

MINUTES OF THE MISSION FINANCE & ADMINISTRATION COMMITTEE

April 5, 2017

The Mission Finance & Administration Committee met at Mission City Hall, Wednesday, April 5, 2017 at 7:55 p.m. The following committee members were present: Pat Quinn,, Arcie Rothrock, Nick Schlossmacher, Debbie Kring, Kristin Inman, Ron Appletoft and Suzie Gibbs. Absent: Tom Geraghty. Councilmember Appletoft called the meeting to order at 7:55 p.m.

Also present were City Administrator Laura Smith, City Clerk Martha Sumrall, Assistant City Administrator Brian Scott, Chief Ben Hadley, Public Works Director John Belger, Public Information Officer Emily Randel, City Planner Danielle Sitzman, Captain Kirk Lane, and Recreation Supervisor Kathy Lockard.

EPC Real Estate Development Project

Ms. Smith stated that Steve Coon, EPC Real Estate was present and would be willing to answer any questions on this item should the committee have any. At the April 19th City Council Meeting, there will be a public hearing to consider the creation of a redevelopment district in connection with the apartment project proposed by EPC Real Estate Group. Also for consideration at that meeting will be an ordinance establishing the redevelopment district. She stated that the Conservation Plan and District Plan are not yet available. Both plans will be provided to Council for review next week. The adjoining properties (The Bar and Salvation Army) have been included in the proposed district and we need to be sure they all qualify under the TIF statute. She stated that our land use attorney has advised that we may shrink the proposed district if necessary when approving the ordinance on April 19th and no further notice would be necessary. Ms. Smith provided information on the "conservation" provision of the TIF statute under which this district is being established. The committee did not have any questions for Ms. Smith or Mr. Coon.

Councilmember Quinn recommended that the ordinance making certain findings with respect to the establishment of a redevelopment district in the City of Mission and establishing a redevelopment district pursuant to K.S.A. 12-1770, et. seq., as amended, in the area generally identified as 6219 Johnson Drive, 6201 Johnson Drive, and 6101 Johnson Drive, including all adjacent rights-of-way be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.

Purchase of Speed Monitoring Equipment

Capt. Lane provided an update on the speed trailer and digital speed limit signs that the City tested during the month of February. He stated that both have done a good job, and discussed the pros and cons of each. The speed trailer can not be used in residential areas due to its size so it is limited to use on Johnson Drive or Shawnee Mission Parkway. The digital speed limit signs are best used in residential areas, but due to all the trees the solar power is not as

efficient/long lasting as desired. He stated that people often get used to these devices so to get the greatest impact they may need to be used two weeks on and two weeks off. He also provided information on tracking counts that could be utilized with these devices. Mr. Belger stated that additional software is available if the signs are purchased that would provide more data.

Discussion by the committee continued on whether there is a strong justification for purchasing these signs, the benefits of running the devices in “stealth” mode to get baseline data so their effectiveness can be calculated, and what the main goal is when using these devices. Chief Hadley stated that the Police Department is neutral on the use of these devices. The speed trailer costs approximately \$15,000 and is a speed deterrent and message board. The digital speed limit signs could be purchased with grant funds, but we would need to purchase ones made in America. Discussion continued on the battery length of the digital speed signs and how long it would take the Public Works crew to install these signs (and move them on a regular basis). Chief Hadley stated that if Council would like to purchase one of these signs, he would recommend the speed trailer, but also noted that there are other projects/issues that the \$15,000 could be spent on. He also stated that the speed trailer on Johnson Drive replaces an officer to some extent, but that you need an officer in the area to follow-up with speeders. Ms. Smith stated that additional information can be provided to Council on the amount of time/cost of Police Department overtime for a speed saturation patrol. Councilmember Appletoft expressed his concerns with throwing out lots of options for Johnson Drive safety improvements and stated that he is not hearing a strong justification for this purchase.

The committee agreed that the purchase of speed monitoring equipment would not advance to Council for consideration.

Ordinance Amendments to Add Youth Commission Members

Ms. Randel reported that the committee previously discussed adding youth members to the Sustainability Commission and the Parks, Recreation and Tree Commission. An ordinance has been prepared to make these changes to the commission' membership. The Sustainability Commission would now have a total of 11 members and the Parks, Recreation and Tree Commission would have a total of 15 members.

Councilmember Quinn recommended that the ordinance amending Chapter 230 and Chapter 260 to the Code of the City of Mission to reflect the addition of two youth members to both the Parks, Recreation, and Tree Commission and the Sustainability Commission be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.

**Interlocal Agreement for a Coordinated Law Enforcement
Records Management System**

Chief Hadley discussed the history of the records management systems used in the Police Department, including I/Leads which has been used for the last 10 years. In 2015, it was learned that I/Leads was going through a major change and the costs/fees were anticipated to rise dramatically. As a result, a group of local agencies began to search for a reliable and economically feasible replacement. Niche Records Management System has been selected and will be used by cities throughout Johnson County. This Johnson County Niche group will be the largest in the US with 19 cities participating and sharing information. The first year cost for participation is \$2,481 (pro-rated) with an anticipated annual cost of \$10,726 a year for subsequent years through 2026.

Councilmember Appletoft requested information on how this software was evaluated. Chief Hadley stated that Mission had three representatives on the evaluation committee, and that we are able to participate in building reports, etc. Capt. Lane stated that with the Niche software we are able to customize the software forms to reflect our practices. Chief Hadley noted that Niche can function as a paperless option and we will be moving in that direction (e-ticketing). Councilmember Inman requested additional information on the conversion process. Chief Hadley stated that it will be included, but that we will also have a “legacy” system.

Councilmember Rothrock recommended that the Interlocal Agreement with Johnson County for implementation of the Niche Law Enforcement Records Management System be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Update on Wellness Program

Mr. Scott provided an update on the 2017 Employee Wellness Program that will be centered around three themes - staying well, staying active, and staying balanced. Employees will have the opportunity to earn points in all three areas to use toward their wellness incentive at the end of the year. Those that earn the required designated points will receive \$175. Mr. Scott stated that to date 20 employees participated in the biometric screening and he is encouraged by these numbers. The next program will be a five-week personal financial wellness program through Prudential.

The committee discussed the limited success of this program in previous years. Councilmember Appletoft asked what the goal of the program is and what level of participation we would like to reach. Mr. Scott stated that 50% participation would be a good goal. Department Directors were encouraged to set the example by participating. Discussion continued on the difficulty in getting some groups of employees to participate, the many health benefits to employees who participate and ultimately health care savings for the City, and how to increase participation including various incentives (floating holiday or vacation day).

This item was informational only and no action was taken.

Department Updates

Ms. Smith reminded Council that at the April City Council Meeting the election of Council President and Vice-President will be on the agenda.

Other

Councilmember Gibbs stated that she has received several complaints regarding the amount of items on the sidewalk in front of Mack Hardware. She would like for staff to review our agreement with Mack and ensure they are meeting the requirements. Mr. Belger stated that our easement states they must maintain 4 ft. of sidewalk clearance to meet ADA requirement.

Meeting Close

There being no further business to come before the Committee, the meeting of the Finance and Administration Committee adjourned at 8:40 p.m.

Respectfully submitted,

Martha Sumrall
City Clerk