

**CITY OF MISSION, KANSAS**  
**FINANCE & ADMINISTRATION COMMITTEE**

**WEDNESDAY, MAY 3, 2017**  
**7:30 p.m.**  
**(or immediately following 6:30 p.m. CDC Meeting)**  
**Mission City Hall, 6090 Woodson**

**PUBLIC HEARINGS / PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

**ACTION ITEMS**

1. 2016 Audit - Brian Scott ([page 3](#))

In accordance with state statutes, the City of Mission conducts an annual audit of its financial records at the end of each fiscal year. The audit is conducted by an independent accounting firm and includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles and significant estimates made by management, and an evaluation of the overall basic financial statement presentation. The final audit is presented as a comprehensive annual financial report (CAFR) of the City. The City received a “clean” or unqualified audit for the fiscal year ending December 31, 2016. A representative from the firm of Mize Houser & Company, P.A., Certified Public Accountants, will present the CAFR and answer any questions.

2. KERIT Trust Agreement Documents - Brian Scott ([page 124](#))

The Kansas Eastern Regional Insurance Trust (KERIT) is a formal, organized insurance trust made up of municipalities in Eastern Kansas. It was established in 1996 for the purpose of allowing municipalities (counties, cities, and other local governments) to “pool” their funds together for the purpose of providing worker’s compensation coverage to their respective employees. The City of Mission joined KERIT in 2009. The Board of Trustees recently updated their governance documents, and the Resolution authorizes the City Administrator to execute these documents on behalf of the City of Mission.

3. Network and Firewall Server Replacement - Brian Scott ([page 178](#))

The City has four primary network servers that host various software applications and digital files. Two of these servers are for the Police Department and the other two serve the rest of the City. All the servers are nearing the end of their useful life, and most are past the warranty. Two were budgeted for replacement in 2017. Johnson County’s Department of Technology and Innovation (DTI) developed specifications and solicited quotes. The total cost to replace two network servers and one firewall server is approximately \$60,000.

4. Waiver of Chapter 205 - Fireworks for Mission Family Summer Picnic - Martha Sumrall  
(page 189)

The City of Mission historically provides a fireworks display at the conclusion of the Mission Summer Family Picnic (July 8, 2017) held at Broadmoor Park. In order to proceed with this display, the City Council must waive the requirements of Chapter 205 of the Mission City Code. In addition to waiving the ordinance, the Council is also asked to authorize funds to purchase the fireworks.

### **DISCUSSION ITEMS**

5. Review of MCVB Ending Fund Balance and Recommended Expenditures - Laura Smith  
(page 190)

In January, the Council eliminated the MCVB Committee. Per statutory requirements, the City has to maintain the MCVB Fund as the repository for transient guest tax receipts. In addition, this fund is also used to account for a variety of programs or services including: special events, the Mission Magazine, revenues and expenses from the Mission Business Partnership, the Arts Council activities, and the annual holiday adoption program. In January, staff advised that once audited 2016 financials were available, the remaining fund balance would be allocated to the appropriate categories, and a discussion with the City Council regarding distribution of the remaining unassigned fund balance would occur. There is approximately \$45,231 of unassigned fund balance which could be dedicated to other programs or services.

### **OTHER**

6. Department Updates - Laura Smith

**Ron Appletoft, Chairperson**  
**Nick Schlossmacher, Vice-Chairperson**  
***Mission City Hall, 6090 Woodson***  
***913-676-8350***