 60 feet of Lot 207 and the South 60 feet of Lot 207, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KF251208-4049; KF251208-4050; KF251208-4040

Owner: Mission Hills Apartments, L.L.C., a Minnesota limited liability company

Legal:

Tract I:

Beginning at a point on the East line and 527.40 feet North of the Southeast corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence South 66 degrees 19 minutes West, along the Northerly property line of the Mission City Park property, 66.24 feet to the centerline of 60<sup>th</sup> Street, as now dedicated; thence Northwesterly, Westerly and Southwesterly, along the centerline of said 60<sup>th</sup> Street Right-of-Way, 273.76 feet, to a point 330 feet West of the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; for the True Point of Beginning; thence North, along a line 330 feet West of and parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 275.81 feet, to a point 520 feet South of the North line of the Southeast Quarter of Section 8; thence South 89 degrees 56 minutes East, along a line 520 feet South of and parallel to the North line of the Southeast Quarter of Section 8, 156 feet; thence South, along a line parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, to a point in the centerline of 60<sup>th</sup> Street as now established; thence Northwesterly, Westerly and Southwesterly along the centerline of 60<sup>th</sup> Street to the True Point of Beginning, except that part in 60<sup>th</sup> Street and Dearborn Street.

Tract II:

Beginning at a point on the East line and 300 feet South of the North line of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence North 89 degrees 56 minutes West 149 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter 220 feet; thence West and parallel to the North line of the Northwest Quarter of

the Southeast Quarter, 25 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter, 46 feet; thence South 89 degrees 56 minutes East along a line parallel to the North line of the Northwest Quarter of the Southeast Quarter, 174 feet to the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; thence North along said East line 266 feet more or less to the point of beginning, except that part in Woodson Street.

Tract III:

Beginning at a point on the East line and 527.40 feet North of the Southeast corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence South 66 degrees 19 minutes West, along the Northerly property line of the Mission City Park property, 66.24 feet to the centerline of 60<sup>th</sup> Street, as now dedicated; thence Northwesterly, Westerly and Southwesterly, along the centerline of said 60<sup>th</sup> Street Right-of-Way, 273.76 feet, to a point 330 feet West of the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; thence North, along a line 330 feet West of said parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 495.81 feet, to a point 300 feet South of the North line of the Southeast Quarter of Section 8; thence South 89 degrees 56 minutes East, along a line 300 feet South of and parallel to the North line of the Southeast Quarter of Section 8, 330 feet; thence South, along the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 497.90 feet to the point of beginning, EXCEPT

Beginning at a point on the East line and 527.40 feet North of the Southeast corner of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence South 66 degrees 19 minutes West, along the Northerly property line of the Mission City Park property, 66.24 feet to the centerline of 60<sup>th</sup> Street, as now dedicated; thence Northwesterly, Westerly and Southwesterly, along the centerline of said 60<sup>th</sup> Street Right-of-Way, 273.76 feet, to a point 330 feet West of the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; for the True Point of Beginning; thence North, along a line 330 feet West of and parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, 275.81 feet, to a point 520 feet South of the North line of the Southeast Quarter of Section 8; thence South 89 degrees 56 minutes East, along a line 520 feet South of and parallel to the North line of the Southeast Quarter of Section 8, 156 feet; thence South, along a line parallel to the East line of the Northwest Quarter of the Southeast Quarter of Section 8, to a point in the centerline of 60<sup>th</sup> Street as now established; thence Northwesterly, Westerly and Southwesterly along the centerline of 60<sup>th</sup> Street to the True Point of Beginning,

EXCEPT Beginning at a point on the East line and 300 feet South of the North line of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, City of Mission, Johnson County, Kansas; thence North 89 degrees 56 minutes West 149 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter 220 feet; thence West and parallel to the North line of the Northwest Quarter of the Southeast Quarter, 25 feet; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter, 46 feet; thence South 89 degrees 56 minutes East along a line parallel to the North line of the Northwest Quarter of the Southeast Quarter, 174 feet to the East line of the Northwest Quarter of the Southeast Quarter of said Section 8; thence North along said East line 266 feet more or less to the point of beginning, EXCEPT Beginning at a point on the East line and 300 feet South of the North line of the

Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, thence North 89 degrees 56 minutes West 149 feet to the true point of beginning; thence South and parallel to the East line of the Northwest Quarter of the Southeast Quarter 220 feet; thence West and parallel to the North line of the Northwest Quarter of the Southeast Quarter, 156 feet; thence North and parallel to the East line of the Northwest Quarter of the Southeast Quarter, 220 feet; thence South 89 degrees 56 minutes East along a line 300 feet South and parallel to the North line of the Northwest Quarter of the Southeast Quarter, 156 feet to the true point of beginning, all in the City of Mission, Johnson County, Kansas, and except those parts in streets and roads.

Tax Parcel No.: KP27500000 0224A

Legal:

The North One-Half of Lot 224, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0100B

Legal:

All of the North 40 feet of Lot 100 and the South 20 feet of Lot 101, in Missionhill Acres, a subdivision, in Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0224B; KP27500000 0223A

Legal:

Missionhill Acres, South one-half of Lot 224, and the North one-half of Lot 223, subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof

Tax Parcel No.: KP27500000 0147

Legal:

Lot 147, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0161A

Legal:

The North half of Lot 161, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0208; KP27500000 0210

Legal:

Lots 208, 209, 210 and 211, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas



Tax Parcel No.: KP27500000 0100A

Legal:

The South 60 feet of the North 100 feet of Lot 100, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0160

Legal:

Lot 160, and the South half of Lot 161, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0099

Legal:

Lot 99 and the South 20 feet of Lot 100, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0223B

Legal:

The North 50 feet of the South 60 feet of Lot 223, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0148

Legal:

Lot 148, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0222

Legal:

Lot 222 except that South 9 feet thereof, and the South 10 feet of Lot 223, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP27500000 0149

Legal:

All of Lot 149, Missionhill Acres, a subdivision now in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0159

Legal:

Lot 159, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP27500000 0221A

Legal:

The North 77 feet of Lot 221, and the South 9 feet of Lot 222, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP27500000 0220A

Legal:

The South 43 feet of Lot 221, and all of Lot 220, except that portion deeded to the City of Mission for street and highway purposes as recorded in Book 451, Deeds at Page 201, Missionhill Acres, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KF251208-4033

Legal:

All that part of the Southwest Quarter of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, Johnson County, Kansas, described as follows: Beginning at a point in the West line of said Quarter Quarter Quarter Section 200 feet north of the Southwest corner; thence South 89 degrees 34 minutes East parallel to the South line of said Quarter Quarter Quarter Section 465.0 feet; thence North and parallel to the West line of said Quarter Quarter Quarter Section 182.63 feet; thence North 67 degrees 05 minutes West 504.84 feet to the West line of said Quarter Quarter Quarter Section; thence South 375.7 feet to the point of beginning,

Except that part described as follows:

The East 10 feet of the West 30 feet of all that part of the Southwest  $\frac{1}{4}$  Northwest  $\frac{1}{4}$  Southeast  $\frac{1}{4}$  Section 8, Township 12, Range 25 described as follows: Beginning at a point in the West line of said Quarter Quarter Quarter Section, 200 feet North of the Southwest corner; thence South 89 degrees 34 minutes East parallel to the South line of said Quarter Quarter Quarter Section 465.0 feet; thence North and parallel to the West line of said Quarter Quarter Quarter Section, 182.63 feet; thence North 67 degrees 05 minutes West 504.84 feet to the West line of said Quarter Quarter Quarter Section; thence South 375.7 feet to the point of beginning, in Johnson County, Kansas,

And except

Beginning 398 feet North and 30 feet East of the Southwest corner of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25; thence East 10 feet; thence North 40 feet; thence West 10 feet; thence South 40 feet to point of beginning, in Johnson County, Kansas,

And except

That part of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, described as follows: Beginning at a point on the West line of said Quarter Quarter Quarter Section, 200 feet North of the Southwest corner thereof; thence North 217.50 feet along said West line; thence East 30 feet; thence

Southeasterly 50.99 feet along a curve to the right with a radius of 75.89 feet and tangent to the last described course; thence South 51 degrees, 30 minutes East, 145.30 feet; thence Southeasterly 59.60 feet along a curve to the right with a radius of 205.62 feet and tangent to the last described course; thence South 34 degrees, 53 minutes, 37 seconds East, 54.60 feet; thence Southeasterly 55.30 feet along a curve to the left with a radius of 58.04 feet and tangent to the last described course to a point of a line 200 feet North of the South line of said Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ ; thence North 89 degrees, 34 minutes, 00 seconds West, 310 feet to the point of beginning.

Tax Parcel No.: KF251208-4043

Legal:

That part of the East 300 feet of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, which lies North of the Mission City Park Property conveyed to the City of Mission by Deed recorded in Book 354 Deeds, at Page 533 and South of 60<sup>th</sup> Street, being more particularly described as follows: Commencing at a point on the East line of the Northwest Quarter of the Southeast Quarter of said Section 8, which is 527.40 feet North of the Southeast corner thereof; thence South 66 degrees 19 minutes West, along the Northerly boundary line of said Mission City Park property, a distance of 66.24 feet to the point of beginning of the tract herein described, said point of beginning being on the center line of 60<sup>th</sup> Street, as now dedicated; thence continuing South 66 degrees 19 minutes West, along the Northerly boundary of said Park property, a distance of 294.11 feet, more or less, to a point 330 feet West of the East line of said Quarter Quarter Section; thence North, along a line 330 feet West of and parallel to the East line of said Quarter Quarter Section, a distance of 147.22 feet, more or less, to the center line of the dedicated right of way of said 60<sup>th</sup> Street; thence Northeasterly, Easterly and Southeasterly along said centerline, a distance of 273.76 feet, more or less, to the point of beginning, except that part in street and roads as conveyed to the City of Mission in Book 436 Deeds, Page 621, and in Book 440 Deeds, Page 367.

Tax Parcel No.: KP27500000 0220B

Legal:

Beginning at a point on the east right-of-way line of Woodson Road, said point being the southwest corner of Lot 220, Missionhill Acres, a subdivision in Section 8, Township 12, Range 25, Johnson County, Kansas, thence north a distance of 40.84 feet to a point 54.0 feet south of the north line of said Lot 220, thence east and parallel to the north line of said Lot 220 a distance of 132.20 feet more or less to a point on the south line of said Lot 220, thence in a southwesterly direction and along the south line of said Lot 220 a distance of 138.37 feet to the point of beginning.

Tax Parcel No.: KF151208-4038

Legal:

That part of the northwest quarter of the Southeast quarter of Section 8, Township 12, Range 25, in Mission, Johnson County, Kansas, described as follows: Beginning at a point 200 feet north of the South line and 540 feet east of the west line of the northwest quarter of the southeast quarter of said Section 8, thence South 89° 43' 30" east along a line parallel with the South line of the northwest quarter of the southeast quarter of said Section 8 a distance of 121.61 feet; thence North 0° 12' 30" east along the west line of the park tract deeded to the City of Mission in Deed Book 345 at page 533 in the Office of the Register of Deeds, Olathe, Kansas, 90 feet; thence north 77° 53' 30" east along the northerly line of said park tract 248.30 feet; thence north 66° 26' 30" east along the northerly line of said park tract 95.16 feet; thence north 0° 01' 40" east 121.99 feet to the south line of 60<sup>th</sup> Street as established by the deed in Deed Book 436 at page 621 in the Office of the Register of Deeds; thence southwesterly along the south line of said 60<sup>th</sup> Street, said line being on a curve to the left having a radius of 522.19 feet and whose initial tangent bearing is south 81° 03' 00" west, a distance of 11.95 feet to a point of tangency; thence south 80° 24' 00" west along the south line of said 60<sup>th</sup> Street 446.49 feet; thence south along a line parallel with the west line of the northwest quarter of the southeast quarter of said Section 8, a distance of 224.94 feet to the point of beginning.

Tax Parcel No.: KF251208-4039

Legal:

The East 75 feet of the West 540 feet of the Northeast Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, Johnson County, Kansas, lying South of 60<sup>th</sup> Street, except the South 200 feet thereto.

Tax Parcel No.: KF251208-4030

Legal:

All of the West 65 feet of the East 185.82 feet of the South 200 feet of the Southwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, except that part in roads.

Tax Parcel No.: KF251208-4029

Legal:

All of the West 60 feet of the East 245.82 feet of the South 200 feet of the Southwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 8, Township 12, Range 25, Johnson County, Kansas except that part in streets and roads.

Tax Parcel No.: KF251208-4031

Legal:

The West 80 feet of the East 325.82 feet of the South 200 feet of the Southwest Quarter of the Northwest Quarter of the Southeast Quarter of Section 8, Township 12, Range 25, except that part now in 61<sup>st</sup> Street, now in the City of Mission, Johnson County, Kansas.



Tax Parcel No.: KP07000006 0009

Legal:

Lot 9, Block 6, Countryside, a subdivision in the City Mission, Johnson County, Kansas.

Tax Parcel No.: KF251209-1008; KF251209-1013; KF251209-2002

Legal:

PARCEL 1:

All that part of the West 1/2 of Section 9, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, more particularly described as follows: From the West 1/4 corner of said Section 9 (being the same as the Southwest corner of the Northwest 1/4 of said Section 9), run thence North 0 degrees East (this and all other bearings being in relation to the West line of said Section 9, having an assumed bearing of due North-South) along said West line, a distance of 339.15 feet; thence North 90 degrees East a distance of 1742.10 feet to the true point of beginning of the tract of land herein described, said point being on the Easterly right-of-way line of Roeland Drive, as said Street is now established; thence North 31 degrees 28 minutes 08 seconds West, a distance of 358.19 feet to a point on the Southerly right-of-way line of Johnson Drive, as now established; thence North 69 degrees 35 minutes 52 seconds East along said Southerly line, a distance of 143.70 feet; thence North 70 degrees 10 minutes 33 seconds East along said Southerly line a distance of 434.76 feet to a point (being the Northwesterly corner of a tract of land condemned for right-of-way by the Kansas Turnpike Authority as Tract No. J-11 under Suit No. 24661, filed June 6, 1958, in the District Court of Johnson County, Kansas, and conveyed by instrument dated February 7, 1959, in Book 422 Deeds, at Page 233, under Document No. 574033); thence South 19 degrees 49 minutes 27 seconds East along the Westerly line of said tract, a distance of 1.53 feet; thence along the Southerly right-of-way line of the tract so condemned and conveyed, North 74 degrees 38 minutes 36 seconds East, a distance of 342.82 feet; thence Northeasterly on a curve to the right, tangent to the last described course, having a radius of 297.25 feet, a distance of 48.36 feet; thence continuing Northeasterly, Easterly and Southeasterly, on a curve to the right, having a common tangent with the last described curve at the last described point and having a radius of 106.25 feet, a distance of 157.63 feet; thence continuing Southeasterly on a curve to the right, having a common tangent with the last described curve at the last described point and having a radius of 397.25 feet, a distance of 69.33 feet; thence South 1 degree 02 minutes 09 seconds East, tangent to the last described curve, a distance of 111.19 feet; thence South 0 degrees 06 minutes 33 seconds West, parallel with and 44.55 feet West of, measured at right angles thereto, the East line of the West 1/2 of said Section 9, a distance of 200.66 feet, more or less, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence South 39 degrees 25 minutes 03 seconds West, along said Northwesterly right-of-way line, a distance of 969.42 feet to a point on the Easterly right-of-way line of said Roeland Drive; thence North 50 degrees 34 minutes 57 seconds West, along said Easterly right-of-way line of said Roeland Drive; thence North 50 degrees 34 minutes 57 seconds West, along said Easterly right-of-way line, a distance of 17 feet; thence continuing Northwesterly and Northerly, along said Easterly right-of-way line, being a curve to the right, tangent to the last described course and having a radius of 260.50 feet, a distance of 243.40 feet; thence continuing Northerly and Northwesterly, along said Easterly right-of-way line, being a curve to the left having a common tangent with the last described curve at the last described point and having a radius of 490 feet, a distance of 294.36 feet; thence North 31 degrees 28 minutes 08 seconds West along said Easterly right-of-way line, a distance of 125.55 feet, to the point of beginning;

EXCEPT THOSE PORTIONS DESCRIBED AS FOLLOWS:

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the West line of the Northwest 1/4 of the said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, a distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03 seconds East, along the Northwesterly right-of-way line of U.S. Highway No. 50, a distance of 457.42 feet; thence North 50 degrees 34 minutes 57 seconds West, along a line perpendicular to the last described course, a distance of 66.29 feet, to the true point of beginning of subject tract; thence North 50 degrees 44 minutes 32 seconds West, a distance of 286.62 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 157.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 128.87 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 50.50 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 99.75 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 15.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 10 feet; thence North 39 degrees 15 minutes 28 seconds East a distance of 16 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 48 feet; thence South 39 degrees 15 minutes 28 seconds West, a distance of 238.70 feet to the true point of beginning of subject tract;

AND

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the West line of the Northwest 1/4 of said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of

125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and a central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03 seconds East, along the Northwesterly right-of-way line of said U.S. Highway No. 50, a distance of 969.42 feet to a point on the Westerly right-of-way line of Roe Boulevard, as now established; thence North 0 degrees 06 minutes 33 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 200.66 feet; thence North 1 degree 02 minutes 09 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 49.27 feet; thence South 88 degrees 57 minutes 51 seconds West, along a line perpendicular to the last described course, a distance of 21.76 feet, to the true point of beginning of subject tract; thence South 84 degrees 15 minutes 28 seconds West, a distance of 277.17 feet; thence North 5 degrees 44 minutes 32 seconds West, a distance of 132.75 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 252.67 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 91.92 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 24.50 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 40.83 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KF251209-1016; KF251209-1017

Legal:

Parcel 1:

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the West line of the Northwest 1/4 of the said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, a distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03



seconds East, along the Northwesterly right-of-way line of U.S. Highway No. 50, a distance of 457.42 feet; thence North 50 degrees 34 minutes 57 seconds West, along a line perpendicular to the last described course, a distance of 66.29 feet, to the true point of beginning of subject tract; thence North 50 degrees 44 minutes 32 seconds West, a distance of 286.62 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 157.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 128.87 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 50.50 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 99.75 feet; thence North 39 degrees 15 minutes 28 seconds East, a distance of 15.10 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 10 feet; thence North 39 degrees 15 minutes 28 seconds East a distance of 16 feet; thence South 50 degrees 44 minutes 32 seconds East, a distance of 48 feet; thence South 39 degrees 15 minutes 28 seconds West, a distance of 238.70 feet to the true point of beginning of subject tract.

Parcel 2:

All that part of the West 1/2 of Section 9, Township 12, Range 25, now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northwest 1/4 of said Section 9; thence North 0 degrees East, along the 3 West line of the Northwest 1/4 of said Section 9, a distance of 339.15 feet; thence North 90 degrees East, a distance of 1742.10 feet, to a point on the Easterly right-of-way line of Roeland Drive, as now established; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 125.55 feet, to a point of curvature; thence Southeasterly and Southerly, along the Easterly right-of-way line of said Roeland Drive, said line being on a curve to the right, having a radius of 490 feet, and a central angle of 34 degrees 25 minutes 13 seconds, a distance of 294.36 feet, to a point of reverse curvature; thence Southerly and Southeasterly, along a curve to the left, having a radius of 260.50 feet, a central angle of 53 degrees 32 minutes 02 seconds, and whose initial tangent bearing is South 2 degrees 57 minutes 05 seconds West, distance of 243.40 feet, to a point of tangency; thence South 50 degrees 34 minutes 57 seconds East, along the Easterly right-of-way line of said Roeland Drive, a distance of 17 feet, to a point on the Northwesterly right-of-way line of U.S. Highway No. 50, as now established; thence North 39 degrees 25 minutes 03 seconds East, along the Northwesterly right-of-way line of said U.S. Highway No. 50, a distance of 969.42 feet to a point on the Westerly right-of-way line of Roe Boulevard, as now established; thence North 0 degrees 06 minutes 33 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 200.66 feet; thence North 1 degree 02 minutes 09 seconds West, along the Westerly right-of-way line of said Roe Boulevard, a distance of 49.27 feet; thence South 88 degrees 57 minutes 51 seconds West, along a line perpendicular to the last described course, a distance of 21.76 feet, to the true point of beginning of subject tract; thence South 84 degrees 15 minutes 28 seconds West, a distance of 277.17 feet; thence North 5 degrees 44 minutes 32 seconds West, a distance of 132.75 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 252.67 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 91.92 feet; thence North 84 degrees 15 minutes 28 seconds East, a distance of 24.50 feet; thence South 5 degrees 44 minutes 32 seconds East, a distance of 40.83 feet, to the true point of beginning of subject tract.

Tax Parcel No.: KF251209-1014; KF251209-1011

Legal:

Commencing at the northwest corner of the northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, in Johnson County, Kansas; thence North 3.70 feet to a point on the west line of the southwest  $\frac{1}{4}$  of the northwest  $\frac{1}{4}$  of said section; thence deflecting to the right from the last described course 65 degrees 41 minutes 50 seconds, a distance of 1332.57 feet, said line being 9.0 feet south and parallel to the center tangent line of an 18 foot wide brick slab (formerly U.S. Highway No. 50) and now known as Johnson Drive; thence Southeasterly 90 degrees to the last described course a distance of 21 feet to the point of beginning; thence continuing on the last described course a distance of 250 feet; thence in a northeasterly direction along a course which makes an angle of 90 degrees to the last described course, a distance of 335.74 feet to the westerly line of Roeland Drive; thence deflecting to the left 98 degrees 09 minutes 58 seconds a distance of 251.72 feet to the southerly right of way line of said Johnson Drive; thence southwesterly along a line which is 30 feet from the center line of said Johnson Drive 300 feet to the point of beginning AND

All that part of the South  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, in the City of Mission, in said county and state, described as follows: From the northwest corner of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of said Section 9; run thence North (this and all subsequent bearings being in relation to the west line of the Southwest  $\frac{1}{4}$  of said Section 9, as having an assumed bearing of due North-South), 3.70 feet to a point in a line that is 9.0 feet Southerly distance at right angles to the center tangent line of an 18 foot brick slab known as Johnson Drive formerly U.S. Highway No. 50; run thence North 66 degrees 41 minutes 50 seconds East along said line, 1386.57 feet; run thence South 23 degrees 18 minutes 10 seconds East, 271.0 feet to the true point of beginning of the tract of land herein described; thence North 66 degrees 41 minutes 50 seconds East 281.75 feet to the Westerly right of way line of Roeland Drive as now established; thence South 31 degrees 28 minutes 08 seconds East along said Westerly right of way line, 53.21 feet to the Northerly right of way line of Martway Street, as now established; thence South 66 degrees 51 minutes 57 seconds West along said Northerly right of way line, 289.31 feet; thence North 23 degrees 18 minutes 10 seconds West, 51.82 feet to the point of beginning, EXCEPT

All that part of the South  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, in the City of Mission, Johnson County, Kansas, described as follows: From the Northwest corner of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of said Section 9; thence run North (this and all subsequent bearings being in relation to the West line of the Southwest  $\frac{1}{4}$  of said Section 9 as having an assumed bearing of due North-South) 3.70 feet to a point in a line that is 9.0 feet Southerly distance, at right angles to the center tangent line of an 18 foot wide brick slab known as Johnson Drive, formerly U.S. Highway 50; run thence North 66 degrees 41 minutes 50 seconds East along said line, 1332.57 feet; run thence South 23 degrees 18 minutes 10 seconds East, 21.0 feet to the Southerly right of way line of said

Johnson Drive, as now established, also being the true point of beginning of the tract of land herein described; thence continuing South 23 degrees 18 minutes 10 seconds East, 250.00 feet; thence North 66 degrees 41 minutes 50 seconds East, 54.0 feet; thence North 23 degrees 18 minutes 10 seconds West 250.00 feet to the Southerly right of way line of said Johnson Drive; thence South 66 degrees 41 minutes 50 seconds West along said Southerly right of way line 54.0 feet to the point of beginning.

Tax Parcel No.: KP38000000 0007

Legal:

Lots 7, 8, 9, 10, 21 and 22, Lot 23, except the East 10 feet thereof, and the East 95 feet of Lot 20, Block 5, Mission Village, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP38000000 0005; KP38000000 0006

Legal:

Lots 5 and 6, Block 5, Mission Village, a subdivision in the City of Mission, Johnson County, Kansas, according to the recorded plat thereof.

Tax Parcel No.: KP38000000 0025A; KP38000000 0025; KP38000000 0024;  
KP38000000 0023B

Legal:

All of Lots 24, 25 and 26, and the East 10 feet of Lot 23, all in Mission Village, Block 5, a subdivision in the City of Mission, Johnson County, Kansas, more particularly described as follows: Beginning at the Northeasterly corner of said Lot 26; thence South 31 degrees 28 minutes 08 seconds East, along the Easterly line of said Lot 26, 137.74 feet to a point of curvature; thence Southeasterly along said Easterly line, on a curve to the right being tangent to the last described course having a radius of 440 feet, and an arc length of 48.65 feet to the Southeasterly corner of said Lot 26; thence South 66 degrees 41 minutes 50 seconds West along the Southerly line of said Lot 23 thru 26, 413.42 feet; thence North 23 degrees 03 minutes 34 seconds West, 185.87 feet to a point on the Northerly line of said Lot 23; thence North 66 degrees 51 minutes 26 seconds East, along the Northerly line of said Lots 23 thru 26, 389.09 feet to the point of beginning.

Tax Parcel No.: KP38000000 0004; KP38000000 0003; KP38000000 0019A;  
KP38000000 0002; KP38000000 0018; KP38000000 0017; KP37500004 0002B;  
KP38000000 0012A; KP38000000 0012B

Legal:

Tract I:

All that part of Lot 2, Block 4, Mission Village, a subdivision of land now in the City of Mission, Johnson County, Kansas, lying Easterly of the following described line: Beginning at a point on the Northerly line of said Lot 2, which point is 9.92 feet Southwesterly from the Northeasterly corner of said Lot 2; thence Southeasterly, to a

point in the Southerly line of said Lot 2, which is 10.83 feet Southwesterly from the Southeasterly corner of said Lot 2, and also all of Lots 3, 4 and 5, all in said Block 4, and also vacated Birch Street.

Tract II:

All that part of Lots 12 and 13, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Beginning at the Northeasterly corner of said Lot 13; thence South 66 degrees 51 minutes 26 seconds West, along the Northwesterly line of said Lot 13, a distance of 134.11 feet, to the Northwesterly corner thereof; thence Southwesterly and Westerly, along the Northerly line of said Lot 12, said line being on a curve to the right, having a radius of 250 feet, a distance of 74.05 feet; thence South 00 degrees East, a distance of 0.80 feet; thence South 86 degrees 07 minutes 00 seconds East, a distance of 154.66 feet, thence South 41 degrees East a distance of 210 feet, to a point on the Southerly line of said Lot 13, thence South 63 degrees 16 minutes 00 seconds East, along the Southerly line of said Lot 13, a distance of 8.41 feet, to the Southeasterly corner thereof, thence Northwesterly, along the Northeasterly line of said Lot 13, to the point of beginning, and also all of Lots 2, 3, 4, 15, 17, 18, 19 and all of Lot 20, Except the East 95 feet thereof of said Mission Village, Block 5, and also all of vacated Birch Street, lying adjacent to Lots 2 and 3, of said Mission Village, Block 5, all except that part thereof in roads and streets.

Tract III:

All that part of Lots 12 and 13, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas, more particularly described as follows: Beginning at the Southwest corner of said Lot 13, thence South 85 degrees 53 minutes, 10 seconds East, along the Southerly line of said Lot 13, a distance of 81.87 feet; thence North 24 degrees, 58 minutes, 41 seconds East, along said Southerly line, a distance of 79.22 feet; thence North 41 degrees West a distance of 210.00 feet; thence North 86 degrees, 07 minutes West, a distance of 154.66 feet; thence South 13 degrees, 23 minutes, 09 seconds East, a distance of 107.56 feet to a point on the Southerly line of said Lot 12; thence Southeasterly along said Southerly line of Lot 12 and the Westerly line of said Lot 13; said lines being on a curve to the right, having an initial tangent bearing of North 77 degrees, 21 minutes 56 seconds East, a radius of 125 feet, and an arc length of 232.21 feet to the point of beginning.

Tax Parcel No.: KP35000000 0001

Legal:

Beginning 72.77 feet North and 25 feet East of the Southwest corner of the Northwest  $\frac{1}{4}$  of Section 9, Township 12, Range 25, thence Northeasterly along the Northerly line of U.S. Highway No. 50, 113.7 feet, thence North 23 degrees 23 minutes West 135 feet; thence South 66 degrees and 37 minutes West 60.1 feet, thence South 131.8 feet to the beginning; also known as Lot 1, Mission Vale, an addition according to the recorded plat thereof.



Tax Parcel No.: KP37500004 0001; KP38000000 0001

Legal:

Tract I:

All of Lot 1, EXCEPT the West 10 feet of Lot 1, Block 4, taken under Condemnation Suit No. 45522, and Lot 2, Block 4, Mission Village, lying Westerly of the following described line: Beginning at a point on the Northerly line of said Lot 2, which point is 9.92 feet Southwesterly from the Northeasterly corner of said Lot 2; thence Southeasterly to a point in the Southerly line of said Lot 2, which is 10.83 feet Southwesterly from the Southeasterly corner of said Lot 2, all in Block 4, Mission Village, a subdivision in the City of Mission, Johnson County, Kansas.

Tract II:

All of Lot 1, Mission Village, Block 5, a subdivision in the City of Mission, Johnson County, Kansas.

Tax Parcel No.: KP38000000 0015

Legal:

Lot 15, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas

Tax Parcel No.: KP38000000 0016

Legal:

Lot 16, Mission Village, Block 5, a subdivision of land now in the City of Mission, Johnson County, Kansas, also called Martway Pumping Station.

**EXHIBIT D – DETAILED BUDGET**

<u>Land, Demolition &amp; Predevelopment Costs</u>	<u>Total</u>	<u>TIF Eligible</u>	<u>% TIF Eligible</u>
Land, Demolition & Predevelopment Costs	\$38,134,083	\$38,134,083	100.00%
<b>Total Land Costs</b>	<b>\$38,134,083</b>	<b>\$38,134,083</b>	<b>100.00%</b>
 <u>Site Work, Infrastructure &amp; Parking</u>			
Hard Costs - Parking Garage (1,041 Spaces)	\$15,010,155	\$15,010,155	100.00%
Stormwater Improvements	\$11,991,916	\$11,991,916	100.00%
Sitework	\$7,999,429	\$7,999,429	100.00%
Offsite	\$500,000	\$500,000	100.00%
	<b>\$35,501,500</b>	<b>\$35,501,500</b>	<b>100.00%</b>
 <u>Hard Costs</u>			
Hard Costs Retail (Roeland)	\$3,854,490	\$0	0.00%
Hard Costs Retail (Johnson)	\$2,066,827	\$0	0.00%
Hard Costs Junior Anchors	\$32,224,500	\$0	0.00%
Hard Costs Hotel (includes Restaurant & Spa)	\$23,745,480	\$0	0.00%
Hard Costs Residential	\$22,295,094	\$0	0.00%
Hard Costs Office	\$9,750,000	\$0	0.00%
Payment & Performance Bonds	\$523,457	\$104,782	20.02%
Insurance/Builders Risk	\$1,235,477	\$247,310	20.02%
General Contractor Fee	\$2,830,020	\$566,495	20.02%
Tenant Improvements	\$5,043,180	\$0	0.00%
Contingency	\$6,101,746	\$1,221,408	20.02%
<b>Total Hard Costs</b>	<b>\$109,670,271</b>	<b>\$2,139,996</b>	<b>1.95%</b>
	<b>Hard Construction Costs</b>		
	<b>(Less Stormwater):</b>	<b>\$117,445,975</b>	
	<b>Building Costs:</b>	<b>\$93,936,391</b>	
	<b>Soft Cost TIF Eligibility %:</b>	<b>20.02%</b>	
 <u>Soft Costs</u>			
Architecture/Engineering Services	\$3,248,652	\$650,294	20.02%
Legal	\$375,000	\$75,065	20.02%
Platting	\$75,000	\$15,013	20.02%
Civil Engineer (includes geo-tech and survey)	\$29,000	\$5,805	20.02%
Testing & Special Inspections	\$200,000	\$40,035	20.02%
Residential Marketing and FF&E	\$358,000	\$71,662	20.02%
Project Branding & Marketing	\$50,000	\$10,009	20.02%
Farmers Interest	\$504,000	\$100,887	20.02%
Hotel Pre Opening	\$1,000,000	\$0	0.00%

Hotel Supplies	\$400,000	\$0	0.00%
Hotel FFE	\$3,400,000	\$0	0.00%
Hotel Operator Technical Services Fee	\$200,000	\$0	0.00%
Development Fee	\$4,564,451	\$0	0.00%
Project Staffing	\$2,250,000	\$0	0.00%
Residential Staffing	\$150,000	\$0	0.00%
Permit & Fees	\$796,053	\$159,349	20.02%
Accounting (Audit, etc.)	\$50,000	\$10,009	20.02%
Developer Reimbursements	\$300,000	\$60,052	20.02%
Leasing Commissions	\$1,792,817	\$0	0.00%
Soft Cost Contingency	\$750,000	\$150,130	20.02%
<b>Total Soft Costs</b>	<b>\$20,492,974</b>	<b>\$1,348,310</b>	<b>6.58%</b>
<b><u>Mezzanine Loan Closing Cost</u></b>			
Mortgage Broker Fee	\$57,029	\$11,416	20.02%
Bank Fee	\$114,059	\$22,832	20.02%
Title Insurance	\$85,544	\$17,124	20.02%
Mortgage Recording Tax	\$17,109	\$3,425	20.02%
Legal (Owner and Lender)	\$200,000	\$40,035	20.02%
3rd Parties	\$0	\$0	20.02%
<b>Mezzanine Loan Closing Cost</b>	<b>\$473,741</b>	<b>\$94,830</b>	<b>20.02%</b>
<b><u>Construction Loan Closing Cost</u></b>			
Mortgage Broker Fee	\$616,821	\$123,471	20.02%
Bank Fee	\$1,233,642	\$246,943	20.02%
Title Insurance	\$925,231	\$185,207	20.02%
Mortgage Recording Tax	\$185,046	\$37,041	20.02%
Legal (Owner and Lender)	\$500,000	\$100,087	20.02%
Construction Monitoring	\$150,000	\$30,026	20.02%
3rd Parties	\$250,000	\$50,043	20.02%
<b>Construction Loan Closing Cost</b>	<b>\$3,860,740</b>	<b>\$772,818</b>	<b>20.02%</b>
<b><u>Interest Reserve</u></b>			
Construction Loan Interest Reserve	\$3,000,000	\$600,521	20.02%
Bond Payment Reserve	\$2,399,022	\$480,221	20.02%
Mezzanine Loan Interest Reserve	\$1,026,530	\$205,484	20.02%
<b>Total Financing Costs</b>	<b>\$6,425,552</b>	<b>\$1,286,226</b>	<b>20.02%</b>
<b>TOTAL DEVELOPMENT COSTS</b>	<b>\$214,558,862</b>	<b>\$79,277,764</b>	<b>36.95%</b>

**EXHIBIT E – TIF BOND PROFORMA**  
(Follows on separate page)



**TIF Bond Proceeds: \$23,163,649**

PROJECT COMPONENT	Square Footage/Keys	Appraised Value PSF/Key	Appraised Value	Assessed Value	Sales PSF	Room Sales	Food & Beverage	Total Non-Room Sales
Small Shop Roeland	36,189	\$150.00	\$5,428,350	\$1,357,088	\$450			\$16,285,050
Small Shop Johnson	19,405	\$150.00	\$2,910,750	\$727,688	\$350			\$6,791,750
Residential	177,806	\$100.00	\$17,780,600	\$2,044,769	\$0.00			\$0
Junior Anchors	139,500	\$60.00	\$8,370,000	\$2,092,500	\$430			\$59,985,000
Hotel	200	\$75,000.00	\$15,000,000	\$3,750,000	\$600	\$8,763,333	\$382,094	\$382,094
Restaurant	15,624	\$200.00	\$3,124,800	\$781,200				\$9,374,400
Office	75,000	\$100.00	\$7,500,000	\$1,875,000				\$92,818,294
<b>TOTAL:</b>	<b>463,524</b>		<b>\$12,628,244</b>			<b>\$8,763,333</b>		

Commercial Assessment: 25% 194,903 55,594  
 Residential Assessment: 11.5%

Year	Base Assessed Value	Projected Assessed Value	Project Sales	Hotel Room Sales	Real Estate Increment	TIF Sales Tax Revenue	TIF Transient Guest Tax Revenue	Total TIF Revenue
1	\$1,811,390	\$1,811,390	\$0	\$0	\$0	\$0	\$0	\$0
2	\$1,811,390	\$4,419,885	\$32,486,403	\$3,067,167	\$293,560	\$359,362	\$276,045	\$928,967
3	\$1,811,390	\$9,471,183	\$69,613,721	\$6,572,500	\$862,033	\$770,062	\$591,525	\$2,229,620
4	\$1,811,390	\$12,628,244	\$92,818,294	\$8,763,333	\$1,217,329	\$1,026,749	\$788,700	\$3,032,778
5	\$1,811,390	\$12,817,668	\$94,674,660	\$9,026,233	\$1,238,646	\$1,048,170	\$812,361	\$3,099,177
6	\$1,811,390	\$13,009,933	\$96,568,153	\$9,297,020	\$1,260,284	\$1,070,045	\$836,732	\$3,167,061
7	\$1,811,390	\$13,205,082	\$98,499,516	\$9,575,931	\$1,282,246	\$1,092,386	\$861,834	\$3,236,466
8	\$1,811,390	\$13,403,158	\$100,469,506	\$9,863,208	\$1,304,538	\$1,115,202	\$887,689	\$3,307,428
9	\$1,811,390	\$13,604,205	\$102,478,897	\$10,159,105	\$1,327,163	\$1,138,503	\$914,319	\$3,379,985
10	\$1,811,390	\$13,808,268	\$104,528,475	\$10,463,878	\$1,350,129	\$1,162,299	\$941,749	\$3,454,177
11	\$1,811,390	\$14,015,392	\$106,619,044	\$10,777,794	\$1,373,438	\$1,186,603	\$970,001	\$3,530,043
12	\$1,811,390	\$14,225,623	\$108,751,425	\$11,101,128	\$1,397,098	\$1,211,425	\$999,102	\$3,607,624
13	\$1,811,390	\$14,439,008	\$110,926,453	\$11,434,162	\$1,421,112	\$1,236,775	\$1,029,075	\$3,686,962
14	\$1,811,390	\$14,655,593	\$113,144,982	\$11,777,187	\$1,445,487	\$1,262,666	\$1,059,947	\$3,768,100
15	\$1,811,390	\$14,875,427	\$115,407,882	\$12,130,502	\$1,470,227	\$1,289,110	\$1,091,745	\$3,851,082
16	\$1,811,390	\$15,098,558	\$117,716,040	\$12,494,417	\$1,495,338	\$1,316,118	\$1,124,498	\$3,935,954
17	\$1,811,390	\$15,325,036	\$120,070,361	\$12,869,250	\$1,520,826	\$1,343,704	\$1,158,232	\$4,022,762
18	\$1,811,390	\$15,554,912	\$122,471,768	\$13,255,327	\$1,546,696	\$1,371,878	\$1,192,979	\$4,111,554
19	\$1,811,390	\$15,788,236	\$124,921,203	\$13,652,987	\$1,572,954	\$1,400,656	\$1,228,769	\$4,202,379
20	\$1,811,390	\$16,025,059	\$127,419,627	\$14,062,577	\$1,599,606	\$1,430,049	\$1,265,632	\$4,295,287
21			\$129,968,020	\$14,484,454				
22			\$132,567,380	\$14,918,988				
<b>TOTALS</b>								
					\$24,978,710	\$21,831,761	\$18,030,934	\$64,841,405
					\$13,024,874	\$11,376,259	\$9,266,961	\$33,668,095
					\$10,419,899	\$9,101,007	\$7,413,569	\$26,934,476
					(\$1,458,786)	(\$1,274,141)	(\$1,037,900)	(\$3,770,827)
					\$8,961,113	\$7,826,866	\$6,375,669	\$23,163,649

Gross Bond Proceeds (NPV of Revenue Divided by DSCR) 125%  
 Less: Bond Issuance 14%  
 Net Bond Proceeds

Notes:  
 (1) Percentage Online Year 1: 0%  
 (2) Percentage Online Year 2: 35%  
 (3) Percentage Online Year 3: 75%  
 (4) Percentage Online Year 4: 100%  
 (5) Annual Increase in sales: 2%  
 (6) Annual increase in assessed value: 1.5%  
 (7) TIF Mill Levy Rate: 112.5400  
 (8) Sales Tax Subject to TIF: 1.0107624%  
 (9) Transient Guest Tax Rate Subject to TIF: 9%  
 (10) Current Base Assessed Value: \$254,696  
 (11) TIF Base Assessed Value: \$1,811,390  
 (12) CID Rate: 1.00%  
 (13) Hotel Sales Annual Increase 3%

Mill Levy Rates  
 State 1.5000  
 County 19.5640  
 College 9.4610  
 Park 3.0990  
 City 18.3540  
 School 48.4770  
 School Bond 7.4290  
 Drainage 10.4990  
 Fire 11.7500  
 Library 3.9070  
 Total: 134.0400

Captured  
 0.0000  
 19.5640  
 9.4610  
 3.0990  
 18.3540  
 28.4770  
 7.4290  
 10.4990  
 11.7500  
 3.9070

EXHIBIT F – CITY OF MISSION MEETING MINUTES

**PETITION FOR THE CREATION OF THE MISSION GATEWAY  
COMMUNITY IMPROVEMENT DISTRICT**

**TO:** The Governing Body,  
City of Mission, Kansas

The undersigned, being the owner of record, whether resident or not, of the following:

1. More than fifty-five percent (55%) of the land area contained within the hereinafter described community improvement district; and
2. More than fifty-five percent (55%) by assessed value of the land area contained within the hereinafter described community improvement district.

hereby petitions the City of Mission, Kansas (the “**City**”) to create a community improvement district and authorize the proposed projects hereinafter set forth, all in the manner provided by K.S.A § 12-6a26, *et seq.* (the “**Act**”). In furtherance of such request, the petitioner states as follows:

**1. MAP AND LEGAL DESCRIPTION OF THE PROPOSED DISTRICT**

A map generally depicting the proposed community improvement district (the “**District**”) is attached hereto as **EXHIBIT “A”**. The legal description of the District is attached hereto as **EXHIBIT “B”**.

**2. GENERAL NATURE OF THE PROJECTS**

The general nature of the proposed projects to be funded by the District (the “**Projects**”) is to promote the development of a new mixed-use commercial development located generally at the northeast corner of Shawnee Mission Parkway and Roeland Drive in the City of Mission, Kansas. The Projects may be more particularly described as the construction, maintenance, and procurement of certain improvements, costs, and services within the District, including, but not limited to: land acquisition, infrastructure related items, sidewalks, parking lots, drainage improvements, buildings, tenant improvements, utilities, landscaping, lighting, signage, marketing and advertisement, cleaning and maintenance, security, soft costs of the Projects, and the City and the petitioner’s administrative costs in establishing and maintaining the District, and any other items permitted to be financed within the District under the Act.

**3. ESTIMATED COST**

The estimated or probable cost of the Projects is \$214,558,862. See the attached **EXHIBIT “C”** for a detailed budget.

#### **4. PROPOSED METHOD OF FINANCING**

It is proposed that the Projects be financed through a combination of private equity, private debt, community improvement district financing, and tax increment financing. It is proposed that community improvement district revenue will be made available to finance the cost of the Projects through the issuance of pay-as-you-go financing, as defined in the Act, special obligation revenue bonds, or any combination of these methods as further described herein.

#### **5. PROPOSED AMOUNT OF SALES TAX**

It is being proposed that the Projects be financed in part through the levying of a one percent (1.00%) community improvement retail sales tax as authorized by the Act with such sales tax to commence on January 1, 2019 or such other date as shall be approved by ordinance of the City.

#### **6. PROPOSED METHOD AND AMOUNT OF ASSESSMENT**

There are no assessments proposed by this Petition other than the sales tax described herein.

#### **7. NOTICE TO PETITION SIGNATORY**

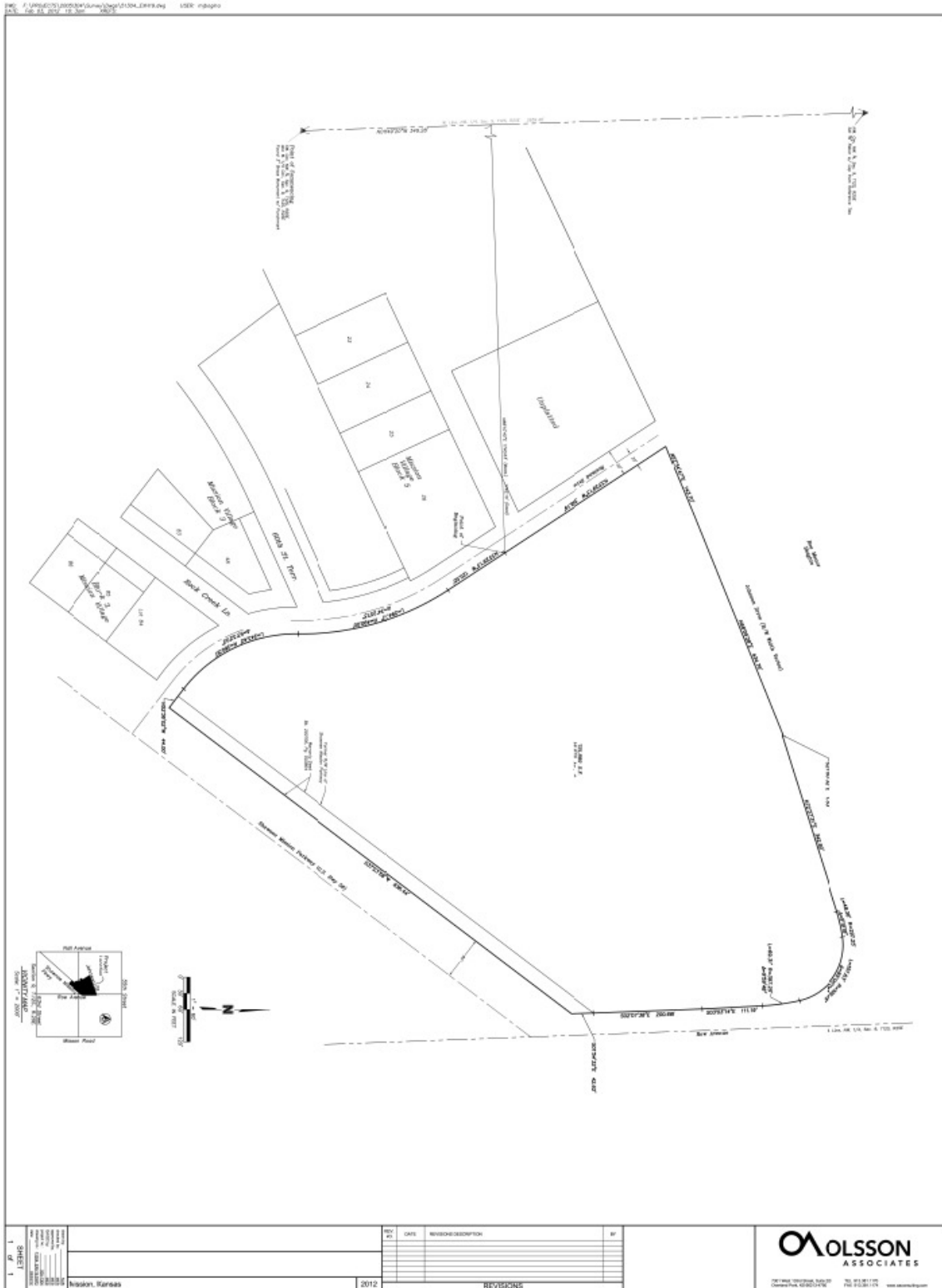
Names may not be withdrawn from this Petition by the signatory hereto after the City commences consideration of this Petition, or later than seven (7) days after the filing hereof with the City Clerk, whichever occurs first.





# EXHIBIT "A"

## MAP OF DISTRICT



## EXHIBIT "B"

### LEGAL DESCRIPTION OF DISTRICT

Lot 1, The Gateway First Plat, Part of the West half of Section 9, Township 12 South, Range 25 East, City of Mission, Johnson County, Kansas, less any portions in dedicated public street right of way (if any), more particularly described as:

All that part of the West half of Section 9, Township 12 South, Range 25 East, in the City of Mission, Johnson County, Kansas, described as follows:

COMMENCING at the Southwest corner of the Northwest Quarter of Section 9, Township 12 South, Range 25 East; thence North 1 degree 49 minutes 20 seconds West along the West line of the Northwest Quarter of said Section 9 a distance of 349.28 feet (339.15 feet Deed) to a point; thence North 88 degrees 10 minutes 40 seconds East a distance of 1740.63 feet (1742.10 feet Deed) to a point on the East right of way line of Roeland Drive, the POINT OF BEGINNING; thence North 33 degrees 29 minutes 13 seconds West along the East right of way line of Roeland Drive a distance of 358.19 feet to a point on the South right of way line of Johnson Drive; thence North 67 degrees 34 minutes 47 seconds East along the South right of way line of Johnson Drive a distance of 143.70 feet to a point; thence North 68 degrees 09 minutes 28 seconds East along the South right of way line of Johnson Drive a distance of 434.76 feet to a point; thence South 21 degrees 50 minutes 32 seconds East along the South right of way line of Johnson Drive a distance of 1.53 feet to a point; thence North 72 degrees 37 minutes 31 seconds East along the South right of way line of Johnson Drive a distance of 342.82 feet to a point; thence in a Northeasterly direction along the South right of way line of Johnson Drive and along a curve to the right, having a radius of 297.25 feet, through a central angle of 9 degrees 19 minutes 18 seconds, an arc distance of 48.36 feet to a point of compound curvature; thence in a Southeasterly direction along the South right of way line of Johnson Drive and along a curve to the right, having a radius of 106.25 feet, through a central angle of 85 degrees 00 minutes 09 seconds, an arc distance of 157.63 feet to a point of compound curvature, said point also lying on the West right of way line of Roe Avenue; thence in a Southeasterly direction along the West right of way line of Roe Avenue and along a curve to the right, having a radius of 397.25 feet, through a central angle of 9 degrees 59 minutes 48 seconds, an arc distance of 69.31 feet to a point; thence South 3 degrees 03 minutes 14 second East along the West right of way line of Roe Avenue a distance of 111.19 feet to a point; thence South 2 degrees 07 minutes 38 seconds East along the West right of way line of Roe Avenue a distance of 200.66 feet to a point; thence South 1 degree 54 minutes 32 seconds East along the West right of way line of Roe Avenue a distance of 42.62 feet to a point on the Northwesterly right of way line of Shawnee Mission Parkway (also known as US Highway 56) as established in Book 200706 at Page 003864; thence South 37 degrees 23 minutes 58 seconds West along the Northwesterly right of way line of said Shawnee Mission Parkway a distance of 936.45 feet to the point of intersection of the Northwesterly right of way line of Shawnee Mission Parkway and the East right of way line of Roeland Drive; thence North 52 degrees 36 minutes 02 seconds West along the East right of way line of Roeland Drive a distance of 44.00 feet to a point; thence in a Northwesterly direction along the East right of way line of Roeland Drive and along a curve to the right, having a radius of 260.50 feet, through a central angle of 53 degrees 32 minutes 02 seconds, an arc distance of 243.40 feet to a point of reverse curvature; thence in a Northwesterly direction along the East right of way line of Roeland Drive and along a curve to the left, having a radius of 490.00 feet, through a central angle of 34 degrees 25 minutes 13 seconds, an arc distance of 294.37 feet to a point; thence North 33 degrees 29 minutes 13 seconds West along the East right of way line of Roeland Drive a distance of 125.55 feet to the POINT OF BEGINNING and containing 721,889 Square Feet or 16.572 Acres, more or less.

**EXHIBIT “C”  
ESTIMATED PROBABLE COST OF PROJECTS**

<u>Land, Demolition &amp; Predevelopment Costs</u>	<u>Total</u>
Land, Demolition & Predevelopment Costs	\$38,134,083
<b>Total Land Costs</b>	<b>\$38,134,083</b>
<u>Site Work, Infrastructure &amp; Parking</u>	
Hard Costs - Parking Garage (1,041 Spaces)	\$15,010,155
Stormwater Improvements	\$11,991,916
Sitework	\$7,999,429
Offsite	\$500,000
	<hr/>
	<b>\$35,501,500</b>
<u>Hard Costs</u>	
Hard Costs Retail (Roeland)	\$3,854,490
Hard Costs Retail (Johnson)	\$2,066,827
Hard Costs Junior Anchors	\$32,224,500
Hard Costs Hotel (includes Restaurant & Spa)	\$23,745,480
Hard Costs Residential	\$22,295,094
Hard Costs Office	\$9,750,000
Payment & Performance Bonds	\$523,457
Insurance/Builders Risk	\$1,235,477
General Contractor Fee	\$2,830,020
Tenant Improvements	\$5,043,180
Contingency	\$6,101,746
	<hr/>
<b>Total Hard Costs</b>	<b>\$109,670,271</b>
<u>Soft Costs</u>	
Architecture/Engineering Services	\$3,248,652
Legal	\$375,000
Platting	\$75,000
Civil Engineer (includes geo-tech and survey)	\$29,000
Testing & Special Inspections	\$200,000
Residential Marketing and FF&E	\$358,000
Project Branding & Marketing	\$50,000
Farmers Interest	\$504,000
Hotel Pre Opening	\$1,000,000
Hotel Supplies	\$400,000
Hotel FFE	\$3,400,000
Hotel Operator Technical Services Fee	\$200,000



Development Fee	\$4,564,451
Project Staffing	\$2,250,000
Residential Staffing	\$150,000
Permit & Fees	\$796,053
Accounting (Audit, etc.)	\$50,000
Developer Reimbursements	\$300,000
Leasing Commissions	\$1,792,817
Soft Cost Contingency	\$750,000
<b>Total Soft Costs</b>	<b>\$20,492,974</b>
<b><u>Mezzanine Loan Closing Cost</u></b>	
Mortgage Broker Fee	\$57,029
Bank Fee	\$114,059
Title Insurance	\$85,544
Mortgage Recording Tax	\$17,109
Legal (Owner and Lender)	\$200,000
3rd Parties	\$0
<b>Mezzanine Loan Closing Cost</b>	<b>\$473,741</b>
<b><u>Construction Loan Closing Cost</u></b>	
Mortgage Broker Fee	\$616,821
Bank Fee	\$1,233,642
Title Insurance	\$925,231
Mortgage Recording Tax	\$185,046
Legal (Owner and Lender)	\$500,000
Construction Monitoring	\$150,000
3rd Parties	\$250,000
<b>Construction Loan Closing Cost</b>	<b>\$3,860,740</b>
<b><u>Interest Reserve</u></b>	
Construction Loan Interest Reserve	\$3,000,000
Bond Payment Reserve	\$2,399,022
Mezzanine Loan Interest Reserve	\$1,026,530
<b>Total Financing Costs</b>	<b>\$6,425,552</b>
<b>TOTAL DEVELOPMENT COSTS</b>	<b>\$214,558,862</b>

City of Mission	Item Number:	6a.
<b>ACTION ITEM SUMMARY</b>	Date:	August 4, 2017
Administration	From:	Laura Smith

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

RE: Implementation of 2017 Classification and Compensation Study Recommendations

RECOMMENDATION: Approve the Resolution adopting a formal compensation philosophy for the City of Mission and authorizing the City Administrator to proceed with the implementation steps as recommended.

DETAILS: In March 2017, the City contracted with The Austin Peters Group (APG) to conduct a classification and compensation study. Over the last several weeks, the City Council has received the preliminary and final recommendations from the study, and subsequently directed staff to develop an implementation plan for the study's recommendations. The final report from APG and a memo outlining implementation strategies was discussed at the August 2<sup>nd</sup> Finance & Administration Committee meeting and a Resolution has been developed for Council consideration at the August 16th City Council meeting.

Implementation of the classification and compensation study would occur in five steps:

1. Adopt a compensation philosophy
2. Establish position salary ranges/grades
3. Fund market adjustments to existing salaries
4. Conduct annual performance reviews and implement merit increases
5. Ensure ongoing review and maintenance of the system

Recommendations 1-4 will be implemented beginning in September, and will be in place before the end of the 2017 fiscal year. The estimated impact to base wages on an annual basis is (\$132,456 total), resulting from moving 13 employees to new range minimums, and providing one-time market pay compression adjustments to 49 employees. In addition to the impact on base wages, there is an estimated annual impact on additional salary related benefits (FICA, KPERS, KPF, etc.) of approximately \$53,367.

The 2017 and 2018 budgets can accommodate the recommended implementation plan. The APG Report and the implementation recommendations are included again the packet for your reference.

CFAA CONSIDERATIONS/IMPACTS: The recommended total compensation strategy considers wages and benefits which support employees of all abilities and in all life stages.

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

CITY OF MISSION  
RESOLUTION NO. \_\_\_\_\_

A RESOLUTION ESTABLISHING A COMPENSATION PHILOSOPHY FOR THE CITY OF MISSION AND IMPLEMENTING THE RECOMMENDATIONS OF THE 2017 CLASSIFICATION AND COMPENSATION STUDY.

WHEREAS, it is an organizational best practice to periodically conduct a review of the classification and compensation system to assist in identifying potential structural deficiencies such as compression, overlap, or internal inequities, and to provide a benchmark against the external market, and;

WHEREAS, Mission's last comprehensive analysis was completed in 2005, and;

WHEREAS, the City Council authorized a Classification and Compensation Study in the 2017 Budget selecting The Austin Peters Group of Overland Park, Kansas as the consultant; and,

WHEREAS, The Austin Peters group was tasked with: 1) developing an overall compensation philosophy, 2) updating the classification structure, 3) conducting a market analysis, 4) updating job descriptions, 5) making recommendations (including a cost analysis, and 6) developing a process and training staff to provide for on-going maintenance of the system; and,

WHEREAS, the study's recommendations had to consider balancing several objectives including, 1) implementing a fair and reasonable classification and compensation system, 2) remaining competitive with the area market, 3) respecting the current budget parameters, and 4) managing implications for future budgets; and,

WHEREAS, recognizing that the employees are the organization's greatest asset, the Council directed staff to move forward with a specific implementation plan and timeline to move the City's classification and compensation structure toward the 60th percentile of the market;

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

Section 1. The following is adopted as the compensation philosophy for the City of Mission, Kansas:

"The City of Mission values all employees and wants to attract, retain, and develop the brightest employees to fully serve our residents, businesses and visitors. The Mission community attracts people from throughout the metropolitan area to work, shop, or attend to other business, and provides a place where they can enjoy "big city services" in a safe, friendly, small-town atmosphere. The City's compensation philosophy is tied to many factors, including the current and future financial position, the size of the

organization, the market competition, and the level of difficulty in finding and retaining qualified talent.

Therefore, the City of Mission's adopts a Compensation Philosophy which seeks to:

- Implement pay programs and total reward strategies targeted at the 60<sup>th</sup> percentile of the market, which treat all employees in a fair and equitable manner.
- Support the organization's fiscal needs, business strategy, competitive outlook, operating objectives and human capital needs.
- Position the City as an employer of choice, one who takes care of its employees and their families.
- Motivate and reward employees to perform at the best of their competencies, abilities and skill sets.
- Retain key talent and reward high-performing employees.
- Conduct a regular review of its pay and reward structure, based on business conditions, competition and ability to pay.”

Section 2. The pay grades and ranges by position, as detailed in Exhibit 1, are established effective September 1, 2017 when incumbents will be brought into the new ranges, and as necessary, will be moved to the new range minimums on the September 22, 2017 payroll.

Section 3. The City Administrator is authorized to implement the strategic, one-time market pay compression adjustments with the October 6, 2017 payroll to improve Mission's competitiveness with the market and assist with employee retention.

Section 4. The City Administrator and Department Directors are authorized to proceed with the annual performance review process, implementing approved merit increases effective with the November 17, 2017 payroll.

Section 5. The City Administrator is directed to work with APG to select an appropriate market index to be considered in future salary ranges adjustments, and support a compensation strategy for new and existing employees which allows them to generally anticipate progression through a salary range based on market benchmarks and individual performance.

THIS RESOLUTION IS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION, this 16th day of August 2017.

THIS RESOLUTION IS APPROVED BY THE MAYOR this 16th day of August 2017.



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Steve Schowengerdt, Mayor

ATTEST:

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Martha Sumrall, City Clerk



City of Mission	Item Number:	6b.
<b>ACTION ITEM SUMMARY</b>	Date:	August 4, 2017
Administration	From:	Laura Smith

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

RE: 2018 Budget Resolution and Financial Policies

RECOMMENDATION: Approve the 2018 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 2018.

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. Following the 2018 Budget Public Hearing on August 2, 2017, a draft of the 2018 Budget Resolution was considered. No changes were recommended, and the final version is now ready for consideration on the August 16th City Council Agenda.

CFAA CONSIDERATIONS/IMPACTS: The 2018 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:	
Line Item Code/Description:	
Available Budget:	

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

A RESOLUTION ESTABLISHING BUDGET POLICIES FOR BUDGET YEAR 2018 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, storm water 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 2018 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 8.802 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$3,000 annually.
3. Maintain a property tax mill rate of 10.500 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 18.019. The revenues equivalent to approximately 7 mills (\$900,000), 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 (\$850,000) 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 2018 Budget.

1. Preserve an estimated 11.019 mills for General Fund operations. Although the total mills to be levied in the General Fund are estimated at 18.019, the revenues generated by approximately 7 mills will be used exclusively for street maintenance.
2. Maintain a General Fund balance of no less than \$2.5 million. The City's goal for reserve funds is 25% of total General Fund revenues. The estimated unreserved fund balance at December 31,



2018 is \$2.76 million, or 24% of annual General Fund revenues.

3. Increase the Solid Waste Utility Rate from \$163.08 to \$168.84 annually for single-family property owners. An estimated transfer of \$110,000 from the General Fund subsidizes the remainder of the contract for single-family residential trash service which will be billed at a rate of \$16.36 per household per month in 2018.
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% merit pool has been included in the 2018 Budget.
5. Fund replacement of the highest priority capital equipment needs, including replacement of copiers for City Hall, the Police Department, and Parks and Recreation, a crack seal machine and skid steer trailer in Public Works, Municipal Court software, and handguns and radar units in the Police Department. Capital equipment replacement will be accomplished through purchase and lease-purchase and is estimated at \$432,325.
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 move cost recovery for the Community Center toward 100% of operating costs, excluding capital.

Section 3. The Governing Body directs staff to pursue the following areas as part of on-going 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 16th day of August 2017.

APPROVED BY THE MAYOR on this 16th day of August 2017.

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Steve Schowengerdt, Mayor

ATTEST:

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Martha Sumrall, City Clerk

<b>City of Mission</b>	Item Number:	6c.
<b>ACTION ITEM SUMMARY</b>	Date:	August 4, 2016
<b>Administration</b>	From:	Laura Smith

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

**RE:** 2018-2022 Capital Improvement Program Resolution

**RECOMMENDATION:** Approve the Resolution adopting the City of Mission's Recommended Capital Improvement Program (CIP) for 2018-2022.

**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. For the last several years, the Governing Body has also adopted 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 2018 are included in the 2018 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 2018-2022 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 2018-2022 CIP does not commit the City to any specific expenditures beyond those detailed in 2018. A draft of the Resolution was reviewed and discussed at the August 2nd Finance & Administration Committee meeting and no changes were proposed.

**CFAA CONSIDERATIONS/IMPACTS:** The 2018-2022 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:	
Line Item Code/Description:	Various
Available Budget:	2017 - \$6,312,056 (all program areas combined)

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

A RESOLUTION ADOPTING THE 2018-2022 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 CIP does not specifically commit the city to any expenditures 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 2018-2022 CIP is adopted. The City expects to receive approximately \$5,225,000 million of revenue and spend \$6,092,647 million in expenditures as part of the 2018 budget related to the Capital Improvement Program. The expenditures exceed revenues as a result the draw down of fund balances carried over from previous years.

Section 2. In 2018, 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 2018-2022 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 16th day of August 2017.

THIS RESOLUTION IS APPROVED BY THE MAYOR this 16th day of August 2017.

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Steve Schowengerdt, Mayor

ATTEST:

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Martha Sumrall, City Clerk

# EXHIBIT 1

## Street Program Plan (2018-2022)

	2017	2018	2019	2020	2021	2022
<b>Revenues</b>						
<b>Beginning Balance*</b>	766,209	477,562	531,484	(1,286,087)	(3,450,937)	(5,226,729)
<u>Local Revenue</u>						
7 mills dedicated to streets	890,000	900,000	900,000	900,000	900,000	900,000
0.25% Street Sales Tax Revenues - existing	550,000	575,000	575,000	575,000	575,000	145,000
<b>Sub-total</b>	<b>1,440,000</b>	<b>1,475,000</b>	<b>1,475,000</b>	<b>1,475,000</b>	<b>1,475,000</b>	<b>1,045,000</b>
<u>External Revenue</u>						
CARS Reimbursements	654,040	-	574,000	2,291,650	-	3,100,000
Special Highway	246,600	250,000	250,000	250,000	250,000	250,000
SMAC Reimbursements	-	-	-	-	-	1,500,000
Grants / Other Outside Funding	-	-	68,000	-	-	1,200,000
Miscellaneous Revenues	-	-	-	-	-	-
<b>Sub-total</b>	<b>900,640</b>	<b>250,000</b>	<b>892,000</b>	<b>2,541,650</b>	<b>250,000</b>	<b>6,050,000</b>
<u>Debt Proceeds</u>						
<b>Sub-total</b>	-	-	-	-	-	-
<b>Total Street Revenues</b>	<b>2,340,640</b>	<b>1,725,000</b>	<b>2,367,000</b>	<b>4,016,650</b>	<b>1,725,000</b>	<b>7,095,000</b>
<b>Expenses</b>						
<u>Capital Projects</u>						
Foxridge (56th to 51st)	1,310,279	-	-	-	-	-
Broadmoor (Martway/Johnson Drive)	-	182,000	1,148,000	-	-	-
Foxridge (51st to Lamar)	-	-	992,000	4,583,300	-	-
Johnson Drive (Lamar to Metcalf)	-	-	-	-	1,778,000	8,994,000
Lamar (SMP to Foxridge)	-	-	555,848	-	-	-
UBAS Treatment - Roe (SMP to 63rd St)	-	-	-	110,877	-	-
UBAS Treatment - Nall (Martway to 67th St)	-	-	-	-	232,711	-
UBAS Treatment - Jo Drive (Nall to Roe)	-	-	-	-	-	135,756
Full-depth Reconstruction Projects (non-CARS eligible)	-	300,000	300,000	300,000	300,000	300,000
<b>Sub-total</b>	<b>1,310,279</b>	<b>482,000</b>	<b>2,995,848</b>	<b>4,994,177</b>	<b>2,310,711</b>	<b>9,429,756</b>
<u>Maintenance Programs</u>						
Street Maintenance Program (seal and mill/overlay)	<b>474,000</b>	350,000	350,000	350,000	350,000	350,000
Chip Seal Contract	105,000					
Mill & Overlay Contract	369,000					
PW Maintenance Programs (sidewalks, traffic safety)	<b>76,500</b>	75,000	75,000	75,000	75,000	75,000
Stantec Inventory	30,000					
Trinity Curbs	6,500					
Striping	20,000					
Broadmoor/Jo Drive Repairs	20,000					
Bridge Maintenance/Administrative Costs	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Sub-total</b>	<b>575,500</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>
<u>Debt Service</u>						
Johnson Drive/Martway Debt Service (2012A)	\$472,045	\$472,315	\$471,660	\$470,060	\$472,718	\$474,300
Jo Drive - Street Portion (2013C)	\$271,463	\$266,763	\$267,063	\$267,263	\$267,363	\$267,363
<b>Sub-total</b>	<b>743,508</b>	<b>739,078</b>	<b>738,723</b>	<b>737,323</b>	<b>740,081</b>	<b>741,663</b>
<b>Total Street Expenses</b>	<b>2,629,287</b>	<b>1,671,078</b>	<b>4,184,571</b>	<b>6,181,500</b>	<b>3,500,792</b>	<b>10,621,419</b>
<b>Ending Balance</b>	<b>477,562</b>	<b>531,484</b>	<b>(1,286,087)</b>	<b>(3,450,937)</b>	<b>(5,226,729)</b>	<b>(8,753,148)</b>

Remaining Debt Service/  
Year Retires  
\$271,625 (2023)



## Stormwater Program Plan (2018-2022)

	2017	2018	2019	2020	2021	2022	
<b>Revenues</b>							
<b>Beginning Balance</b>	310,403	67,484	(630,660)	(1,878,612)	(2,073,181)	(2,262,287)	
<u>Local Revenue</u>							
Stormwater Utility Fund Revenues	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	
Drainage District Revenues	82,000	85,000	85,000	85,000	85,000	85,000	
Transfer from General Fund for Debt Service	-	-	-	-	-	-	
Transfer from CIP Fund for Debt Service	-	-	-	-	-	-	
Gateway Special Benefit District Revenues	-	-	-	-	-	-	
<b>Sub-total</b>	<b>2,582,000</b>	<b>2,585,000</b>	<b>2,585,000</b>	<b>2,585,000</b>	<b>2,585,000</b>	<b>2,585,000</b>	
<u>Extenal Revenue</u>							
SMAC Revenues	-	-	3,154,140	-	-	-	
Miscellaneous Revenues	-	-	-	-	-	-	
<b>Sub-total</b>	<b>-</b>	<b>-</b>	<b>3,154,140</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<u>Debt Proceeds</u>							
<b>Sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Stormwater Revenues</b>	<b>2,582,000</b>	<b>2,585,000</b>	<b>5,739,140</b>	<b>2,585,000</b>	<b>2,585,000</b>	<b>2,585,000</b>	
<b>Expenses</b>							
<u>Capital Projects</u>							
Rock Creek Channel (Nall to Roeland Drive)	-	640,000	4,206,898	-	-	-	
<b>Sub-total</b>	<b>-</b>	<b>640,000</b>	<b>4,206,898</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<u>Maintenance Programs</u>							
Repair and Maintenance Fund	185,000	25,000	50,000	50,000	50,000	50,000	
6500 W. 51st							
5820 W. 61st							
Sinkhole							
Miscellaneous Engineering	50,000	25,000	50,000	50,000	50,000	50,000	
<b>Sub-total</b>	<b>235,000</b>	<b>50,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
<u>Debt Service/Loan Repayment</u>							<b>Remaining Debt Service/ Year Retires</b>
KDHE Loan Repayment	6,562	6,562	6,562	6,562	6,562	6,562	\$59,058 (2031)
GO Series 2010A	367,813	368,738	369,388	364,763	-	-	\$0
GO Series 2010B	279,131	279,131	279,131	974,131	1,331,331	1,333,131	\$3,161,324 (2026)
GO Series 2013C - Stormwater Portion	283,575	283,675	283,675	283,575	283,375	283,075	\$287,000 (2023)
GO Series 2014-A	321,838	1,389,838	1,741,438	1,050,538	1,052,838	1,054,738	\$4,456,389 (2029)
GO Series 2014-B	1,331,000	265,200	-	-	-	-	0
<b>Sub-total</b>	<b>2,589,919</b>	<b>2,593,144</b>	<b>2,680,194</b>	<b>2,679,569</b>	<b>2,674,106</b>	<b>2,677,506</b>	<b>Total Remaining \$7,963,771</b>
<b>Total Stormwater Expenses</b>	<b>2,824,919</b>	<b>3,283,144</b>	<b>6,987,092</b>	<b>2,779,569</b>	<b>2,774,106</b>	<b>2,777,506</b>	
<b>Ending Balance</b>	<b>67,484</b>	<b>(630,660)</b>	<b>(1,878,612)</b>	<b>(2,073,181)</b>	<b>(2,262,287)</b>	<b>(2,454,793)</b>	

**Parks & Recreation Program Plan (2018-2022)**

	2017	2018	2019	2020	2021	2022
<b>Revenues</b>						
<b>Beginning Fund Balance</b>	706,477	538,806	315,381	230,781	180,931	114,331
<i>Local Revenue</i>						
0.375% Parks & Recreation Sales Tax Revenues	850,000	850,000	825,000	825,000	825,000	800,000
Transfers/other						
<b>Sub-total</b>	<b>850,000</b>	<b>850,000</b>	<b>825,000</b>	<b>825,000</b>	<b>825,000</b>	<b>800,000</b>
<i>External Revenue</i>						
Special Parks & Recreation Revenues	59,000	65,000	65,000	65,000	65,000	65,000
<b>Sub-total</b>	<b>59,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>
<i>Debt Proceeds</i>						
<b>Sub-total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Parks and Recreation Revenues</b>	<b>909,000</b>	<b>915,000</b>	<b>890,000</b>	<b>890,000</b>	<b>890,000</b>	<b>865,000</b>
<b>Expenses</b>						
<i>Capital Projects</i>						
Park Systems Improvements	-	105,000	100,000	100,000	150,000	150,000
		Park Amenities TBD 65,000	Park Amenities TBD 100,000	Park Amenities TBD 100,000	Park Amenities TBD 150,000	Park Amenities TBD 150,000
		Park Entrance Signage 40,000				
MFAC Improvements/Equipment Replacement	32,240	127,000	28,000	-	45,000	-
	Pool Painting 26,240	MFAC Second Slide Tower 105,000	Gel Coat Slide 1 28,000		MFAC Painting 45,000	
	Pool Vacuum 6,000	Lounge Chairs 22,000				
SPJCC Improvements/Equipment Replacement	352,928	269,500	200,500	197,100	117,500	107,500
	Refrigerators 10,000	Small Kaivac 5,000	Seated Rider Scrubber 16,000	Conference Center Banquet Chairs 24,100	Conference Center Blinds 10,000	Conference Center Carpet 30,000
	Conference Center Projectors 15,000	Gym Dividers (2) 25,000	Small Kaivac 5,000	Natorium Ceiling Repainting 70,000	Roof Resurfacing 100,000	Conference Center Projectors 18,000
	Replace Back-Up Battery Sytem 8,000	Pool Vacuum 6,000	Pool Pak Repairs/Replacement 65,000	Dry Sauna Re-cedar 17,500		Conference Center Painting 20,000
	Parking Lot Construction 178,000	Pool Pak Repairs/Replacement 65,000	Elevator Maintenance 20,000	Resurface Pool Deck 40,000		Natorium Painting 32,000
	Design/Construction Inspection 17,928	Sound System A&B 10,000	Roof Repairs 30,000	Gel Coat Indoor Pool Slide 28,000		
	Pool Pak Repairs/Replacement 65,000	Cardio/Weight/Stairs Flooring 85,000	A&B Flooring 30,000	Conference Center Tables 10,000		
	Building Paging System 10,000	Carpet Cleaner 16,000	Admin Office Carpeting 15,000			
	Gymnastic Mats 6,500	Indoor Pool Resurfacing 50,000	Dance Floor Conference Ctr 12,000			
	Roof Repairs 35,000					
	Computer Replacement 7,500	Computer Replacement 7,500	Computer Replacement 7,500	Computer Replacement 7,500	Computer Replacement 7,500	Computer Replacement 7,500
<b>Sub-total Capital Projects</b>	<b>385,168</b>	<b>501,500</b>	<b>328,500</b>	<b>297,100</b>	<b>312,500</b>	<b>257,500</b>
<i>Maintenance/Operations</i>						
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
Park Improvement Fund	50,000					
<b>Sub-total</b>	<b>110,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<i>Debt Service/Lease Payments</i>						
Outdoor Aquatic Facility Debt Service (2013B)	526,450	529,000	531,100	527,750	529,100	530,000
Cardio Equipment Lease	47,925	47,925	55,000	55,000	55,000	55,000
HVAC Controller Lease	7,128	-	-	-	-	-
<b>Sub-total</b>	<b>581,503</b>	<b>576,925</b>	<b>586,100</b>	<b>582,750</b>	<b>584,100</b>	<b>585,000</b>
<b>Total Parks &amp; Recreation Expenses</b>	<b>1,076,671</b>	<b>1,138,425</b>	<b>974,600</b>	<b>939,850</b>	<b>956,600</b>	<b>902,500</b>
<b>Ending Balance</b>	<b>538,806</b>	<b>315,381</b>	<b>230,781</b>	<b>180,931</b>	<b>114,331</b>	<b>76,831</b>

\$1,060,900 (2023)  
on-going lease

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

The City of Mission Leadership Team is pleased to present the Recommended 2018 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.

Each year we identify potential threats and opportunities to the budget. These may be identified from economic trends, legislative action, the public, the City Council, or professional staff. The following issues were discussed during the development of the 2018 Budget:

- Balancing service delivery/operating needs with infrastructure investment
- Appropriately funding facility and equipment needs
- Implementing recommendations from the 2017 Classification and Compensation study
- Anticipated increases in employee health/welfare and retirement costs that outpace inflation
- Continuing to explore cost recovery goals for the Community Center to move toward 100% self-sufficiency
- Impacts of decision on repayment obligations related to the Transportation Utility Fee
- Leveraging increased redevelopment opportunities city-wide
- Planning for and implementing changes necessitated by the property tax lid

The City of Mission's budget covers the period of January 1st through December 31st. The entire budget is made up of more than a dozen individual funds totaling \$18.6 million in estimated expenditures for 2018. Most of the 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.

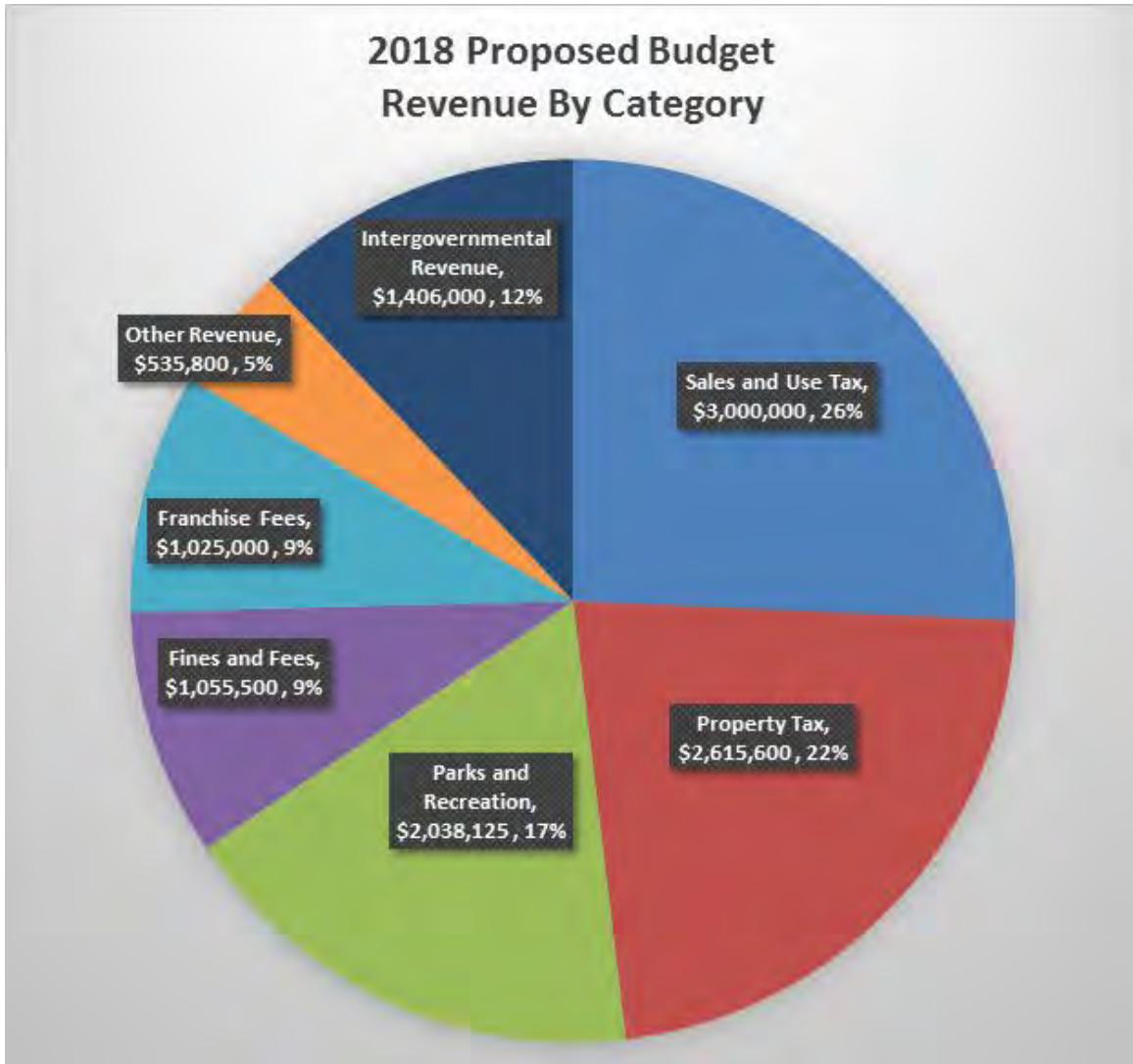
### **General Fund**

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 coming and going in a particular fiscal year. 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. Altogether, they make up nearly 80% of the annual General Fund budget resources. Fluctuations in these revenue streams impact how the City is able to pay for and maintain core services.

### **Revenue Highlights**

Total estimated revenues in the 2018 General Fund budget are \$11.75 million. Revenues are predicted to experience a slight decrease (less than 1%) between 2017 and 2018. While there are shifting trends

among revenue categories (sales taxes, fines, community center), the revenue streams do not demonstrate increases sufficient to keep pace with inflation, increases in personnel costs, or ongoing capital equipment and facility needs.



**The 2018 Recommended Budget maintains the mill levy constant with 2017, and does not include any significant increases in fees or taxes collected by the City.**

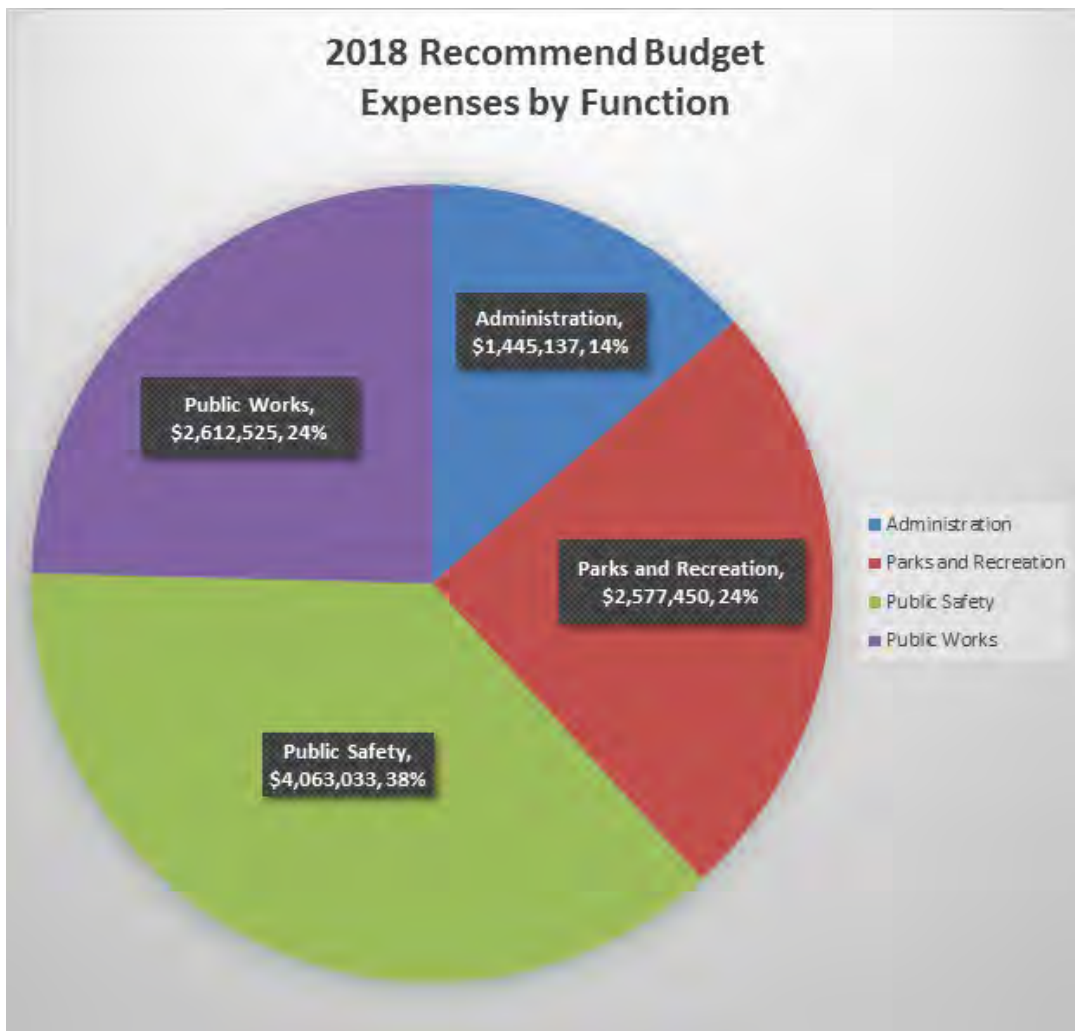
Of the total estimated mill rate used to support the 2018 Recommended Budget (18.019 mills), 11.019 mills will support General Fund operations. The revenue generated by the remaining 7 mills (\$900,000) has been earmarked for street maintenance and will be transferred to the Capital Improvement Fund.

The only new revenue stream included in the 2018 Recommended Budget is the ¼-cent Public Safety sales tax approved by the County in November 2016. The sales tax is “special purpose,” dedicated to construction of the Johnson County Courthouse and Coroner’s Facility and became effective April 1, 2017. Staff has estimated receipts of \$193,000 in the 2018 Budget. The sales tax has a 10-year sunset. While use of the sales tax is restricted at the County level, the City has no restrictions on how the funds may be used locally.

The 2018 Budget is the first one subject to the property tax lid legislation passed during the 2016 legislative session. Using the 5-year rolling average of CPI-U inflation rates (1.4%) and incorporating the exemptions and formulas set out in the new law, the City was able to retain the estimated appraisal growth without limitation.

Expenditure Highlights

The 2018 Recommended General Fund expenditures are estimated to decrease 5.18% from the 2017 Budget, including transfers. This is primarily the result of reductions in expenses associated with capital equipment purchases and leases. The 2018 General Fund Expenditures by function are detailed in the graph below:



*Personnel*

The largest expenditure category in the General Fund is Personnel Services. Budgeted at \$6.85 million, these costs represent approximately 64% of the total General Fund budget, excluding transfers. No new positions were requested as a part of the 2018 Budget process. The 2018 Recommended Budget includes sixty-eight (68) full-time employees.



Personnel costs increased 4.18% over the 2017 Budget, primarily as a result of the implementation of changes recommended by the 2017 Classification and Compensation Study.

### *Contractuals/Commodities*

Contractual services and commodities make up the next largest share of the General Fund expenses, accounting for a combined total of approximately \$3.4 million in 2018. 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. Careful management of the departmental budgets provides for controlled expenditures in both of these categories.

### *Capital/Debt Service*

The 2018 Budget includes funding for all current capital lease-purchase obligations including streetlights, police vehicles, and the street sweeper. Capital expenditures reflect purchases which will be made outright, and are based on vehicle and equipment replacement schedules maintained by each Department. Capital equipment items to be purchased from the General Fund in 2018 include:

- Replacement Servers
- Multi-function printers/copiers (City Hall, Police Department, Community Center)
- Court Software
- Crack Seal Machine
- Utility Trailer
- Ice Maker
- Work area modifications to improve customer service
- Handguns/Shotguns
- Radar Equipment

### *Transfers*

Transfers are used to support programs and activities budgeted in other funds. The 2018 budget includes a transfer from the General Fund to the Capital Improvement Fund in the amount of \$900,000 for street maintenance activities. A transfer in the amount of \$110,000 is also included, and represents the transfer to the Solid Waste Utility Fund to subsidize a portion of the residential trash service contract. Finally, the 2018 Budget includes a transfer of \$100,000 to the Equipment Replacement Fund to build reserves for capital equipment purchases in future years.

### *General Fund Policy Assumptions*

The 2018 Recommended Budget, accomplishes a number of Council goals and objectives, and includes the following policy assumptions:

1. Holding the mill levy rate constant (18.019 mills). Of that total, 11.019 mills will be used to support General Fund operations. The revenue generated from the remaining 7 mills (\$900,000) will be transferred to the Capital Improvement Fund to support street maintenance activities.

2. Maintaining a General Fund balance of no less than \$2.5 million. The City's goal for reserve funds is 25% of total General Fund revenues. The estimated unreserved fund balance at December 31, 2018 is \$2.76 million, or 24% of annual General Fund revenues.
3. Increasing the Solid Waste Utility Rate from \$163.08 to \$168.84 annually for single-family property owners. An estimated transfer of \$110,000 from the General Fund subsidizes the remainder of the contract for single-family residential trash service which will be billed at a rate of \$16.36 per household per month.
4. Continuing the Franchise and Mill Rate Rebate program at 100% of city franchise fees, 100% of total city mill excluding special assessments, and 50% rebate of the solid waste utility fee. Current rebate program costs budgeted in the General Fund total \$20,000.
5. Transferring \$100,000 to the Equipment Reserve Fund.
6. Funding for no new positions, and a 3% merit pool to reward employee performance.
7. Maintaining funding for the Business Improvement Grant (BIG) Program at \$35,000.
8. Increasing the Park Maintenance budget to \$25,000 in the Public Works Department in continued response to recommendations outlined in the 2016 Parks and Recreation Master Plan.
9. Continuing efforts to move the cost recovery goal for the Community Center toward 100% of operating costs, excluding capital.
10. Funding for the highest priority capital equipment purchases for each Department.

### **Capital Improvement Program (CIP)**

Over the last 10-12 years, the City has taken steps to address infrastructure challenges. Specifically by creating a number of revenue streams dedicated to capital infrastructure investment, including:

- Stormwater Utility Fees
- Property Tax Revenues (7 mills for streets)
- Sales Tax Revenues
  - ¼-cent Dedicated Street Sales Tax
  - ⅜-cent Dedicated Parks & Recreation Sales Tax
- Drainage District Revenues

These revenue streams are used to build a multi-year Capital Improvement Program (CIP) 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 associated revenues and expenses are managed in the CIP as part of the annual budget process. Mission's 2018-2022 Capital Improvement Program seeks to forecast future public improvements and facilities with the following objectives in mind:

- Integrate the CIP into the Annual Budget in order to provide a comprehensive financial plan for accomplishing the goals of the City.
- Leverage City resources against available federal, state and county funds in such a manner that the present and future citizens of Mission will be provided with the highest level of services and facilities without adverse financial impacts in the future.

- Support decisions and actions that assist in maintaining the City's bond rating.

In 2016, the City faced several challenges in the CIP, including the need to address a shortfall in stormwater revenues, as well as potential options to replace the Transportation Utility Fee (TUF). Several changes were made for the 2017 Budget, are recommended to carry over into 2018. Highlights of the 2018-2022 CIP are discussed by program area below.

### Street Program

When the current street maintenance program was established in 2010, the goal was to use approximately \$1.5-1.7 in locally generated funds to support a comprehensive street maintenance program. In the 2018-2022 CIP, streets are funded with three local revenue streams:

1. Special Highway funds (gas tax) distributed by the State (\$250,000 annually)
2. ¼-cent Sales Tax for Streets (\$575,000 annually)
3. 7 mills (\$900,000 annually)

The 2018-2022 Street Program Plan illustrates that the street projects contemplated in the next two years can be accommodated within existing revenues. However, budgetary shortfalls appear in 2019 and continue in the remaining years of the CIP. Longer term decisions surrounding a preferred, sustainable street maintenance program will impact future years and will be influenced by a number of factors, including:

- Decision on repayment of the Transportation Utility Fee
- Decision on Gateway Development (impact on Street Sales tax)
- Renewal of the ¼-cent Street Sales Tax (sunsets March 30, 2022)
- Impact of the property tax lid on future revenues generated by the mill levy dedicated to streets.
- Procurement of outside funding (SMAC and STP funds) for the Johnson Drive project

In addition to the annual residential street programs of chip seal and mill and overlay, the 2018 Street Program includes the design of improvements to Broadmoor (Johnson Drive to Martway) with construction anticipated to occur in 2019. Construction and construction inspection for the Broadmoor project will be funded 50% from the Johnson County CARS Program.

### Stormwater Program

Over the last ten years, the City completed major stormwater improvements along the Rock Creek Channel, removing significant sections of private commercial properties from the 100-Year FEMA Floodplain. Revenues supporting the stormwater program include:

- Stormwater Utility Fee - (\$2.5 million annually)
- Drainage District Revenues (\$88,000 annually)

Although not shown in the 2018-2022 Stormwater Program, the City does anticipate annual special assessment revenues from the Gateway site in the amount of \$600,000 per year. The 2018 Stormwater program includes design of the Rock Creek Channel project (just west of Nall to Roeland Drive). This project not only completes improvement to the downstream portion of the channel (from Roe to Maple), but also addresses the significant erosion occurring on the north and south sides of the channel. This

project was submitted to the Johnson County SMAC program and is currently programmed for construction funding in 2019. If Gateway assessments are not realized in 2017 or 2018, design and construction of this project will need to shift to a future program year.

### Parks & Recreation Program

The Parks & Recreation Program Plan addresses the capital infrastructure needs of the Sylvester Powell, Jr. Community Center, the Mission Family Aquatic Center (including debt service), eight (8) outdoor parks, and trails throughout the City. Revenues dedicated to this program are generated through:

- $\frac{3}{8}$ -cent Parks and Recreation Sales Tax (\$850,000 annually)
- One-third the alcohol funds distributed by the State (\$65,000 annually)

Parks & Recreation Program Plan expenses are categorized in three general areas: capital projects, maintenance/operations and debt/lease service payments. In addition to the facility and equipment replacement needs specifically programmed for the outdoor pool and the Community Center, efforts to build reserve funds for both facilities continue.

The recommended 2018-2022 plan shows a positive fund balance at the end of each program year, however, there are a number of significant items which were not programmed pending further review and consideration. The HVAC and mechanical systems, including those which support the indoor pool, cause the most concern with regard to maintenance and/or replacement, and have the potential to outpace the revenue streams dedicated to Parks and Recreation over the next 5-10 years. Continued research and analysis will assist staff in bringing forward appropriate program recommendations.

### Recommended Capital Improvement Program 2018-2022

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 2018. The remaining four years represent a schedule and estimate of future capital needs that **may** be funded given adequate revenues. The recommended 2018-2022 CIP includes the following policies and priorities:

1. Maintaining the Stormwater Utility Fee at \$28.00 per ERU per month, to generate approximately \$2.5 million annually and dedicated primarily to the repayment of existing stormwater debt service.
2. Establishing the property tax mill rate in Rock Creek Drainage District #1 at 8.802 mills, generating an anticipated \$3,000 in annual revenue.
3. Establishing the property tax mill rate in Rock Creek Drainage District #2 at 10.5 mills, generating an anticipated \$85,000 in annual revenue.
4. Dedicating revenue generated from 7 mills levied in the General Fund (\$900,000) to support street maintenance activities.
5. Using the  $\frac{3}{8}$ -cent Parks & Recreation Sales Tax (\$850,000 annually) for debt service on the outdoor aquatic facility, facility and equipment maintenance at the Sylvester Powell, Jr. Community Center, and maintenance of the City's outdoor park and trail amenities.

### 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 must maintain 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 2018 are anticipated to be \$65,000.

Historically, the City has contributed the majority of these funds (\$30,000 recommended for 2018) 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 awarded organizations 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. The balance of the alcohol tax funds available in 2018 (estimated \$15,000) will be used 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 2018 contract is subject to a 3.85% rate increase, for a total estimated annual contract amount of \$585,000. The current cost sharing percentage (86% resident/14% City) has been applied to the 2018 rates for total annual fees per single-family household in 2018 estimated at \$168.84 of the \$196.32 total fee. This represents an increase for single-family property owners of \$5.76 per year. The Solid Waste Utility fees are collected as a part of the annual real estate property tax bill.

The City's portion of the annual contract is proposed to come from a subsidy/transfer from the General Fund in the amount of \$110,000. Rebates of the solid waste utility fee, which are part of the Franchise/Utility Fee rebate program administered by Neighborhood Services, are budgeted in this fund and estimated at \$5,000 for 2018.

#### 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 has to be 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 2018 Budget.

#### 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. The development is located at Metcalf/Broadmoor/Martway and 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 funds 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 made 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 2018 Recommended Budget.

City of Mission

Proposed 2018 Annual Budget

August 2, 2017



**NOTICE OF BUDGET HEARING**

State of Kansas  
Special District  
2018

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

will meet on August 2, 2017 at 6:30 PM at Mission City Hall, 6090 Woodson, 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 2018 Expenditures and Amount of 2017 Ad Valorem Tax establish the maximum limits of the 2018 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2016		Current Year Estimate for 2017		Proposed Budget Year for 2018		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2017 Ad Valorem Tax	Estimate Tax Rate*
General		10.499	3,000	10.442	9,650	4,506	8.802
Debt Service							
Totals	0	10.499	3,000	10.442	9,650	4,506	8.802
Less: Transfers	0		3,000		3,000		
Net Expenditures	0		0		6,650		
Total Tax Levied	4,477		4,457		xxxxxxxxxxxxxx		
Assessed Valuation	426,435		426,812		511,942		

Outstanding Indebtedness,

Jan 1,	2015	2016	2017
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  
2018

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

will meet on August 2, 2017 at 6:30 PM at Mission City Hall, 6090 Woodson, 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 2018 Expenditures and Amount of 2017 Ad Valorem Tax establish the maximum limits of the 2018 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2016		Current Year Estimate for 2017		Proposed Budget Year for 2018		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2017 Ad Valorem Tax	Estimate Tax Rate*
General	73,670	10.500	85,000	10.500	104,200	87,629	10.500
Debt Service							
<b>Totals</b>	<b>73,670</b>	<b>10.500</b>	<b>85,000</b>	<b>10.500</b>	<b>104,200</b>	<b>87,629</b>	<b>10.500</b>
Less: Transfers	50,000		85,000		85,000		
Net Expenditures	23,670		0		19,200		
Total Tax Levied	84,741		87,380		xxxxxxxxxxxxxx		
Assessed Valuation	8,073,921		8,316,972		8,345,602		

Outstanding Indebtedness,

Jan 1,	<u>2015</u>	<u>2016</u>	<u>2017</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 2018 Annual Budget

## Fund Structure

### **General Fund**

- General Fund Summary
- Revenue Detail
- General Fund Budget Totals by Expenditure Categories
- General Fund Budget Totals by Department

### **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
- Vehicle & Equipment Replacement Reserve Fund

### **Special Revenue Funds**

- Storm Drain 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 2018 Annual Budget

All Funds Summary

	<u>General Fund</u>	<u>Capital Improv. Fund</u>	<u>Storm Water Utility Fund</u>	<u>Trans. Utility Fund</u>	<u>Street Sales Tax Fund</u>	<u>Parks &amp; Recreation Sales Tax Fund</u>	<u>Special Highway Fund</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$2,940,834</b>	<b>\$335,876</b>	<b>\$330,251</b>	<b>\$14,176</b>	<b>\$160,505</b>	<b>\$478,071</b>	<b>\$37,107</b>
<b>REVENUES</b>							
Property Taxes	1,465,000		-				
Property Taxes For Streets	900,000						
Payment in Lieu of Taxes							
Motor Vehicle Taxes	250,600						
Sales and Use Taxes	3,000,000				575,000	875,000	
Franchise Tax Fees	1,025,000						
Transient Guest Tax							
Licenses and Permits	153,300						
Plan Review/Inspection Fees	180,000						
Police Fines	1,055,500						
Charges for Services	172,500						
Bond/Lease Proceeds	-						
Miscellaneous and Other	30,000	60,000			100		100
Intergovernmental Revenue	1,406,000						250,100
Pool Revenues	121,000						
Community Center Revenues	1,997,125						
Special Assessments							
Solid Waste Utility Fees							
Stormwater Utility Fees			2,535,000				
Transportation Utility Fees							
Transfers from Other Funds	-	1,175,220	88,000				
<b>TOTAL REVENUES</b>	<b>11,756,025</b>	<b>1,235,220</b>	<b>2,623,000</b>	<b>-</b>	<b>575,100</b>	<b>875,000</b>	<b>250,200</b>
<b>EXPENDITURES</b>							
Personal Services	6,857,330						
Contractual Services	2,895,975		35,000				
Commodities	512,515						
Capital Outlay	154,000	850,000	275,000		200,000	400,000	200,000
Debt/Lease Service	278,325	650,474	2,309,473		472,316	531,100	
Contingency/Reserves/Trans.						330,000	
Transfers to Other Funds	1,110,000		275,220				
<b>TOTAL EXPENDITURES</b>	<b>11,808,145</b>	<b>1,500,474</b>	<b>2,894,693</b>	<b>-</b>	<b>672,316</b>	<b>1,261,100</b>	<b>200,000</b>
<b>Difference</b>	<b>(52,120)</b>	<b>(265,254)</b>	<b>(271,693)</b>	<b>-</b>	<b>(97,216)</b>	<b>(386,100)</b>	<b>50,200</b>
<b>ENDING FUND BALANCE</b>	<b>2,888,714</b>	<b>70,622</b>	<b>58,558</b>	<b>14,176</b>	<b>63,289</b>	<b>91,971</b>	<b>87,307</b>

<b>Special Alcohol Fund</b>	<b>Special Parks &amp; Recreation Fund</b>	<b>Solid Waste Utility Fund</b>	<b>MCVB Fund</b>	<b>Mission Crossing TIF/CID Fund</b>	<b>Cornerst. Commons TIF/CID Fund</b>	<b>RC Drainage #1 Fund</b>	<b>RC Drainage #2 Fund</b>	<b>All Funds</b>
\$45,200	\$33,886	-\$29,333	\$17,416	\$ 31,321	\$ 9,495	\$3,487	\$5,819	\$4,414,112
				177,000		3,000	85,000	\$1,730,000
								\$900,000
								\$0
				182,000	67,000			\$250,600
								\$4,699,000
			40,000					\$1,025,000
								\$40,000
								\$153,300
								\$180,000
								\$1,055,500
								\$172,500
								\$0
	-							\$100,700
65,000	200	100	10,100			-	100	\$1,786,100
	65,000							\$121,000
								\$1,997,125
								\$0
		508,000						\$508,000
								\$2,535,000
								\$0
-	-	110,000	-	-	-	-	-	\$1,373,220
<b>65,000</b>	<b>65,200</b>	<b>618,100</b>	<b>50,100</b>	<b>359,000</b>	<b>67,000</b>	<b>3,000</b>	<b>85,100</b>	<b>\$18,627,045</b>
15,000	-	-	-	-	-	-	-	\$6,872,330
-	-	588,100	60,000	370,000	67,500	-	-	\$4,016,575
-	-	500	-	-	-	-	-	\$513,015
-	15,000	-	-	-	-	-	-	\$2,094,000
-	48,000	-	-	-	-	-	-	\$4,289,688
								\$330,000
-	-	-	-	-	-	3,000	85,000	\$1,473,220
<b>15,000</b>	<b>63,000</b>	<b>588,600</b>	<b>60,000</b>	<b>370,000</b>	<b>67,500</b>	<b>3,000</b>	<b>85,000</b>	<b>\$19,588,828</b>
<b>50,000</b>	<b>2,200</b>	<b>29,500</b>	<b>(9,900)</b>	<b>(11,000)</b>	<b>(500)</b>	<b>-</b>	<b>100</b>	<b>(961,783)</b>
<b>95,200</b>	<b>36,086</b>	<b>167</b>	<b>7,516</b>	<b>20,321</b>	<b>8,995</b>	<b>3,487</b>	<b>5,919</b>	<b>3,452,329</b>

City of Mission 2018 Annual Budget

General Fund Summary

	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018	% Change
<b><u>BEGINNING FUND BALANCE</u></b>	\$ 1,511,049	\$ 2,341,443	\$ 2,860,188	\$ 3,598,469	\$ 2,940,834	
<b><u>REVENUES</u></b>						
Property Taxes	\$ 1,175,675	\$ 1,300,360	\$ 1,396,464	\$ 1,435,000	\$ 1,465,000	2.09%
Property Taxes For Streets	-	-	790,654	890,000	900,000	1.12%
Motor Vehicle Taxes	136,642	159,066	160,199	244,200	250,600	2.62%
Sales/Use Taxes	3,185,359	3,078,281	3,050,580	3,075,000	3,000,000	-2.44%
Franchise Taxes	1,036,905	1,009,649	1,024,850	970,000	1,025,000	5.67%
Licenses and Permits	136,024	143,010	152,425	157,500	153,300	-2.67%
Review/Plan Inspection Fees	184,662	247,902	152,347	150,000	180,000	20.00%
Police Fines	1,131,204	964,828	974,933	1,167,300	1,055,500	-9.58%
Service Charges	310,861	510,404	250,282	230,500	172,500	-25.16%
Pool Revenues	104,750	104,545	122,443	113,000	121,000	7.08%
Community Center Revenue	1,756,951	1,780,144	1,817,753	2,000,125	1,997,125	-0.15%
Intergovernmental Revenue	1,087,600	1,128,918	1,258,349	1,271,000	1,406,000	10.62%
Miscellaneous	56,715	79,889	121,845	92,000	30,000	-67.39%
TIF/CID Proceeds	122,748	42,527	-	-	-	0.00%
Bond/Lease Proceeds	190,000	221,260	367,920	-	-	0.00%
Transfers In	100,000	25,518	-	-	-	0.00%
<b>Total</b>	<b>\$ 10,716,096</b>	<b>\$ 10,796,303</b>	<b>\$ 11,641,044</b>	<b>\$ 11,795,625</b>	<b>\$ 11,756,025</b>	<b>-0.34%</b>
<b><u>EXPENSES</u></b>						
Personnel Services	\$ 6,091,469	\$ 6,088,062	\$ 6,227,084	\$ 6,582,300	\$ 6,857,330	4.18%
Contractual	2,489,820	2,464,839	2,574,263	2,821,825	2,895,975	2.63%
Commodities	382,685	398,717	371,762	470,450	512,515	8.94%
Capital Outlay	600,543	414,167	544,381	782,487	154,000	-80.32%
Debt Service/Lease-Purchase	78,104	79,865	185,118	284,000	278,325	-2.00%
TIF/CID Payment	104,923	8,567	-	-	-	0.00%
Contingency/Reserve	46,257	178,340	124,503	287,198	-	-100.00%
<b>Sub Total for Expenses</b>	<b>\$ 9,793,802</b>	<b>\$ 9,632,558</b>	<b>\$ 10,027,109</b>	<b>\$ 11,228,260</b>	<b>\$ 10,698,145</b>	<b>-4.72%</b>
Transfers Out						
Storm Water Utility	\$ -	\$ 560,000	\$ -	\$ -	\$ -	0.00%
Capital Improvement Fund	-	-	790,654	890,000	900,000	1.12%
Debt Service Fund	6,900	-	-	-	-	0.00%
Solid Waste Fund	85,000	85,000	85,000	85,000	110,000	29.41%
Equipment Replacement Fund	-	-	-	250,000	100,000	-60.00%
<b>Sub Total for Transfer Out</b>	<b>\$ 91,900</b>	<b>\$ 645,000</b>	<b>\$ 875,654</b>	<b>\$ 1,225,000</b>	<b>\$ 1,110,000</b>	
<b>Total for Expenses</b>	<b>\$ 9,885,702</b>	<b>\$ 10,277,558</b>	<b>\$ 10,902,763</b>	<b>\$ 12,453,260</b>	<b>\$ 11,808,145</b>	<b>-5.18%</b>
<b><u>DIFFERENCE</u></b>	<b>\$ 830,394</b>	<b>\$ 518,745</b>	<b>\$ 738,281</b>	<b>\$ (657,635)</b>	<b>\$ (52,120)</b>	
<b><u>ENDING FUND BALANCE</u></b>	<b>\$ 2,341,443</b>	<b>\$ 2,860,188</b>	<b>\$ 3,598,469</b>	<b>\$ 2,940,834</b>	<b>\$ 2,888,714</b>	
Fund Balance Adjustments						
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	
Committed	79,014	87,570	96,436	115,000	125,000	
Assigned	-	-	287,198	-	-	
<b>Total for Fund Balance Adjust.</b>	<b>\$ 79,014</b>	<b>\$ 87,570</b>	<b>\$ 383,634</b>	<b>\$ 115,000</b>	<b>\$ 125,000</b>	
<b><u>ADJUSTED ENDING FUND BALANCE</u></b>	<b>\$ 2,262,429</b>	<b>\$ 2,772,618</b>	<b>\$ 3,214,835</b>	<b>\$ 2,825,834</b>	<b>\$ 2,763,714</b>	
Percentage of Fund Balance to Revenues	21%	26%	28%	24%	24%	

City of Mission 2018 Annual Budget

Revenue Detail

	Actual 2014	Actual 2015	Actual 2016	Estimate 2017	Proposed 2018
<u>Property Tax</u>					
Real Estate Tax (General Property Tax)	1,162,067	1,296,911	1,370,292	1,425,000	1,450,000
Delinquent Real Estate Tax	13,609	3,449	26,172	10,000	15,000
Property Tax	1,175,675	1,300,360	1,396,464	1,435,000	1,465,000
<u>Property Tax for Streets (7 Mills)</u>	-	-	790,654	890,000	900,000
<u>Motor Vehicle Tax</u>					
Motor Vehicle Tax	134,758	156,487	157,488	240,000	247,000
Recreational Vehicle Tax	371	315	476	700	600
Heavy Truck Tax	504	1,687	1,746	3,000	2,500
Rental Excise Tax	-	-	-	-	-
Delinquent Personal Property Tax	1,010	577	489	500	500
Motor Vehicle Tax	136,642	159,066	160,199	244,200	250,600
<u>City Sales/Use Tax</u>					
City Sales Tax	2,182,135	2,163,877	2,228,893	2,275,000	2,300,000
City Use Tax	1,003,224	914,404	821,687	800,000	700,000
City Sales/Use Tax	3,185,359	3,078,281	3,050,580	3,075,000	3,000,000
<u>Franchise Tax</u>					
KCP&L	602,486	611,095	684,428	625,000	650,000
KS Gas Service	252,212	212,333	158,251	175,000	175,000
SBC Telephone	56,577	29,359	22,793	26,000	25,000
Sure West Telephone	-	6,872	4,732	6,000	5,000
AT&T (SBC) Video	27,939	60,392	63,000	45,000	65,000
Sure West Video	23,090	20,722	19,181	15,000	20,000
Time Warner Video	74,601	68,835	69,898	63,000	70,000
Google (New)	-	41	2,567	15,000	15,000
Franchise Tax	1,036,905	1,009,649	1,024,850	970,000	1,025,000
<u>Licenses and Permits</u>					
Occupational License	87,865	90,191	91,154	91,000	91,000
Public Works Permits	4,041	4,041	2,240	4,000	4,000
Rental License	34,722	29,792	46,696	40,000	40,000
Rental Inspection Fee	671	1,000	-	1,000	3,000
Tree Service License Fee	220	260	180	-	200
Sign Permit Fee	2,523	5,368	3,736	3,500	5,000
Land Use Fee	577	3,523	1,449	10,000	2,000
Liquor License	2,500	6,650	5,075	5,000	5,000
Operator/Solicitor/Massage License	2,905	2,185	1,495	3,000	3,000
Animal License	-	-	400	-	100
Licenses and Permits	136,024	143,010	152,425	157,500	153,300
<u>Plan Review/Inspection Fees</u>					
Building Permit Fees	119,956	164,142	93,582	100,000	115,000
Plan Review Fees	64,706	83,760	58,765	50,000	65,000
Jo Co Plan Review/Inspection Fees	184,662	247,902	152,347	150,000	180,000



City of Mission 2018 Annual Budget

Revenue Detail

	Actual 2014	Actual 2015	Actual 2016	Estimate 2017	Proposed 2018
<u>Intergovernmental Revenue</u>					
<b>County Sales/Use Tax</b>					
County Sales Tax	585,242	592,431	656,019	625,000	630,000
County Use Tax	109,140	114,161	133,266	125,000	127,000
County Sales/Use Tax	694,382	706,592	789,285	750,000	757,000
<b>County Sales/Use Tax - Jail</b>					
County Jail Sales Tax	145,663	147,226	163,305	160,000	162,000
County Jail Use Tax	27,285	28,540	33,316	33,000	31,000
County Sales/Use Tax - Jail	172,948	175,766	196,621	193,000	193,000
<b>County Sales/Use Tax - Pub Safety</b>					
County Public Safety Sales Tax	145,663	147,224	163,303	160,000	162,000
County Public Safety Use Tax	27,283	28,520	33,296	33,000	31,000
County Sales/Use Tax - Pub Safety	172,946	175,744	196,599	193,000	193,000
<b>County Sales/Use Tax - Court House</b>					
County Public Safety Sales Tax	-	-	-	60,000	162,000
County Public Safety Use Tax	-	-	-	10,000	31,000
County Sales/Use Tax - Pub Safety	-	-	-	70,000	193,000
<b>Alcohol Tax</b>	45,517	57,129	60,484	65,000	65,000
<b>Other Intergovernmental Revenue</b>	1,807	13,687	15,360	-	5,000
<b>Total for Intergovernmental</b>	1,087,600	1,128,918	1,258,349	1,271,000	1,406,000
<u>Police Fines</u>					
Fines	1,076,738	909,388	917,173	1,100,000	1,000,000
Parking Fines	4,810	5,006	8,164	5,100	5,000
Alarm Fines	600	425	200	500	500
Police Dept. Lab Fees	400	1,210	800	500	500
Fuel Assessment Fees	36,670	33,504	31,736	44,700	35,000
ADA Accessibility Fees	9,276	8,556	8,170	10,000	9,000
Motion Fees	1,710	6,440	7,790	6,000	5,000
Expungent Fees	1,000	300	900	500	500
Court Appointed Attorney	-	-	-	-	-
Police Fines	1,131,204	964,828	974,933	1,167,300	1,055,500
<u>Service Charges</u>					
Court Costs	138,489	126,898	120,265	150,000	130,000
On Line Convenience	4,587	4,017	3,377	4,500	4,000
Charge for Services	46,500	-	50,000	-	-
Reimbursed Expenses	109,219	369,345	65,316	60,000	25,000
NEAC Administrative Cost Reimbursement	8,743	8,946	9,198	12,000	9,000
Nuisance Abatement Fees	3,323	1,199	2,126	4,000	4,500
Weed Abatement Fees	-	-	-	-	-
Service Charges	310,861	510,404	250,282	230,500	172,500

City of Mission 2018 Annual Budget

Revenue Detail

	Actual 2014	Actual 2015	Actual 2016	Estimate 2017	Proposed 2018
<u>Miscellaneous and Other</u>					
Interest/Investments	1,521	1,937	3,596	7,000	5,000
Sale of Fixed Assets	42,576	46,000	20,720	70,000	5,000
Farmer's Market	-	-	2,458	-	-
Contributions	-	-	52,090	-	-
Miscellaneous	12,467	31,952	42,981	15,000	20,000
Miscellaneous and Other	56,715	79,889	121,845	92,000	30,000
<u>Pool Revenues</u>					
Outdoor Pool Membership	35,146	33,563	40,758	35,000	40,000
Outdoor Pool Front Desk	40,506	38,375	42,896	40,000	45,000
Outdoor Pool Concessions	22,288	20,472	20,924	22,000	22,000
Outdoor Pool Program Fees	320	4,575	7,194	5,000	5,000
Outdoor Pool Rental	435	2,220	4,751	5,000	3,000
Super Pool Pass Revenue	6,055	5,340	5,920	6,000	6,000
Pool Revenue	104,750	104,545	122,443	113,000	121,000
<u>Community Center Revenue</u>					
Community Center Membership	837,079	781,576	776,697	816,000	800,000
Community Center Rental	194,746	212,183	266,601	350,000	285,000
Community Center Program	328,282	287,694	300,449	325,000	335,000
Community Center Daily Fees	136,089	212,089	226,288	225,000	250,000
Community Center Misc.	17,500	10,507	6,156	5,000	8,000
Community Center Resale of Items	926	954	661	1,000	1,000
Community Center Sponsorship/Ads	-	-	-	-	10,000
Morrow Trust Fund	-	(940)	-	-	-
Mission Summer Program	189,203	222,956	214,338	225,000	255,000
Mission Square PILOTS	53,125	53,125	26,563	53,125	53,125
Community Center Revenues	1,756,951	1,780,144	1,817,753	2,000,125	1,997,125
<u>TIF/CID Proceeds</u>					
Mission Crossing TIF - Sales Tax	51,756	-	-	-	-
Mission Crossing CID - Sales Tax	70,662	(5,649)	-	-	-
Cornerstone Commons - CID Sales Tax	-	48,167	-	-	-
TDD Sales Tax	329	9	-	-	-
CID/TIF Proceeds	122,748	42,527	-	-	-
<u>Bond/Lease Proceeds</u>					
2014 Lease Purchase of Police Vehicles	190,000	-	-	-	-
2015 Lease Purchase of Street Sweeper	-	221,260	-	-	-
2016 Lease Purchase of Police Vehicles	-	-	367,920	-	-
Bond/Lease Proceeds	190,000	221,260	367,920	-	-
<u>Transfers From Other Funds</u>					
Parks Sales Tax	100,000	25,518	-	-	-
Transfers From Other Funds	100,000	25,518	-	-	-
<b>Total Revenue</b>	<b>10,716,096</b>	<b>10,796,303</b>	<b>11,641,044</b>	<b>11,795,625</b>	<b>11,756,025</b>

City of Mission 2018 Annual Budget

Summary of Costs by Type of Expenditure For Proposed 2018

	<u>Personnel</u>	<u>Contractual Services</u>	<u>Commodities</u>	<u>Capital Outlay</u>	<u>Debt Service</u>	<u>Total</u>
General Overhead	\$ -	\$ 282,500	\$ 44,750	\$ 27,000	76,000	\$ 430,250
Legislative	\$ 56,622	\$ 112,750	\$ 1,200	\$ -		\$ 170,572
Administration	\$ 811,400	\$ 32,050	\$ 865	\$ -		\$ 844,315
Municipal Court	\$ 310,600	\$ 21,575	\$ 9,250	\$ 34,000		\$ 375,425
Neighborhood Services	\$ -	\$ -	\$ -	\$ -		\$ -
Public Works	\$ 846,700	\$ 894,300	\$ 163,850	\$ 67,500	\$ 57,325	\$ 2,029,675
Community Development	\$ 271,200	\$ 302,250	\$ 4,400	\$ 5,000		\$ 582,850
Parks and Recreation						
Mission Aquatic Center	\$ 165,000	\$ 61,700	\$ 41,500	\$ -		\$ 268,200
Sylvester Powell Jr. Community Center	\$ 1,447,000	\$ 751,250	\$ 104,000	\$ 7,000		\$ 2,309,250
Police	\$ 2,948,808	\$ 437,600	\$ 142,700	\$ 13,500	\$ 145,000	\$ 3,687,608
<b>TOTAL</b>	<b>\$ 6,857,330</b>	<b>\$ 2,895,975</b>	<b>\$ 512,515</b>	<b>\$ 154,000</b>	<b>\$ 278,325</b>	<b>\$ 10,698,145</b>

## City of Mission 2018 Annual Budget

### Summary of Costs by Department

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018	% Change 2017 to 2018
<b><u>General Overhead</u></b>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	0.00%
Contractual Services	210,676	252,450	286,500	282,500	-1.40%
Commodities	48,353	45,454	43,750	44,750	2.29%
Capital Outlay	10,495	56,015	175,000	27,000	-84.57%
Debt Service	79,865	78,475	77,000	76,000	-1.30%
<b>TOTAL</b>	<b>\$ 349,389</b>	<b>\$ 432,394</b>	<b>\$ 582,250</b>	<b>\$ 430,250</b>	
<b><u>Legislative</u></b>					
Personnel Services	\$ 51,011	\$ 51,226	\$ 56,650	\$ 56,622	-0.05%
Contractual Services	81,492	98,142	112,650	112,750	0.09%
Commodities	99	253	700	1,200	71.43%
Capital Outlay	1,490	-	231,487	-	0.00%
<b>TOTAL</b>	<b>\$ 134,092</b>	<b>\$ 149,622</b>	<b>\$ 401,487</b>	<b>\$ 170,572</b>	
<b><u>Administration</u></b>					
Personnel Services	\$ 706,585	\$ 771,238	\$ 802,050	\$ 811,400	1.17%
Contractual Services	26,464	35,546	32,400	32,050	-1.08%
Commodities	135	339	450	865	92.22%
Capital Outlay	3,137	4,958	-	-	0.00%
<b>TOTAL</b>	<b>\$ 736,321</b>	<b>\$ 812,082</b>	<b>\$ 834,900</b>	<b>\$ 844,315</b>	
<b><u>Municipal Court</u></b>					
Personnel Services	\$ 294,281	\$ 314,041	\$ 291,000	\$ 310,600	6.74%
Contractual Services	55,566	13,664	21,575	21,575	0.00%
Commodities	4,910	7,076	8,000	9,250	15.63%
Capital Outlay	180	2,107	-	34,000	0.00%
<b>TOTAL</b>	<b>\$ 354,937</b>	<b>\$ 336,888</b>	<b>\$ 320,575</b>	<b>\$ 375,425</b>	
<b><u>Neighborhood Services</u></b>					
Personnel Services	\$ 107,102	\$ 114,722	\$ -	\$ -	0.00%
Contractual Services	91,730	86,830	-	-	0.00%
Commodities	1,327	1,082	-	-	0.00%
Capital Outlay	-	23,004	-	-	0.00%
<b>TOTAL</b>	<b>\$ 200,160</b>	<b>\$ 225,638</b>	<b>\$ -</b>	<b>\$ -</b>	

## City of Mission 2018 Annual Budget

### Summary of Costs by Department

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018	% Change 2017 to 2018
<b><u>Public Works</u></b>					
Personnel Services	\$ 740,426	\$ 697,672	\$ 839,400	\$ 846,700	0.87%
Contractual Services	758,777	758,303	880,300	894,300	1.59%
Commodities	123,710	76,626	153,350	163,850	6.85%
Capital Outlay	255,654	78,050	315,000	67,500	-78.57%
Debt Service	-	57,325	57,500	57,325	-0.30%
<b>TOTAL</b>	<b>\$ 1,878,567</b>	<b>\$ 1,667,976</b>	<b>\$ 2,245,550</b>	<b>\$ 2,029,675</b>	
<b><u>Community Development</u></b>					
Personnel Services	\$ 175,643	\$ 114,289	\$ 265,200	\$ 271,200	2.26%
Contractual Services	271,353	140,047	304,600	302,250	-0.77%
Commodities	408	752	4,500	4,400	-2.22%
Capital Outlay	-	1,077	1,000	5,000	400.00%
<b>TOTAL</b>	<b>\$ 447,404</b>	<b>\$ 256,166</b>	<b>\$ 575,300</b>	<b>\$ 582,850</b>	
<b><u>Mission Aquatic Center</u></b>					
Personnel Services	\$ 101,945	\$ 116,234	\$ 166,500	\$ 165,000	-0.90%
Contractual Services	47,461	63,952	59,700	61,700	3.35%
Commodities	30,989	36,856	39,500	41,500	5.06%
Capital Outlay	-	-	-	-	0.00%
<b>TOTAL</b>	<b>\$ 180,395</b>	<b>\$ 217,042</b>	<b>\$ 265,700</b>	<b>\$ 268,200</b>	
<b><u>Community Center</u></b>					
Personnel Services	\$ 1,333,977	\$ 1,349,990	\$ 1,397,900	\$ 1,447,000	3.51%
Contractual Services	655,826	772,372	700,250	751,250	7.28%
Commodities	98,171	98,198	93,000	104,000	11.83%
Capital Outlay	-	3,353	-	7,000	0.00%
<b>TOTAL</b>	<b>\$ 2,087,973</b>	<b>\$ 2,223,912</b>	<b>\$ 2,191,150</b>	<b>\$ 2,309,250</b>	
<b><u>Police</u></b>					
Personnel Services	\$ 2,577,092	\$ 2,697,671	\$ 2,763,600	\$ 2,948,808	6.70%
Contractual Services	265,494	352,956	423,850	437,600	3.24%
Commodities	90,615	105,126	127,200	142,700	12.19%
Capital Outlay	143,211	375,817	60,000	13,500	-77.50%
Debt Service	-	49,318	149,500	145,000	-3.01%
<b>TOTAL</b>	<b>\$ 3,076,414</b>	<b>\$ 3,580,888</b>	<b>\$ 3,524,150</b>	<b>\$ 3,687,608</b>	
<b>TOTAL COSTS FOR ALL DEPTS.</b>	<b>\$ 9,445,651</b>	<b>\$ 9,902,607</b>	<b>\$ 10,941,062</b>	<b>\$ 10,698,145</b>	<b>-2.22%</b>



## City of Mission 2018 Budget Worksheet

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

Department Description

Function and obligations which cannot be readily charged to a particular department are grouped within General Overhead. Included in General Overhead are funds for liability insurance, utilities for City Hall and the Police Department, office supplies, postage, building and grounds maintenance, professional services, legal services, and other city-wide expenses.

Objectives

- Efficiently monitor utility costs
- Control losses through an effective safety and loss control program
- Maintain City Hall and Police Department facilities

<u>Department Budget Summary</u>	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	210,676	252,450	286,500	282,500
Commodities	48,353	45,454	43,750	44,750
Capital Outlay	10,495	56,015	175,000	27,000
Debt Service	79,865	78,475	77,000	76,000
<b>Total</b>	<b>\$ 349,389</b>	<b>\$ 432,394</b>	<b>\$ 582,250</b>	<b>\$ 430,250</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
		\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Total Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>						
01-07-201-01	Electricity - City Hall	\$ 39,451	\$ 40,541	\$ 42,406	\$ 43,000	\$ 42,000
01-07-201-03	Natural Gas - City Hall	8,498	4,067	3,222	6,000	6,000
01-07-201-05	Water and Sewer - City Hall	(948)	2,071	2,383	4,000	3,000
01-07-201-08	Telephone	5,959	-	13,282	6,000	6,000
01-07-203-03	Tuition Reimbursement	7,604	7,113	4,000	7,000	7,000
01-07-204-01	Advertising	60	1,443	419	2,000	2,000
01-07-205-01	Insurance - City Hall and Equip	45,195	47,554	55,452	50,000	55,000
01-07-206-03	Periodicals/Books	450	1,575	719	1,500	1,000
01-07-206-04	Legal Publications	2,232	711	1,524	2,000	2,000
01-07-206-05	Professional Services	13,634	19	336	30,000	10,000
01-07-207-02	Finance/Audit	20,695	21,295	21,915	23,000	25,000
01-07-207-07	Pre-employment/Hiring Expense	296	1,266	35	1,500	1,000
01-07-207-07	Bank Fees	3,250	281	-	1,000	1,000
01-07-210-02	Janitorial Services	-	-	2,022	18,000	6,000
01-07-212-06	Service Contracts	22,601	24,256	28,081	25,000	25,000
01-07-213-02	Rentals and Leases	8,484	8,545	8,156	10,000	9,000
01-07-214-02	Property Taxes	11,529	6,463	1,535	14,500	18,000
01-07-214-05	Computer Services	46,401	37,429	53,189	35,000	50,000
01-07-214-06	Codification	2,308	3,142	2,755	3,500	3,500
01-07-214-13	Website Development	14,199	-	5,900	3,500	5,000
01-07-215-03	Contingency	4,500	2,904	5,120	-	5,000
	<b>Total Contractual Services</b>	\$ 256,398	\$ 210,676	\$ 252,450	\$ 286,500	\$ 282,500
<b>Commodities</b>						
01-07-301-01	Office Supplies	\$ 4,956	\$ 9,542	\$ 6,783	\$ 5,000	\$ 5,000
01-07-301-04	Postage	11,365	12,287	11,650	12,000	12,000
01-07-304-04	Misc Supplies	62	173	63	250	250
01-07-305-01	Janitorial Supplies	2,210	1,292	1,920	1,500	2,500
01-07-305-02	Maintenance/Repairs City Hall	10,129	25,059	25,037	25,000	25,000
	<b>Total Commodities</b>	\$ 28,722	\$ 48,353	\$ 45,454	\$ 43,750	\$ 44,750
<b>Capital Outlay</b>						
01-07-402-03	Computer Systems/Software	\$ 1,428	\$ 5,829	\$ 3,925	\$ 175,000	\$ 20,000
01-07-404-06	Equipment Replacement	61,510	4,666	-	-	7,000
01-07-499-01	Land	-	-	52,090	-	-
	<b>Total Capital Outlay</b>	\$ 62,938	\$ 10,495	\$ 56,015	\$ 175,000	\$ 27,000
<b>Debt Service</b>						
	2013A Principal and Interest	78,104	79,865	78,475	77,000	76,000
	<b>Total Debt Service</b>	78,104	79,865	78,475	77,000	76,000
	<b>General Overhead Total</b>	\$ 426,161	\$ 349,389	\$ 432,394	\$ 582,250	\$ 430,250

## City of Mission 2018 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 Council is composed of eight councilmembers - two from each ward elected for four year terms - and a mayor who is elected at large for a four year term.

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 citizens participation
- Establish short-term and long-range plans and objectives

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ 51,011	\$ 51,226	\$ 56,650	\$ 56,622
Contractual Services	81,492	98,142	112,650	112,750
Commodities	99	253	700	1,200
Capital Outlay	1,490	-	231,487	-
<b>Total</b>	<b>\$ 134,092</b>	<b>\$ 149,621</b>	<b>\$ 401,487</b>	<b>\$ 170,572</b>

Authorized Positions

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

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-09-101-03	Wages and Salaries	\$ 48,507	\$ 46,597	\$ 47,432	\$ 52,200	\$ 52,200
01-09-102-01	Health/Welfare Benefits	-	-	-	-	-
01-09-102-02	Social Security	3,695	3,652	3,494	3,700	3,672
01-09-102-03	KPERS	348	-	-	-	-
01-09-102-04	Employment Security	49	114	114	100	100
01-09-102-05	Workers Compensation	400	647	185	650	650
	<b>Total Personnel Services</b>	<b>\$ 52,999</b>	<b>\$ 51,011</b>	<b>\$ 51,226</b>	<b>\$ 56,650</b>	<b>\$ 56,622</b>
<b>Contractual Services</b>						
01-09-201-07	Telephone	\$ 1,310	\$ 99	\$ 81	\$ -	\$ -
01-09-202-06	Commercial Travel	1,593	1,036	1,186	3,000	3,000
01-09-202-07	Lodging and Meals	4,725	2,087	3,576	4,000	5,000
01-09-202-08	Parking and Tolls	209	17	59	200	200
01-09-202-09	Mileage	240	314	140	350	350
01-09-203-02	Registration	2,740	1,060	2,580	3,500	3,500
01-09-205-01	Insurance - Public Official	3,500	7,000	6,646	7,000	7,000
01-09-206-01	Professional Organizations	390	50	50	100	100
01-09-206-02	Municipal Organizations	6,997	7,335	8,563	8,000	9,000
01-09-206-03	Periodicals/Books	248	275	113	500	500
01-09-208-01	Annual Celebrations	16,162	13,892	7,351	10,000	10,000
01-09-208-02	Election Expense	11,715	-	12,937	15,000	15,000
01-09-208-03	Holiday Parties	9,908	5,179	5,725	7,500	7,500
01-09-208-04	Public Relations	10,071	6,075	7,644	6,000	6,000
01-09-208-05	Meeting Expenses	887	890	225	1,000	4,000
01-09-208-07	Economic Development	1,925	-	-	-	-
01-09-208-08	Human Service Fund (UCS)	6,395	6,395	7,000	7,000	7,600
01-09-208-09	Chamber of Commerce	5,756	5,926	5,165	6,500	6,500
01-09-208-12	MARC	2,024	2,306	2,343	2,500	2,500
01-09-208-15	JOCO Utility Assistance	-	1,555	-	-	-
01-09-208-16	Farmer's Market	-	-	6,758	10,000	10,000
01-09-214-07	Newsletter	20,000	20,000	20,000	20,000	-
01-09-215-03	Miscellaneous	-	-	-	500	-
	Sustainability Expenses	-	-	-	-	5,000
	Parks, Recreation, and Tree Board	-	-	-	-	5,000
	Planning Commission	-	-	-	-	5,000
	<b>Total Contractual Services</b>	<b>\$ 106,795</b>	<b>\$ 81,492</b>	<b>\$ 98,142</b>	<b>\$ 112,650</b>	<b>\$ 112,750</b>
<b>Commodities</b>						
01-09-301-01	Office Supplies	\$ -	\$ 99	\$ 180	\$ 500	\$ 500
01-09-301-04	Printing	240	-	73	200	200
	Clothing	-	-	-	-	500
	<b>Total Commodities</b>	<b>\$ 240</b>	<b>\$ 99</b>	<b>\$ 253</b>	<b>\$ 700</b>	<b>\$ 1,200</b>
<b>Capital Outlay</b>						
01-09-407-05	Contingency	\$ 195	\$ 1,490	\$ -	\$ 231,487	\$ -
	<b>Total Capital Outlay</b>	<b>\$ 195</b>	<b>\$ 1,490</b>	<b>\$ -</b>	<b>\$ 231,487</b>	<b>\$ -</b>
	<b>Legislative Total</b>	<b>\$ 160,229</b>	<b>\$ 134,092</b>	<b>\$ 149,622</b>	<b>\$ 401,487</b>	<b>\$ 170,572</b>

## City of Mission 2018 Budget Worksheet

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

Department Description

The Administration Department provides for the finance, accounting, human resources, payroll, record-keeping and public information functions of the City.

The City Administrator provides the Governing Body with information and implements municipal policies, overseeing 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 Human Resources and the risk management functions of the City as well as 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 function.

The Public Information Officer coordinates various community outreach initiatives, oversees the

Objectives

- Promote organizational excellence
- Provide solid financial control
- Monitor, supervise, direct, control, and promote organizational activities
- Coordinate and maintain records of business license
- Respond to citizen inquiries and requests for services
- Administer classification and compensation system and employee benefits in accordance

<u>Department Budget Summary</u>	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
Personnel Services	\$ 706,585	\$ 771,238	\$ 802,050	\$ 811,400
Contractual Services	26,464	35,546	32,400	32,050
Commodities	135	339	450	865
Capital Outlay	3,137	4,958	-	-
<b>Total</b>	<b>\$ 736,321</b>	<b>\$ 812,081</b>	<b>\$ 834,900</b>	<b>\$ 844,315</b>

Authorized Positions

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

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-10-101-01	Full Time Salaries	\$ 406,253	\$ 487,520	\$ 550,695	\$ 563,000	\$ 575,000
01-10-101-02	Part Time Salaries	51,092	38,067	42,872	43,850	44,000
01-10-101-04	Overtime Salaries	-	-	-	-	-
01-10-102-01	Health/Welfare Benefits	49,994	84,253	63,688	88,200	78,000
01-10-102-02	Social Security	34,596	39,086	46,751	42,400	46,000
01-10-102-03	KPERS	34,886	48,293	55,844	51,500	55,000
01-10-102-04	Employment Security	486	1,255	1,557	600	1,400
01-10-102-05	Workers Compensation	1,500	1,941	555	1,500	2,000
01-10-102-06	City Pension	5,949	6,170	9,277	11,000	10,000
	<b>Total Personnel Services</b>	<b>\$ 584,757</b>	<b>\$ 706,585</b>	<b>\$ 771,238</b>	<b>\$ 802,050</b>	<b>\$ 811,400</b>
<b>Contractual Services</b>						
01-10-201-08	Telephone	\$ 862	\$ 1,236	\$ 965	\$ 1,500	\$ 1,500
01-10-202-02	Commercial Travel	1,721	1,433	-	1,500	1,500
01-10-202-03	Lodging/Meals	6,189	3,737	762	4,000	4,000
01-10-202-04	Parking/Tolls	392	198	167	200	200
01-10-202-05	Mileage	861	1,259	1,192	1,500	1,500
01-10-203-01	Registration/Tuition	4,857	4,240	4,079	5,500	5,500
01-10-204-01	Advertising	296	-	-	-	-
01-10-205-02	Notary Bonds	-	75	125	100	100
01-10-206-01	Professional Organizations	3,385	4,060	3,437	4,500	5,500
01-10-206-02	Municipal Organizations	-	500	149	500	500
01-10-206-03	Periodicals/Books/Publications	764	390	569	500	2,000
01-10-206-05	Professional Services	450	324	13,217	850	1,000
01-10-206-06	Attorney Services	(2,321)	-	455	-	-
01-10-207-07	Pre-Employment Testing	-	-	159	-	-
01-10-208-04	Public Relations	4,246	3,855	3,973	4,000	4,000
01-10-208-05	Meeting Expenses	1,268	1,692	1,452	1,500	2,500
01-10-208-13	Employee Recognition	561	357	38	500	1,500
01-10-212-06	Service Contracts	-	-	223	-	-
01-10-214-03	Printing	279	208	169	250	250
01-10-215-03	Miscellaneous	21	160	787	500	500
01-10-215-04	Sustainability Expenses	(162)	2,740	3,628	5,000	-
	<b>Total Contractual Services</b>	<b>\$ 23,668</b>	<b>\$ 26,464</b>	<b>\$ 35,546</b>	<b>\$ 32,400</b>	<b>\$ 32,050</b>
<b>Commodities</b>						
01-10-301-01	Office Supplies	\$ 473	\$ -	\$ 270	\$ 250	\$ 250
01-10-301-04	Postage	-	-	(30)	-	15
01-10-301-05	Printed Forms	65	135	99	200	100
	Clothing	-	-	-	-	500
	<b>Total Commodities</b>	<b>\$ 538</b>	<b>\$ 135</b>	<b>\$ 339</b>	<b>\$ 450</b>	<b>\$ 865</b>
<b>Capital Outlay</b>						
01-10-401-01	Office Machines	\$ 430	\$ -	\$ 838	\$ -	\$ -
01-10-401-02	Office Furnishings	-	3,174	3,507	-	-
01-10-402-03	Computer Systems	1,558	40	613	-	-
01-10-407-05	Contingency	-	(77)	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ 1,988</b>	<b>\$ 3,137</b>	<b>\$ 4,958</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Administration Total</b>	<b>\$ 610,951</b>	<b>\$ 736,321</b>	<b>\$ 812,082</b>	<b>\$ 834,900</b>	<b>\$ 844,315</b>



## City of Mission 2018 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.

Until 2016, this department also included part-bailiffs. This function was transferred to the Police Department in 2016.

Objectives

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

<u>Department Budget Summary</u>	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
Personnel Services	\$ 294,281	\$ 314,041	\$ 291,000	\$ 310,600
Contractual Services	55,566	13,664	21,575	21,575
Commodities	4,910	7,076	8,000	9,250
Capital Outlay	180	2,107	-	34,000
<b>Total</b>	<b>\$ 354,937</b>	<b>\$ 336,888</b>	<b>\$ 320,575</b>	<b>\$ 375,425</b>

Authorized Positions

Full-Time	4.00	3.00	3.00	3.00
Part-Time	7.00	7.00	2.00	2.00
Seasonal	0.00	0.00	0.00	0.00
<b>Total</b>	<b>11.00</b>	<b>10.00</b>	<b>5.00</b>	<b>5.00</b>

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-11-101-01	Full Time Salaries	\$ 123,694	\$ 126,624	\$ 132,071	\$ 134,000	\$ 143,000
01-11-101-02	Part Time Salaries	16,521	6,962	8,561	-	-
01-11-101-03	Judge Salaries	30,000	30,000	30,000	30,000	30,000
01-11-101-04	Overtime Salaries	8,268	8,213	7,544	8,000	8,000
01-11-101-06	City Attorney - Court	44,555	40,365	58,670	45,000	50,000
01-11-101-09	City Attorney Appeals - Court	20,685	7,020	13,560	8,000	8,000
01-11-102-01	Health/Welfare Benefits	30,552	37,754	31,534	32,500	33,000
01-11-102-02	Social Security	14,914	16,094	12,994	15,000	18,000
01-11-102-03	KPERS	12,598	13,419	14,636	12,500	14,000
01-11-102-04	Employment Security	170	504	424	300	600
01-11-102-05	Workers Compensation	2,500	3,883	1,109	3,000	3,000
01-11-102-06	City Pension	2,787	3,074	2,938	2,700	3,000
01-11-102-07	Admin Charge/Pension Plan	556	368	-	-	-
	<b>Total Personal Services</b>	<b>\$ 307,799</b>	<b>\$ 294,281</b>	<b>\$ 314,041</b>	<b>\$ 291,000</b>	<b>\$ 310,600</b>
<b>Contractual Services</b>						
01-11-201-08	Telephone	\$ 3,382	\$ 5,649	\$ 2,160	\$ 3,500	\$ 3,500
01-11-202-03	Lodging/Meals	-	184	452	800	800
01-11-202-04	Parking/Tolls	-	-	5	25	25
01-11-202-05	Mileage	-	273	132	500	500
01-11-203-01	Registration/Tuition	25	320	305	600	500
01-11-204-01	Advertising - Classified	288	-	-	100	100
01-11-205-01	Insurance	600	700	655	700	700
01-11-205-02	Notary Bonds	-	150	-	100	100
01-11-206-05	Professional Services	-	6,000	895	4,800	5,000
01-11-206-06	City Attorney Services	-	-	-	-	-
01-11-207-07	Pre-employment Expenses	140	-	52	150	150
01-11-208-13	Employee Recognition	623	200	-	300	200
01-11-209-01	Appeals	-	-	480	-	-
01-11-209-02	Computer Maintenance	6,100	2,453	6,350	5,000	5,000
01-11-209-03	Defense	2,914	3,203	2,178	5,000	5,000
01-11-214-08	Prisoner Care	28,000	36,435	-	-	-
	<b>Total Contractual Services</b>	<b>\$ 42,072</b>	<b>\$ 55,566</b>	<b>\$ 13,664</b>	<b>\$ 21,575</b>	<b>\$ 21,575</b>
<b>Commodities</b>						
01-11-301-01	Office Supplies	\$ 3,014	\$ 2,147	\$ 2,574	\$ 3,500	\$ 3,500
01-11-301-04	Postage	123	-	-	-	-
01-11-301-05	Printed Forms	1,072	2,763	4,279	4,500	5,000
01-11-302-01	Clothing	82	-	223	-	750
	<b>Total Commodities</b>	<b>\$ 4,291</b>	<b>\$ 4,910</b>	<b>\$ 7,076</b>	<b>\$ 8,000</b>	<b>\$ 9,250</b>
<b>Capital Outlay</b>						
01-11-401-01	Office Machines	\$ -	\$ -	\$ 1,122	\$ -	\$ -
01-11-402-03	Computer Systems	-	180	985	-	34,000
01-11-407-05	Contingency	-	-	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 180</b>	<b>\$ 2,107</b>	<b>\$ -</b>	<b>\$ 34,000</b>
	<b>Municipal Court Total</b>	<b>\$ 354,162</b>	<b>\$ 354,937</b>	<b>\$ 336,888</b>	<b>\$ 320,575</b>	<b>\$ 375,425</b>

## City of Mission 2018 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 also oversees the City's solid waste management program.

This department 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

<u>Department Budget Summary</u>	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
Personnel Services	\$ 107,102	\$ 114,722	\$ -	\$ -
Contractual Services	91,730	86,830	-	-
Commodities	1,327	1,082	-	-
Capital Outlay	-	23,004	-	-
<b>Total</b>	<b>\$ 200,159</b>	<b>\$ 225,638</b>	<b>\$ -</b>	<b>\$ -</b>

Authorized Positions

Full-Time	2.00	2.00	2.00	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>2.00</b>	<b>2.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-15-101-01	Full Time Salaries	\$ 86,545	\$ 74,053	\$ 81,410	\$ -	\$ -
01-15-101-02	Part Time Salaries	9,794	-	-	-	-
01-15-101-04	Overtime Salaries	327	54	2,049	-	-
01-15-102-01	Health/Welfare Benefits	11,632	14,408	12,944	-	-
01-15-102-02	Social Security	7,489	5,629	6,354	-	-
01-15-102-03	KPERS	8,598	7,199	8,839	-	-
01-15-102-04	Employment Security	98	180	208	-	-
01-15-102-05	Workers Compensation	2,500	4,530	1,294	-	-
01-15-102-06	City Pension	1,236	1,049	1,624	-	-
	<b>Total Personnel Services</b>	<b>\$ 128,218</b>	<b>\$ 107,102</b>	<b>\$ 114,722</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Contractual Services</b>						
01-15-201-08	Telephone	\$ -	\$ 160	\$ -	-	-
01-15-202-02	Commercial Travel	526	394	286	-	-
01-15-202-03	Lodging / Meals	786	1,041	1,554	-	-
01-15-202-04	Parking / Tolls	20	82	96	-	-
01-15-202-05	Mileage	468	236	456	-	-
01-15-203-01	Registration	1,002	1,411	1,972	-	-
01-15-204-01	Advertising	-	148	-	-	-
01-15-205-01	Insurance	249	100	234	-	-
01-15-206-01	Professional Organizations	705	215	439	-	-
01-15-206-03	Periodicals/Books	189	-	49	-	-
01-15-206-04	Legal Publications	716	-	-	-	-
01-15-206-05	Professional Services	16,394	15,760	288	-	-
01-15-206-06	Legal Services	-	-	-	-	-
01-15-207-04	Housing Imp - Loan Program	-	23	-	-	-
01-15-207-07	Pre-Employment Testing	234	-	-	-	-
01-15-208-04	Public Relations	46	30	1,991	-	-
01-15-208-13	Employee Recognition	128	50	-	-	-
01-15-212-07	Vehicle Maintenance	-	147	125	-	-
01-15-214-03	Printing	551	345	258	-	-
01-15-215-03	Miscellaneous	584	631	367	-	-
01-15-216-01	Nuisance Abatement	395	3,666	5,644	-	-
01-15-216-02	Weed Abatement	-	-	(366)	-	-
01-15-216-04	Mission Possible Program	32,990	24,830	31,531	-	-
01-15-216-05	How-To Clinics	501	-	-	-	-
01-15-216-06	Neighborhood Grant Program	3,675	3,859	4,136	-	-
01-15-216-07	Business Improvement Grant	25,265	22,750	24,414	-	-
01-15-216-09	Citizen Rebate Program	11,551	9,829	13,080	-	-
01-15-216-11	Jo Co Utility Assistance	826	6,025	-	-	-
01-15-216-12	Storm Water BMP	106	-	275	-	-
	<b>Total Contractual Services</b>	<b>\$ 97,906</b>	<b>\$ 91,730</b>	<b>\$ 86,830</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Commodities</b>						
01-15-301-01	Office Supplies	\$ 110	\$ 48	\$ 71	\$ -	\$ -
01-15-301-02	Clothing	-	513	492	-	-
01-15-301-05	Printed Forms	-	-	-	-	-
01-15-304-04	Miscellaneous	-	-	49	-	-
01-15-306-01	Gas/Oil	860	767	470	-	-
	<b>Total Commodities</b>	<b>\$ 970</b>	<b>\$ 1,327</b>	<b>\$ 1,082</b>	<b>\$ -</b>	<b>\$ -</b>

City of Mission 2018 Budget Worksheet

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

<b>Account Number</b>	<b>Account Title</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</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>\$ -</b>	<b>\$ -</b>	<b>\$ 23,004</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Neighborhood Services Total</b>	<b>\$ 227,094</b>	<b>\$ 200,160</b>	<b>\$ 225,638</b>	<b>\$ -</b>	<b>\$ -</b>

## City of Mission 2018 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 - the maintenance and care of the City's infrastructure and facilities.

In particular, the department provides general street maintenance services including patching and repair, snow removal, and sweeping. The department also oversees the City's annual programs asphalt overlay and slurry seal to pro-long the life of the pavement. 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.

Objectives

- Maintain city streets, curbs and gutters, storm water sewers, sidewalks and trails
- Maintain city parks, playgrounds, shelters, and other facilities
- Maintain yards and landscape areas
- Maintain public facilities
- Maintain city vehicles and equipment

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ 740,426	\$ 697,672	\$ 839,400	\$ 846,700
Contractual Services	758,775	758,303	880,300	894,300
Commodities	123,710	76,262	153,350	163,850
Capital Outlay	255,654	78,050	315,000	67,500
Debt Service (Lease)	-	57,325	57,500	57,325
<b>Total</b>	\$ 1,878,565	\$ 1,667,612	\$ 2,245,550	\$ 2,029,675

Authorized Positions

Full-Time	11.00	11.00	12.00	12.00
Part-Time	1.00	1.00	0.00	1.00
Seasonal	0.63	0.00	0.00	0.00
<b>Total</b>	12.63	12.00	12.00	13.00



City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-20-101-01	Full Time Salaries	\$ 434,544	\$ 478,717	\$ 471,702	\$ 532,000	\$ 525,500
01-20-101-02	Part Time Salaries	21,672	23,050	12,829	6,000	27,000
01-20-101-04	Overtime Salaries	21,979	9,928	9,999	25,000	21,000
01-20-102-01	Health/Welfare Benefits	78,906	95,426	99,177	147,500	136,500
01-20-102-02	Social Security	35,684	39,492	35,766	42,000	44,500
01-20-102-03	KPERS	47,180	50,952	50,512	51,500	54,500
01-20-102-04	Employment Security	464	1,221	1,166	600	1,200
01-20-102-05	Workers Compensation	24,000	31,060	8,875	26,000	28,000
01-20-102-06	City Pension	9,883	10,581	7,645	8,800	8,500
	<b>Total Personnel Services</b>	<b>\$ 674,312</b>	<b>\$ 740,426</b>	<b>\$ 697,672</b>	<b>\$ 839,400</b>	<b>\$ 846,700</b>
<b>Contractual Services</b>						
01-20-201-02	Electricity - Maint. Facility	\$ 15,951	\$ 15,237	\$ 15,400	\$ 20,000	\$ 20,000
01-20-201-04	Natural Gas - Maint. Facility	12,494	5,335	6,479	9,500	9,500
01-20-201-06	Water and Sewer - Maint. Facility	5,427	5,801	7,388	6,500	7,500
01-20-201-07	Refuse - Maint. Facility	1,097	1,279	1,600	5,000	3,000
01-20-201-08	Telephone	6,407	5,740	3,533	6,500	6,500
01-20-201-10	Traffic Signals - KCPL Lease	312,112	330,301	348,807	360,000	378,000
01-20-201-11	Traffic Signal - OP Interlocal	5,978	5,918	6,112	8,000	8,000
01-20-201-12	Traffic Signals Maint.	24,157	19,585	19,425	25,000	25,000
01-20-201-13	Street Lights - KCPL Power	81,578	55,146	49,357	60,000	60,000
01-20-201-15	Street Lights - Streetscape & Parks	4,189	1,536	1,105	2,500	2,500
01-20-202-02	Travel/Commercial	724	781	546	1,000	1,500
01-20-202-03	Lodging / Meals	590	1,950	2,210	2,000	2,000
01-20-202-04	Parking / Tolls	-	61	64	100	100
01-20-202-05	Mileage	-	363	72	1,000	1,000
01-20-203-01	Registration / Tuition	1,779	2,514	3,907	3,500	3,500
01-20-204-01	Advertising	656	-	2,996	500	1,000
01-20-205-01	Insurance - Building & Equipment	38,500	40,000	37,793	40,000	40,000
01-20-206-01	Professional Organizations	1,682	1,734	1,467	2,500	2,000
01-20-206-04	Legal Advertising	53	15	-	100	100
01-20-206-05	Professional Services	-	-	-	2,500	2,500
01-20-207-03	Engineering/Architect Services	34,362	49,341	13,146	45,000	45,000
01-20-207-06	Inspections	1,100	3,295	200	4,000	7,000
01-20-207-07	Pre-Employment Drug Testing	888	864	1,634	1,000	1,000
01-20-208-04	Public Relations	658	549	559	1,000	1,000
01-20-208-05	Meeting Expense	238	92	93	500	500
01-20-208-13	Employee Recognition	983	1,146	983	1,500	1,500
01-20-210-01	Building Repairs / Maintenance	5,461	10,061	7,593	10,000	10,000
01-20-210-02	Janitorial Services	-	-	1,372	5,000	5,000
01-20-210-03	Trees / Shrubs Maintenance	3,030	1,471	2,412	20,000	5,000
01-20-210-04	Tree Board	2,981	1,467	1,097	5,000	-
01-20-212-03	Storm Warning Sirens	1,449	827	728	1,500	1,500
01-20-212-05	Equipment Repairs	548	1,231	1,044	8,000	8,000
01-20-212-06	Service Contracts	110,314	157,247	184,268	175,000	180,000
01-20-212-07	Vehicle Maintenance	11,240	21,964	9,765	20,000	20,000
01-20-212-08	Holiday Decorations	792	11,288	13,857	15,000	20,000
01-20-212-09	Johnson Drive Maintenance	-	573	5,904	5,000	7,500
01-20-213-02	Rental Equipment	1,635	2,931	3,838	4,000	5,000
01-20-213-03	Laundry / Uniforms	1,264	1,123	1,250	2,000	2,000
01-20-214-02	Vehicle Registration	86	3	40	100	100
01-20-214-03	Printing	-	-	14	500	500
01-20-214-04	Computer Services	-	-	248	-	-
01-20-215-03	Contingency	-	10	-	-	-
	<b>Total Contractual Services</b>	<b>\$ 690,451</b>	<b>\$ 758,777</b>	<b>\$ 758,303</b>	<b>\$ 880,300</b>	<b>\$ 894,300</b>

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Commodities</b>						
01-20-301-01	Office Supplies	\$ 766	\$ 769	\$ 735	\$ 1,000	\$ 1,000
01-20-301-04	Postage	99	-	62	100	100
01-20-302-01	Uniforms/Clothing	401	175	1,943	1,000	1,500
01-20-303-04	Safety Supplies	7,717	3,290	3,411	4,000	4,000
01-20-304-01	Shop Chemicals	1,736	163	1,537	3,000	3,000
01-20-304-02	Fertilizer / Weeds	537	411	983	1,000	1,000
01-20-304-04	Misc. Supplies	27	30	80	250	250
01-20-305-01	Janitor Supplies	717	1,364	254	1,500	1,500
01-20-305-02	Bld Repair Parts / Plumbing	985	85	969	3,500	3,500
01-20-305-03	Tools - Building / Land Maint	4,368	3,030	3,552	4,000	4,000
01-20-305-04	Landscape	1,098	739	432	2,500	2,500
01-20-306-01	Gas / Oil	29,761	19,499	15,524	25,000	25,000
01-20-306-02	Vehicle / Equip Repair Parts	14,875	18,969	23,748	25,000	25,000
01-20-306-03	Tools - Vehicle / Equip Maint	2,365	5,940	1,631	5,000	5,000
01-20-307-01	Asphalt Patch	-	916	-	-	-
01-20-307-02	Rock	638	278	684	1,000	1,000
01-20-307-03	Sand / Salt	33,973	54,542	1,127	55,000	55,000
01-20-307-05	Signs	2,745	5,504	4,588	5,000	5,000
01-20-307-06	Traffic Paint	931	70	59	500	500
01-20-307-07	Park Maintenance	7,693	7,938	15,305	15,000	25,000
	<b>Total Commodities</b>	<b>\$ 111,433</b>	<b>\$ 123,710</b>	<b>\$ 76,626</b>	<b>\$ 153,350</b>	<b>\$ 163,850</b>
<b>Capital Outlay</b>						
01-20-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -	\$ -
01-20-401-02	Office Furnishings	-	479	-	-	-
01-20-402-03	Computer Systems	-	2,147	901	-	-
01-20-403-03	Public Works Vehicles	140,099	253,028	64,379	115,000	-
01-20-403-06	Public Works - Other Equipment	12,054	-	12,770	200,000	67,500
01-20-404-04	Radios	-	-	-	-	-
01-20-407-05	Contingency	-	-	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ 152,153</b>	<b>\$ 255,654</b>	<b>\$ 78,050</b>	<b>\$ 315,000</b>	<b>\$ 67,500</b>
<b>Debt Service</b>						
	2015 Lease Purchase	\$ -	\$ -	\$ 57,325	\$ 57,500	\$ 57,325
	<b>Total for Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 57,325</b>	<b>\$ 57,500</b>	<b>\$ 57,325</b>
	<b>Public Works Total</b>	<b>\$ 1,628,349</b>	<b>\$ 1,878,567</b>	<b>\$ 1,667,976</b>	<b>\$ 2,245,550</b>	<b>\$ 2,029,675</b>

## City of Mission 2018 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. These services were provided through a contractual relationship with Johnson County until the end of 2016. The City is utilizing a not-for-profit organization for these services in 2017 while it explores a more long-term approach to providing these services.

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

Objectives

- Effectively manage city redevelopment projects
- Effectively inform the public regarding development opportunities in Mission
- Effectively manage the development review process
- Maintain efficient permitting and building inspection program

<u>Department Budget Summary</u>	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
Personnel Services	\$ 175,643	\$ 114,289	\$ 265,200	\$ 271,200
Contractual Services	271,353	140,047	304,600	302,250
Commodities	408	752	4,500	4,400
Capital Outlay	-	1,077	1,000	5,000
<b>Total</b>	<b>\$ 447,404</b>	<b>\$ 256,165</b>	<b>\$ 575,300</b>	<b>\$ 582,850</b>

Authorized Positions

Full-Time	3.00	2.00	2.00	4.00
Part-Time	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00
<b>Total</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>4.00</b>

City of Mission 2018 Budget Worksheet

<b>Fund:</b>	General
<b>Department:</b>	Community Development (Includes Neighborhood Services for 2017)

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-23-101-01	Full Time Salaries	\$ 199,174	\$ 130,259	\$ 93,655	\$ 191,500	\$ 209,500
01-23-101-02	Part Time Salaries	-	-	-	-	-
01-23-101-04	Overtime Salaries	493	148	91	800	500
01-23-102-01	Health/Welfare Benefits	22,797	17,279	2,027	32,200	14,000
01-23-102-02	Social Security	14,688	10,610	6,863	14,900	16,000
01-23-102-03	KPERS	19,399	11,149	9,295	17,500	20,000
01-23-102-04	Employment Security	191	323	224	200	500
01-23-102-05	Workers Compensation	1,500	2,783	555	5,000	6,500
01-23-102-06	City Pension	4,191	3,091	1,580	3,100	4,200
	<b>Total Personnel Services</b>	<b>\$ 262,433</b>	<b>\$ 175,643</b>	<b>\$ 114,289</b>	<b>\$ 265,200</b>	<b>\$ 271,200</b>

<b>Contractual Services</b>						
01-23-201-08	Telephone	\$ 289	\$ 348	\$ 283	\$ 500	\$ 500
01-23-202-02	Commercial Travel	-	-	698	1,500	1,500
01-23-202-03	Lodging / Meals	637	88	890	3,050	3,050
01-23-202-04	Parking / Tolls	14	18	68	200	200
01-23-202-05	Mileage	1,171	15	172	1,650	1,650
01-23-203-01	Registration /Tuition	1,220	344	1,750	3,300	3,500
01-23-203-02	Planning Commission	2,071	864	655	4,000	-
01-23-205-01	Insurance	-	-	-	250	250
01-23-205-01	Notary	-	-	100	-	-
01-23-206-01	Professional Organizations	2,353	973	1,138	2,300	2,300
01-23-206-03	Periodicals/Books/Publications	216	-	-	50	50
01-23-206-04	Advertising	56	83	120	500	500
01-23-206-04	Legal Publications	-	-	-	1,100	1,100
01-23-206-05	Professional Services	9,536	20,570	11,373	5,500	5,500
01-23-206-06	Land Use Attorney Services	29,610	13,972	26,704	30,000	30,000
01-23-206-08	Jo Co Plan/Inspection Fees	118,923	174,874	78,228	85,000	85,000
01-23-207-03	Eng/Arch/Planning Services	22,203	58,537	17,316	51,000	51,000
01-23-207-04	Housing Imp - Loan Program	-	-	-	100	-
01-23-207-07	Pre-Employment Testing	-	-	52	200	-
01-23-208-04	Public Relations	106	179	60	4,250	6,000
01-23-208-05	Meeting Expense	235	70	242	250	250
01-23-208-13	Employee Recognition	150	68	-	400	400
01-23-212-07	Vehicle Maintenance	-	-	-	500	500
01-23-214-03	Printing	-	349	198	1,500	1,500
01-23-215-03	Miscellaneous	-	-	-	1,000	1,000
01-23-216-01	Nuisance Abatement	-	-	-	6,000	6,000
01-23-216-04	Mission Possible Program	-	-	-	35,000	35,000
01-23-216-06	Neighborhood Grant Program	-	-	-	5,000	5,000
01-23-216-07	Business Improvement Grant	-	-	-	35,000	35,000
01-23-216-09	Citizen Rebate Program	-	-	-	20,000	20,000
01-23-216-11	Jo County Utility Assistance Prog	-	-	-	5,000	5,000
01-23-216-12	Storm Water BMP	-	-	-	500	500
	<b>Total Contractual Services</b>	<b>\$ 188,791</b>	<b>\$ 271,353</b>	<b>\$ 140,047</b>	<b>\$ 304,600</b>	<b>\$ 302,250</b>

City of Mission 2018 Budget Worksheet

<b>Fund:</b>	General
<b>Department:</b>	Community Development (Includes Neighborhood Services )

<b>Account Number</b>	<b>Account Title</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>Commodities</b>						
01-23-301-01	Office Supplies	\$ 766	\$ 408	\$ 320	\$ 800	\$ 800
01-23-301-03	Clothing	-	-	-	500	500
01-23-301-02	City Maps	-	-	70	200	100
01-23-301-04	Postage	-	-	-	500	500
01-23-301-05	Printed Forms	-	-	363	1,000	1,000
01-23-306-01	Gas/Oil	-	-	-	1,500	1,500
	<b>Total Commodities</b>	<b>\$ 766</b>	<b>\$ 408</b>	<b>\$ 752</b>	<b>\$ 4,500</b>	<b>\$ 4,400</b>
<b>Capital Outlay</b>						
01-23-401-01	Office Machines	\$ -	\$ -	\$ 90	\$ -	\$ -
01-23-401-02	Office Furnishings	-	-	987	1,000	5,000
01-23-402-03	Computer Systems	-	-	-	-	-
01-23-403-06	Other Equipment/Software	-	-	-	-	-
01-23-407-05	Contingency	-	-	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,077</b>	<b>\$ 1,000</b>	<b>\$ 5,000</b>
	<b>Community Development Total</b>	<b>\$ 451,990</b>	<b>\$ 447,404</b>	<b>\$ 256,166</b>	<b>\$ 575,300</b>	<b>\$ 582,850</b>

## City of Mission 2018 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 facility houses the majority of recreational class, programs, and special events. Programs and services are also offered at the outdoor Mission Family Aquatic Center and other outdoor park facilities through the City. The Parks and Recreation budget is structured into two divisions - Mission Family Aquatic Center and Community Center.

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

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ 1,333,977	\$ 1,349,990	\$ 1,564,400	\$ 1,612,000
Contractual Services	655,826	772,372	759,950	812,950
Commodities	98,171	98,198	132,500	145,500
Capital Outlay	-	3,353	-	7,000
<b>Total</b>	\$ 2,087,974	\$ 2,223,913	\$ 2,456,850	\$ 2,577,450

Authorized Positions

Full-Time	13.00	14.00	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	84.46	83.46	83.46



City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-25-101-01	Full Time Salaries	\$ 17,583	\$ 16,371	\$ 13,674	\$ 20,400	\$ 21,500
01-25-101-02	Part Time Salaries	104,535	65,412	88,051	125,000	115,000
01-25-101-04	Overtime Salaries	3,338	2,104	1,242	2,000	2,000
01-25-102-01	Health/Welfare Benefits	2,157	2,482	1,598	3,100	7,700
01-25-102-02	Social Security	9,761	6,695	8,149	8,500	10,000
01-25-102-03	KPERS	2,056	1,811	1,111	2,000	2,000
01-25-102-04	Employment Security	132	217	266	100	300
01-25-102-05	Workers Compensation	7,000	6,471	1,849	5,000	6,000
01-25-102-06	City Pension	356	382	293	400	500
	<b>Total Personnel Services</b>	<b>\$ 146,920</b>	<b>\$ 101,945</b>	<b>\$ 116,234</b>	<b>\$ 166,500</b>	<b>\$ 165,000</b>
<b>Contractual Services</b>						
01-25-201-01	Electricity	\$ 13,458	\$ 16,005	\$ 14,113	\$ 17,000	\$ 16,000
01-25-201-03	Gas	-	-	-	1,000	-
01-25-201-05	Water and Sewer	10,616	3,969	19,976	11,000	12,000
01-25-201-08	Telephone	803	495	-	900	900
01-25-203-03	Training/Registration	1,411	525	1,018	1,500	1,500
01-25-204-01	Marketing/Public Relations	1,890	615	23	3,000	2,000
01-25-205-01	Insurance - Building & Equipment	5,000	5,000	4,679	5,000	5,000
01-25-207-07	Pre-Employment Drug Testing	735	-	105	800	800
01-25-208-13	Employee Recognition	157	266	362	500	500
01-25-210-01	Maint Bldg. / Land	330	932	3,519	2,000	2,500
01-25-212-05	Other Equipment / Repairs	40	236	3,724	1,000	2,500
01-25-213-02	Rental Agreements	775	775	1,101	1,500	1,500
01-25-214-05	Computer Services	-	-	669	-	-
01-25-214-12	Mission Swim Team	7,500	7,513	7,500	7,500	7,500
01-25-215-02	Contract Serv/Maint Agreements	7,656	11,129	7,164	7,000	9,000
01-25-215-05	Consultant/Instructors	2,566	-	-	-	-
	<b>Total Contractual Services</b>	<b>\$ 52,937</b>	<b>\$ 47,461</b>	<b>\$ 63,952</b>	<b>\$ 59,700</b>	<b>\$ 61,700</b>
<b>Commodities</b>						
01-25-301-01	Office Supplies	\$ 73	\$ 548	\$ 5	\$ 250	\$ 250
01-25-301-02	Clothing	1,076	1,396	1,829	2,500	2,000
01-25-301-03	Food Service	18,692	16,036	16,930	20,000	20,000
01-25-301-04	Printing	-	575	-	-	-
01-25-301-08	Equipment and Supplies	11,202	3,804	5,719	7,500	7,500
01-25-303-04	Safety Supplies	-	545	568	500	1,000
01-25-304-02	Cleaning Chemicals	226	266	6	750	750
01-25-304-05	Pool Chemicals	10,733	6,982	10,900	7,500	9,000
01-25-305-05	Repair / Parts Maintenance	286	837	899	500	1,000
	<b>Total Commodities</b>	<b>\$ 42,287</b>	<b>\$ 30,989</b>	<b>\$ 36,856</b>	<b>\$ 39,500</b>	<b>\$ 41,500</b>
<b>Capital Outlay</b>						
01-25-407-01	Equipment Replacement	\$ -	\$ -	\$ -	\$ -	\$ -
01-25-407-02	Filter Elements	-	-	-	-	-
01-25-407-03	Pool Imp/ Repair/Design	-	-	-	-	-
01-25-407-05	Contingency	-	-	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Parks &amp; Recreation - Mission Family Aquatic Center</b>		<b>\$ 242,144</b>	<b>\$ 180,395</b>	<b>\$ 217,042</b>	<b>\$ 265,700</b>	<b>\$ 268,200</b>

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-27-101-01	Full Time Salaries	\$ 561,415	\$ 529,386	\$ 561,654	\$ 567,000	\$ 600,000
01-27-101-02	Part Time Salaries	465,266	478,553	490,390	510,000	520,000
01-27-101-04	Overtime Salaries	25,416	24,754	21,855	25,000	20,000
01-27-102-01	Health/Welfare Benefits	114,192	119,155	111,953	121,000	125,500
01-27-102-02	Social Security	78,988	81,325	80,640	86,700	88,000
01-27-102-03	KPERS	60,512	59,681	61,273	54,700	61,000
01-27-102-04	Employment Security	1,025	2,547	2,628	1,100	3,000
01-27-102-05	Workers Compensation	15,415	25,949	7,396	20,000	17,500
01-27-102-06	City Pension	13,128	12,627	12,201	12,400	12,000
	<b>Total Personnel Services</b>	<b>\$ 1,335,357</b>	<b>\$ 1,333,977</b>	<b>\$ 1,349,990</b>	<b>\$ 1,397,900</b>	<b>\$ 1,447,000</b>

**Contractual Services**

01-27-201-01	Electric	\$ 168,120	\$ 154,863	\$ 199,696	\$ 165,000	\$ 205,000
01-27-201-03	Gas	53,070	29,732	28,337	40,000	35,000
01-27-201-05	Water and Sewer	32,673	34,429	40,702	35,000	35,000
01-27-201-08	Telephone	4,704	3,101	2,533	5,000	5,000
01-27-202-02	Travel / Commercial	2,453	501	-	1,500	2,500
01-27-202-03	Lodging / Meals	1,499	2,460	1,881	2,500	3,500
01-27-202-04	Parking / Tolls	149	104	54	150	150
01-27-202-05	Mileage Staff	655	391	718	1,500	1,500
01-27-203-01	Registration / Tuition	469	2,713	1,184	2,000	3,500
01-27-203-02	Staff Training	2,583	2,515	1,813	5,000	3,000
01-27-203-03	Tuition Reimbursement	-	89	-	-	-
01-27-204-01	Marketing / Public Relations	18,174	21,708	21,485	30,000	30,000
01-27-205-01	Insurance - Building & Equipment	37,000	33,000	34,621	37,000	37,000
01-27-205-02	Notary Bonds	-	-	75	100	100
01-27-206-01	Professional Organizations	1,996	2,015	2,070	3,000	2,500
01-27-207-07	Pre-Employment Drug Testing	2,170	2,182	3,382	2,000	3,500
01-27-208-13	Employee Recognition	1,561	1,727	1,448	2,000	3,000
01-27-210-01	Maint - Bldg. / Land	82,927	47,478	93,318	40,000	30,000
01-27-212-05	Equipment Maintenance	12,611	7,679	13,572	8,000	10,000
01-27-212-07	Vehicle Maintenance	-	-	-	500	500
01-27-213-02	Rental Equipment	8,474	7,154	16,265	7,500	10,000
01-27-214-03	Printing	13,415	11,276	11,515	13,000	13,000
01-27-214-05	Computer Services / Software	11,662	10,774	12,144	10,000	13,000
01-27-214-10	Registration Materials	-	(13)	-	-	-
01-27-214-11	Special Programs	11,242	8,068	12,861	10,000	20,000
01-27-214-12	Swim Programs	515	90	314	500	500
01-27-214-13	Mission Summer Program	25,050	28,243	28,520	23,000	29,000
01-27-215-01	Seasonal Programs	13,711	12,584	12,317	14,000	20,000
01-27-215-02	Contract Services / Maint. Agreements	45,276	57,886	57,728	60,000	60,000
01-27-215-03	Miscellaneous	-	126	-	-	-
01-27-215-04	Field Trips	-	31	-	-	-
01-27-215-05	Contract Instructors	181,966	152,511	151,310	160,000	150,000
01-27-215-06	Transportation Services	6,863	9,993	11,468	10,000	13,000
01-27-215-10	Mission Square Parking Lot Lease	9,828	10,417	11,043	12,000	12,000
	<b>Total Contractual Services</b>	<b>\$ 750,816</b>	<b>\$ 655,826</b>	<b>\$ 772,372</b>	<b>\$ 700,250</b>	<b>\$ 751,250</b>

City of Mission 2018 Budget Worksheet

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

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2014</u>	<u>Actual 2015</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>
<b><u>Commodities</u></b>						
01-27-301-01	Office Supplies	\$ 3,513	\$ 3,132	\$ 2,728	\$ 3,500	\$ 3,500
01-27-301-02	Clothing	928	4,202	3,175	4,000	5,500
01-27-301-03	Food Services / Concession Supplies	8,724	7,822	7,186	8,500	7,500
01-27-301-04	Postage	4,786	1,828	5,794	5,500	5,500
01-27-301-05	Printing	899	435	785	1,500	1,500
01-27-301-08	Equipment & Supplies	34,297	37,334	41,024	35,000	40,000
01-27-301-09	Special Event Supplies	5,283	6,286	4,965	6,500	6,500
01-27-303-04	Safety Supplies	297	835	597	-	-
01-27-304-02	Cleaning Supplies	14,999	20,653	20,278	15,000	20,500
01-27-304-05	Pool Chemicals	5,683	8,401	6,070	6,500	6,500
01-27-305-05	Bldg. Maint / Repair / Parts	7,176	6,551	4,976	6,000	6,000
01-27-306-01	Gas/Oil	599	692	588	1,000	1,000
01-27-306-02	Vehicle/Equip Repair Parts	-	-	30	-	-
	<b>Total Commodities</b>	<b>\$ 87,184</b>	<b>\$ 98,171</b>	<b>\$ 98,198</b>	<b>\$ 93,000</b>	<b>\$ 104,000</b>
<b><u>Capital Outlay</u></b>						
01-27-402-03	Computer Systems	\$ -	\$ -	\$ -	\$ -	\$ -
01-27-407-01	Eqpt and Eqpt Replacement	5,706	-	3,353	-	7,000
01-27-407-03	Construction/Repair	-	-	-	-	-
01-27-407-05	Contingency	-	-	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ 5,706</b>	<b>\$ -</b>	<b>\$ 3,353</b>	<b>\$ -</b>	<b>\$ 7,000</b>
<b>Parks &amp; Recreation - Community Center Total</b>		<b>\$ 2,179,062</b>	<b>\$ 2,087,973</b>	<b>\$ 2,223,912</b>	<b>\$ 2,191,150</b>	<b>\$ 2,309,250</b>

## City of Mission 2018 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 Vision of the Mission Police Department is "to provide the highest quality law enforcement and public safety through honesty, integrity and professionalism in cooperation with the community. By following this vision, we will create a safe and, peaceful and inviting

Objectives

- Efficiently monitor utility costs
- Control losses through an effective safety and loss control program
- Maintain City Hall and Police Department facilities

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ 3,076,414	\$ 2,697,671	\$ 2,763,600	\$ 2,948,808
Contractual Services	265,494	352,956	423,850	437,600
Commodities	90,615	105,126	127,200	142,700
Capital Outlay	143,211	375,817	60,000	13,500
Debt Service (Lease)	-	49,318	149,500	145,000
<b>Total</b>	\$ 3,575,734	\$ 3,580,888	\$ 3,524,150	\$ 3,687,608

Authorized Positions

Full-Time	31.00	31.00	31.00	31.00
Part-Time (1040 avg.)	2.00	2.00	1.00	1.00
Seasonal (650 avg.)	0.94	0.94	0.00	0.00
<b>Total</b>	33.94	33.94	32.00	32.00

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Personnel Services</b>						
01-30-101-01	Full Time Salaries	\$ 1,641,143	\$ 1,602,050	\$ 1,718,556	\$ 1,740,000	\$ 1,858,000
01-30-101-02	Part Time Salaries	11,251	11,794	109	15,000	6,000
01-30-101-04	Overtime Salaries	75,900	88,113	85,095	110,000	90,000
	Overtime Salaries (Court)	-	-	-	-	10,000
01-30-102-01	Health/Welfare Benefits	348,659	334,476	387,423	406,500	413,000
01-30-102-02	Social Security	125,350	129,458	129,150	135,200	150,000
01-30-102-03	KPERS	8,439	8,833	9,592	8,200	9,308
01-30-102-04	Employment Security	1,634	4,012	4,212	1,700	4,000
01-30-102-05	Workers Compensation	24,000	33,901	11,094	30,000	35,000
01-30-102-06	City Pension	1,492	1,254	(8)	2,000	2,000
01-30-102-07	KP&F Retirement	360,337	364,766	350,047	315,000	371,000
01-30-102-08	NEACC Pension	472	(1,564)	2,398	-	500
	<b>Total Personnel Services</b>	<b>\$ 2,598,675</b>	<b>\$ 2,577,092</b>	<b>\$ 2,697,671</b>	<b>\$ 2,763,600</b>	<b>\$ 2,948,808</b>

<b>Contractual Services</b>						
01-30-201-08	Telephone	18,094	\$ 18,271	\$ 16,533	\$ 22,000	\$ 22,000
01-30-202-02	Commercial Travel	3,679	665	2,211	6,000	5,000
01-30-202-03	Lodging / Meals	11,343	12,875	12,068	20,000	20,000
01-30-202-04	Parking / Tolls / Misc.	268	108	39	400	400
01-30-202-05	Mileage Reimbursement	-	-	-	200	200
01-30-203-01	Registration / Tuition / Other	7,314	12,681	11,089	18,000	22,000
01-30-203-02	Firing Range	7,562	9,031	10,824	10,000	10,000
01-30-203-04	Training / Junior College	1,005	2,262	4,656	4,000	4,000
01-30-204-01	Advertising - Classified	-	-	419	500	500
01-30-205-01	Insurance	1,650	500	2,838	1,750	-
01-30-205-02	Notary Bonds	150	100	100	400	400
01-30-206-01	Professional Organizations	2,715	2,731	3,071	3,500	3,500
01-30-206-03	Periodicals/Books/Publications	1,225	925	521	2,500	1,500
01-30-206-05	Professional Services	690	141	-	2,000	2,000
01-30-207-07	Pre-employment Exams	4,043	2,364	2,289	5,000	5,000
01-30-208-04	Public Relations	8,132	7,163	12,470	11,500	12,000
01-30-208-13	Employee Recognition	2,747	1,420	2,143	3,000	5,000
01-30-210-02	Janitorial Services	-	-	3,827	-	12,000
01-30-212-04	Communications / Radios	-	1,388	-	5,000	5,000
01-30-212-05	Other Equip/Radar/Repair/Misc.	4,636	7,477	14,571	10,000	10,000
01-30-212-06	Service Contracts/Rentals	27,805	25,796	64,259	75,000	75,000
01-30-212-07	Vehicle Maintenance	35,505	45,643	55,289	36,000	40,000
01-30-213-02	Equipment Rental	70	-	-	750	750
01-30-213-03	Uniform Dry Cleaning	7,638	7,216	8,069	10,000	10,000
01-30-214-02	Vehicle Registration	300	743	363	350	350
01-30-214-05	Computer Services	53,410	25,190	24,440	40,000	50,000
01-30-214-06	Animal Control / Care	73,653	74,034	77,623	82,000	82,000
01-30-214-08	Prisoner Care	-	-	20,730	50,000	35,000
01-30-214-09	Crime Prevention	630	750	-	3,000	1,000
01-30-214-10	DARE Supplies	650	2,763	973	-	-
01-30-214-12	Bullet Proof Vest Grant	4,480	2,920	-	-	-
01-30-215-03	Miscellaneous	541	338	1,542	1,000	3,000
	<b>Total Contractual Services</b>	<b>\$ 279,986</b>	<b>\$ 265,494</b>	<b>\$ 352,956</b>	<b>\$ 423,850</b>	<b>\$ 437,600</b>

City of Mission 2018 Budget Worksheet

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

Account Number	Account Title	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>Commodities</b>						
01-30-301-01	Office Supplies	\$ 4,381	\$ 3,742	\$ 3,989	\$ 4,500	\$ 4,500
01-30-301-02	Copy Machine Supplies	-	-	-	200	200
01-30-301-04	Postage	1,136	374	1,246	2,000	2,000
01-30-301-05	Printed Forms	2,286	1,369	1,137	4,000	4,000
01-30-301-06	Other Operating Supplies	1,452	1,477	4,844	5,500	5,500
01-30-302-01	Uniforms/Leather/Protect Vests	13,466	9,235	30,066	23,000	28,000
01-30-302-02	Equipment - General	8,356	13,162	12,367	15,000	23,000
01-30-303-01	Investigation Supplies	1,952	1,576	1,603	5,000	5,000
01-30-303-02	Property/Evidence Supplies	1,535	1,474	2,579	3,500	3,500
01-30-303-03	Booking Facility Supplies	394	107	261	1,000	1,000
	Janitorial Supplies	-	-	-	-	2,500
01-30-306-01	Fuel	64,401	52,413	42,097	55,000	55,000
01-30-306-02	Fleet Tire Replacement	6,895	5,686	4,940	7,500	7,500
01-30-306-03	Emergency Management	-	-	-	1,000	1,000
	<b>Total Commodities</b>	<b>\$ 106,254</b>	<b>\$ 90,615</b>	<b>\$ 105,126</b>	<b>\$ 127,200</b>	<b>\$ 142,700</b>
<b>Capital Outlay</b>						
01-30-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -	\$ 7,000
01-30-402-02	Office Furnishings	-	-	-	-	-
01-30-402-03	Computer Systems	15,780	11,401	27,238	-	-
01-30-403-01	Police Vehicles	339,956	123,485	345,421	55,500	-
01-30-404-03	Handguns / Shotguns	853	8,325	3,158	1,000	3,000
01-30-404-04	Radios	-	-	-	-	-
01-30-404-05	Radar	3,443	-	-	3,500	3,500
01-30-404-06	Other Equipment	14,969	-	-	-	-
01-30-404-07	Video Recorder	2,562	-	-	-	-
01-30-404-08	Motorcycles	-	-	-	-	-
01-30-404-09	Bicycle Patrol	-	-	-	-	-
01-30-407-05	Contingency	-	-	-	-	-
	<b>Total Capital Outlay</b>	<b>\$ 377,563</b>	<b>\$ 143,211</b>	<b>\$ 375,817</b>	<b>\$ 60,000</b>	<b>\$ 13,500</b>
<b>Debt Service</b>						
	2014 Lease-Purchase	-	-	49,318	49,500	49,000
	2016 Lease-Purchase	-	-	-	100,000	96,000
	<b>Total Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 49,318</b>	<b>\$ 149,500</b>	<b>\$ 145,000</b>
	<b>Police Total</b>	<b>\$ 3,362,479</b>	<b>\$ 3,076,414</b>	<b>\$ 3,580,888</b>	<b>\$ 3,524,150</b>	<b>\$ 3,687,608</b>



## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Capital <b>Fund:</b> Capital Improvement
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**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. The City Council suspended collection of the Transportation Utility Fee with the 2016 Budget. In lieu of this, the general property tax mill levy was increased by 7 mills 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 2016 included:

- \$350,000 for the City's Street Maintenance Program
- \$134,000 for the design of Foxridge reconstruction from 56th Street to 51st Street

Capital Outlay for 2018 includes:

- \$650,000 has been identified as the City's match for the reconstruction of Foxridge from 56th Street to 51st Street

Debt Service in this fund includes:

- 2007A - Principal & Interest - Relocation of Mission Pet Mart to allow for the Johnson Drive improvements
- 2013C - Principal & Interest - Reconstruction of Johnson Drive (street portion) from Lamar Avenue to Nall Avenue

<u>Department Budget Summary</u>	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	1,518	-	-	-
Commodities	-	-	-	-
Capital Outlay	1,724,621	89,353	1,310,000	850,000
Debt Service	652,107	653,688	654,905	650,474
Transfers/Reserves	-	-	-	-
<b>Total</b>	<b>\$ 2,378,246</b>	<b>\$ 743,041</b>	<b>\$ 1,964,905</b>	<b>\$ 1,500,474</b>

**Authorized Positions**

Full-Time	0.50	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>0.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

	Fund Group: Capital Fund: Capital Improvement Fund				
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 4,790,756</b>	<b>\$ 196,848</b>	<b>\$ 36,846</b>	<b>\$ 418,402</b>	<b>\$ 335,876</b>
<b>REVENUES</b>					
<b>Intergovernmental Revenue</b>	\$ 893,044	\$ 1,640,049	\$ -	\$ 650,000	\$ -
<b>Bond Proceeds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Miscellaneous and Other</b>					
Mission Pet Mart Loan	\$ 64,360	\$ 64,360	\$ 64,360	\$ 64,360	\$ 60,000
Sale of Fixed Assets	-	-	-	-	-
West Gateway Plan Review Fees	12,673	6,757	1,840	-	-
Interest	231	42	120	500	-
Miscellaneous Revenue	41,599	-	11,513	-	-
Total for Miscellaneous and Other	\$ 118,863	\$ 71,158	\$ 77,833	\$ 64,860	\$ 60,000
<b>Transfers From Other Funds</b>					
General Fund	\$ -	\$ -	\$ 790,654	\$ 890,000	\$ 900,000
Storm Water Fund	-	324,038	256,110	277,519	275,220
Street Sales Tax Fund	-	183,000	-	-	-
Total for Transfers from Other Funds	\$ -	\$ 507,038	\$ 1,046,764	\$ 1,167,519	\$ 1,175,220
<b>TOTAL REVENUES</b>	<b>\$ 1,011,907</b>	<b>\$ 2,218,245</b>	<b>\$ 1,124,597</b>	<b>\$ 1,882,379</b>	<b>\$ 1,235,220</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>	\$ 97,816	\$ 1,518	\$ -	\$ -	\$ -
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ 4,795,632	\$ 1,724,621	\$ 89,353	\$ 1,310,000	\$ 850,000
<b>Debt Service</b>					
2007A - Principal & Interest	\$ 97,357	\$ 98,435	\$ 98,688	\$ 99,805	\$ 100,036
2013C - Principal & Interest (Street	-	553,672	555,000	555,100	550,438
Total for Debt Service	\$ 588,322	\$ 652,107	\$ 653,688	\$ 654,905	\$ 650,474
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,605,815</b>	<b>\$ 2,378,246</b>	<b>\$ 743,041</b>	<b>\$ 1,964,905</b>	<b>\$ 1,500,474</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 196,848</b>	<b>\$ 36,846</b>	<b>\$ 418,402</b>	<b>\$ 335,876</b>	<b>\$ 70,622</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Capital <b>Fund:</b> Vehicle and Equip. Replac.
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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 purchases.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	350,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ 350,000

Authorized Positions

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 2018 Budget Worksheet

<b>Fund Group: Capital</b>					
<b>Fund: Vehicle and Equip. Replac.</b>					
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>FUND BALANCE JANUARY 1</b>	\$ -	\$ -	\$ -	\$ -	\$ 250,100
<b>REVENUES</b>					
<b>Transfers from Other Funds</b>					
General Fund	\$ -	\$ -	\$ -	\$ 250,000	\$ 100,000
Total for Property Taxes	\$ -	\$ -	\$ -	\$ 250,000	\$ 100,000
<b>Miscellaneous and Other</b>					
Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Interest	-	-	-	100	200
Total For Miscellaneous and Other	\$ -	\$ -	\$ -	\$ 100	\$ 40,200
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,100</b>	<b>\$ 140,200</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Reserve</b>	\$ -	\$ -	\$ -	\$ -	\$ 350,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,100</b>	<b>\$ 40,300</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Storm Water Utility
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Fund Description

The Storm Water 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 taxes. 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 2018, the amount remains at \$28 per ERU/per month. A single-family parcel of property will pay 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 the 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 Water Utility .

Funds have been used to pay 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
- 2014A - Refunding of a portion of 2009A G.O. Bonds
- 2014B - Refunding of a portion of 2009A G.O. Bonds
- KDHE - A Kansas Department of Health and Environment loan

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	16,430	31,892	-	35,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	275,000
Debt Service	2,371,807	2,335,943	2,306,346	2,309,473
Transfers/Reserves	324,308	256,110	277,519	275,220
<b>Total</b>	<b>\$ 2,712,545</b>	<b>\$ 2,623,945</b>	<b>\$ 2,583,865</b>	<b>\$ 2,894,693</b>

Authorized Positions

Full-Time	0.50	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>0.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue					
<b>Fund:</b> Storm Water Utility					
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 191,051</b>	<b>\$ 24,077</b>	<b>\$ 37,027</b>	<b>\$ 295,916</b>	<b>\$ 330,251</b>
<b>REVENUES</b>					
<b>Property Taxes</b>					
Property Tax	\$ -	\$ 5	\$ -	\$ -	\$ -
Delinquent Property Tax	199	70	-	-	-
Motor Vehicle Tax	-	-	-	-	-
Total Property Taxes	<u>\$ 199</u>	<u>\$ 75</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Fees</b>					
Storm Water Utility Fees	\$ 2,042,899	\$ 2,042,515	\$ 2,497,945	\$ 2,500,000	\$ 2,500,000
Storm Water Utility Fees Delinquent	16,320	40,698	34,531	30,000	35,000
Total Fees	<u>\$ 2,059,219</u>	<u>\$ 2,083,213</u>	<u>\$ 2,532,476</u>	<u>\$ 2,530,000</u>	<u>\$ 2,535,000</u>
<b>Special Assessments</b>	\$ -	\$ -	\$ 299,798	\$ -	\$ -
<b>Intergovernmental</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Bond Proceeds</b>	\$ 14,248,111	\$ -	\$ -	\$ -	\$ -
<b>Miscellaneous and Other</b>					
Interest	\$ 118	\$ 136	\$ 561	\$ 200	\$ -
Miscellaneous	-	-	-	-	-
Total Miscellaneous and Other	<u>\$ 118</u>	<u>\$ 136</u>	<u>\$ 561</u>	<u>\$ 200</u>	<u>\$ -</u>
<b>Transfers From Other Funds</b>					
General Fund	\$ -	\$ 560,000	\$ -	\$ -	\$ -
Capital Improvement Fund	80,000	-	-	-	-
Rock Creek Drainage #1 Fund	2,550	3,800	-	3,000	3,000
Rock Creek Drainage #2 Fund	77,000	78,000	50,000	85,000	85,000
Total Transfer From Other Funds	<u>\$ 159,550</u>	<u>\$ 641,800</u>	<u>\$ 50,000</u>	<u>\$ 88,000</u>	<u>\$ 88,000</u>
<b>TOTAL REVENUES</b>	<b><u>\$ 16,467,197</u></b>	<b><u>\$ 2,725,224</u></b>	<b><u>\$ 2,882,835</u></b>	<b><u>\$ 2,618,200</u></b>	<b><u>\$ 2,623,000</u></b>

City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue
<b>Fund:</b> Storm Water Utility

	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>EXPENDITURES</b>					
<b>Personnel Services</b>					
Full-Time Salaries	\$ 40,805	\$ -	\$ -	\$ -	\$ -
Health/Welfare Benefits	77	-	-	-	-
Social Security	1,401	-	-	-	-
KPERS	1,718	-	-	-	-
Employment Security	45	-	-	-	-
City Pension	-	-	-	-	-
Total for Personnel	\$ 44,046	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>					
Professional Services	\$ 5,680	\$ 465	\$ -	\$ -	\$ -
Engineering/Architecture Services	-	6,562	11,119	-	10,000
Inspections	-	-	-	-	-
Storm Drain Repairs	3,221	9,403	20,774	-	25,000
Other Contractual Services	-	-	-	-	-
Refund Rebate Utility Fee	-	-	-	-	-
Total for Contractual Services	\$ 8,901	\$ 16,430	\$ 31,892	\$ -	\$ 35,000
<b>Commodities</b>					
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>					
	\$ 60	\$ -	\$ -	\$ -	\$ 275,000
<b>Debt Service</b>					
2010A Refunding - Prin & Int	\$ 369,113	\$ 367,913	\$ 366,613	\$ 367,813	\$ 368,738
2010B Refunding - Interest	279,131	279,131	279,131	279,131	279,132
2013C - Prin & Int (Storm Water Portion)	-	-	-	-	-
2014A Refunding - Prin & Int	-	343,027	324,838	321,838	1,389,838
2014B Refunding - Prin & Int	-	1,375,176	1,358,800	1,331,000	265,200
KDHE Loan	-	6,561	6,562	6,565	6,565
Total For Debt Service	\$ 16,581,163	\$ 2,371,807	\$ 2,335,943	\$ 2,306,346	\$ 2,309,473
<b>Transfers To Other Funds</b>					
Capital Improvement Fund	\$ -	\$ 324,038	\$ 256,110	\$ 277,519	\$ 275,220
Total for Transfers to Other Funds	\$ -	\$ 324,038	\$ 256,110	\$ 277,519	\$ 275,220
<b>TOTAL EXPENDITURES</b>	<b>\$ 16,634,170</b>	<b>\$ 2,712,275</b>	<b>\$ 2,623,945</b>	<b>\$ 2,583,865</b>	<b>\$ 2,894,693</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 24,077</b>	<b>\$ 37,027</b>	<b>\$ 295,916</b>	<b>\$ 330,251</b>	<b>\$ 58,558</b>



## City of Mission 2018 Budget Worksheet

<b>Fund Group: Special Revenue</b> <b>Fund: Transportation Utility</b>
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Fund Description

The City established the Transportation Utility in 2011 to provide an on-going, dedicated revenue source for funding needed street and road improvements throughout the community. Revenue consists of an annual fee collected from each property in the City as an assessment on the property taxes. The fee is set as a amount per vehicle trip generated based on the land use of the property as determined by the Institute of Transportation Engineers' Trip Generation Manual. The residential per trip rate is 2.076 cents and the commercial per trip rate is 1.490 cents. A single-family parcel of property would pay a transportation utility fee of \$72 per year. Other properties would pay a fee based on the land use and the number of vehicles trips.

In 2013, the City was challenged on the legality of the transportation utility fee. The City received a favorable ruling in the district court, but this decision was overturned by the appeals court in July of 2015. The City decided to pursue an appeal to the Kansas Supreme Court, and in May 2017, the Supreme Court affirmed the ruling of the appeallate court, declaring the TUF invalid. In the meantime, however, the City decided to not collect the transportation utility fee for the 2016 and 2017 budget year.

The City has not levied the TUF since 2016. In lieu of the transportation utility fee, the City raised the mill levy by 7 mills in 2016 to provide a funding source for needed street and road improvements. Thus, the Transportation Fund currently has no revenue source and no expenditures.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	11,507	-	-	-
Debt Service	885,226	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	\$ 896,733	\$ -	\$ -	\$ -

Authorized Positions

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 2018 Budget Worksheet

Fund Group: Special Revenue Fund: Transportation Utility Fund						
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018	
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 1,078,816</b>	<b>\$ 58,385</b>	<b>\$ 14,176</b>	<b>\$ 14,176</b>	<b>\$ 14,176</b>	
<b>REVENUES</b>						
<b>Fees</b>						
Transportation Utility Fee	\$ 762,388	\$ 767,727	\$ -	\$ -	\$ -	-
Transportation Utility Fee Delinquent	4,484	4,285	-	-	-	-
Total for Fees	\$ 766,872	\$ 772,012	\$ -	\$ -	\$ -	-
<b>Intergovernmental Revenue</b>	705,261	-	-	-	-	-
<b>Miscellaneous and Other</b>						
Reimbursed Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	-
Interest	80	62	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-
Total for Miscellaneous and Other	\$ 80	\$ 62	\$ -	\$ -	\$ -	-
<b>Transfers From Other Funds</b>						
Street Sales Tax	\$ -	\$ 80,000	\$ -	\$ -	\$ -	-
Total for Transfers	\$ -	\$ 80,000	\$ -	\$ -	\$ -	-
<b>TOTAL REVENUES</b>	<b>\$ 1,472,212</b>	<b>\$ 852,074</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>EXPENDITURES</b>						
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Capital Outlay</b>	\$ 116,949	\$ 11,057	\$ -	\$ -	\$ -	-
<b>Debt Service</b>						
2011A - Principal and Interest	\$ 2,375,694	\$ 885,226	\$ -	\$ -	\$ -	-
Total for Debt Service	\$ 2,375,694	\$ 885,226	\$ -	\$ -	\$ -	-
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,492,643</b>	<b>\$ 896,283</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 58,385</b>	<b>\$ 14,176</b>	<b>\$ 14,176</b>	<b>\$ 14,176</b>	<b>\$ 14,176</b>	

## City of Mission 2018 Budget Worksheet

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

Fund Description

Upon voter approval, the City of Mission began collecting a 1/4 of 1% special sales tax for streets - more commonly known as the Street Sales tax - in April of 2012. The tax has a 10-year sunset.

Revenue from the street sales tax is pledged 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.

Debt Service:

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

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	140,000	150,000	200,000
Debt Service	473,845	470,870	472,045	472,316
Transfers/Reserves	263,000	-	50,000	-
<b>Total</b>	<b>\$ 736,845</b>	<b>\$ 610,870</b>	<b>\$ 672,045</b>	<b>\$ 672,316</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

Fund Group: Special Revenue					
Fund: Street Sales Tax					
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 429,905</b>	<b>\$ 517,464</b>	<b>\$ 318,999</b>	<b>\$ 282,500</b>	<b>\$ 160,505</b>
<b>REVENUES</b>					
<b>Sales Tax - 1/4 Cent for Streets</b>	\$ 558,473	\$ 554,876	\$ 574,296	\$ 550,000	\$ 575,000
<b>Miscellaneous and Other</b>					
Interest	\$ 31	\$ 57	\$ 75	\$ 50	\$ 100
<b>Total Miscellaneous and Other</b>	<b>\$ 31</b>	<b>\$ 57</b>	<b>\$ 75</b>	<b>\$ 50</b>	<b>\$ 100</b>
<b>TOTAL REVENUES</b>	<b>\$ 558,504</b>	<b>\$ 554,933</b>	<b>\$ 574,371</b>	<b>\$ 550,050</b>	<b>\$ 575,100</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ -	\$ 16,553	\$ 140,000	\$ 150,000	\$ 200,000
<b>Debt Service</b>					
2012A - Principal & Interest	\$ 470,945	\$ 473,845	\$ 470,870	\$ 472,045	\$ 472,316
<b>Total for Debt Service</b>	<b>\$ 470,945</b>	<b>\$ 473,845</b>	<b>\$ 470,870</b>	<b>\$ 472,045</b>	<b>\$ 472,316</b>
<b>Reserves</b>	\$ -	\$ -	\$ -	\$ 50,000	\$ -
<b>Transfers To Other Funds</b>					
Capital Improvement Fund	\$ -	\$ 183,000	\$ -	\$ -	\$ -
Transportation Utility Fund	-	80,000	-	-	-
<b>Total for Other Funds</b>	<b>\$ -</b>	<b>\$ 263,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 470,945</b>	<b>\$ 753,398</b>	<b>\$ 610,870</b>	<b>\$ 672,045</b>	<b>\$ 672,316</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 517,464</b>	<b>\$ 318,999</b>	<b>\$ 282,500</b>	<b>\$ 160,505</b>	<b>\$ 63,289</b>

## City of Mission 2018 Budget Worksheet

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

Fund Description

Upon voter approval the City of Mission began collecting a 3/8 of 1% Special Sales Tax for Parks and Recreation - more commonly known as the Parks Sales Tax - in April of 2013. The sales tax has a sunset of 10 years.

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 City's outdoor aquatic facility.

Another portion is used to fund various capital improvements at the City's community center, which has primarily been building renovation and equipment maintenance.

The balance has been earmarked to establish a reserve for other parks and recreation activities including repair and maintenance of building components at the City's community center, purchase of a second water slide at the aquatic facility, and implementation of recommendations from the recently completed parks master plan.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	210,546	404,344	300,000	400,000
Debt Service	529,586	526,450	529,000	531,100
Transfers/Reserves	25,000	-	220,000	330,000
<b>Total</b>	<b>\$ 765,132</b>	<b>\$ 930,794</b>	<b>\$ 1,049,000</b>	<b>\$ 1,261,100</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

Fund Group: Special Revenue					
Fund: Parks Sales Tax					
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 3,524,039</b>	<b>\$ 671,668</b>	<b>\$ 738,850</b>	<b>\$ 676,571</b>	<b>\$ 478,071</b>
<b>REVENUES</b>					
<b>Sales Tax - 3/8th Cent for Parks</b>	\$ 837,709	\$ 832,314	\$ 861,445	\$ 850,000	\$ 875,000
<b>Bond Proceeds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Miscellaneous and Other</b>					
Miscellaneous	\$ -	\$ -	\$ 6,766	\$ -	\$ -
Interest	-	-	305	500	-
Total for Miscellaneous and Other	\$ -	\$ -	\$ 7,071	\$ 500	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 837,709</b>	<b>\$ 832,314</b>	<b>\$ 868,516</b>	<b>\$ 850,500</b>	<b>\$ 875,000</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ 3,059,977	\$ 210,546	\$ 404,344	\$ 300,000	\$ 400,000
<b>Debt Service</b>					
2013B - Principal & Interest	\$ 530,103	\$ 529,586	\$ 526,450	\$ 529,000	\$ 531,100
Total For Debt Service	\$ 530,103	\$ 529,586	\$ 526,450	\$ 529,000	\$ 531,100
<b>Reserves</b>					
Park Improv. from Master Plan	\$ -	\$ -	\$ -	\$ 100,000	\$ 150,000
Facility Reserve Community Cent.	-	-	-	100,000	150,000
Facility Reserve Aquatic Facility	-	-	-	20,000	30,000
Total for Reserve Accounts	\$ -	\$ -	\$ -	\$ 220,000	\$ 330,000
<b>Transfers To Other Funds</b>					
General Fund	\$ 100,000	\$ 25,000	\$ -	\$ -	\$ -
Total for Transfers to Other Funds	\$ 100,000	\$ 25,000	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,690,080</b>	<b>\$ 765,132</b>	<b>\$ 930,794</b>	<b>\$ 1,049,000</b>	<b>\$ 1,261,100</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 671,668</b>	<b>\$ 738,850</b>	<b>\$ 676,571</b>	<b>\$ 478,071</b>	<b>\$ 91,971</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Special Highway
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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. In the past, these funds have been leveraged with funds from the County Assisted Road System (CARS) program, state and federal grants, and transfers from other funds to pay for major road projects.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	20,000
Capital Outlay	300,811	199,062	275,000	200,000
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	\$ 300,811	\$ 199,062	\$ 275,000	\$ 220,000

Authorized Positions

Full-Time	0.15	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>	0.15	0.00	0.00	0.00



City of Mission 2018 Budget Worksheet

Fund Group: Special Revenue Fund: Special Highway					
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>FUND BALANCE JANUARY 1</b>	\$ 62,658	\$ 63,176	\$ 12,390	\$ 65,307	\$ 37,107
<b>REVENUES</b>					
Intergovernmental - Kansas Gas Tax	\$ 245,697	\$ 249,775	\$ 251,967	\$ 246,600	\$ 250,000
<b>Miscellaneous and Other</b>					
Interest	\$ -	\$ 76	\$ 12	\$ 200	\$ 100
Miscellaneous	-	174	-	-	-
	\$ -	\$ 250	\$ 12	\$ 200	\$ 100
<b>TOTAL REVENUES</b>	<b>\$ 245,697</b>	<b>\$ 250,025</b>	<b>\$ 251,980</b>	<b>\$ 246,800</b>	<b>\$ 250,100</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>					
Full-Time Salaries	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Health/Welfare Benefits	-	-	-	-	-
Social Security	-	-	-	-	-
KPERS	-	-	-	-	-
Employment Security	-	-	-	-	-
City Pension	-	-	-	-	-
Total for Personnel Services	\$ 10,000	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Commodities</b>					
Asphalt Patch	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total for Commodities	\$ -	\$ -	\$ -	\$ -	\$ 20,000
<b>Capital Outlay</b>	\$ 235,179	\$ 300,811	\$ 199,062	\$ 275,000	\$ 200,000
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 245,179</b>	<b>\$ 300,811</b>	<b>\$ 199,062</b>	<b>\$ 275,000</b>	<b>\$ 220,000</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 63,176</b>	<b>\$ 12,390</b>	<b>\$ 65,307</b>	<b>\$ 37,107</b>	<b>\$ 67,207</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue Fund <b>Fund:</b> Special Alcohol
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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 2018 funds proportioned to this fund, \$15,000 will support the Mission Police Department's DARE activities, \$14,000 will support the City's participation in the Johnson County mental health co-responder program, and \$30,000 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 awarded organizations 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 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Contractual Services	36,331	30,000	45,000	45,000
Commodities	-	-	-	1,000
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	\$ 51,331	\$ 45,000	\$ 60,000	\$ 61,000

Authorized Positions

Full-Time	0.15	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>	0.15	0.00	0.00	0.00

City of Mission 2018 Budget Worksheet

<b>Fund Group: Special Revenue</b>					
<b>Fund: Special Alcohol</b>					
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 15,778</b>	<b>\$ 21,626</b>	<b>\$ 27,423</b>	<b>\$ 46,200</b>	<b>\$ 45,200</b>
<b>REVENUES</b>					
<b>Intergovernmental - Alcohol Tax</b>	\$ 45,517	\$ 57,128	\$ 61,815	\$ 59,000	\$ 65,000
<b>TOTAL REVENUES</b>	<b>\$ 45,517</b>	<b>\$ 57,128</b>	<b>\$ 61,815</b>	<b>\$ 59,000</b>	<b>\$ 65,000</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>					
Full-Time Salaries	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Health/Welfare Benefits	-	-	-	-	-
Social Security	-	-	-	-	-
KPERs	-	-	-	-	-
Employment Security	-	-	-	-	-
City Pension	-	-	-	-	-
Total for Personnel Services	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
<b>Contractual Services</b>					
Drug and Alcoholism Council	\$ 29,669	\$ 36,331	\$ 28,038	\$ 30,000	\$ 30,000
Mental Health Responder	-	-	-	15,000	15,000
Total Contractual Services	\$ 29,669	\$ 36,331	\$ 28,038	\$ 45,000	\$ 45,000
<b>Commodities</b>					
DARE Supplies	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Total Supplies	\$ -	\$ -	\$ -	\$ -	\$ 1,000
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 39,669</b>	<b>\$ 51,331</b>	<b>\$ 43,038</b>	<b>\$ 60,000</b>	<b>\$ 61,000</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 21,626</b>	<b>\$ 27,423</b>	<b>\$ 46,200</b>	<b>\$ 45,200</b>	<b>\$ 49,200</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Special Parks and Recreation
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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. Budgeted expenditures include \$48,000 for an annual lease on fitness equipment for the community center, \$10,000 for a sound system for the Community Center's south meeting rooms, and \$5,000 for a small Kaivac cleaning machine.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	323,329	-	-	15,000
Debt Service	-	55,200	55,200	48,000
Transfers/Reserves	-	-	-	-
<b>Total</b>	<b>\$ 323,329</b>	<b>\$ 55,200</b>	<b>\$ 55,200</b>	<b>\$ 63,000</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

**Fund Group:** Special Revenue  
**Fund:** Special Parks and Recreation

	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>FUND BALANCE JANUARY 1</b>	\$ 166,621	\$ 118,334	\$ 24,065	\$ 29,756	\$ 33,886
<b>REVENUES</b>					
<b>Intergovernmental - Alcohol Tax</b>	\$ 45,517	\$ 57,129	\$ 60,484	\$ 59,180	\$ 65,000
<b>Bond/Lease Proceeds</b>	\$ -	\$ 168,128	\$ -	\$ -	\$ -
<b>Miscellaneous and Other</b>					
Miscellaneous	\$ -	\$ 3,651	\$ 385	\$ -	\$ -
Interest	-	152	22	150	200
Total Miscellaneous and Other	\$ -	\$ 3,804	\$ 407	\$ 150	\$ 200
<b>TOTAL REVENUES</b>	<b>\$ 45,517</b>	<b>\$ 229,060</b>	<b>\$ 60,891</b>	<b>\$ 59,330</b>	<b>\$ 65,200</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ 93,804	\$ 323,329	\$ -	\$ -	\$ 15,000
<b>Debt Service/Lease Payments</b>	\$ -	\$ -	\$ 55,200	\$ 55,200	\$ 48,000
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 93,804</b>	<b>\$ 323,329</b>	<b>\$ 55,200</b>	<b>\$ 55,200</b>	<b>\$ 63,000</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 118,334</b>	<b>\$ 24,065</b>	<b>\$ 29,756</b>	<b>\$ 33,886</b>	<b>\$ 36,086</b>

## City of Mission 2018 Budget Worksheet

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

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 \$163 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.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	566,441	566,273	570,000	588,100
Commodities	-	1,000	500	500
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	\$ 566,441	\$ 567,273	\$ 570,500	\$ 588,600

Authorized Positions

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 2018 Budget Worksheet

<b>Fund Group: Special Revenue</b>					
<b>Fund: Solid Waste Utility</b>					
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>FUND BALANCE JANUARY 1</b>	<b>\$ (46,224)</b>	<b>\$ (45,011)</b>	<b>\$ (41,721)</b>	<b>\$ (30,883)</b>	<b>\$ (29,333)</b>
<b>REVENUES</b>					
<b>Fees</b>					
Solid Waste Utility Fee	\$ 482,233	\$ 481,367	\$ 490,878	\$ 483,000	\$ 504,000
Trash Bag Sales	1,964	1,685	1,918	2,000	2,000
Yard Waste Stickers	505	1,366	288	1,000	1,000
Commercial Recycling	-	-	-	-	-
Recycling Rebate	-	314	-	1,000	1,000
	<u>\$ 484,701</u>	<u>\$ 484,731</u>	<u>\$ 493,084</u>	<u>\$ 487,000</u>	<u>\$ 508,000</u>
<b>Miscellaneous and Other</b>					
Interest	\$ -	\$ -	\$ 27	\$ 50	\$ 100
Total for Miscellaneous and Other	\$ -	\$ -	\$ 27	\$ 50	\$ 100
<b>Transfers from Other Funds</b>					
General Fund	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 110,000
Total for Miscellaneous and Other	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 110,000
<b>TOTAL REVENUES</b>	<b><u>\$ 569,701</u></b>	<b><u>\$ 569,731</u></b>	<b><u>\$ 578,111</u></b>	<b><u>\$ 572,050</u></b>	<b><u>\$ 618,100</u></b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>					
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>					
Solid Waste Contract	\$ 562,187	\$ 562,219	\$ 563,419	\$ 565,000	\$ 583,100
Utility Rebate Refund	4,302	4,222	2,854	5,000	5,000
Total for Contractual Services	<u>\$ 566,489</u>	<u>\$ 566,441</u>	<u>\$ 566,273</u>	<u>\$ 570,000</u>	<u>\$ 588,100</u>
<b>Commodities</b>	\$ 2,000	\$ -	\$ 1,000	\$ 500	\$ 500
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 568,489</u></b>	<b><u>\$ 566,441</u></b>	<b><u>\$ 567,273</u></b>	<b><u>\$ 570,500</u></b>	<b><u>\$ 588,600</u></b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ (45,011)</b>	<b>\$ (41,721)</b>	<b>\$ (30,883)</b>	<b>\$ (29,333)</b>	<b>\$ 167</b>



## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Mission Conv. And Visitor's Bur.
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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 monthly Mission magazine. A portion of the magazine expenses are covered by the General Fund (Newsletter 01-09-214-07) in the legislative budget.

In 2017, the MCVB Committee was disbanded, but the fund remains to account for receipt and expenditure of the Transient Guest Tax.

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	45,663	53,080	103,500	60,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	<b>\$ 45,663</b>	<b>\$ 53,080</b>	<b>\$ 103,500</b>	<b>\$ 60,000</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

<b>Fund Group: Special Revenue</b>					
<b>Fund: Mission Convention &amp; Visitor's</b>					
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 53,447</b>	<b>\$ 54,960</b>	<b>\$ 61,493</b>	<b>\$ 76,346</b>	<b>\$ 17,416</b>
<b>REVENUES</b>					
<b>Transient Guest Tax Receipts</b>	\$ 23,893	\$ 36,786	\$ 43,835	\$ 35,000	\$ 40,000
<b>Miscellaneous and Other</b>					
Event Sponsorship/Revenue	\$ 45,899	\$ 6,842	\$ 21,555	\$ 1,500	\$ -
Holiday Adoption Revenue	7,280	8,477	2,525	8,000	10,000
Interest	-	61	-	70	100
Miscellaneous Revenue	-	-	17	-	-
Total for Miscellaneous and Other	<u>\$ 53,179</u>	<u>\$ 15,381</u>	<u>\$ 24,097</u>	<u>9,570</u>	<u>10,100</u>
<b>TOTAL REVENUES</b>	<b><u>\$ 77,072</u></b>	<b><u>\$ 52,166</u></b>	<b><u>\$ 67,932</u></b>	<b><u>\$ 44,570</u></b>	<b><u>\$ 50,100</u></b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>					
MCVB General Expenses	\$ 1,149	\$ 3,031	\$ 2,264	\$ -	\$ -
Mission Family Festival	4,957	1,181	-	-	-
Barbeque Contest	23,378	335	17,433	-	-
Holiday Lights Event	11,620	9,992	3,641	5,500	-
Mission Merchants	3,442	1,605	1,403	-	-
MCVB Magazine	22,033	21,838	22,255	50,000	50,000
Holiday Adoptions	5,933	7,651	6,083	8,000	10,000
Pole Sign Incentive Program	-	-	-	15,000	-
Business Support Programs	-	-	-	25,000	-
Total for Contractual Services	<u>\$ 75,559</u>	<u>\$ 45,633</u>	<u>\$ 53,080</u>	<u>\$ 103,500</u>	<u>\$ 60,000</u>
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 75,559</u></b>	<b><u>\$ 45,633</u></b>	<b><u>\$ 53,080</u></b>	<b><u>\$ 103,500</u></b>	<b><u>\$ 60,000</u></b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 54,960</b>	<b>\$ 61,493</b>	<b>\$ 76,346</b>	<b>\$ 17,416</b>	<b>\$ 7,516</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Mission Crossing TIF/CID
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**Fund Description**

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

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

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 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 2015	Actual 2016	Budget 2017	Proposed 2018
<b><u>Department Budget Summary</u></b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	254,975	233,433	344,000	370,000
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	\$ 254,975	\$ 233,433	\$ 344,000	\$ 370,000

**Authorized Positions**

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 2018 Budget Worksheet

<b>Fund Group: Special Revenue</b>					
<b>Fund: Mission Crossing TIF/CID</b>					
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>
<b>FUND BALANCE JANUARY 1</b>	\$ -	\$ -	\$ 26,587	\$ 26,587	\$ 31,321
<b>REVENUES</b>					
<b>Property Taxes -TIF</b>	\$ -	\$ 143,172	\$ 103,355	\$ 174,378	\$ 177,000
<b>Sales Tax - TIF</b>	\$ -	\$ 55,163	\$ 68,292	\$ 85,000	\$ 91,000
<b>Sales Tax - CID</b>	\$ -	\$ 83,228	\$ 66,520	\$ 85,000	\$ 91,000
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 281,563</b>	<b>\$ 238,167</b>	<b>\$ 344,378</b>	<b>\$ 359,000</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>					
TIF Property Tax Reimbursement	\$ -	\$ 143,172	\$ 103,355	\$ 174,000	\$ 180,000
TIF Sales Tax Reimbursement	-	50,370	65,952	85,000	95,000
CID Sales Tax Reimbursement	-	61,433	64,127	85,000	95,000
Total for Contractual Services	\$ -	\$ 254,975	\$ 233,433	\$ 344,000	\$ 370,000
<b>Commodities</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Debt Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfers To Other Funds</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 254,975</b>	<b>\$ 233,433</b>	<b>\$ 344,000</b>	<b>\$ 370,000</b>
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ -</b>	<b>\$ 26,587</b>	<b>\$ 31,321</b>	<b>\$ 26,965</b>	<b>\$ 20,321</b>

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Cornerstone Commons CID
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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 Grocers store, a 4,000 square foot building for casual dining/retail, and a third 12,000 square foot building for casual dining/retail and office.

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

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	63,722	65,000	67,500
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	-	-	-	-
<b>Total</b>	\$ -	\$ 63,722	\$ 65,000	\$ 67,500

Authorized Positions

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 2018 Budget Worksheet

Fund Group: Special Revenue					
Fund: Cornerstone Commons CID					
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<b>FUND BALANCE JANUARY 1</b>	\$ -	\$ -	\$ 6,566	\$ 9,495	\$ 9,495
<b>REVENUES</b>					
<b>Sales Tax - CID</b>	\$ -	\$ 6,566	\$ 66,701	\$ 65,000	\$ 67,000
<b>TOTAL REVENUES</b>	<u>\$ -</u>	<u>\$ 6,566</u>	<u>\$ 66,701</u>	<u>\$ 65,000</u>	<u>\$ 67,000</u>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Contractual Services</b>					
CID Sales Tax Reimbursement	\$ -	\$ -	\$ 63,772	\$ 62,500	\$ 65,000
Administrative Fee	-	-	-	2,500	2,500
<b>Total for Contractual Services</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 63,772</u>	<u>65,000</u>	<u>67,500</u>
<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>\$ 63,772</u>	<u>\$ 65,000</u>	<u>\$ 67,500</u>
<b>FUND BALANCE DECEMBER 31</b>	\$ -	\$ 6,566	\$ 9,495	\$ 9,495	\$ 8,995

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Rock Creek Drainage Dist. #1
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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 "Mission Gateway."

	Actual 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfers/Reserves	3,800	-	3,000	3,000
<b>Total</b>	<b>\$ 3,800</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



City of Mission 2018 Budget Worksheet

Fund Group: Special Revenue						
Fund: Rock Creek Drainage Dist. #1						
	Actual 2014	Actual 2015	Actual 2016	Budget 2017	Proposed 2018	
<b>FUND BALANCE JANUARY 1</b>	\$ 2,506	\$ 2,515	\$ 1,423	\$ 3,672	\$ 3,487	
<b>REVENUES</b>						
<b>Property Taxes</b>						
Real Estate Tax	\$ 2,559	\$ 2,708	\$ 2,249	\$ 2,800	\$ 3,000	
Real Estate Tax Delinquent	-	-	-	-	-	
Total for Property Taxes	\$ 2,559	\$ 2,708	\$ 2,249	\$ 2,800	\$ 3,000	
<b>Miscellaneous and Other</b>						
Interest	\$ -	\$ -	\$ -	\$ 15	\$ -	
Total for Miscellaneous and Other	\$ -	\$ -	\$ -	\$ 15	\$ -	
<b>TOTAL REVENUES</b>	<b>\$ 2,559</b>	<b>\$ 2,708</b>	<b>\$ 2,249</b>	<b>\$ 2,815</b>	<b>\$ 3,000</b>	
<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	\$ 2,550	\$ 3,800	\$ -	\$ 3,000	\$ 3,000	
Total for Transfers To Other Funds	\$ 2,550	\$ 3,800	\$ -	\$ 3,000	\$ 3,000	
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,550</b>	<b>\$ 3,800</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 2,515</b>	<b>\$ 1,423</b>	<b>\$ 3,672</b>	<b>\$ 3,487</b>	<b>\$ 3,487</b>	

## City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue <b>Fund:</b> Rock Creek Drainage Dist. #2
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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 2015	Actual 2016	Budget 2017	Proposed 2018
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-
Commodities	-	-	-	-
Capital Outlay	-	23,670	-	-
Debt Service	-	-	-	-
Transfers/Reserves	78,000	50,000	85,000	85,000
<b>Total</b>	<b>\$ 78,000</b>	<b>\$ 73,670</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>

Authorized Positions

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>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City of Mission 2018 Budget Worksheet

<b>Fund Group:</b> Special Revenue						
<b>Fund:</b> Rock Creek Drainage Dist. #2						
	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Proposed 2018</b>	
<b>FUND BALANCE JANUARY 1</b>	<b>\$ 4,415</b>	<b>\$ 3,758</b>	<b>\$ 3,409</b>	<b>\$ 10,814</b>	<b>\$ 5,819</b>	
<b>REVENUES</b>						
<b>Property Taxes</b>						
Real Estate Taxes	\$ 76,341	\$ 77,636	\$ 81,037	\$ 80,000	\$ 85,000	
Real Estate Taxes Delinquent	-	16	-	-	-	
Total for Property Taxes	<u>\$ 76,341</u>	<u>\$ 77,651</u>	<u>\$ 81,037</u>	<u>\$ 80,000</u>	<u>\$ 85,000</u>	
<b>Miscellaneous and Other</b>						
Interest	\$ 2	\$ 1	\$ 37	\$ 5	\$ 100	
Total For Miscellaneous and Other	<u>\$ 2</u>	<u>\$ 1</u>	<u>\$ 37</u>	<u>\$ 5</u>	<u>\$ 100</u>	
<b>TOTAL REVENUES</b>	<b><u>\$ 76,343</u></b>	<b><u>\$ 77,652</u></b>	<b><u>\$ 81,074</u></b>	<b><u>\$ 80,005</u></b>	<b><u>\$ 85,100</u></b>	
<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	\$ 77,000	\$ 78,000	\$ 50,000	\$ 85,000	\$ 85,000	
Total for Transfers To Other Funds	<u>\$ 77,000</u>	<u>\$ 78,000</u>	<u>\$ 50,000</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>	
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 77,000</u></b>	<b><u>\$ 78,000</u></b>	<b><u>\$ 73,670</u></b>	<b><u>\$ 85,000</u></b>	<b><u>\$ 85,000</u></b>	
<b>FUND BALANCE DECEMBER 31</b>	<b>\$ 3,758</b>	<b>\$ 3,409</b>	<b>\$ 10,814</b>	<b>\$ 5,819</b>	<b>\$ 5,919</b>	

City of Mission	Item Number:	6e.
<b>ACTION ITEM SUMMARY</b>	Date:	July 27, 2017
Administration	From:	Brian Scott

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

RE: An Ordinance Amending Chapter 635, Rental Dwellings, of the Code of Mission.

RECOMMENDATION: Adopt the proposed Ordinance Amending Chapter 635, Rental Dwellings, of the Code of Mission.

DETAILS: K.S.A 12-16,138 provides that:

No city or county shall adopt, enforce or maintain a residential property licensing ordinance or resolution which includes a requirement for periodic interior inspections of privately owned residential property for city or county code violations unless the lawful occupant has consented to such interior inspections.

This statute became effective July 1, 2016.

The City's staff has reviewed the City's current rental license code, Chapter 635 - Rental Dwellings - for changes that would ensure conformance with the new legislation. This is primarily reflected in Section 635.090 - Periodic Inspection of Apartment Buildings - which now provides that the City shall obtain the signed consent of the lawful occupant of a rental dwelling unit prior to performing an inspection, and that the occupant shall have the right to refuse such inspection pursuant to the new state statute.

In conducting this review, staff has also taken the opportunity to make a number of proposed changes throughout the code that would provide better terms and add clarification to various provisions.

Discussion has ensued about applying the interior inspection provisions of the code to single-family rental dwelling units. A meeting was held recently with owners of such units to gain their input, and a follow-up meeting will be held in the near future for further discussion.

In the meantime, staff recommends proceeding with the proposed changes (applicable only to multi-family rental dwelling units) so as to ensure that the City's current rental license program is compliant with the state statute.

The proposed changes, as presented, DO NOT provide for inspections of single-family rental dwelling units.

CFAA CONSIDERATIONS/IMPACTS: The City's rental dwelling license code provides for the health, safety, and welfare of those that occupy rental properties in the City of Mission, and helps to ensure safe and stable neighborhoods for residents of all ages.

Related Statute/City Ordinance:	N/A K.S.A 12-16, 138 / Chapter 635 of Code of Mission
Line Item Code/Description:	N/A
Available Budget:	N/A

**CITY OF MISSION**  
**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING CHAPTER 635 THE CODE OF THE CITY OF MISSION, KANSAS TO REFLECT CHANGES THAT BRING THE ORDINANCE INTO COMPLIANCE WITH K.S.A 12-16,138.

WHEREAS, Chapter 635 – Rental Dwellings – of the code of Mission was adopted December 13, 2006 for the purpose of protecting the public health, safety and general welfare of the residents of Mission in rental dwellings; and

WHEREAS, K.S.A 12-16,138, which prohibits the periodic inspection of residential property without the prior consent of the occupant, became law effective July 1, 2016; and

WHEREAS, The City has review Chapter 635 and developed amendments to bring the code into compliance with K.S.A 12-16,138, as well as to provide clarification to terms provisions of the code.

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the City of Mission, Kansas:

SECTION I: Chapter 635 of the code of the City of Mission is amended as follows:

**Section 635.020 Applicability.**

The provisions of this Chapter shall apply to all dwellings and dwelling units offered for rent or occupancy, including single-family dwellings, multi-family dwellings and dwelling units in owner-occupied dwellings. The provisions of this Chapter shall not apply to dwellings and dwelling units occupied by the owner, and/or the owner's immediate family (whether that relationship is by blood, marriage, or adoption). Furthermore, the provisions of this Chapter shall not apply to hotels and motels licensed by the State of Kansas, convents, monasteries, parish houses or rectories, mosques, temples, synagogues, hospitals, nursing homes, jails and residential dwelling units owned and operated by any housing authority of the City.

**Section 635.030 License Requirement.**

No person shall allow to be occupied or rent to another for occupancy any dwelling or dwelling unit unless the owner has first obtained a license under the terms of this Chapter. This applies to people who allow to be occupied or rent to another for occupancy at the time this Chapter is implemented. Failure to obtain a required license shall be unlawful. Each day that a person fails to have a license as required by this Section shall constitute a separate offense. Upon conviction, a person may be fined up to five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both.

**Section 635.040 Definitions.**

As used in this Chapter, the following terms shall have these prescribed meanings:

**APARTMENT BUILDING**

A building or structure containing more than six (6) rental dwelling units.

**DWELLING**

A building or structure, or portion of a building or structure, designed for or used for human habitation.

**DWELLING UNIT**

Any room or group of rooms located within a dwelling and forming a single habitable unit with cooking, living, sanitary and/or sleeping facilities.

**IMMEDIATE FAMILY**

One's spouse, child or adopted child, father, mother, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparents, or grandparent-in-law, grandchild, or any natural or adopted child or grandchild of one's spouse.

**LAWFUL OCCUPANT**

The occupant(s) of a dwelling or dwelling unit; or the owner of such that is unoccupied.

**MANAGER**

Any person who, alone or jointly or severally with others, does any of the following: shows rental dwelling units to prospective tenants; enters lease agreements on the owner's behalf; receives rent from tenants; and / or otherwise supervises the maintenance or management of the premises.

**OCCUPANT**

Any person(s) living, sleeping, cooking, eating or actually having possession or control of a dwelling or dwelling unit.

**OCCUPANCY**

The act of living, sleeping, cooking, eating or actually having possession or control of a dwelling or dwelling unit.

**OWNER**

Any person who, alone or jointly or severally with others:

1. Has legal title to any building with or without accompanying actual possession thereof; or
2. Has charge, care or control of any building or structure or part thereof as agent or personal representative of the person having legal title to the building or structure or part thereof; or
3. Has possession or right to possession under a contract for deed.

**PERSON**

Any individual, firm, corporation, association, partnership, cooperative or governmental agency.

**PREMISES**

The building(s) in which the rental dwelling unit(s) is located and all land appurtenant to such building(s) on a single parcel.

**REGISTERED AGENT**

The person designated by the owner to be the agent required by Section 635.060(1) of this Code.

**RENT**

To provide or to offer for possession or occupancy a dwelling or dwelling unit to a tenant for consideration, pursuant to a written, oral, or implied agreement.

**RENTAL DWELLING**

A dwelling or dwelling unit(s) designed for or used for human habitation and offered to a non-owner or third-party for rent and/or occupancy.

**RENTAL DWELLING LICENSE**

A license issued by the City permitting a dwelling or dwelling unit to be rented and/or occupied by persons other than the owner and the owner's immediate family (as related by blood, marriage, or adoption) subject to the terms of this Chapter.

**SUBSTANDARD**

As defined in Section 635.110.

**TENANT**

Any person who occupies a dwelling or dwelling unit, other than the owner, the owner's immediate family (as related by blood, marriage, or adoption), or any person residing with the owner.

**Section 635.050 What The License Covers.**

- A. One (1) rental dwelling license shall be issued for each premises with one or more rental dwelling units and shall be deemed to cover all such dwelling units under common ownership on the premises.
- B. The City shall have authority to exercise its licensing powers under this Chapter including the power to issue, renew, deny, revoke and suspend a rental dwelling license with respect to an entire premises or only a specific dwelling unit(s) found to be in violation of this Code.

**Section 635.060 Application For Rental Dwelling License.**

- A. The owner of each rental dwelling shall make written application to the City for a rental dwelling license to carry on the business of renting residential dwellings. In addition, the owner of such rental dwelling(s) constructed or converted to rental usage shall make written application to the City for a rental dwelling license as herein provided prior to initial occupancy. Such application, including application for a provisional license, shall be made on a form furnished by the City for such purpose and shall set forth the following information:
  - 1. Owner's name, address, telephone number and date of birth. If the owner is a partnership, the name of the partnership and the name, residence address, telephone number and date of birth of the managing partner. If the owner is a corporation, the name and address of the corporation and the name, residence address, telephone number and date of birth of the chief operating officer. A post office box is not acceptable as a mailing address for any such person.
  - 2. In cases where the owner of a rental dwelling resides outside of Johnson County, the owner shall designate a Registered Agent who shall reside within the limits of Johnson County. That registered agent's name, address and telephone number must be included on the application. A post office box is not acceptable as a mailing

address for a Registered Agent. The registered agent shall be jointly and severally responsible with the owner for:

- a. The upkeep and maintenance of the premises;
  - b. Compliance with this Chapter and all other Codes regulating the premises; and
  - c. Acceptance, service or process of all notices under this Chapter.
3. Manager's name, address, telephone number and date of birth. If some natural person other than the owner, r or Registered Agent is actively involved in and responsible for the maintenance and management of the premises, that person's name, address, telephone number and date of birth must be given in the application. A post office box is not acceptable as a mailing for any person.
  4. Address identifying location of the rental dwelling.
  5. Number and type of rental dwelling units in any building(s)
  6. Year of construction of the building(s).

No application shall be considered without payment of the fee prescribed by Section **635.220**.

**Section 635.070 Expiration — Renewal.**

All rental dwelling licenses issued under this Chapter shall be renewed by January first (1st) of each year and shall be subject to renewal year to year as described in this Chapter. All licensees shall apply for renewal on a form provided by the City. The renewal application may be abbreviated as deemed sufficient by the City. No renewal shall be granted without payment of the required annual license fee.

**Section 635.080 Licensing Standards.**

- A. The following standards and conditions shall be met in order to hold a rental dwelling license under this Chapter:
  1. The licensee or applicant shall have paid the required license fee;
  2. The licensee or applicant shall have paid any and all required inspection and re-inspection fees;
  3. If the licensee is a business entity required to register with the Secretary of State, then such entity shall be and remain in good standing with the Kansas Secretary of State.
  4. The rental dwelling units shall not exceed the maximum number of dwelling units permitted by the zoning;
  5. No rental dwelling or unit shall be over occupied or illegally occupied in violation of Title IV or Title V of this Code; 6. The rental dwelling shall not be under a condemnation as hazardous or unfit for human habitation under this Code or a State Statute;
  6. The rental dwelling shall not be maintained in a substandard condition, as defined in



Section 635.110. The owner shall not suffer or allow weeds, vegetation, junk, debris or rubbish to accumulate repeatedly on the exterior of the premises so as to create a nuisance condition; and

7. Rental dwellings shall remain in compliance with any and all other applicable City Codes/Buildings Codes.

**Section 635.090 Periodic Inspections of Apartment Buildings.**

The City shall be empowered to periodically inspect the interior and exterior of apartment buildings within the City to ensure compliance with this Chapter and other applicable Chapters, as set forth in Section 635.010. The City shall endeavor to inspect at least five percent (5%) of units in each apartment building annually, provided that a minimum of one (1) unit shall be inspected annually in each apartment building. The selection of individual units to be inspected shall be by the City pursuant to its policies.

The City shall provide reasonable prior notice and obtain the signed consent of the lawful occupant prior to performing a periodic interior inspection. The lawful occupant of a rental unit shall have the right to refuse entry for a periodic interior inspection pursuant to K.S.A. 12-16,138. If entry is refused, the City may request to enter and inspect a substitute unit within the same building or property. The City shall not seek an administrative search warrant or exercise other lawful means to enter a property solely for refusing a periodic interior inspection, but may otherwise seek entry for cause as set forth in Section 635.130.

**Section 635.100 Minimum Inspection Standards.**

- A. The minimum standard to be used for inspections shall be compliance with the International Property Maintenance Code, International Building Code, International Existing Building Code, International Residential Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Energy Conservation Code, and the National Electrical Code as adopted in Chapter 500 of this Code.

**Section 635.110 Substandard Dwellings and Dwelling Units.**

The City shall determine if a rental dwelling structure or any rental dwelling unit therein shall be considered substandard. In doing so, the City shall utilize the definitions, criteria and standards for building safety and maintenance adopted in the Municipal Code of the City of Mission or incorporated therein by reference. Pursuant to the foregoing, the City shall establish a written guideline upon which the determination will be based. A copy of said guideline shall be available for review and inspection in the City Clerk's office.

Upon a determination that a dwelling or dwelling unit is substandard, the City shall give notice of the substandard conditions found and the corrective actions to be taken, and will specify the period of time the owner or registered agent has to perform those actions before further action is taken. Owners who fail to correct substandard conditions within the allotted time may be subject to denial, non-renewal, or revocation of their license to rent the substandard dwelling or dwelling unit pursuant to Section 635.140.

**Section 635.120 Hazardous or Unfit Dwellings.**

When a rental dwelling or dwelling unit is determined to be unfit or hazardous pursuant to this Code or applicable Kansas Statutes, the rental dwelling license shall be revoked on the effective date of said determination. The dwelling shall be eligible to hold a rental

dwelling license only after inspection and approval pursuant to the conditions established by the City.

Section 635.130 Inspections for Cause; Right of Entry.

The City's representative responsible for the administration and enforcement of this Chapter may enter a building or premises at all reasonable times to conduct exterior and interior inspections of any rental dwelling:

- A. Having received three (3) or more notices of violation of the International Property Maintenance Code during the annual rental licensing period;
- B. When the lawful occupant of the dwelling requests an inspection;
- C. When a dwelling unit within the same building or property has been determined to be substandard pursuant to Section 635.110; or
- D. Where probable cause exists to believe that an unsafe, dangerous, or hazardous condition exists in such building or premises.

The City shall provide reasonable prior notice of entry to the lawful occupant and the owner, manager, or registered agent of the property. The City shall attempt to obtain entry from the lawful occupant and a consent form signed by the lawful occupant. If entry is refused, the City shall have the authority to seek entry pursuant to an administrative search warrant or other lawful means.

Section 635.140 Denial – Non-Renewal – Revocation – Suspension of License.

- A. Failure to comply with the licensing standards as set forth in Section **635.080** shall be unlawful. If the City determines that any rental dwelling or rental dwelling unit fails to comply with the licensing standards, the City shall give notice of the violation. The notice shall provide:
  - 1. That the City has determined that the building fails to comply with the licensing standards for the rental dwelling as set forth in Section **635.080** and the particulars thereof;
  - 2. The specific reasons why the building fails to meet licensing standards, including copies of applicable inspection reports;
  - 3. That the City will deny, refuse to renew, revoke or suspend the license or provisional license unless the owner appeals the determination within fifteen (15) days after receipt of the notice in the manner provided in Section **635.170**;
  - 4. That after any denial, non-renewal, revocation or suspension, the rental dwelling or the affected rental dwelling units therein must be vacated and shall not be reoccupied until a license is issued after approval by the City; and
  - 5. A description of how an appeal may be filed under Section **635.170**.
- B. The City shall cause a notice to tenants to be prominently posted on the building. The notice shall indicate that the rental dwelling license for the building has been denied, revoked or suspended, whichever is applicable; that the action will become final on a specific date unless the building owner appeals and requests a hearing;

that tenants may be required to vacate the building when the action becomes final.

- C. The owner and/or owner's agent may be charged in Municipal Court for failure to comply with the licensing standards. If the Municipal Court determines that the violations of the licensing standards do in fact exist, then the owner and/or owner's agent may be fined in accordance with Section 100.100 of the City's Municipal Code. Each day that the violation exists shall constitute a separate offense. Any such conviction in Municipal Court shall result in immediate revocation of the rental dwelling license owner and owner's agent.
- D. If the tenant fails to vacate the residence for which the license has been revoked, the tenant may be charged in Municipal Court for unlawful possession of a rental dwelling. Upon conviction, the tenant may be fined five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both. Each such day that the tenant remains unlawfully in possession of the rental dwelling shall constitute a separate offense.

#### Section 635.150 Notices.

Whenever a notice is required to be sent to or served upon the licensee of a rental dwelling under this Chapter, notice shall be deemed sufficient if sent by first class mail to the owner or owner's registered agent at the address specified in the last license application filed. Notice may also be sent to the manager of the premises. If the dwelling unit is not licensed pursuant to this Chapter, notice is deemed sufficient if sent by first class mail to the person listed for the purposes of paying taxes on the property. Notices so mailed are sufficient whether actually received or returned.

#### Section 635.160 Duties of Licensee.

- A. Every holder of a rental dwelling license shall:
  - 1. Receive a rental dwelling license certificate which shall contain the name and address of the owner of the rental property. Said certificate shall be maintained by the licensee on the premises, if possible, or at the licensee's principal place of business or with the registered agent, and shall be made available, upon request, to any tenant of a dwelling unit or to any official of the City.
  - 3. Notify the City in writing of any changes of information contained in the last license application filed within thirty (30) days of such change.
  - 4. Maintain a current register of all tenants and other persons with a lawful right of occupancy to a dwelling unit within the building. The register shall be kept current at all times. The licensee shall designate the person who has possession of the register. The register shall be available for inspection by the City at all times.
- B. The owner of any dwelling that is required to be licensed by this Chapter shall, prior to the time of transfer of title of the dwelling, notify the new owner in writing of all unabated orders and violations issued by the City pertaining to such dwelling, as well as the requirement of law that the dwelling, upon transfer to a new owner, must be licensed with the City. A copy of the notification shall be mailed to the City within five (5) days of furnishing the notification to the buyer. If a corporation owns the dwelling, an officer of the corporation shall carry out the notification required by this Section. Time of transfer is the time upon the execution of any document providing for the conveyance of a dwelling required to be licensed.

#### Section 635.170 Appeals Procedure.

- A. Any person wishing to appeal the determination, denial, non-renewal, revocation or suspension of a license or provisional license shall file a written notice of appeal with the City within fifteen (15) days after receipt of the notice of denial, non-renewal, revocation or suspension. The notice of appeal shall contain a statement of the grounds for the appeal and shall be accompanied by a fee of one hundred dollars (\$100.00).
- B. The appeal will be heard by a board comprised of one (1) City employee designated by the City Administrator, , one (1) owner or manager of a licensed rental property not party to an appeal, two (2) residents of the City of Mission, one (1) member of the Mission Planning Commission and two (2) Code Officials from two (2) cities in Johnson County, Kansas. The board shall establish meetings on an as-needed basis.
- C. The hearing will be held no later than forty-five (45) days after the receipt of the written notice of appeal.
- D. At the hearing, the board shall hear all relevant evidence and argument. The board may admit and give effect to evidence that possesses value commonly accepted by reasonably prudent persons in the conduct of their affairs.
- E. The board shall render its decision in writing within fifteen (15) days after the close of the hearing. The decision shall determine whether the building or the dwelling units therein, meets the licensing standards of this Chapter and shall specify the factual basis for the determination.
- F. The board may affirm, modify or reverse the action appealed.
- G. Notice of the final decision of the board shall be served upon the license holder or applicant.
- H. A notice of the final decision shall be mailed to each occupant and prominently posted on the building. The notice shall indicate the date upon which tenants must vacate the building, if applicable, and shall clearly indicate which dwelling units are affected.

#### Section 635.180 Vacation of Affected Dwelling Units.

When an application for a rental dwelling license has been denied or a rental dwelling license or provisional license has been revoked, suspended or not renewed, the City shall order the dwelling or the affected dwelling units therein vacated, giving tenants a reasonable time to arrange new housing and to move their possessions.

#### Section 635.190 Operation of Rental Dwelling Without License A Misdemeanor.

A person who allows to be occupied or rents to another any rental dwelling unit without a license as required in Section **635.030** of this Code is guilty of a misdemeanor punishable as provided in Section **100.100** of the Municipal Code of Mission.

#### Section 635.200 License Non-Transferable.

- A. A license issued hereunder is non-transferable. A new license application shall be required for each change of ownership of a rental dwelling.
- B. A new owner shall submit an application for a rental dwelling license in accordance

with this Chapter (including rental license fee) no more than 30 days from the date of taking title to the property, provided a rental license is still required for the property.

Section 635.210 Remedies in This Chapter Are Not Exclusive.

The remedies provided in this Chapter are not exclusive. They are in addition to and do not supersede or pre-empt other remedies such as condemnation, written violation orders and warnings and criminal charges for violation of substantive provisions of any City or State Code relating to housing maintenance, fire safety, building codes, zoning, health and the like. Further, the remedies in this Chapter do not supersede or affect the legal rights and remedies of tenants provided under State law or this Code.

Section 635.220 License and Inspection Fees – Same To Act As Lien On Real Property.

- A. Annual license fees shall be assessed according to the following schedule:
1. Single-family/duplex property: \$62.00.
  2. Tri-plex property: \$30.00 per unit.
  3. Apartments and all other multi-family: \$10.00 per unit.
- B. The initial periodic inspections described in Section **635.100** shall be at no cost to the owner. The City shall be empowered to recover part or all of its actual cost to perform all other inspections, including a reasonable administrative fee, from the rental property's owner. Inspections that the owner may be held financially liable for include, but are not limited to, inspections for cause pursuant to Section 635.130 and repeat inspections of property previously found substandard, unsafe, or dangerous. The administrative fee shall be in the amount set by Section 103.110 for the administrative costs of nuisance abatement. All license, inspection, abatement or other fees that remain unpaid thirty (30) days after the City has demanded the same shall act as a lien on the subject real property and be entered on the County tax roll when consistent with, and in a manner allowed by, the laws of the State of Kansas.

SECTION II: All prior provisions of Chapter 635 are hereby repealed and replaced by the provisions of this Ordinance.

SECTION III: This Ordinance shall take effect and be in full force from and after its publication as provided by law.

PASSED AND APPROVED BY THE CITY COUNCIL this 16th day of August 2017.

APPROVED BY THE MAYOR this 16th day of August 2017.

(SEAL)

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Steve Schowengerdt, Mayor

ATTEST:

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Martha M. Sumrall, City Clerk

APPROVED AS TO FORM:

PAYNE & JONES, CHTD.

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David K. Martin, City Attorney  
11000 King, Suite 200  
P. O. Box 25625  
Overland Park, KS 66225-5625  
Tel: (913) 469-4100  
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The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

## Chapter 635

# Rental Dwellings

Editor's Note — Ord. no. 1225 §2, adopted December 13, 2006, superseded ch. 635 and enacted new provisions set out herein. Former ch. 635 derived from ord. no. 953 §1, 10-22-97; CC 2000 §§4-1801 — 4-1818; ord. no. 987 §4(4-1806), 1-12-00.

### Section 635.010 Statement of Purpose.

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. The purpose of this Chapter is to protect the public health, safety and general welfare of the residents of Mission in rental dwellings. The object of this Chapter is to:
1. Protect the character and stability of residential areas;
  2. Correct and prevent housing conditions that adversely affect the safety, health and welfare of residents of rental properties;
  3. To enforce minimum standards for heating, sanitary equipment, light and ventilation necessary for health and safety;
  4. To preserve the value of land and buildings throughout the City;
  5. To prevent the overcrowding of dwellings by enforcing minimum standards per occupant for each dwelling unit;
  6. To enforce minimum standards for the maintenance of existing residential buildings and thus to prevent slums and blight;
  7. To protect the public from increased criminal activity that tends to occur in residential areas that are unstable due to dwellings that are blighted or substandard; and
  8. To provide a mechanism for enforcement and the administration of the City Code and ordinances to insure that the above purposes are accomplished.

It is not the intention of the Council to intrude upon contractual relationships between tenant and landlords. The Council does not intend to intervene as an advocate of either party, nor to act as an arbiter, nor to hear complaints by landlord or tenant that do not clearly relate to the provisions of this Chapter.

### Section 635.020 Applicability.

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

The provisions of this Chapter shall apply to all ~~rental~~ dwellings and dwelling units offered for rent or occupancy, including ~~rented~~ single-family dwellings, multi-family dwellings and ~~rented~~ dwelling units in owner-occupied dwellings. The provisions of this Chapter shall not apply to dwellings and dwelling units occupied by the owner, and/or the owner's parents, wife or husband, children, brothers, or sisters immediate family (whether that relationship is by blood, marriage, or adoption). Furthermore, ~~the~~

provisions of this Chapter shall not apply to hotels and motels licensed by the State of Kansas, convents, monasteries, parish houses or rectories, mosques, temples, synagogues, hospitals, nursing homes, jails and residential dwelling units owned and operated by any housing authority of the City.

**Section 635.030 License Requirement.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

No person shall allow to be occupied or rent to another for occupancy any dwelling or dwelling unit unless the owner has first obtained a license under the terms of this Chapter. This applies to people who allow to be occupied or rent to another for occupancy at the time this Chapter is implemented. Failure to obtain a required license shall be unlawful. Each day that a person fails to have a license as required by this Section shall constitute a separate offense. Upon conviction, a person may be fined up to five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both.

**Section 635.040 Definitions.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

As used in this Chapter, the following terms shall have these prescribed meanings:

**APARTMENT BUILDING**

A building or structure containing more than six (6) rental dwelling units.

~~**DEPARTMENT**~~

~~The Neighborhood Services Department.~~

~~**DIRECTOR**~~

~~The Neighborhood Services Coordinator.~~

**DWELLING**

A building or structure, or portion of a building or structure, designed for or used for human habitation.

**DWELLING UNIT ~~OR UNIT~~**

Any room or group of rooms located within a dwelling and forming a single habitable unit with cooking, living, sanitary and or sleeping facilities.

~~**INSPECTOR**~~

~~The City appointed official known as the Housing Inspector or other designated person.~~

**IMEDIATE FAMILY**

**One's spouse, child or adopted child, father, mother, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparents, or grandparent-in-law, grandchild, or any natural or adopted child or grandchild of one's spouse.**

**LAWFUL OCCUPANT**

The occupant(s) of a dwelling or dwelling unit; or the owner of such that is unoccupied.

**MANAGER**

Any person who, alone or jointly or severally with others, does any of the following: shows rental dwelling units to prospective tenants; ~~and/or~~ enters lease agreements on the owner's behalf ~~and/or~~; receives rent from tenants; ~~and / or otherwise~~ supervises the maintenance or management of the premises.



## ~~NEW CONSTRUCTED DWELLINGS~~

~~A dwelling constructed after 1994. This measurement may be determined from the date of the certificate of occupancy issued by Codes Administration upon completion of construction.~~

## OCCUPANT

Any person(s) living, sleeping, cooking, ~~or~~ eating or actually having possession or control of a dwelling or dwelling unit ~~or a rooming unit~~.

## OCCUPANCY

The act of living, sleeping, cooking, eating or actually having possession or control of a dwelling or dwelling unit.

## OWNER

Any person who, alone or jointly or severally with others:

1. Has legal title to any building with or without accompanying actual possession thereof; or
2. Has charge, care or control of any building or structure or part thereof as agent or personal representative of the person having legal title to the building or structure or part thereof; or
3. Has possession or right to possession under a contract for deed.

## PERSON

Any individual, firm, corporation, association, partnership, cooperative or governmental agency.

## PREMISES

The building(s) in which the rental dwelling unit(s) is located and all land appurtenant to such building(s) on a single parcel.

## ~~PUBLIC OFFICER~~

~~The Housing Inspector.~~

## REGISTERED AGENT

The person designated by the owner to be the agent required by Section 635.060(1) of this Code.

## RENT

To provide or to offer for possession or occupancy a dwelling or dwelling unit to a tenant for consideration, pursuant to a written, oral, or implied agreement.

## RENTAL DWELLING

A dwelling or dwelling unit(s) designed for or used for human habitation and offered to a non-owner or third-party for rent and/or occupancy.

## RENTAL DWELLING LICENSE

A license issued by the City permitting a dwelling or dwelling unit to be rented and/or occupied by persons other than the owner and the owner's immediate family (as related by blood, marriage, or adoption) subject to the terms of this Chapter.

## ~~ROOMING HOUSE~~

~~Any building or portion thereof containing not more than three (3) sleeping rooms that are used by not more than three (3) occupants where rent is paid in money, goods, labor or otherwise.~~

### **ROOMING UNIT**

~~Any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking purposes.~~

### **SUBSTANDARD**

~~As set forth defined in Section 635.1420.~~

### **TENANT**

**Any person who occupies a dwelling or dwelling unit, other than the owner, the owner's immediate family (as related by blood, marriage, or adoption), or any person residing with the owner.**

### **UNIT**

~~Any dwelling unit or rooming unit.~~

#### Section 635.050 What The License Covers.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

- A. One (1) rental dwelling license shall be issued for each building premises with one or more rental dwelling units and shall be deemed to cover all such dwelling units under common ownership on the premises.
- B. The City shall have authority to exercise its licensing powers under this Chapter including the power to issue, renew, deny, revoke and suspend a rental dwelling license with respect to an entire building premises or only a specific dwelling unit(s) found to be in violation of this Code.

#### Section 635.060 Application For Rental Dwelling License.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

- A. The owner of each rental dwelling shall make written application to the City for a rental dwelling license to carry on the business of renting residential dwellings. In addition, the owner of such rental dwelling(s) constructed or converted to rental usage shall make written application to the City for a rental dwelling license as herein provided prior to initial occupancy. Such application, including application for a provisional license, shall be made on a form furnished by the Neighborhood Services Department-City for such purpose and shall set forth the following information:
  1. Owner's name, address, telephone number and date of birth. If the owner is a partnership, the name of the partnership and the name, residence address, telephone number and date of birth of the managing partner. If the owner is a corporation, the name and address of the corporation and the name, residence address, telephone number and date of birth of the chief operating officer. A post office box is not acceptable as a mailing address for any such person.
  2. In cases where the owner of a rental dwelling resides outside of Johnson County, the owner shall designate a resident Registered aAgent who shall reside within the limits of Johnson County. That registered agent's name, address and telephone number must be included on the application. A post office box is not acceptable as a mailing address for a Registered Agent. -The registered agent shall be jointly and severally responsible with the owner for:
    - a. The upkeep and maintenance of the premises;
    - b. Compliance with this Chapter and all other Codes regulating the premises; and
    - c. Acceptance, service or process of all notices under this Chapter.

2. Manager's name, address, telephone number and date of birth. If some natural person other than the owner, manager or Registered aAgent is actively involved in and responsible for the maintenance and management of the premises, that person's name, address, telephone number and date of birth must be given in the application. A post office box is not acceptable as a mailing for any person.

~~3. Agent's name, address and telephone number.~~

4. Address identifying location of the rental dwelling.

5. Number and type of rental dwelling units in any building(s) (~~dwelling units, rooming units or shared bath units~~).

6. Year of construction of the building(s).

No application shall be considered without payment of the fee prescribed by Section ~~635.230~~220.

#### Section 635.070 Expiration — Renewal.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

All rental dwelling licenses issued under this Chapter shall be renewed by January first (1st) of each year and shall be subject to renewal year to year as described in this Chapter. All licensees shall apply for renewal on a form provided by the ~~Neighborhood Services Department~~City. The renewal application may be abbreviated as deemed sufficient by the ~~Neighborhood Services Coordinator~~City. No renewal shall be granted without payment of the required annual license fee.

#### Section 635.080 Licensing Standards.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

A. The following standards and conditions shall be met in order to hold a rental dwelling license under this Chapter:

1. The licensee or applicant shall have paid the required license fee;

2. The licensee ~~of~~r applicant shall have paid any and all required inspection and re-inspection fees;

3. If the licensee is a business entity required to register with the Secretary of State, then such entity shall be and remain in good standing with the Kansas Secretary of State.

~~4.~~ The rental dwelling units shall not exceed the maximum number of dwelling units permitted by the zoning;

~~45.~~ No rental dwelling or unit shall be over occupied or illegally occupied in violation of Title IV or Title V of this Code;

~~56.~~ The rental dwelling shall not be under a condemnation as hazardous or unfit for human habitation under this Code or a State Statute;

~~6.~~ ~~The rental dwelling shall not have been used or converted to rooming units in violation of the Zoning Code;~~ The rental dwelling shall not be maintained in a substandard condition, as set forth defined in Section 635.120;

7. The owner shall not suffer or allow weeds, vegetation, junk, debris or rubbish to accumulate repeatedly on the exterior of the premises so as to create a nuisance condition; and

8. Rental dwellings shall remain in compliance with any and all other applicable City Codes/Buildings Codes.

Section 635.090 Identifying Guidelines-Periodic Inspections of Apartment Buildings  
[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

The ~~Inspectors of the~~ City shall be empowered to periodically inspect the interior and exterior of apartment buildings within the City to ensure compliance with this Chapter and other applicable Chapters, as set forth in Section 635.010. The City shall endeavor to inspect at least five percent (5%) of units in each apartment building annually, provided that a minimum of one (1) unit shall be inspected annually in each apartment building. The selection of individual units to be inspected shall be by the City pursuant to its policies.

The ~~Inspector~~ City shall provide reasonable prior notice and obtain the signed consent of the lawful occupant prior to performing a periodic interior inspection. The lawful occupant of a rental unit shall have the right to refuse entry for a periodic interior inspection pursuant to K.S.A. ~~Supp.~~ 12-16,138 *et seq.* If entry is refused, the ~~City~~ Inspector may request to enter and inspect a substitute unit within the same building or property. The ~~City~~ Inspector shall not seek an administrative search warrant or exercise other lawful means to enter a property solely for refusing a periodic interior inspection, but may otherwise seek ~~to de-~~ entry for cause as set forth in Section 635.130.

~~The City inspector shall provide reasonable prior notice prior to performing a periodic exterior inspection. If entry is refused to perform the inspection, the City Inspector shall have the authority to seek entry pursuant to an administrative search warrant or other lawful means.~~

~~A. The Neighborhood Services Department shall adopt a policy for inspecting all rental dwellings which are required to be licensed under this Chapter. The policy shall contain objectives for the systematic inspection of all rental dwellings and priorities for the use of scarce inspection resources. The guidelines shall be based upon the following factors in addition to any other factors deemed by the Neighborhood Services Coordinator to promote an efficient inspections program:~~

- ~~1. Property identified by the inspections department as having an excessive number of housing code violations or a history of non-compliance or slow compliance with code enforcement standards;~~
- ~~2. Rental dwellings for which no license or provisional license has been applied;~~
- ~~3. Rental dwellings with an excessive number of Police calls for drug offenses, crimes of force, violence or disorderly conduct;~~
- ~~4. Rental dwellings with delinquent property taxes;~~
- ~~5. Geographic distribution and concentration of rental dwellings; and~~
- ~~6. Sale of the equitable interest in a rental dwelling property.~~

~~The Housing Inspector or his/her designated agent may conduct interior inspections of any rental dwelling that has received three (3) or more exterior maintenance code violation notices during the annual rental licensing period. Exterior maintenance violations will be defined as violations of the City's adopted International Property Maintenance Code. In the event that the rental dwelling to be inspected is occupied, the Neighborhood Services Department shall obtain the occupant's written consent prior to the Inspector's entry into or upon such dwelling; provided, however, that nothing herein contained shall be construed to prohibit an inspection of any dwelling by the Housing Inspector or his/her designated agent when any such inspection is requested by the tenant or occupant of the dwelling or unit.~~

Section 635.100 Minimum Inspection Standards.  
[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

A. The minimum standard to be used for inspections shall be compliance with the International Property Maintenance Code, International Building Code, International Existing Building Code, International Residential Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Energy Conservation Code, and the National Electrical Code as adopted in Chapter 500 of this Code.

~~A.~~

~~A. The minimum standard to be used for inspections, pursuant to Section 635.090, for compliance with the International Property Maintenance Code, International Building Code, International Residential Code, International Fire Code, International Plumbing Code, International Electrical Code shall include the inspection of the building exterior, the common areas and the basement. If there are five (5) or more individual dwelling units in the building, the City shall endeavor to inspect at least five percent (5%) of such units annually, provided that a minimum of one (1) unit shall be inspected annually. The specific individual dwelling units to be chosen for inspections shall be vacant made-ready units, provided that a minimum of five percent (5%) of total units are inspected on an annual basis.~~

~~B. If any unit in the rental dwelling building is determined to be "substandard" as defined in this Chapter, the Housing Inspector or his/her designee may inspect additional or all of the units in the building.~~

#### Section 635.110 Substandard Dwellings and Dwelling Units.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

The ~~Housing~~ City Inspector shall determine if a rental dwelling structure or any rental dwelling unit therein shall be considered substandard. In doing so, the ~~Housing~~ City Inspector shall utilize the definitions, criteria and standards for building safety and maintenance adopted in the Municipal Code of the City of Mission or incorporated therein by reference. Pursuant to the foregoing, the ~~Neighborhood Services Coordinator~~ City shall establish a written guideline upon which the determination will be based. A copy of said guideline shall be available for review and inspection in the City Clerk's office ~~and the office of the Neighborhood Services Department.~~

Upon a determination that a dwelling or dwelling unit is substandard, the City Inspector shall give notice of the substandard conditions found and the corrective actions to be taken, and will specify the period of time the owner or registered agent has to perform those actions before further action is taken. Owners ~~or registered agents~~ who fail to correct substandard conditions within the allotted time may be subject to denial, non-renewal, or revocation of their license to rent the substandard dwelling or dwelling unit pursuant to Section 635.140.

#### Section 635.120 Hazardous or Unfit Dwellings.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

When a rental dwelling or dwelling unit is determined to be unfit or hazardous pursuant to this Code or applicable Kansas Statutes, the rental dwelling license shall be ~~cancelled~~ revoked on the effective date of said determination. The dwelling shall be eligible to hold a rental dwelling license only after inspection and approval pursuant to the conditions established by the ~~Housing~~ City Inspector.

#### Section 635.130 Right of Entry — Unlawful Interference — Penalty. Inspections for Cause; Right of Entry.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

The City's representative responsible for the administration and enforcement of this Chapter Inspectors may enter a building or premises at all reasonable times to conduct exterior and interior inspections of any rental dwelling:

- A. Having received three (3) or more notices of violation of the International Property Maintenance Code during the annual rental licensing period;
- B. When the lawful occupant of the dwelling requests an inspection;
- C. When a dwelling unit within the same building or property has been determined to be substandard pursuant to Section 635.110; or
- D. Where probable cause exists to believe that an unsafe, dangerous, or hazardous condition exists in such building or premises.

The City Inspector shall provide reasonable prior notice of entry to the lawful occupant and the owner, manager, or registered agent of the property. The Inspector City shall attempt to obtain entry from the lawful occupant and a consent form signed by the lawful occupant. If entry is refused, the Inspector City shall have the authority to seek entry pursuant to an administrative search warrant or other lawful means.

- ~~A. Absent exigent or emergency circumstances, whenever necessary to make an inspection to enforce any of the provisions of this Chapter or whenever the Neighborhood Services Coordinator or his/her designated official has reasonable cause to believe that there exists in any dwelling unit or upon any premises any condition or Code violation that makes such building or premises unsafe, dangerous or hazardous, the Housing Inspector or his/her designated official may enter such building or premises at all reasonable times to inspect the same or to perform any duty imposed by this Chapter, provided that if such building or premises be occupied, he/she shall first present proper credentials, a signed entry consent form and request entry, giving reasonable prior notice of entry to the tenant or other occupant; and if such building or premises be unoccupied, he/she shall first provide notice and request entry with notice pursuant to Section 635.150. If such entry is refused, the Housing Inspector and/or designated official shall have recourse to every remedy provided by law to secure entry.~~
- ~~B. It shall be unlawful for any person to interfere with a public officer or agent of the City in performing his/her duties pursuant to this Section. Any person who interferes with an officer or agent of the City pursuant to this Chapter shall be punished by a fine of up to five hundred dollars (\$500.00) or by jail term not to exceed five (5) days or both.~~

**Section 635.140 Denial — Non-Renewal — Revocation — Suspension of License.  
[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. Failure to comply with the licensing standards as set forth in Section 635.080 shall be unlawful. If the ~~Housing City Inspector~~ under the direction of the ~~Neighborhood Services Department~~ determines that any rental dwelling or rental dwelling unit fails to comply with the licensing standards, the ~~Neighborhood Services Department City~~ shall mail give notice the owner or owner's agent a notice of the violation. The notice shall provide:
  1. That the ~~Housing Inspector City~~ has determined that the building fails to comply with the licensing standards for the rental dwelling as set forth in Section 635.080 and the particulars thereof;
  2. The specific reasons why the building fails to meet licensing standards, including copies of applicable inspection reports;
  3. That the ~~Neighborhood Services Coordinator City~~ will deny, refuse to renew, revoke or suspend the license or provisional license unless the owner appeals the determination within fifteen (15) days after receipt of the notice in the manner provided in Section 635.170;
  4. That after any denial, non-renewal, revocation or suspension, the rental dwelling or the affected rental dwelling units therein must be vacated and shall not be reoccupied until a license is issued after approval by the ~~Neighborhood Services Department City~~; and



5. A description of how an appeal may be filed under Section **635.170**.
- B. The ~~Housing Inspector~~City shall cause a notice to tenants to be prominently posted on the building. The notice shall indicate that the rental dwelling license for the building has been denied, revoked or suspended, whichever is applicable; that the action will become final on a specific date unless the building owner appeals and requests a hearing; that tenants may be required to vacate the building when the action becomes final.
- C. The owner and/or owner's agent may be charged in Municipal Court for failure to comply with the licensing standards. If the Municipal Court determines that the violations of the licensing standards do in fact exist, then the owner and/or owner's agent may be fined ~~up to five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both~~ in accordance with Section 100.100 of the City's Municipal Code. Each day that the violation exists shall constitute a separate offense. Any such conviction in Municipal Court shall result in immediate revocation of the rental dwelling license owner and owner's agent.
- D. If the tenant fails to vacate the residence for which the license has been revoked, the tenant may be charged in Municipal Court for unlawful possession of a rental dwelling. Upon conviction, the tenant may be fined five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both. Each such day that the tenant remains unlawfully in possession of the rental dwelling shall constitute a separate offense.

Section 635.150 Notices.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

A. — Whenever a notice is required to be sent to or served upon the licensee of a rental dwelling under this Chapter, notice shall be deemed sufficient if sent by first class mail to the owner or owner's ~~designated registered~~ agent at the address specified in the last license application filed. Notice may also be sent to the ~~person identified as responsible for the maintenance and management of the premises~~ identified managers of the premises. If the dwelling unit is not licensed pursuant to this Chapter, notice is deemed sufficient if sent by first class mail to the person listed for the purposes of paying taxes on the property. Notices so mailed are sufficient whether actually received or returned.

B. — ~~On or about March first (1st) of each year, the City will mail or deliver to tenants of licensed residential rental property information on the City's minimum life, health and safety standards and contact information for the Neighborhood Services Coordinator.~~

C. — ~~At the time of the issuance of a license pursuant to Section 635.030, the City will provide to the applicant information on the minimum code requirements for exterior and interior maintenance of rental dwellings.~~

Section 635.160 Duties of Licensee.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

A. Every holder of a rental dwelling license shall:

1. Receive a rental dwelling license certificate which shall contain the name and address of the owner of the rental property. Said certificate shall be maintained by the licensee on the premises, if possible, or at the licensee's principal place of business or with the registered agent, and shall be made available, upon request, to any tenant of a dwelling unit or to any official of the City.
2. ~~Permit the Housing Inspector or an authorized representative to enter the premises for the purpose of conducting inspections to verify compliance with this Chapter. The licensee or an authorized representative shall be present during the inspection. Such inspections shall be made in accordance with the enforcement provisions of this Code.~~

3. ~~Promptly n~~Notify the ~~Neighborhood Services Department~~ City in writing of any changes of information contained in the last license application filed within thirty (30) days of such change.
  4. Maintain a current register of all tenants and other persons with a lawful right of occupancy to a dwelling unit within the building. The register shall be kept current at all times. The licensee shall designate the person who has possession of the register. The register shall be available for inspection by the ~~Neighborhood Services Department~~ City at all times.
- B. The owner of any dwelling that is required to be licensed by this Chapter shall, prior to the time of sale- transfer of title of the dwelling, notify the buyer- new owner in writing of all unabated orders and violations issued by the City pertaining to such dwelling, as well as the requirement of law that the dwelling, upon acquisition by- transfer to a new owner, must be licensed with the City. A copy of the notification shall be mailed to the ~~Neighborhood Services Coordinator~~ City within five (5) days of furnishing the notification to the buyer. If ~~the dwelling is owned by a corporation~~ a corporation owns the dwelling, an officer of the corporation shall carry out the notification required by this Section. Time of sale- transfer is the time ~~when a written purchase agreement is executed by the buyer or, in the absence of a purchase agreement,~~ upon the execution of any document providing for the conveyance of a dwelling required to be licensed.

#### Section 635.170 Appeals Procedure.

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

- A. Any person wishing to appeal the determination, denial, non-renewal, revocation or suspension of a license or provisional license shall file a written notice of appeal with the ~~Neighborhood Services- City Department~~ -within fifteen (15) days after receipt of the notice of denial, non-renewal, revocation or suspension. The notice of appeal shall contain a statement of the grounds for the appeal and shall be accompanied by a fee of one hundred dollars (\$100.00).
- B. The appeal will be heard by a board comprised of one (1) City employee designated by the City Administrator, the Community Development Director, one (1) licensed landlord owner or manager of a licensed rental property not party to an appeal, two (2) residents of the City of Mission, one (1) member of the Mission Planning Commission and two (2) Code Officials from two (2) cities in Johnson County, Kansas. The board shall establish meetings on an as-needed basis.
- C. The hearing will be held no later than forty-five (45) days after the receipt of the written notice of appeal.
- CD. At the hearing, the board shall hear all relevant evidence and argument. The board may admit and give effect to ~~evidence which~~ evidence that possesses value commonly accepted by reasonably prudent persons in the conduct of their affairs.
- DE. The board shall render its decision in writing within fifteen (15) days after the close of the hearing. The decision shall determine whether the building or the dwelling units therein, meets the licensing standards of ~~Section 635.080 and Section 635.100 of this Code~~ this Chapter and shall specify the factual basis for the determination.
- EF. The board may affirm, modify or reverse the action appealed. ~~by representatives of the Neighborhood Services Department.~~
- FG. ~~The final decision of the board shall be mailed to the license holder or applicant~~ Notice of the final decision of the board shall be served upon the license holder or applicant.
- GH. A notice ~~to tenants~~ of the final decision shall be mailed to each occupant and prominently posted on the building. The notice shall indicate the date upon which tenants must vacate the building, if



applicable, and shall clearly indicate which dwelling units are affected.

**Section 635.180 Vacation of Affected Dwelling Units.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

When an application for a rental dwelling license has been denied or a rental dwelling license or provisional license has been revoked, suspended or not renewed, the ~~Neighborhood Services Coordinator~~City shall order the dwelling or the affected dwelling units therein vacated, giving tenants a reasonable time to arrange new housing and to move their possessions.

**Section 635.190 Operation of Rental Dwelling Without License A Misdemeanor.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

A person who allows to be occupied or rents to another any rental dwelling unit without a license as required in Section **635.030** of this Code is guilty of a misdemeanor punishable as provided in Section **100.100** of the Municipal Code of Mission.

**Section 635.200 License Non-Transferable.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

A. A license issued hereunder is non-transferable. A new license application shall be required for each change of ownership of a rental dwelling.

B. A new owner shall submit an application for a rental dwelling license in accordance with this Chapter (including rental license fee) no more than 30 days from the date of taking title to the property, provided a rental license is still required for the property.

**Section 635.210 Remedies in This Chapter Are Not Exclusive.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

The remedies provided in this Chapter are not exclusive. They are in addition to and do not supersede or pre-empt other remedies such as condemnation, written violation orders and warnings and criminal charges for violation of substantive provisions of any City or State Code relating to housing maintenance, fire safety, building codes, zoning, health and the like. Further, the remedies in this Chapter do not supersede or affect the legal rights and remedies of tenants provided under State law or this Code.

~~**Section 635.220 Report.**~~

~~**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**~~

~~A Landlord Reference Report shall be compiled by searching rental unit license records and maintained by the City. This report lists the total number of units licensed by the landlord and the number that have outstanding allegations of code violations.~~

**Section 635.230-220 License and Inspection Fees — Same To Act As Lien On Real Property.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

A. Annual license fees shall be assessed according to the following schedule:

1. Single-family/duplex property: \$62.00.
2. Tri-plex property: \$30.00 per unit.
3. Apartments and all other multi-family: \$10.00 per unit.

B. The initial annual-periodic inspections described in Section **635.100** shall be at no cost to the owner.-

~~Any reinspections of units found substandard by the inspections described in Section 635.100 shall be paid by the owner of the inspected property.~~

The City shall be empowered to recover part or all of its~~The City's~~ actual cost to perform all other inspections, including a reasonable administrative fee, of inspections from the rental property's owner. Inspections that the owner may be held financially liable for include, but are not limited to, inspections for cause pursuant to Section 635.130 and repeat inspections of property previously found substandard, unsafe, or dangerous of residences or dwellings requested by tenants or based upon observation of the exterior thereof as described in Section 635.090 shall be paid by the owner of the inspected property. The administrative fee shall be in the amount set by Section 103.110 for the administrative costs of nuisance abatement. All license, inspection, abatement or other fees that remain unpaid thirty (30) days after the City has demanded the same shall act as a lien on the subject real property and be entered on the County tax roll when consistent with, and in a manner allowed by, the laws of the State of Kansas.

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

# Chapter 635

## Rental Dwellings

Editor's Note — Ord. no. 1225 §2, adopted December 13, 2006, superseded ch. 635 and enacted new provisions set out herein. Former ch. 635 derived from ord. no. 953 §1, 10-22-97; CC 2000 §§4-1801 — 4-1818; ord. no. 987 §4(4-1806), 1-12-00.

### Section 635.010 **Statement of Purpose.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. The purpose of this Chapter is to protect the public health, safety and general welfare of the residents of Mission in rental dwellings. The object of this Chapter is to:
1. Protect the character and stability of residential areas;
  2. Correct and prevent housing conditions that adversely affect the safety, health and welfare of residents of rental properties;
  3. To enforce minimum standards for heating, sanitary equipment, light and ventilation necessary for health and safety;
  4. To preserve the value of land and buildings throughout the City;
  5. To prevent the overcrowding of dwellings by enforcing minimum standards per occupant for each dwelling unit;
  6. To enforce minimum standards for the maintenance of existing residential buildings and thus to prevent slums and blight;
  7. To protect the public from increased criminal activity that tends to occur in residential areas that are unstable due to dwellings that are blighted or substandard; and
  8. To provide a mechanism for enforcement and the administration of the City Code and ordinances to insure that the above purposes are accomplished.

It is not the intention of the Council to intrude upon contractual relationships between tenant and landlords. The Council does not intend to intervene as an advocate of either party, nor to act as an arbiter, nor to hear complaints by landlord or tenant that do not clearly relate to the provisions of this Chapter.

### Section 635.020 **Applicability.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

The provisions of this Chapter shall apply to all dwellings and dwelling units offered for rent or occupancy, including single-family dwellings, multi-family dwellings and dwelling units in owner-occupied dwellings. The provisions of this Chapter shall not apply to dwellings and dwelling units occupied by the owner, and/or the owner's immediate family (whether that relationship is by blood, marriage, or adoption). Furthermore, the provisions of this Chapter shall not apply to hotels and motels licensed by the State of Kansas, convents, monasteries, parish houses or rectories, mosques, temples, synagogues, hospitals, nursing homes, jails and residential dwelling units owned and operated by any

housing authority of the City.

**Section 635.030 License Requirement.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

No person shall allow to be occupied or rent to another for occupancy any dwelling or dwelling unit unless the owner has first obtained a license under the terms of this Chapter. This applies to people who allow to be occupied or rent to another for occupancy at the time this Chapter is implemented. Failure to obtain a required license shall be unlawful. Each day that a person fails to have a license as required by this Section shall constitute a separate offense. Upon conviction, a person may be fined up to five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both.

**Section 635.040 Definitions.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

As used in this Chapter, the following terms shall have these prescribed meanings:

**APARTMENT BUILDING**

A building or structure containing more than six (6) rental dwelling units.

**DWELLING**

A building or structure, or portion of a building or structure, designed for or used for human habitation.

**DWELLING UNIT**

Any room or group of rooms located within a dwelling and forming a single habitable unit with cooking, living, sanitary and/or sleeping facilities.

**IMEDIATE FAMILY**

One's spouse, child or adopted child, father, mother, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparents, or grandparent-in-law, grandchild, or any natural or adopted child or grandchild of one's spouse.

**LAWFUL OCCUPANT**

The occupant(s) of a dwelling or dwelling unit; or the owner of such that is unoccupied.

**MANAGER**

Any person who, alone or jointly or severally with others, does any of the following: shows rental dwelling units to prospective tenants; enters lease agreements on the owner's behalf; receives rent from tenants; and / or otherwise supervises the maintenance or management of the premises.

**OCCUPANT**

Any person(s) living, sleeping, cooking, eating or actually having possession or control of a dwelling or dwelling unit.

**OCCUPANCY**

The act of living, sleeping, cooking, eating or actually having possession or control of a dwelling or dwelling unit.

**OWNER**

Any person who, alone or jointly or severally with others:

1. Has legal title to any building with or without accompanying actual possession thereof; or

2. Has charge, care or control of any building or structure or part thereof as agent or personal representative of the person having legal title to the building or structure or part thereof; or
3. Has possession or right to possession under a contract for deed.

**PERSON**

Any individual, firm, corporation, association, partnership, cooperative or governmental agency.

**PREMISES**

The building(s) in which the rental dwelling unit(s) is located and all land appurtenant to such building(s) on a single parcel.

**REGISTERED AGENT**

The person designated by the owner to be the agent required by Section 635.060(1) of this Code.

**RENT**

To provide or to offer for possession or occupancy a dwelling or dwelling unit to a tenant for consideration, pursuant to a written, oral, or implied agreement.

**RENTAL DWELLING**

A dwelling or dwelling unit(s) designed for or used for human habitation and offered to a non-owner or third-party for rent and/or occupancy.

**RENTAL DWELLING LICENSE**

A license issued by the City permitting a dwelling or dwelling unit to be rented and/or occupied by persons other than the owner and the owner's immediate family (as related by blood, marriage, or adoption) subject to the terms of this Chapter.

**SUBSTANDARD**

As defined in Section 635.110.

**TENANT**

Any person who occupies a dwelling or dwelling unit, other than the owner, the owner's immediate family (as related by blood, marriage, or adoption), or any person residing with the owner.

**Section 635.050 What The License Covers.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. One (1) rental dwelling license shall be issued for each premises with one or more rental dwelling units and shall be deemed to cover all such dwelling units under common ownership on the premises.
- B. The City shall have authority to exercise its licensing powers under this Chapter including the power to issue, renew, deny, revoke and suspend a rental dwelling license with respect to an entire premises or only a specific dwelling unit(s) found to be in violation of this Code.

**Section 635.060 Application For Rental Dwelling License.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. The owner of each rental dwelling shall make written application to the City for a rental dwelling license to carry on the business of renting residential dwellings. In addition, the owner of such rental dwelling(s) constructed or converted to rental usage shall make written application to the City for a rental dwelling license as herein provided prior to initial occupancy. Such application, including

application for a provisional license, shall be made on a form furnished by the City for such purpose and shall set forth the following information:

1. Owner's name, address, telephone number and date of birth. If the owner is a partnership, the name of the partnership and the name, residence address, telephone number and date of birth of the managing partner. If the owner is a corporation, the name and address of the corporation and the name, residence address, telephone number and date of birth of the chief operating officer. A post office box is not acceptable as a mailing address for any such person.
2. In cases where the owner of a rental dwelling resides outside of Johnson County, the owner shall designate a Registered Agent who shall reside within the limits of Johnson County. That registered agent's name, address and telephone number must be included on the application. A post office box is not acceptable as a mailing address for a Registered Agent. The registered agent shall be jointly and severally responsible with the owner for:
  - a. The upkeep and maintenance of the premises;
  - b. Compliance with this Chapter and all other Codes regulating the premises; and
  - c. Acceptance, service or process of all notices under this Chapter.
3. Manager's name, address, telephone number and date of birth. If some natural person other than the owner, or Registered Agent is actively involved in and responsible for the maintenance and management of the premises, that person's name, address, telephone number and date of birth must be given in the application. A post office box is not acceptable as a mailing for any person.
4. Address identifying location of the rental dwelling.
5. Number and type of rental dwelling units in any building(s)
6. Year of construction of the building(s).

No application shall be considered without payment of the fee prescribed by Section **635.220**.

**Section 635.070 Expiration — Renewal.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

All rental dwelling licenses issued under this Chapter shall be renewed by January first (1st) of each year and shall be subject to renewal year to year as described in this Chapter. All licensees shall apply for renewal on a form provided by the City. The renewal application may be abbreviated as deemed sufficient by the City. No renewal shall be granted without payment of the required annual license fee.

**Section 635.080 Licensing Standards.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. The following standards and conditions shall be met in order to hold a rental dwelling license under this Chapter:
  1. The licensee or applicant shall have paid the required license fee;
  2. The licensee or applicant shall have paid any and all required inspection and re-inspection fees;
  3. If the licensee is a business entity required to register with the Secretary of State, then such entity shall be and remain in good standing with the Kansas Secretary of State.
  4. The rental dwelling units shall not exceed the maximum number of dwelling units permitted by the

zoning;

5. No rental dwelling or unit shall be over occupied or illegally occupied in violation of Title IV or Title V of this Code; 6. The rental dwelling shall not be under a condemnation as hazardous or unfit for human habitation under this Code or a State Statute;
6. The rental dwelling shall not be maintained in a substandard condition, as defined in Section 635.110. The owner shall not suffer or allow weeds, vegetation, junk, debris or rubbish to accumulate repeatedly on the exterior of the premises so as to create a nuisance condition; and
7. Rental dwellings shall remain in compliance with any and all other applicable City Codes/Buildings Codes.

#### **Section 635.090 Periodic Inspections of Apartment Buildings**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

The City shall be empowered to periodically inspect the interior and exterior of apartment buildings within the City to ensure compliance with this Chapter and other applicable Chapters, as set forth in Section 635.010. The City shall endeavor to inspect at least five percent (5%) of units in each apartment building annually, provided that a minimum of one (1) unit shall be inspected annually in each apartment building. The selection of individual units to be inspected shall be by the City pursuant to its policies.

The City shall provide reasonable prior notice and obtain the signed consent of the lawful occupant prior to performing a periodic interior inspection. The lawful occupant of a rental unit shall have the right to refuse entry for a periodic interior inspection pursuant to K.S.A. 12-16,138. If entry is refused, the City may request to enter and inspect a substitute unit within the same building or property. The City shall not seek an administrative search warrant or exercise other lawful means to enter a property solely for refusing a periodic interior inspection, but may otherwise seek entry for cause as set forth in Section 635.130.

#### **Section 635.100 Minimum Inspection Standards.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. The minimum standard to be used for inspections shall be compliance with the International Property Maintenance Code, International Building Code, International Existing Building Code, International Residential Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Energy Conservation Code, and the National Electrical Code as adopted in Chapter 500 of this Code.

#### **Section 635.110 Substandard Dwellings and Dwelling Units.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

The City shall determine if a rental dwelling structure or any rental dwelling unit therein shall be considered substandard. In doing so, the City shall utilize the definitions, criteria and standards for building safety and maintenance adopted in the Municipal Code of the City of Mission or incorporated therein by reference. Pursuant to the foregoing, the City shall establish a written guideline upon which the determination will be based. A copy of said guideline shall be available for review and inspection in the City Clerk's office.

Upon a determination that a dwelling or dwelling unit is substandard, the City shall give notice of the substandard conditions found and the corrective actions to be taken, and will specify the period of time the owner or registered agent has to perform those actions before further action is taken. Owners who fail to correct substandard conditions within the allotted time may be subject to denial, non-renewal, or revocation of their license to rent the substandard dwelling or dwelling unit pursuant to Section 635.140.

Section 635.120 **Hazardous or Unfit Dwellings.**

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

When a rental dwelling or dwelling unit is determined to be unfit or hazardous pursuant to this Code or applicable Kansas Statutes, the rental dwelling license shall be revoked on the effective date of said determination. The dwelling shall be eligible to hold a rental dwelling license only after inspection and approval pursuant to the conditions established by the City.

Section 635.130 **Inspections for Cause; Right of Entry.**

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

The City's representative responsible for the administration and enforcement of this Chapter may enter a building or premises at all reasonable times to conduct exterior and interior inspections of any rental dwelling:

- A. Having received three (3) or more notices of violation of the International Property Maintenance Code during the annual rental licensing period;
- B. When the lawful occupant of the dwelling requests an inspection;
- C. When a dwelling unit within the same building or property has been determined to be substandard pursuant to Section 635.110; or
- D. Where probable cause exists to believe that an unsafe, dangerous, or hazardous condition exists in such building or premises.

The City shall provide reasonable prior notice of entry to the lawful occupant and the owner, manager, or registered agent of the property. The City shall attempt to obtain entry from the lawful occupant and a consent form signed by the lawful occupant. If entry is refused, the City shall have the authority to seek entry pursuant to an administrative search warrant or other lawful means.

Section 635.140 **Denial — Non-Renewal — Revocation — Suspension of License.**

[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]

- A. Failure to comply with the licensing standards as set forth in Section **635.080** shall be unlawful. If the City determines that any rental dwelling or rental dwelling unit fails to comply with the licensing standards, the City shall give notice of the violation. The notice shall provide:
  1. That the City has determined that the building fails to comply with the licensing standards for the rental dwelling as set forth in Section **635.080** and the particulars thereof;
  2. The specific reasons why the building fails to meet licensing standards, including copies of applicable inspection reports;
  3. That the City will deny, refuse to renew, revoke or suspend the license or provisional license unless the owner appeals the determination within fifteen (15) days after receipt of the notice in the manner provided in Section **635.170**;
  4. That after any denial, non-renewal, revocation or suspension, the rental dwelling or the affected rental dwelling units therein must be vacated and shall not be reoccupied until a license is issued after approval by the City; and
  5. A description of how an appeal may be filed under Section **635.170**.
- B. The City shall cause a notice to tenants to be prominently posted on the building. The notice shall indicate that the rental dwelling license for the building has been denied, revoked or suspended,



whichever is applicable; that the action will become final on a specific date unless the building owner appeals and requests a hearing; that tenants may be required to vacate the building when the action becomes final.

- C. The owner and/or owner's agent may be charged in Municipal Court for failure to comply with the licensing standards. If the Municipal Court determines that the violations of the licensing standards do in fact exist, then the owner and/or owner's agent may be fined in accordance with Section 100.100 of the City's Municipal Code. Each day that the violation exists shall constitute a separate offense. Any such conviction in Municipal Court shall result in immediate revocation of the rental dwelling license owner and owner's agent.
- D. If the tenant fails to vacate the residence for which the license has been revoked, the tenant may be charged in Municipal Court for unlawful possession of a rental dwelling. Upon conviction, the tenant may be fined five hundred dollars (\$500.00) or sentenced up to five (5) days in jail or both. Each such day that the tenant remains unlawfully in possession of the rental dwelling shall constitute a separate offense.

#### Section 635.150 Notices.

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

Whenever a notice is required to be sent to or served upon the licensee of a rental dwelling under this Chapter, notice shall be deemed sufficient if sent by first class mail to the owner or owner's registered agent at the address specified in the last license application filed. Notice may also be sent to the manager of the premises. If the dwelling unit is not licensed pursuant to this Chapter, notice is deemed sufficient if sent by first class mail to the person listed for the purposes of paying taxes on the property. Notices so mailed are sufficient whether actually received or returned.

#### Section 635.160 Duties of Licensee.

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. Every holder of a rental dwelling license shall:
  - 1. Receive a rental dwelling license certificate which shall contain the name and address of the owner of the rental property. Said certificate shall be maintained by the licensee on the premises, if possible, or at the licensee's principal place of business or with the registered agent, and shall be made available, upon request, to any tenant of a dwelling unit or to any official of the City.
  - 3. Notify the City in writing of any changes of information contained in the last license application filed within thirty (30) days of such change.
  - 4. Maintain a current register of all tenants and other persons with a lawful right of occupancy to a dwelling unit within the building. The register shall be kept current at all times. The licensee shall designate the person who has possession of the register. The register shall be available for inspection by the City at all times.
- B. The owner of any dwelling that is required to be licensed by this Chapter shall, prior to the time of transfer of title of the dwelling, notify the new owner in writing of all unabated orders and violations issued by the City pertaining to such dwelling, as well as the requirement of law that the dwelling, upon transfer to a new owner, must be licensed with the City. A copy of the notification shall be mailed to the City within five (5) days of furnishing the notification to the buyer. If a corporation owns the dwelling, an officer of the corporation shall carry out the notification required by this Section. Time of transfer is the time upon the execution of any document providing for the conveyance of a dwelling required to be licensed.

**Section 635.170 Appeals Procedure.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. Any person wishing to appeal the determination, denial, non-renewal, revocation or suspension of a license or provisional license shall file a written notice of appeal with the City within fifteen (15) days after receipt of the notice of denial, non-renewal, revocation or suspension. The notice of appeal shall contain a statement of the grounds for the appeal and shall be accompanied by a fee of one hundred dollars (\$100.00).
- B. The appeal will be heard by a board comprised of one (1) City employee designated by the City Administrator, one (1) owner or manager of a licensed rental property not party to an appeal, two (2) residents of the City of Mission, one (1) member of the Mission Planning Commission and two (2) Code Officials from two (2) cities in Johnson County, Kansas. The board shall establish meetings on an as-needed basis.
- C. The hearing will be held no later than forty-five (45) days after the receipt of the written notice of appeal.
- D. At the hearing, the board shall hear all relevant evidence and argument. The board may admit and give effect to evidence that possesses value commonly accepted by reasonably prudent persons in the conduct of their affairs.
- E. The board shall render its decision in writing within fifteen (15) days after the close of the hearing. The decision shall determine whether the building or the dwelling units therein, meets the licensing standards of this Chapter and shall specify the factual basis for the determination.
- F. The board may affirm, modify or reverse the action appealed.
- G. Notice of the final decision of the board shall be served upon the license holder or applicant.
- H. A notice of the final decision shall be mailed to each occupant and prominently posted on the building. The notice shall indicate the date upon which tenants must vacate the building, if applicable, and shall clearly indicate which dwelling units are affected.

**Section 635.180 Vacation of Affected Dwelling Units.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

When an application for a rental dwelling license has been denied or a rental dwelling license or provisional license has been revoked, suspended or not renewed, the City shall order the dwelling or the affected dwelling units therein vacated, giving tenants a reasonable time to arrange new housing and to move their possessions.

**Section 635.190 Operation of Rental Dwelling Without License A Misdemeanor.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

A person who allows to be occupied or rents to another any rental dwelling unit without a license as required in Section **635.030** of this Code is guilty of a misdemeanor punishable as provided in Section **100.100** of the Municipal Code of Mission.

**Section 635.200 License Non-Transferable.**

**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

- A. A license issued hereunder is non-transferable. A new license application shall be required for each change of ownership of a rental dwelling.
- B. A new owner shall submit an application for a rental dwelling license in accordance with this

Chapter (including rental license fee) no more than 30 days from the date of taking title to the property, provided a rental license is still required for the property.

**Section 635.210 Remedies in This Chapter Are Not Exclusive.**  
**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

The remedies provided in this Chapter are not exclusive. They are in addition to and do not supersede or pre-empt other remedies such as condemnation, written violation orders and warnings and criminal charges for violation of substantive provisions of any City or State Code relating to housing maintenance, fire safety, building codes, zoning, health and the like. Further, the remedies in this Chapter do not supersede or affect the legal rights and remedies of tenants provided under State law or this Code.

**Section 635.220 License and Inspection Fees — Same To Act As Lien On Real Property.**  
**[Ord. No. 1225 §2, 12-13-2006; Ord. No. 1253 §2, 12-19-2007]**

A. Annual license fees shall be assessed according to the following schedule:

1. Single-family/duplex property: \$62.00.
2. Tri-plex property: \$30.00 per unit.
3. Apartments and all other multi-family: \$10.00 per unit.

B. The initial periodic inspections described in Section **635.100** shall be at no cost to the owner. The City shall be empowered to recover part or all of its actual cost to perform all other inspections, including a reasonable administrative fee, from the rental property's owner. Inspections that the owner may be held financially liable for include, but are not limited to, inspections for cause pursuant to Section 635.130 and repeat inspections of property previously found substandard, unsafe, or dangerous. The administrative fee shall be in the amount set by Section 103.110 for the administrative costs of nuisance abatement. All license, inspection, abatement or other fees that remain unpaid thirty (30) days after the City has demanded the same shall act as a lien on the subject real property and be entered on the County tax roll when consistent with, and in a manner allowed by, the laws of the State of Kansas.

City of Mission	Item Number:	6f.
<b>ACTION ITEM SUMMARY</b>	Date:	July 24, 2017
<b>PUBLIC WORKS</b>	From:	John Belger

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

RE: Sylvester Powell, Jr. Community Center (SPJCC) Parking Lot Maintenance

RECOMMENDATION: Approve the contract with O'Donnell-Way Construction for the Community Center Parking Lot Maintenance project in an amount not to exceed \$174,752.85.

DETAILS: Funds were budgeted in the 2017 Capital Improvement Program (CIP) to replace deteriorated pavement, maintain the newer pavement, and improve the ADA accessibility in the parking lots surrounding the Community Center. Earlier this year, the Council authorized Olsson Associates to prepare contract documents and provide construction inspection services for the project. After working through the design process, staff believed the budgeted figure was low, but proceeded to bid the project to determine our options.

The project was advertised and bids were opened on June 29th, 2017. There were three (3) bidders, with O'Donnell Way Construction being the lowest and most responsive.

Bidder	Total Bid
O'Donnell Way (adjusted)	\$174,752.85
Little Joe's Asphalt	\$220,396.14
McAnany	\$229,183.40

Despite the fact the project significantly exceeds the original budget (\$100,000), staff is recommending to proceed with the project. Funds are available in the Parks & Recreation Sales Tax Fund to cover the costs. The project could be phased over multiple years, but will only continue to defer the required maintenance, and could potentially end up costing more in the future.

Staff worked with O'Donnell Way to develop some alternatives to the cape seal treatment originally proposed which resulted in savings of approximately \$4,267.84. The plans and contract documents are included in the packet.

CFAA CONSIDERATIONS/IMPACTS: The Community Center is utilized by persons of all ages and abilities. This project will bring the parking areas into compliance with Americans with Disabilities Act (ADA) Standards and repair pavement that is disrepair.

Related Statute/City Ordinance:	
Line Item Code/Description:	Parks and Recreation Sales Tax Fund 45-90-805-09
Available Budget:	\$174,752.85

BID

**Sylvester Powell Community Center Parking Lot Rehab**

TO: CITY OF MISSION,  
JOHNSON COUNTY, KANSAS

Neither the City nor Consultant shall be responsible for the accuracy, completeness, or sufficiency of any bid documents obtained from any source other than the source indicated in the Notice to Bidders. Obtaining copies of plans, specifications, bid documents and other contract documents from any other source(s) may result in obtaining incomplete and inaccurate information. Obtaining these documents from any source other than directly from the source listed in the Notice to Bidders may also result in failure to receive any addenda, corrections, or other revisions to these documents that may be issued.

The undersigned bidder hereby proposes to mobilize and furnish all materials, supplies, transportation, tools, equipment and plant, perform all necessary labor and construct, install and complete all work stipulated in, required by, and in conformity with the proposed contract documents (including all documents referred to therein) and any and all addenda thereto, for and in consideration of prices as follows:

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST \$	COST \$
1	Force Account (Set)	Lump Sum	1	10,000.00	10,000.00
2	Unclassified Excavation *	Cu. Yd.	799	46.38	37,062.00
3	Compaction of Earthwork (All types)	Cu. Yd.	34	80.00	2,720.00
4	2" Milling	Sq. Yd.	1333	5.12	6,832.50
5	Cape Seal	Sq. Yd.	2156	5.64	12,159.84
6	2" Asphaltic Concrete (Intermediate Course)(North Parking lot)	Ton	150	66.73	10,008.00
7	6" Asphaltic Concrete (Intermediate Course)(South Parking lot)	Ton	924	54.15	50,034.00
8	Concrete Pavement (4")(Stamped Color)	Sq. Yd.	84	90.00	7,560.00
9	Concrete Entrance Pavement (8")	Sq. Yd.	42	81.00	3,402.00
10	Aggregate for Base (AB-3)	Ton	696	17.87	12,440.00
11	Curb & Gutter (Type B)	Lin. Ft.	431	25.00	10,775.00

12	Sidewalk Ramp (6")	Sq. Ft.	75	7.00	525.00
13	Sidewalk Ramp With Detectable Warning Surface	Sq. Ft.	27	7.00	189.00
14	Detectable Warning Surface	Sq. Ft.	24	50.00	1,200.00
15	4" White Thermoplastic	Lin. Ft.	2893	.75	2,169.75
16	30" White Pre-Formed Thermoplastic	Lin. Ft.	117	28.00	3,276.00
17	White ADA Handicap Marking Pre-Formed Thermoplastic	Each	16	230.00	3,680.00
18	Wheel Stop	Each	12	100.00	1,200.00
19	Remove and Reset Sign	Each	7	100.00	700.00
20	Remove & Reset Electrical Box	Each	1	500.00	500.00
21	ADA Accessible Parking Sign	Each	4	100.00	100.00
22	Contractor Construction Staking	Lump Sum	1	800.00	800.00
23	Traffic Control	Lump Sum	1	400.00	400.00
24	Sod (Fescue)	Sq. Yd.	15	26.66	400.00
25	Topsoil	Cu. Yd.	3	200.00	600.00

TOTAL BID \$ 178,733.09

*Remainder of page intentionally left blank.*

1. The undersigned further agrees to begin upon the date stated in the Notice to Proceed and to complete the work, if this bid is accepted, no later than **October 31<sup>st</sup>, 2017**.

The undersigned also declares that it understands that if not preset by the City the time to begin construction and to complete the work will be one factor considered in determining the lowest and best responsible bidder.

The undersigned also declares that he/she understands that liquidated damages based on the full bid price of the contract shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in an amount as set forth in paragraph GC-46 of the General Conditions for each and every calendar day the work remains incomplete over the specified completion time(s).

2. In submitting this bid, the undersigned declares that it is of lawful age and executed the accompanying bid on behalf of the bidder therein named, and that it had lawful authority so to do. The undersigned further declares that it has not directly or indirectly entered into any agreement, expressed or implied, with any bidder or bidders, having for its object the controlling of the price or amount of such bid or any bids, the limiting of the bid or bidders, the parceling or farming out to any bidder or bidders, or other persons, of any part of the contract or any part of the subject matter of the bid or bids or of the profits thereof, and that it has not and will not divulge the sealed bid to any person whomsoever, except those having a partnership or other financial interest with bidder in said bid or bids, until after sealed bid or bids are opened.
3. The undersigned further declares that it has carefully examined the Notice to Bidders, Instructions to Bidders and other contract documents, and that it has inspected the actual location of the work, together with the local sources of supply, and has satisfied itself as to all conditions and quantities, and understands that in signing this Bid it waives all right to plead any misunderstanding regarding the same.
4. The undersigned hereby agrees to furnish the required bonds and insurance certificates and execute an agreement within ten (10) calendar days from and after notice of the award of the contract, and failure of the bidder to do so shall constitute a default, and the City may thereafter take such steps to protect its legal rights as it deems in its best interest, including, but not limited to, enforcement of its rights as to bid security.
5. It is understood that the City will pay in a prompt and timely manner pay estimates when submitted and approved by the Architect/Engineer and further approved by the City staff coordinator for the project, all as provided in the contract documents.
6. Undersigned acknowledges receipt of the Plans and Specifications for the project including the following addenda (complete) No.1 - 6.26.2017

Enclosed is a certified check, cashier's check or bid bond in the amount of

DOLLARS (\$ \_\_\_\_\_) which the undersigned agrees is subject to being forfeited to and becoming the property of the City as liquidated damages and not as a penalty, together with other legal remedies the City may choose to invoke, all as set forth in the Instructions to Bidders Section IB-9, should this Bid be accepted and the contract be awarded to this bidder and it should fail to enter into an agreement in the form prescribed and to furnish the required insurance, bonds and other required documents within ten (10) calendar days as above stipulated, otherwise the bid security shall be returned to the undersigned upon signing of the agreement and delivery of the approved bonds and other required documents to the City of Mission, Kansas.

DATED in MERCIAM this 29 day of JUNE, 2017

(SEAL)

ODONNELL-WAY CONSTRUCTION  
Contractor

  
Signature

John T. O'Donnell  
Printed Name

President  
Title

5238 MERCIAM DR.  
Street Address or P.O. Box

MERCIAM, KS. 66203  
City, State, Zip

913-498-3355  
Telephone Number

913-498-3377  
Fax Number



# AIA® Document A310™ – 2010

## Bid Bond

**CONTRACTOR:**

(Name, legal status and address)

O'Donnell - Way Construction Co., Inc.  
5238 Merriam Dr.  
Merriam, KS 66203

**SURETY:**

(Name, legal status and principal place of business)

Granite Re, Inc.  
14001 Quailbrook Dr.  
Oklahoma City, OK 73134

**OWNER:**

(Name, legal status and address)

City of Mission, Kansas  
6090 Woodson  
Mission, KS 66202

**BOND AMOUNT:** Five percent (5%) of amount bid\*

**PROJECT:**

(Name, location or address, and Project number, if any)

Sylvester Powell Community Center Parking Lot Rehab

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

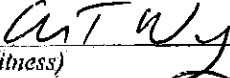
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.


The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

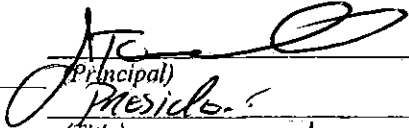
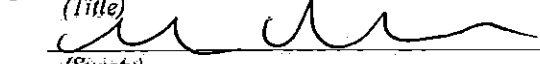
If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 29th day of June, 2017

  
(Witness)

  
(Witness)

  
(Principal) (Seal)  
  
(Surety) (Seal)  
Attorney in fact, David S. Salavitch  
(Title)

Init.

**GRANITE RE, INC.**  
**GENERAL POWER OF ATTORNEY**

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

DAVID SALAVITCH; ROBERT L. COX II its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

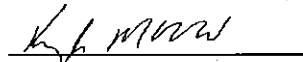
DAVID SALAVITCH; ROBERT L. COX II may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 23<sup>rd</sup> day of June, 2014.

STATE OF OKLAHOMA )  
                                  ) SS:  
COUNTY OF OKLAHOMA )



  
\_\_\_\_\_  
Kenneth D. Whittington, President

  
\_\_\_\_\_  
Kyle P. McDonald, Treasurer

On this 23<sup>rd</sup> day of June, 2014, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:  
August 8, 2017  
Commission #: 01013257



  
\_\_\_\_\_  
Kathleen E. Carlson  
Notary Public

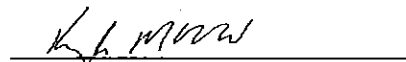
GRANITE RE, INC.  
Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 29<sup>th</sup> day of June, 2017.



  
\_\_\_\_\_  
Kyle P. McDonald, Secretary/Treasurer

Item No.	Description	Unit	Quantity	Unit Cost	Total
1	Force Account	LS	1	\$10,000.00	\$10,000.00
2	Unclassified Exc	CY	799	\$46.38	\$37,057.62
3	Compaction of E	CY	34	\$80.00	\$2,720.00
4	2" Milling	SY	1333	\$5.12	\$6,824.96
5	Cape Seal	SY	2156	\$5.64	\$12,159.84
6	2" Asphalt Surf	TON	150	\$66.73	\$10,009.50
7	6" Asphalt Base	TON	924	\$54.15	\$50,034.60
8	Stamped Concre	SY	84	\$90.00	\$7,560.00
9	Concrete Entranc	SY	42	\$81.00	\$3,402.00
10	Aggregate Base	TON	696	\$17.87	\$12,437.52
11	Curb & Gutter	LF	431	\$25.00	\$10,775.00
12	Sidewalk Ramp	SF	75	\$7.00	\$525.00
13	Sidewalk Ramp v	SF	27	\$7.00	\$189.00
14	Warning Surface	SF	24	\$50.00	\$1,200.00
15	4" Thermo	LF	2893	\$0.75	\$2,169.75
16	30" Thermo	LF	117	\$28.00	\$3,276.00
17	Handicap Markin	EACH	16	\$230.00	\$3,680.00
18	Wheel Stops	EACH	12	\$100.00	\$1,200.00
19	R&R Sign	EACH	7	\$100.00	\$700.00
20	R&R Electrical	EACH	1	\$500.00	\$500.00
21	ADA Sign	EACH	4	\$100.00	\$400.00
22	Staking	LS	1	\$800.00	\$800.00
23	Traffic Control	LS	1	\$400.00	\$400.00
24	Sod	SY	15	\$26.66	\$399.90
25	Topsoil	CY	3	\$200.00	\$600.00
					<b>\$179,020.69</b>
					<b>\$ 287.60</b>



- asphalt paving
- asphalt & concrete & maintenance
- new construction
- asphalt walking/bike trails
- parking lot stripping & signs

July 24, 2017

City of Mission, KS  
6090 Woodson  
Mission, KS 66202

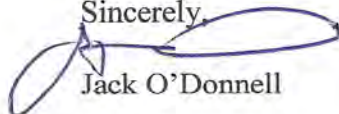
Attn: John Belger  
Re: Sylvester Powell Community Center –Mission, KS: Value Engineering

Gentlemen,

Please find value engineering ideas below.

- 1) **Crack Filling, Sealcoat:** Approx. 1,638 SY
    - Pre-Construction meeting with owner – establish limits of construction and traffic control plan – Based on 3 Mobilizations
    - Install Safety/Traffic Control Barricades
    - Clean asphalt and fill all cracks ¼” and wider with hot pour rubberized crackfiller
    - Apply two coats Mac Pro-Blend Coal Tar Sealer
    - Sealer has 4 lb.s of silica sand added per gallon
    - .....Approx. 1,650 SY @ \$ .94/SY = \$ 1,540.00
  
  - 1) **2” Milling & 2” Asphalt Patching:** Approx. 504 SY
    - Mill deteriorated areas in parking lot per plan to a depth of 2”
    - Apply tack-oil
    - Lay 2” of BM-2 ILC Frap Asphalt Surface and compact
    - .....Approx. 504 SY @ \$ 10.77/SY = \$ 5,428.00
  
  - 2) **6” Reinforced Concrete:** Approx. 132 SF
    - Remove damaged asphalt
    - Grade and compact area
    - # 4 rebar at 2’ center
    - Pour 6” KCMMB Concrete and finish with light broom
    - .....Approx. 132 SF @ \$ 7.00/SF = \$ 924.00
- Total Cost: \$ 7,892.00**  
**Credit for Cape Seal: (\$ 12,159.84)**  
**Total Savings: \$ 4,267.84**

Please let me know if you would like to meet on site to go over the work and please call with any questions.

Sincerely,  
  
Jack O'Donnell





2" Mill & 2" Asphalt Patching - 188 SY

Crackfill & Double Sealcoat

6" Reinforced Concrete

Crackfill & Double Sealcoat

2" Mill & 2" Asphalt Patching - 340 SY

Crackfill & Double Sealcoat



# PUBLIC IMPROVEMENT PLANS FOR SYLVESTER POWELL COMMUNITY CENTER PARKING LOT REHAB CITY OF MISSION, KANSAS JOHNSON COUNTY, KANSAS

**OLSSON ASSOCIATES**  
TEL 913.381.1170  
FAX 913.381.1174  
www.olssonassociates.com



REV. NO.	DATE	REVISIONS DESCRIPTION	BY
		NOTE FOR CONSTRUCTION	
		REVISIONS	

TITLE SHEET	SYLVESTER POWELL COMMUNITY CENTER	2017
MISSION, KANSAS		

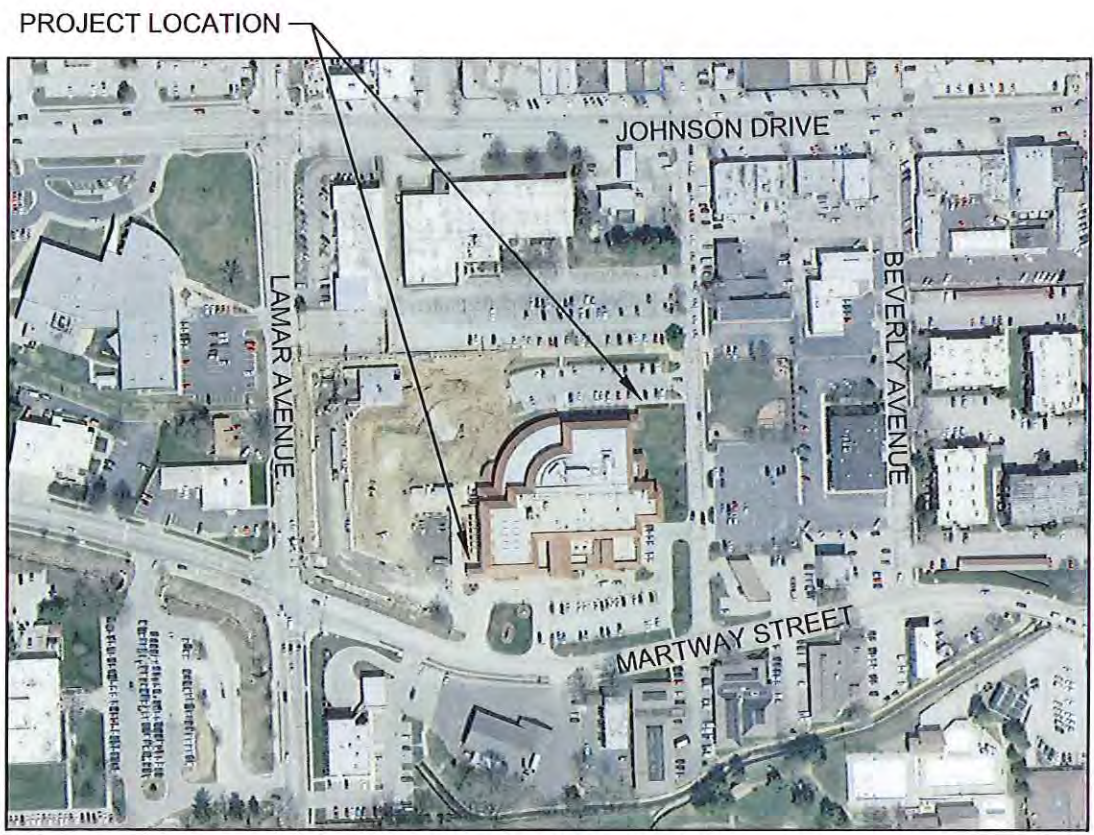
**LEGEND**

<ul style="list-style-type: none"> <li>▲ CIL SURVEY CONTROL POINT</li> <li>▲ SURVEY BENCHMARK</li> <li>▲ TBM SURVEY TEMPORARY BENCHMARK</li> <li>□ GAS METER</li> <li>□ GAS RISER</li> <li>○ GAS MANHOLE</li> <li>□ GAS REGULATOR</li> <li>□ TELEVISION PEDESTAL</li> <li>□ FIBER BOX</li> <li>○ FIBER PEDESTAL</li> <li>□ CABLE BOX</li> <li>□ CABLE VAULT</li> <li>□ TELEPHONE PEDESTAL</li> <li>○ STORM MANHOLE</li> <li>□ STORM GRATE</li> <li>○ SANITARY MANHOLE</li> <li>○ YARD LIGHT</li> <li>○ LIGHT POLE</li> <li>□ POWER POLE</li> <li>□ POWER POLE W/ LIGHT</li> <li>— GUY WIRE</li> <li>— STUMP</li> <li>— BUSH</li> <li>○ EVERGREEN TREE</li> <li>○ DECIDUOUS TREE</li> </ul>	<ul style="list-style-type: none"> <li>□ TRAFFIC SIGNAL BOX</li> <li>○ TRAFFIC SIGNAL MANHOLE</li> <li>○ TRAFFIC SIGNAL POLE W/ ARM</li> <li>○ TRAFFIC SIGNAL POLE</li> <li>□ TRAFFIC SIGNAL CONTROL BOX</li> <li>□ TRAFFIC SIGNAL PEDESTAL</li> <li>○ ELECTRIC MANHOLE</li> <li>□ ELECTRIC METER</li> <li>□ ELECTRIC RISER</li> <li>□ ELECTRIC BOX</li> <li>□ ELECTRIC CABINET</li> <li>□ ELECTRIC JUNCTION BOX</li> <li>○ SPRINKLER HEAD</li> <li>○ SPRINKLER CONTROL VALVE</li> <li>○ WATER METER PIT</li> <li>○ FIRE HYDRANT</li> <li>○ WATER METER</li> <li>○ WATER VALVE</li> <li>○ FLAG POLE</li> <li>○ SIGN</li> <li>○ BOLLARD</li> <li>○ WOOD POST</li> <li>○ STEEL POST</li> <li>○ COLUMN</li> <li>○ BORE HOLE</li> </ul>
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<ul style="list-style-type: none"> <li>— SECTION LINE</li> <li>— PROPERTY LINE</li> <li>— CENTER LINE</li> <li>— PROPOSED ROW LINE</li> <li>— EXISTING ROW LINE</li> <li>— UTILITY EASEMENT</li> <li>— 1371 EXISTING MAJOR CONTOUR</li> <li>— 1371 EXISTING MINOR CONTOUR</li> <li>— 1371 PROPOSED MAJOR CONTOUR</li> <li>— 1371 PROPOSED MINOR CONTOUR</li> <li>— TEL EXISTING TELEPHONE LINE</li> <li>— SS EXISTING SANITARY LINE</li> <li>— EXISTING STORM LINE</li> <li>— GAS EXISTING GAS LINE</li> <li>— W EXISTING WATER LINE</li> <li>— CHE EXISTING CHAIN LINK FENCE</li> <li>— EXISTING OVERHEAD ELECTRIC</li> <li>— P EXISTING PIPE LINE</li> <li>— GRADING LIMITS</li> <li>— TEMPORARY CONSTRUCTION EASEMENT</li> <li>— PROPOSED CHAIN LINK FENCE</li> <li>— PROPOSED WOOD PRIVACY FENCE</li> <li>— EXISTING TREELINE</li> <li>— CONSTRUCTION LIMITS</li> <li>— UNDERDRAIN</li> <li>— ASPHALT</li> <li>— CONCRETE</li> <li>— CAPE SEAL</li> </ul>	
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**ABBREVIATION TABLE**

MG	MATCH GRADE
P	PAVEMENT
TC	TOP OF CURB
BC	BACK OF CURB
EP	EDGE OF PAVEMENT
R/W	RIGHT-OF-WAY
TCE	TEMPORARY CONSTRUCTION EASEMENT
PROP.	PROPOSED
EXIST.	EXISTING
TYP.	TYPICAL
(R)	REMOVAL
CONST.	CONSTRUCT
TBM	TEMPORARY BENCHMARK
C.G.	CONTROL POINT
D.N.D.	DO NOT DISTURB
U.I.P.	USE IN PLACE
ADJ.	ADJUST
EL.	ELEVATION
ESMT.	EASEMENT
B-B	BACK OF CURB TO BACK OF CURB DIMENSION



**LOCATION MAP**  
NOT TO SCALE



**INDEX OF SHEETS**

SHEET NO.	TITLE
1	TITLE SHEET
2	GENERAL LAYOUT, TYPICAL SECTION & SURVEY CONTROL
3	GENERAL NOTES & SUMMARY OF QUANTITIES
4	DEMOLITION & REMOVAL PLANS
5	PLAN SHEET
6	ISLAND DETAIL
7-9	STANDARD DETAILS
10	TRAFFIC CONTROL DETAILS

**PREPARED & SUBMITTED BY:**  
OLSSON ASSOCIATES  
7301 W. 133RD STREET, SUITE 200  
OVERLAND PARK, KANSAS 66213

*Paul B. Moore* 6-6-17  
PAUL B. MOORE DATE

I CERTIFY THESE PLANS WERE PREPARED BY ME OR UNDER MY IMMEDIATE PERSONAL SUPERVISION.

**APPROVED BY:**  
CITY OF MISSION, KANSAS

*Jan Bl* 6-8-17  
PUBLIC WORKS DIRECTOR DATE

drawn by:	AKU
checked by:	RBC
approved by:	PBM
QA/QC by:	JAF
project no.:	014-3299
drawing no.:	T TL 171 43299
date:	6/9/2017

DWC: F:\PROJECTS\014-3299\171-Sylvester Powell Community Center\40-Design\AutoCAD\Final Plans\Sheets\ROBR\GENERAL\T\_TL\_171\_43299.dwg  
DATE: Jun 06, 2017 4:14pm  
USER: cjcarrall  
XREFS: T\_AERL\_170\_43299 T\_PTELK\_171\_43299



KANSAS CALL BEFORE YOU DIG:  
1-800-DIG-SAFE (1-800-344-7233)





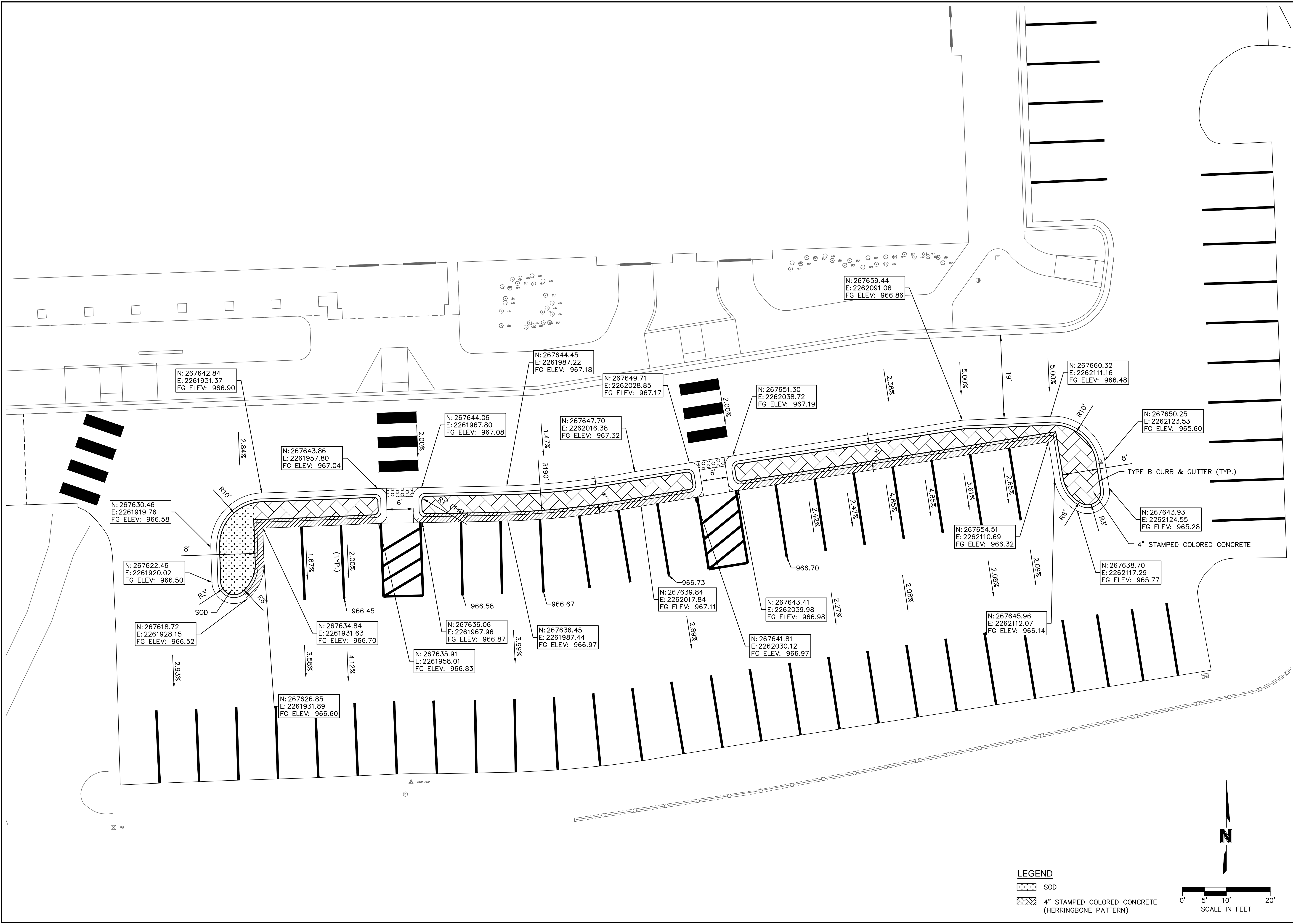






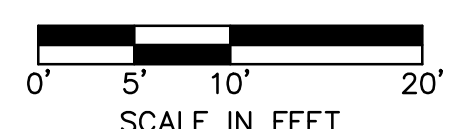


DWG: F:\PROJECTS\014-3299\171-Sylvester Powell Community Center\40-Design\AutoCAD\Final Plans\Sheets\RD\BR\MEDIAN DETAIL\_T\_MED\_171\_43299.dwg USER: aurbaneh  
 DATE: Jun 07, 2017 11:19am XREFS: T\_P\BLK\_171\_43299 T\_V\TOP\_171\_43299 T\_P\BASE\_171\_43299 T\_PPATT\_171\_43299



**LEGEND**

- SOD
- 4" STAMPED COLORED CONCRETE (HERRINGBONE PATTERN)

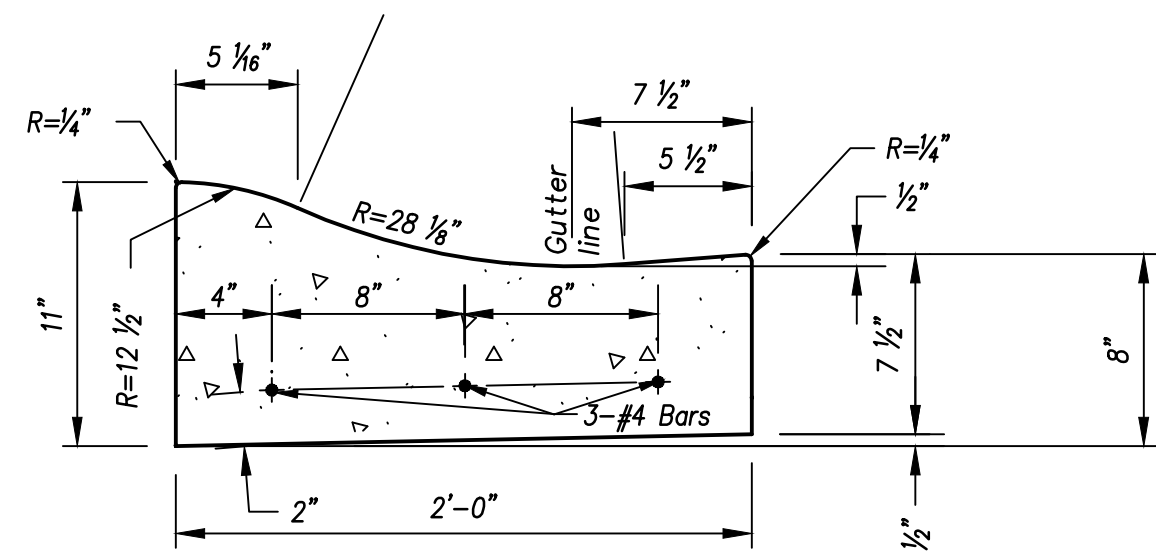


REV. NO.	DATE	REVISIONS DESCRIPTION	BY
		<b>NOT FOR CONSTRUCTION</b>	

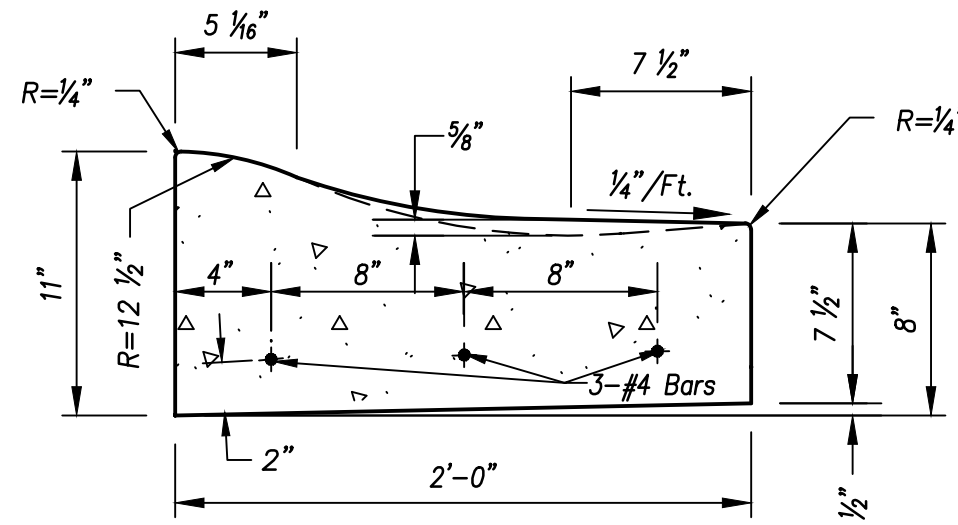
ISLAND DETAIL - SOUTH PARKING LOT  
 SYLVESTER POWELL COMMUNITY CENTER  
 MISSION, KANSAS

drawn by: AKU  
 checked by: RSC  
 approved by: PBM  
 QA/QC by: JAF  
 project no.: 014-3299  
 drawing no.: T\_MED\_171\_43299  
 date: 6/6/2017





Standard Type "A" Curb



Type "A - Dry" Curb

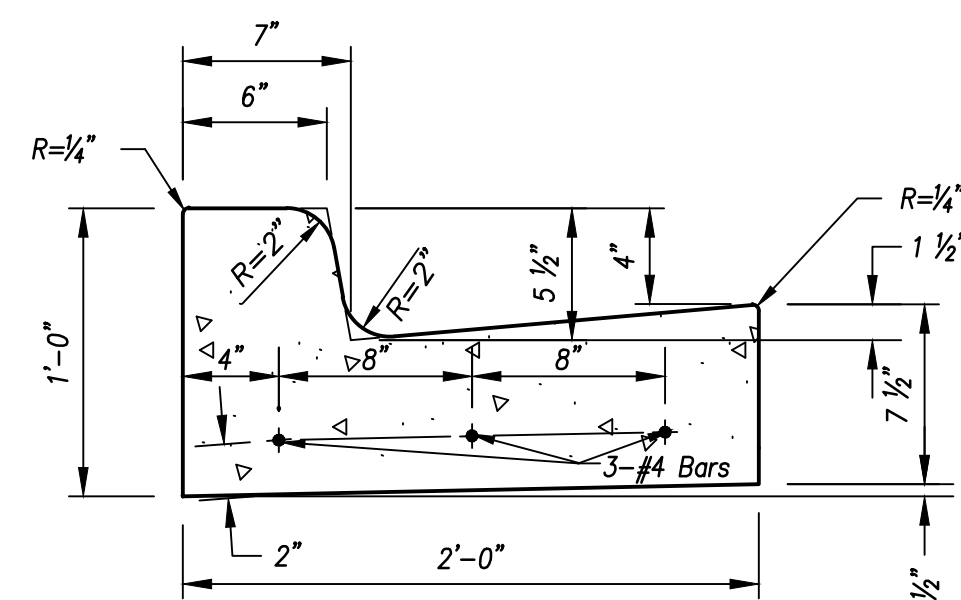
NOTE: in transitions, water shall flow from the gutter of Type "A" curb to the lip of Type "A-Dry" curb at 0.5% min. slope.

Curb & Gutter Notes:

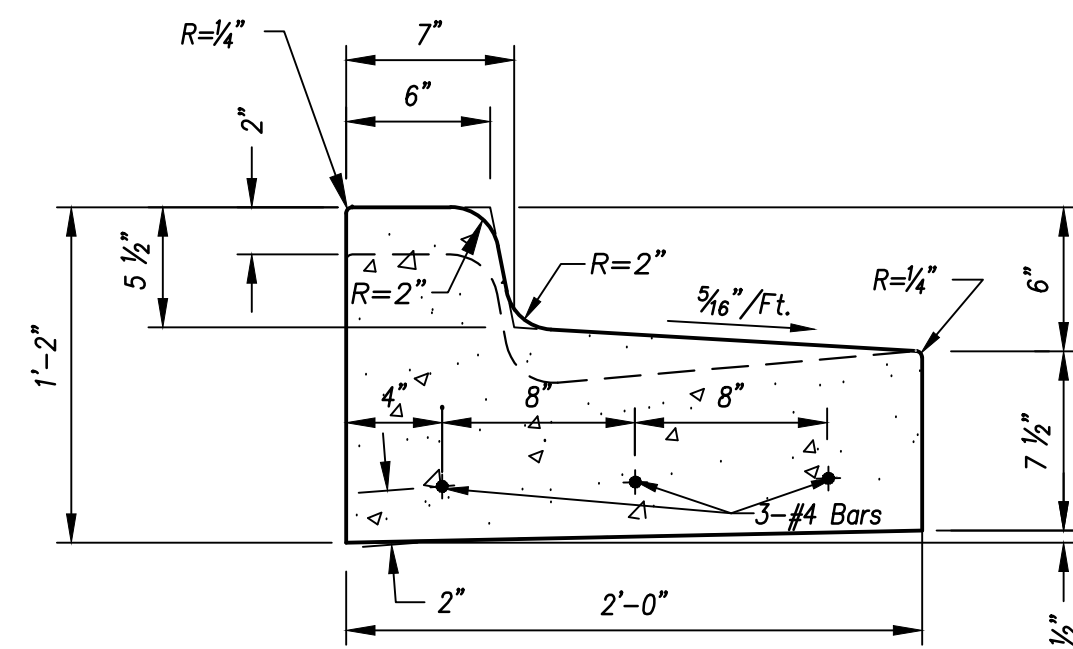
1. The Overland Park Municipal Code (OPMC) and Overland Park Design and Construction Standards Manual (OPDCSM) are incorporated, except as otherwise noted.
2. 1/2" preformed expansion joints shall be placed at points of curvature, curb returns, curb inlets, and at 250' centers. The expansion joints shall be sealed in accordance with OPDCSM. Contraction joints shall be 2" deep, and placed at 15' intervals equally spaced between expansion joints.
3. All concrete used in this work shall meet the requirements of the OPMC. KCMMB4K Concrete shall be used throughout.
4. For hand-formed curb all reinforcing steel shall be supported on fabricated steel bar supports @ 3'-0" maximum spacing, or as directed by the City Engineer.
5. See sidewalk ramp details for typical sidewalk ramp curb & gutter sections.

CONCRETE CURB & GUTTER

Not to Scale



Standard Type "B" Curb



Type "B - Dry" Curb

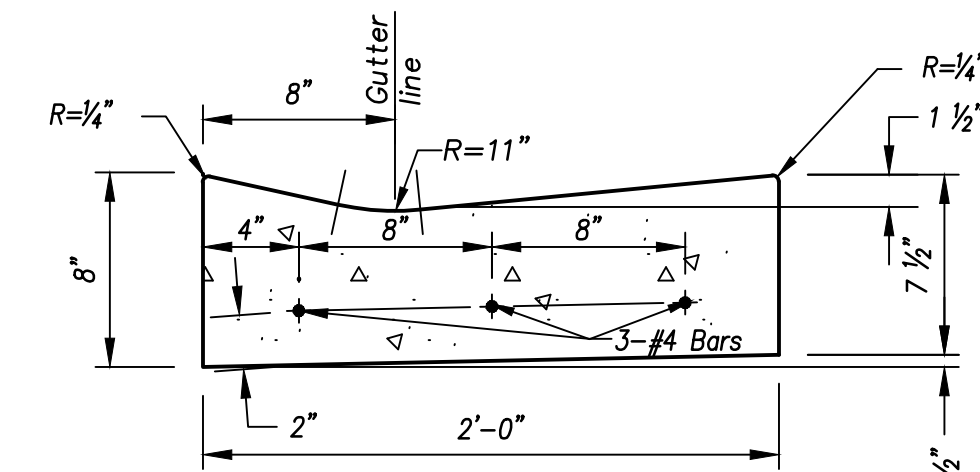
NOTE: in transitions, water shall flow from the gutter of Type "B" curb to the lip of Type "B-Dry" curb at 0.5% min. slope.

Curb & Gutter Notes:

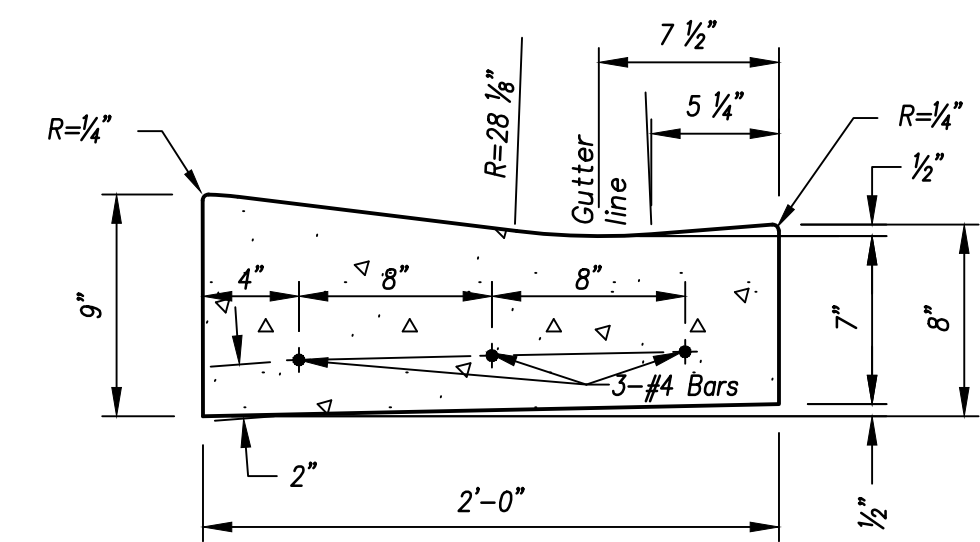
1. The Overland Park Municipal Code (OPMC) and Overland Park Design and Construction Standards Manual (OPDCSM) are incorporated, except as otherwise noted.
2. 1/2" preformed expansion joints shall be placed at points of curvature, curb returns, curb inlets, and at 250' centers. The expansion joints shall be sealed in accordance with OPDCSM. Contraction joints shall be 2" deep, and placed at 15' intervals equally spaced between expansion joints.
3. All concrete used in this work shall meet the requirements of the OPMC. KCMMB4K Concrete shall be used throughout.
4. For hand-formed curb all reinforcing steel shall be supported on fabricated steel bar supports @ 3'-0" maximum spacing, or as directed by the City Engineer.
5. See sidewalk ramp details for typical sidewalk ramp curb & gutter sections.

CONCRETE CURB & GUTTER

Not to Scale



Standard Type "C" Curb\*



Type "C-1" Curb \*

(Use w/ type "A" curb)

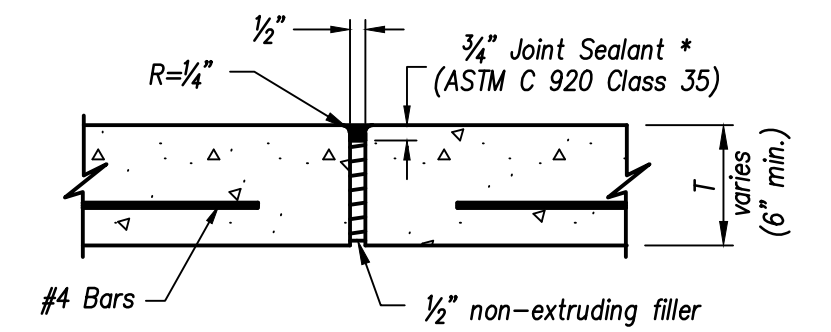
\* Use for commercial entrances

Curb & Gutter Notes:

1. The Overland Park Municipal Code (OPMC) and Overland Park Design and Construction Standards Manual (OPDCSM) are incorporated, except as otherwise noted.
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5. See sidewalk ramp details for typical sidewalk ramp curb & gutter sections.

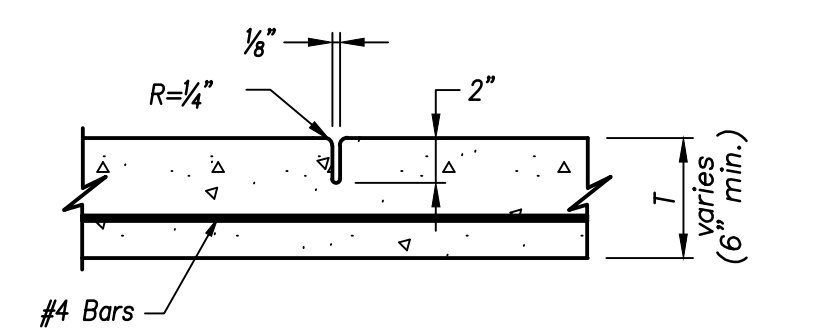
CONCRETE CURB & GUTTER

Not to Scale



\* - Joint Sealant shall be installed within 48 Hours of curb placement

Expansion Joint



Contraction Joint

JOINT DETAILS

Not to Scale

Year 2016 Edition

REVISIONS:	
07/01/03	Concrete Mix Designation;
Jan. 2006	Notes
Feb. 2008	OPMC Reference
RELATED ORDINANCES:	
OPMC Title 13	



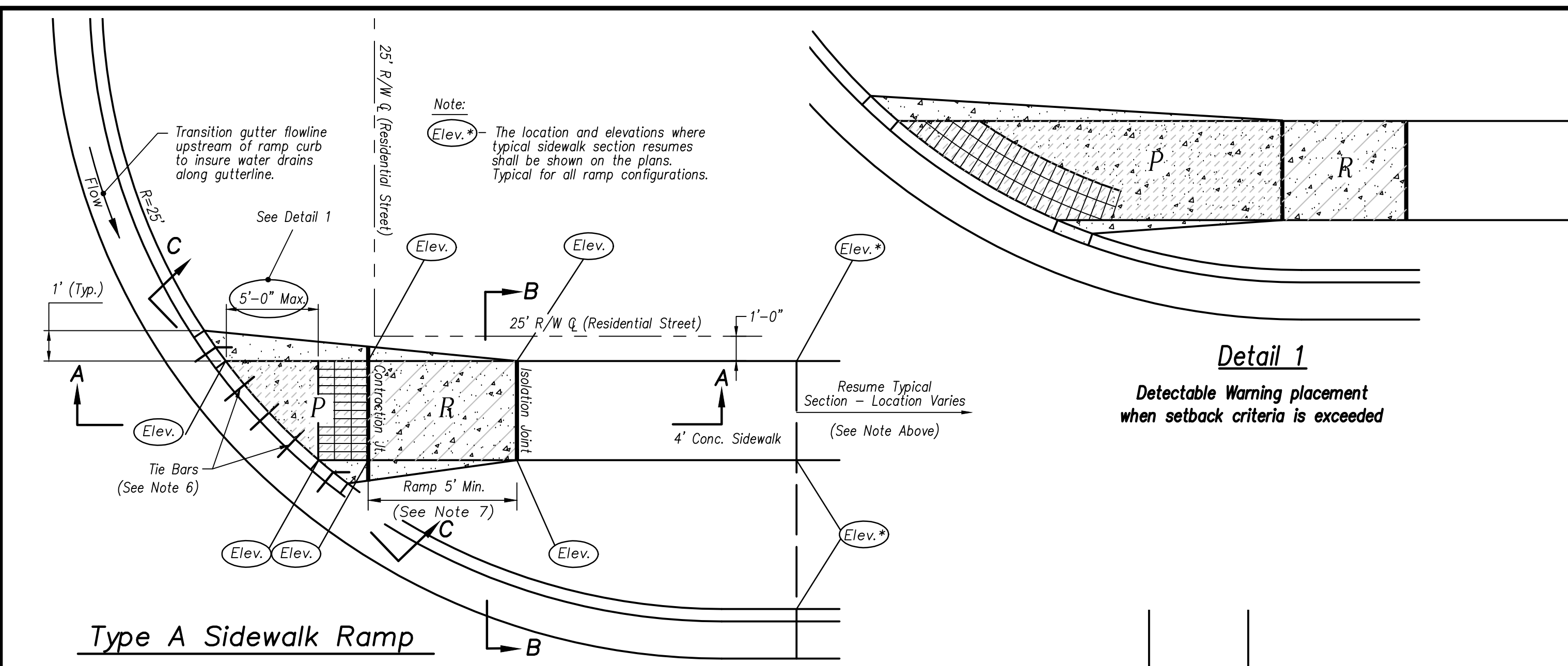
DEPARTMENT OF PUBLIC WORKS  
STANDARD DETAILS

CONCRETE CURB WITH ASPHALT PAVEMENT  
(COLLECTOR AND RESIDENTIAL STREETS)

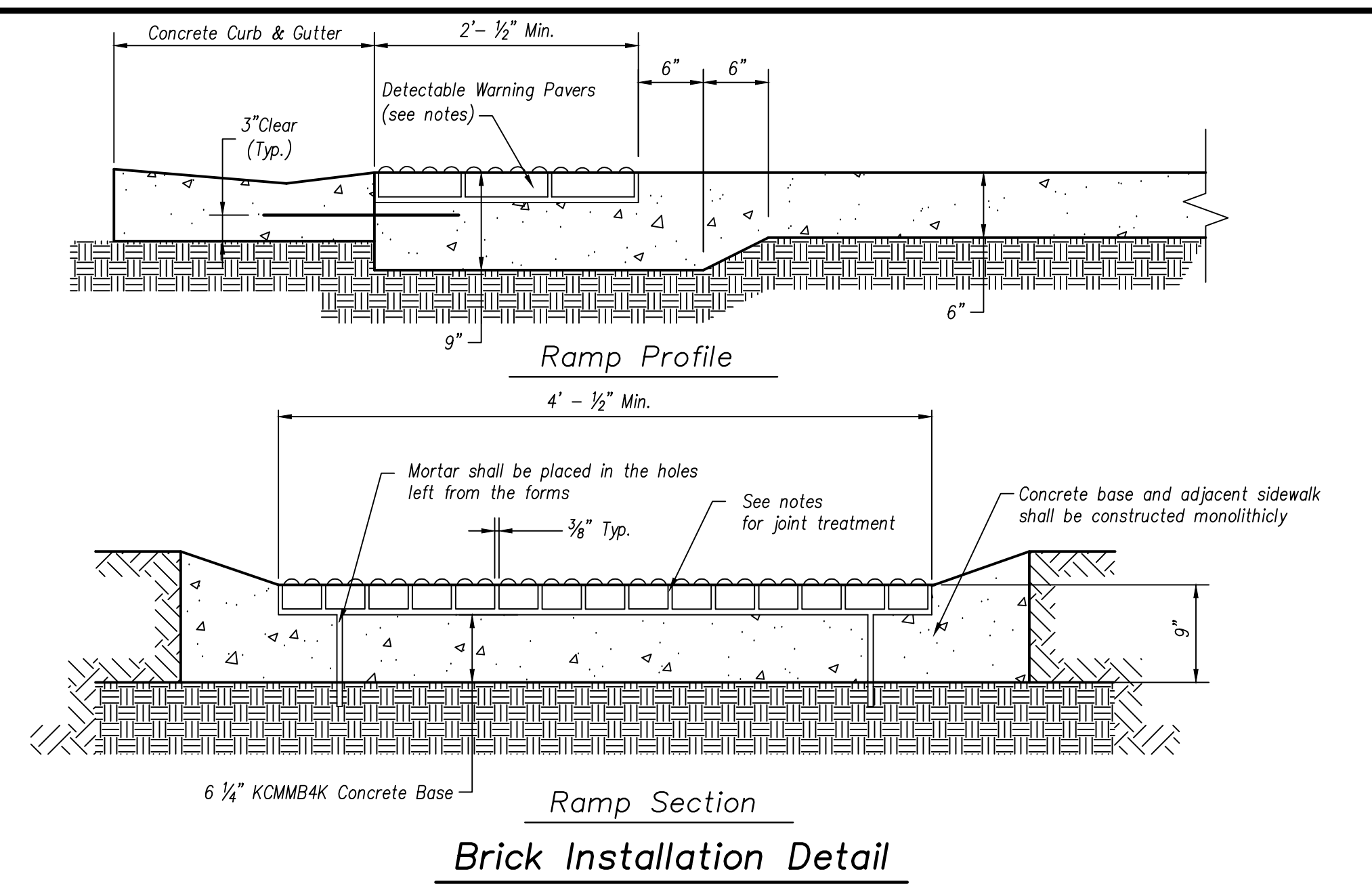
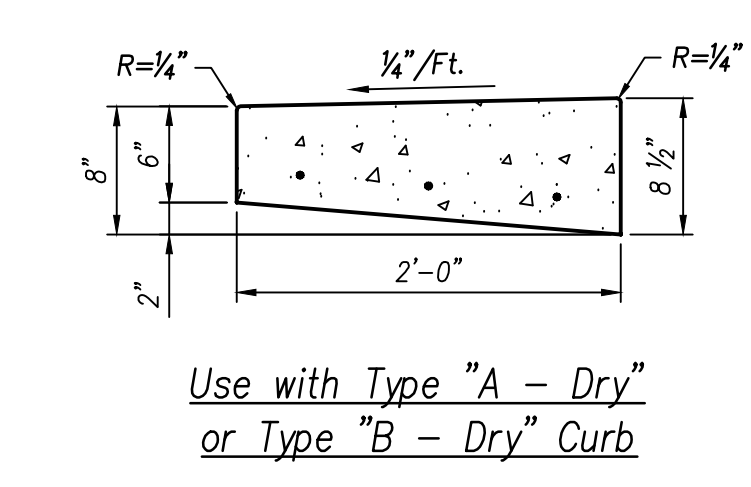
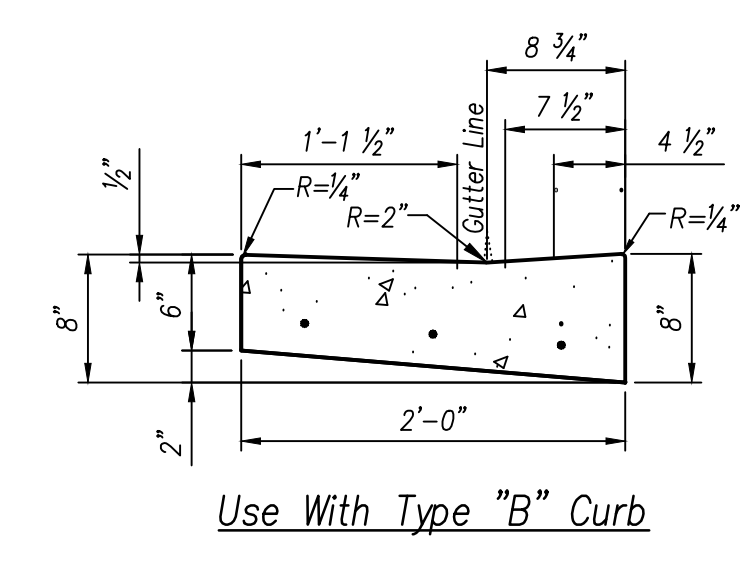
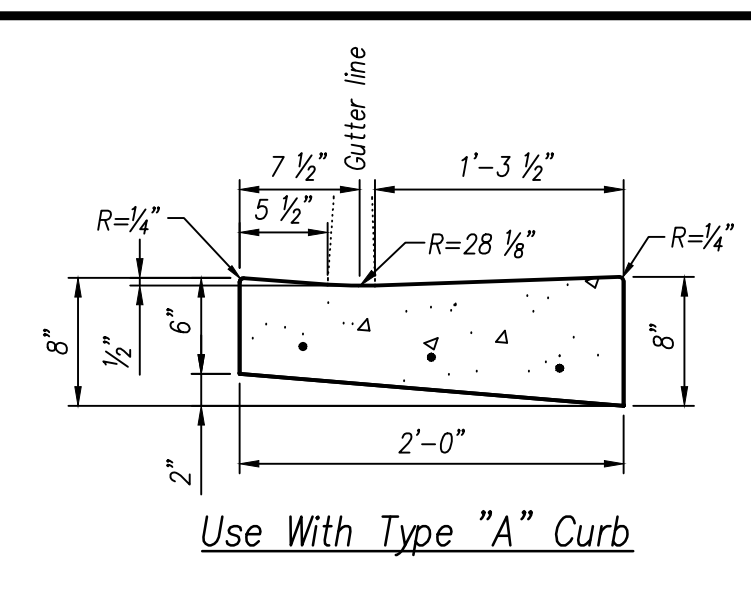
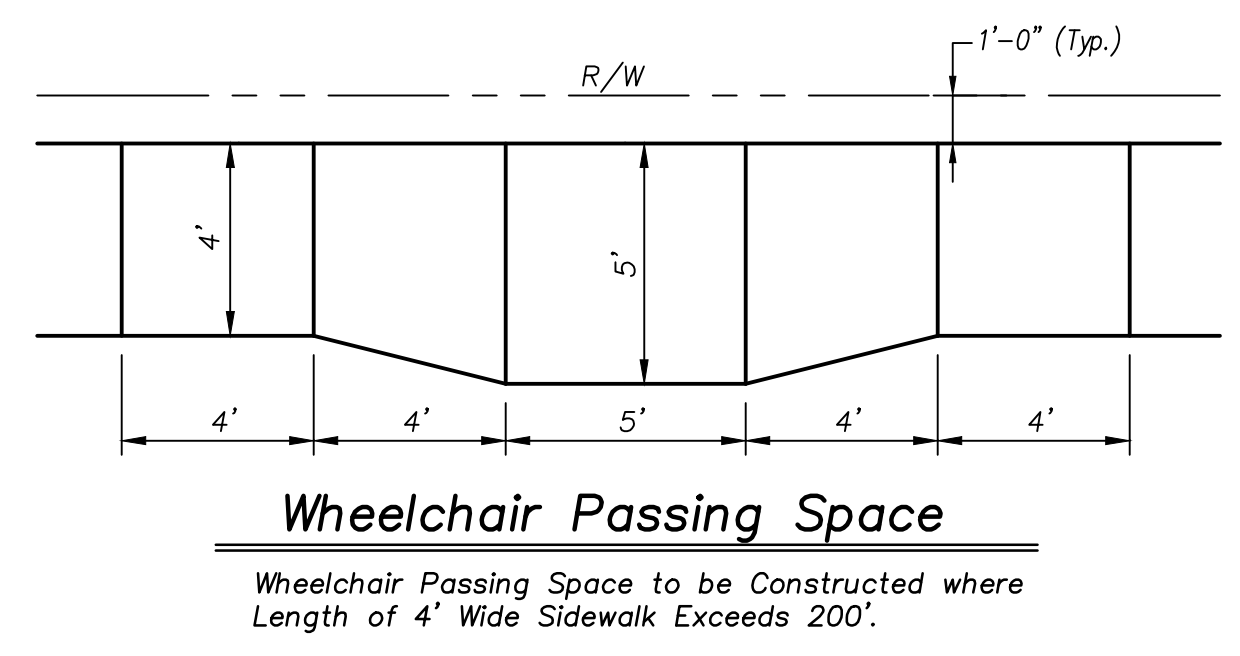
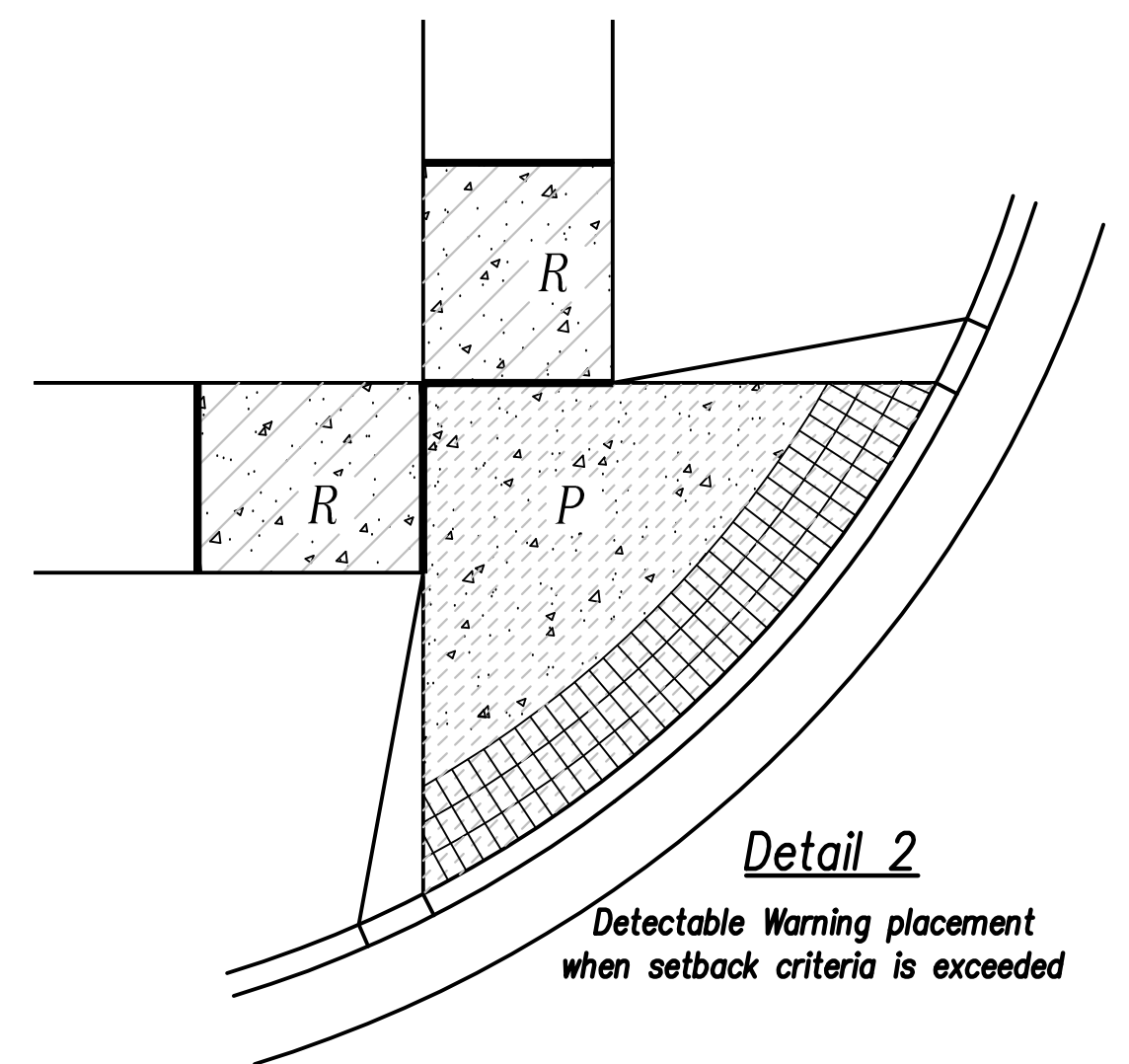
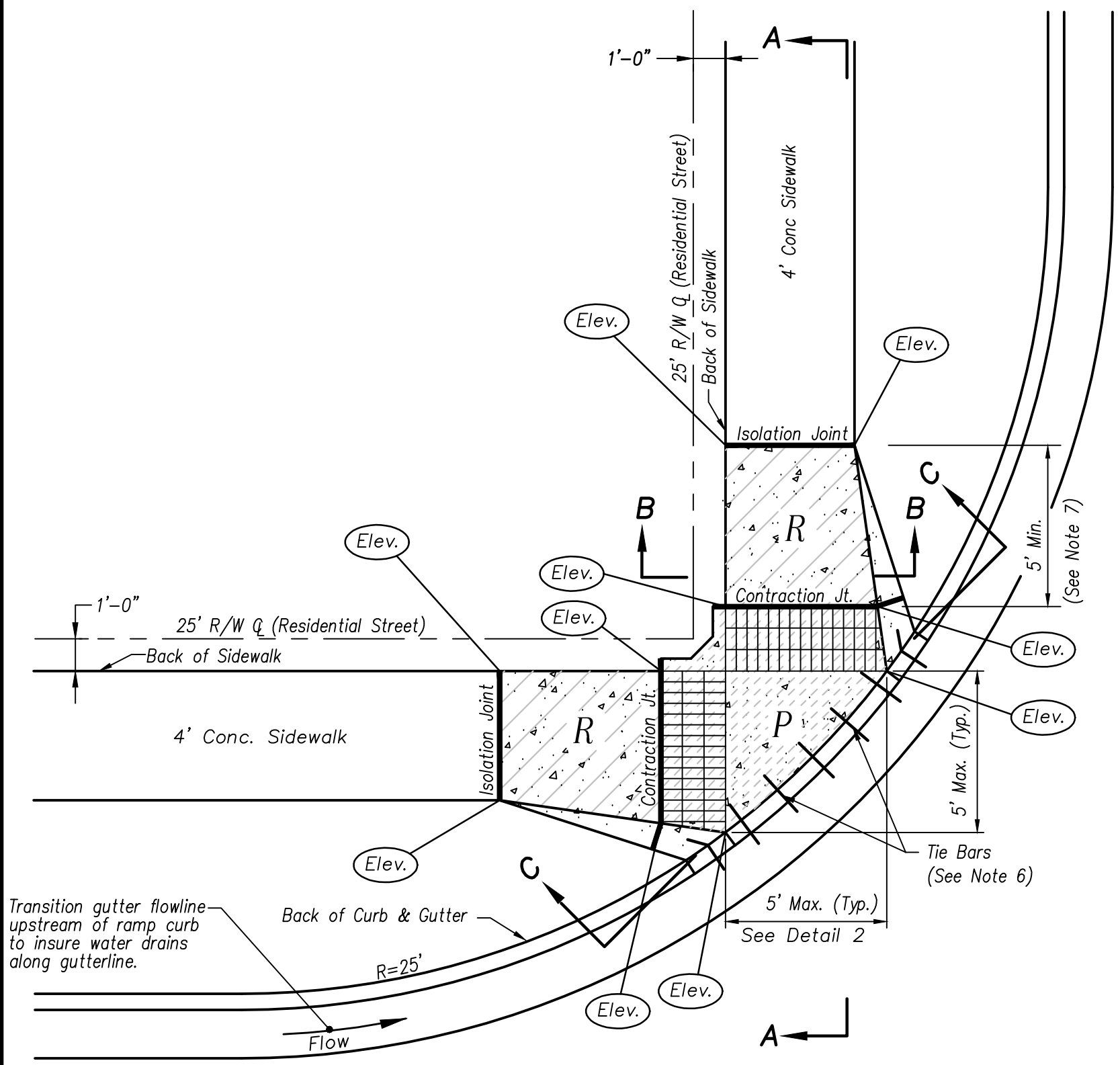
DATE: 09/28/99

SHEET: 7





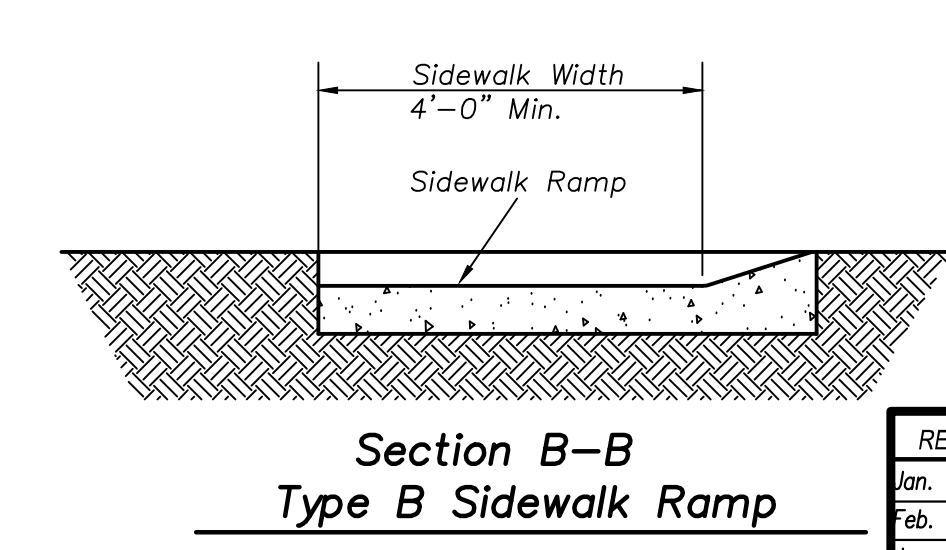
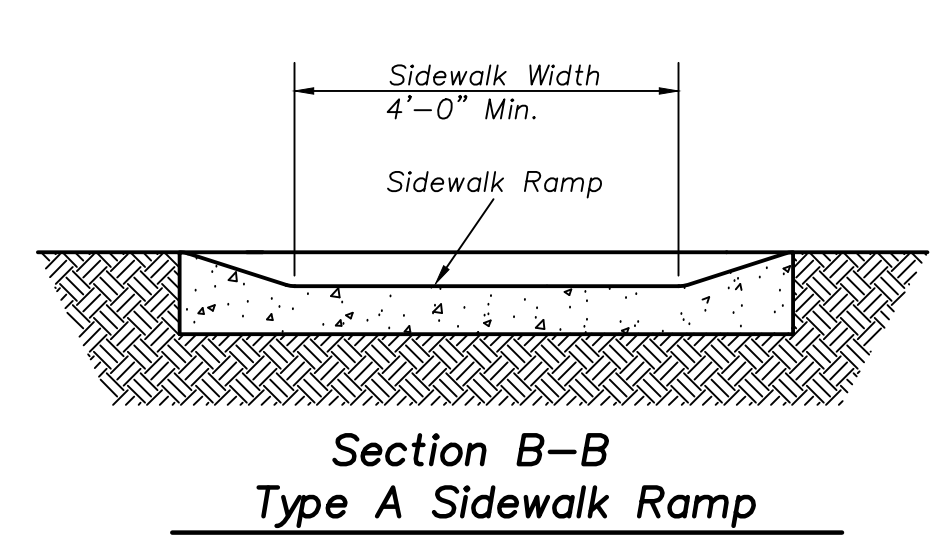
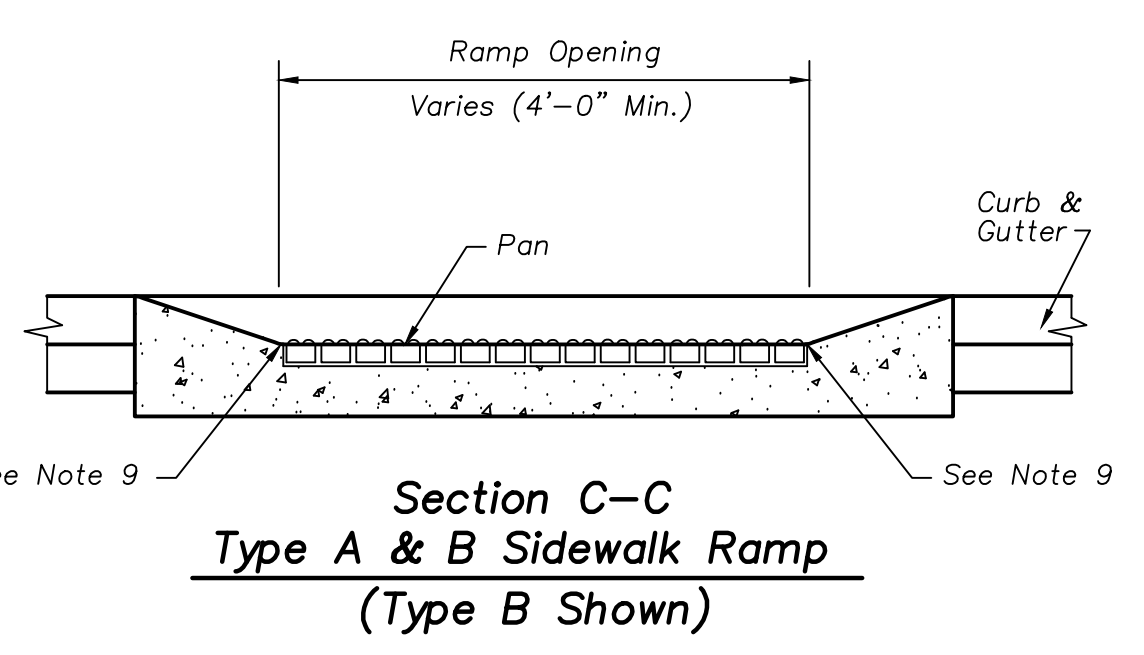
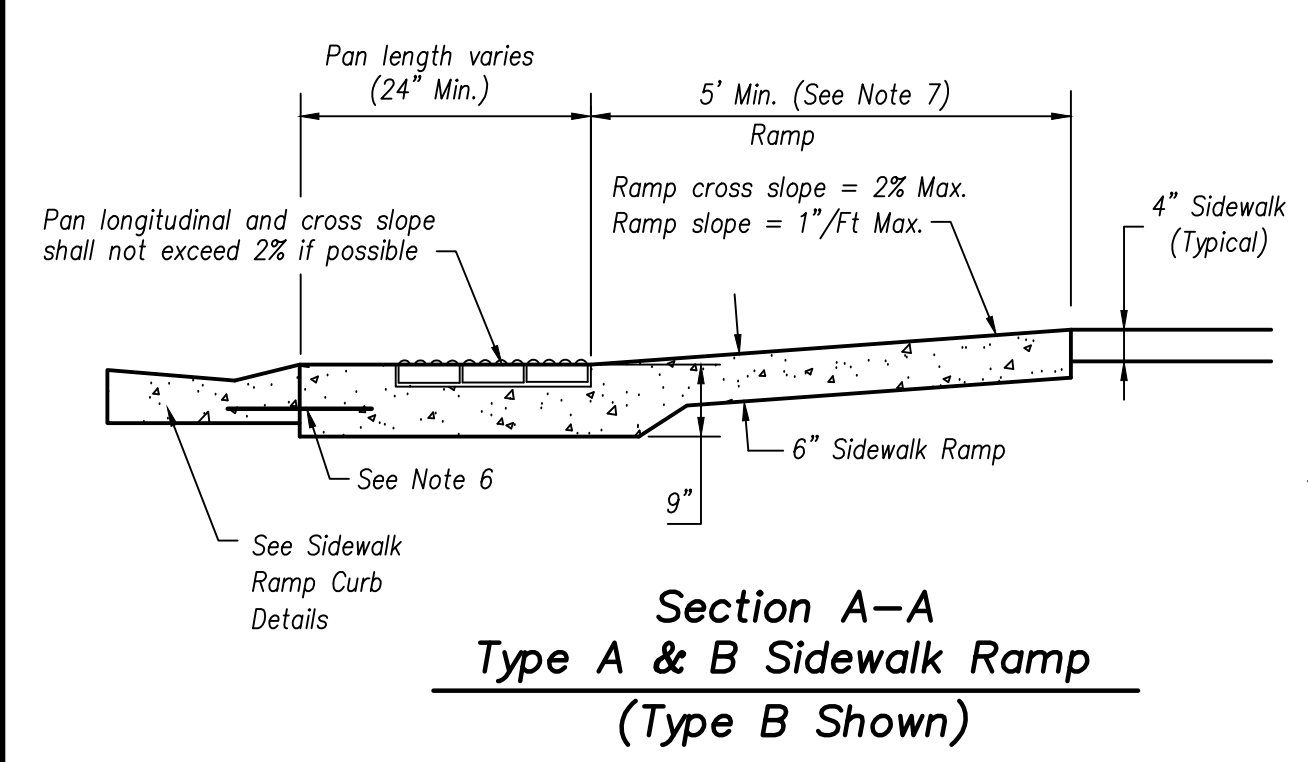
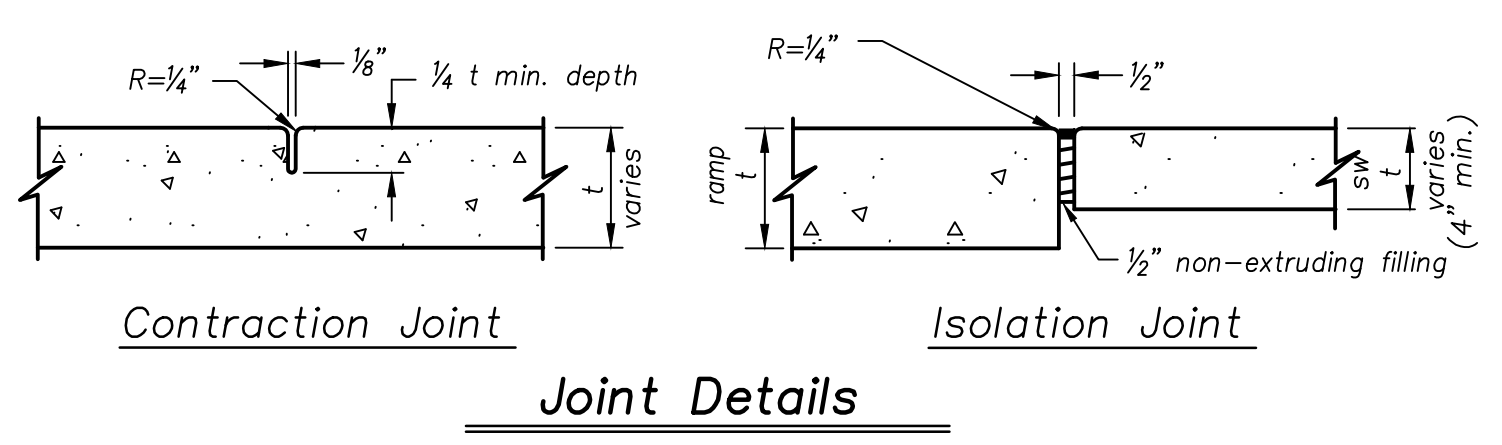
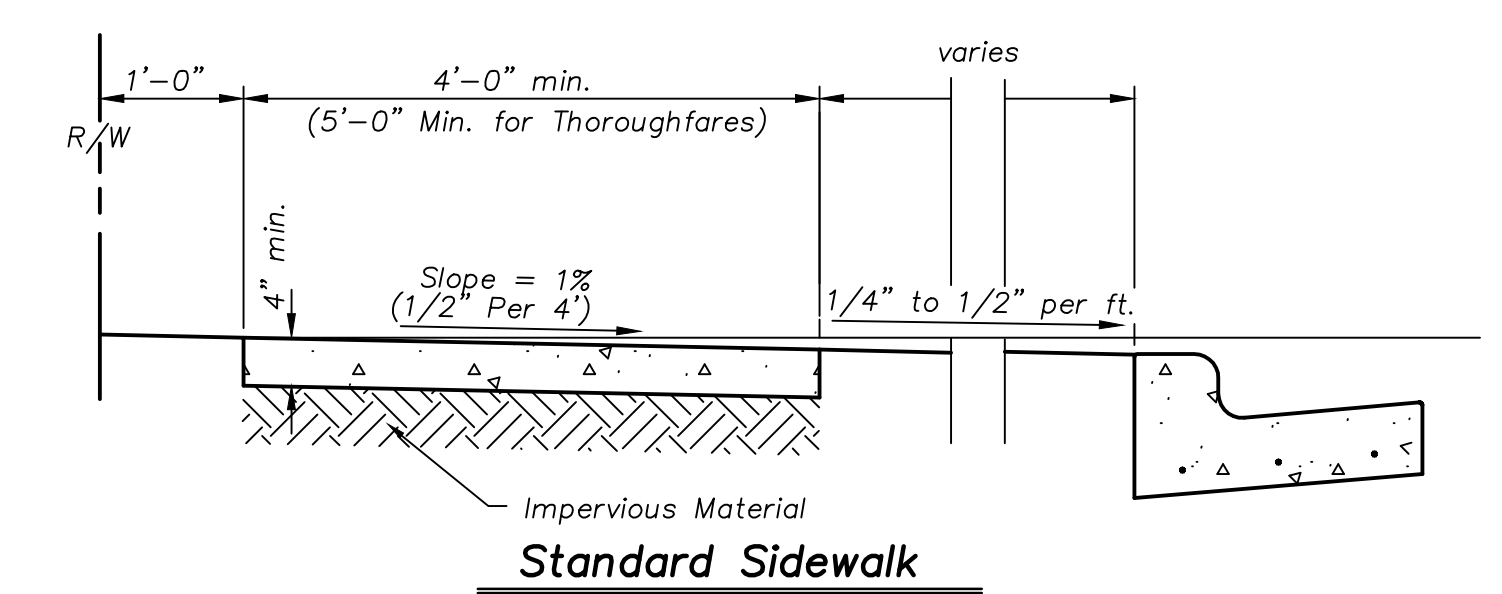
**Detail 1**  
Detectable Warning placement when setback criteria is exceeded



**Legend:**

- R Ramp
- P Pan
- Detectable Warning Surface (Soldier Course Pattern)

- Sidewalk & Sidewalk Ramp Notes:**
- Overland Park Municipal Code (OPMC) and Overland Park Design and Construction Standards Manual (OPDCSM) are incorporated, except as otherwise noted. KCMMB4K Concrete shall be used throughout.
  - Sidewalk ramp location determined from the intersection of the extension of back of sidewalk and back of curb & gutter.
  - ADA compliance will be measured at points labeled (Elev.). Slope between these points shall be calculated and shown on the plans. Chord distance from PC & PT to fully depressed curb section of curb return shall be shown on the plans.
  - Longitudinal joint spacing and Landing length to match width of sidewalk (4' Min.).
  - Isolation joints shall be placed where walk abuts driveways and similar structures, and 250' centers max.
  - Install 18" tie bars #4 epoxy coated @ 18" o.c. and through wings as shown.
  - Sidewalk Ramp shall be lengthened to provide ADA compliant slope but need not exceed 15' regardless of resulting slope.
  - ADA maximum ramp slope = 1"/ft. ADA maximum cross slope = 2%.
  - Curb depression at ramp opening shall be staked prior to curb construction.
  - See Curb Replacement Details for additional requirements.
  - No casting or utility boxes shall be allowed in ramps, landings or pans.
  - Do not scale these drawings for dimensions.



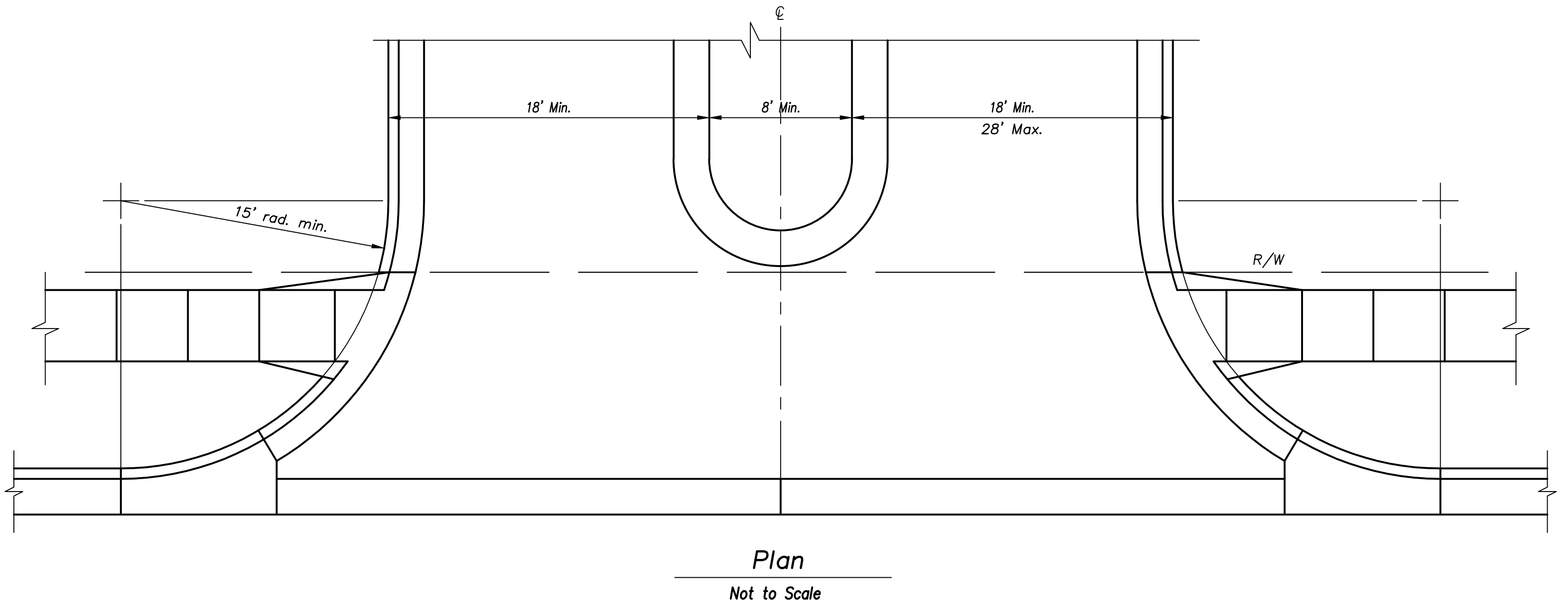
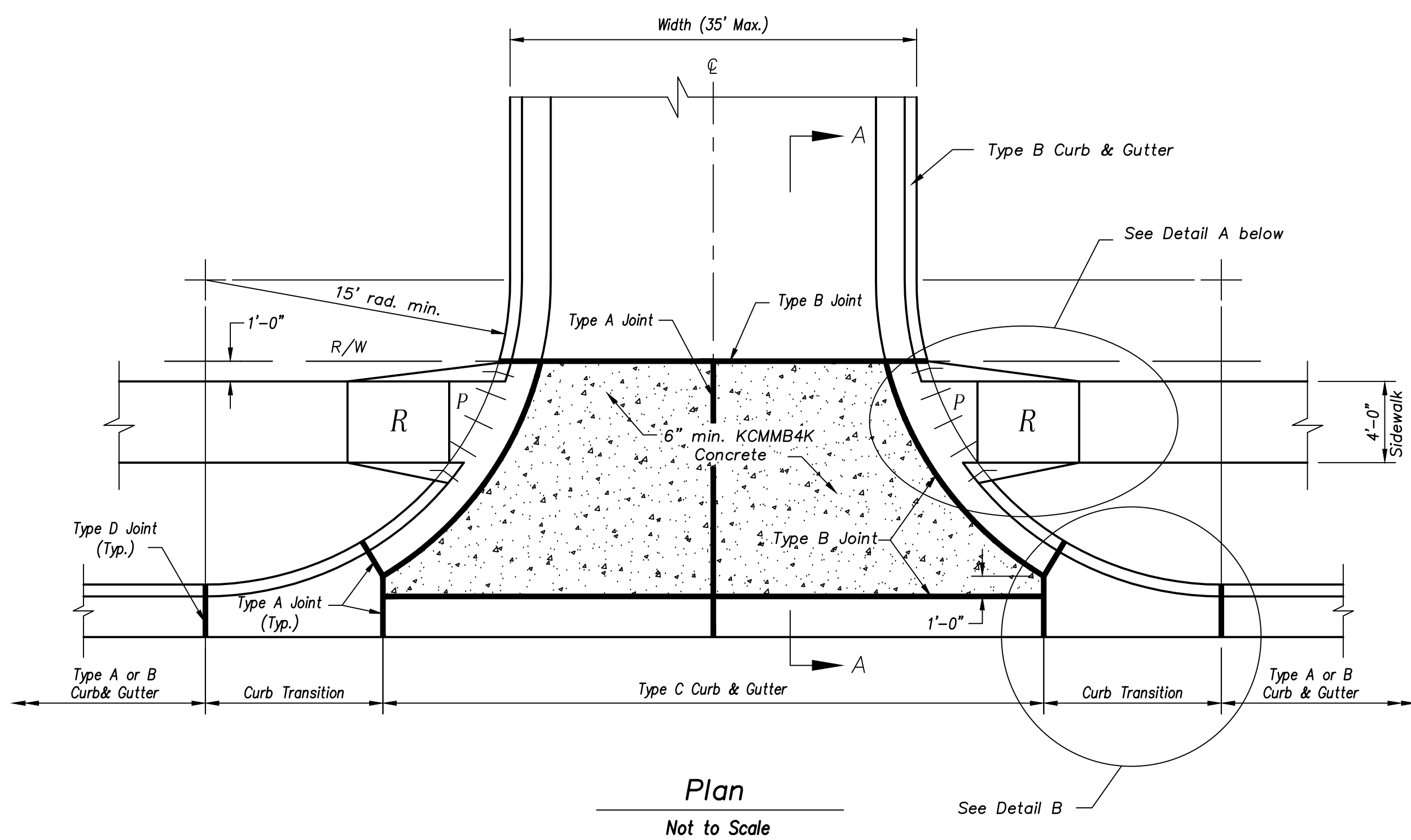
REVISIONS:	
Jan. 2004	ADA Compliance
Feb. 2005	Miscellaneous
Jan. 2006	ADA Compliance
Dec. 2006	ADA Compliance
RELATED ORDINANCES:	
OPMC Title 13	

**OVERLAND PARK KANSAS**  
ABOVE AND BEYOND. BY DESIGN.

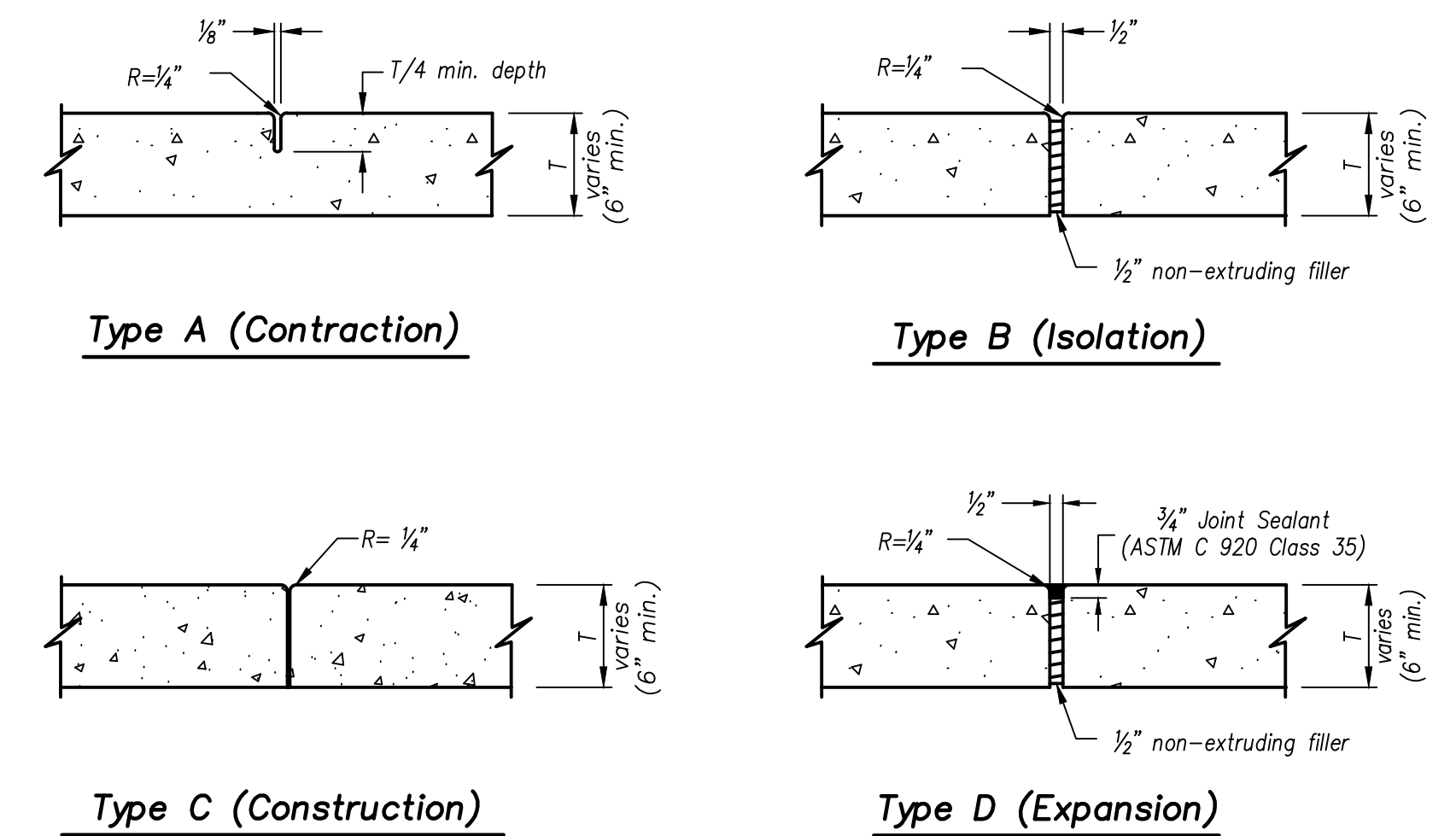
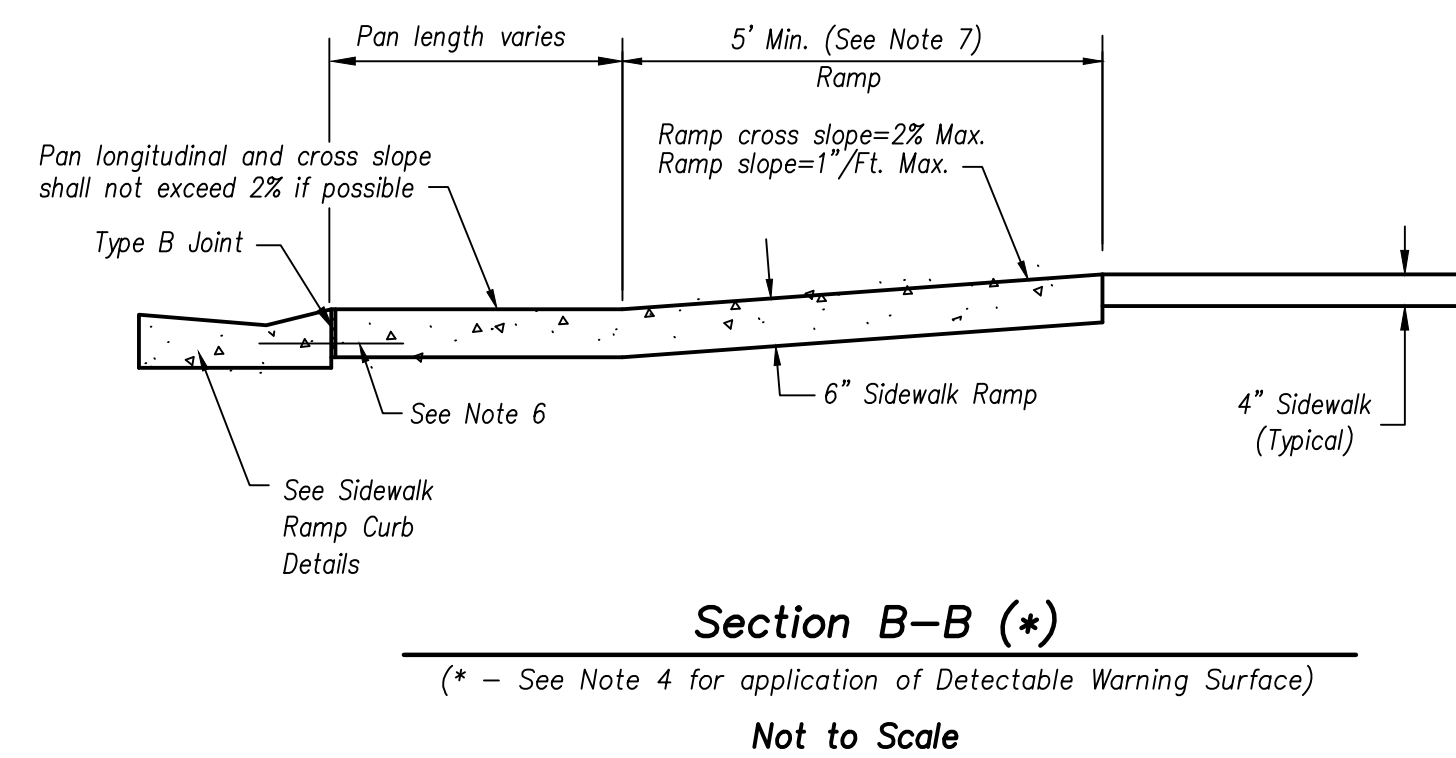
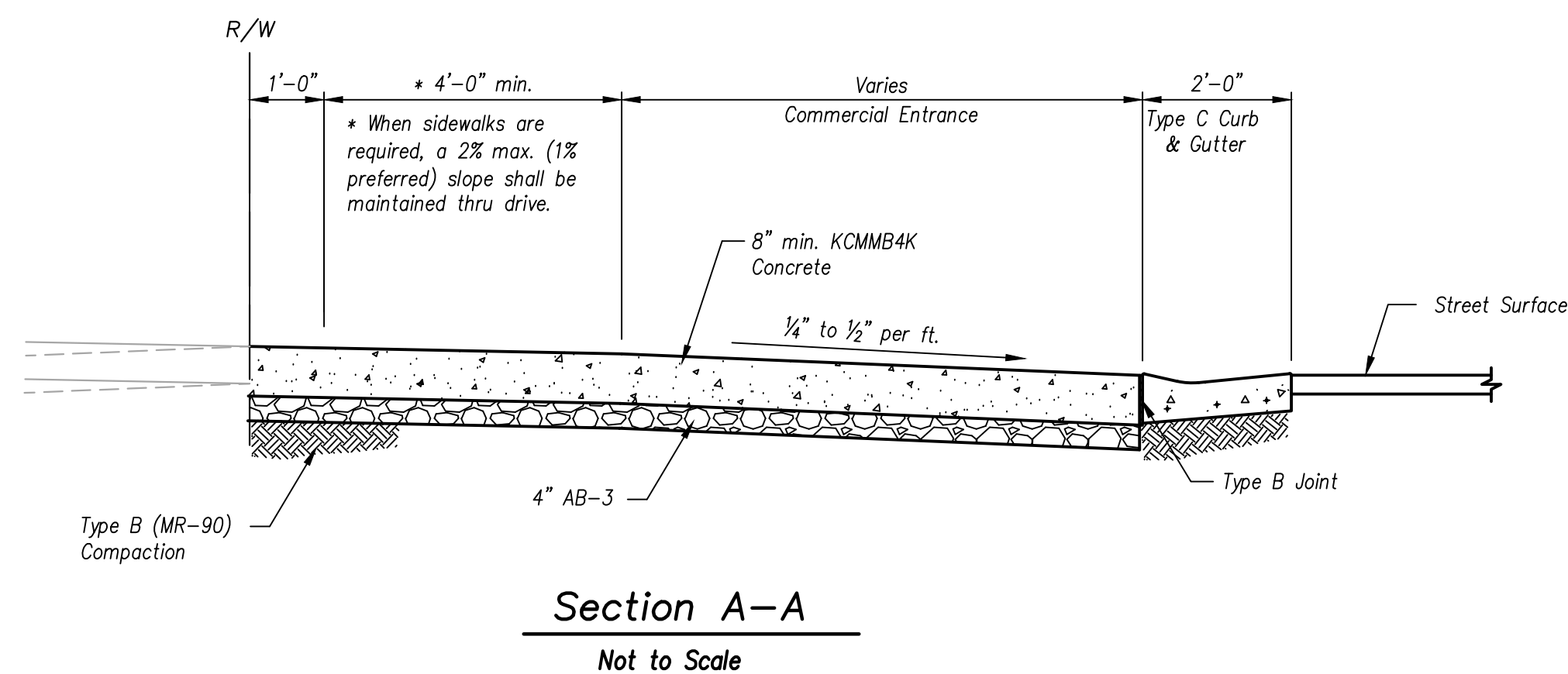
DEPARTMENT OF PUBLIC WORKS  
STANDARD DETAILS

**SIDEWALK & SIDEWALK RAMP DETAILS**



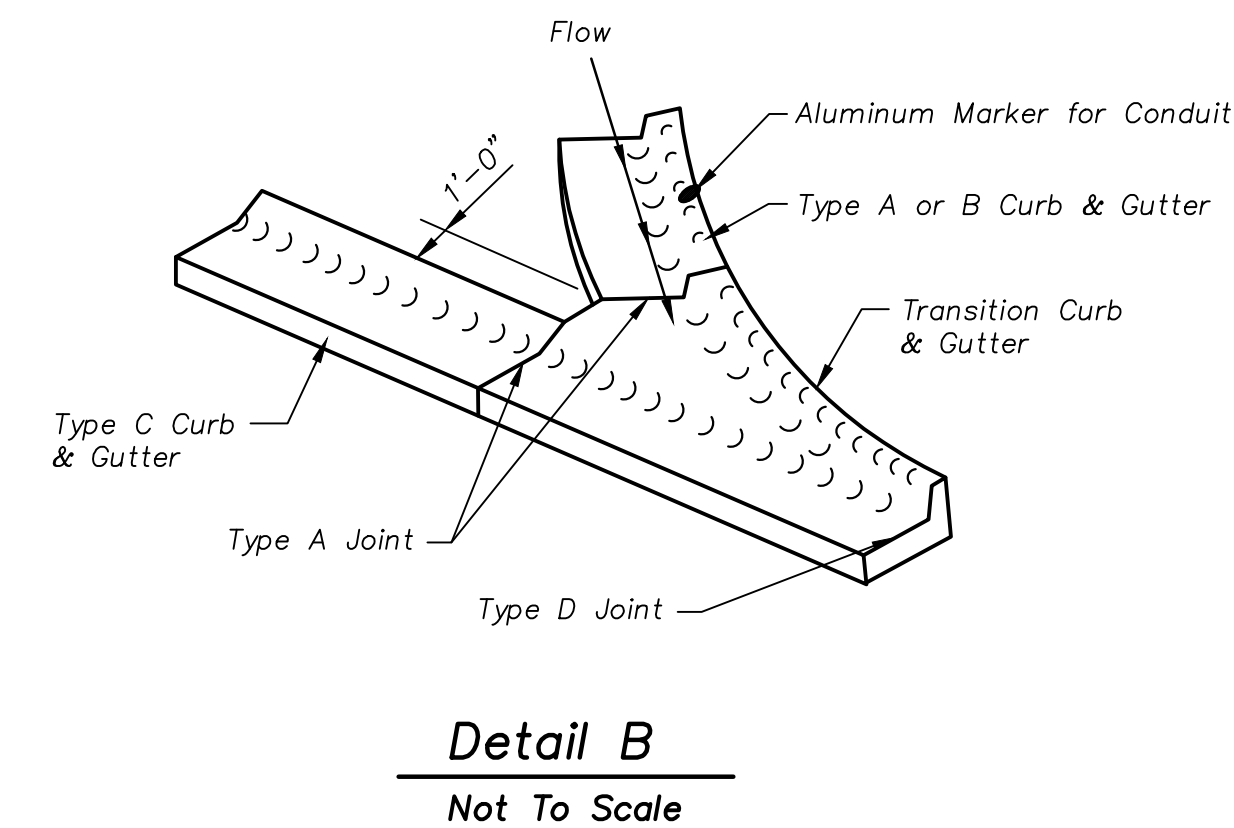
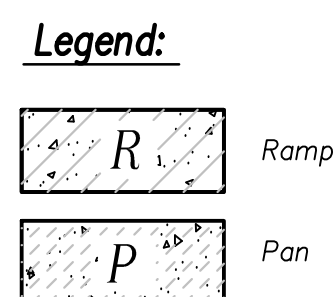
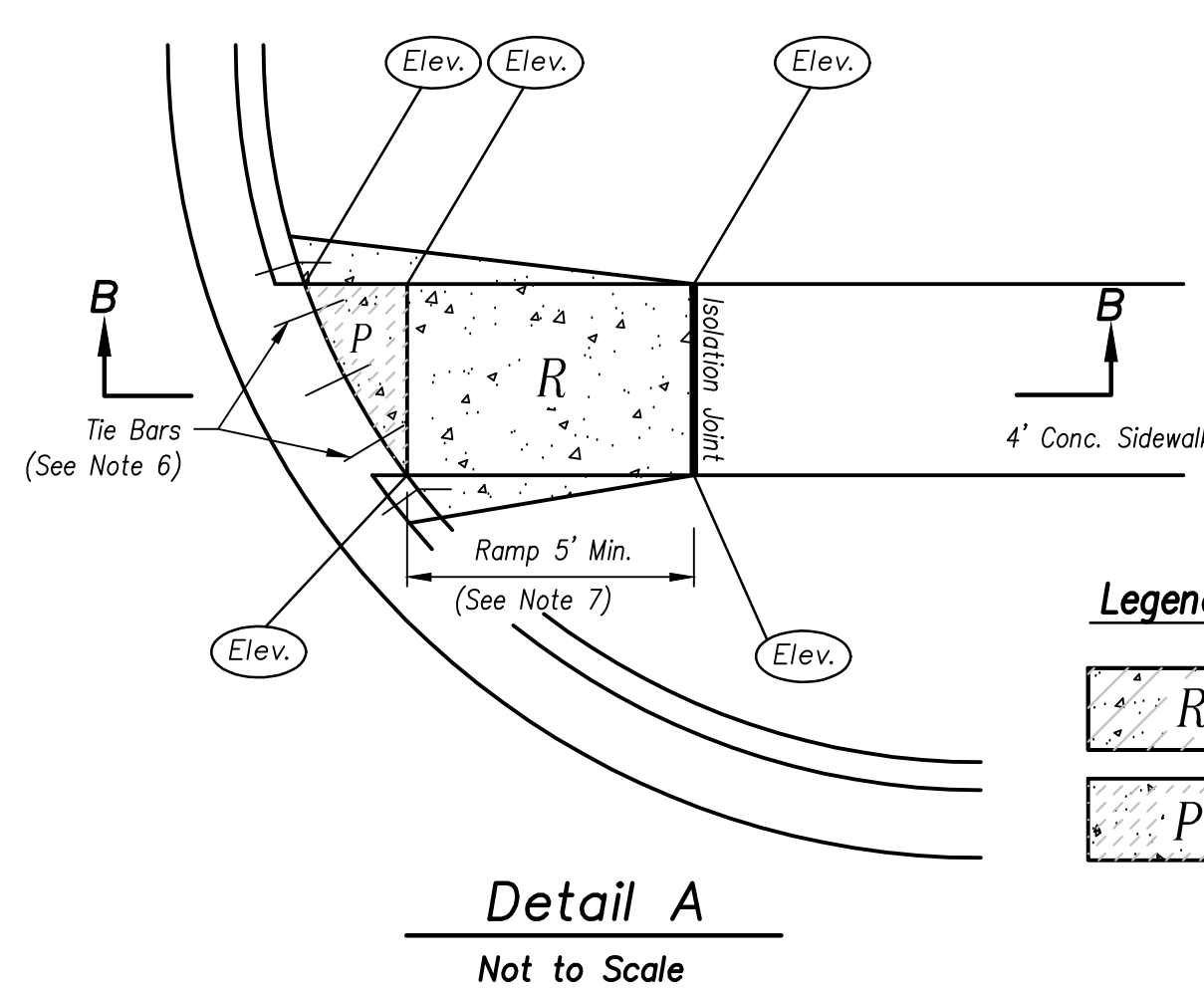


**COMMERCIAL ENTRANCE WITH MEDIAN**



**JOINT DETAILS**

Not to Scale



**COMMERCIAL ENTRANCE DETAIL**

**Commercial Drive Notes:**

- Overland Park Municipal Code (OPMC) and Overland Park Design and Construction Standards Manual (OPDCSM) are incorporated, except as otherwise noted.
- KCMMB4K Concrete shall be used throughout.
- Concrete pavement shall be jointed with Type A joints. No jointed slab shall exceed 12' x 12'.
- Detectable warning surfaces are not allowed at non-signalized entrances. For signalized entrances use Type A ramp as shown on "Sidewalk and Sidewalk Ramp Details".
- ADA compliance will be measured at points labeled (Elev.).
- Install 18" tie bars #4 epoxy coated @ 18" o.c. and through wings as shown.
- Sidewalk Ramp shall be lengthened to provide ADA compliance slope but need not exceed 15'.
- ADA maximum ramp slope = 1"/ft. ADA maximum cross slope = 2%.
- Top of curb elevations shall be shown at quarter points and curb returns.
- Any additional steel reinforcement shall be approved by the City Engineer.
- See Curb Replacement Detail for additional requirements.

Year 2016 Edition

REVISIONS:	
07/01/03	Concrete Mix Designation;
Jan. 2005	ADA Compliance;
Feb. 2008	Miscellaneous;
Jan. 2009	Joint Locations; Miscellaneous;
RELATED ORDINANCES:	
OPMC Title 13	

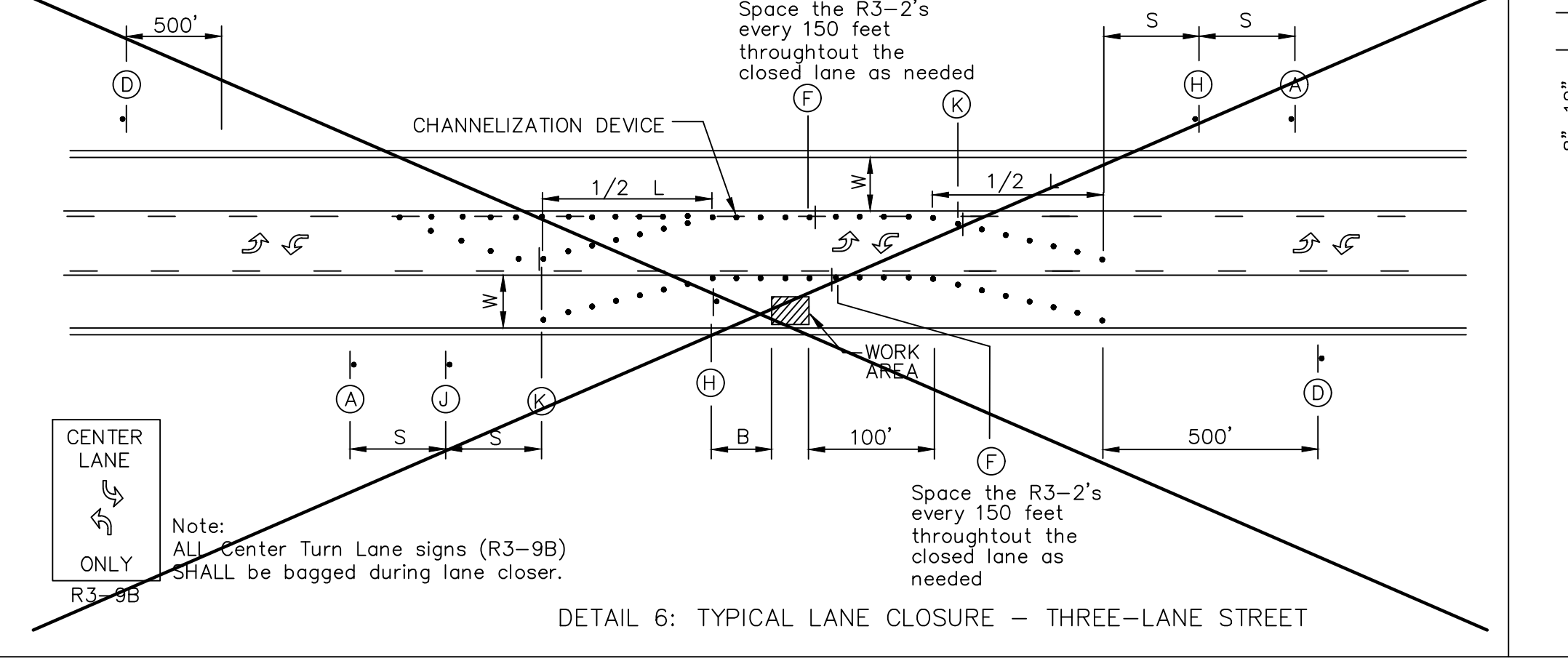
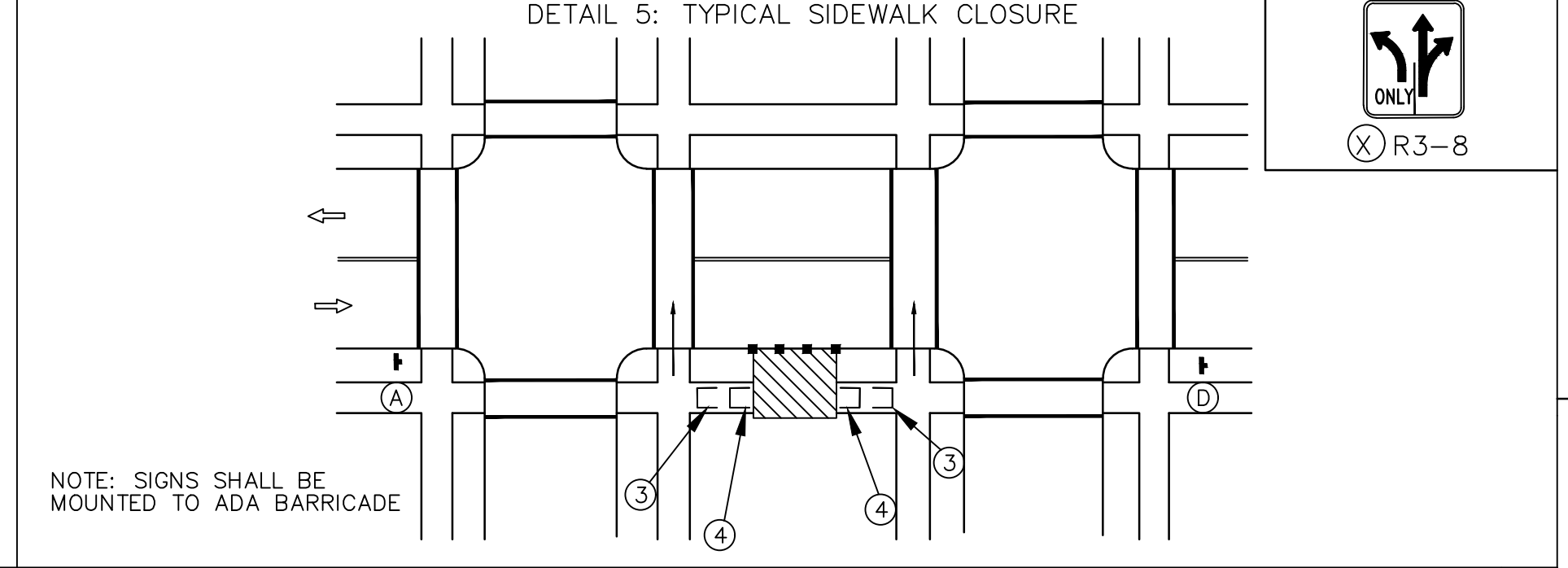
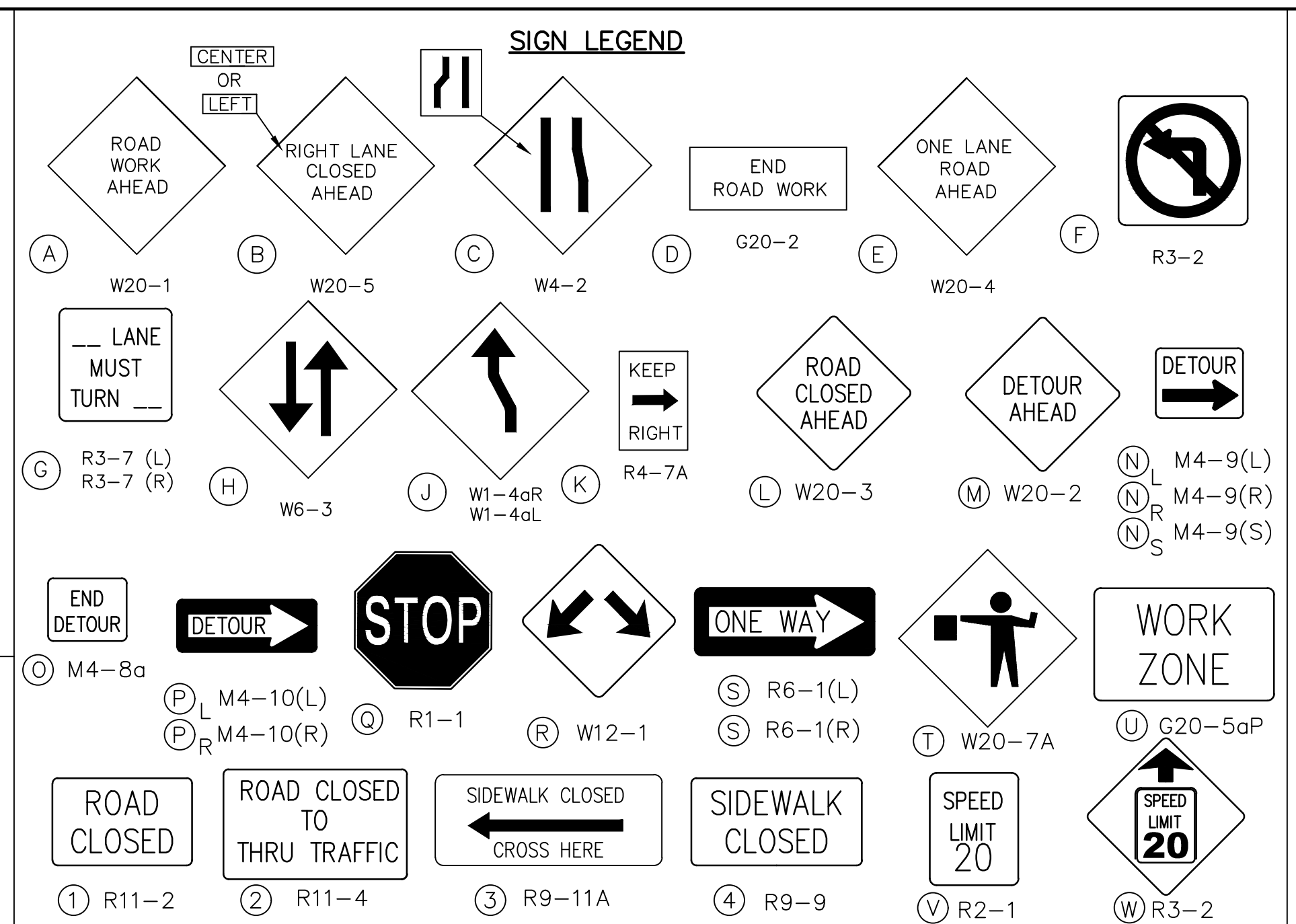
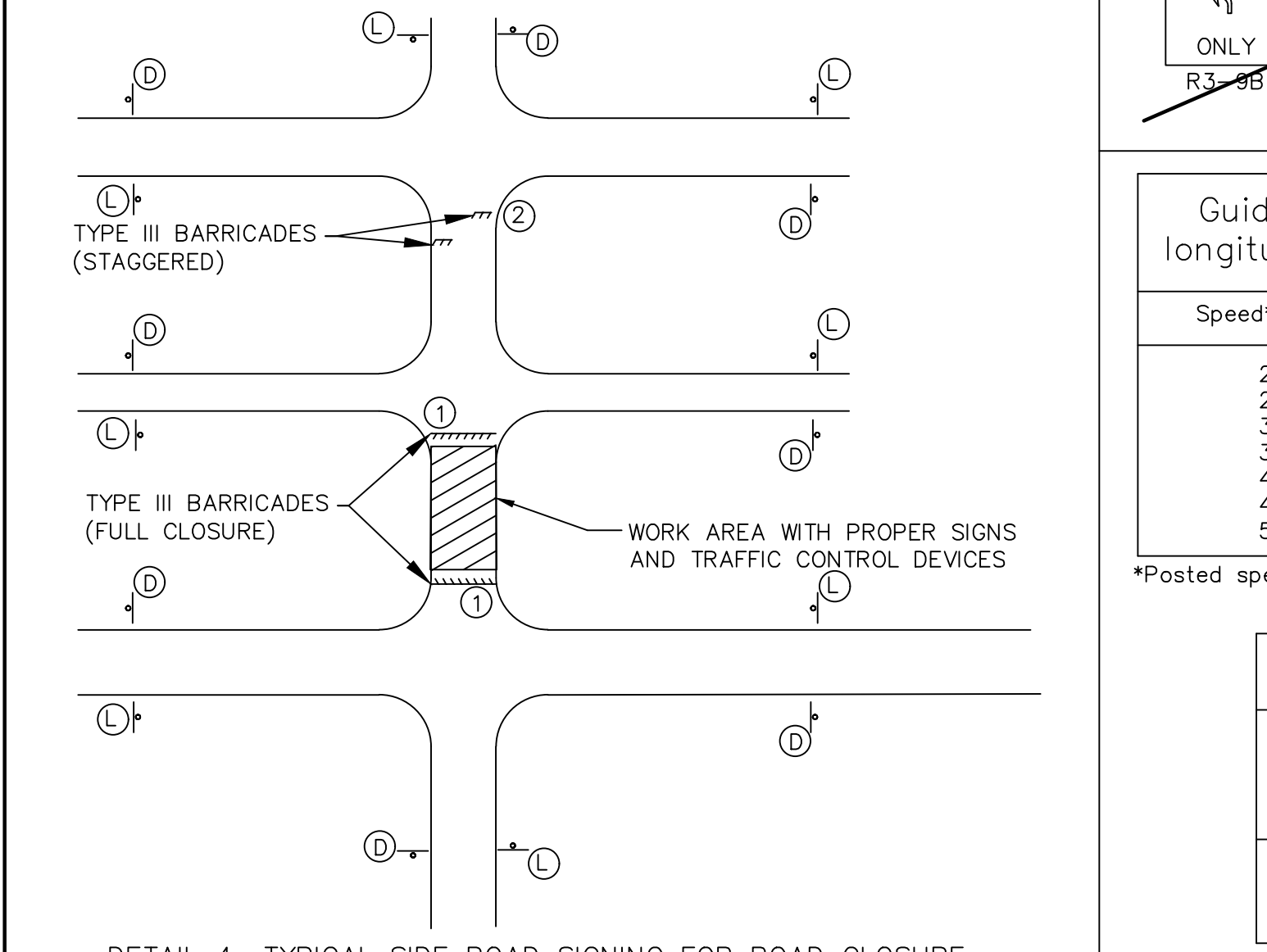
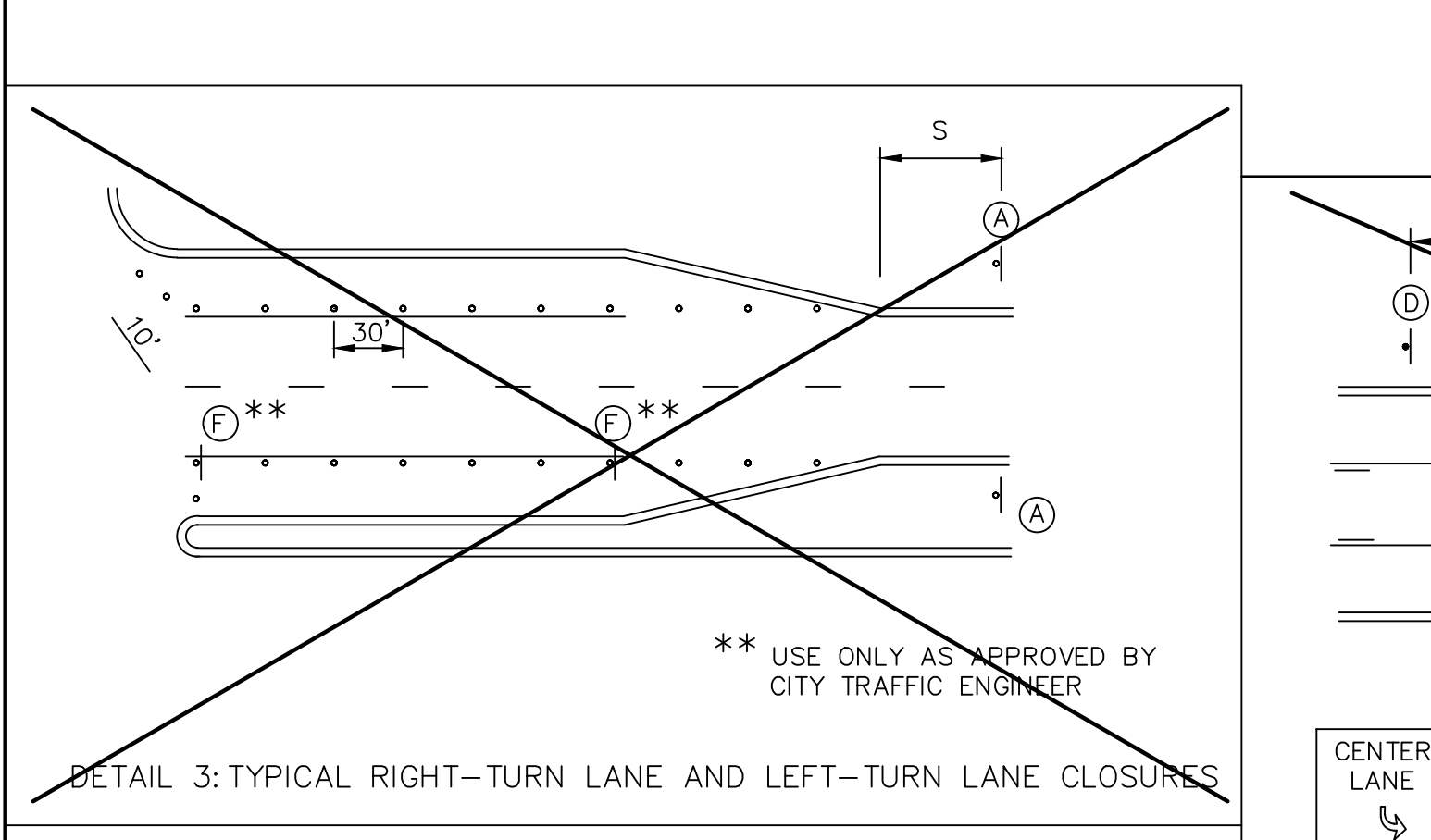
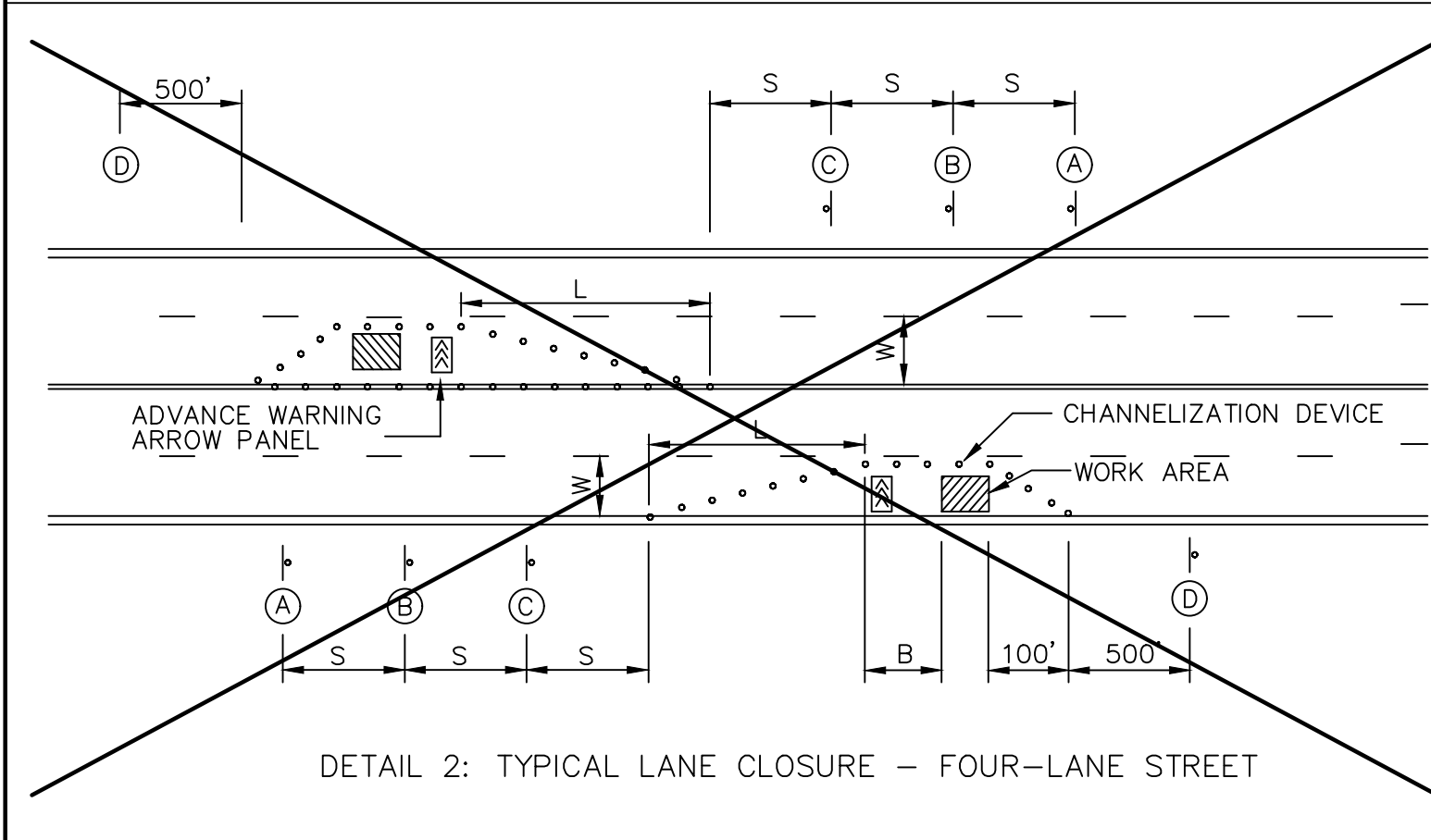
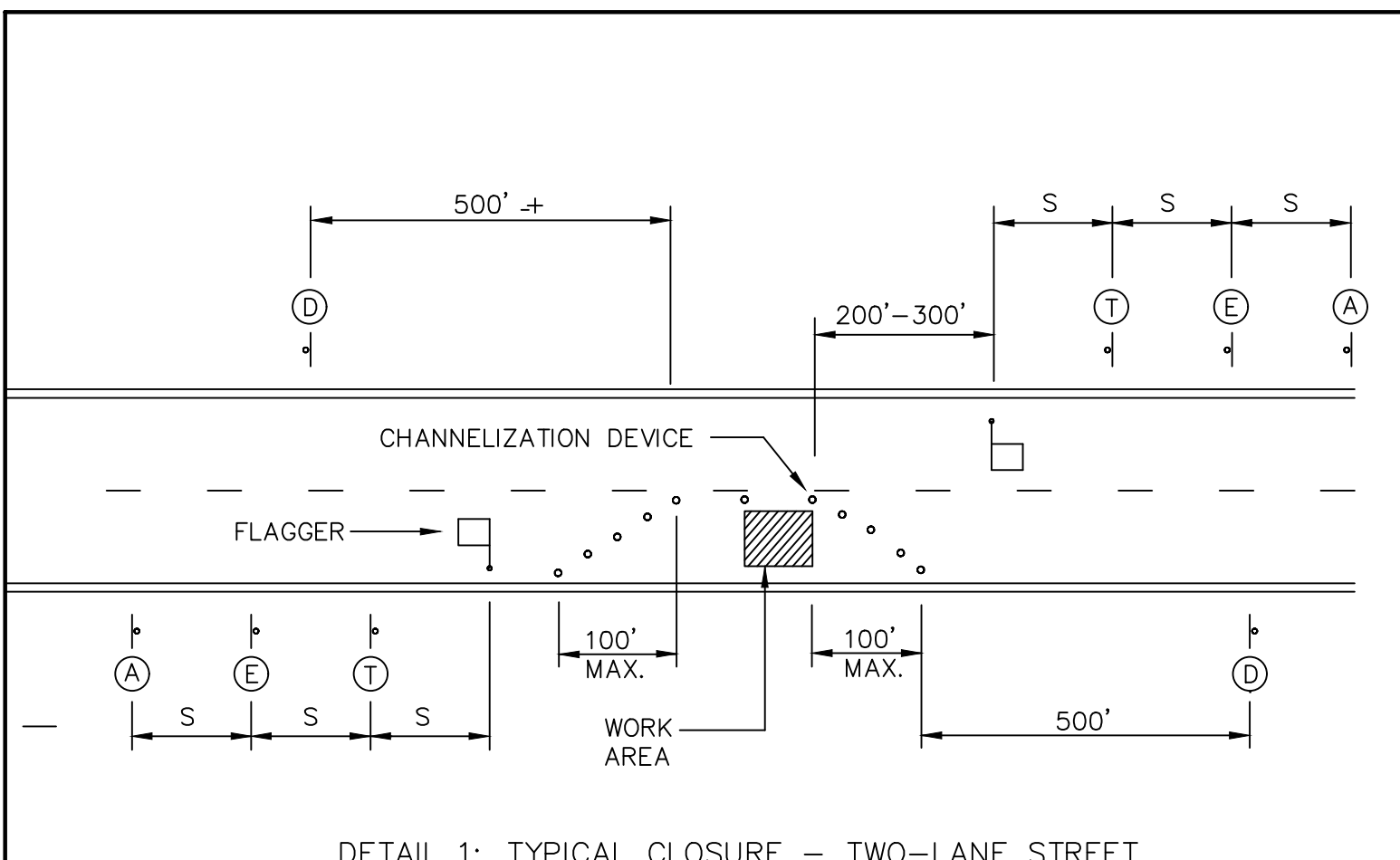
**OVERLAND PARK**  
KANSAS  
ABOVE AND BEYOND. BY DESIGN.

DEPARTMENT OF PUBLIC WORKS  
STANDARD DETAILS

**COMMERCIAL ENTRANCE DETAIL**

DATE: 08/10/98 SHEET: 9

DWG: F:\PROJECTS\014-3299\171-Sylvester Powell Community Center\40-Design\AutoCAD\Final Plans\Sheets\RD\BR\DETAILS\F\_TC-DETAILS.dwg  
 DATE: Jun 07, 2017 11:15am  
 USER: aurbaneak  
 PROJECT: 014-3299\171-Sylvester Powell Community Center\40-Design\AutoCAD\Final Plans\Sheets\RD\BR\DETAILS\F\_TC-DETAILS.dwg  
 XREFS: T\_P\BLK\_171\_43299



Guidelines for length of longitudinal buffer space (B)

Speed* (mph)	Length (Feet)
20	35
25	55
30	85
35	120
40	170
45	220
50	300

\*Posted speed

SIGN SPACING(S)

Speed Limit M.P.H.	Spacing (Feet)
≤ 30	100
35 - 45	350
≥ 55	500

MAXIMUM CHANNELIZATION SPACING IN FEET \*

Speed Limit M.P.H.	Along Taper	
	Along Taper	After Taper
20	20	40
25	25	50
30	30	60
35	35	70
40	40	80
45	45	90
50	50	100
55	55	100

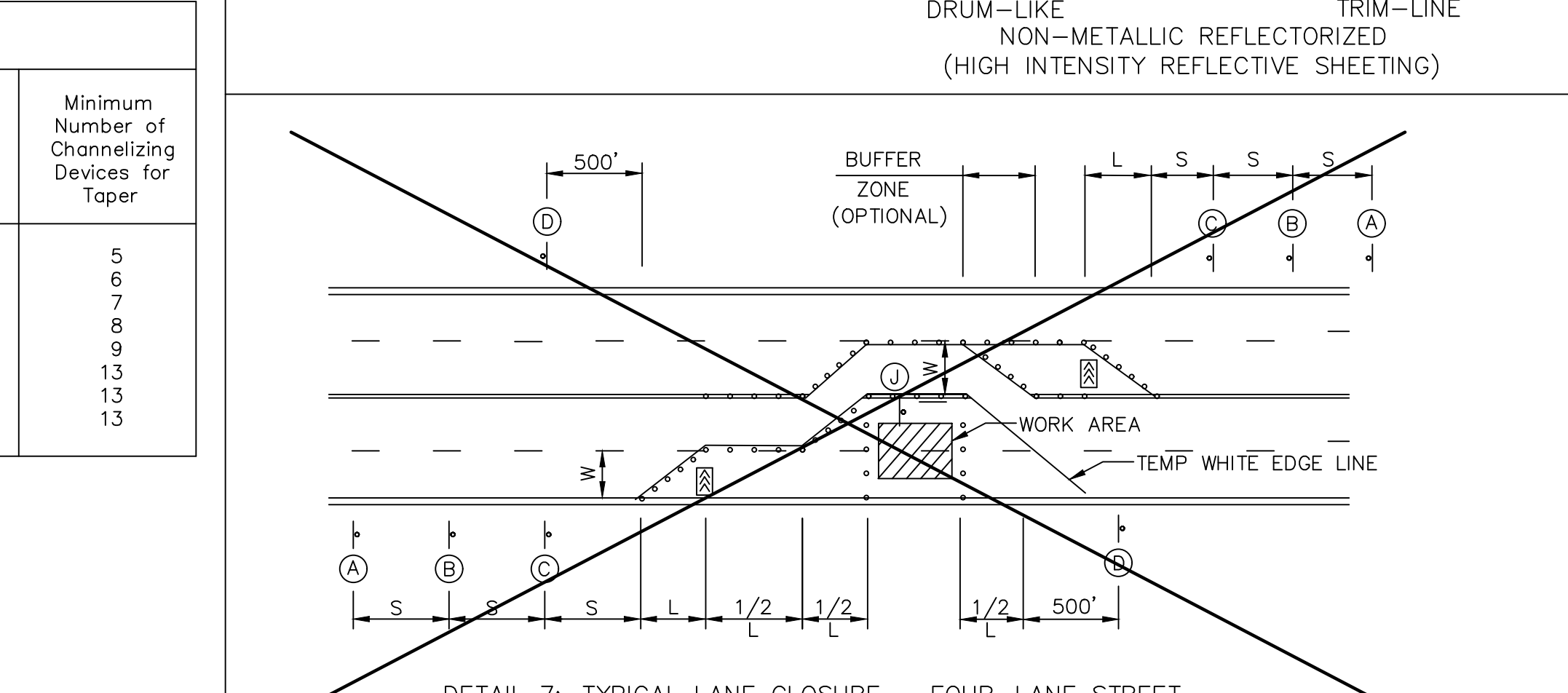
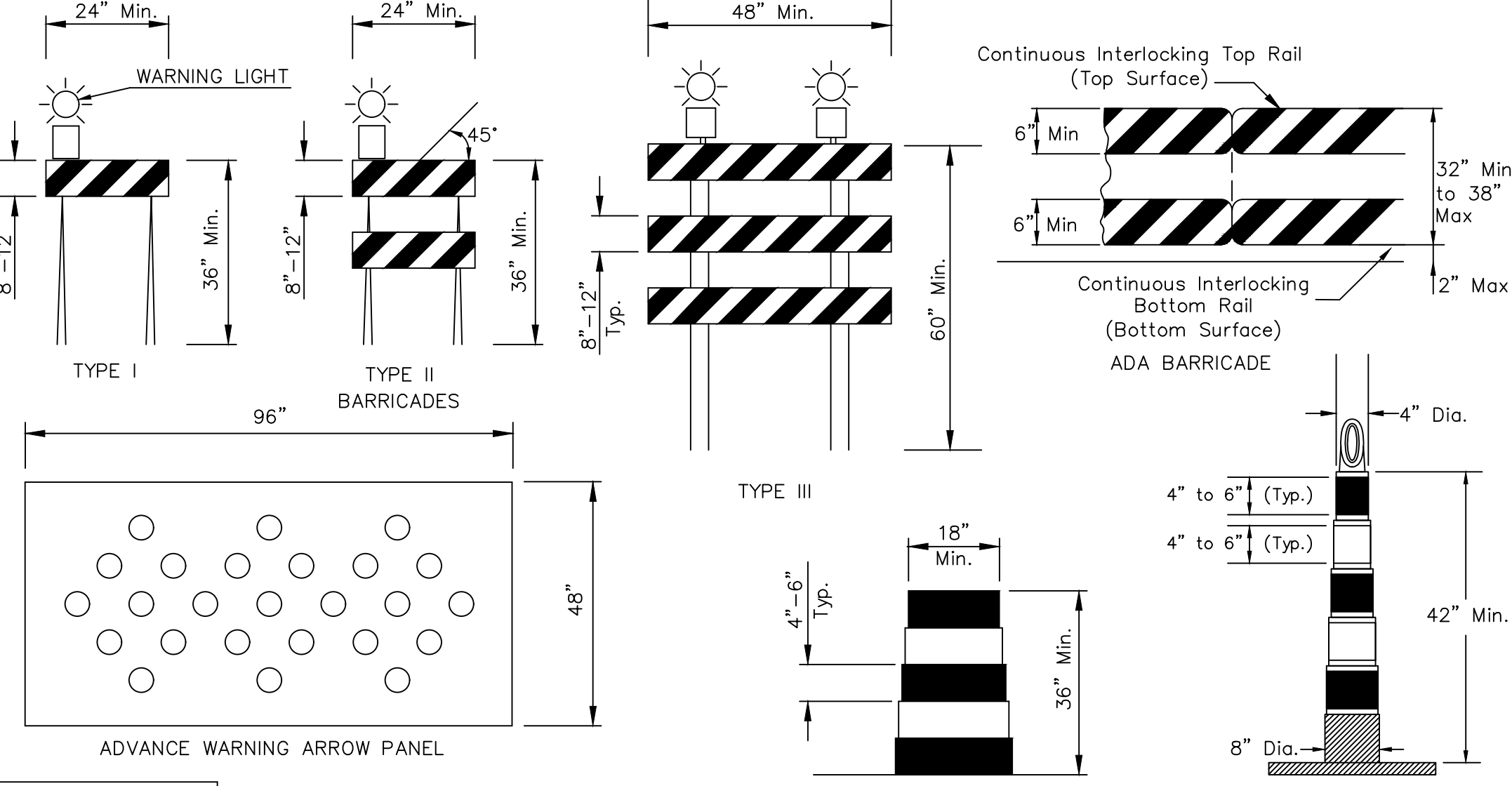
TAPER DETAIL

Speed Limit M.P.H.	Minimum Taper Length (L)			Minimum Number of Channelizing Devices for Taper
	10	11	12	
20	70	75	80	5
25	105	115	125	6
30	150	165	180	7
35	205	225	245	8
40	270	295	320	9
45	450	495	540	13
50	500	550	600	13
55	550	605	660	13

\* The maximum distance in feet between devices in a taper should not exceed 1.0 times the speed limit in MPH.

**GENERAL NOTES:**

- All signs, barricades, drums, markings and other traffic control devices shall conform to the Manual on Uniform Traffic Control Devices (MUTCD), most current edition.
- All traffic control devices shall be standard in size, shape, color and message, in good condition, and reflectorized. All signs and barricades in place at night shall be reflectorized with high intensity sheeting. All signs shall be securely mounted with height and lateral location as described in the MUTCD.
- Warning lights shall be used on all channelization devices and warning signs in place at night except drums that are fully reflectorized with high intensity reflective sheeting. Type A Low Intensity Flashing Warning lights shall be mounted on warning signs as well as barricades where used singly. Type C Steady-Burn lights shall be mounted on barricades where used in series to delineate the edge of the travel way.
- Advance Warning Arrow Panels shall be used for all lane closures on multi-lane streets but should not be used in lieu of proper traffic control signs, barricades and channelization devices.
- Flaggers shall be used where indicated on the plans, where construction vehicles interact with normal traffic or where construction activities impose a restriction on traffic, as directed by the Engineer in charge of construction. Where flaggers are used, advance signing shall be erected as shown above or as specified in the MUTCD. Flaggers shall meet the requirements in the MUTCD in regard to character, training, attire and behavior.
- Channelization devices used in the street shall be either drums, cones or Triline channelizers.
- Traffic control devices not in use or not applicable shall be either covered or removed from the work area.
- The Contractor shall place as many barricades as needed to effectively shield pedestrians and traffic from exposed objects, excavations and construction activities. ADA Pedestrian Barricades shall be installed around all excavations left open during non-construction times or as directed by the Engineer in charge of construction.
- Access shall be maintained to all driveways and side streets unless noted otherwise on the plans.
- Construction materials shall be kept off of sidewalks, consolidated in one location within City Right-Of-Way, and removed daily unless otherwise approved by the Engineer in charge of construction.
- Dirt, mud and other construction debris on streets and sidewalks shall be removed immediately.
- The Contractor shall not perform any work that will restrict traffic in any way between the hours of 7:00 a.m. and 8:30 a.m. or 4:30 p.m. and 6:00 p.m.
- The Contractor shall be responsible for maintaining all traffic control devices on an around-the-clock basis, whether or not work is actively being pursued and any deficiencies noted shall be corrected immediately.
- The traffic control requirements shown on these plans are minimum requirements only and do not attempt to address in depth the variety of situations that may occur once construction has started. In no way do the requirements shown on these plans relieve the contractor of his responsibility for selecting the proper traffic control devices and implementation procedures that will assure the safety of motorist, pedestrians, and workers at all times. Any additional quantities of traffic control devices necessary to complete the contract or as ordered by the Engineer shall be considered subsidiary to the contract bid price.
- Construction vehicles parked along streets and construction signs shall not restrict sight distance for vehicles exiting at streets or any drives.
- Should the contractor fail to enforce the traffic control plan or fail to clean, replace or otherwise maintain the traffic control devices when directed to do so by the Engineer or representative, the City/Controlling Jurisdiction may take one or more of the following actions:
  - Employ another agency to correct deficiencies in signing or warning devices and deduct the cost from the contractor's pay estimate
  - Suspend all pay Estimates until deficiencies are corrected.
  - Stop the work until deficiencies are corrected.
  - Place the contractor in default.
- The Contractor shall keep roadway closures due to construction activities to a minimum.
- The Contractor shall notify enforcement and emergency agencies before the start of construction to request their cooperation and to provide coordination of services when emergencies arise during the construction at the project site. When the contractor completes this notification with enforcement and emergency agencies, a report shall be furnished to the engineer on the status of incident management.
- The Contractor should, at the request of the Engineer, place reduced speed limit signing and work zone speed limit signing in advance of all active work zone areas. Work zone speed limit reduction shall not be greater than 10 mph throughout construction areas without advanced signing in place. Contractor shall cover or replace all speed limit signs in conflict with the work zone speed limit throughout the construction area.



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 Overland Park, KS 66213-4750  
 TEL: 913.381.1170  
 FAX: 913.381.1174  
 www.molssonassociates.com

REV. NO.	DATE	REVISIONS DESCRIPTION	BY

TRAFFIC CONTROL DETAILS

SYLVESTER POWELL COMMUNITY CENTER

MISSION, KANSAS

2017

REVISIONS

NOT FOR CONSTRUCTION

SHEET

10 of 10

drawn by: AKU  
 checked by: RSC  
 approved by: PBM  
 QA/QC by: JAF  
 project no.: 014-3299  
 drawing no.: F\_TC-DETAILS  
 date: 6/6/2017



City of Mission	Item Number:	6g.
<b>ACTION ITEM SUMMARY</b>	Date:	July 26, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

RE: Dog Park Task Force Recommendation

RECOMMENDATION: Approve the Resolution outlining the recommendations of the Dog Park Task Force and the Parks, Recreation, and Tree Commission.

DETAILS: A Mission Dog Park Task Force was established in February of this year by Mayor Schowengerdt to research, evaluate, and make a recommendation to the Parks, Recreation and Tree Commission regarding the feasibility of creating an off-leash dog park in Mission. The Task Force was comprised of City Council members, Parks, Recreation and Tree (PRT) Commission members, residents. Members included:

Anne O’Leary (co-chair)  
Erin Beaslin  
Nancy Coates

Kristin Inman (co-chair)  
Nick Schlossmacher  
Sollie Flora

Staff supporting the work of the Task Force included: Dan Madden, Christy Humerickhouse, John Belger, and Brent Morton.

The Task Force was asked to develop a Dog Park recommendation in the context of the Parks and Recreation Master Plan projects and priorities. The Task Force met six times between February and June, and the meetings included a tour of six existing metro area dog parks and presentations by two other cities currently operating dog parks.

The Task Force forwarded the following recommendation to the Parks, Recreation, and Tree Commission:

“The City should create a “Friends of the Mission Dog Park” support group to:

1. Explore private funding and sponsorships for the creation of a dog park,
2. Identify and analyze unused open space for conversion to or creation of a dog park, including land acquisition and partnerships,
3. Based on the land identified, recommend use restriction or limitations,
4. Develop preliminary construction cost estimates for the dog park,
5. Develop on-going operations and maintenance costs (including staff),
6. Consider and recommend other dog amenities the City could offer the residents.”

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

City of Mission	Item Number:	6g.
<b>ACTION ITEM SUMMARY</b>	Date:	July 26, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

The recommendation was initially presented at the June meeting of the PRT Commission. Members took a month to evaluate and consider the recommendation, soliciting input from Mission residents to gather a broader sense of the community support for a dog park.

At the July PRT Commission meeting, there was consensus among the members a dog park would be a nice addition to Mission’s park system, but that current dedicated park monies should be spent to improve or maintain the existing parks. As such, the PRT amended the recommendation of the Dog Park Task Force to include a provision outlining that current dedicated park funding not be committed to the creation of a dog park.

The work of the Dog Park Task Force and the resulting recommendation has been captured in a Resolution for Council consideration.

**UPDATE:** At the August 9th Community Development Committee meeting, Section 1 of the Resolution was amended to remove the restriction that land being considered and evaluated as potential sites for a dog park did not have to be “unused.” In addition, Section 3 was added to require the “Friends of the Dog Park” support group to report back to the Community Development Committee in March 2018.

CFAA CONSIDERATIONS/IMPACTS: NA

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

July 21, 2017

Mission City Council Members,

The Mission Dog Park Task Force was established in February of this year by Mayor Schowengerdt to research, evaluate, and make a recommendation to the Parks, Recreation and Tree Commission regarding the feasibility of creating an off-leash dog park in Mission for our consideration. The Task Force was comprised of City Council members, Parks, Recreation and Tree Commission members, residents, and others who have ongoing interaction and contact with dog owners in our community.

The Task Force was asked to develop a recommendation in the context of the Parks and Recreation Master Plan projects and priorities. The Task Force met six times between February and June, and the meetings included a tour of six existing metro area dog parks and presentations by two other cities currently operating dog parks. Based on the information collected through the process, the Task Force presented the following findings:

- Whereas, study and analysis of a dog park was a Priority I recommendation included in the Parks and Recreation Master Plan; and
- Whereas, Parks and Recreation leaders from communities with dog parks indicate they have had overwhelmingly positive feedback from residents and visitors; and
- Whereas, research indicates that a dog park be a minimum of one (1) acre; and
- Whereas, best practices recommend a dog park have adequate space to “rest” overused areas on a regular basis; and
- Whereas, all dog parks visited by the Task Force were built on donated land or on land that was not being used for any other recreational function or activity; and
- Whereas, the Task Force members believe there are opportunities for private funding and/or sponsorship for construction and maintenance of an off-leash dog park;

As such, the Task Force recommended to the Parks, Recreation, and Tree Commission to approve and forward to City Council that staff should move forward with the following:

1. Create a “Friends of the Mission Dog Park” support group to explore private funding and sponsorships.
2. Identify and analyze unused open space for conversion or creation of a dog park, including land acquisition and partnerships.
3. Based on the land identified, recommend use restrictions or limitations.
4. Develop preliminary construction cost estimates.
5. Develop on-going operations and maintenance costs (including staff).
6. Consider and recommend other dog amenities the City could offer.

Parks, Recreation, and Tree Commission members evaluated and considered the recommendation between their June and July meetings. During this time commission members visited with Mission friends and neighbors to gather a wider sense of community support for a Dog Park. Consensus from the Parks, Recreation, and Tree Commission members is that we and a majority of individuals we talked with understand that a dog park would be a nice added feature to our current park system, but that current dedicated park monies should be spent to improve our existing parks and their amenities.

Therefore, the Parks, Recreation, and Tree Commission recommends:

1. The City/staff create a “Friends of the Mission Dog Park” support group to explore and secure private funding and sponsorships for the development of a dog park,
  - a. The “Friends” group should include members from the city's parks and recreation department, public works department, and Parks, Recreation, and Tree Commission.
2. The City maintain that current dedicated funding for parks and recreation not be used in the creation/establishment of a dog park, but to improve existing facilities,
3. The “Friends” group identify and analyze unused open space for conversion or creation of a dog park,
4. Based on any land that may be identified, the “Friends” group recommend use restrictions or limitations,
5. The “Friends” group develop preliminary construction cost estimate based on the land identified,
6. The “Friends” group develop on-going operations and maintenance costs (including staffing),
7. Consider and recommend other dog friendly amenities the City could provide for/offer our residents.

Respectfully submitted for your consideration by the Mission Parks, Recreation, and Tree Commission,

Mark Raduziner, Chairperson

**Dog Park Task Force - Planning Session**  
**February 17, 2017**

**Mission/Objective:** Explore the feasibility of constructing an off-leash dog park in Mission.

**Task Force Members:** (see roster) Depending on who shows at the first meeting, we may need to do additional recruiting to keep a balanced perspective. Have been contacted by two residents interested in serving.

**Meetings:** First meeting 2/23. Recommended dates and potential agendas are included below. These can be modified or adjusted as the process unfolds.

**Meeting 1 (February 23rd):** Introductions/why agreed to serve on Task Force, review mission and objectives, establish committee ground rules, start thinking about how we will define success, favorite dog parks in metro, review meeting calendar and objectives.

**Meeting 2 (March 11th):** Tour of local dog parks (see attached)

**Meeting 3 (March 21st):** Tour debrief, brainstorm likes/dislikes, what would minimum standards be in Mission, siting options - pros and cons, does it have to be within Mission City limits or on public property?

**Meeting 4 (April 18th):** Review and develop options/potential recommendations, including costs (construction, operating/maintenance). Invite guest speaker from city with dog park to review lessons learned.

**Meeting 5 (May 18th):** Evaluate recommendation in the context of the Parks and Recreation Master Plan projects and priorities. Provide staff direction to develop a recommendation.

**Meeting 6 (June 6th):** Finalize recommendation to be forwarded to Parks and Recreation Commission (6/19 meeting) and then City Council (7/5 meeting).

**Meeting Preparation and Support:** Staff will work to develop meeting agendas and all supporting documents. Can have preparation meetings with co-chairs in advance of each meeting. Meetings will not be lead by staff.

## Task Force Tour Sites

### Happy Tails Park

1251 SE Ranson Rd

Lee's Summit, MO 64063

### Dogwood Park

51 NW Victoria Dr

Lee's Summit, MO 64066

### Tails & Trails Dog Park

7601 E 139 Street

Grandview, MO

### Leawoof Dog Park

East of City Park

106th & Lee Boulevard

Leawood, KS

### Thomas S. Stoll Dog Park

12500 W 119th St

Overland Park, KS

CITY OF MISSION  
RESOLUTION NO. \_\_\_\_\_

A RESOLUTION SUPPORTING THE RECOMMENDATIONS OF THE DOG PARK TASK FORCE

WHEREAS, the City of Mission affirms in its Comprehensive Plan that Parks and Recreation activities are “essential services for the community” and that “wholesome play and leisure experiences enhance quality of life for residents of all ages and abilities,” and;

WHEREAS, the City of Mission completed a Parks and Recreation Master Plan in 2016, that outlined a series of recommendations and projects for future consideration, and;

WHEREAS, the second item within the Master Plan’s goal of expanding and improving facilities is to “further study and analyze the development and maintenance of a dog park”, and;

WHEREAS, an off-leash dog area provides a park space that can be utilized by people of all ages and can be a great opportunity for people in the community to interact, and;

WHEREAS, the Mayor convened a Dog Park Task Force in February of 2017 to research, evaluate, and make a recommendation regarding the creation of an off-leash dog park or other dog amenities in Mission, and;

WHEREAS, the Dog Park Task Force has completed its work and has established a set of recommendations to be adopted as the policy of the City of Mission and pursued by the City Council.

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

Section 1. The Mission City Council directs staff to create a “Friends of the Mission Dog Park” support group to :

- a. Explore private funding and sponsorships for the creation of a dog park.
- b. Identify and analyze open space for conversion to or creation of a dog park, including land acquisition and partnerships.
- c. Based on the land identified, recommend use restrictions or limitations.
- d. Develop preliminary construction cost estimates for the dog park.
- e. Develop on-going operations and maintenance costs (including staff).
- f. Consider and recommend other dog amenities the City could offer residents.



Section 2. Current dedicated park funding shall not be committed to the creation of a dog park.

Section 3. The "Friends of the Dog Park" support group will report progress and findings to the Community Development Committee in March 2018.

THIS RESOLUTION IS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION, this 16th day of August 2017.

THIS RESOLUTION IS APPROVED BY THE MAYOR this 16th day of August 2017.

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Steve Schowengerdt, Mayor

ATTEST:

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Martha Sumrall, City Clerk

City of Mission	Item Number:	6h.
<b>ACTION ITEM SUMMARY</b>	Date:	July 26, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

RE: Adopt-A-Park Program

RECOMMENDATION: Approve the Adopt-A-Park Program designed by the Mission Parks, Recreation, and Tree Commission.

DETAILS: Following the completion of the Parks and Recreation Master Plan, and after being approached by several different community businesses/organizations, the Parks, Recreation, and Tree (PRT) Commission members began discussing the creation of an Adopt-A-Park Program. A sub-committee of the PRT Commission was identified to review other established programs and put together a program for Mission. The full PRT Commission evaluated/discussed the framework and has recommended a program for Council implementation (program details attached).

The Adopt-A-Park Program is a city-wide community service program that recruits and trains residents and local business members to assist in the general care and maintenance of neighborhood parks. It also helps to educate the public about creating and preserving clean and safe parks for everyone to enjoy. Tasks may include trash pickup, graffiti reporting and removal, weeding / raking playground areas, sweeping / painting shelters, cleaning picnic tables, mulching trees / shrubs, maintaining bio-swales, and reporting vandalism.

There are a variety of opportunities available in Mission's eight parks that can be designed to fit the needs of volunteers of all ages and abilities.

- Anderson Park - 6000 West 61st Street, 2 acres
- Broadmoor Park - 5701 Broadmoor, 5 acres
- Beverly Park - 5935 Beverly, .5 acres
- Legacy Park - 6000 Broadmoor St., 1 acre
- Mohawk Park - 67th St & Lamar, 8 acres
- Pearl Harbor Park - 5925 Maple St., .25 acre
- Streamway Park - 5150 Foxridge Dr., 5 acres
- Waterworks Park - 5814 W 53rd St., 3 acres

Civic groups and businesses seeking to Adopt-A-Park will be required to make a one-year commitment. The adopting organization may elect to clean the designated park on a quarterly, bimonthly, or monthly basis. The City will provide approved consumable materials, equipment, and supplies to be used in the clean up efforts, and all volunteers will be required to sign a participation waiver.

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

City of Mission	Item Number:	6h.
<b>ACTION ITEM SUMMARY</b>	Date:	July 26, 2017
Parks & Recreation	From:	Christy Humerickhouse

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

The Adopt-A-Park program will be promoted through the Parks and Recreation Department's seasonal activity guide, the City's website and Facebook pages, the Mission Magazine, and promotional flyers. Those organizations adopting parks will be recognized with signage in the park.

**CFAA CONSIDERATIONS/IMPACTS:** The Adopt-A-Park program encourages civic participation by maintaining and promoting a list of volunteer opportunities within the City, and offering an easy means to apply. The program provides flexible options for volunteers of all ages and abilities, including recognition and guidance.

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



## Mission Parks, Recreation and Tree Commission Adopt - A - Park Program

### Litter, Leaves, & Love - Keep Mission Parks Clean!

#### What is Adopt - A - Park

This is a city-wide community service program that recruits and trains residents and local business members to assist in the general care and maintenance of neighborhood parks while helping to educate the public about creating and preserving clean and safe parks for everyone to enjoy.

Tasks may include trash pickup, graffiti reporting, weeding/raking playground areas, sweeping / painting shelters, cleaning picnic tables, mulching trees / shrubs, maintaining bio-swales, and reporting vandalism. While we encourage the participation of all our residents, this is intended to be an adult lead activity.

#### Who can adopt a park

- Businesses
- Individuals
- Senior Groups
- Neighborhood Associations
- Youth groups - individuals ages 10 and older
- Schools groups - ages 10 and older
- Church groups
- Non-profit organizations
- Community groups

#### Parks and spaces available for adoption

There are a variety of Mission parks available for adoption that can suit the needs of volunteers of all sizes and ages.

- Anderson Park - 6000 West 61st Street, 2 acres
- Broadmoor Park - 5701 Broadmoor, 5 acres
- Beverly Park - 5935 Beverly, .5 acres
- Legacy Park - 6000 Broadmoor St., 1 acre
- Mohawk Park - 67th St & Lamar, 8 acres
- Pearl Harbor Park - 5925 Maple St., .25 acre
- Streamway Park - 5150 Foxridge Dr., 5 acres
- Waterworks Park - 5814 W 53rd St., 3 acres

## What are the Adopt - A - Park policies

1. Civic groups and businesses may apply to adopt a park in the City of Mission. A Minimum one-year commitment is required, except in the first year of participation when all new contracts will be written through December 31st of that year. When a contract expires, if acceptable to both parties, the adopting organization may renew the commitment for an additional year. Requests to adopt specific parks are processed on a first-come, first-served basis.
2. The adopting organization may elect to clean the designated park on a quarterly, bimonthly, or monthly basis. Certain parks may require a monthly or bi-monthly commitment. Some sites may require additional time commitments depending on the time of year.
3. The City of Mission will provide approved consumable materials, equipment, and supplies to be used in the parks.
4. The City of Mission will place a sign in the adopted park, crediting the organization for their assistance.
5. When children participate, the adopter will have emergency contact information accessible at the site. There must also be one adult supervisor for every five children.
6. All participants are required to read the safety information and conduct themselves in a safe manner while participating in the program. In addition, each participant is required to wear gloves while cleaning the park.
7. The adopting organization will notify the City contact person at least 24 hours prior to the cleanup so that arrangements can be made to pick up debris.
8. The adopting organization agrees that it will be responsible for any of its volunteers or members performing the work and will defend, indemnify, and hold the City of Mission harmless from and against any and all liability, claims, and demands on account of any injury or loss that a volunteer might incur when engaged in the work or in any other way related to the work performed under the Adopt-A-Park program.
9. The Adopting organization will obtain the signature of each volunteer on the Volunteer Agreement form prior to the individual's participation in the program. A parent or Guardian's signature is required for children under the age of eighteen.

Adopt-A-Park volunteers will need to supply (as applicable)

Gloves

Rakes

Brooms

Weeding tools

### Safety DO's

- Do lift all objects with your legs, not with your back.
- Do wear light or bright colored clothing, hard-soled shoes, and sturdy work gloves. Wear protective gear: safety glasses/goggles, safety vests, long pants and long sleeves.
- Do use sunblock and wear a hat.
- Do contact the parks and recreation department at 913-722-8210 immediately if you notice a safety hazard, such as a broken swing or other piece of play equipment.
- Do tie bags tightly and place next to trash receptacles.
- Do work only during park/daylight hours.
- Do work with a partner whenever possible.
- Do make sure that all participants in your organization are familiar with the safety precautions.
- Do be cautious around thorny or poisonous bushes.

### Safety DON'Ts

- Don't overexert yourself. Be sure to take frequent breaks, drink liquids, and dress appropriately for the weather.
- Don't work under potentially dangerous weather conditions.
- Don't pick up materials that you suspect might be hazardous, such as needles, bloody objects or drug paraphernalia. Instead, call the Police Department immediately.
- Don't bring small children or pets along on the project.
- Don't ever leave children or pets locked in the car at work locations.
- Don't pick up litter close to the edge of curbs unless oncoming traffic is clearly visible.



Mission Parks, Recreation and Tree Commission  
Adopt - A - Park Program  
APPLICATION

Name of Organization (as it is to appear on sign): \_\_\_\_\_

\_\_\_\_\_

Organization Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Estimated Number of Participants: \_\_\_\_\_

Preferred Park for Adoption: \_\_\_\_\_

Tentative Starting Date: \_\_\_\_\_

\_\_\_\_\_

Statement of Agreement

As representative of this organization, I have read and agree to abide by the policies, regulations and safety recommendations as put forth by the City of Mission in regard to the Adopt-A-Park program. I understand that this is an application for the Adopt-A-Park program and that a Parks and Recreation representative will contact me to finalize an agreement. In addition, I understand that the Parks and Recreation Director will make the final determination as to whether a group can participate and the final park assignment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





Mission Parks, Recreation and Tree Commission  
Adopt - A - Park Program  
VOLUNTEER AGREEMENT

I, \_\_\_\_\_, for and in consideration of the City of Mission's permission to participate in the Adopt-A-Park program, whereby volunteers from the community may be involved in physical activity, working with other volunteers and using yard and outdoor maintenance hand tools and equipment to clean up parks throughout the City of Mission, and inherently involves risks that may result in bodily injury or damage to property, do hereby agree to release, indemnify and hold harmless the City of Mission, its agents, officers and employees and volunteers from any and all claims, liabilities, demands, damages, actions or causes of action of any kind or character (including, without limitation, attorney's fees, costs and expenses) that may arise in any manner by reason of death, injury, damage to my person or property or both as a result of my participation in the Adopt-A-Park Program.

I understand and agree that this Waiver of Liability is binding upon my executors, administrators, personal representative, collector's, heirs, successors and assigns. This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Printed Full Name



Mission Parks, Recreation and Tree Commission  
Adopt - A - Park Program  
VOLUNTEER AGREEMENT  
Minor Participants

I, the undersigned, hereby represent that my child(ren) has/have volunteered to participate in the Adopt-A-Park Program during the year \_\_\_\_\_. I have read the safety recommendation associated with the program and have discussed them with my child(ren).

I acknowledge and am aware that participation in this program has inherent risks and hazards. I understand that it is my child(ren)'s responsibility to be aware of his or her physical condition and refrain from doing any physical activities beyond his or her capabilities.

For my child(ren) to participate in the Adopt-A-Park program, whereby volunteers from the community may be involved in physical activity, working with other volunteers and using yard and outdoor maintenance hand tools and equipment to clean up parks throughout the City of Mission, and inherently involves risks that may result in bodily injury or damage to property, agree to defend, indemnify and hold harmless the City of Mission, and its officers and its employees, and hereby release the same, from and against any and all liability, claims, demands and expenses, including court costs and reasonable attorney fees, on account of any property damage, bodily injury, sickness, damage or other loss of any kind whatsoever, which arise out of or are in any manner connected with the work to be performed under the Adopt-A-Park Program, if such injury, loss or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, or other fault of my child(ren).

Name of Child: \_\_\_\_\_

Address: \_\_\_\_\_

Contact in Case of Emergency: \_\_\_\_\_

Emergency Contact Telephone Number(s): \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

City of Mission	Item Number:	6j.
<b>ACTION ITEM SUMMARY</b>	Date:	July 28, 2017
ADMINISTRATION	From:	Laura Smith

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

RE: Street Maintenance Agreement - Kennett Place Subdivision

RECOMMENDATION: Authorize the Mayor to execute an approved “Agreement and Release” document regarding a contribution of \$10,000 for street maintenance in the Kennett Place Subdivision.

DETAILS: The City has been in conversation with the Kennett Place Homes Association (HOA) since 2014 regarding maintenance of the privately owned streets in the subdivision. In 2016, the City Council approved funds to complete a chip seal treatment. However, it was later determined that the contractor’s equipment could not pass through Kennett Place’s entrance gates, so staff has been working with the HOA to develop an alternative solution.

An agreement and release document has been prepared to resolve the 2016 situation. The Agreement maintains the financial commitment of the City, and allows the HOA to proceed with street resurfacing.

The attached agreement has been reviewed and approved by both the City’s attorney and legal counsel for the HOA.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	
Line Item Code/Description:	
Available Budget:	\$10,000 (2017)

KENNETT PLACE STREET MAINTENANCE  
AGREEMENT AND RELEASE  
DRAFT

WHEREAS, in a letter dated March 31, 1994 (Exhibit A), Mayor Sylvester Powell, Jr. acknowledges that THE CITY OF MISSION, KANSAS (herein known as the “City”) was responsible for certain street maintenance activities on the privately owned streets in the Kennett Place subdivision, and;

WHEREAS, at the March 23, 1994 City Council meeting (Exhibit B), the City Council voted unanimously to take over the maintenance of the privately owned streets in the Kennett Place subdivision, not including construction or snow removal, and;

WHEREAS, since the fall of 2014, the City has been in conversation with the KENNETT PLACE HOMES ASSOCIATION (herein known as the “HOA”) regarding maintenance of the streets in the subdivision, and completed core sampling that indicated the streets were not suitable for a mill and overlay treatment, but could be chip sealed to prolong their useful life, and;

WHEREAS, in 2016 the City approved a chip seal contract with Harbour Construction that included all streets in the Kennett Place subdivision for a total cost of \$10,000, and it was later determined that the contractor’s sealing equipment was unable to pass through the subdivision’s entrance gate, and;

WHEREAS, the City has continued conversations with the HOA regarding alternative resurfacing options for the streets in Kennett Place, and the HOA has indicated it may pursue other resurfacing options;

NOW THEREFORE, in exchange for consideration given by the City (\$10,000 which is discussed below) to the HOA, the undersigned hereby forever and finally releases the City, its officers, agents and employees, from any obligation of maintenance arising before the date of this Agreement, and any claim, liability or cause of action it may have for damage to persons or property arising from or related to any incident involving the sealing or resurfacing of the streets in the Kennett Place subdivision and paid for in whole or in part from the City's contribution given under this Agreement:

FURTHER, as long as the HOA completes street resurfacing or repairs by November 30, 2018, the City shall reimburse the sum of \$10,000 to the HOA upon presentation of a paid invoice documenting such resurfacing and repairs; and,

FINALLY, this Release, and the consideration therefore, shall serve as a full and complete release of any and all claims the undersigned may have, whether known or unknown, against the City arising from any obligation the City may have had with respect to the streets in the Kennett Place Subdivision, arising before the date of this Agreement, and shall constitute a waiver of any claim of loss or damage against the City, its officers, agents or employees arising from any such obligation between 1994 and the date of this Agreement.

IN WITNESS WHEREOF, this Agreement and Release has been executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

For: City of Mission, Kansas

For: Kennett Place Homes Association

Date: \_\_\_\_\_

Date: \_\_\_\_\_

City of Mission	Item Number:	6j.
<b>ACTION ITEM SUMMARY</b>	Date:	August 4, 2017
Administration	From:	Brian Scott

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

RE: Plan Review and Inspections Services Associated with the Gateway Development Project

RECOMMENDATION: Authorize the Mayor to execute an agreement with FSC, Inc. for plan review and inspection services associated with the Gateway development project.

DETAILS: In anticipation of the Gateway development project moving toward construction, staff has evaluated the resources necessary to see the project through to a successful completion. One of the resources that is required immediately is plan review and building inspection services.

In previous iterations of the project, Johnson County's Department of Planning, Development and Codes was going to provide plan review and building inspection services as an addendum to our existing interlocal agreement. Even though the County is no longer providing these services, we did specifically approach them about taking this project on a stand-alone basis. They declined due to workload and staff capacity.

Staff subsequently developed a Request For Proposals (RFP) which was sent to 32 firms (see attached). The list included architectural and engineering firms, construction companies, and code consulting firms. The City received three proposals, and two firms were subsequently interviewed - FSC, Inc. and FPC Consultants. Staff is recommending to proceed with FSC, Inc. to provide plan review and inspection services for the Gateway development project.

FSC, Inc. is a local firm with offices in Overland Park. They have been in business for over 35 years providing fire protection engineering; mechanical, electrical, and plumbing engineering; structural engineering, and general code consulting services. The firm has worked on a number of projects throughout the Kansas City metropolitan area, including several apartments, hotels, and office projects.

The scope of services related to plan review will include:

- Review of building plans submitted by the developer's architects and/or engineers for compliance with local and state building codes
- Meeting prior to submittal to review preliminary plans, answer questions, and address concerns
- Preparing plan review with comments submitted to the design professionals
- Final plan review and sign off

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	N/A
Available Budget:	N/A

City of Mission	Item Number:	6j.
<b>ACTION ITEM SUMMARY</b>	Date:	August 4, 2017
Administration	From:	Brian Scott

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

Inspection services will entail being on site to inspect various stages of construction as they are completed to ensure that work has been done in accordance with the plans and applicable codes. This phase of the work will also include meetings to coordinate the inspections themselves, answer questions, and address and resolve any issues.

In addition, it is anticipated that FSC, Inc. will serve as the City's "eye's and ear's" on the project, monitoring construction progress, discussing potential issues with the general contractor, and informing staff of any concerns.

FSC, Inc. will bill on an hourly basis. Their fees are outlined in the attached proposal. At staff's request, FSC, Inc. did provide an overall estimated cost for Phase I of the development project based on a review of the plans submitted by the developer. This would be \$208,070 for plan review and inspections, and \$54,000 for meetings. These fees will be negotiated as part of the development agreement with the developer.

The estimated totals for FSC, Inc. for the entire project are \$545,075 for plan review and inspection services, and \$186,800 to attend various meetings (project manager's role).

In addition to FSC, Inc., the City anticipates using GBA to review and inspect public improvements associated with the project. Discussions with GBA about scope of work and costs will start in the near future.

In 2013, the project anticipated the following in third party review, inspection and project management contracts:

Konrath	\$ 736,903
GBA	\$ 249,900
Jo County	<u>\$ 339,348</u>
Total	\$1,326,241

Comparatively the 2017 project anticipates:

FS&C	\$ 731,875
GBA	<u>\$ 249,900</u> (2013 cost)
Total	\$ 981,775

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	N/A
Available Budget:	N/A



City of Mission	Item Number:	6j.
<b>ACTION ITEM SUMMARY</b>	Date:	August 4, 2017
Administration	From:	Brian Scott

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

An agreement is currently being developed and will be included in the City Council packet this Friday.

CFAA CONSIDERATIONS/IMPACTS: N/A

Related Statute/City Ordinance:	N/A
Line Item Code/Description:	N/A
Available Budget:	N/A



**REQUEST FOR PROPOSALS  
FOR  
PROFESSIONAL BUILDING PLAN REVIEW AND INSPECTIONS SERVICES  
FOR THE GATEWAY DEVELOPMENT PROJECT**

**ISSUED: JUNE 23, 2017**

**RESPONSES DUE BY: 4:00 P.M. (CST), FRIDAY JULY 14, 2017**

**TO: City Clerk  
City of Mission  
6090 Woodson St.  
Mission, KS 66202**

## 1. INTRODUCTION

The City of Mission, Kansas is requesting proposals from qualified firms to provide professional building plan review and inspection services for the Gateway development project. The primary purpose of these services will be to insure compliance with all City building codes and applicable state regulations. The selected firm will also serve as the City's representative in ensuring that the Gateway development project is built in accordance with approved plans and development agreements.

A full Request for Proposals for Professional Building Plan Review and Inspections Services for the Gateway Development Project can be obtained from the City's website – [www.mission.org](http://www.mission.org)

**To be considered, four (4) copies of a response to this request must be received by the City Clerk at Mission City Hall, 6090 Woodson St., Mission, KS 66202 no later than 4:00 p.m. CST on Friday, July 14, 2017.**

## 2. BACKGROUND

### 2.1. The City of Mission

The city of Mission is a suburban community within the Kansas City metropolitan area. More specifically, it is located in Northeast Johnson County, Kansas, approximately two miles west of the Missouri/Kansas state line and the city of Kansas City, Missouri.

Incorporated in 1951, Mission experienced much of its development and growth in the years immediately following the Second World War. Considered today to be a first-tier suburb of Kansas City, the city of Mission is completely land-locked by neighboring communities and nearly fully developed. The city is 2.87 square miles in size and has a population of 9,323 residents.

### 2.2. Gateway Development Project

Sitting at the city's eastern gateway is an approximately 17 acre parcel of property that is currently vacant. The property, bounded by Roe Boulevard, Johnson Drive, Shawnee Mission Parkway, and Roeland Drive was the site of the former Mission Mall, built in the late 1980's.

The mall was purchased in 2005 and demolished in 2006 to clear the site and prepare for the construction of a new mixed-use development to be known as Gateway. Initial site work included the realignment and enclosure of the Rock Creek channel to remove the site from an existing floodplain.

The project has not been constructed due to a number of factors including the economic downturn that occurred shortly after the initial site work was completed. The developer of Gateway, has been working with the City for the past few years on a new vision and design for

the project. The final development plan for the new Gateway was approved by the City's Planning Commission this past winter.

Please refer to the site plan and drawings included as Exhibit A. The development plan identifies six buildings around the perimeter of the site surrounding a partially free-standing three level parking garage. Building "B" on the southwest corner of the site is a 200 room, 7-story hotel (140,904 square feet). To the north, buildings "C", "D" and "E" along Roeland Drive and Johnson Drive will contain 168 apartment units (177,812 square feet) over ground floor retail in 4-story buildings. Building "A" is a single-story building with three retail tenant spaces defined (166,991 square feet). Building "F" is a 3-story office building (58,516 square feet). A boardwalk system is proposed to connect a surface parking lot on Roeland Drive to a green space adjacent to Buildings "C", "D" and "E". This green space, or "courtyard," is proposed for the benefit of residents and for use by the public. It includes seating and a small performance area.

A modern architectural theme is proposed. According to the project architect, this style views the structures as larger singular elements whose mass is pushed close to the street and articulated in facade material, color variation, balcony insets, and interesting window placement that responds to the particular use housed in the structure. The ground floor of the buildings fold back at the street level forming a protected pedestrian experience.

The predominant materials on building "A" are painted pre-cast concrete with thin brick and thin block at their base. The north elevation of this building contains 75% glazing at ground level in the form of storefront display boxes. The predominant materials of Buildings "B-F" are various metal panels, glass, board formed concrete, stained woods, and stucco.

The development plan provides 1,528 parking spaces for the mix of retail, residential, office and hotel uses. This includes angled parking spaces along Johnson Drive adjacent to street-level retail in Building "E", a surface parking lot adjacent to Roeland Drive for Buildings "C" and "D", and a multi-level parking structure located in the center of the development.

The parking structure is L-shaped with two floors of parking above one slightly larger level of surface parking. A single circulator to the upper floors is located on the south end of the structure. The lowest level is at grade and is intended for retail visitors. The upper levels will be for hotel guests and the residential units. The exterior of the garage will be wrapped in an articulated perforated aluminum panel system that allows for ventilation of an open air garage and screens parked vehicles from view.

The current plan is to construct the project in phases. Phase I would consist of the apartment buildings (Buildings "C", "D", and "E") with the ground floor retail, and appropriate parking. Initial site work for Phase I is expected to begin in early fall of 2017. Phase II would consist of the hotel (Building "B") and the parking structure. Phase II is expected to be completed by spring 2019. Phase III would consist of the office building and retail components of the project

(Buildings “A” and “F”). Phase III is expected to be completed by spring/summer 2020. The timeline for construction will be somewhat dependent on tenant leasing.

Cameron Group is the developer of the proposed development project. Eldorado is the architect of record for the proposed development project. HarenLaghlin will be the general contractor for Phase I. A general contractor has not been identified for the other phases.

The developer has requested economic development incentives to assist in financing the proposed development project.

### 2.3. City Contact Person

The firm’s principal contact with the City will be Danielle Sitzman, Planner, (913) 676-8363, [dsitzman@missionks.org](mailto:dsitzman@missionks.org), who will coordinate the work of the selected firms.

Questions concerning this RFP can be addressed to Ms. Sitzman.

## 3. SCOPE OF SERVICES

### 3.1. General

The general scope of services is two-fold. First, the selected firm shall provide all plan review and building inspections services associated with the Gateway development project, and in accordance with the specifications outlined in this RFP and corresponding agreement. The purpose of these services is to insure compliance with all City building codes and applicable state regulations. Secondly, the selected firm shall serve as the City’s representative in ensuring that the Gateway development project is built in accordance with approved plans and development agreements. In particular, it is envisioned that in reviewing plans and conducting inspections, the selected firm will ensure that materials specified are actually used and that construction techniques called for are actually deployed.

In performing these services, it is expected that the selected firm will interface with the developer, and developer’s representatives, architect and other design professionals (working for either the developer or the City), other agencies, and the City’s Community Development staff as necessary in order to fulfill this purpose.

The firm shall provide sufficient, qualified, and experienced personnel to perform the services identified in this RFP. The City may, however, elect to engage multiple firms to perform the services identified in this RFP depending on qualifications and availability.

### 3.2. Plan Review Services

The firm will review any and all plans submitted in connection with the proposed development project for compliance with the provisions of all City building codes and applicable state regulations including, but not limited to those for; fire and life-safety, accessibility, structural, mechanical, plumbing, and electrical.

In reviewing plans, the firm shall prepare plan review letters with comments that are specific, detailed, complete, and reference plan sheet numbers and code sections where applicable. The consulting firm shall also make themselves available in person, by phone, or email to answer questions of design professionals, contractors, and/or the Community Development staff. Copies of such letters and notes of any conversations shall be provided to the City as well as kept on file with the firm in accordance with provision in Section 3.13.

When satisfied that the plans comply with the applicable codes and regulations, the firm shall approve and forward the plans to the City for issuance of a building permit.

Plan review turnaround time (from the date of submittal) shall not exceed twenty-one (21) regular business days for the first submittal, and ten (10) regular business days for the second and subsequent submittals.

### 3.3. Inspection Services

The firm will provide inspection services during the course of construction to ensure that such construction is being performed in compliance with the permit that has been issued as well as City building codes and applicable state regulations. Inspections will include structural, building, mechanical, electrical, and plumbing, and fire-life safety.

Inspections and re-inspections will be performed within 24 hours (excluding weekends and holidays) from the time an inspection is requested and scheduled by the Community Development staff. All inspection requests and the inspector's field copy of the file will be prepared for the firm daily by the City's Community Development staff.

Inspections will be scheduled, generally, during normal business hours, 8 a.m. to 4 p.m. Monday through Friday, and in accordance with the City's holiday schedule: closed New Year's Day, Martin Luther King's Birthday, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and the Day after Thanksgiving, and Christmas Eve and Christmas Day.

Circumstances may require that inspection services be scheduled before or after normal business hours, or on weekends, or holidays as needed. Such inspections will be scheduled in advance as much as possible.

On occasion, an emergency may occur necessitating the need for inspection services as soon as possible. When the City requests an inspection for an emergency situation, the firm shall provide a qualified inspector within two hours of the request. Furthermore, the firm shall be required to provide emergency contact information for such situations, and to keep this information up-to-date through the term of the agreement.

The consulting firm will be responsible for taking detailed notes of any inspections; assuring that all code discrepancies are appropriately reported, tracked and resolved; issuing pass/fail notices; and reporting such to the City upon completion of the inspection. Notes shall be kept on file with the consulting firm in accordance with Section 3.13.

#### 3.4. Specialized Inspections and Testing

Construction of the proposed development project may necessitate specialized plan review, inspections, and/or materials testing. If the firm is unable to perform these services, then it should be prepared to make a recommendation for a firm that can, and assist in coordinating such services on behalf of the City.

#### 3.5. City's Representative

It is expected that the firm will serve as the City representative to ensure that the project is built in accordance with approved plans and development agreements. In particular, it is envisioned that in reviewing plans and conducting inspections, the firm will ensure that materials specified are actually used and that construction techniques called for are actually deployed. This may entail occasional on-site construction observation to the extent necessary to ensure the appropriate means and methods of construction are applied and plans/specifications are followed.

The firm may be asked to review and evaluate issues arising in the field with design professionals and contractors and advise the City of recommended resolutions. This will include, in particular, initial review of change orders as they may relate to approved plans with the City and making recommendations for approval or denial of such.

The firm may be asked to review the developer's request for reimbursements under the development agreement to ensure accuracy and compliance with plans and specifications. Any inaccuracies will be brought to the attention of the developer and the City to be rectified. Once approved, the firm will certify the requests for payment by the City or from escrowed funds in accordance with the development agreement.



### 3.6. Attendance at Design and Project Meetings

The firm will be expected, when asked, to attend design review meetings with the architect(s) of record and/or the engineer(s) of record for the purpose of addressing questions before design work begins and/or to engage in finding solutions to pending issues.

Likewise, the firm may be asked to attend project meetings to coordinate plan review and inspections services, address questions and concerns, and monitor the general progress of the development project.

The firm will be expected to keep and retain notes of these meetings, and to report back to the City's Community Development staff any pertinent outcomes of such meetings.

### 3.7. Qualifications

#### 3.7.1. Minimum Consulting Firm Qualification

The firm shall have a minimum of five (5) years in business providing plan review services, building inspection services, and/or building construction consulting services for other governmental agencies and/or private sector entities.

Furthermore, the consulting firm shall be able to demonstrate:

- That it has the experience in providing a similar level of service for similar projects to what is being sought in this RFP;
- That it has the ability to provide the services sought in this RFP, and
- That it has the personnel capable and qualified to provide the services sought in this RFP.

#### 3.7.2. Minimum Plan Reviewer Qualifications

Personnel of the firm that are conducting plan review services shall have the following minimum qualifications:

- ICC Certified Commercial Plans Examiner
- 10 years of design experience

#### 3.7.3. Minimum Building Inspector Qualifications

Personnel of the firm that are conducting building inspection services shall have the following minimum qualifications:

- ICC Certified Combination Commercial Inspector
- 5 years of construction trade experience

#### 3.7.4. Licenses

The personnel of the firm shall have all necessary federal, state, and local licenses as required by law and shall, upon request furnish satisfactory evidence to the City that such licenses are in effect during the entire period of the agreement for each person assigned to work under this agreement.

#### 3.8. Work Performance

All services provided are to be performed under the supervision of the City's Planner and in compliance with the City's policies, codes, and interpretations. All plan reviews and inspections shall be performed in a professional, ethical, and non-adversarial manner.

The consulting firm shall be expected to provide a consistent/stable roster of professionals to provide the services requested in this RFP.

Inspectors will be required to carry identification clearly showing they are authorized inspectors of the City of Mission.

#### 3.9. Personnel Assignment

The City reserves the right to request that the firm provide alternative personnel when the City is dissatisfied, for whatever reason, with the performance of assigned personnel after the agreement commences.

#### 3.10. Equipment

The consultant firm shall provide all vehicles, clothing, equipment, cell phones, computers, safety equipment and other related materials necessary to perform the services. The cost to provide these materials will be incorporated into the proposal costs of the selected consulting firm.

#### 3.11. Term of Services

The services to be performed is for the construction of the Gateway development project only, and as such the term for the agreement with the firm will run until the completion of the project. The City may consider engaging the firm for a period of time beyond the completion of the project in order to address any ongoing issues.

3.12. Indemnity and Required Insurance

The selected consulting firm shall indemnify and hold harmless the City, its officers and employees from any and all liability, loss or damage, including attorney fees and costs of defenses, the City may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature, including worker’s compensation claims, in any way resulting from or arising out of the operations of the firm under this contract; and, at his own expense, appear, defend, and pay all fees of attorneys and all costs and other expenses arising therefrom or incurred in any such action, the consultant shall, at his own expense, satisfy and discharge same.

Furthermore, the firm shall maintain insurance coverage in the following amounts:

<u>Type of Insurance</u>	<u>Limit/Ea. Occurrence</u>	<u>Limit/Aggregate</u>
<b>General Liability</b>		
• Bodily Injury	\$1,000,000	\$2,000,000
• Property Damage	\$1,000,000	\$2,000,000
• Contractual Insurance	\$1,000,000	\$2,000,000
Professional Liability	\$3,000,000	\$3,000,000
<b>Automobile Liability</b>		
• Bodily Injury	\$1,000,000	\$1,000,000
• Property Damage	\$1,000,000	\$1,000,000
<b>Worker’s Compensation</b>		
• Employee Claims	Statutory for Kansas	
• Employer’s Liability	\$1,000,000 per accident	
	\$1,000,000 disease – policy limit	
	\$1,000,000 disease – each employee	

Workers’ Compensation policies should include a “Waiver of Subrogation” in favor of the City of Mission.

All insurance carriers should carry a minimum rating of A- X (rated by A.M. Best).

Vehicles, equipment and property used by the firm shall be the property of the firm and insured as such. The City of Mission will not be responsible for any damage that may occur to such items.

3.13. Work Paper Retention and Access to Working Papers

All working papers and reports must be retained, at the firm’s expense, for a minimum of five (5) years, unless the firm is notified in writing by the City of the need to extend the retention

period. The consulting firm will be required to make working papers available, upon request, to representatives of the City.

#### 4. SUBMITTAL REQUIREMENTS AND TIMELINE

##### 4.1. Submission of Response

Firms desiring to submit a response to this RFP shall **submit four (4) copies of their proposal to the City Clerk's Office by no later than 4:00 p.m.(CST), Friday, July 14, 2017.** Submission should be clearly marked "Gateway Plan Review and Building Inspection Services" and addressed to:

City Clerk  
City of Mission  
6090 Woodson St.  
Mission, KS 66202

Submissions received after the date and time stated in this RFP shall not be considered. Any submissions received after the deadline shall be returned unopened providing the entity submitting the response is identified on the response envelope.

##### 4.2. Contents of Submittals

To be considered for selection, the proposal shall be (1) clear and concise, (2) responsive to all RFP requirements, and (3) presented in the form of a written report with the following subheadings clearly marked:

- A. Cover Letter
- B. Key/Lead Personnel Qualifications
- C. Project Team Organization
- D. References
- E. Rates

##### 4.2.1. Cover Letter (Limit One (1) Page)

Submit a cover letter signed by an individual authorized to obligate the respondent to fulfill the commitments contained in the proposal. The letter must include the following: (1) a contact for all communication pertaining to the proposal (including firm's name, address, name of contact person, contact's direct phone number, and contact's email); (2) a statement of the respondent's understanding of the scope of services to be provided and overall ability and qualifications to conduct the services and proposed approach and

schedule for providing services, as it relates to key points of the RFP response; (3) acknowledgment by respondent that it meets all requirements for award of Agreement.

#### 4.2.2.Key/Lead Personnel Qualifications (Limit Three (3) Pages Per Person)

- i. Provide a narrative briefly describing the role, responsibilities, qualifications, certifications, and affiliation with the respondent for each key/lead team member proposed by the firm to perform the scope of services outlined in the RFP. Provide sufficient information in the proposal for the selection committee to evaluate the ability and experience of each key/lead team members to successfully fulfill their roles, and complete the scope of services.
- ii. Describe relevant experiences and qualifications of key individuals that may be involved in providing the requested services. Provide resume for all principals and key individuals.
- iii. Describe the ability to perform the Scope of Services in accordance with state and local regulations.
- iv. Describe a portfolio of past performance in completing projects of a similar type, scope and complexity of providing plan review for governmental jurisdictions.

#### 4.2.3.Project Team Organization (Limit Three (3) Pages)

This section shall describe the respondent's team organization that it proposes to provide to the project. In particular, describe how the proposed team will be organized to provide plan review and building inspection services for the project. Indicate if this or portions of the team have worked together with the past five years, or if any sub-consultants have track record of successful projects with the primary proposer.

#### 4.2.4.References

List the most significant engagements (maximum of 5) performed in the last five years that are similar to the engagement described in this RFP.

Indicate the scope of services, date, and the name and telephone number of the principal client contact. The City reserves the right to contact the clients listed to perform reference checks.

#### 4.2.5.Rate and Service Structure

Indicate the hourly rate structure for services to be provided.

### 4.3. Submission Timeline

The following is a list of key dates for consideration of proposals:

- Request for Qualifications Issued June 23, 2017

- Due date for submissions (4 p.m.) July 14, 2017
- Interviews July 17, 2017 (week of)
- Negotiation of Fees July 24, 2017 (week of)
- Notice to Proceed August 18, 2017

#### 4.4. General Requirements With Submission

The City reserves the right to reject any or all submissions and to waive any minor informality, technicality or irregularity in any submission.

All responses, and related reference information, submitted in response to this RFP will become the property of the City and will not be returned. Each firm submitting a response waives any right of confidentiality as to the response documents. If an entity submitting a response considers certain material in the response proprietary information, it shall clearly designate those portions of the response it wishes to remain confidential. As a public entity, the City is subject to making records available for public disclosure. The City will attempt to maintain confidentiality of material marked proprietary; however it cannot guarantee that information will not be made public.

The City reserves the right to (1) accept or reject any and all submissions and to waive any technicalities or irregularities involving any submission and to cancel the RFP process at any time prior to entering into an agreement, (2) not award an agreement for any or all of the services that are the subject of this RFP process, (3) negotiate agreement terms acceptable to the City with the firm and (4) disregard all nonconforming, non-responsive or conditional submissions.

During the evaluation process, the City reserves the right to request additional information or clarifications from those firms submitting responses and to allow corrections of errors and/or omissions.

Submission of a response indicates acceptance by the firm submitting the response of the terms, conditions and specifications contained in this RFP to include the contract requirements set forth herein.

The City will not pay for any information herein requested, nor is it liable for any costs incurred by those firms submitting responses. The City reserves the right to select the submission that will best meet the needs of the City. Submissions that do not meet the stated requirements will be considered in non-compliance and will be disqualified unless the City waives such non-compliance.

No submission may be withdrawn for a period of sixty (60) days from the date set for the opening thereof.

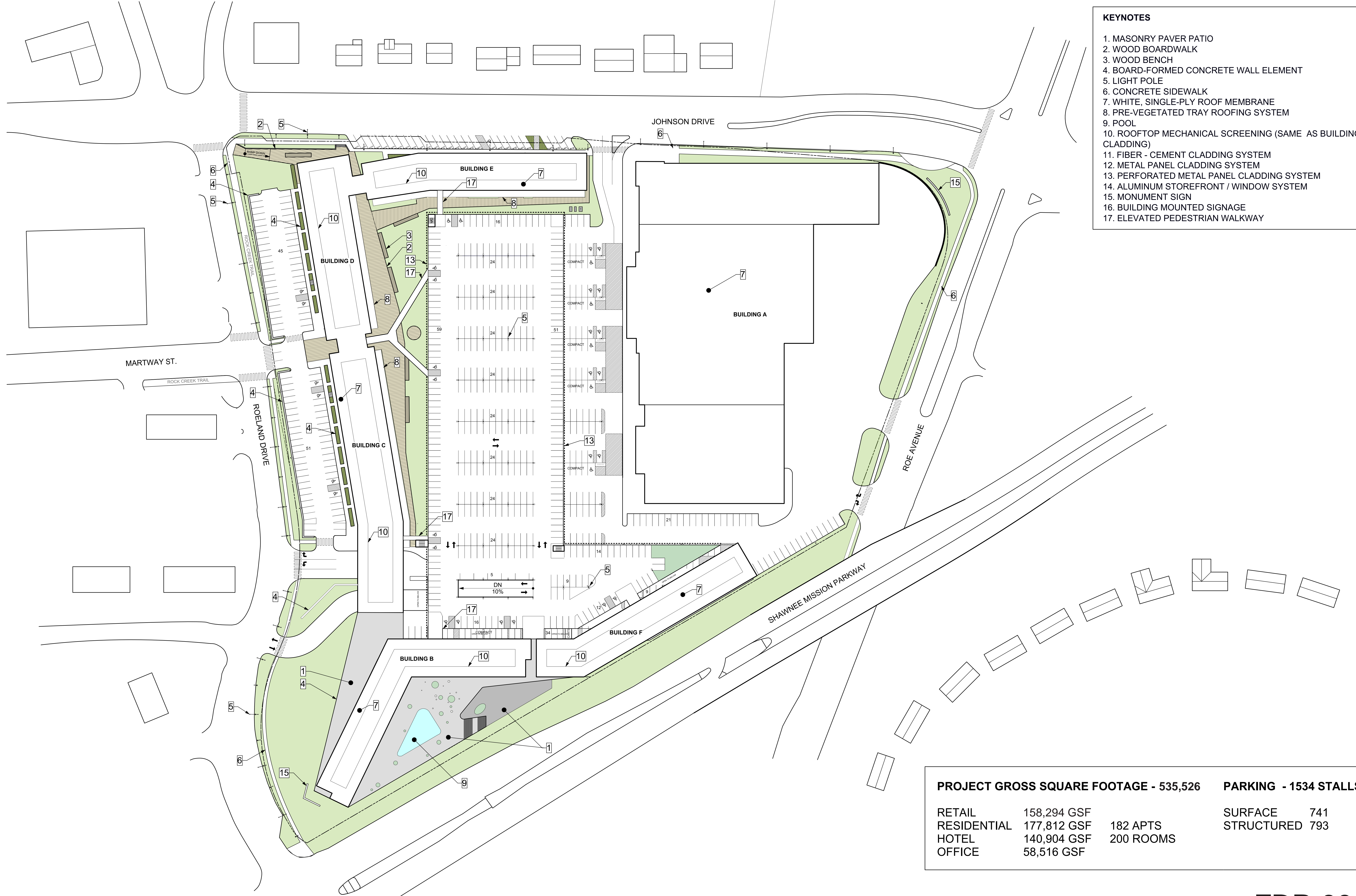
By submission of a response, each firm submitting a response certifies and acknowledges that:

- a. It has not paid nor agreed to pay any person, other than a bona fide employee, a fee or brokerage fee resulting from the award of the RFP.

- b. The City may, by written notice to the firm submitting the response, reject the RFP or cancel any award under this RFP if it is found by the City that gratuities, in the form of entertainment, gifts or otherwise were offered or given to any representative of the City with a view toward securing an agreement or other favorable treatment with respect to this RFP or the entity submitting the response participated on collusion with another entity to restrain or eliminate competition.
- c. The contents of this RFP and any clarifications distributed or issued by the City shall become part of the contractual obligation and incorporated by reference into the ensuing contracts as the City deems appropriate.



- KEYNOTES**
1. MASONRY PAVER PATIO
  2. WOOD BOARDWALK
  3. WOOD BENCH
  4. BOARD-FORMED CONCRETE WALL ELEMENT
  5. LIGHT POLE
  6. CONCRETE SIDEWALK
  7. WHITE, SINGLE-PLY ROOF MEMBRANE
  8. PRE-VEGETATED TRAY ROOFING SYSTEM
  9. POOL
  10. ROOFTOP MECHANICAL SCREENING (SAME AS BUILDING CLADDING)
  11. FIBER - CEMENT CLADDING SYSTEM
  12. METAL PANEL CLADDING SYSTEM
  13. PERFORATED METAL PANEL CLADDING SYSTEM
  14. ALUMINUM STOREFRONT / WINDOW SYSTEM
  15. MONUMENT SIGN
  16. BUILDING MOUNTED SIGNAGE
  17. ELEVATED PEDESTRIAN WALKWAY



<b>PROJECT GROSS SQUARE FOOTAGE - 535,526</b>		<b>PARKING - 1534 STALLS</b>	
RETAIL	158,294 GSF		SURFACE 741
RESIDENTIAL	177,812 GSF	182 APTS	STRUCTURED 793
HOTEL	140,904 GSF	200 ROOMS	
OFFICE	58,516 GSF		

01 SITE PLAN

FINAL DEVELOPMENT PLAN  
FEBRUARY 01, 2017

CONSULTANTS:

CIVIL / LANDSCAPE: OLSSON ASSOCIATES 7301 WEST 153RD ST. SUITE 200 OVERLAND PARK, KANSAS 66213 TEL: 913-381-1170 FAX: 913-381-1174	ME/P ENGINEERS: PKMR ENGINEERS 13300 W. 98TH ST. LENEXA, KANSAS 66215 TEL: 913-492-2400 FAX: 913-492-2437	STRUCTURAL: BOB D. CAMPBELL & CO., INC. 4338 BELLEVUE AVE. KANSAS CITY, MISSOURI 64111 TEL: 816-531-4144 FAX: 816-531-8572
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MISSION GATEWAY

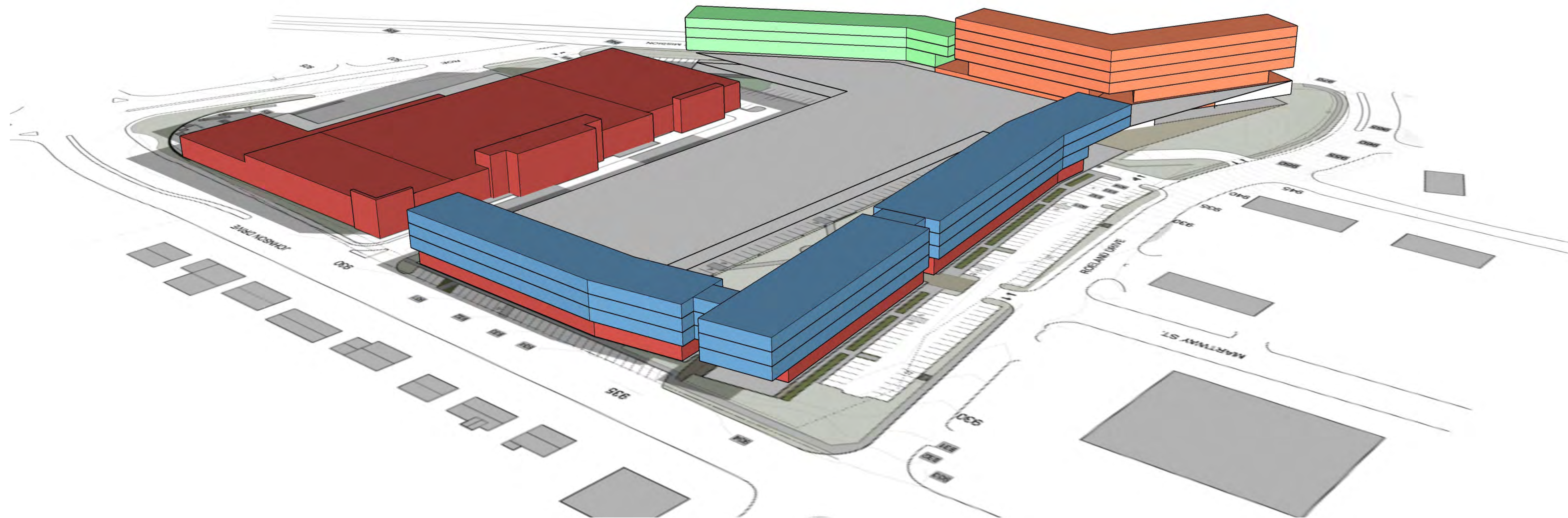
**el dorado** **OLSSON ASSOCIATES** **pkmr** **BDC**

510 avenida cesar e chavez kansas city missouri 64108 p 816 474 3838 f 816 474 0836 www.eldoradoarchitects.com

BOB D. CAMPBELL AND COMPANY  
Structural Engineers - Since 1957

**FDP-001**  
SITE PLAN





STACKING DIAGRAM



STACKING DIAGRAM

- RETAIL
- RESIDENTIAL
- HOTEL
- OFFICE

# FDP-002

## STACKING DIAGRAMS

CONSULTANTS:

CIVIL / LANDSCAPE:  
OLSSON ASSOCIATES  
7301 WEST 153RD ST, SUITE 200  
OVERLAND PARK, KANSAS 66213  
TEL: 913-381-1170  
FAX: 913-381-1174

MEP:  
PKMR ENGINEERS  
13300 W. 88TH ST.  
LENEA, KANSAS 66215  
TEL: 913-492-2400  
FAX: 913-492-2437

STRUCTURAL:  
BOB D. CAMPBELL & CO., INC.  
4338 BELLEVUE AVE.  
KANSAS CITY, MISSOURI 64111  
TEL: 816-531-4144  
FAX: 816-531-8572

MISSION GATEWAY

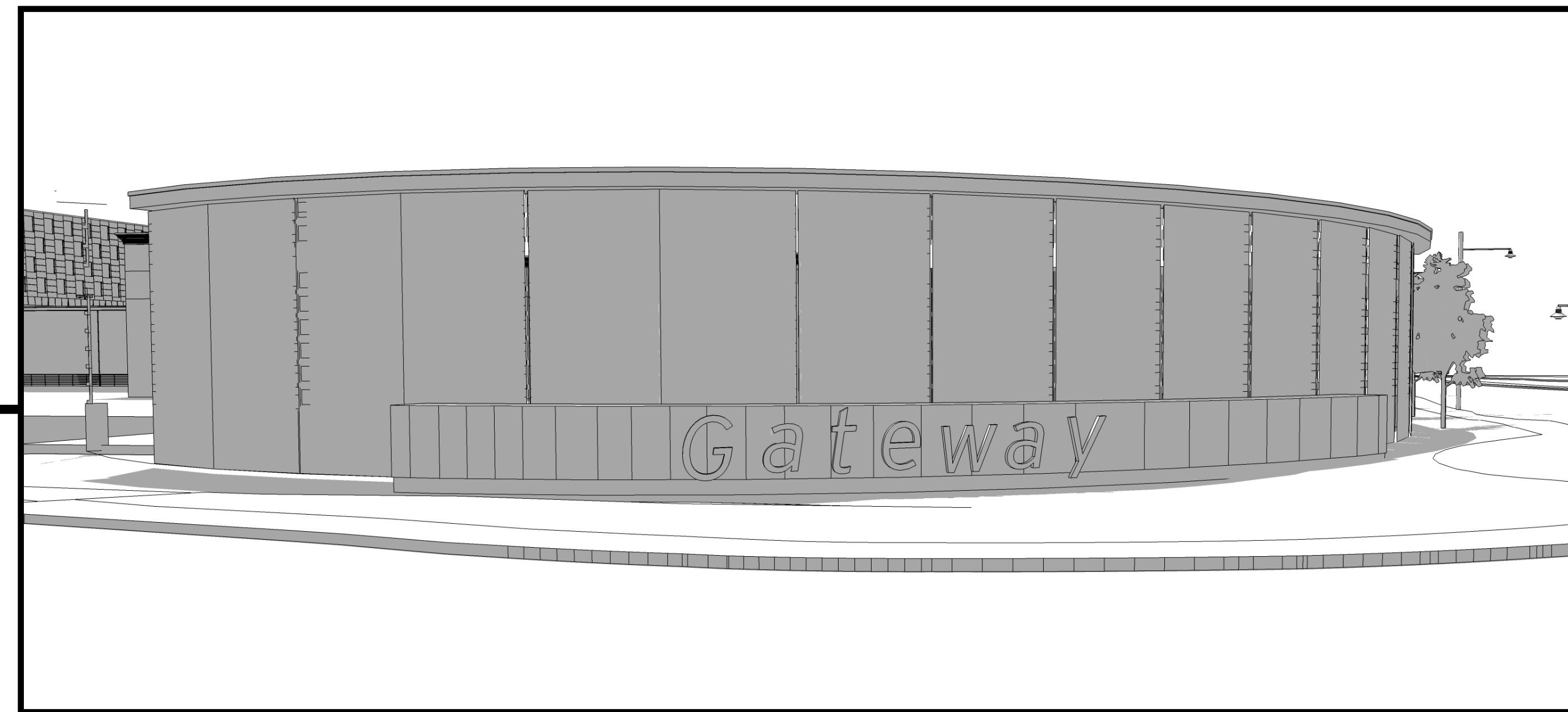
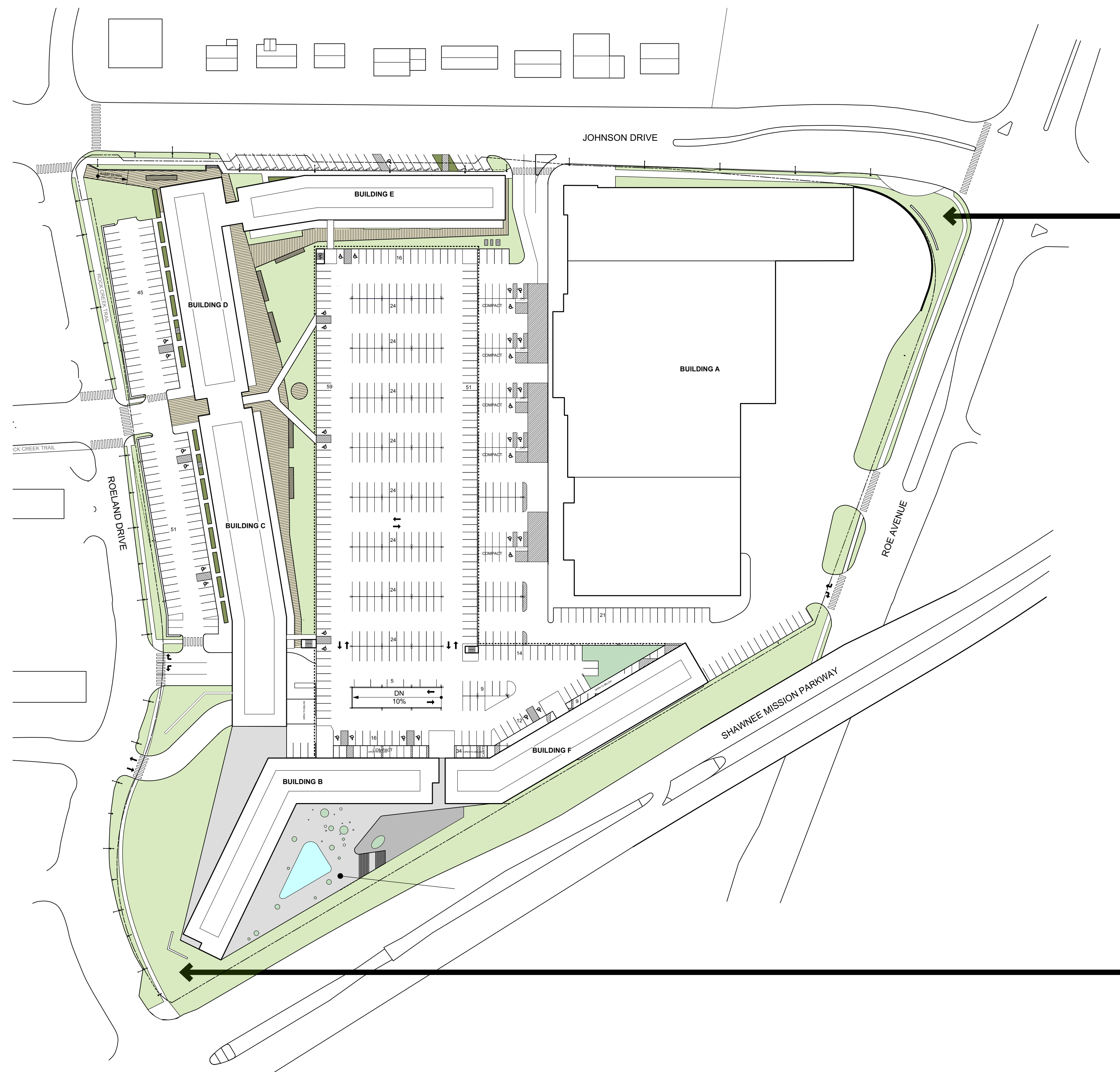
**el dorado**

**OLSSON**  
ASSOCIATES

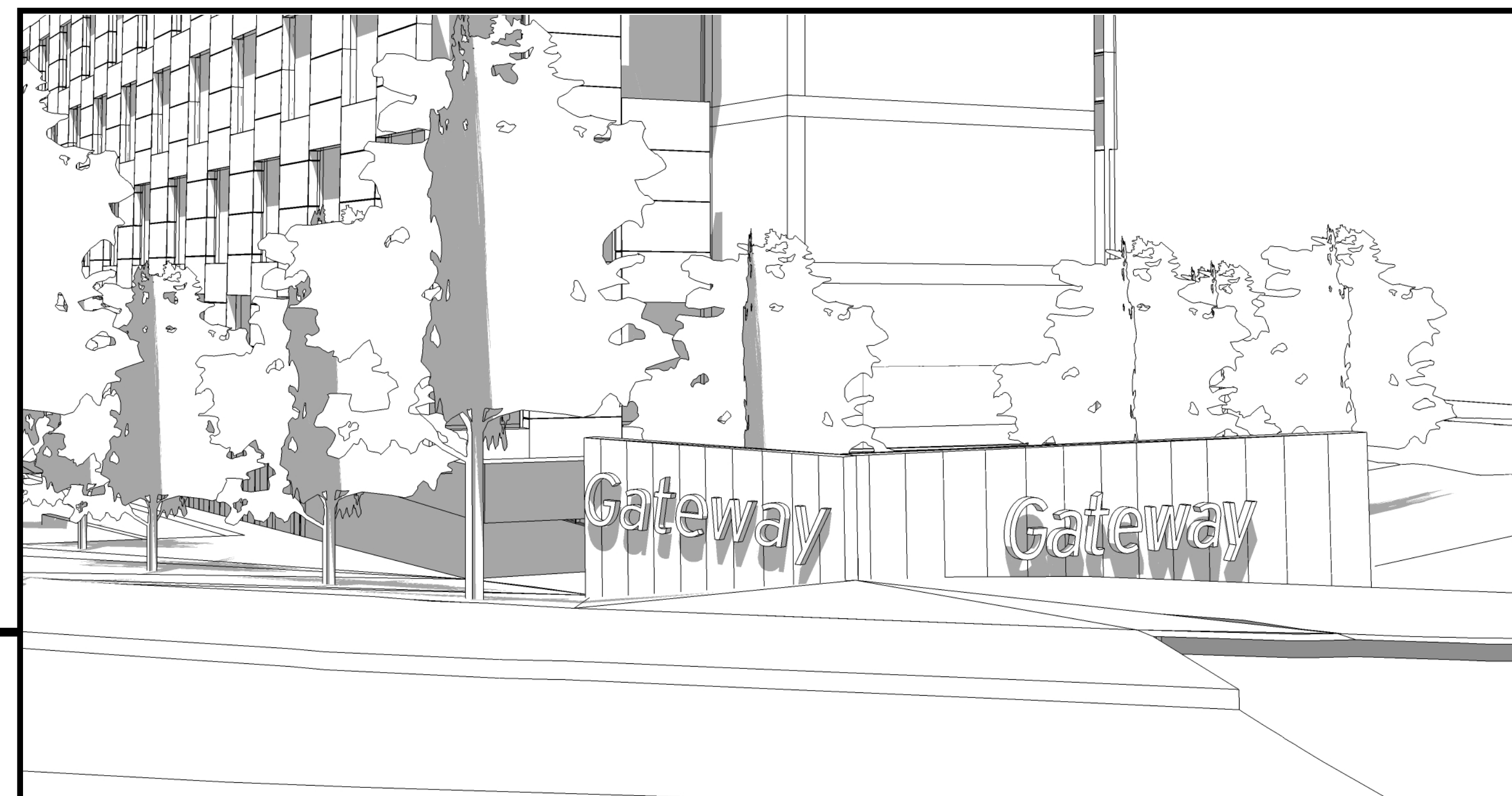
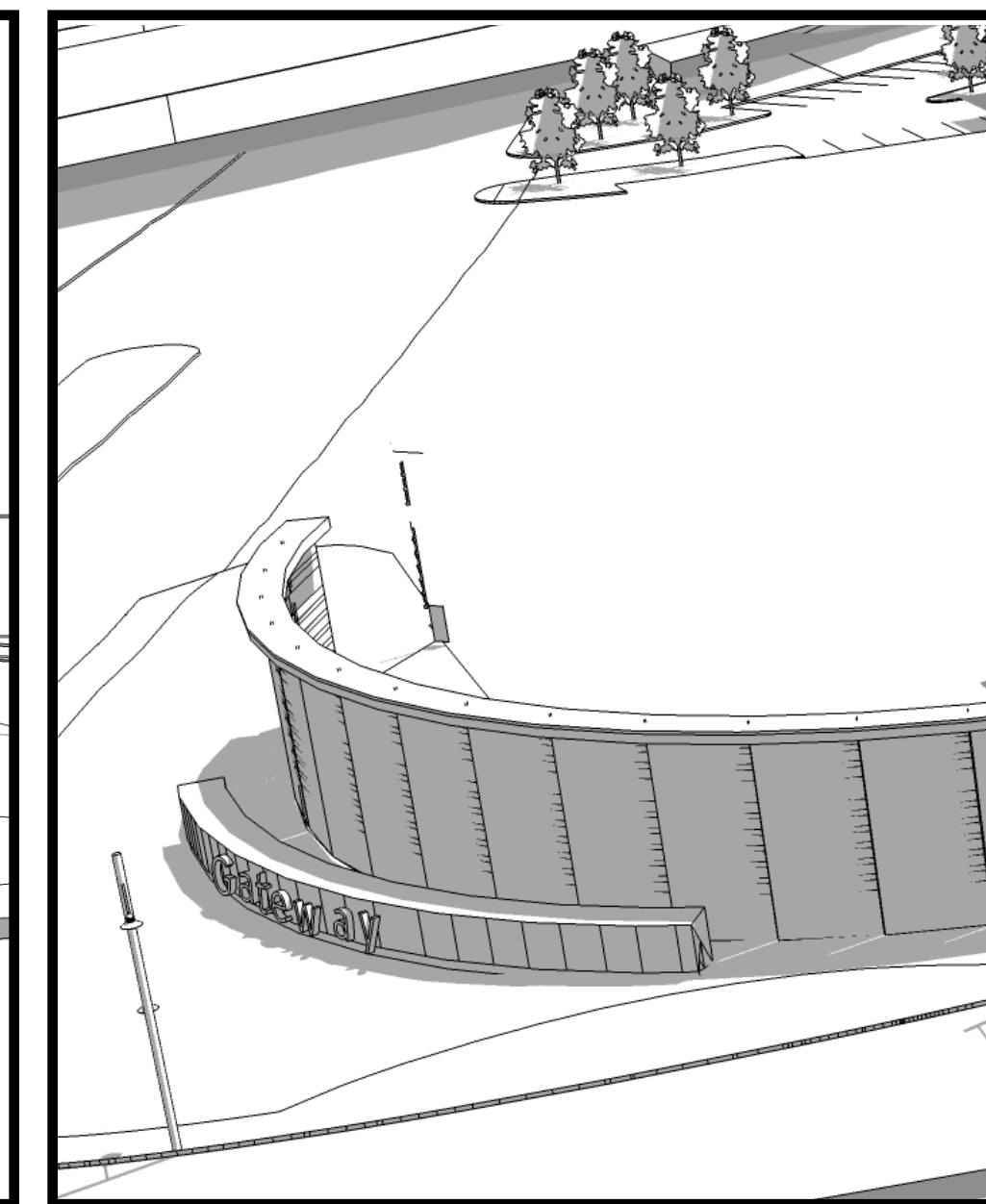
**pkmr**  
ENGINEERS

**B D C**  
BOB D. CAMPBELL AND COMPANY  
Structural Engineers - Since 1957

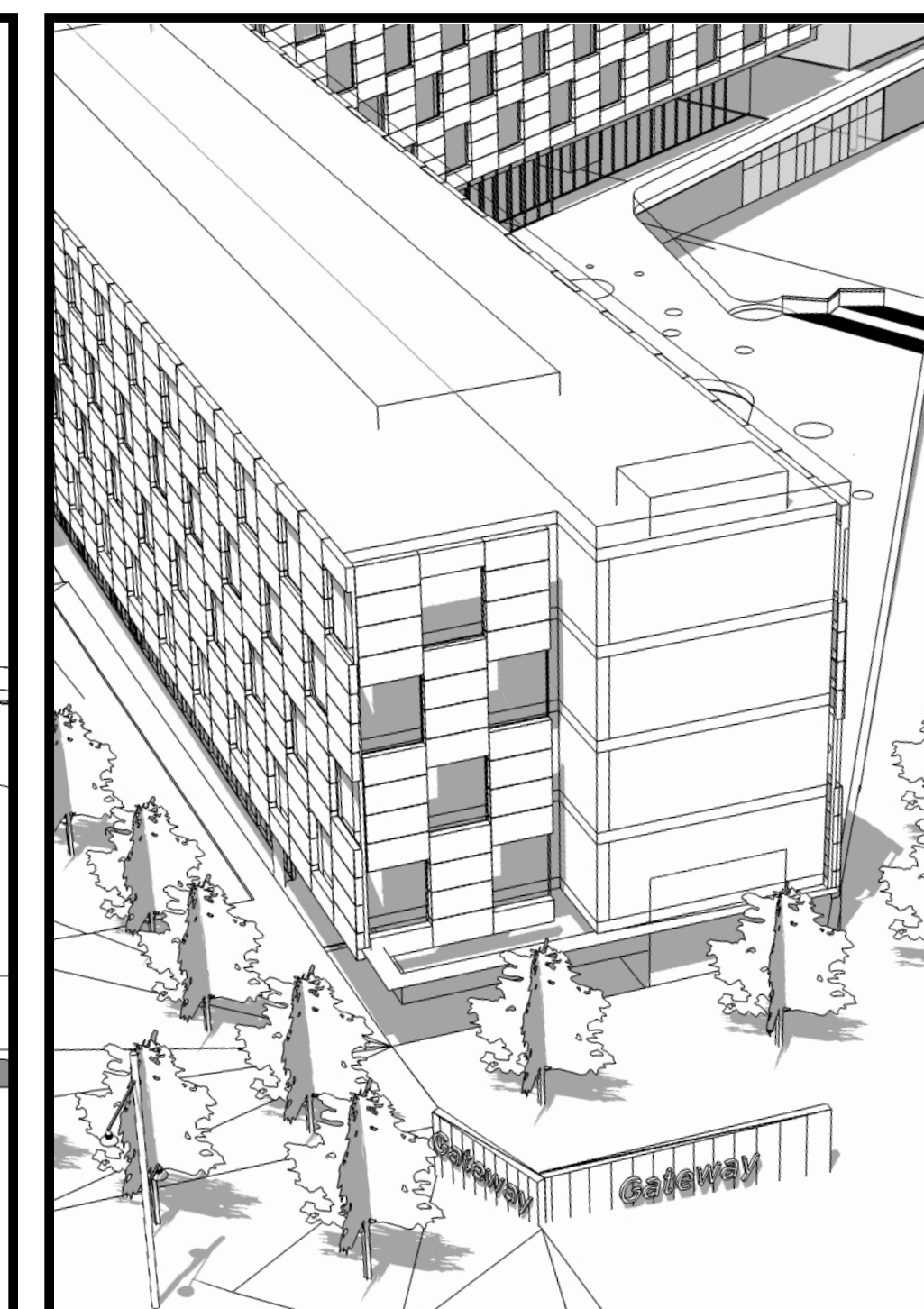




Northeast Monument Sign



Southwest Monument Sign



CONSULTANTS:

CIVIL / LANDSCAPE:  
OLSSON ASSOCIATES  
7301 WEST 153RD ST. SUITE 200  
OVERLAND PARK, KANSAS 66213  
TEL: 913-381-1170  
FAX: 913-381-1174

ME/P ENGINEERS  
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13300 W. 88TH ST.  
LENEXA, KANSAS 66215  
TEL: 913-492-2400  
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4338 BELLEVUE AVE.  
KANSAS CITY, MISSOURI 64111  
TEL: 816-531-4144  
FAX: 816-531-8572

MISSION GATEWAY

**el dorado**

**OLSSON**  
ASSOCIATES

**pkmr**  
ENGINEERS

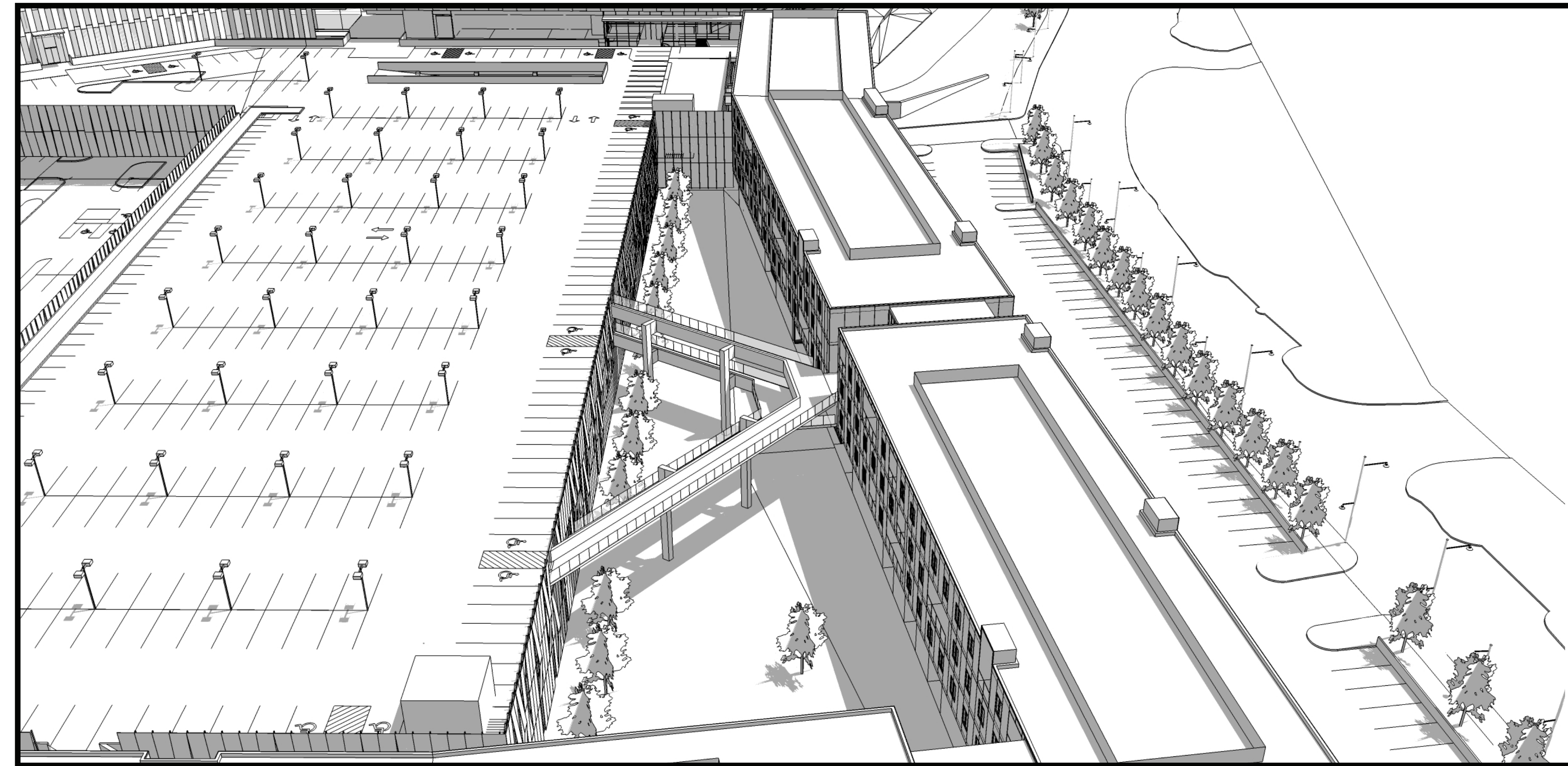
**B D C**  
BOB D. CAMPBELL AND COMPANY  
Structural Engineers - Since 1957

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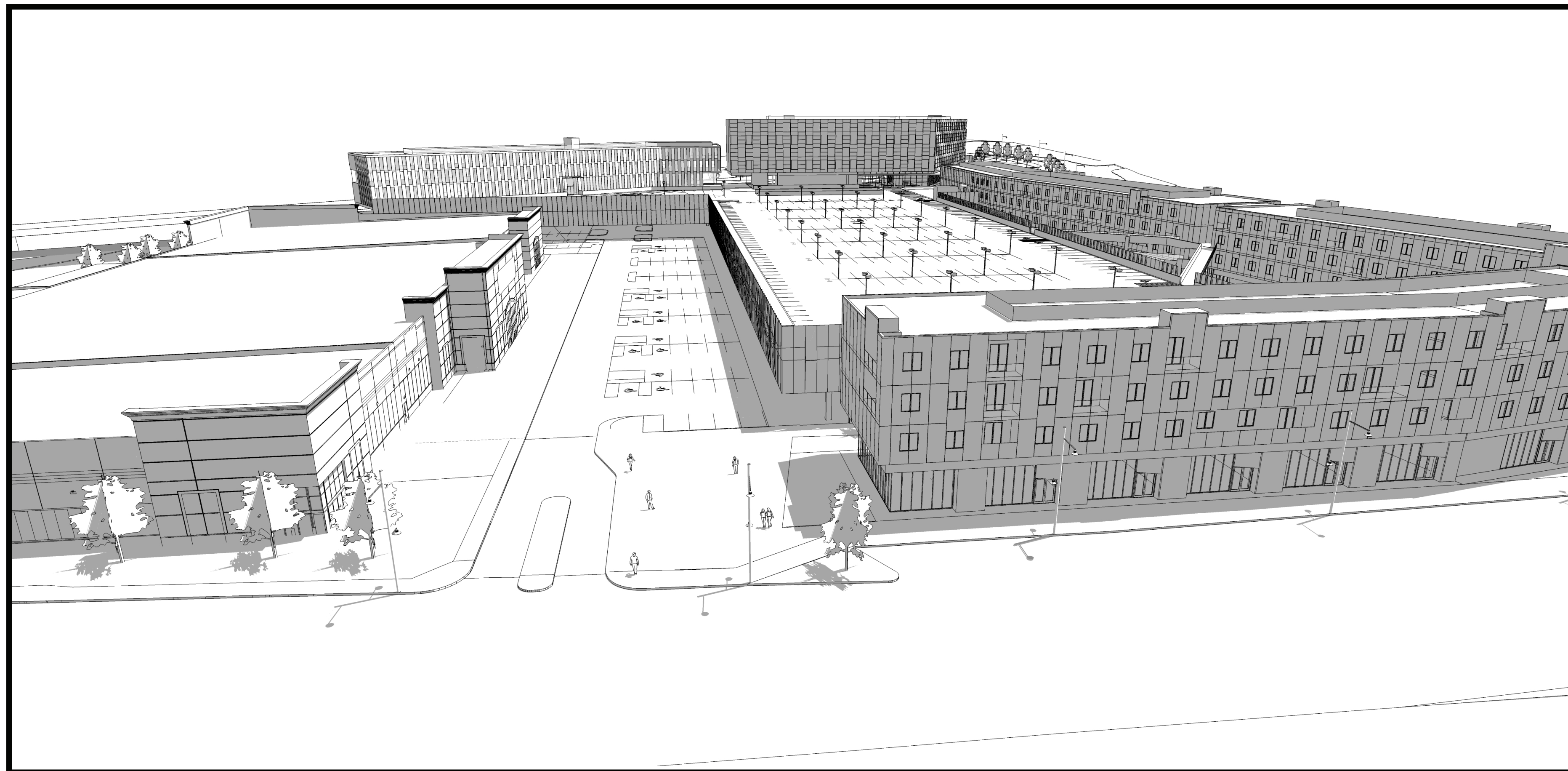




VIEW FROM NORTHWEST OF RETAIL / RESIDENTIAL



VIEW OF RETAIL / RESIDENTIAL COURTYARD



AERIAL FROM JOHNSON DRIVE ENTRY



VIEW OF RETAIL / RESIDENTIAL COURTYARD

# FDP-005

FINAL DEVELOPMENT PLAN  
FEBRUARY 01, 2017

CONSULTANTS:

CIVIL / LANDSCAPE:  
OLSSON ASSOCIATES  
7301 WEST 153RD ST. SUITE 200  
OVERLAND PARK, KANSAS 66213  
TEL: 913-381-1170  
FAX: 913-381-1174

ME/P:  
PKMR ENGINEERS  
13300 W. 98TH ST.  
LENEXA, KANSAS 66215  
TEL: 913-492-2400  
FAX: 913-492-2437

STRUCTURAL:  
BOB D. CAMPBELL & CO., INC.  
4338 BELLEVUE AVE.  
KANSAS CITY, MISSOURI 64111  
TEL: 816-531-4144  
FAX: 816-531-8572

MISSION GATEWAY

**el dorado**

**OLSSON ASSOCIATES**

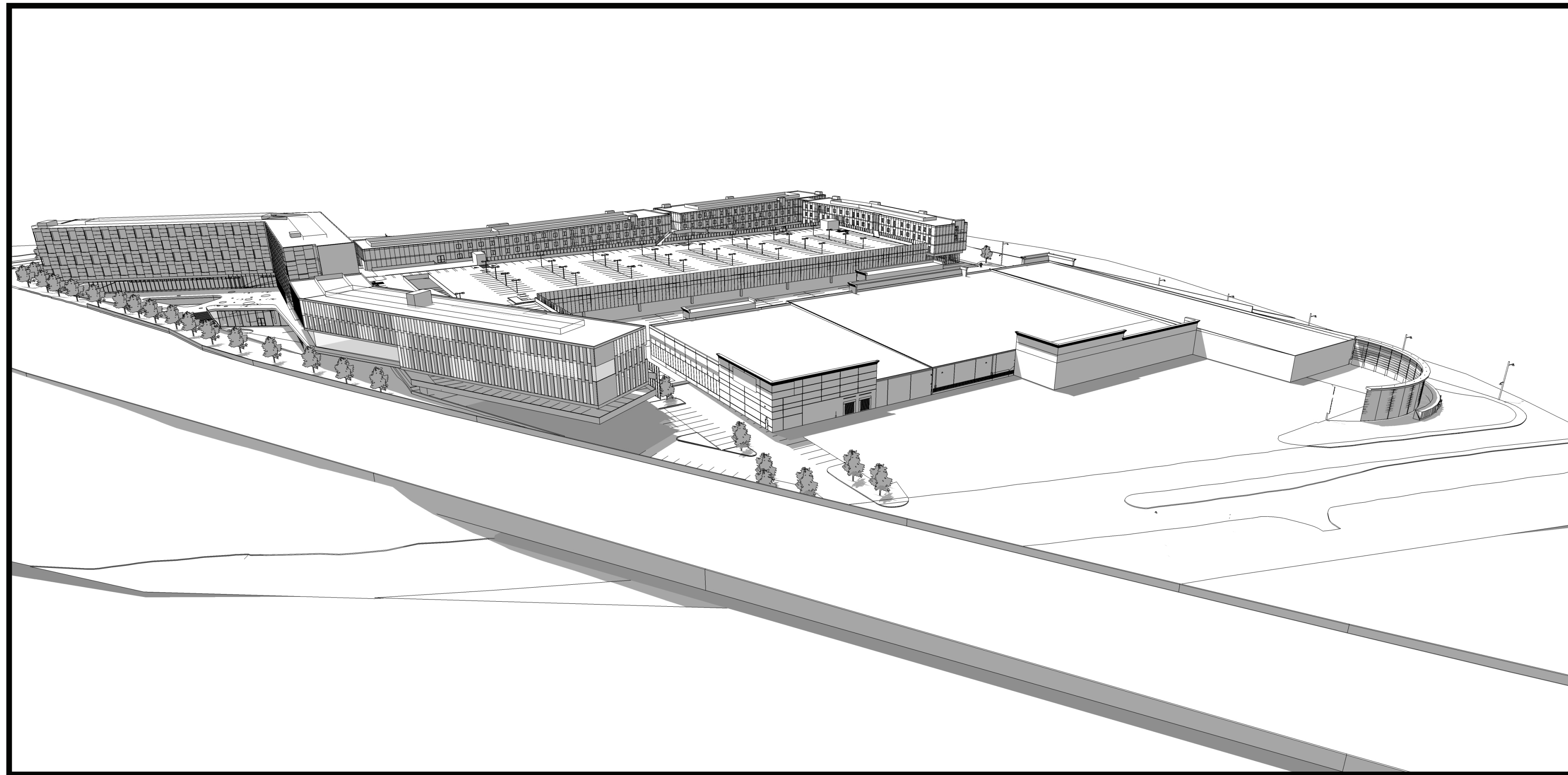
**pkmr**

**B D C**  
BOB D. CAMPBELL AND COMPANY  
Structural Engineers - Since 1957

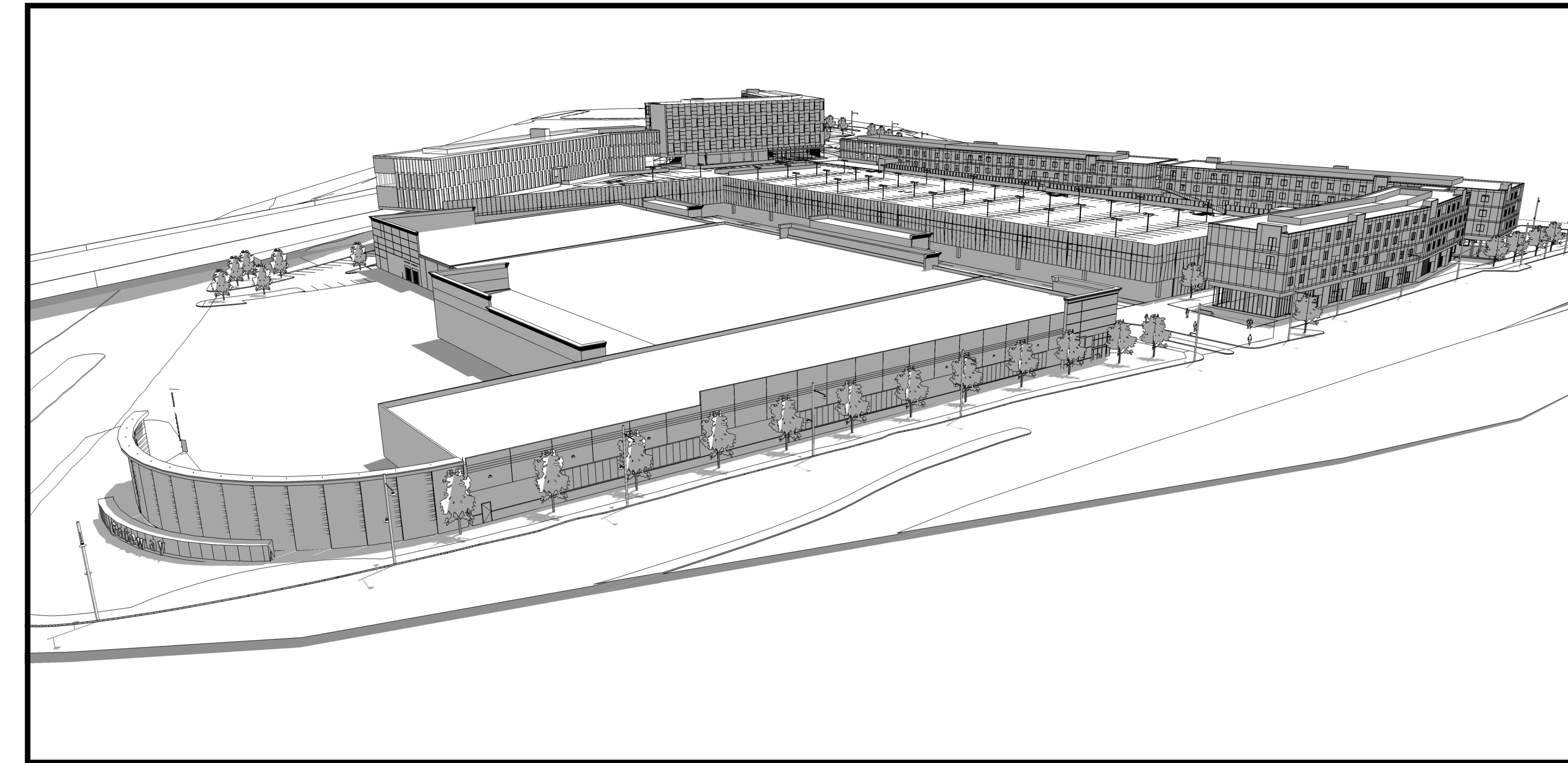
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ARCHITECTURAL VIGNETTES

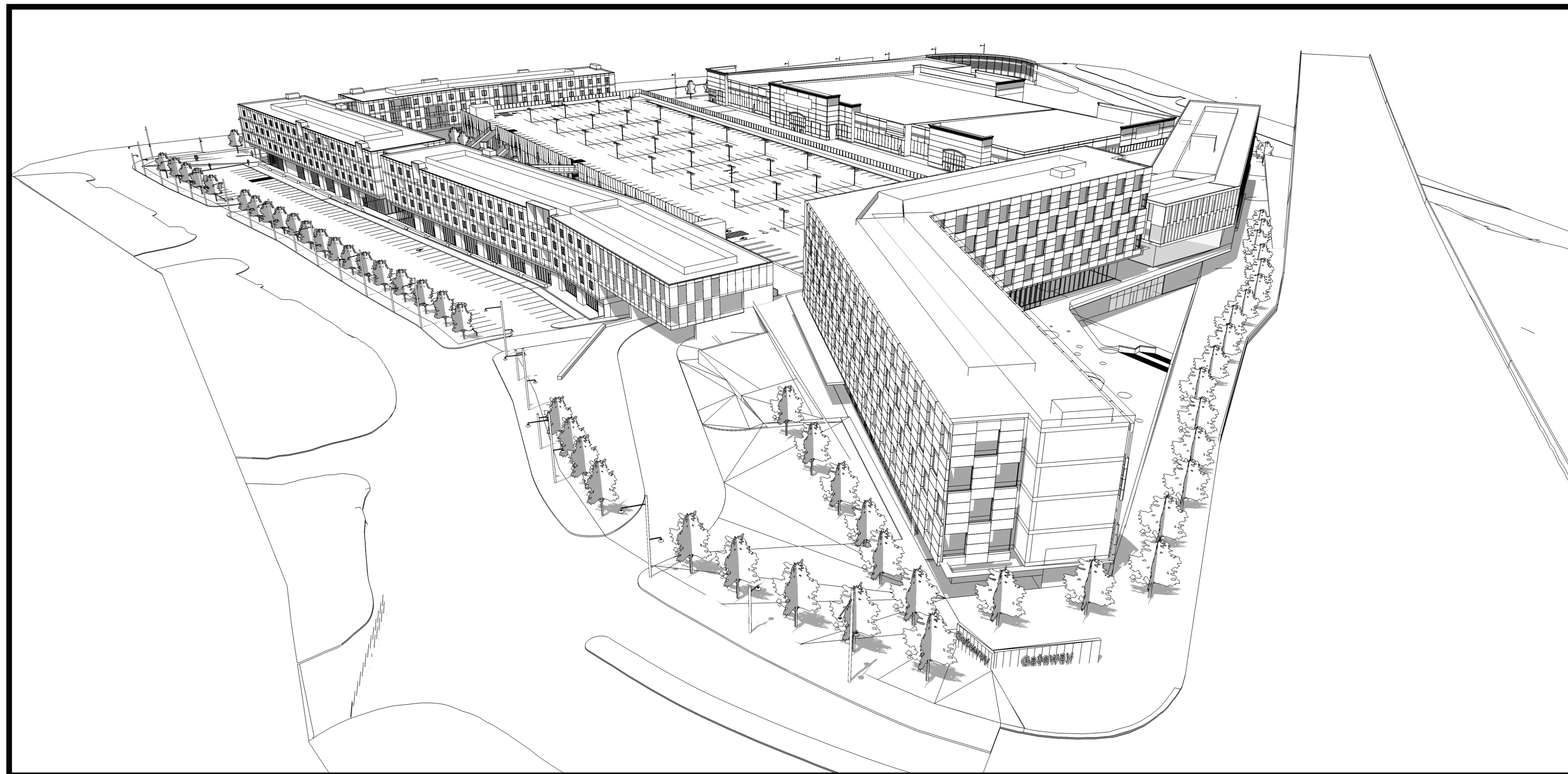




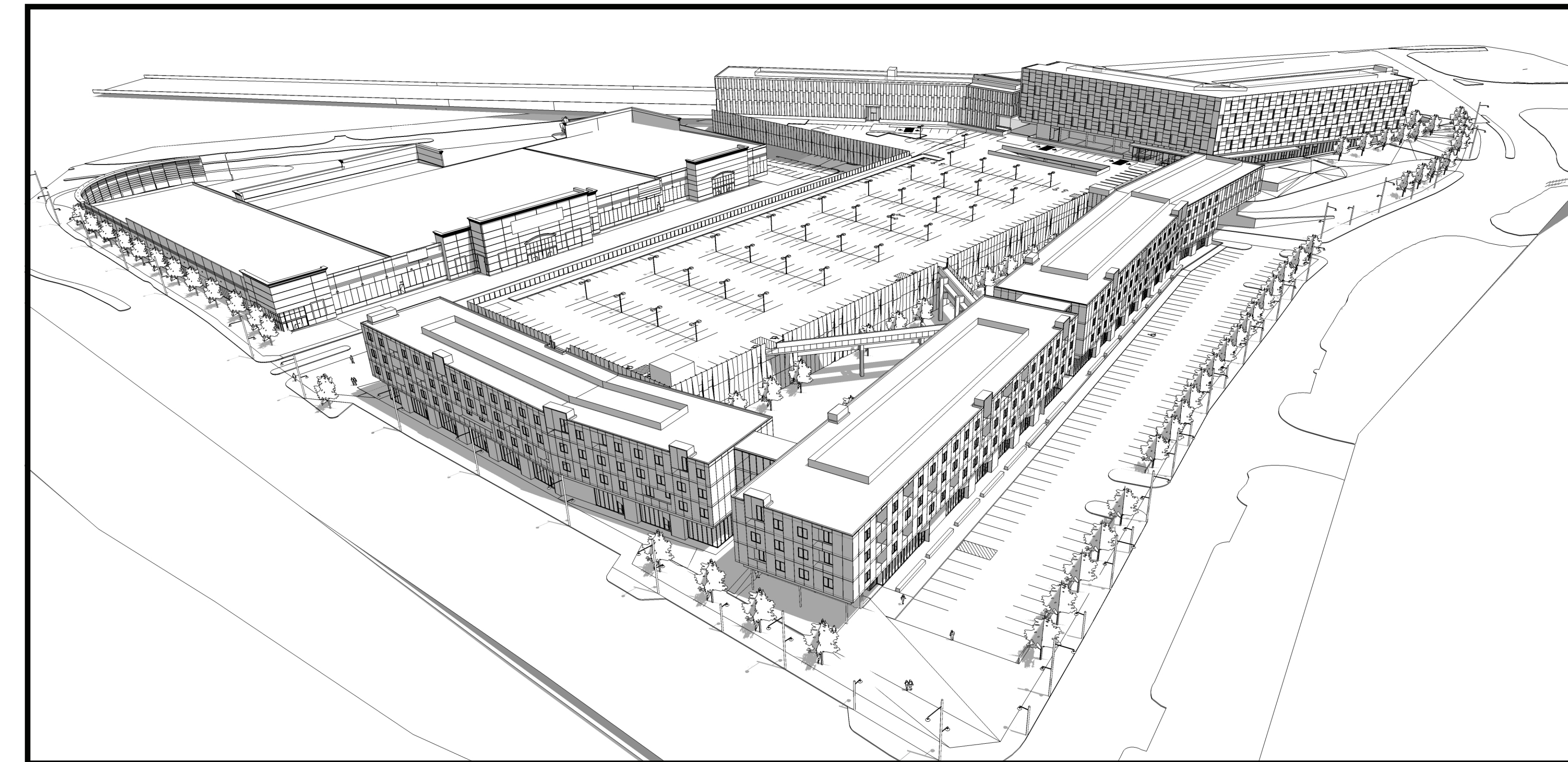
AERIAL FROM SOUTHEAST - SHAWNEE MISSION PARKWAY



AERIAL FROM NORTHEAST - ROE AVE. JOHNSON DRIVE



AERIAL FROM SOUTHWEST - ROELAND DRIVE AND SHAWNEE MISSION PARKWAY



AERIAL FROM NORTH - JOHNSON DRIVE AND ROELAND DRIVE

# FDP-006

FINAL DEVELOPMENT PLAN  
FEBRUARY 01, 2017

CONSULTANTS:

CIVIL / LANDSCAPE:  
OLSSON ASSOCIATES  
7501 WEST 153RD ST. SUITE 200  
OVERLAND PARK, KANSAS 66213  
TEL: 913-381-1170  
FAX: 913-381-1174

MEP:  
PKMR ENGINEERS  
13300 W. 98TH ST.  
LENEXA, KANSAS 66215  
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4338 BELLEVUE AVE.  
KANSAS CITY, MISSOURI 64111  
TEL: 816-531-4144  
FAX: 816-531-8572

MISSION GATEWAY

**el dorado**

**OLSSON**  
ASSOCIATES

**pkmr**  
ENGINEERS

**B D C**  
BOB D. CAMPBELL AND COMPANY  
Structural Engineers - Since 1957

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ARCHITECTURAL VIGNETTES



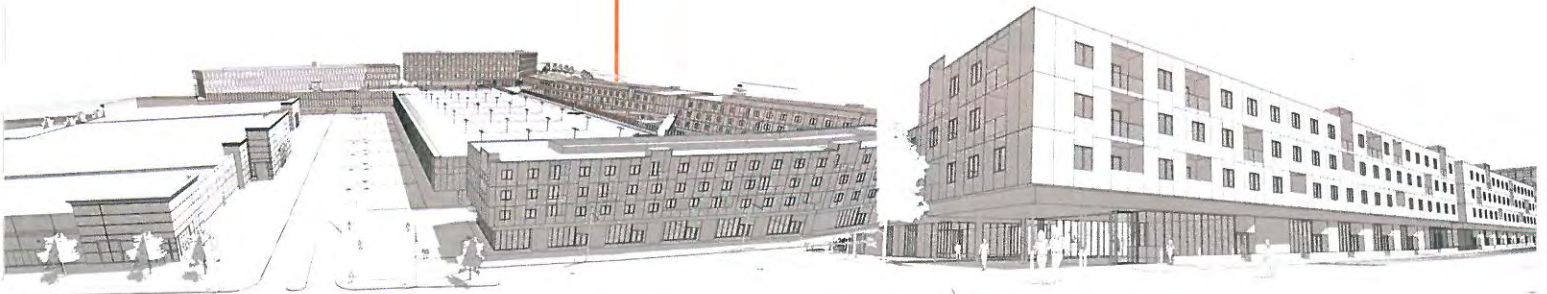


fire protection	mechanical, electrical, plumbing	code and life safety	commissioning	LEED/sustainable design
authority having jurisdiction	3D modeling	iCalc	lighting design	fire & smoke modeling



# PROFESSIONAL BUILDING PLAN REVIEW AND INSPECTION SERVICES FOR THE GATEWAY DEVELOPMENT PROJECT

SUBMITTED: JULY 14, 2017



**Corporate Headquarters:**

9225 Indian Creek Parkway, Suite 300, Overland Park, KS 66210  
 Telephone: (913) 722-3473 / (816) 333-4373 / (913) 722-3484 Fax

**Other Locations:**

Kansas City, KS and Bhopal, India

[www.fsc-inc.com](http://www.fsc-inc.com)



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- ❑ Fire Protection Engineering
- ❑ Code / Life Safety Consulting
- ❑ Mechanical / Electrical / Plumbing Engineering
- ❑ Commissioning

## Cover Letter

July 14, 2017

City Clerk  
City of Mission  
6090 Woodson Street  
Mission, Kansas 66202

**Re: Professional Building Plan Review and Inspection Services  
Gateway Development Project**

On behalf of FSC, Inc. please find our proposal response for the above-mentioned project. As you review our response, you will see that over the past 35 years, FSC has successfully completed many relevant projects in the KC metro area and in the process has developed many long-lasting relationships with the metro Codes Departments. Our team is eager to serve with the City of Mission to ensure public safety. We are only minutes away in south Overland Park, Kansas.

#### Staff Experience:

**Ali Alaman, P.E.** – 28 years in the code field, Ali worked as a plans examiner for 8 years at the City of KCMO, before entering the private sector. He is a Fire Protection Engineer. Last month Ali presented our work at the new Atlanta Falcons Stadium to the ICC leadership meeting.

**Jerry Bachar, C.B.O.** – 20+ years in the field. Jerry worked in plans review for the City of Overland Park, Fire Department and is a Certified Building Official.

**Jasmine Kaplan, C.P.E.** – ICC Certified Plans Examiner with 9 years' experience.

#### Project Experience

- We have a ten year relationship with UMKC acting as the Authority Having Jurisdiction for the University. We provide plan review and inspection services.
- We have experience with large multi-discipline projects, as demonstrated in our effort in the Heart of Doha, Qatar, Phase 1B & 1C Project, a 33 building mixed-use development.
- We have excellent relationships with the codes department within the City of Overland Park, the Unified Government, the City of KCMO, Lenexa and Leawood, Kansas.

We can facilitate this project seamlessly, with a single point of contact:

Ali Alaman P.E., Principal-in-Charge, Code Consultant  
Mobile Phone Number: (913) 406-0944  
Office Phone Number: (913) 722-3473  
E-Mail: aalaman@fsc-inc.com

Sincerely,

Ali H. Alaman, P.E.



**ALI ALAMAN, P.E.**  
**Point-Of-Contact / Principal-In-Charge**  
**LEAD Code Consultant**

B.S., Civil Engineering

Professional Engineer – MO, NE

Member: Society of Fire Protection Engineers (SFPE), International Code Council (ICC)

Phone: (913) 722-3473 Email: aalaman@fsc-inc.com

**Key / Lead Personnel**  
**Qualifications**



Ali Alaman, P.E., is the principal-in-charge for our code consulting division and is responsible for the management and oversight of all its projects. He has more than 28 years of experience in code consulting of fire and life safety, including **eight years as a plans examiner for the City of Kansas City, MO**. He specializes in residential, mixed-use, retail, office buildings, hotels, healthcare facilities, arena and stadiums.

Ali's knowledge of numerous code and life safety requirements has led him to be an expert in his field. His consulting experience provides clients with code strategies, applications and interpretations, alternate design methods, exit studies, inspections, evaluation of fire resistive assemblies, and fire and smoke modeling services.

Ali has served as an expert witness, has presented code presentations to architects and AHJs, **and has acted as an Authority Having Jurisdiction for municipalities, universities, and school districts. As AHJ, he reviews design documents and performs inspections of the contractors' work for life safety and code compliance.** Ali has presented code presentations to architects and AHJs

**PROJECT EXPERIENCE:**

- Heart of Doha, Qatar (33 Buildings, Hotel, Residences, Offices, Shops and Cultural Institutions)
- Oak Street Housing, Phases 1 and 2, UMKC (AHJ, Plan Reviews, Inspections), Kansas City, MO
- ✓ • Prairiefire at Lionsgate (Retail, Restaurants), Overland Park, KS
- 51st and Oak (Residential Building with Amenities Level and Garage), Kansas City, MO
- 51st and Main (Residential Building with Amenities Level and Garage), Kansas City, MO
- Pickwick Plaza Apartments, Kansas City, MO
- 47 Madison (Residential Building with Amenities Level and Garage), Kansas City, MO
- ✓ • Two Light (Residential Building with Amenities Level and Garage), Kansas City, MO
- ✓ • Harbor Center (18-Story building, 2,000 Seat Arena, Hotel and Garage), Buffalo, NY
- ✓ • The Fontaine (formerly Hotel Sorella, with Office Building and Garage) Country Club Plaza, Kansas City, MO
- ✓ • Cerner (Two, 11-Story Office Buildings), Kansas City, KS

**Corporate Headquarters:**

9225 Indian Creek Parkway, Suite 300, Overland Park, KS 66210  
Telephone: (913) 722-3473 / (816) 333-4373 / (913) 722-3484 Fax  
**Other Locations:**  
Kansas City, KS and Bhopal, India

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## Key / Lead Personnel Qualifications

### JASMINE KAPLAN, C.P.E.

#### Code Consultant

B.A., Business, ICC Certified Plans Examiner

Phone: (913) 722-3473 Email: [jkaplan@fsc-inc.com](mailto:jkaplan@fsc-inc.com)



Jasmine Kaplan is a Code Consultant who has been with FSC since 2009.

Since joining FSC, Jasmine has provided code consulting services that have included the development of code approaches, exit analyses, building code reports, and life safety studies for new and existing facilities, including: retail, mixed-use facilities, office buildings, schools, healthcare facilities, and stadiums and arenas located in a number of jurisdictions.

#### PROJECT EXPERIENCE:

- Pickwick Plaza Apartments, Kansas City, MO
- Traders on Grand (Conversion of Existing High Rise into Apartments), Kansas City, MO
- ARTerra Crossroad Apartments, Kansas City, MO
- Heart of Doha, Qatar (33 Buildings, Hotel, Residences, Offices, Shops and Cultural Institutions)
- 4800 Main Board of Trade Building (Mixed-Use), Kansas City, MO
- The Grand Reserve (Conversion of Existing High-Rise into Hotel), Kansas City, MO
- Harbor Center (Hotel and Garage), Buffalo, NY
- Tulsa Club Historic Hotel Renovation, Tulsa, OK
- 1228 Baltimore Conversion into Hotel, Kansas City, MO
- The Fontaine (formerly Hotel Sorella, with Office Building and Garage) Country Club Plaza, Kansas City, MO
- Home Goods Tenant Space Expansion at the Legends, Kansas City, KS
- The Brass on Baltimore Renovation (Event Space), Kansas City, MO
- James C. Olson Performing Arts Center Lobby Addition Inspection (formerly UMKC OPAC), Kansas City, MO
- 4840 Plaza Vista – JJ's Restaurant, Kansas City, MO
- The Sundry (Retail, Restaurant), Kansas City, MO

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## Key / Lead Personnel Qualifications

### JERRY BACHAR, CBO, NICET IV

#### Special Inspections / Code Consultant

A.S., Architectural Drafting and Design, Certified Building Official (CBO),  
International Code Council (ICC), Certified Fire Proofing Inspector  
Phone: (913) 722-3473 Email: [jbachar@fsc-inc.com](mailto:jbachar@fsc-inc.com)



Jerry Bachar is a Fire Protection Specialist and Code Consultant for FSC, Inc. He served as the fire protection plans examiner for the City of Overland Park, KS Fire Department.

He brings over 20 years of experience designing fire sprinkler systems with over six years' experience performing code analysis and reviews for new and existing buildings and fire protection systems.

#### PROJECT EXPERIENCE:

- 115th & Nall Multi-Family Apartments, Overland Park, KS
- West Hall, Kansas State University, Manhattan, KS
- Goodnow & Marlett Hall, Kansas State University, Manhattan, KS
- Heart of Doha (Hotels, Residences, Offices, Shops and Cultural Institutions), Doha, Qatar
- Code Inspection / Plan Review / Authority Having Jurisdiction, University of Missouri, Kansas City, MO
  - 51<sup>st</sup> Oak Street Retail Shops (Red Mango, Larry's Giant Subs, Nail Salon)
  - Flarsheim Hall SCE Plan Review and Inspections
  - Chi Omega Sorority Renovation Inspections
  - Two Oak Street Residence Halls
  - Miller Nichols Library 3rd Floor Renovation
- Weber Hall, Kansas State University, Manhattan, KS
- Derby Food Center, Kansas State University, Manhattan, KS
- Goodyear Tire & Rubber Company, Topeka, KS
- Apple Store Express Plan Review, Kansas City, MO
- Lenexa City Library, Lenexa, KS
- Industrial Fumigant Company, Olathe, KS
- Children's Mercy Park (Sporting KC Soccer Stadium), Kansas City, KS
- Johnson County Community College First Floor Inspections, Overland Park, KS
- Lawrence Public School District Inspections, (Kennedy Phase I and II, Free State High School, Lawrence High School, South Middle School, West Middle School, and the College and Career Center), Lawrence, KS
- Throckmorton Hall, Plant Sciences Research Facility Kansas State University, Manhattan, KS
- O.H. Feed Mill, Kansas State University, Manhattan, KS
- Power Plant, Kansas State University, Manhattan, KS
- University of Kansas Medical Center, Kansas City, KS
- Heart of Doha, Qatar (33 Buildings, Hotel, Residences, Offices, Shops and Cultural Institutions)

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## Key / Lead Personnel Qualifications

### RANDY FRYMIRE, P.E.

#### MEP Engineer

B.S., Mechanical Engineering, Value Engineering Module I Workshop  
Professional Engineer – KS, AL, CAL, IA, MN, MO, NE, NV, OH, OK, TN  
Member Society of American Value engineers (SAVE), American Society of Heating,  
Refrigeration and Air Conditioning Engineers (ASHRAE)  
**Phone: (913) 722-3473 Email: rfrymire@fscmep.com**



Randall “Randy” Frymire, P.E., is a principal of FSC MEP Engineers, LLC, a subsidiary of FSC, Inc. He has worked as a consulting engineer for over 37 years providing mechanical and electrical engineering and design, project management and planning, studies and analysis, peer reviews, value engineering studies, construction administration, and commissioning services. Randy’s primary discipline is mechanical engineering, specifically HVAC, hydronic, and plumbing systems.

Randy’s attention to detail and experience in managing multi-disciplinary projects has gained him respect and trust from many repeat clients. He stays involved in all his projects from conceptual design phase to project close-out. He specializes in mixed-use, residential, educational, healthcare, laboratories, food processing, and governmental facilities.

#### PROJECT EXPERIENCE:

- Aladdin Holiday Inn Hotel, Kansas City, MO
- Homewood Suites, Chandler, AZ
- Holiday Inn, Overland Park, KS
- Hollywood Casino Parking Garage, Kansas City, KS
- Hampton Inn, Chandler, AZ
- Overton Hotel and Convention Center, Lubbock, TX
- Memorial Hall, Joplin, MO
- Las Vegas Event Center, Las Vegas, NV
- ACI Boland Tenant Improvement at 1705 Wyandotte, Kansas City, MO
- Corrigan Office Building Garage, Kansas City, MO
- Bryant Building at 1102 Grand Carrier Hotel, Kansas City, MO
- Centennial Water & Electrical Office Complex Office Renovation and Adaptive Reuse, Carthage, MO
- H&R Office Shell & Tenant Improvements, Kansas City, MO
- Briarcliff Hilltop New Office Building, Kansas City, MO
- Reeves Wiedeman Company Headquarters Office Renovation (LEED Gold), Kansas City, MO
- New Algeier, Martin and Associates Office Building, Kansas City, MO
- General Mills Office Addition, Joplin, MO

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## Key / Lead Personnel Qualifications

### HASU DOSHI, P.E.

#### Fire Protection Engineer

B.S., Mechanical Engineering, M.S., Mechanical Engineering  
Professional Engineer – KS, AL, AR, CA, CO, FL, GA, IA, ID, IL, MD, MS, MO, MT, NE, NC,  
ND, OK, PA, SC, TX, VA, WA, NCEES - #47995  
Member: American Society of Mechanical Engineers (ASME),  
National Fire Protection Association (NFPA)  
Phone: (913) 722-3473 Email: [hdoshi@fsc-inc.com](mailto:hdoshi@fsc-inc.com)



Hasu Doshi, P.E., is President of FSC, Inc. and is a principal in our fire protection engineering division. Since establishing FSC, Inc. in 1979, he has been the company's visionary starting with two individuals in a small Kansas City, KS office providing only fire protection services. FSC has grown and prospered with offices worldwide and now offers a multitude of engineering services. He is an expert at using innovative solutions while addressing fire and life safety requirements and satisfying codes.

Hasu has 48 years of experience in fire sprinkler design, fire alarm design, and code consulting services. He also acts as an expert witness and third-party reviewer of fire protection shop drawings to ensure designs meet the applicable codes.

Hasu specializes in mixed-use, residential, educational, aviation, manufacturing, industrial, warehouse and distribution, commercial, governmental and institutional facilities.

#### PROJECT EXPERIENCE:

- River Vista Apartments, Wichita, KS
- Chisholm Lake Apartments, Wichita, KS
- Traders on Grand (Conversion of Existing High Rise into Apartments), Kansas City, MO
- Commerce Tower Renovations, Kansas City, MO
- ✓ KC Power & Light Entertainment LIVE District (Retail, Restaurants and Parking Garage), Kansas City, MO
- Reardon Convention Center Expansion and Renovation, Unified Government of Wyandotte County, Kansas City, KS
- Hyatt Regency Crown Center Hotel, Kansas City, MO
- Overton Hotel and Convention Center, Lubbock, TX
- Bartle Hall Convention Center Expansion and Renovation, City of Kansas City, MO
- Hollywood Casino and Parking Garage, Kansas City, KS
- Northrock Offices, Wichita, KS
- Bryant Building at 1102 Grand Carrier Hotel Fire Protection Upgrades, Kansas City, MO
- New Kauffman Performing Arts Center and Parking Garage, Kansas City, MO
- Union Station / Science City Museum, Kansas City, MO

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## Key / Lead Personnel Qualifications

### KATHY HAGEN, P.E.

#### Structural Engineer

B.S., Architectural Engineering

Professional Engineer – KS, MO, FL, NE, IA, MI, NV, OH, WY, TX, AR

Member: American Institute of Steel Construction (AISC), American Concrete Institute ACI, Structural Engineers of KS and MO (SEAKM), and American Society of Civil Engineers (ASCE)

Phone: (913) 825-9381 Email: khagen@khegroup.com



Kathy Hagen is a registered professional engineer with more than 29 years of structural engineering design experience in steel, concrete, masonry, cold-formed steel, aluminum, and wood structures.

Kathy has served as engineer of record, project engineer and staff engineer on a multitude of projects including a 20-story hotel tower, a four-story office building, aluminum sun screens, and the renovation of various historic structures.

Kathy has extensive experience in the preparation, submittal and approval of construction documents and specifications. Kathy has been involved in all aspects of the design and construction process. Kathy has worked with both private and public clients.

#### PROJECT EXPERIENCE:

- KOMA Building, Overland Park, KS
- KCMO Police Headquarters Design and Special Inspections, Kansas City, MO
- Norrington Hall Renovation Design and Special Inspections at Park University, Parkville, MO
- H&M Summit Fair Retail, Lee's Summit, MO
- National WWI Museum and Memorial Gallery Expansion, Kansas City, MO
- Traders on Grand Design and Special Inspection, Kansas City, MO

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## Key / Lead Personnel Qualifications

### MICHAEL LANCEY, P.E.

#### Structural Engineer

B.S., Architectural Engineering

Professional Engineer – KS, MO

Member: American Institute of Steel Construction (AISC), Structural Engineers of KS and MO (SEAKM), Kansas City Chamber Pillars Leadership Group

Phone: (913) 825-9381 Email: [mlancey@khegroup.com](mailto:mlancey@khegroup.com)



Michael Lancey is a registered professional engineer with more than 11 years of structural engineering experience in: steel, concrete, masonry, metal studs and wood.

Michael has worked on a wide variety of new construction and existing building renovations in various parts of the region.

#### PROJECT EXPERIENCE:

- Children's Mercy Park (Sporting Kansas City Soccer Stadium), Kansas City, KS
- 8100 Newton Design and Special Inspections, Overland Park, KS
- Lawrence College & Career Center, Lawrence, KS
- The Brass on Baltimore, Kansas City, MO
- Cerner Trails Campus, Kansas City, MO
- Corrigan Building and Garage Special Inspections, Kansas City, MO
- Traders on Grand Design and Special Inspections, Kansas City, MO
- SMTS Headquarters, Cape Girardeau, MO
- Cerner Link Building, Kansas City, MO

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## Key / Lead Personnel Qualifications

### ED ROETHER, R.A.

#### Architect / ADA Compliance

B.S., Architecture

Member: U.S. D.O.'s. Accessibility Regulatory Impact Analysis Panel, ICC/ANSI A117 Accessible and Usable Buildings and Facilities, Chaired 2003 ICC/ANSI A117.1 Assembly Task Group, Current Chair: ADA/A117 – Harmonization Task Group, NFPA Assembly Occupancies and Membrane Structures (Current Chair: Assembly Life Safety Task Group, Current Chair: Assembly Aisle Transition Task Group), NFPA 101/5000-72 Joint Task Group on Occupant Notification, ICC/CTC ADA/IBC Coordination Committee, ICC/CTC Open Stairway Study Group, ICC/CTC ICC 300 Coordination with IBC Group, ICC/CTC Guard Study Group

Phone: (913) 549-6479 Email: [ed@edroetherconsulting.com](mailto:ed@edroetherconsulting.com)

ED ROETHER  
consulting, LLC

design | professional standards | public | life safety | accessibility



Ed Roether has served as a project architect for several architectural firms in the Kansas City metropolitan area from 1977 to 1990. He started working for Populous (formerly known as HOK Sport, Venue, Event) as a project architect in 1989, and then from 1990 to 2010, he was responsible for the Populous Quality Assurance program, including code and ADA compliance.

He directed this program, facilitating office wide quality improvements including meeting the needs of the public relative to accessibility and life safety. From his experience as a practicing architect and his involvement with code development, Ed has developed an intimate understanding of the requirements for accessibility and life safety, along with construction standards. Ed's impact on design standards and codes has been recognized industry-wide.

As a member of the NFPA 101 Life Safety Code Assembly Occupancies Committee, the ICC/ANSI A117 Accessible and Usable Buildings Committee and then several task groups for both committees, Ed has an historical perspective of their requirements. Ed chaired the task group on Assembly Seating for the 2003 edition of ICC/ANSI A117 harmonizing its requirements with the 2004 ADA/ABA Guidelines, which was adopted September 15, 2010 by the Department of Justice as their ADA Design Standard. Ed has been recognized by several organizations for persons with disabilities, including the Paralyzed Veterans of America, as well as the Department of Justice for his unique understanding of accessibility.

#### PROJECT EXPERIENCE:

- Hotel AC Westport, Kansas City, MO
- Sheraton Crown Center, Kansas City, MO
- Westin Crown Center, Kansas City, MO
- Sprint Center, Kansas City, MO
- Tnemec Technology Center, Kansas City, MO
- VA Mental Health Building, Kansas City, MO
- Aqua Waikiki Wave, Honolulu, HI
- Cargill Office Center, Wayzata, MN
- CONSOL Energy Center, Pittsburgh, PA
- University of Phoenix Stadium, Glendale AZ
- VA Outpatient Clinic, San Jose, CA

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# Project Team Organization

Our code consultants are experts in navigating through the various editions of the International Building Code to help you decipher what is applicable to your project. The IBC serves as a five-hundred plus page legal document prescribing minimum construction and safety standards. Requirements are revised and added with each edition due to new information or loss of life.



The permit submittal process can be difficult and time-consuming when going through seemingly endless rounds of city comments before gaining an approved permit. FSC facilitates the approval process by giving our clients valuable feedback during the design phases and guidance that makes obtaining city approval easier.

FSC has built a reputation and has established strong and long-lasting relationships with not only local code officials, but also code officials who reside in other major cities and jurisdictions throughout the U.S.

**Our code consultants have worked for the City of Overland Park, KS and City of Kansas City, MO as Plan Examiners.**

They are experts in their field and have the knowledge and experience that will help your project move swiftly through the system. They know:

– **What plan examiners expect, and most importantly, the RIGHT questions to ask**

- ✘ – **Feedback and Guidance:** FSC will review the design and construction documents as they progress for compliance with building, fire, and life safety / codes, and then works with you to meet code or to develop alternative and innovative solutions to problems.
- ✘ – **Plan Reviews:** FSC reviews design and construction documents for compliance with building, life safety, mechanical, electrical, fire protection, fire alarm, and plumbing codes. In the capacity of AHJ, we interpret codes, regulations and standards, and approve equipment, assemblies, and materials.
- ✘ – **Inspections:** FSC performs on-site installation inspections of mechanical, electrical, fire protection, fire alarm, plumbing, code and life safety elements.

– **Know the documentation that is needed to get your project approved and ready for occupancy**

Some of these documents include:

- Permits
  - Certificates of Occupancy
  - Code Modifications
- **We will Represent You**
- FSC will meet with the designers-of-record and contractors to provide constructive feedback on designs that do not meet the letter of the code in order to accelerate the approval process.
  - We will assist in coordinating with code and fire officials to resolve issues on your behalf.
  - To eliminate costly redesign at the time of permit submittal, FSC can meet with code and fire officials to resolve construction issues early on in the design process on your behalf.



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## Project Team Organization

FSC, Inc.'s team completes hundreds of projects every year. Our firm has an excellent reputation and is recognized throughout the local area as a leader in providing our codes / life safety services to many private developers, architects and government clients.

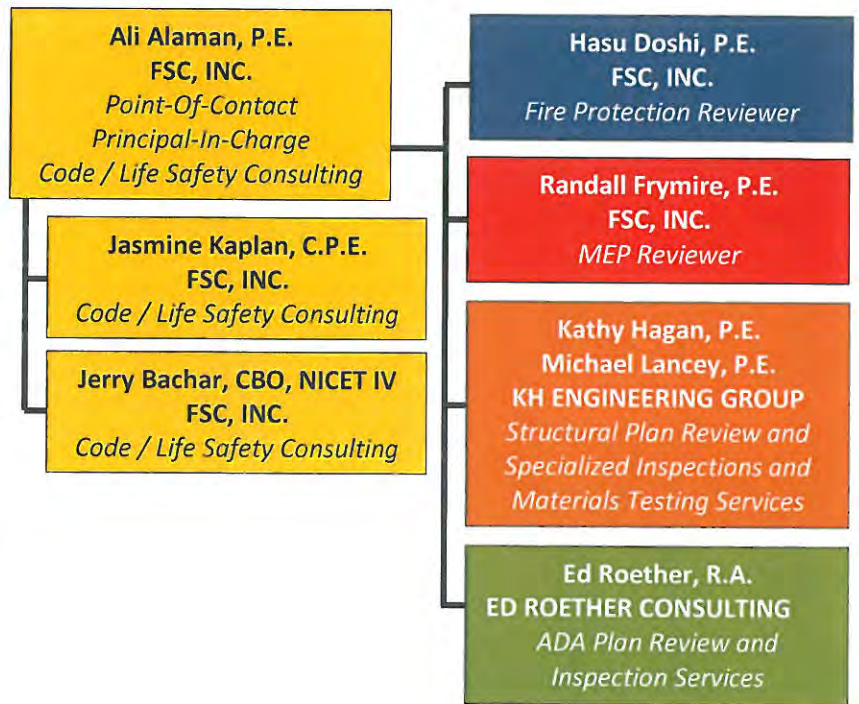


To fulfill the requirements in the RFP, and if needed, we are partnering with **KH Engineering Group, P.A.** for structural reviewer and **Ed Roether Consulting** for ADA reviewer.

**KH Engineering Group, 15377 W. 95<sup>th</sup> Street, Lenexa, KS** – KH Engineering Group provides structural engineering solutions for architectural building projects and structural construction services. KH Engineering works with design teams to deliver various levels of energy-efficient, durable and sustainable buildings and infrastructure projects that meet their government and private sector client needs. KH Engineering is a certified Woman Owned Business Enterprise.

**Ed Roether Consulting, 25950 Mission Bellview, Louisburg, KS** - Ed Roether is a practicing architect that is involved with code development. He has developed an intimate understanding of the requirements for accessibility and life safety, along with construction standards, which enables him to provide comprehensive advice through the design process and then throughout the life of the facility. Few consultants have his familiarity with the construction standards, real world experience as a practicing architect, and his familiarity with the accessibility and life safety codes and standards. Ed has provided both the United States Access Board and the United States Department of Justice comments during their rulemaking process to adopt new guidelines / standards and has met with both numerous times over the past 20 years to discuss requirements of the standards.

He was a member of the Department of Justice's Accessibility Regulatory Impact Analysis Panel during their adoption of the 2010 ADA Standards for Accessible Design. His commitment for consistent comprehensive and objective interpretations of the standards enables him to discuss specific issues in detail to find common ground and successfully resolve Department of Justice's concerns on numerous projects.



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## Project Team Organization

All of our team members have worked on various projects throughout the Kansas City area. Some of these projects include:

### FSC'S Projects with KH Engineering, Group:

- KCMO Police Headquarters, Kansas City, MO
- Traders on Grand, Kansas City, MO
- Corrigan Building and Garage, Kansas City, MO
- James C. Olson Performing Arts Center, Kansas City, MO
- Student Success Center at UMKC, Kansas City, MO
- Student Union Building at UMKC, Kansas City, MO
- The Brass on Baltimore, Kansas City, MO

### FSC's Projects with Ed Roether Consulting:

- CONSOL Energy Center, Pittsburgh, PA
- University of Phoenix Stadium, Glendale AZ
- VA Mental Health Building, Kansas City, MO
- VA Outpatient Clinic, San Jose, CA
- 



### Members of:



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## References



1	<p><b>UMKC - AHJ Services</b>          Bob Simmons          Associate Vice Chancellor          E: simmonsr@umkc.edu          P: 816.235.1369</p>	<p><b>Project Description:</b> Performed plan review and inspection services for the University since 2006. During this time period, FSC has performed plan review and inspections on a variety of projects including Oak Street Housing, Johnson Hall, Miller Nichols Library Renovation, Spencer Chemistry Renovation, and the Olsson Performing Arts Center Renovation and Addition.</p>
2	<p><b>Plaza Vista Development (2014)</b>  <b>Van Trust Real Estate</b>          David Rezac, AIA          Vice President, Development          E: David.rezac@vantrustre.com          P: 816-569-1472</p>	<p><b>Project Description:</b> The Plaza Vista Development includes a hotel, office tower, with ground level retail and a parking garage. The hotel (Hotel Sorella) is a 132-room boutique hotel. The Plaza Vista office tower is 10 stories with retail space on the first two floors and a six-level underground parking garage.  <b>Scope:</b> FSC assisted the design team in determining applicable codes, evaluated the project and reviewed plans for compliance.</p>
3	<p><b>51 Oak (2017)</b>  <b>HOK</b>          Sandy Price          V.P. Sr. Project Designer          E: Sandy.Price@hok.com</p> <p>Jeremy Tinkler          Sr. Architect/ Proj. Manager          E: Jeremy.Tinkler@hok.com          P: 816-472-3360</p>	<p><b>Project Description:</b> The development includes a Whole Foods grocery, 170 apartment units and a six level, 445 space, parking garage.  <b>Scope:</b> FSC assisted the design team in determining applicable codes, evaluated the project and reviewed plans for compliance.</p>
4	<p><b>51 Main (2015)</b>  <b>The Opus Group</b>          Pete Lewis, AIA LEED AP          Sr. Manager          E: Pete.Lewis@opus-group.com          P: 816-480-4444</p>	<p><b>Project Description:</b> Apartment building with 176 units and 10,000 square feet of ground-level retail. The development has a 345-stall parking garage for residents and retail customers.  <b>Scope:</b> FSC assisted the design team in determining applicable codes, evaluated the project and reviewed plans for compliance.</p>
5	<p><b>Harbor Center (2014)</b>  <b>Populous</b>          Clark Mleynek          Sr. Architect / Principal          E: Clark.Mleynek@populous.com          P: 716-855-4100</p>	<p><b>Project Description:</b> The development is an entire city block and 20-stories tall. The development includes a 2,000 seat arena, retail spaces, a hotel, and 750-space parking garage.  <b>Scope:</b> FSC assisted the design team in determining applicable codes, evaluated the project and reviewed plans for compliance.</p>

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## Rates



SCHEDULE OF RATES	
Personnel:	\$ per hour
<i>Plan Review and Inspection Staff</i>	
Principal (Fire Protection, Code, Mechanical, Electrical, Plumbing)	155
Fire Protection Engineer/Code Consultant/Project Manager	145
Field Inspector (all disciplines other than accessibility)	125
Senior Engineer	120
Engineer	105
ADA (plan reviewer & inspector)	250
<i>Support Staff</i>	
Designer	95
CAD Technician	75
Administrative / Clerical	60

The plan review and inspection efforts will likely involve various levels of the plan review and inspection staff within the multiple disciplines (fire protection, code, mechanical, electrical, plumbing, structural and accessibility). Services will be billed at the hourly rate of the personnel providing the service.

### Reimbursable Expenses:

The only anticipated travel expense is mileage and will be billed at the rate of \$0.59 cents per mile. Additional expenses could include but not limited to in-house printing that will be charged at \$0.25 cents per square foot and delivery fees at current rate.

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- ✚ Mechanical/Electrical/Plumbing Engineering
- ✚ Code/Life Safety Consulting
- ✚ Commissioning Services

August 2, 2017

Brian Scott  
Assistant City Administrator/Finance Director  
City of Mission  
6090 Woodson  
Mission, KS 66202

Re: Mission Gateway Development Project  
Fee Proposal for Plan Review and Inspection Services

Dear Mr. Scott:

FSC, Inc. is pleased to submit the following proposal for the new Mission Gateway Development project.

#### **PROJECT DESCRIPTION**

Based on the RFP and our meeting, we understand the project includes six buildings, a parking garage and surface parking. The project will be constructed in phases as follows:

- Phase I: Three Apartment buildings each 4 floors with ground floor retail, and appropriate parking.
- Phase II: Hotel and parking garage.
- Phase III: Office and Retail buildings.

The primary purpose of the project is to insure compliance with all City building codes and applicable state regulations.

#### **SCOPE OF WORK**

FSC's team includes Code, MEP, Structural and ADA professionals. Our scope of work includes building plan review, inspection services, and City's representative in ensuring the project is built in accordance with the approved plans and development agreements. Specifically, the FSC team will provide the services described in Section 3 of the RFP.

We briefly reviewed the Phase I plans and are comfortable with the scope of work. However, Phase II and III plans are not available therefore, we have made our best guess on the scope of work for those phases based on our experience on similar projects.

Our proposal is based on the following assumptions/clarifications:

1. The hotel in Phase II is a high-rise.
2. Other than the apartments and hotel, all other spaces are shell only.
3. Special inspections are as required by IBC section 1705. Special inspections are required to be performed by qualified individuals (hired by the owner) who report to the city. Our team will identify which special inspections are required.
4. Elevator inspections are not included.

5. Plan review and inspection efforts are for the buildings only and do not include site or public works.
6. Plan review and inspection efforts are for code compliance not best practices or good design.
7. As the City's representative, the FSC team will attend, as requested, weekly design review meetings, project meetings, and/or construction meetings. We have assumed attendance at the following number of meetings per phase: Phase I – 52 meetings, Phase II – 76 meetings, and Phase III – 52 meetings. Attendance at additional meetings may be provided for additional services.

## COMPENSATION

To perform the above Scope of Services, we have developed the attached fee spreadsheet which includes a breakdown of hours per discipline per task. Below is a summary.

- Phase I Review & Inspection: **\$208,070**
- Phase I Meetings: **\$54,070**
- Phase II Review & Inspection (estimated): **\$199,040**
- Phase II Meetings: **\$78,660**
- Phase III Review & Inspection (estimated): **\$137,965**
- Phase III Meetings: **\$54,070**

Reimbursable expenses, limited to printing of final submission documents and delivery, will be billed at cost. Mileage to/from the site is included in our fee.

We feel confident about our Phase I fee. For Phase II and III, our fee is an estimate, which represents our best educated guess of the hours we believe it will take to complete all the tasks. Therefore, before starting our scope on Phase II and III, we request the opportunity to discuss and, if needed, adjust our fees.

We will invoice monthly for the percentage of our work completed in that time frame. Payment of our invoice is due 30 days from date of invoice.

We appreciate the opportunity to be part of this amazing project. Please feel free to call or email me if you have any comments/questions.

Sincerely,

FSC, Inc.



Sonia Garapaty, MS E.E., LEED AP  
CEO

**Phase 1 - Residential - 3 buildings each 4 floors**

Plan Review	Code		MEP		Structural			ADA
	Principal	Sr. Code Cons.	PM	Sr. Engineer	PM	Sr. Engineer	Engineer	
100% design (drawings & specifications)	8	40	4	48	2	30		24
1st Re-review	4	8	2	24		8		8
1st Review Meeting	4	4	4	4		4		4
2nd Re-review	2	4	2	18		2		2
General Coordination	24		8					
<b>Inspections</b>								
Under Slab (3 per building = 9 total)		12	9	36				
Rough-in walls & above ceiling (3 per floor*12 floors=36 total)	56	112	9	84				12
Wood Frame (3 per floor * 12 floors=36 total)					4	4	144	
Shop Drawing Review FP		60						
Shop Drawing Review FA		60						
Shop Drawing Review Structural							16	
Submittal Review Firestop		36						
50% Complete ADA Inspection								12
Review Revisions to approved plans	18	4	24	4	32			20
Re-review revisions	10	2	12	2	16			10
FA Test Final	4	16						
FP Test Final	4	16						
Final Inspection	20	40	3	20			12	8
Final Re-inspection	10	20	3	12		6		4
General Coordination	24	40	4	8	8	16	24	
Management of Special Inspections							140	
<b>Meetings</b>								
Weekly Meeting & Report (52)	78	78	78		78			40
<b>Total Hours</b>	266	552	162	260	140	70	336	144
<b>Rates</b>	\$ 155.00	\$ 120.00	\$ 145.00	\$ 120.00	\$ 145.00	\$ 120.00	\$ 105.00	\$ 250.00
<b>Total Fee</b>	\$ 41,230.00	\$ 66,240.00	\$ 23,490.00	\$ 31,200.00	\$ 20,300.00	\$ 8,400.00	\$ 35,280.00	\$ 36,000.00

\$ 54,070.00

\$ 262,140.00

**Phase 2 - Hotel (6 floors) & Parking Structure**

Plan Review	Code		MEP		Structural			ADA
	Principal	Sr. Code Cons.	PM	Sr. Engineer	PM	Sr. Engineer	Engineer	
100% design (drawings & specifications)	12	40	4	24	6	52		24
1st Re-review	4	8	2	20		16		8
1st Review Meeting	4	4	4	4		4		4
2nd Re-review	2	4	2	24		2		2
General Coordination	24		8			4		
<b>Inspections</b>								
Under Slab (3 total)		12	10	21				
Rough-in walls & above ceiling (3 per floor*6 floors=18 total)	56	112	6	66				12
Exterior Hotel Walls - Structural (3 per floor*6 floors=18 total)						4	72	
Shop Drawing Review FP		60						
Shop Drawing Review FA		60						
Shop Drawing Review Structural						24		
Submittal Review Firestop		36						
50% Complete ADA Inspection								12
Review Revisions to approved plans	20	8	24	2	26	12		20
Re-review revisions	10	2	12	2	12	4		10
FA Test Final	8	16						
FP Test Final	8	16						
Final Inspection	20	40	2	10		8		8
Final Re-inspection	10	20	2	8		4		4
General Coordination	24	40	4	8		12		
Mgmt of Special Inspections - Bi-Weekly Review of Discrepancy List, Site Visits (10)	24				6	12	120	
<b>Meetings</b>								
Weekly Meeting & Report (76)	114	114	114		114			57
<b>Total Hours</b>	340	592	194	189	164	158	192	161
<b>Rates</b>	\$ 155.00	\$ 120.00	\$ 145.00	\$ 120.00	\$ 145.00	\$ 120.00	\$ 105.00	\$ 250.00
<b>Total Fee</b>	\$ 52,700.00	\$ 71,040.00	\$ 28,130.00	\$ 22,680.00	\$ 23,780.00	\$ 18,960.00	\$ 20,160.00	\$ 40,250.00

\$ 78,660.00

\$ 277,700.00



**Phase 3 - Office (3 floors) & Retail (1 floor)**

Plan Review	Code		MEP		Structural			ADA
	Principal	Sr. Code Cons.	PM	Sr. Engineer	PM	Sr. Engineer	Engineer	
100% design (drawings & specifications)	12	24	6	24	2	28		20
1st Re-review	2	4	2	12		12		8
1st Review Meeting	4	4	4	4		4		4
2nd Re-review	2	4	2	10		2		2
General Coordination	24		8			6		
<b>Inspections</b>								
Under Slab (6 total)		6	6	24				
Exterior Walls - Structural						4	36	
Rough-in walls & above ceiling (3 per floor*4 floors=12 total)	15	60	6	40				12
Shop Drawing Review FP		40						
Shop Drawing Review FA		40						
Shop Drawing Review Structural						12		
Submittal Review Firestop		12						
50% Complete ADA Inspection								10
Review Revisions to approved plans	20	4	24	2	32			20
Re-review revisions	10	2	12	2	16			10
FA Test Final	4	8						
FP Test Final	4	8						
Final Inspection	8	16	4	16				8
Final Re-inspection	4	8	2	8				4
General Coordination	20	20	4	4				
Mgmt of Special Inspections - Bi-Weekly Review of Discrepancy List, Site Visits (4)					4	24	100	
<b>Meetings</b>								
Weekly Meeting & Report (52)	78	78	78		78			40
<b>Total Hours</b>	207	338	158	146	132	92	136	138
<b>Rates</b>	\$ 155.00	\$ 120.00	\$ 145.00	\$ 120.00	\$ 145.00	\$ 120.00	\$ 105.00	\$ 250.00
<b>Total Fee</b>	\$ 32,085.00	\$ 40,560.00	\$ 22,910.00	\$ 17,520.00	\$ 19,140.00	\$ 11,040.00	\$ 14,280.00	\$ 34,500.00

\$ 54,070.00

\$ 192,035.00

**AN AGREEMENT FOR THE PROVISION OF PLAN REVIEW AND BUILDING INSPECTION SERVICES IN ASSOCIATION WITH THE CONSTRUCTION OF THE GATEWAY DEVELOPMENT PROJECT.**

THIS AGREEMENT IS ENTERED INTO THIS \_\_\_\_\_ DAY OF 2017 BETWEEN **THE CITY OF MISSION**, Kansas, a Kansas municipal corporation (“CITY”) AND **FSC, INC.**, a Kansas corporation (“CONSULTANT”) FOR THE PROVISION OF PLAN REVIEW AND BUILDING INSPECTION SERVICES IN ASSOCIATION WITH THE CONSTRUCTION OF THE GATEWAY DEVELOPMENT PROJECT LOCATED WITHIN THE CITY OF MISSION.

**WHEREAS**, City is a municipal corporation of the second class duly authorized under the Kansas State Constitution; and

**WHEREAS**, City reviews and approves plans for construction of new and/or renovation of existing structures, and issues building permits for various aspects of the same, all with the purpose and intent of protecting the health, safety and welfare of the general public; and

**WHEREAS**, The Gateway Development Project (the “Project”) is an approximately 544,000 square feet, mixed-use new development project planned for a 17 acre parcel of property within the corporate boundaries of the City of Mission; and

**WHEREAS**, The review of construction plans associated with the Project, and inspection of various aspects of the construction process, will require knowledge, experience, and time beyond the capabilities of the City’s staff; and

**WHEREAS**, In order to provide appropriate plan review and inspection services for the Project, City issued a Request for Proposals for these services; and

**WHEREAS**, Consultant submitted a proposal in response to the request, and said proposal was reviewed by City, and Consultant was deemed qualified and capable of providing such services as sought for the Project.

**NOW THEREFORE**, The parties do hereby agree to enter into an agreement for provision of Plan Review and Inspection services in association with the Project in accordance with the following terms and conditions:

Section 1. Introduction

1.1. The Project

The Project is a mixed-use development project proposed to be built on an approximately 17 acre parcel of property bounded by Roe Boulevard, Johnson Drive, Shawnee Mission Parkway, and Roeland Drive, and entirely within the municipal boundaries of the City of Mission. A copy of the development plan for the Project is attached hereto as Exhibit “A” (“Development Plan”).

The Development Plan specifically identifies six buildings around the perimeter of the site surrounding a partially free-standing three level parking garage. Building “B” on the southwest corner of the site is a 200 room, 7-story hotel (140,904 square feet). To the north, buildings “C”, “D” and “E” along Roeland Drive and Johnson Drive will contain 168 apartment units (177,812 square feet) over ground floor retail in 4-story buildings. Building “A” is a

single-story building with three retail tenant spaces defined (166,991 square feet). Building “F” is a 3-story office building (58,516 square feet).

A boardwalk system is proposed to connect a surface parking lot on Roeland Drive to a green space adjacent to Buildings “C”, “D” and “E”. This green space, or “courtyard,” is proposed for the benefit of residents and for use by the public. It includes seating and a small performance area.

The Development Plan provides 1,528 parking spaces for the mix of retail, residential, office and hotel uses. This includes angled parking spaces along Johnson Drive adjacent to street-level retail in Building “E”, a surface parking lot adjacent to Roeland Drive for Buildings “C” and “D”, and a multi-level parking structure located in the center of the development.

The current plan is to construct the Project in one or more phases. City has been advised that Phase I would consist of the apartment buildings (Buildings “C”, “D”, and “E”) with the ground floor retail, and appropriate parking. Initial site work for Phase I is expected to begin in early fall of 2017. Phase II would consist of the hotel (Building “B”) and the parking structure. Phase II is expected to begin in the spring of 2018 and be completed by spring 2020. Phase III would consist of the office building and retail components of the project (Buildings “A” and “F”). Phase III is expected to be completed by spring/summer 2020. The timeline for construction will be somewhat dependent on force majeure and tenant leasing.

## Section 2. Scope of Services to be Performed by the Consultant

### 2.1 General

The general scope of services (“Services”) is two-fold. First, Consultant shall provide all plan review and building inspections services associated with the Project, subject to City approval and consent in accordance with all applicable City ordinances. The purpose of these Services is to ensure compliance with all City building codes and applicable state regulations. Secondly, Consultant shall serve as the City’s representative in ensuring that the Project is built in accordance with approved plans and development agreements. In particular, it is envisioned that in reviewing plans and conducting inspections, Consultant will ensure that materials specified are actually used and that construction techniques called for are actually deployed.

In performing these services, it is expected that Consultant will interface with the developer’s representatives, architect and design professionals (working for either the developer or City), other agencies, and City’s Community Development staff as necessary in order to fulfill this purpose.

Consultant shall provide sufficient, qualified, and experienced personnel to perform the Services identified in this Agreement.

## 2.2 Plan Review Services

Consultant will review any and all plans submitted in connection with the Project for compliance with the provisions of all City building codes and applicable state regulations including, but not limited to those for; fire and life-safety, accessibility, structural, mechanical, plumbing, and electrical.

In reviewing plans, Consultant shall prepare plan review letters with comments that are specific, detailed, complete, and reference plan sheet numbers and code sections where applicable. Consultant shall also make personnel available in person, by phone, or email to answer questions of design professionals, contractors, and/or City's Community Development staff. Copies of such letters and notes of any conversations shall be provided to City, as well as kept on file with Consultant, in accordance with provision in Section 6.1.

When satisfied that the plans comply with the applicable codes and regulations, Consultant shall approve and forward the plans to City for issuance of a building permit, but such permit issuance shall remain at all times subject to approval of City in accordance with all applicable ordinances.

Plan review turnaround time (from the date of submittal) shall not exceed twenty-one (21) regular business days for the first submittal, and ten (10) regular business days for the second and subsequent submittals.

## 2.3 Inspection Services

Consultant will provide inspection services, and report to City's Community Development Staff, during the course of construction of the Project to ensure that such construction is being performed in compliance with the permit that has been issued as well as City building codes and applicable state and federal regulations. Inspections will include structural, building, mechanical, electrical, and plumbing, and fire-life safety.

Inspections and re-inspections will be performed within 24 hours (excluding weekends and holidays) from the time an inspection is requested and scheduled by City's Community Development staff. All inspection requests and the inspector's field copy of the file will be prepared for Consultant by City's Community Development staff.

Inspections will be scheduled, generally, during normal business hours, 8 a.m. to 4 p.m. Monday through Friday, and in accordance with City's holiday schedule: closed New Year's Day, Martin Luther King's Birthday, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and the Day after Thanksgiving, and Christmas Eve and Christmas Day.

Circumstances may require that inspection services be scheduled before or after normal business hours, or on weekends, or holidays as needed. Such inspections will be scheduled in advance as much as possible.

On occasion, an emergency may occur necessitating the need for inspection services as soon as possible. When City requests an inspection for an emergency situation, Consultant shall provide a qualified inspector within two hours of the request. Furthermore, Consultant shall be required to provide emergency contact information for such situations, and to keep this information up-to-date through the term of the agreement.

Consultant will be responsible for taking detailed notes of any inspections; assuring that all code discrepancies are appropriately reported, tracked and resolved; issuing pass/fail notices; and delivering reports of all such activity with related documentation to City upon completion of the inspection, all of which shall remain at all times property of City. Notes shall be kept on file with Consultant in accordance with Section 6.1.

#### 2.4 Act as City's Representative

It is expected that Consultant will serve as City's representative to ensure that the Project is built in accordance with approved plans and development agreements. In particular, it is envisioned that in reviewing plans and conducting inspections, Consultant will ensure that materials specified are actually used and that construction techniques called for are actually deployed. This may entail occasional on-site construction observation to the extent necessary to ensure the appropriate means and methods of construction are applied and plans/specifications are followed.

Consultant may be asked to review and evaluate issues arising in the field with design professionals and contractors and advise City of recommended resolutions. This will include, in particular, initial review of change orders as they may relate to approved plans with City and making recommendations for approval or denial of such.

Consultant may be asked to review the developer's request for reimbursements under the development agreement to ensure accuracy and compliance with plans and specifications. Any inaccuracies will be brought to the attention of the developer's representative and City to be rectified. Once approved, Consultant will certify the requests for payment by City or from escrowed funds in accordance with the development agreement.

#### 2.5 Attendance at Design and Project Meetings

Consultant will be expected, when asked, to attend design review meetings with the architect(s) of record and/or the engineer(s) of record for the purpose of addressing questions before design work begins and/or to engage in finding solutions to pending issues.



Likewise, Consultant may be asked to attend project meetings to coordinate plan review and inspections services, address questions and concerns, and monitor the general progress of the Project.

Consultant will be expected to keep and retain notes of these meetings, and to report back to City's Community Development staff any pertinent outcomes of such meetings.

### Section 3. Personnel to be Provided by Consultant.

#### 3.1 Qualifications

##### 3.1.1 Minimum Plan Reviewer Qualifications

Personnel of Consultant that are conducting plan review services shall have the following minimum qualifications:

- ICC Certified Commercial Plans Examiner, and/or
- Licensed architect or engineer
- 10 years of design experience
- Or some combination of education, licensing, and experience that reasonable matches or exceeds the above.

##### 3.1.2 Minimum Building Inspector Qualifications

Personnel of Consultant that are conducting building inspection services shall have the following minimum qualifications:

- ICC Certified Combination Commercial Inspector
- 5 years of construction trade experience
- Or some combination of education, licensing, and experience that reasonably matches or exceeds the above.

##### 3.1.3 Licenses

The personnel of Consultant shall have all necessary federal, state, and local licenses as required by law and shall, upon request furnish satisfactory evidence to City that such licenses are in effect during the entire period of the agreement for each person assigned to work under this agreement.

#### 3.2 Work Performance

All services provided are to be performed under the supervision of City's Planner, and the City's Development staff and in compliance with City's codes, policies, and interpretations.

All plan reviews and inspections shall be performed in a professional, ethical, and non-adversarial manner.

Consultant shall be expected to provide a consistent/stable roster of professionals to provide the services outlined in this Agreement.

Inspectors will be required to carry identification clearly showing they are authorized inspectors of the City of Mission.

### 3.3 Personnel Assignment

City reserves the right to request that Consultant provide alternative personnel when City is dissatisfied, for whatever reason, with the performance of assigned personnel after the agreement commences.

### 3.4 Third Party Personnel of the Consultant

It is understood Consultant may utilize individuals who are not employees of Consultant, but rather private, third-party consultants to augment the service of Consultant. Consultant agrees to advise City of its use of third-party consultants, provide all requested information as to their qualifications, including evidence of placement of acceptable insurance, and Consultant understands its use of third parties shall be subject to City's prior approval. Any and all third-party consultants engaged by Consultant shall provide Services under this Agreement, and Consultant shall ensure their compliance with the provisions hereof.

## Section 4. Equipment to Be Provided by the Consultant

### 4.1 Equipment

Consultant shall, at its sole cost, provide all vehicles, clothing, equipment, cell phones, computers, safety equipment and other related materials necessary to perform the Services.

## Section 5. Indemnification and Insurance Provided by Consultant

### 5.1 Indemnity and Required Insurance

Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and not duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's services or this

Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recover shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant’s substantial completion of services on the project.

Furthermore, Consultant shall maintain insurance coverage in the following amounts:

<u>Type of Insurance</u>	<u>Limit/Ea. Occurrence</u>	<u>Limit/Aggregate</u>
General Liability		
• Bodily Injury	\$1,000,000	\$2,000,000
• Property Damage	\$1,000,000	\$2,000,000
• Contractual Insurance	\$1,000,000	\$2,000,000
Professional Liability	\$3,000,000	\$3,000,000
Automobile Liability		
• Bodily Injury	\$1,000,000	\$1,000,000
• Property Damage	\$1,000,000	\$1,000,000
Worker’s Compensation		
• Employee Claims	Statutory for Kansas	
• Employer’s Liability	\$1,000,000 per accident	
	\$1,000,000 disease – policy limit	
	\$1,000,000 disease – each employee	

Workers’ Compensation policies should include a “Waiver of Subrogation” in favor of City.

All insurance carriers should carry a minimum rating of A- X (rated by A.M. Best).

5.2 Vehicles, equipment and property used by Consultant shall be the property of Consultant and insured as such. City shall not be responsible for any damage that may occur to such items.

Section 6. Work Paper Retention and Access to Working Papers

6.1 Work Paper Retention and Access to Working Papers

All working papers and reports must be retained, at Consultant’s expense, for a minimum of five (5) years, unless Consultant is notified in writing by City of the need to extend the retention period. Consultant will be required to make working papers available, upon request, to representatives of the City.

6.2 Proprietary Systems

Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant, but City’s use of the same as it relates to the

Project shall be deemed a fully paid-up perpetual license, without any obligation to pay additional fees or royalties.

## Section 7. Term of Services to Be Provided by the Consultant

### 7.1 Term of Services Limited To the Project

The Services shall be for the construction of the Project only, and as such the term for this Agreement will run until the completion of the Project. Notwithstanding the foregoing, City may consider engaging Consultant for a period of time beyond the completion of the Project in order to address any ongoing issues outstanding at completion of the Project.

### 7.2 No Obligation to Consultant For Incomplete Project

Though it is anticipated the Project will be completed in its entirety, circumstances unforeseen at the time of the adoption of this Agreement may result in only partial completion of the Project, or of a particular phase of the Project. Therefore, City is under no obligation to pay, and Consultant shall not expect any reimbursement for services beyond what is rendered for work actually completed.

### 7.3 Termination of Consultant Services

City and/or Consultant may terminate this Agreement at any time without cause with property notice given to the other party in writing and at least 90 days prior to such effective date of termination. Consultant shall be paid by the City for services up to the date of termination.

## Section 8. Scope of Service Are Not-Exclusive

### 8.1 Scope of Service Non-Exclusive

Scope of Services as outlined in Section 2 are not exclusive to Consultant, and City reserves the right to contract with other firms to complete particular components of the f Services or to supplement the work of Consultant as may be appropriate.

## Section 9. Dispute Resolution

### 9.1 Dispute Resolution

City and Consultant will make a good faith effort to address any issues that may arise. In an effort to resolve any conflicts that arise during the project or following the completion of the project, City and Consultant agree that all disputes between them in excess of \$5,000, as a condition precedent to legal action by either party, shall first be submitted to at least one session of mediation unless the parties mutually agree otherwise. Cost of mediation service shall be shared equally between City and Consultant. The mediation shall be administered by a mutually agreeable mediation service and shall be held in Johnson County, Kansas unless another location is mutually agreed upon by City and Consultant.

Section 10. Compensation and Terms of Payment

10.1 Compensation for Services Performed

City shall pay compensation for the Services performed at the hourly rates set forth on Exhibit B attached hereto. Hourly rates will be billed in six (6) minute increments. Any increase in hourly rates from year to year will be in accordance with the Consumer Price Index for All Urban Areas (CPI) with a base year of 2017.

10.2 Reimbursable Costs

Mileage costs that the Consultant’s personnel incur traveling to and from the Project site are included in the hourly rates. Meals and lodging will not be reimbursed. Other actual costs incurred by the Consultant in performing its duties will be reimbursed at cost; provided such costs are approved in advance, in writing, by City.

10.3 Payment of Invoices Submitted

Consultant shall submit monthly invoices for Services rendered and payment is due within 30 days of invoice date. City shall pay a late fee of 1% per month, but not exceeding the maximum rate allowed by law, for all unpaid and undisputed amounts 90 days or older. Consultant may suspend Services for lack of timely payment.

10.4 Dispute of Invoice Amount

City shall notify Consultant in writing within 15 days of the date of the invoice if City objects to any portion of the charges on the invoice.

Section 11. Notices

11.1 Notices Pertaining to This Agreement

Any notices pertaining to this agreement should be mailed to the following parties:

City:

Laura Smith,  
City Administrator  
City of Mission  
6090 Woodson  
Mission, KS 66202

Consultant:

Sonia Garapaty,  
CEO  
FSC, Inc.  
9225 Indian Creek Parkway  
Suite 300  
Overland Park, KS 66210



Section 12. Governing Law

12.1 Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be duly executed as of the date indicated below.

ATTEST:

\_\_\_\_\_

City:  
City of Mission, Kansas

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Consultant:  
FSC, Inc.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

EXHIBIT A  
Development Plan

See Attached

EXHIBIT B  
Hourly Rates

<u>Personnel</u>	<u>Hourly Rate</u>
<b>Plan Review and Inspection Staff</b>	
Principal (Fire Protection, Code, Mechanical, Electrical, Plumbing)	\$155/Hour
Fire Protection Engineer / Code Consultant / Project Manager	\$145/Hour
Field Inspector (all disciplines other than accessibility)	\$125/Hour
Senior Engineer	\$120/Hour
Engineer	\$105/Hour
ADA (plan review & inspector)	\$250/Hour
<b>Support Staff</b>	
Designer	\$95/Hour
CAD Technician	\$75/Hour
Administrative Clerical	\$60/Hour

Reimbursable expenses include printing of final submission documents and delivery.