<u>CITY OF MISSION, KANSAS</u> FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY, MARCH 4, 2020 7:30 P.M.

(or immediately following 6:30 p.m. Community Development Committee) Mission City Hall

PUBLIC HEARINGS / PUBLIC COMMENTS

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the February 5, 2020 Finance & Administration Committee Minutes -Martha Sumrall (page 3)

Draft minutes of the February 5, 2020 Finance and Administration Committee meeting are included for review and acceptance.

2. Second Amendment to Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project - Laura Smith (page 7)

In October 2017, the City approved the Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project. In October 2019, as a result of the project's evolution, the City Council approved a "First Amendment" to the 2017 Redevelopment Agreement. The First Amendment served a crucial role in reconciling the current project to the 2017 Agreement, and was required before the City could proceed with any other actions concerning the issuance of Special Obligation Bonds for the project. The First Amendment specifically called out the two lenders for the project's financing, and since it's approval the Developer has made a decision to make a change in one of those previously cited. As a result, the Redevelopment Agreement needs to be amended to reflect this change.

3. Rotary Street Solicitation Application - Martha Sumrall (page 11)

The Shawnee Mission Rotary Club has requested permission to sell special editions of the Kansas City Star newspaper and commemorative items at various intersections on Thursday, April 2nd between the hours of 6:30 - 9:00 a.m. The intersections include: Shawnee Mission Parkway and Lamar Avenue, Shawnee Mission Parkway and Nall Avenue and Johnson Drive and Lamar Avenue.

4. Resolution Designating City-sponsored Festival Events - Martha Sumrall (page 15)

Annually, the City is required to pass a resolution designating specific City-sponsored Festival Events where alcohol may be consumed. This resolution includes the Mission Market events on Thursday evenings, June through August.

DISCUSSION ITEMS

OTHER

5. Update on Council Goals and Objectives - Laura Smith (no attachments)

A report from the February 8, 2020 City Council/Staff retreat and an update on the status of current projects and priorities will be presented. Going forward, a similar update will be provided to the Council once each quarter.

6. Department Updates - Laura Smith

Sollie Flora, Chairperson Kristin Inman, Vice-Chairperson Mission City Hall, 6090 Woodson St 913-676-8350

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	March 4, 2020
Administration	From:	Martha Sumrall

RE: February 5,2020 Finance & Administration Committee Minutes.

RECOMMENDATION: Review and accept the February 5, 2020 minutes of the Finance & Administration Committee.

DETAILS: Minutes of the February 5, 2020 Finance & Administration Committee meeting are presented for review and acceptance. At the committee meeting, if there are no objections or recommended corrections, the minutes will be considered accepted as presented.

Draft minutes are linked to the City Council agenda packet so that the public may review the discussion from the committee meeting in advance of the Council action on any particular item.

CFAA CONSIDERATIONS/IMPACTS: N/A

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

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.

<u>OTHER</u>

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

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	March 4, 2020
Administration	From:	Laura Smith

RE: Second Amendment to Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project.

RECOMMENDATION: Approve the Resolution Approving the Second Amendment to Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project.

DETAILS: In October 2017, the City approved the Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project. In October 2019, as a result of the project's evolution, the City Council approved a "First Amendment" to the 2017 Redevelopment Agreement.

The First Amendment served a crucial role in reconciling the current project to the 2017 Agreement, and was required before the City could consider proceeding with any other actions concerning the issuance of Special Obligation Bonds for the project. The Amendment also required the Developer to commit a substantial portion of construction costs from private funding before the release of any bond proceeds.

Following adoption of the First Amendment, progress toward a special obligation bond issue continued. It was originally anticipated that the bonds could be marketed prior to the end of 2019, but ultimately the holidays and year-end forced a decision to delay issuance and marketing until after the first of the year. The City Council has taken all necessary steps to be positioned to issue and take the Bonds to market, at whatever time the Developer's team is able to put final loan documents into escrow, a condition precedent to issuance and going to the market.

The First Amendment specifically named two lenders for the project's financing, Bank OZK and The Carlyle Group. Since December, the Developer has made a decision to move away from The Carlyle Group and has been exploring additional lenders to take its place. They advised this week that they are finalizing a term sheet with Cottonwood Capital. As a result, the Redevelopment Agreement needs to be amended to reflect the change in lender.

The loan documents were not finalized prior to distribution of the committee agenda packet, but we anticipate they will be ready for Council consideration at the March 18, 2020 legislative meeting. The Developer and the City's advisory team are targeting getting to the market with the Bonds by April 8, 2020 so consideration of the amendment in March is important. Therefore, the sample resolution has been included in the packet for your information and the actual amendment will be provided as soon as the documents become available.

The amendment does not impact any of the project components or timelines and once the loans are finalized and the Bonds issued, the Developer will have all funds necessary to complete the entire project.

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

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	March 4, 2020
Administration	From:	Laura Smith

CFAA CONSIDERATIONS/IMPACTS: NA

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

RESOLUTION NO.

A RESOLUTION OF THE CITY OF MISSION, KANSAS, APPROVING A SECOND AMENDMENT TO THE THIRD AMENDED AND RESTATED REDEVELOPMENT AGREEMENT FOR THE MISSION GATEWAY PROJECT

WHEREAS, the City of Mission, Kansas and Aryeh Realty, LLC ("Developer") entered into that certain Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project, dated as of October 18, 2017 ("Agreement"); and

WHEREAS, the Agreement was amended by action taken on October 16, 2019 by the Governing Body; and

WHEREAS, the Developer has requested additional amendments to the Agreement, and pursuant thereto, the City Staff and Developer have prepared a second amendment to the Agreement ("Second Amendment") for consideration by the Governing Body; and

WHEREAS, on March 18, 2020 at a scheduled meeting, by at least a majority vote of the City Council, the aforesaid Second Amendment was approved.

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

1. That "Second Amendment to the Third Amended and Restated Redevelopment Agreement for the Mission Gateway Project", on file with the City Clerk, is hereby approved; and the Mayor and City Clerk are hereby authorized to execute same on behalf of the City of Mission, Kansas.

THIS RESOLUTION IS ADOPTED by the Governing Body of the City of Mission, Kansas, this 18th day of March, 2020.

CITY OF MISSION, KANSAS

By:___

Ronald E. Appletoft, Mayor

ATTEST:

By: ___

Martha Sumrall, City Clerk

APPROVED AS TO FORM ONLY:

By: _____ David K. Martin, City Attorney

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	March 4, 2020
Administration	From:	Martha Sumrall

RE: Street Solicitation Application - Shawnee Mission Rotary Greater Kansas City Day

RECOMMENDATION: Approve a Street Solicitation Application for Shawnee Mission Rotary Greater Kansas City Day to be held on Thursday, April 2, 2020 at various intersections in Mission.

DETAILS: The Shawnee Mission Rotary Club has requested permission to sell special editions of the Kansas City Star newspaper and commemorative items at the following intersections on Thursday, April 2nd between the hours of 6:30 - 9:00 a.m.:

- Shawnee Mission Parkway & Nall Avenue
- Shawnee Mission Parkway & Lamar Avenue
- Johnson Drive & Lamar Avenue

The Police Department will be providing safety vests for all participants to wear when soliciting. Proceeds from these sales support Rotary Youth Camp and other children's charities in the metro area. Rotarians and others will be selling papers across the metro in a coordinated effort to support the charities, and celebrate the start of spring and the beginning of baseball season.

A Street Solicitation Application has been reviewed and approved by the Police Department. The Rotary Club has also submitted the appropriate proof of insurance documentation.

CFAA CONSIDERATIONS/IMPACTS:

The Rotary Youth Camp in Lee's Summit, Missouri is the recipient of the majority of funds raised by volunteers on Greater Kansas City Day. The camp has operated since 1925 and is free of any cost to the children who visit. Many of the elements of the camp have been specifically designed for children with disabilities. The camps reaches new populations every year and has an active partnership with the Down Syndrome Guild, located in Mission.

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



February 17, 2020

City of Mission 6090 Woodson Mission, KS 66202

RE: Shawnee Mission Rotary's Kansas City Day Participation

To Whom it May Concern:

Shawnee Mission Rotary is again participating in Greater Kansas City Day, which will be held Thursday, April 2, 2020. The club will be selling donated special editions of the Kansas City Star on various corners in the metropolitan area, including Mission, KS. The club is again asking permission to sell the papers on the selected corners that we have used in the past in the City of Mission.

The sale proceeds will be used to allow boys and girls with special needs to attend the Rotary Youth Camp located at Lake Jacomo. The sale proceeds will also be used to benefit other local children's charities in the metropolitan area. Since 1924, more than 400,000 children with disabilities and disadvantaged youth have enjoyed a unique camping experience, free of charge, at the Rotary Youth Camp.

The paper sales start around 6:30am and conclude at about 9:00am. Hopefully, the City of Mission will allow us to once again sell papers at the corner of Shawnee Mission Parkway and Lamar, SM Parkway and Nall, and Johnson Drive and Lamar. Please contact me if you have any questions or if you have any concerns.

Sincerely,

Jeurs Muleur

Dennis Monahan Shawnee Mission Rotary Club (913)515-4689

STREET SOLICITATION APPLICATION CITY OF MISSION

Name of Organization and Description of Event: <u>Kansas</u> City Days
Rotary sale of papers and Flags on Street corners
Date(s) of Event: April 2/2020
Hours of Event: Start Time: 6:30 Am to 9:00 AM
Finish Time: 9:00 Am
Organization Contact Person: Dennis Monahan - Shawnee Mussion Rotan
Telephone Numbers: Home <u>913-515-4689</u> Work <u>913-791-9212</u>
Estimated Number of Solicitors:
Description of Item(s) to Be Sold, If Any: KC Star + Royals Flags
List street corners/intersections proposed to be used: SMPKWY + Lamar SMPKWY + Ngil
Sur Phan Johnson Dr. + Lamar

PLEASE MARK AFFIRMATIVE RESPONSES, SIGN AND DATE. The organization and I certify and agree that:

a) The Mission Police Department (913) 676-8301 has been contacted to review the solicitation plan. Yes \times

b) Safety vests as approved by the Police Department will be worn by all solicitors. Yes X

c) No more than two persons will solicit at each approach to the intersection, or a maximum of eight per intersection. Yes χ

d) Solicitors must obey all laws and ordinances concerning vehicular and pedestrian movements, and under no circumstances interfere with the normal flow of vehicular movement. Yes \times

e) At least one working cell phone will be available at each intersection in case of emergency. Yes \underline{X}

f) No solicitor under the age of 18 will participate. Yes X

g) The organization has provided a certificate of liability insurance coverage with the City of Mission named as an additional insured. Yes X

Signature of Responsible Person Title Board Member Date 2/17/ Approved: Chief of Police

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City of Mission	Item Number:	4.
ACTION ITEM SUMMARY	Date:	March 4, 2020
Administration	From:	Martha Sumrall

RE: Resolution Designating the 2020 City Sponsored Festival Events

RECOMMENDATION: Approve the resolution designating the 2020 City Sponsored Festival Events.

DETAILS: Ordinance No. 1172 was passed on September 14, 2005 exempting City-owned or public property from the prohibition on the consumption of alcoholic liquor in connection with City sponsored festival events. Included in the ordinance is a requirement that the City Council pass a resolution each year designating specific events to be held in that calendar year. Any vendor providing alcohol at an approved event is required to obtain a temporary/special event license from both the State of Kansas and the City. Vendors are limited to four temporary/special event permits per calendar year.

The attached resolution designates the following as City Sponsored Festival Events for 2020:

Mission Market Events (all 4:30 to 9 p.m.):

- Thursday, June 4
- Thursday, June 11
- Thursday, June 18
- Thursday, June 25
- Thursday, July 2
- Thursday, July 9
- Thursday, July 16
- Thursday, July 23
- Thursday, July 30
- Thursday, August 6
- Thursday, August 13
- Thursday, August 20
- Thursday, August 27

CFAA CONSIDERATIONS/IMPACTS: Events and festivals provide opportunities for those of all ages to gather, connect with neighbors, and create a stronger sense of community.

Related Statute/City Ordinance:	Mission Ord. 1172
Line Item Code/Description:	
Available Budget:	

CITY OF MISSION

RESOLUTION NO.

A RESOLUTION DESIGNATING CITY SPONSORED FESTIVAL EVENTS FOR 2020.

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

- **Section 1.** The Mission Market Events shall be held on June 4, June 11, June 18, June 25, July 2, July 9, July 16, July 23, July 30, August 6, August 13, August 20, August 27, 2020 from 4:30-9:00 p.m. Alcoholic beverages that may be consumed within the Designated District for City Sponsored Festival Events shall be beer, wine, and alcoholic liquor.
- **Section 2.** Nothing herein shall authorize illegal activity prohibited by other provisions of the City Code or City Ordinances.

THIS RESOLUTION IS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION, THIS 18th DAY OF MARCH 2020.

THIS RESOLUTION IS APPROVED BY THE MAYOR THIS 18th DAY OF MARCH 2020.

Ronald E. Appletoft, Mayor

ATTESTATION:

Martha Sumrall City Clerk