

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

**WEDNESDAY, MAY 6, 2020**

**6:30 P.M.**

**Mission City Hall**

*In consideration of the COVID-19 social distancing recommendations, this meeting will be held virtually via Zoom (<https://zoom.us/join>). The public may participate with comments by using the "chat" feature, please note all statements are made visible to the group. Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>. Please contact the Administrative Offices, 913-676-8350, with any questions or concerns.*

**PUBLIC HEARINGS / PUBLIC COMMENTS**

**PUBLIC PRESENTATIONS / INFORMATIONAL ONLY**

**ACTION ITEMS**

1. Presentation and Approval of 2019 Audit - Brian Scott ([page 3](#))

Kansas statutes require an annual audit of the City's financial statements. The 2019 audit was conducted by Berberich Trahan & Company, P.A., Certified Public Accountants who worked in conjunction with City staff to prepare and audit the comprehensive financial statements. The audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as an evaluation of the overall basic financial statement presentation. The City received a "clean" or unqualified audit for 2019. A representative from Berberich Trahan will present the report and answer any questions during the Finance & Administration Committee meeting.

2. Acceptance of the April 8, 2020 Finance & Administration Committee Minutes - Audrey McClanahan ([page 193](#))

Draft minutes of the April 8, 2020 Finance and Administration Committee meeting are included for review and acceptance.

3. GO Refunding Bonds, Series 2020A - Brian Scott/Laura Smith ([page 197](#))

The City issued general obligation bonds in 2010 (2010B GO Refunding Bonds) for the purpose of refinancing GO bonds previously issued in 2005 and 2009 for flood mitigation and stormwater improvements. The Series 2010B bonds have an interest rate between 4% and 4.25%, and the City has the option to call these bonds on September 1, 2020. The current economic environment is very favorable for municipal bonds and presents an opportunity to replace the 2010B Series bonds with 2020A Series bonds for the same maturity period, but at much lower interest rates. This could result in a savings on interest of nearly \$603,000 over the remaining nine year life of the bonds. Staff, along with the City's financial advisor, Bruce

Kimmel of Elhers, Inc. will present the Finance and Administration Committee with the details of this option and seek authorization to move to a sale of 2020A Series General Obligation Refunding Bonds in June.

4. Purchase of Municipal Court Software - Brian Scott ([page 213](#))

The City's municipal court has relied on a Microsoft Access database as its court case management program for nearly 20 years. The program has become plagued with functional issues over the years making it ineffective and unreliable. Funds were budgeted in 2019 for replacement of the software, and staff has been researching and evaluating options for nearly a year. The selection committee is recommending Tyler as the preferred solution for a new municipal court case management software program in an amount not to exceed \$69,753.

5. Gateway Redevelopment Agreement Amendment #3 - Laura Smith ([page 383](#))

In March 2020, the Council approved a Second Amendment to the Gateway Redevelopment Agreement to reflect a change in one private lender. In reviewing the Second Amendment upon execution, the Developer's attorney discovered an error in the amount/order of contributions between the two private lenders, and a Third Amendment is now required to correct the documents. Similar to the Second Amendment, this Third 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. A resolution to adopt the Third Amendment has been prepared for Council consideration.

### **DISCUSSION ITEMS**

6. Voter Engagement Strategies - Laura Smith (Trent Boultinghouse) ([page 394](#))

Councilmember Boultinghouse requested an opportunity to share information and ideas on voter engagement strategies based on information he heard recently at the National League of Cities Conference.

7. Selection of Committee Chair and Vice Chair - Laura Smith ([page 395](#))

In accordance with Section 130.010 (B) of the City's Municipal Code on or before the first June Council meeting, the City Council shall vote to elect the chairperson and vice chairperson of the Finance and Administration Committee and the Community Development Committee. Committee Chairs are appointed for one year. This item will be considered under "New Business" on the May 20, 2020 City Council agenda.

### **OTHER**

8. Department Updates - Laura Smith

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