

CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY, NOVEMBER 14, 2018

6:30 P.M.

Mission City Hall

PUBLIC HEARINGS / PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

1. Presentation from Auditors- Brian Scott ([page 4](#))

Berberich, Trahan & Company (BT&Co) will conduct the audit for the fiscal year ending December 31, 2018. Stacey Hamond with BT&Co will meet with the Finance and Administration Committee to discuss the upcoming audit. In particular, she will outline the auditor's responsibilities with regard to the financial audit, planned scope and timing of the audit, and any significant issues prior to beginning the audit.

ACTION ITEMS

2. Employee Benefit Renewals - Brian Scott ([page 9](#))

Benefits are an important component of an overall compensation package that the City offers its employees. Staff has been working with the City's benefit broker, Lockton Benefit Company, and other plan providers over the past few months to organize, evaluate, negotiate, and recommend an employee benefits program for 2019 that is supportive of the employees while also being fiscally sound for the City. Staff will review the recommended 2019 employee benefit program with the City Council.

3. Human Service Fund Recommendations - Brian Scott ([page 20](#))

United Community Services of Johnson County (UCS) is an independent, non-profit corporation charged with coordinating and supporting various initiatives and programs that provide for the human service needs of Johnson County residents. One of these programs is the Human Service Fund, which provides a cost-efficient and accountable mechanism for local governments in Johnson County to support a number of services that help residents facing difficult circumstances. The City of Mission is a contributor to this fund along with 13 other communities and Johnson County. The Council will consider a contribution of \$7,600 to this fund for 2019.

4. Purchase of Vehicle and Equipment for Community Service Officers - Ben Hadley [\(page 30\)](#)

During the 2019 Budget process the Council approved the creation of two Community Service Officer (CSO) positions in the Police Department. The recommendation was driven in part by the decision to dissolve the Northeast Animal Control Commission (NEACC), as well as freeing up police officers' time by allowing civilian staff to handle non-essential police functions. With a 60 day lead time on the vehicle order, it is appropriate to request that Council authorize the purchase of a vehicle in the current budget year. A portion of the total estimated costs will be recovered through contractual fees charged for the provision of animal control services to surrounding cities.

DISCUSSION ITEMS

5. Non-discrimination Ordinance - Laura Smith [\(page 33\)](#)

At the October 3 Finance & Administration Committee meeting, Councilmember Flora presented a request for the Council to consider and discuss a Non-Discrimination Ordinance ("NDO") for the City of Mission. The intent of the ordinance would be to provide uniform legal protection within the City of Mission prohibiting discrimination in employment, housing and public accommodations on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, disability, marital status, familial status, or military status. In addition, the ordinance would provide for and outline a complaint and enforcement process. At the October meeting, Council directed staff to move forward to draft an ordinance for further consideration. A proposed ordinance has been developed for review and discussion.

6. Roeland Court Homes Association Subsidence and Creation of Community Improvement District (CID) - Laura Smith [\(page 42\)](#)

On August 21-22, 2017, a subsidence of the parking lot/parking area of the Roeland Court Homes Association (RCHA) occurred. Since that time, City staff have been working with the residents, consultants and engineers to address the situation. After more than a year of investigation, conversation and a desire to cooperatively solve the problem, a proposed solution is ready for Council review and consideration.

7. Quarterly Police Department Update - Ben Hadley [\(page 56\)](#)

Staff will provide periodic (quarterly) updates on public safety statistics. The quarterly reports are intended to provide a more comprehensive view of police activity or issues, while still being timely enough to allow staff and Council the opportunity to review and discuss trends or areas of concern. Activity through September 30, 2018 will be presented.

OTHER

8. Department Updates - Laura Smith

Nick Schlossmacher, Chairperson
Ken Davis, Vice-Chairperson
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