

MINUTES OF THE MISSION FINANCE & ADMINISTRATION COMMITTEE

February 5, 2020

The Mission Finance & Administration Committee met at Mission City Hall, Wednesday, February 5, 2020 at 8:51 p.m. The following committee members were present: Hillary Thomas, Trent Boultinghouse, Arcie Rothrock, Debbie Kring, Kristin Inman, Sollie Flora and Ken Davis. Absent: Nick Schlossmacher. Mayor Appletoft was also in attendance. Councilmember Flora called the meeting to order at 8:51 p.m.

Also present were City Administrator Laura Smith, Assistant City Administrator Brian Scott, City Clerk Martha Sumrall, Assistant to the City Administrator Emily Randel, Public Works Director Celia Duran, Parks & Recreation Director Penn Almoney, and Chief Ben Hadley.

Public Comments

There were no public comments.

Acceptance of the January 8, 2020 Finance and Administration Committee Minutes

Minutes of the January 8, 2020 Finance and Committee Meetings were provided to the committee. There being no objections or corrections, the minutes were accepted as presented.

Resolution Authorizing a Lease-Purchase Agreement with US Bancorp to Finance the Acquisition of Police Vehicles and Associated Equipment

Mr. Scott reported that at the January committee meeting, staff presented a plan to purchase six new Police vehicles (\$244,000), outfitting for these vehicles (\$120,000), and mobile data terminals for each (\$42,600) for a total amount of \$406,600. In January the City Council approved a resolution authorizing the City solicit proposals from financial institutions for the lease-purchase of these new vehicles and necessary equipment. Working with the City's financial advisor, Ehlers, a request for proposals was developed and sent to 15 financial institutions with four responses received. US Bancorp offered the lowest interest rate with no fees. He stated that we used US Bancorp for our last lease-purchase and this worked well. The total amount to be financed is \$420,000. With interest over the four-year lease, the entire financing costs will be \$439,204.54. Staff recommends moving forward with US Bancorp for this lease-purchase and Gilmore & Bell will prepare the final required documents.

Councilmember Davis recommended approval of a resolution authorizing the Mayor to execute the necessary documents to complete the lease-purchase agreement for six new police vehicles and associated equipment be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Purchase of Police Department Server for Watch Guard Video Storage

Chief Hadley stated that approval to purchase new in-car video and body cameras for the Police Department was approved at the January City Council Meeting. The Department now needs to purchase the server to house the videos recorded. This was anticipated and approved as a capital equipment expense in the 2020 budget with funding in the amount of \$21,000. The total for the Watch Guard server is \$11,700.50 and will include a five-year warranty. He stated that as patrol cars pull into the parking lot, the videos will download to the server. They will be retained in “the cloud” for a four month period. This will eliminate the storing of DVD’s and staff will be able to just send a link to those needing a copy of the camera footage. Councilmember Kring asked that we request a discount on the shipping cost for this server. Chief Hadley discussed the “good deal” we are getting on the purchase of this server.

Councilmember Davis recommended that authorization to purchase the Watch Guard Server System to manage recorded video for 12 vehicle systems and 26 body cameras approved by City Council on January 15, 2020 in an amount not to exceed \$11,700.50 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Massage Establishment Application, Kristine Fotland, LMT, 5845 Horton, Suite 202

Ms. Sumrall stated that Kristine Fotland, LMT, has applied for a massage establishment permit at 5845 Horton, Suite 202. She has also applied for a massage therapist license which may be approved administratively. She has provided the required documentation and her background check has been completed and approved by Chief Hadley.

Councilmember Davis recommended that the Massage Establishment Permit for Kristine Fotland, LMT, 5845 Horton, Suite 202 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Councilmember Thomas noted that Kansas is one of only four states nationwide without state massage licensing, which can be challenging for the City.

Resolution Supporting the *Leading Together 2020 Cities Agenda*

Ms. Smith stated that during the November 2019 NLC City Summit Conference, the Leading Together Cities Agenda was announced for the 2020 presidential election. A bipartisan task force was established that created the agenda that was presented at the conference. The agenda outlines shared values and priorities of communities nationwide. NLC is calling on presidential candidates and local communities to support this resolution.

Councilmember Davis asked if other cities in the area have adopted this resolution. Councilmember Flora stated that she serves on NLC’s Transportation & Infrastructure Services

Committee and was contacted through that group to seek the support of the city. Councilmember Davis stated he supports this resolution and feels it is a good idea.

Ms. Smith asked if the committee would like for this to come back to them as an action item in March. Discussion continued on having this resolution adopted by Council prior to councilmembers attending the NLC Congressional City Conference in March and visits to our legislative delegation in Washington, DC. The committee agreed to move this item forward under New Business at the February 19th City Council Meeting.

OTHER

Ms. Smith reported that the sponsorship application submitted to the National League of Cities for the 2020 Leadership in Community Resilience grant application on behalf of area cities was not approved. There were many more applications received this year than there were last year.

Ms. Smith reminded Council of the City Council and leadership team retreat scheduled for 8:30 a.m. on Saturday, February 8th at the Community Center.

Councilmember Inman reminded all of the First Tier Suburbs Coalition meeting scheduled for Friday, February 7th in Grandview.

Ms. Sumrall asked for additional RSVPs from those wanting to attend the Consolidated Fire District No. 2 Lunch and Learn on February 11th.

Councilmember Flora announced the Ward IV Meeting scheduled for Tuesday, February 11th at the Community Center, 7:00 p.m. All were invited to attend.

Meeting Close

There being no further business to come before the Committee, the meeting of the Finance and Administration Committee adjourned at 9:06 p.m.

Respectfully submitted,

Martha Sumrall
City Clerk