

CITY OF MISSION, KANSAS
FINANCE & ADMINISTRATION COMMITTEE

WEDNESDAY, AUGUST 7, 2018

6:30 P.M.

Mission City Hall

PUBLIC HEARINGS / PUBLIC COMMENTS

Public Hearing on 2019 City of Mission Budget ([page 3](#))

Public Hearing on Rock Creek Drainage District No. 1 Budget

Public Hearing on Rock Creek Drainage District No. 2 Budget

PUBLIC PRESENTATIONS / INFORMATIONAL ONLY

ACTION ITEMS

1. Acceptance of the July 10, 2019 Finance & Administration Committee Minutes - Martha Sumrall ([page 141](#))

Draft minutes of the July 10, 2019 Finance & Administration Committee meeting are included for review and acceptance.

2. 2020 Budget Resolution ([page 151](#))

As a part of the annual budget process, the City Council has historically adopted a budget resolution which outlines and describes the financial policies, tax and fee structures and other related issues recommended for a particular fiscal year. The draft resolution included in the packet incorporates the feedback staff received throughout the budget process and details items included in the 2020 Recommended Budget.

3. 2020-2024 CIP Resolution ([page 154](#))

As part of the budget considerations, the City Council adopts a resolution that addresses the recommended five-year infrastructure plan, also known as the Capital Improvement Program (CIP). The revenues and expenses shown in the CIP for 2020 are included in the 2020 Recommended Budget in the appropriate funds. Years 2021-2024 of the CIP remain flexible in order to evaluate and address changes in resources or priorities in future years.

4. Adoption of 2020 Budget:

- City of Mission 2020 Budget
- Rock Creek Drainage District #1 2020 Budget
- Rock Creek Drainage District #2 2020 Budget

In order to complete the 2020 budget process, the Council will take action, in the form of three separate motions at the August 21 City Council meeting, to formally adopt the 2020 Budgets for the City of Mission, Rock Creek Drainage District No. 1, and Rock Creek Drainage District No. 2. All supporting documentation for this agenda item was previously included as a part of the materials presented in connection the Public Hearing on the 2020 Budgets.

5. Charter Ordinance Changing Date for Swearing-in of Newly Elected Officials - Laura Smith ([page 161](#))

This charter ordinance would amend Charter Ordinance 27, specifically Section 5 which provides for the specific dates for terms of office to begin. Senate Bill 105, which took effect July 1 allows cities to set the date when newly elected officials will take office. The proposed charter ordinance would set the date for newly elected officials to take office at the City Council meeting in December following the certification of the election. Once approved, the charter ordinance must be published once a week for two consecutive weeks and will take effect 61 days following its final publication (November 3, 2019)

6. Selection of Voting Delegates for LKM and NLC - Martha Sumrall ([page 165](#))

As a member city of both the League of Kansas Municipalities and the National League of Cities, Mission may designate voting delegates for the business meetings held at their respective annual conferences. Council may select up to three voting delegates for the LKM Business Meeting, and one voting delegate and one alternate for the NLC Business Meeting.

7. CFD2 Street Solicitation Application - Martha Sumrall ([page 166](#))

Consolidated Fire District No. 2 and IAFF Local 1371 conduct an annual “boot block” to solicit funds to benefit the Muscular Dystrophy Association. They are requesting approval to solicit at the intersection of Johnson Drive and Lamar on Friday, August 30 through Monday, September 2, 2019 during the times outlined in the application included in the packet.

DISCUSSION ITEMS

8. Refresh of City Website - Emily Randel ([page 170](#))

The City entered into a contract for website services with Municipal CMS in 2014. The terms of the original contract includes a refresh of the site after four years for no additional charge. The changes will be mostly aesthetic, transitioning the site to a more current style of layout and navigation. Municipal CMS has provided examples of designs Mission could implement, which staff will share with Council. Following the selection of a design, the changes are expected to be live in early October. In conjunction with the upgrade of the design, staff will work with Municipal CMS on a complete site review, at a cost of \$850.

DISCUSSION ITEMS

OTHER

9. Department Updates - Laura Smith

Sollie Flora, Chairperson
Kristin Inman, Vice-Chairperson
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August 7, 2019

The Honorable Mayor and City Council of the City of Mission, Kansas:

The City of Mission Leadership Team is pleased to present the Recommended 2020 budget. It is a balanced budget, as required by law, and maintains the City's high service levels and sound financial position while also minimizing the tax burden on our citizens and businesses.

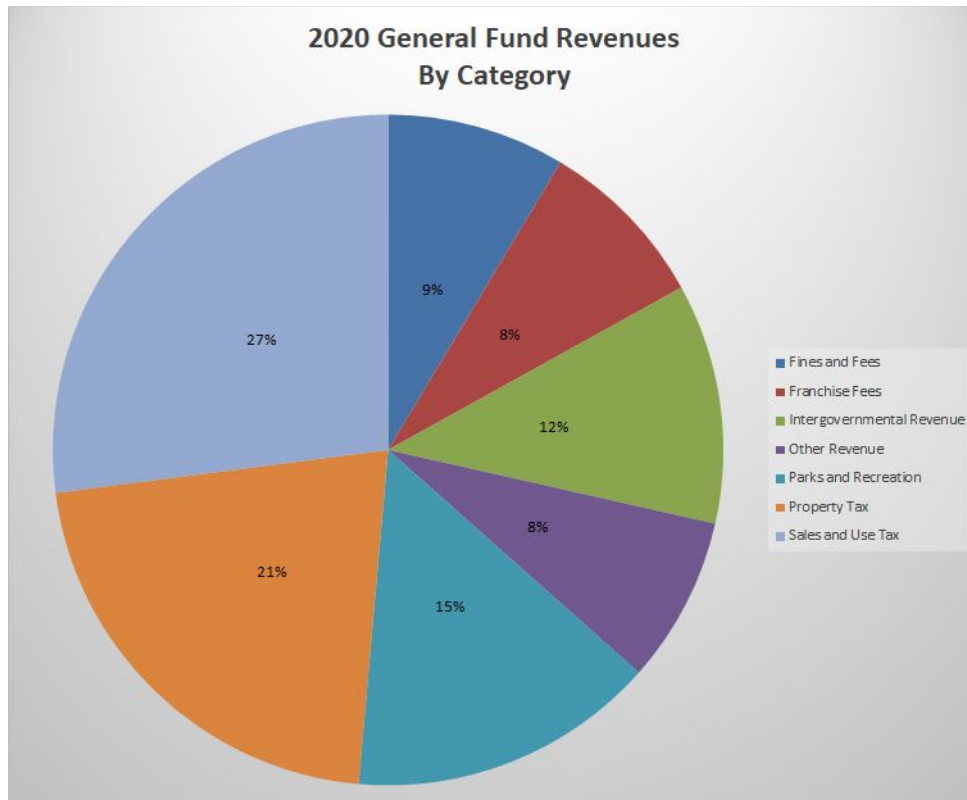
The City of Mission's budget covers the period of January 1st through December 31st. The entire budget is made up of sixteen individual funds totaling \$26.89 million in estimated expenditures for 2020. The majority of our annual budget discussions focused on the City's General Fund and those funds tied specifically to capital infrastructure investments, including the Capital Improvement Fund, the Stormwater Utility Fund, the Street Sales Tax Fund, the Special Highway Fund, the Special Parks Fund, and the Parks & Recreation Sales Tax Fund. In addition, there are several miscellaneous funds which the City is required to maintain that are detailed later in this overview.

General Fund

The City's General Fund accounts for core municipal functions and services such as Public Safety, Public Works, Parks & Recreation, and Administration. It is an operating budget, focused primarily on revenues and expenses in the current fiscal year.

Revenues were developed from historical trends, data provided by the Departments, and by considering the potential impact of new development/redevelopment in the City. Fluctuations in these revenue streams impact how the City is able to pay for and maintain core services. Total estimated revenues in the 2020 General Fund budget are \$13.495 million, an increase of approximately 2% over 2019 Estimated. Sales taxes, franchise fees and fine revenues are expected to remain relatively flat. Community Center revenues are projected to increase by 4%, primarily because of long-term rentals and partnerships, but continued decline in annual membership revenue remains an area of concern. The largest change in revenue for 2020 occurs in Plan Review and Inspection Services (64% decrease), driven by the ebb and flow in the timing of large development projects. There are no new revenue streams included in the 2020 Recommended Budget.

There are three primary revenue streams that support the General Fund budget: sales/use taxes (local and intergovernmental), property taxes, and parks and recreation revenues. Totalling an estimated \$8 million in the 2020 Budget, they make up approximately 60% of the annual General Fund budget resources.



The final valuation numbers provided by the County Appraiser's Office indicate a total assessed valuation of \$160,920,880, an increase of 2.2% over last year. Based on the calculations associated with the property tax lid, the City will be able to maintain the current mill levy of approximately 17.866 mills. Of the total mill levy, 7 mills are assessed for street maintenance and the remaining 10.866 mills are dedicated to General Fund operations.

General Fund Policy Assumptions

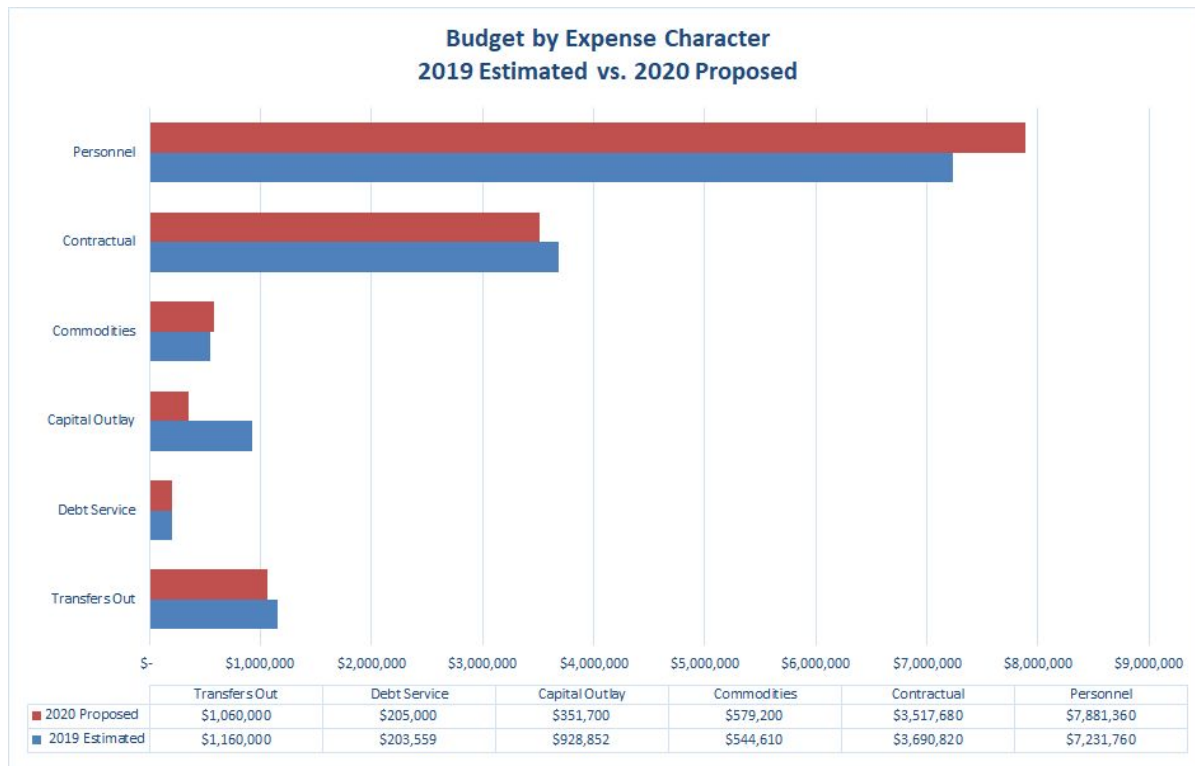
The 2020 Recommended Budget, accomplishes a number of Council goals and objectives, and includes the following policy assumptions:

- Holding the mill levy rate constant (17.866). Of that total, 10.866 mills will be used to support General Fund operations. The revenue generated from the remaining 7 mills will be transferred to the Capital Improvement Fund to support street maintenance activities.
- Maintaining a restricted General Fund balance of no less than 25% of total General Fund revenues. The 2020 Recommended Budget not only achieves the Council's 25% fund balance goal for the General Fund, but includes an estimated \$1.1 million in excess fund balance at December 31, 2020.
- Maintenance of the Solid Waste Utility Rate at \$175.03 annually for single-family property owners. Costs for the 2020 contract are unknown at this time, and a transfer of \$85,000 from the General Fund has been maintained, but may need to be adjusted to subsidize the remainder of the contract for single-family residential trash service beginning January 1, 2020.
- Continuing the Franchise and Mill Rate Rebate program at 100% of city franchise fees, 100% of total city mill excluding special assessments, and a 50% rebate of the solid waste utility fee. Current rebate program costs budgeted in the General Fund total \$20,000.
- Funding to convert the two authorized overhire positions in the Police Department to full-time to create a Directed Patrol Unit, and the addition of a full-time planner in the Community Development Department.
- Continued maintenance of the organization's pay structure and benefits in accordance with the total compensation philosophy, including evaluating the potential to implement both market and merit adjustments as the budget allows. A 3.5% merit pool has been included in the 2020 Budget.

- Maintaining funding for the Business Improvement Grant (BIG) Program at \$35,000, and funding for neighborhood assistance programs in the amount of \$40,000.
- Funding for the highest priority capital equipment and technology purchases for each Department based on planned replacement and identified needs.

Expenditure Highlights

The 2020 General Fund expenditures, including transfers, total \$13.59 million and reflect a decrease of 1% from the 2019 Budget. The decrease is driven primarily by transferring the purchase of \$300,000 in capital equipment from the General Fund to the Equipment Reserve and Replacement Fund..



Personnel

The largest expenditure category in the General Fund is Personnel Services. Budgeted at \$7.88 million for 2020, these costs represent approximately 63% of the total General Fund budget, excluding transfers. The 2020 Recommended Budget includes the conversion of two previously authorized overhire positions in the Police Department to full-time, to create a Directed Patrol Unit. In addition, the budget includes funding to re-establish the planner’s position in the Community Development Department. There are a total of seventy-three (73) full-time employees authorized in the 2020 Recommended Budget.

Personnel costs increased 9% over the 2019 Budget as a result of the addition of the new full-time positions, and an estimated 15% increase in health and welfare benefits.

Contractuals/Commodities

Contractual services and commodities make up the next largest share of the General Fund expenses. Contractual services are things provided or secured through contracts with others, including utilities, legal services, engineer/architect services, prisoner housing, and maintenance/operation of traffic signals. Commodities are consumable goods such as fuel, salt, program supplies, etc.

Contractuals and commodities account for a combined total of approximately \$4.1 million in 2020, less than a 1% increase over the 2019 Budget.

Capital

The items detailed below were funded in the 2019 fiscal year, or the 2020 Recommended Budget. They represent technology and equipment replacement and upgrades previously identified through multi-year plans or “mission critical” to the operations of a particular Department or service.

The General Fund budget includes \$351,700 in capital expenses and an additional \$300,000 of Public Works equipment has been funded through the Equipment Reserve and Replacement Fund.

General Overhead

- Wi-Fi Access Points (Hubs)
An updated wi-fi network allows employees to access the network from any location in any City facility. This will provide greater efficiency in work and enhanced collaboration on team projects, and will also allow ancillary technology such as projectors, copiers, and monitoring equipment to utilize the network/internet without a direct network access point. Year Funded: 2020. Amount Funded: \$16,000. Fund: General Fund
- Technology Replacement
A regular technology replacement program has been developed to ensure that employees get a new computer before the first reaches the end of its useful life. Regular replacement also ensures that computer systems and operating software are compatible with the latest software and network system updates. Year Funded: 2020. Amount Funded: \$12,000. Fund: General Fund
- Microsoft 365 Licensing
The transition to Microsoft Office 365 from Google Chrome is recommended in the 2019 Budget. Staff anticipates improvements in technical support as well as security. Year Funded: 2019. Amount Funded: \$30,000. Fund: General Fund

Administration

- Laserfiche Upgrade
Laserfiche is used for records management, document imaging and webform software. An upgrade to the existing applications allows this software to be used for additional applications such as routing documents, creating fillable forms online, and the improved public access to documents online. Year funded: 2019. Amount funded: \$12,000. Fund: General Fund

Community Development

- New Building Permitting and Code Enforcement Software
New building permitting software application will be organized to better capture data needed for building permits and to track the progress of inspections. The software will also have a module for tracking code enforcement cases. New software will integrate with the City's GIS systems to provide geospatial data helpful in mapping where permits are issued or code cases occur. Year funded: 2019. Amount funded: \$40,000 (Cloud based applications could reduce this cost) Fund: General Fund

Public Works

- Single-axle Dump Truck
Replacement of the 2007 International dump truck used for snow plowing and asphalt patching. The new truck will have many safety upgrades including better lighting packages, fluorescent seatbelts and better hydraulic configurations. Year Funded: 2020. Amount Funded: \$185,000. Fund: Equipment Reserve and Replacement
- ¾ Ton Pick-up Truck
Replacement of the 2007 Chevy 1500 pickup used for park maintenance, special events and winter sidewalk treatment. The new truck will be equipped with 4-wheel drive and have a higher payload capacity to increase flexibility in the field. Year Funded: 2020. Amount Funded: \$37,000. Fund: Equipment Reserve and Replacement
- Skid Steer and Attachments
Replacing the 2007 Case 440 with a new Bobcat skid steer and attachments which will allow for increased production and efficiency in street maintenance activities. Year Funded: 2020. Amount Funded: \$78,000. Fund: Equipment Reserve and Replacement
- Replace Tube Gas Heaters at Public Works Facility
The tube heaters prevent pipes from freezing and keep the diesel trucks at the appropriate temperature needed to ensure operation during the winter months. Year Funded: 2020. Amount Funded \$25,000. Fund: General Fund
- Replace Lighted Arrow Board at Public Works Facility
The electronic arrow board, originally purchased in 2002 as part of the DUI checkpoint operations, is now used for street maintenance and repairs, and is crucial to crack sealing and patching operations to ensure crew safety. The new arrow board will meet all traffic control and safety measures required by federal law and include an updated LED light package for longer run time. Year Funded: 2020. Amount Funded: \$8,000. Fund: General Fund

Police

- Patrol Fleet Replacement
Every four years, the Police Department rotates out six (6) front line patrol vehicles. The current vehicles were acquired via a lease/purchase agreement in 2016. New vehicles will be secured through a lease purchase arrangement, and the cost will include the vehicle, light package, Panasonic tough-book (computer), prisoner cage, and other related equipment. The annual lease costs will be incurred for an additional 3 years. Year Funded: 2020. Amount Funded: \$125,000. Fund: General Fund
- In-car Camera and Body Camera Replacement
The in-car video and body camera systems for the Department will be replaced. The new system will allow for video storage on the cloud, and will include: 10 in car camera systems for patrol vehicles, 38 body camera systems/charging station, 2 Motorcycle camera systems, 2 terabytes of cloud storage, redactive software, 5 year warranty, software updates and equipment replacement. Year Funded: 2020. Amount Funded: \$185,000. Fund: General Fund
- Computer/Computer Replacement
The Department will replace an aging server and purchase a new server to support videos from the in-car and body camera video systems. Year Funded: 2020. Amount Funded: \$21,000. Fund: General Fund

Debt Service/Lease Purchase

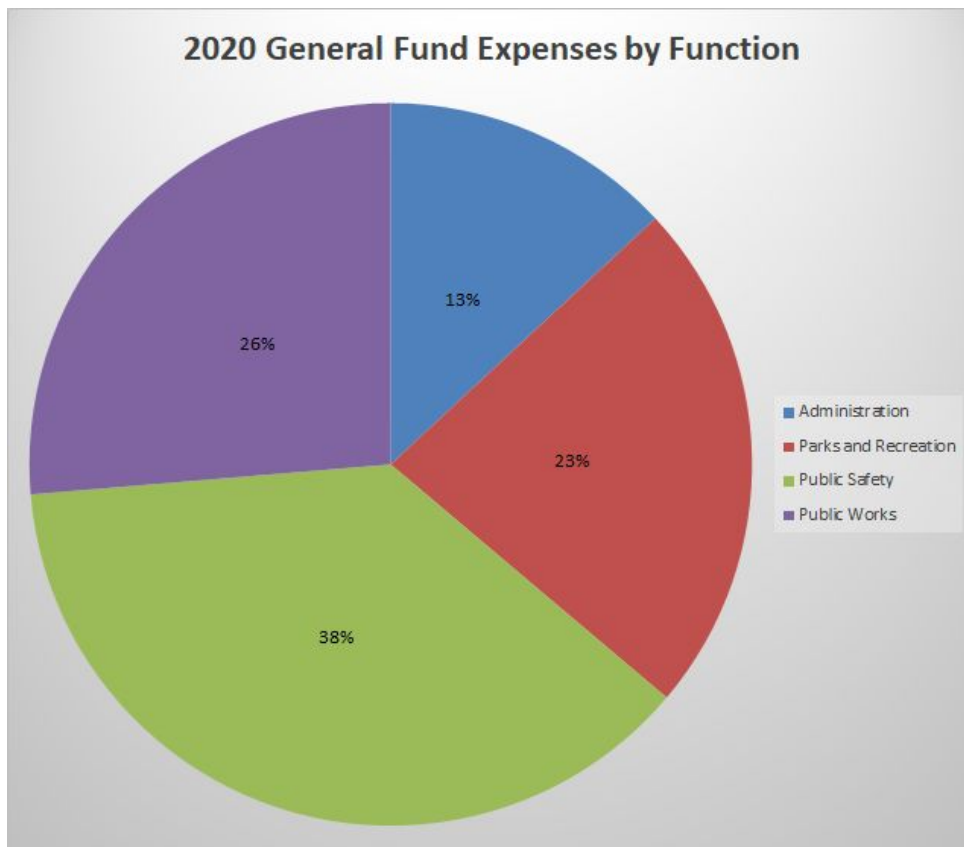
Debt service included in the General Fund relates to the repayment of the principal and interest for the GO Series 2013A bonds issued when the City acquired the street light system from KCPL. Annual debt service totals approximately \$80,000 each year and the debt retires in 2023. The lease/purchase payments detailed for the police patrol vehicles above are also accounted for in this expenditure category in the 2020 Recommended Budget.

Transfers

Transfers are used to support programs and activities budgeted in other funds. The 2020 Recommended Budget includes a transfer from the General Fund to the Capital Improvement Fund in the amount of \$975,000 for street maintenance activities. A transfer in the amount of \$85,000 is also included, and represents a payment to the Solid Waste Utility Fund to subsidize a portion of the residential trash service contract. No additional transfers have been budgeted for 2020.

In addition to a review of expenditures by category, the 2020 Recommended General Fund expenses are illustrated by Department or functional area to assist in evaluating the resources expended on various service delivery activities.

Public Safety (Police and Municipal Court) accounts for the largest expense by function totaling an estimated \$4.7 million for 2020. Public Works (Public Works and Community Development) is second with estimated expenses of \$3.3 million, and Parks and Recreation comes in a close third with expenses totaling \$2.9 million in 2020. Administration (General Overhead, Legislative and Administration) rounds out the General Fund expenses by function with \$1.6 million. The table below represents each function as a percentage of total General Fund expenditures in the 2020 Recommended Budget.



Supplemental Requests

The 2020 Recommended Budget also includes \$368,000 of supplemental programs. These are additional positions, programs, or equipment requested to enhance the existing services provided or to provide new services. The costs of the new programs and services are integrated into the applicable line items by Department and reflected in the budget totals.

Legislative

Increased budget for tree maintenance on public property, including ROW

Increased funding to address maintenance of trees on public property, including limited sections of KDOT Right-of-Way (specifically along Shawnee Mission Parkway). It is estimated this would be a recurring annual cost. Year Funded: 2020. Amount Funded: \$20,000. Fund: General Fund

Increased Budget for Council constituent communications

The public relations line item in the Legislative budget was increased so staff and Council may explore options for increasing and/or improving communications with residents and businesses. Year Funded: 2020. Amount Funded: \$15,000. Fund: General Fund

Greenhouse Gas Inventory Update

The funding will update the greenhouse gas emissions inventory completed in 2008 that informed the City of Mission's Climate Action Plan in 2009. The update will allow the City to evaluate the progress since 2009 and provide the opportunity to set new goals. Year Funded: 2019. Amount Funded: \$15,000. Fund: General Fund

Community Development

Re-establish City Planner Position

This entry level position would be responsible for general day-to-day zoning administration as well as preparation of staff reports for land use applications considered by the Planning Commission. The position will also undertake research on land use and zoning topics such as tear-down and rebuilds, green building codes, accessory dwelling units, and other items of relevance or interest. Year funded: 2020. Amount Funded \$93,000 (initial). Fund: General Fund.

Parks and Recreation

Upgrade Entry Desk, Lifeguard and Day Care Positions to Ensure Adequate Staffing

Several existing Entry Desk, Lifeguard and Day Care positions will become eligible for KPERS and Principal benefits, encouraging staff retention and providing customer facing services to patrons and visitors. Year Funded: 2019. Amount Funded: \$20,000. Fund: General Fund

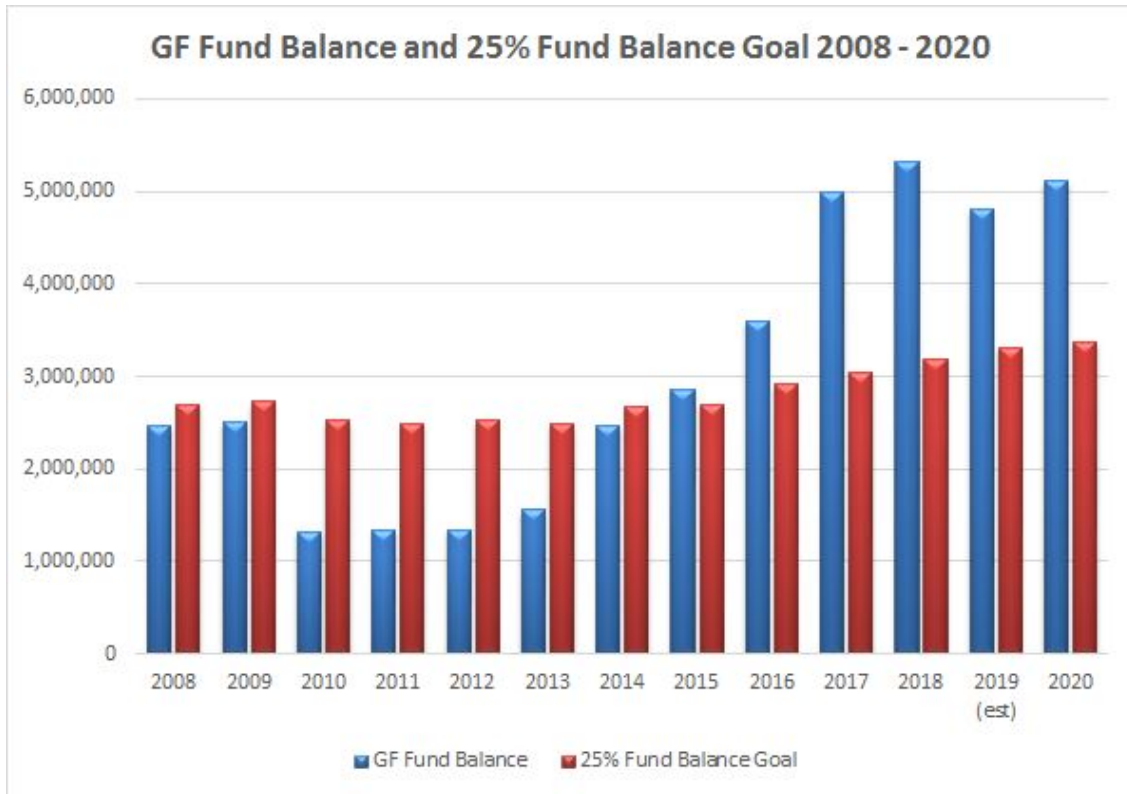
Police

Directed Patrol Unit

Conversion of two positions previously authorized for "over-hire" to permanent full-time positions in order to establish a Directed Patrol Unit (DPU). A Directed Patrol Unit is responsible for targeting areas of concern for criminal activity. Directed Patrol Unit Officers are trained in surveillance techniques, drug investigations, subpoena and search warrant procedures, electronic surveillance equipment, interrogation techniques, informant management, and cellular phone forensics. Salary and benefits for the two officers are estimated at \$135,000. A new low profile vehicle is also included for an estimated \$70,000. Year funded: 2020. Amount Funded: \$205,000. Fund: General Fund.

Fund Balance

The 2020 Recommended Budget not only achieves the Council's 25% fund balance goal for the General Fund, but includes an estimated \$1.1 million in excess fund balance at December 31, 2020. A snapshot of fund balance since 2008 is included in the table below.



The rebuilding and maintenance of the General Fund fund balance was recently noted as one of the key contributing factors resulting in an upgrade to the City's bond rating with Standard and Poor's. This has the potential to generate significant savings in interest costs to the City on future debt issues.

2020 - 2024 Capital Improvement Program (CIP)

The City uses a multi-year Capital Improvement Program (CIP) to address infrastructure investments. Mission's CIP is focused around three primary program areas: streets, stormwater, and parks and recreation. The CIP serves as a guide for the efficient and effective provision of public infrastructure facilities, outlining a schedule of capital projects over a five-year period of time.

Capital infrastructure projects are generally large in scope and often take several years to complete, making it more appropriate to handle them outside of the General Fund. The CIP's revenues and expenses are developed and approved as part of the annual budget process.

The City has consciously used debt to address deferred infrastructure needs and to complete projects which exceed the City's cash flow abilities. The amount of debt is continually evaluated in relationship to the overall increase in the City's net assets, as well as the useful life of the assets being constructed or repaired.

The majority of the City's existing debt is related to capital improvement projects. Annual debt service requirements remain constant at approximately \$4 million/year through 2022, then decrease significantly in 2023, and again in 2024 and 2027. All current debt supported by the capital project funds will be retired by 2031.

Recommended Capital Improvement Program 2020-2024

The 5-year CIP is a planning document, designed to be fluid and flexible. The first year of the plan reflects the recommended capital budget for 2020. The remaining four years represent a schedule and estimate of future capital needs that **may** be funded given adequate revenues. The recommended 2020-2024 CIP includes the following policies and priorities:

1. Maintain the Stormwater Utility Fee at \$28 per ERU per month. This provides an estimated \$2.5 million annually in Stormwater Utility fees for repayment of debt service and maintenance of stormwater infrastructure.
2. Establish a property tax mill rate of 8.857 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$4,500 annually.
3. Establish a property tax mill rate of 9.756 mills in Rock Creek Drainage District #2 which is anticipated to generate approximately \$85,000 annually.
4. Maintain the total mill levy in the General Fund at an estimated total mill rate of 17.866. The revenues equivalent to approximately 7 mills (\$975,000), will be transferred to the Capital Improvement Fund to support street maintenance activities.
5. Use revenues from the $\frac{3}{8}$ -cent Parks & Recreation Sales Tax (\$875,000) for debt service on the outdoor aquatic facility, facility/equipment costs associated with the Sylvester Powell, Jr. Community Center and maintenance of the City's outdoor park and trail amenities.

The recommended 2020-2024 Capital Improvement Program is detailed with a spreadsheet for each program area and project worksheets which provide additional information and context for each project included in the 5-year plan. Highlights of each program area are detailed below.

Stormwater Program

Revenues in the City's stormwater program come primarily from:

1. Stormwater utility fees assessed annually to each parcel in the City of Mission (~\$2.5 million annually)
2. Drainage district revenues (~\$85,000 annually)
3. Gateway Special Assessment (~\$599,000 annually)

The stormwater utility fee of \$28/ERU/month, was last adjusted in 2017, and is recommended to remain constant for the 2020 Budget. The 2020-2024 CIP shows no changes to the stormwater utility fee over the five year program.

In the current fiscal year, the City is working to update and consolidate existing stormwater infrastructure information, specifically around the secondary stormwater system. The results of this condition assessment will assist in identifying and prioritizing secondary stormwater projects in the future.

Although no specific projects are identified beyond 2020, the stormwater program's repair and maintenance fund continues to be increased to address pipe/system failures which are occurring with greater frequency. A total of \$2.05 million is currently shown in the 5-Year program for this purpose. As specific projects are identified, the City will also have the opportunity to apply for SMAC funding which, if secured, will stretch the City's dollars further.

The only large capital project identified in the 2020-2024 stormwater program is the Rock Creek Channel project (just west of Nall to Roeland Drive). The \$5.2 million project is being designed in 2019 with construction in early 2020 that includes not only erosion control erosion elements, but also repair of the private parking/common areas of the Roeland Court Townhomes. A Community Improvement District (CID) has been established to allow private property owners to repay their portion of the project costs. The City issued GO Bonds Series 2019A to fund a portion of the project costs.

The stormwater projects/considerations included in the 2020 CIP include:

- Maintaining the stormwater utility fee at \$28/ERU/month
- Completion of a comprehensive stormwater condition assessment/inventory to help plan and guide future expenditures
- Inclusion of \$350,000 budget for repair and maintenance projects
- Construction of the Rock Creek Channel Project from the Mission Bowl floodwall to Roeland Drive

Street Program

Currently, three revenue streams support the City's street and transportation network projects:

1. Special Highway funds (gas tax) distributed by the State (\$250,000 annually)
2. ¼-cent Sales Tax for Streets (~\$600,000 annually)
3. Mill levy dedicated to street maintenance (~\$975,000 annually)

Based on a number of variables, the 2020-2024 Street Program Plan continues to be somewhat fluid. Factors influencing the program include:

- Reserves to be held for potential resolution of the Transportation Utility Fee Class Action litigation
- Gateway Development (impact on Street Sales tax)
- Expiration/renewal of the ¼-cent Street Sales Tax (sunsets March 31, 2022)
- Procurement of outside funding (SMAC and STP funds) for the Johnson Drive project.
- Re-evaluation of the residential street maintenance program

The City is currently compiling a street asset inventory which will assist in determining the best treatments for the residential streets, and in prioritizing the work to be performed in a new, updated residential street maintenance program.

While work in the residential neighborhoods may have slowed over the last couple of years, street work throughout the City continues, including many larger scale projects which require significant resources. In 2019, the City will complete the reconstruction of Broadmoor (Martway to Johnson Drive). In 2020, a UBAS surface treatment of Lamar, from Shawnee Mission Parkway to Foxridge, will be completed leveraging Johnson County CARS funds and funding provided by the Safe Routes to Schools Programs. The improvements to this major arterial street in Mission will benefit residents and visitors alike.

Street Program projects included in the 2020 CIP are as follows:

- Continued dedication of revenue generated by 7 mills of General Fund property tax to the Street Program
- UBAS surface treatment of Lamar (Shawnee Mission Parkway to Foxridge)
- Design of improvements to Foxridge (51st to Lamar)
- Funding in the amount of \$200,000 reserved for full-depth reconstruction projects
- Funding in the amount of \$300,000 to address residential street and transportation network needs
- Continued funding in the amount of \$75,000 for miscellaneous Public Works maintenance projects
- Continued funding in the amount of \$25,000 for bridge inspections and maintenance

Parks & Recreation Program

The Parks & Recreation Program Plan addresses the capital infrastructure needs of the Sylvester Powell, Jr. Community Center (SPJCC), the Mission Family Aquatic Center (MFAC), the City's eight (8) outdoor parks, and trails located throughout Mission. The program is funded primarily with:

1. ¾-cent Sales Tax for Parks and Recreation (~\$875,000 annually)

2. Special Parks and Recreation funds (alcohol tax) distributed by the State (~\$85,000 annually)

Debt service on the MFAC takes about 60% of the sales tax revenues generated. Maintenance and upkeep of the Community Center continues to demand significant resources as well. The remaining funds are continually being evaluated and prioritized to implement recommendations outlined in the Parks Master Plan.

Similar to the stormwater and street program plans, there are still a number of “placeholders” in future years that will need to be refined. In addition to the items included in the 5-Year Plan, an energy audit of the Community Center Facility is planned for the fall of 2019. Following the audit, staff anticipates a number of recommendations will be forthcoming to address this issues identified, including the potential for future cost savings.

We continue to be cognizant of the sunset (March 2023) on the Parks and Recreation Sales Tax which will impact how future improvements are programmed and prioritized. Parks and Recreation projects which included in the 2020 CIP are detailed below:

- Funding for restroom facilities at Mohawk Park
- Additional funding (\$100,000) for outdoor park improvements to be determined
- Replacement of the shade structures at the MFAC
- Painting and maintenance of the MFAC competition pool shell
- Replacement of lane lines for the MFAC
- Purchase of new conference center banquet chairs at SPJCC
- Resurfacing of the indoor pool deck
- Indoor pool slide maintenance
- Purchase of new conference center tables at SPJCC
- Replace small Kaivac cleaning machine
- Resurfacing of the indoor walking track
- Replacement of south kitchen flooring at the SPJCC

Other Funds

The General Fund and the various funds that support the 5-Year Capital Improvement Program make up the majority of the City’s total annual budget. Highlights from several of the remaining miscellaneous funds which the City maintains separately are detailed below.

Special Alcohol Fund

One-third of the alcohol tax funds allocated to the City from the state must be set aside in a separate fund and reserved for the treatment and/or prevention of drug and alcohol abuse. Revenues in the Special Alcohol Fund for 2020 are anticipated to be \$85,000.

Historically, the City has contributed the majority of these funds (\$50,000 recommended for 2020) to the Drug and Alcoholism Council. The Drug and Alcoholism Council (DAC), a program supported by the United Community Services of Johnson County, offers grants each year to various organizations within the county that provide alcohol and drug abuse prevention and treatment programs. The grants are structured in such a manner that the grantees have access to funds from multiple participating jurisdictions. The governing body of each jurisdiction has the ultimate authority and responsibility to determine which organizations receive funds.

Approximately \$15,000 is allocated to offset expenses associated with the DARE program in our local elementary schools. An additional \$30,000 is set aside to cover the costs associated with the Johnson County mental health co-responder program.

Solid Waste Utility Fund

The Solid Waste Utility Fund accounts for the fees collected from single-family residential properties which are used to support the annual trash, recycling and yard waste contract with Waste Management. The current contract expires December 31, 2019 and it will go out to bid. Solid Waste Utility rates will need to be certified to the County prior to negotiation and award of a new contract. The Budget and transfers have been held at the 2019 rates recognizing that the Council will have several important policy decisions to make. The General Fund fund balance provides adequate flexibility for the Council to consider options until a new budget period takes effect. Council should consider certifying rates at the current \$175.03 per single family parcel. Utility fees are collected as a part of the annual real estate property tax bill.

Mission Convention and Visitors Bureau (MCVB) Fund

The Mission Convention and Visitors Bureau (MCVB) was formed by City ordinance in February of 2009, and replaced the former Mission Business Development Committee (MBDC) first established in August of 2003 to assist in the revitalization and redevelopment of the Mission business district. In 2016, the Council disbanded the MCVB Committee, but the fund is maintained to account for transient guest tax revenues (9% hotel/motel tax) received by the City. These funds are used exclusively to support the publication and distribution of five issues of the *Mission Magazine* each year.

The MCVB Fund also currently manages revenues and expenses for the Mission Business Partnership and the annual Holiday Adoption program on a “pass-through” basis, and is anticipated to continue to do so in the 2020 Budget. The 2020 budget includes \$10,000 for the purchase of banners (2 styles) for the entire length of Johnson Drive.

Mission Crossing TIF/CID Fund

This Fund is used to account for the revenues and expenses associated with the Tax Increment Financing District (TIF) and Community Improvement District (CID) associated with the Mission Crossing Development. This is the development at Metcalf/Broadmoor/Martway that includes the Welstone facility, Culvers, Chik-fil-A, and the small retail strip center.

All distributions from this fund are made in accordance with a development agreement for this project, and reimburse the developer for certain approved development costs. The TIF property tax revenues are distributed to the City through Johnson County. The TIF sales tax (1% City General) and CID sales tax (1% additional) are received from the State. Staff verifies and performs any necessary calculations prior to distributing to the developer on a quarterly basis.

Cornerstone Commons CID Fund

This fund is used to account for the revenues and expenses associated with the Community Improvement District (CID) associated with the Cornerstone Commons Development. The development is located at Barkley/Johnson Drive and includes the Natural Grocer, several restaurants and office space.

All distributions from this fund are done in accordance with a development agreement, and reimburse the developer for certain approved development costs. The CID sales tax (1% additional) is received from the State and calculated/verified and distributed by staff. Payments are made to the developer quarterly.

Summary

The City's Leadership Team is grateful to the Mayor and City Council for their many hours of work and focused attention throughout the budget development process. We look forward to adoption and implementation of the 2020 Recommended Budget.

NOTICE OF BUDGET HEARING

2020

The governing body of

City of Mission

will meet on August 7, 2019 at 6:30 P.M. at Mission City Hall 6090 Woodson St, Mission, KS 66202 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

Detailed budget information is available at City Clerk's Office - Mission City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2018		Current Year Estimate for 2019		Proposed Budget for 2020		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2019 Ad Valorem Tax	Estimate Tax Rate *
General	12,077,454	18.019	13,797,855	17.878	18,639,420	2,760,596	17.866
Debt Service							
Library							
Special Highway	225,643		325,000		250,000		
TIF	506,831		207,790		370,000		
Special Alcohol	37,952		83,500		96,000		
Special Parks & Recreation	72,981		117,655		117,655		
Mission Covention/Visitor E	82,172		83,500		95,500		
Street Sales Tax	472,315		771,660		846,660		
Parks and Recreation Sales T	938,856		978,000		1,265,700		
Stormwater Utility	2,588,077		4,107,698		7,858,972		
Solid Waste Utility	593,154		612,500		672,500		
Capital Improvement	891,154		2,366,026		2,017,318		
Cornerstone CID	78,727		70,500		70,500		
Equipment Replacement Fu	495		30,000		300,000		
Totals	18,565,811	18.019	23,551,684	17.878	32,600,225	2760596	17.866
Less: Transfers	1,478,111		1,806,675		1,506,675		
Net Expenditure	17,087,700		21,745,009		31,093,550		
Total Tax Levied	2,510,100		2,815,503		xxxxxx		
Assessed Valuation	139,660,568		157,485,883		154,514,547		

Outstanding Indebtedness,	2017	2018	2019
January 1,			
G.O. Bonds	29,635,000	26,440,000	23,150,000
Revenue Bonds	0	0	0
Other	0	0	64,867
Lease Purchase Principal	693,132	462,528	385,142
Total	30,328,132	26,902,528	23,600,009

*Tax rates are expressed in mills

Brian Scott

Official Title: Asst. City Administrator/Finance Dir

NOTICE OF BUDGET HEARING

State of Kansas
Special District
2020

The governing body of
Rock Creek Drainage District #1
Johnson County

It meet on August 7, 2019 at 6:30 P.M. at Mission City Hall 6090 Woodson St, Mission, KS 66202 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied.
Detailed budget information is available at City Clerk's Office - Mission City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2018		Current Year Estimate for 2019		Proposed Budget Year for 2020		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2019 Ad Valorem Tax	Estimate Tax Rate*
General	3,000	8.802	3,000	8.852	34,000	22,458	8.857
Debt Service							
Totals	3,000	8.802	3,000	8.852	34,000	22,458	8.857
Less: Transfers	0		3,000		3,000		
Net Expenditures	3,000		0		31,000		
Total Tax Levied	4,506		4,533		xxxxxxxxxxxxxxx		
Assessed Valuation	511,942		512,094		2,535,547		

Outstanding Indebtedness,

Jan 1,	<u>2017</u>	<u>2018</u>	<u>2019</u>
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
No-Fund Warrant	0	0	0
Lease Pur. Princ.	0	0	0
Total	0	0	0

*Tax rates are expressed in mills.

Brian Scott
Asst. City Administrator/Finance Dir.

NOTICE OF BUDGET HEARING

State of Kansas
Special District
2020

The governing body of
Rock Creek Drainage District #2
Johnson County

It meet on August 7, 2019 at 6:30 P.M. at Mission City Hall 6090 Woodson St, Mission, KS 66202 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied. Detailed budget information is available at City Clerk's Office - Mission City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2018		Current Year Estimate for 2019		Proposed Budget Year for 2020		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2019 Ad Valorem Tax	Estimate Tax Rate*
General	85,000	10.500	90,000	9.793	100,500	79,469	9.756
Debt Service							
Totals	85,000	10.500	90,000	9.793	100,500	79,469	9.756
Less: Transfers	85,000		85,000		85,000		
Net Expenditures	0		5,000		15,500		
Total Tax Levied	87,629		85,541		xxxxxxxxxxxxxx		
Assessed Valuation	8,268,102		8,735,046		8,145,242		

Outstanding Indebtedness,

Jan 1,	<u>2017</u>	<u>2018</u>	<u>2019</u>
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
No-Fund Warrant	0	0	0
Lease Pur. Princ.	0	0	0
Total	0	0	0

*Tax rates are expressed in mills.

Brian Scott
Asst. City Administrator/Finance Dir.

**City of Mission
2020 Recommended
Budget**

August 7, 2019

City of Mission 2020 Annual Budget

Fund Structure

All Funds Summary

General Fund

Revenue Detail

General Fund Budget Totals by Expenditure Categories

General Fund Budget Totals by Department

General Fund Summary

Departments

General Overhead

Legislative

Administration

Municipal Court

Neighborhood Services

Public Works

Community Development

Parks and Recreation - Mission Family Aquatic Center

Parks and Recreation - Sylvester Powell, Jr. Community Center

Police

Capital Project Funds

Capital Improvement Fund

Equipment Reserve and Replacement Fund

Special Revenue Funds

Storm Water Utility Fund

Transportation Fund

Street Sales Tax Fund

Parks Sales Tax Fund

Special Highway Fund

Special Alcohol Fund

Special Parks and Recreation Fund

Solid Waste Fund

Mission Convention and Visitor's Bureau Fund

Mission Crossing TIF/CID Fund

Cornerstone Commons CID Fund

Rock Creek Drainage District #1 Fund

Rock Creek Drainage District #2 Fund

City of Mission 2020 Annual Budget

All Funds Summary

	<u>General Fund</u>	<u>Capital Improv. Fund</u>	<u>Equipment Reserve and Replacement Fund</u>	<u>Storm Water Utility Fund</u>	<u>Trans. Fund</u>	<u>Street Sales Tax Fund</u>	<u>Parks & Recreation Sales Tax Fund</u>
BEGINNING FUND BALANCE	\$ 4,811,005	\$ 311,525	\$ 466,091	\$ 5,266,297	\$ 15,938	\$ 240,026	\$ 753,257
REVENUES							
Property Taxes	1,665,000			-			
Property Taxes For Streets	975,000						
Payment in Lieu of Taxes							
Motor Vehicle Taxes	268,300						
Sales and Use Taxes	3,650,000					600,000	875,000
Franchise Tax Fees	1,127,500						
Transient Guest Tax							
Licenses and Permits	158,700						
Plan Review/Insp. Fees	225,000						
Police Fines	1,160,500						
Charges for Services	114,500						
Bond/Lease Proceeds	450,000	-		18,220			
Miscellaneous and Other	135,000	67,360	49,500	40,000	-	15,000	-
Intergovernmental Rev.	1,562,000	489,530			-		
Pool Revenues	155,000						
Community Center Rev.	1,849,400						
Special Assessments				599,000			
Solid Waste Utility Fees							
Stormwater Utility Fees				2,535,000			
Transportation Utility Fees					-		
Transf. from Other Funds	-	1,258,575	-	88,000	-	-	-
TOTAL REVENUES	\$ 13,495,900	\$ 1,815,465	\$ 49,500	\$ 3,280,220	\$ -	\$ 615,000	\$ 875,000
EXPENDITURES							
Personal Services	7,881,360	-	-	-	-	-	-
Contractual Services	3,517,680	-	-	400,000	-	-	-
Commodities	579,200	-	-	-	-	-	-
Capital Outlay	351,700	1,466,480	300,000	4,561,237	-	375,000	-
Debt/Lease Service	205,000	550,838	-	2,614,160	-	470,060	529,100
Cont./Reserves/Trans.	-	-	-	-	-	-	60,000
Transfers to Other Funds	1,060,000	-	-	283,575	-	-	-
TOTAL EXPENDITURES	\$ 13,594,940	\$ 2,017,318	\$ 300,000	\$ 7,858,972	\$ -	\$ 845,060	\$ 589,100
Difference	(99,040)	(201,853)	(250,500)	(4,578,752)	-	(230,060)	285,900
ENDING FUND BALANCE	\$ 4,711,965	\$ 109,672	\$ 215,591	\$ 687,545	\$ 15,938	\$ 9,966	\$ 1,039,157

City of Mission 2020 Annual Budget

All Funds Summary

Special Highway Fund	Special Alcohol Fund	Special Parks & Recreation Fund	Solid Waste Utility Fund	MCVB Fund	Mission Crossing TIF/CID Fund	Cornerst. Commons TIF/CID Fund	RC Drainage #1 Fund	RC Drainage #2 Fund	All Funds
\$ 48,726	\$ 110,696	\$ 98,346	\$ (6,011)	\$ 121,343	\$ 8,439	\$ 3,533	\$ 11,909	\$ 27,033	\$ 12,288,152
					210,000		5,000	90,000	1,970,000
									975,000
									-
									268,300
					160,000	70,000			5,355,000
									1,127,500
				60,000					60,000
									158,700
									225,000
									1,160,500
									114,500
		-							468,220
100		200	100	35,500			-	100	342,860
250,000	85,000	85,000							2,471,530
									155,000
									1,849,400
									599,000
			588,000						588,000
									2,535,000
									-
			95,000						1,441,575
\$ 250,100	\$ 85,000	\$ 85,200	\$ 683,100	\$ 95,500	\$ 370,000	\$ 70,000	\$ 5,000	\$ 90,100	\$ 21,865,085
									7,896,360
	15,000								5,195,680
	80,000		672,000	85,500	370,000	70,500			605,700
25,000	1,000		500						6,989,417
225,000				10,000					4,436,813
		67,655							60,000
							3,000	85,000	1,431,575
\$ 250,000	\$ 96,000	\$ 67,655	\$ 672,500	\$ 95,500	\$ 370,000	\$ 70,500	\$ 3,000	\$ 85,000	\$ 26,915,545
100	(11,000)	17,545	10,600			(500)	2,000	5,100	(5,050,460)
\$ 48,826	\$ 99,696	\$ 115,891	\$ 4,589	\$ 121,343	\$ 8,439	\$ 3,033	\$ 13,909	\$ 32,133	\$ 7,237,692

City of Mission 2020 Annual Budget

Revenue Detail

	Actual 2017	Estimate 2018	Actual 2018	Estimate YE 2019	Budget 2020
<u>Property Tax</u>					
Real Estate Tax (General Property Tax)	1,431,094	1,500,000	1,540,940	1,618,000	1,650,000
Delinquent Real Estate Tax	12,445	15,000	21,890	12,000	15,000
Property Tax	1,443,538	1,515,000	1,562,830	1,630,000	1,665,000
<u>Property Tax for Streets (7 Mills)</u>	885,441	900,000	904,892	950,000	975,000
<u>Motor Vehicle Tax</u>					
Motor Vehicle Tax	229,186	247,000	243,911	256,000	263,000
Recreational Vehicle Tax	893	600	800	800	800
Heavy Truck Tax	2,646	2,500	3,856	3,750	4,000
Rental Excise Tax	-	-	-	-	-
Delinquent Personal Property Tax	241	500	-	500	500
Motor Vehicle Tax	232,966	250,600	248,567	261,050	268,300
<u>City Sales/Use Tax</u>					
City Sales Tax	2,351,684	2,400,000	2,389,704	2,400,000	2,420,000
City Use Tax	946,090	950,000	1,178,272	1,200,000	1,230,000
City Sales/Use Tax	3,297,774	3,350,000	3,567,976	3,600,000	3,650,000
<u>Franchise Tax</u>					
KCP&L	703,739	700,000	789,193	750,000	750,000
KS Gas Service	190,778	225,000	217,748	300,000	225,000
SBC Telephone	20,270	25,000	19,497	20,000	19,000
Consolidated Telephone (formerly SureWet)	4,160	5,000	3,899	3,800	3,500
AT&T (SBC) Video	37,370	33,000	30,442	28,500	27,000
Consolidated Video (formerly SureWest)	14,268	15,000	12,050	23,000	20,000
Spectrum Video (formerly Time Warner)	59,011	58,000	56,238	55,000	55,000
Google (New)	32,344	30,000	26,752	26,500	28,000
Franchise Tax	1,061,940	1,091,000	1,155,819	1,206,800	1,127,500
<u>Licenses and Permits</u>					
Occupational License	97,276	91,000	92,957	93,000	95,000
Public Works Permits	5,475	4,000	3,625	5,000	3,500
Rental License	43,874	40,000	46,524	45,000	45,000
Rental Inspection Fee	-	3,000	-	-	1,000
Tree Service License Fee	30	200	40	200	200
Sign Permit Fee	3,141	5,000	4,938	5,000	5,000
Land Use Fee	3,453	2,000	1,625	1,500	1,500
Liquor License	6,800	5,000	4,025	4,000	5,000
Operator/Solicitor/Massage License	1,870	3,000	1,175	2,000	2,000
Animal License	550	100	600	500	500
Licenses and Permits	162,469	153,300	155,509	156,200	158,700
<u>Plan Review/Inspection Fees</u>					
Building Permit Fees	142,109	175,000	255,060	371,000	150,000
Plan Review Fees	81,696	100,000	96,142	251,000	75,000
Plan Review/Inspection Fees	223,805	275,000	351,203	622,000	225,000

City of Mission 2020 Annual Budget

Revenue Detail

	Actual 2017	Estimate 2018	Actual 2018	Estimate YE 2019	Budget 2020
<u>Intergovernmental Revenue</u>					
County Sales/Use Tax					
County Sales Tax	663,659	650,000	675,322	685,000	695,000
County Use Tax	<u>139,875</u>	<u>140,000</u>	<u>143,185</u>	<u>146,000</u>	<u>150,000</u>
County Sales/Use Tax	803,534	790,000	818,507	831,000	845,000
County Sales/Use Tax - Jail					
County Jail Sales Tax	165,212	165,000	167,798	170,000	172,000
County Jail Use Tax	<u>34,969</u>	<u>35,000</u>	<u>35,796</u>	<u>36,000</u>	<u>37,000</u>
County Sales/Use Tax - Jail	200,182	200,000	203,594	206,000	209,000
County Sales/Use Tax - Pub Safety					
County Public Safety Sales Tax	165,212	165,000	167,798	170,000	172,000
County Public Safety Use Tax	<u>34,968</u>	<u>35,000</u>	<u>35,796</u>	<u>36,000</u>	<u>37,000</u>
County Sales/Use Tax - Pub Safety	200,181	200,000	203,594	206,000	209,000
County Sales/Use Tax - Court House					
County Court House Sales Tax	126,604	165,000	167,797	170,000	172,000
County Court House Use Tax	<u>26,154</u>	<u>35,000</u>	<u>35,796</u>	<u>36,000</u>	<u>37,000</u>
County Sales/Use Tax - Pub Safety	152,758	200,000	203,593	206,000	209,000
Alcohol Tax	74,789	75,000	80,108	84,000	85,000
Other Intergovernmental Revenue	9,905	5,000	1	5,000	5,000
Total for Intergovernmental	<u>1,441,348</u>	<u>1,470,000</u>	<u>1,509,397</u>	<u>1,538,000</u>	<u>1,562,000</u>
<u>Police Fines</u>					
Fines	1,169,510	1,300,000	943,053	1,050,000	1,100,000
Parking Fines	4,950	5,000	4,324	6,000	5,000
Alarm Fines	300	500	1,055	300	500
Police Dept. Lab Fees	-	500	400	500	500
Fuel Assessment Fees	40,734	25,000	16,079	9,000	9,000
ADA Accessibility Fees	10,446	25,000	22,654	41,000	40,000
Motion Fees	5,100	5,000	4,325	5,000	5,000
Expungement Fees	1,000	500	700	500	500
Court Appointed Attorney	-	-	-	-	-
Police Fines	<u>1,232,040</u>	<u>1,361,500</u>	<u>992,590</u>	<u>1,112,300</u>	<u>1,160,500</u>
<u>Service Charges</u>					
Court Costs	155,620	130,000	46,038	50,225	50,000
On Line Convenience	4,284	4,000	3,495	4,500	4,500
Charge for Services	-	-	2,500	-	-
Reimbursed Expenses	102,577	25,000	196,507	50,000	50,000
NEAC Administrative Cost Reimbursement	9,482	9,000	10,105	5,000	5,000
Nuisance Abatement Fees	4,968	4,500	-	5,000	5,000
Weed Abatement Fees	<u>252</u>	<u>-</u>	<u>2,906</u>	<u>500</u>	<u>-</u>
Service Charges	277,184	172,500	261,551	115,225	114,500

City of Mission 2020 Annual Budget

Revenue Detail

	Actual 2017	Estimate 2018	Actual 2018	Estimate YE 2019	Budget 2020
<u>Miscellaneous and Other</u>					
Interest/Investments	25,758	45,000	61,369	100,000	110,000
Sale of Fixed Assets	121,340	-	-	-	-
Miscellaneous and Other	171,490	65,000	204,181	125,000	135,000
<u>Pool Revenues</u>					
Outdoor Pool Membership	38,449	40,000	40,305	45,000	45,000
Outdoor Pool Front Desk	42,261	45,000	49,250	55,000	55,000
Outdoor Pool Concessions	23,362	22,000	30,377	35,000	37,000
Outdoor Pool Program Fees	7,152	5,000	6,380	7,000	7,000
Outdoor Pool Rental	2,787	3,000	2,403	3,000	3,000
Super Pool Pass Revenue	7,180	6,000	7,287	8,000	8,000
Pool Revenue	121,191	121,000	136,002	153,000	155,000
<u>Community Center Revenue</u>					
Community Center Membership	661,425	650,000	592,202	610,000	625,000
Community Center Rental	262,014	270,000	274,532	282,000	285,000
Community Center Program	313,425	335,000	321,527	375,000	400,000
Community Center Daily Fees	211,219	225,000	211,327	225,000	250,000
Community Center Misc.	5,429	8,000	6,727	4,500	5,000
Community Center Resale of Items	754	1,000	792	800	900
Community Center Sponsorship/Ads	-	10,000	350	400	500
Mission Summer Program	224,203	255,000	215,115	225,000	230,000
Mission Square PILOTS	79,688	53,125	53,125	53,125	53,000
Community Center Revenues	1,758,157	1,807,125	1,675,697	1,775,825	1,849,400
<u>TIF/CID Proceeds</u>					
Mission Crossing TIF - Sales Tax	-	-	-	-	-
Mission Crossing CID - Sales Tax	-	-	-	-	-
Cornerstone Commons - CID Sales Tax	-	-	-	-	-
TDD Sales Tax	-	-	-	-	-
CID/TIF Proceeds	-	-	-	-	-
<u>Bond/Lease Proceeds</u>					
2020 Lease Purchase of Police Vehicles	-	-	-	-	450,000
Bond/Lease Proceeds	-	-	-	-	450,000
<u>Transfers From Other Funds</u>					
Parks Sales Tax	-	-	-	-	-
Transfers From Other Funds	-	-	-	-	-
Total Revenue	12,309,342	12,532,025	12,726,214	13,245,400	13,495,900

City of Mission 2020 Annual Budget

Summary of Costs by Type of Expenditure

	<u>Personnel</u>	<u>Contractual Services</u>	<u>Commodities</u>	<u>Capital Outlay</u>	<u>Debt Service</u>	<u>Total</u>
General Overhead	\$ -	\$ 323,000	\$ 50,500	\$ 28,000	80,000	\$ 481,500
Legislative	\$ 56,710	\$ 174,900	\$ 1,850	\$ -	-	\$ 233,460
Administration	\$ 873,550	\$ 50,050	\$ 1,100	\$ -	-	\$ 924,700
Municipal Court	\$ 352,500	\$ 30,100	\$ 10,500	\$ -	-	\$ 393,100
Neighborhood Services	\$ -	\$ -	\$ -	\$ -	-	\$ -
Public Works	\$ 1,056,000	\$ 1,029,020	\$ 193,800	\$ 34,000	\$ -	\$ 2,312,820
Community Development	\$ 405,600	\$ 566,300	\$ 8,000	\$ 7,000	-	\$ 986,900
Parks and Recreation						
Mission Aquatic Center	\$ 162,500	\$ 81,150	\$ 48,950	\$ -	-	\$ 292,600
Sylvester Powell Jr. Community Center	\$ 1,620,500	\$ 868,200	\$ 112,500	\$ -	-	\$ 2,601,200
Police	\$ 3,354,000	\$ 394,960	\$ 152,000	\$ 282,700	\$ 125,000	\$ 4,308,660
Total	<u>\$ 7,881,360</u>	<u>\$ 3,517,680</u>	<u>\$ 579,200</u>	<u>\$ 351,700</u>	<u>\$ 205,000</u>	<u>\$ 12,534,940</u>

City of Mission 2020 Annual Budget

Summary of Costs by Department

	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020	% Change 2019/2020
<u>General Overhead</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services	253,518	252,972	321,000	323,000	1%
Commodities	39,714	77,031	47,250	50,500	7%
Capital Outlay	36,361	184,079	130,000	28,000	-78%
Debt Service	77,175	75,875	79,575	80,000	1%
Total	\$ 406,768	\$ 589,957	\$ 577,825	\$ 481,500	-17%
<u>Legislative</u>					
Personnel Services	\$ 50,150	\$ 53,115	\$ 56,620	\$ 56,710	0%
Contractual Services	89,335	83,915	127,700	174,900	37%
Commodities	35	2,174	1,200	1,850	54%
Capital Outlay	147	2,715	-	-	
Total	\$ 139,667	\$ 141,919	\$ 185,520	\$ 233,460	26%
<u>Administration</u>					
Personnel Services	\$ 783,704	\$ 799,621	\$ 823,700	\$ 873,550	6%
Contractual Services	47,063	33,239	33,550	50,050	49%
Commodities	1,799	929	850	1,100	29%
Capital Outlay	470	2,808	12,000	-	-100%
Total	\$ 833,035	\$ 836,596	\$ 870,100	\$ 924,700	6%
<u>Municipal Court</u>					
Personnel Services	\$ 284,513	\$ 314,214	\$ 339,000	\$ 352,500	4%
Contractual Services	15,232	16,851	26,200	30,100	15%
Commodities	8,470	5,811	10,500	10,500	0%
Capital Outlay	2,640	-	36,000	-	-100%
Total	\$ 310,855	\$ 336,876	\$ 411,700	\$ 393,100	-5%
<u>Neighborhood Services</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services	-	-	-	-	
Commodities	-	-	-	-	
Capital Outlay	-	-	-	-	
Total	\$ -	\$ -	\$ -	\$ -	

City of Mission 2020 Annual Budget

Summary of Costs by Department

	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020	% Change 2019/2020
<u>Public Works</u>					
Personnel Services	\$ 689,401	\$ 774,696	\$ 888,500	\$ 1,056,000	19%
Contractual Services	801,233	845,621	960,319	1,029,020	7%
Commodities	153,432	159,686	176,100	193,800	10%
Capital Outlay	280,597	54,567	385,000	34,000	-91%
Debt Service	57,325	57,325	28,662	-	-100%
Total	\$ 1,981,988	\$ 1,891,895	\$ 2,438,581	\$ 2,312,820	-5%
<u>Community Development</u>					
Personnel Services	\$ 256,444	\$ 205,211	\$ 262,000	\$ 405,600	55%
Contractual Services	445,082	383,950	858,800	566,300	-34%
Commodities	2,384	714	3,600	8,000	122%
Capital Outlay	626	821	72,000	7,000	-90%
Total	\$ 704,536	\$ 590,696	\$ 1,196,400	\$ 986,900	-18%
<u>Mission Aquatic Center</u>					
Personnel Services	\$ 90,181	\$ 158,746	\$ 152,620	\$ 162,500	6%
Contractual Services	71,320	88,087	71,400	81,150	14%
Commodities	40,079	45,103	45,250	48,950	8%
Capital Outlay	4,325	-	-	-	
Total	\$ 205,904	\$ 291,935	\$ 269,270	\$ 292,600	9%
<u>Community Center</u>					
Personnel Services	\$ 1,352,915	\$ 1,416,125	\$ 1,499,500	\$ 1,620,500	8%
Contractual Services	827,236	820,149	917,250	868,200	-5%
Commodities	98,168	104,505	112,500	112,500	0%
Capital Outlay	3,948	-	-	-	
Total	\$ 2,282,266	\$ 2,340,778	\$ 2,529,250	\$ 2,601,200	3%
<u>Police</u>					
Personnel Services	\$ 2,687,810	\$ 2,946,661	\$ 3,209,820	\$ 3,354,000	4%
Contractual Services	365,140	370,787	374,601	394,960	5%
Commodities	97,683	103,850	147,360	152,000	3%
Capital Outlay	76,145	34,062	293,852	282,700	-4%
Debt Service	144,625	140,748	95,322	125,000	31%
Total	\$ 3,371,402	\$ 3,596,108	\$ 4,120,955	\$ 4,308,660	5%
Total for All Departments	\$ 10,236,422	\$ 10,616,759	\$ 12,599,601	\$ 12,534,940	-1%

City of Mission 2020 Annual Budget

General Fund Summary

	Actual 2017	Actual 2018	Budget 2019	Proposed 2020	% Change 2019/2020
<u>BEGINNING FUND BALANCE</u>	\$ 4,182,340	\$ 4,678,463	\$ 5,325,206	\$ 4,811,005	
<u>REVENUES</u>					
Property Taxes	\$ 1,443,538	\$ 1,562,830	\$ 1,630,000	\$ 1,665,000	2%
Property Taxes For Streets	885,441	904,892	950,000	975,000	3%
Motor Vehicle Taxes	232,966	248,567	261,050	268,300	3%
Sales/Use Taxes	3,297,774	3,567,976	3,600,000	3,650,000	1%
Franchise Taxes	1,061,940	1,155,819	1,206,800	1,127,500	-7%
Licenses and Permits	162,469	155,509	156,200	158,700	2%
Review/Plan Inspection Fees	223,805	351,203	622,000	225,000	-64%
Police Fines	1,232,040	992,590	1,112,300	1,160,500	4%
Service Charges	277,184	261,551	115,225	114,500	-1%
Pool Revenue	121,191	136,002	153,000	155,000	1%
Community Center Revenue	1,758,157	1,675,697	1,775,825	1,849,400	4%
Intergovernmental Revenue	1,441,348	1,509,397	1,538,000	1,562,000	2%
Miscellaneous	171,490	204,181	125,000	135,000	8%
Bond/Lease Proceeds	-	-	-	450,000	
Transfers In	-	-	-	-	
Total	\$ 12,309,342	\$ 12,726,214	\$ 13,245,400	\$ 13,495,900	2%
<u>EXPENSES</u>					
Personnel Services	\$ 6,195,118	\$ 6,668,388	\$ 7,231,760	\$ 7,881,360	9%
Contractual Services	2,915,158	2,895,570	3,690,820	3,517,680	-5%
Commodities	441,762	499,802	544,610	579,200	6%
Capital Outlay	405,259	279,051	928,852	351,700	-62%
Debt Service/Lease-Purchase	279,125	273,948	203,559	205,000	1%
Contingency/Reserve	298,079	347,820	-	-	
Sub Total for Expenses	\$ 10,534,501	\$ 10,964,579	\$ 12,599,601	\$ 12,534,940	-1%
Transfers Out					
Storm Water Utility Fund	\$ -		\$ -	\$ -	
Capital Improvement Fund	885,368	904,892	950,000	975,000	3%
Solid Waste Fund	85,000	110,000	110,000	85,000	-23%
Equipment Replacement Fund	308,350	100,000	100,000	-	-100%
Sub Total for Transfers Out	\$ 1,278,718	\$ 1,114,892	\$ 1,160,000	\$ 1,060,000	-9%
Total for Expenses	\$ 11,813,219	\$ 12,079,471	\$ 13,759,601	\$ 13,594,940	-1%
<u>DIFFERENCE (Revenues/Expenses)</u>	\$ 496,123	\$ 646,743	\$ (514,201)	\$ (99,040)	
<u>ENDING FUND BALANCE</u>	\$ 4,678,463	\$ 5,325,206	\$ 4,811,005	\$ 4,711,965	-2%
Fund Balance Adjustments					
Restricted (25% General Fund Revenues)	\$ 3,077,335	\$ 3,181,553	\$ 3,311,350	\$ 3,373,975	
Committed	106,882	129,463	120,000	160,000	
Assigned	346,192	229,000	100,000	-	
Total for Fund Balance Adjustments	\$ 3,530,409	\$ 3,540,016	\$ 3,531,350	\$ 3,533,975	0%
<u>UNRESTRICTED FUND BALANCE</u>	\$ 1,148,054	\$ 1,785,189	\$ 1,279,655	\$ 1,177,990	

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	General Overhead

Department Description

Functions and obligations which cannot be readily charged to a particular department are grouped within General Overhead. General Overhead accounts for general liability insurance, utilities for City Hall and the Police Department, postage, building and grounds maintenance, audit expenses, and other city-wide expenses. The debt line-item in this department is for the purchase of a portion of the City's street light system in 2013.

Replacement of the city-wide phone system, city-wide surveillance camera system, and upgraded network cabling were completed in 2018. The 2019 and 2020 Budgets contemplate additional

Objectives

- Efficiently monitor utility costs.
- Control losses through an effective safety and loss control program.
- Maintain City Hall and Police Department facilities.
- Explore options for ongoing information technology support for the organization.

	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	253,518	252,972	321,000	323,000
Commodities	39,714	77,031	47,250	50,500
Capital Outlay	36,361	184,079	130,000	28,000
Debt Service	77,175	75,875	79,575	80,000
Total	\$ 406,768	\$ 589,957	\$ 577,825	\$ 481,500
 <u>Authorized Positions</u>				
Full-Time	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	General Overhead

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services					
		\$ -	\$ -	\$ -	\$ -
	Total Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services					
01-07-201-01	Electricity - City Hall	\$ 46,611	\$ 41,438	\$ 50,000	\$ 45,000
01-07-201-03	Natural Gas - City Hall	6,996	5,322	7,000	7,000
01-07-201-05	Water and Sewer - City Hall	2,109	2,293	3,000	2,500
01-07-201-08	Telephone	1,181	210	5,000	5,000
01-07-203-03	Tuition Reimbursement	-	-	7,000	7,000
01-07-204-01	Advertising	-	-	2,000	1,000
01-07-205-01	Insurance - City Hall and Equip	53,402	48,944	55,000	45,000
01-07-206-03	Periodicals/Books	428	139	1,000	1,000
01-07-206-04	Legal Publications	3,829	1,447	2,000	1,500
01-07-206-05	Professional Services	23,955	4,211	45,000	10,000
01-07-207-02	Finance/Audit	22,340	27,585	32,000	35,000
01-07-207-07	Pre-employment/Hiring Expense	-	-	-	-
01-07-207-07	Bank Fees	2,437	2,613	2,000	2,500
01-07-210-02	Janitorial Services	6,065	7,275	6,000	7,500
01-07-212-06	Service Contracts	26,655	27,139	25,000	27,000
01-07-213-02	Rentals and Leases	5,850	4,950	9,000	6,000
01-07-214-02	Property Taxes	14,248	11,952	7,000	15,000
01-07-214-05	Computer Services	29,519	60,765	50,000	90,000
01-07-214-06	Codification	3,960	2,504	3,000	5,000
01-07-214-13	Website Development	2,526	2,777	5,000	5,000
01-07-215-03	Contingency	1,407	1,407	5,000	5,000
	Total Contractual Services	\$ 253,518	\$ 252,972	\$ 321,000	\$ 323,000
Commodities					
01-07-301-01	Office Supplies	\$ 6,381	\$ 7,531	\$ 7,000	\$ 7,000
01-07-301-04	Postage	16,495	15,729	12,000	15,000
01-07-304-04	Misc. Supplies	215	101	250	500
01-07-305-01	Janitorial Supplies	3,037	200	3,000	3,000
01-07-305-02	Maintenance/Repairs City Hall	13,587	53,470	25,000	25,000
	Total Commodities	\$ 39,714	\$ 77,031	\$ 47,250	\$ 50,500
Capital Outlay					
01-07-402-03	Computer Systems/Software	\$ 6,844	\$ 153,558	\$ 130,000	\$ 28,000
01-07-404-06	Equipment Replacement	29,517	30,521	-	-
01-07-499-01	Land	-	-	-	-
	Total Capital Outlay	\$ 36,361	\$ 184,079	\$ 130,000	\$ 28,000
Debt Service					
	2013A Principal and Interest	77,175	75,875	79,575	80,000
	Total Debt Service	77,175	75,875	79,575	80,000
	General Overhead Total	\$ 406,768	\$ 589,957	\$ 577,825	\$ 481,500

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Legislative

Department Description

The City Council serves as the legislative and policy-making body of the City. The City Court composed of eight councilmembers - two from each ward elected for four year terms - and the Mayor who is elected at large for a four year term. Budgetary support for the City's boards and commissions is also accounted for in this department.

The 2020 Budget includes an increase in Public Relations (\$15,000) to support enhanced residential business communication, and funding for an update to the City's Greenhouse Gas Emissions Study/Climate Action Plan.

Objectives

- Function as the City's legislative body.
- Develop ordinances, resolutions, and policies for the betterment of the community.
- Authorize budget allocations to provide quality services within available resources.
- Empower appointed officers and employees to provide and improve municipal government.
- Inform constituents and encourage citizen participation.
- Establish short-term and long-range plans and objectives.

	Actual 2017	Actual 2018	Estimate YE 2019
<u>Department Budget Summary</u>			
Personnel Services	\$ 50,150	\$ 53,115	\$ 56,620
Contractual Services	89,335	83,915	127,700
Commodities	35	2,174	1,200
Capital Outlay	147	2,715	-
Total	\$ 139,667	\$ 141,919	\$ 185,520
 <u>Authorized Positions</u>			
Full-Time	0.00	0.00	0.00
Part-Time	9.00	9.00	9.00
Seasonal	0.00	0.00	0.00
Total	9.00	9.00	9.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Legislative

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
<u>Personnel Services</u>					
01-09-101-03	Wages and Salaries	\$ 45,800	\$ 48,300	\$ 52,200	\$ 52,200
01-09-102-01	Health/Welfare Benefits	-	-	-	-
01-09-102-02	Social Security	3,768	4,097	3,670	3,670
01-09-102-03	KPERS	-	-	-	-
01-09-102-04	Employment Security	50	133	100	240
01-09-102-05	Workers Compensation	533	585	650	600
	Total Personnel Services	\$ 50,150	\$ 53,115	\$ 56,620	\$ 56,710
<u>Contractual Services</u>					
01-09-201-07	Telephone	\$ 384	\$ 322	\$ -	\$ -
01-09-202-06	Commercial Travel	2,620	2,697	4,000	4,000
01-09-202-07	Lodging and Meals	4,975	8,581	9,000	10,000
01-09-202-08	Parking and Tolls	9	35	200	200
01-09-202-09	Mileage	254	393	800	500
01-09-203-02	Registration	3,195	3,227	4,500	6,000
01-09-203-05	Planning Commission	-	3,734	-	-
01-09-205-01	Insurance - Public Official	7,139	6,193	7,500	7,500
01-09-206-01	Professional Organizations	390	50	100	100
01-09-206-02	Municipal Organizations	7,710	7,296	9,000	9,500
01-09-206-03	Periodicals/Books	58	462	500	500
01-09-208-01	Annual Celebrations	27,375	19,552	15,000	25,000
01-09-208-02	Election Expense	-	-	15,000	15,000
01-09-208-03	Holiday Parties	6,470	1,765	7,500	-
01-09-208-04	Public/Employee Relations	11,023	7,763	7,000	31,500
01-09-208-05	Meeting Expenses	200	998	5,000	5,000
01-09-208-08	Human Service Fund (UCS)	7,000	7,600	7,600	7,600
01-09-208-09	Chamber of Commerce	4,540	7,295	7,000	9,000
01-09-208-12	MARC	2,406	2,444	3,000	3,500
01-09-208-15	JOCO Utility Assistance	-	-	-	-
01-09-208-16	Farmer's Market	3,548	325	10,000	10,000
01-09-214-07	Newsletter	40	-	-	-
01-09-214-03	Miscellaneous	-	96	-	-
01-09-215-04	Sustainability Commission	-	3,088	5,000	20,000
01-09-215-05	PRT Commission	-	-	5,000	5,000
01-09-215-06	Planning Commission	-	-	5,000	5,000
	Total Contractual Services	\$ 89,335	\$ 83,915	\$ 127,700	\$ 174,900
<u>Commodities</u>					
01-09-301-01	Office Supplies	\$ 35	\$ 1,215	\$ 500	\$ 500
01-09-301-02	Clothing	-	663	500	1,000
01-09-301-04	Printing	-	296	200	350
	Total Commodities	\$ 35	\$ 2,174	\$ 1,200	\$ 1,850
<u>Capital Outlay</u>					
01-09-407-05	Contingency	\$ 147	\$ 2,715	\$ -	\$ -
	Total Capital Outlay	\$ 147	\$ 2,715	\$ -	\$ -
	Legislative Total	\$ 139,667	\$ 141,919	\$ 185,520	\$ 233,460

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Administration

Department Description

The Administration Department provides the general support functions for the City including support of the governing body, finance and accounting, human resources/payroll, record-keeping and public information.

The City Administrator supports the Governing Body in policy development setting general direction for the organization, implements municipal policies, and oversees the day to day operations of the City.

The Assistant City Administrator/Finance Director is responsible for administering the financial functions of the City including accounting, debt service, and auditing. This position also oversees the risk management functions of the City, and the Community Development Department.

The City Clerk administers and maintains the municipal records of the City. The City Clerk also coordinates the City newsletter and oversees the Municipal Court Department.

The Assistant to the City Administrator oversees human resources, coordinates various community outreach initiatives, oversees the Mission Market, provides staff support to the Sustainability and Capital Improvement Program (CIP) Committee, and works on special projects as assigned.

Objectives

- Promote organizational excellence.
- Monitor, supervise, direct, control, and promote organizational activities.
- Provide solid financial control.
- Implement new financial and municipal court software programs.
- Submit the 2020 Budget to the Government Finance Officer's Association for consideration of their Outstanding Budget Award.
- Continue to evaluate opportunities to enhance the Mission Market

<u>Department Budget Summary</u>	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services	\$ 783,704	\$ 799,621	\$ 823,700	\$ 873,550
Contractual Services	47,063	33,239	33,550	50,050
Commodities	1,799	929	850	1,100
Capital Outlay	470	2,808	12,000	-
Total	\$ 833,035	\$ 836,596	\$ 870,100	\$ 924,700

Authorized Positions

Full-Time	7.00	7.00	7.00	7.00
Part-Time	0.00	0.00	0.00	0.00
Seasonal	2.00	2.00	2.00	2.00
Total	9.00	9.00	9.00	7.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Administration

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services					
01-10-101-01	Full Time Salaries	\$ 577,091	\$ 574,528	\$ 584,000	\$ 614,000
01-10-101-02	Part Time Salaries	32,334	25,293	40,000	40,000
01-10-101-04	Overtime Salaries	-	958	-	-
01-10-102-01	Health/Welfare Benefits	63,219	83,128	80,000	92,000
01-10-102-02	Social Security	47,541	47,558	47,500	48,300
01-10-102-03	KPERS	50,460	53,249	57,000	62,000
01-10-102-04	Employment Security	634	1,428	1,500	3,000
01-10-102-05	Workers Compensation	1,230	1,801	2,200	2,000
01-10-102-06	City Pension	11,195	11,680	11,500	12,250
	Total Personnel Services	\$ 783,704	\$ 799,621	\$ 823,700	\$ 873,550
Contractual Services					
01-10-201-01	Electric	\$ -	\$ -	\$ -	\$ -
01-10-201-08	Telephone	3,626	2,470	1,500	2,500
01-10-202-02	Commercial Travel	493	673	1,500	1,500
01-10-202-03	Lodging/Meals	1,593	853	4,000	5,000
01-10-202-04	Parking/Tolls	46	25	200	200
01-10-202-05	Mileage	1,166	373	1,500	1,000
01-10-203-01	Registration/Tuition	5,394	1,241	5,500	6,000
01-10-204-01	Advertising	299	-	-	-
01-10-205-02	Notary Bonds	25	-	100	100
01-10-206-01	Professional Organizations	4,929	4,227	5,500	5,500
01-10-206-02	Municipal Organizations	15	-	500	500
01-10-206-03	Periodicals/Books/Publications	1,386	2,600	2,000	2,500
01-10-206-05	Professional Services	13,114	12,632	1,000	15,000
01-10-206-06	Attorney Services	-	-	-	-
01-10-207-07	Pre-Employment Testing	172	210	-	-
01-10-208-04	Public Relations	3,777	3,287	5,000	5,000
01-10-208-05	Meeting Expenses	3,705	871	3,000	3,000
01-10-208-13	Employee Recognition	1,394	3,228	1,500	1,500
01-10-212-06	Service Contracts	675	-	-	-
01-10-214-03	Printing	604	175	250	250
01-10-215-03	Miscellaneous	577	370	500	500
01-10-215-04	Sustainability Expenses	4,071	5	-	-
	Total Contractual Services	\$ 47,063	\$ 33,239	\$ 33,550	\$ 50,050
Commodities					
01-10-301-01	Office Supplies	\$ 1,515	\$ 585	\$ 250	\$ 500
01-10-301-04	Postage	115	-	-	-
01-10-301-05	Printed Forms	169	110	100	100
01-10-301-02	Clothing	-	234	500	500
	Total Commodities	\$ 1,799	\$ 929	\$ 850	\$ 1,100
Capital Outlay					
01-10-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -
01-10-401-02	Office Furnishings	293	398	-	-
01-10-402-03	Computer Systems	177	2,410	12,000	-
01-10-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 470	\$ 2,808	\$ 12,000	\$ -
	Administration Total	\$ 833,035	\$ 836,596	\$ 870,100	\$ 924,700

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Municipal Court

Department Description

The Municipal Court Department provides a venue for the administration of justice in matters concerning violations of City ordinances and penal statutes of the State of Kansas. The Municipal Court is composed of three court clerks. The municipal judge is appointed by the City Council and serves on a part-time basis. The City Attorney serves as the prosecutor.

Objectives

- Maintain a computerized record of municipal violations and the Court's disposition of cases.
- Keep current and up-to-date on entering warrants into systems
- Maintain a diversionary program for DUI cases
- Complete implementation of new municipal court software.

<u>Department Budget Summary</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
Personnel Services	\$ 284,513	\$ 314,214	\$ 339,000	\$ 352,500
Contractual Services	15,232	16,851	26,200	30,100
Commodities	8,470	5,811	10,500	10,500
Capital Outlay	<u>2,640</u>	<u>-</u>	<u>36,000</u>	<u>-</u>
Total	\$ 310,855	\$ 336,876	\$ 411,700	\$ 393,100

Authorized Positions

Full-Time	3.00	3.00	3.00	3.00
Part-Time	2.00	2.00	2.00	2.00
Seasonal	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	5.00	5.00	5.00	5.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Municipal Court

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
<u>Personnel Services</u>					
01-11-101-01	Full Time Salaries	\$ 130,853	\$ 151,883	\$ 150,600	\$ 155,000
01-11-101-02	Part Time Salaries	-	-	-	-
01-11-101-03	Judge Salaries	30,000	30,000	30,000	30,000
01-11-101-04	Overtime Salaries	8,219	8,197	8,000	8,000
01-11-101-06	City Attorney - Court	54,795	47,650	55,000	55,000
01-11-101-09	City Attorney Appeals - Court	1,120	2,550	5,000	5,000
01-11-102-01	Health/Welfare Benefits	29,586	39,369	50,000	57,500
01-11-102-02	Social Security	12,261	13,574	18,500	18,800
01-11-102-03	KPERS	11,946	15,260	14,500	16,000
01-11-102-04	Employment Security	160	403	600	1,200
01-11-102-05	Workers Compensation	2,459	2,702	3,500	3,000
01-11-102-06	City Pension	3,114	2,626	3,300	3,000
01-11-102-07	Admin Charge/Pension Plan	-	-	-	-
	Total Personal Services	\$ 284,513	\$ 314,214	\$ 339,000	\$ 352,500
<u>Contractual Services</u>					
01-11-201-08	Telephone	\$ 2,362	\$ 1,675	\$ 3,500	\$ 2,500
01-11-202-03	Lodging/Meals	142	389	1,000	1,000
01-11-202-04	Parking/Tolls	-	33	50	50
01-11-202-05	Mileage	-	397	600	500
01-11-203-01	Registration/Tuition	175	305	500	500
01-11-204-01	Advertising - Classified	-	-	100	100
01-11-205-01	Insurance	564	619	-	-
01-11-205-02	Notary Bonds	-	-	100	100
01-11-206-05	Professional Services	2,615	5,528	5,000	10,000
01-11-206-06	City Attorney Services	-	-	-	-
01-11-207-07	Pre-employment Expenses	75	-	150	150
01-11-208-13	Employee Recognition	480	-	200	200
01-11-209-01	Appeals	-	-	-	-
01-11-209-02	Computer Maintenance	7,203	6,000	10,000	10,000
01-11-209-03	Defense	1,617	1,905	5,000	5,000
01-11-214-08	Prisoner Care	-	-	-	-
	Total Contractual Services	\$ 15,232	\$ 16,851	\$ 26,200	\$ 30,100
<u>Commodities</u>					
01-11-301-01	Office Supplies	\$ 3,995	\$ 2,630	\$ 4,500	\$ 4,500
01-11-301-04	Postage	-	-	-	-
01-11-301-05	Printed Forms	4,476	2,959	5,500	5,500
01-11-301-02	Clothing	-	222	500	500
	Total Commodities	\$ 8,470	\$ 5,811	\$ 10,500	\$ 10,500
<u>Capital Outlay</u>					
01-11-401-01	Office Machines	\$ 339	\$ -	\$ 2,000	-
01-11-402-03	Computer Systems	2,041	-	34,000	-
01-11-407-05	Contingency	260	-	-	-
	Total Capital Outlay	\$ 2,640	\$ -	\$ 36,000	\$ -
	Municipal Court Total	\$ 310,855	\$ 336,876	\$ 411,700	\$ 393,100

City of Mission 2019 Budget Worksheet

Fund:	General
Department:	Neighborhood Services

Department Description

The Neighborhood Services Department conducts enforcement of the City's property maintenance codes and rental dwelling licensure program. This department also provides a number of neighborhood support services including grant assistance for property upkeep, neighborhood clean-up programs, and assistance for senior citizens with property tax and utility bills. This department oversees the City's solid waste management program.

Neighborhood Services was merged with the Community Development Department in 2017.

Objectives

- Proactively promote quality housing.
- Proactively provide support to residential neighborhoods.
- Proactively address property maintenance code issues.
- Administer the rental dwelling licensing and inspection program.
- Create and promote City sponsored assistance programs.
- Respond to citizen inquires and requests for services.

<u>Department Budget Summary</u>	Actual 2016	Actual 2017	Estimate YE 2019	Proposed 2020
Personnel Services	\$ 114,722	\$ -	\$ -	\$ -
Contractual Services	86,830	-	-	-
Commodities	1,082	-	-	-
Capital Outlay	23,004	-	-	-
Total	\$ 225,638	\$ -	\$ -	\$ -

Authorized Positions

Full-Time	2.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00
Total	2.00	0.00	0.00	0.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Neighborhood Services (Merged with Community Development in 2017)

Account Number	Account Title	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services						
01-15-101-01	Full Time Salaries	\$ 81,410	\$ -	\$ -	\$ -	\$ -
01-15-101-02	Part Time Salaries	-	-	-	-	-
01-15-101-04	Overtime Salaries	2,049	-	-	-	-
01-15-102-01	Health/Welfare Benefits	12,944	-	-	-	-
01-15-102-02	Social Security	6,354	-	-	-	-
01-15-102-03	KPERS	8,839	-	-	-	-
01-15-102-04	Employment Security	208	-	-	-	-
01-15-102-05	Workers Compensation	1,294	-	-	-	-
01-15-102-06	City Pension	1,624	-	-	-	-
	Total Personnel Services	\$ 114,722	\$ -	\$ -	\$ -	\$ -
Contractual Services						
01-15-201-08	Telephone	\$ -	-	-	-	-
01-15-202-02	Commercial Travel	286	-	-	-	-
01-15-202-03	Lodging / Meals	1,554	-	-	-	-
01-15-202-04	Parking / Tolls	96	-	-	-	-
01-15-202-05	Mileage	456	-	-	-	-
01-15-203-01	Registration	1,972	-	-	-	-
01-15-204-01	Advertising	-	-	-	-	-
01-15-205-01	Insurance	234	-	-	-	-
01-15-206-01	Professional Organizations	439	-	-	-	-
01-15-206-03	Periodicals/Books	49	-	-	-	-
01-15-206-04	Legal Publications	-	-	-	-	-
01-15-206-05	Professional Services	288	-	-	-	-
01-15-206-06	Legal Services	-	-	-	-	-
01-15-207-04	Housing Imp - Loan Program	-	-	-	-	-
01-15-207-07	Pre-Employment Testing	-	-	-	-	-
01-15-208-04	Public Relations	1,991	-	-	-	-
01-15-208-13	Employee Recognition	-	-	-	-	-
01-15-212-07	Vehicle Maintenance	125	-	-	-	-
01-15-214-03	Printing	258	-	-	-	-
01-15-215-03	Miscellaneous	367	-	-	-	-
01-15-216-01	Nuisance Abatement	5,644	-	-	-	-
01-15-216-02	Weed Abatement	(366)	-	-	-	-
01-15-216-04	Mission Possible Program	31,531	-	-	-	-
01-15-216-05	How-To Clinics	-	-	-	-	-
01-15-216-06	Neighborhood Grant Program	4,136	-	-	-	-
01-15-216-07	Business Improvement Grant	24,414	-	-	-	-
01-15-216-09	Citizen Rebate Program	13,080	-	-	-	-
01-15-216-11	Jo Co Utility Assistance	-	-	-	-	-
01-15-216-12	Storm Water BMP	275	-	-	-	-
	Total Contractual Services	\$ 86,830	\$ -	\$ -	\$ -	\$ -

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Neighborhood Services (Merged with Community Development in 2017)

Account Number	Account Title	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Commodities						
01-15-301-01	Office Supplies	\$ 71	\$ -	\$ -	\$ -	\$ -
01-15-301-02	Clothing	492	-	-	-	-
01-15-301-05	Printed Forms	-	-	-	-	-
01-15-304-04	Miscellaneous	49	-	-	-	-
01-15-306-01	Gas/Oil	470	-	-	-	-
	Total Commodities	\$ 1,082	\$ -	\$ -	\$ -	\$ -
Capital Outlay						
01-15-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -	\$ -
01-15-401-02	Office Furnishings	-	-	-	-	-
01-15-402-03	Computer Systems	-	-	-	-	-
01-15-403-06	Other Equipment/Software	1,095	-	-	-	-
01-15-407-01	Vehicle	21,909	-	-	-	-
01-15-407-05	Contingency	-	-	-	-	-
	Total Capital Outlay	\$ 23,004	\$ -	\$ -	\$ -	\$ -
	Neighborhood Services Total	\$ 225,638	\$ -	\$ -	\$ -	\$ -

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Public Works

Department Description

The Public Works Department is responsible - either directly or through third-party contracts - for the maintenance and care of the City's infrastructure and parks.

In particular, the department provides general street maintenance services including patching and repair, snow removal, and sweeping. The department oversees the City's annual street maintenance program, which entails more intensive road work including sealing and mill and overlay of existing streets. The Department also oversees contracts for design and construction of major street and storm water repair projects.

The Public Works Department is responsible for the mowing and care of the City's parks and playgrounds, and maintenance of the City's facilities.

The 2020 Budget includes an increase of \$20,000 for tree maintenance, and the replacement of a lighted arrow board and gas tube heaters at the Public Works facility. Vehicles and equipment in 2020 are being purchased from the Equipment Reserve and Replacement Fund.

Objectives

- Maintain city streets, curbs and gutters, storm water sewers, sidewalks and trails.
- Maintain city parks, playgrounds, shelters, and other facilities.

	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Department Budget Summary				
Personnel Services	\$ 689,401	\$ 774,696	\$ 888,500	\$ 1,056,000
Contractual Services	801,233	845,621	960,319	1,029,020
Commodities	153,432	159,686	176,100	193,800
Capital Outlay	280,597	54,567	385,000	34,000
Debt Service (Lease)	57,325	57,325	28,662	-
Total	\$ 1,981,988	\$ 1,891,895	\$ 2,438,581	\$ 2,312,820
 Authorized Positions				
Full-Time	12.00	12.00	13.00	13.00
Part-Time	0.00	1.00	1.00	1.00
Seasonal	0.00	0.00	0.00	0.00
Total	12.00	13.00	14.00	14.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Public Works

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services					
01-20-101-01	Full Time Salaries	\$ 449,880	\$ 469,643	\$ 480,000	\$ 631,000
01-20-101-02	Part Time Salaries	15,709	22,927	29,500	24,000
01-20-101-04	Overtime Salaries	13,501	20,416	35,000	20,000
01-20-102-01	Health/Welfare Benefits	105,707	144,845	195,000	225,000
01-20-102-02	Social Security	34,083	36,826	49,000	50,000
01-20-102-03	KPERS	41,408	46,118	60,000	65,000
01-20-102-04	Employment Security	445	1,105	1,300	3,000
01-20-102-05	Workers Compensation	21,313	25,217	30,000	30,000
01-20-102-06	City Pension	7,355	7,599	8,700	8,000
	Total Personnel Services	\$ 689,401	\$ 774,696	\$ 888,500	\$ 1,056,000
Contractual Services					
01-20-201-02	Electricity - Maint. Facility	\$ 16,593	\$ 17,955	\$ 20,000	\$ 20,000
01-20-201-04	Natural Gas - Maint. Facility	9,105	15,134	9,500	15,000
01-20-201-06	Water and Sewer - Maint. Fact	9,061	8,672	10,000	10,000
01-20-201-07	Refuse - Maint. Facility	5,833	2,892	5,000	5,000
01-20-201-08	Telephone	3,942	4,058	5,000	5,000
01-20-201-10	Traffic Signals - KCPL Lease	352,071	379,807	400,000	400,000
01-20-201-11	Traffic Signal - OP Interlocal	6,832	8,605	8,000	8,000
01-20-201-12	Traffic Signals Maint.	27,512	28,377	30,000	35,000
01-20-201-13	Street Lights - KCPL Power	62,918	57,492	60,000	65,000
01-20-201-15	Street Lights - Street & Parks	898	1,095	2,500	2,500
01-20-202-02	Travel/Commercial	574	667	1,500	1,500
01-20-202-03	Lodging / Meals	1,551	2,806	2,000	3,000
01-20-202-04	Parking / Tolls	239	101	100	100
01-20-202-05	Mileage	96	74	500	300
01-20-203-01	Registration / Tuition	3,438	4,453	3,500	3,500
01-20-204-01	Advertising	50	-	1,000	1,000
01-20-205-01	Insurance - Building & Equipment	32,517	36,154	40,000	40,000
01-20-205-02	Notary Bonds	-	-	-	-
01-20-206-01	Professional Organizations	350	-	2,000	2,000
01-20-206-03	Periodicals/Books/Publications	-	-	-	-
01-20-206-04	Legal Advertising	42	10	100	100
01-20-206-05	Professional Services	-	-	2,500	2,000
01-20-207-03	Engineering/Architect Services	62,763	49,223	60,000	50,000
01-20-207-06	Inspections	2,930	2,241	5,000	5,000
01-20-207-07	Pre-Employment Drug Testing	1,440	1,075	1,000	1,500
01-20-208-04	Public Relations	24	245	1,000	500
01-20-208-05	Meeting Expense	26	377	500	1,000
01-20-208-13	Employee Recognition	486	22	1,000	1,000
01-20-210-01	Building Repairs / Maintenance	9,115	3,012	10,000	15,000
01-20-210-02	Janitorial Services	\$ 4,115	\$ 4,115	\$ 5,000	\$ 5,000
01-20-210-03	Trees / Shrubs Maintenance	1,560	7,519	7,500	28,500
01-20-210-04	Tree Board	605	966	-	-
01-20-211-03	Curbs/Sidewalks	-	3	-	-
01-20-211-04	Drainage	-	6,500	-	-
01-20-212-03	Storm Warning Sirens	789	850	1,500	1,500
01-20-212-04	Communications	-	-	-	-
01-20-212-05	Equipment Repairs	2,293	-	5,000	8,000
01-20-212-06	Service Contracts	155,569	181,286	200,000	220,000
01-20-212-07	Vehicle Maintenance	3,503	12,389	20,000	20,000
01-20-212-08	Holiday Decorations	763	15	20,000	20,000
01-20-212-09	Johnson Drive Maintenance	8,645	1,074	10,000	20,000
01-20-213-02	Rental Equipment	8,511	160	5,000	5,000
01-20-213-03	Laundry / Uniforms	2,330	4,080	2,000	5,000
01-20-214-02	Vehicle Registration	34	-	100	500

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Public Works

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Contractual Services (Cont.)					
01-20-214-03	Printing	-	100	500	500
01-20-214-04	Computer Services	-	-	-	-
01-20-215-03	Contingency	93	-	-	-
	Total Contractual Services	\$ 801,233	\$ 845,621	\$ 960,319	\$ 1,029,020
Commodities					
01-20-301-01	Office Supplies	\$ 1,035	\$ 1,411	\$ 1,000	\$ 1,200
01-20-301-04	Postage	-	58	100	100
01-20-301-05	Printed Forms	-	20	-	-
01-20-302-01	Uniforms/Clothing	1,220	578	2,000	2,000
01-20-303-04	Safety Supplies	4,883	5,998	4,000	5,000
01-20-304-01	Shop Chemicals	1,559	814	3,000	3,000
01-20-304-02	Fertilizer / Weeds	1,306	582	1,000	1,500
01-20-304-04	Misc. Supplies	1,229	7	1,000	1,000
01-20-305-01	Janitorial Supplies	52	80	1,500	1,000
01-20-305-02	Bldg. Repair Parts / Plumbing	5,377	10,003	3,000	5,000
01-20-305-03	Tools - Building / Land Maint	5,638	5,945	5,000	7,500
01-20-305-04	Landscape	2,010	1,546	2,500	3,000
01-20-306-01	Gas / Oil	20,708	17,599	25,000	25,000
01-20-306-02	Vehicle / Equip Repair Parts	24,907	26,269	25,000	27,000
01-20-306-03	Tools - Vehicle / Equip Maint	7,519	6,097	5,000	7,000
01-20-307-01	Asphalt Patch	-	1,886	-	-
01-20-307-02	Rock	2,451	332	1,500	1,500
01-20-307-03	Sand / Salt	41,429	42,739	55,000	60,000
01-20-307-05	Signs	10,691	15,959	5,000	7,500
01-20-307-06	Traffic Paint	514	-	500	500
01-20-307-07	Park Maintenance	20,904	21,766	35,000	35,000
	Total Commodities	\$ 153,432	\$ 159,686	\$ 176,100	\$ 193,800
Capital Outlay					
01-20-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -
01-20-401-02	Office Furnishings	-	369	-	500
01-20-402-03	Computer Systems	500	112	-	500
01-20-403-03	Public Works Vehicles	99,268	-	330,000	-
01-20-403-06	Public Works - Other Equipment	180,679	53,998	55,000	33,000
01-20-404-04	Radios	150	88	-	-
01-20-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 280,597	\$ 54,567	\$ 385,000	\$ 34,000
Debt Service					
	2015 Lease Purchase	\$ 57,325	\$ 57,325	\$ 28,662	\$ -
	Total for Debt Service	\$ 57,325	\$ 57,325	\$ 28,662	\$ -
	Public Works Total	\$ 1,981,988	\$ 1,891,895	\$ 2,438,581	\$ 2,312,820

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Community Development

Department Description

The Community Development Department works to ensure orderly development and redevelopment through the administration of the comprehensive planning, zoning, and subdivision review process. Department staff provides support and assistance to the Planning Commission and Board of Zoning Appeals.

The Community Development Department enforces the City's building construction codes through a systematic plan review and inspection program.

In 2016, the Community Development Director position was eliminated, and oversight of the Department was placed with the Assistant City Administrator/Finance Director. In 2017, the Neighborhood Services Department was merged with the Community Development Department to provide greater efficiency in operations. In 2018 the planner position was eliminated and a full-time building official was added to provide continuity in the City's building safety program.

The 2019 Budget was adjusted at mid-year to include the purchase of new building permitting and code enforcement software. The 2020 Budget re-establishes the planner position.

Objectives

- Inform the public regarding development opportunities and regulations in Mission.
- Work with those parties going through the property development process to ensure that the City's design vision is fulfilled and that the process is smooth and efficient.
- Provide oversight and coordination of current development projects including The Gateway and Mission Trails, to ensure building safety and design guidelines are met and construction is efficient and completed in a timely manner.
- Continue to find areas of process improvements to ensure that the development review process and permitting and building inspection are as efficient as possible.
- Coordinate the update of the City's Comprehensive Plan.

	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>				
Personnel Services	\$ 256,444	\$ 205,211	\$ 262,000	\$ 405,600
Contractual Services	445,082	383,950	858,800	566,300
Commodities	2,384	714	3,600	8,000
Capital Outlay	626	821	72,000	7,000
Total	\$ 704,536	\$ 590,696	\$ 1,196,400	\$ 986,900

Authorized Positions

Full-Time	4.00	4.00	4.00	5.00
Part-Time	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00
Total	4.00	4.00	4.00	5.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Community Development

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services					
01-23-101-01	Full Time Salaries	\$ 200,340	\$ 155,367	\$ 175,000	\$ 290,000
01-23-101-02	Part Time Salaries	-	-	-	-
01-23-101-04	Overtime Salaries	592	437	500	500
01-23-102-01	Health/Welfare Benefits	15,041	14,789	36,000	60,000
01-23-102-02	Social Security	14,996	11,885	17,500	19,000
01-23-102-03	KPERS	17,560	12,966	21,300	24,000
01-23-102-04	Employment Security	196	357	500	1,100
01-23-102-05	Workers Compensation	4,099	5,854	6,700	7,000
01-23-102-06	City Pension	3,620	3,557	4,500	4,000
	Total Personnel Services	\$ 256,444	\$ 205,211	\$ 262,000	\$ 405,600
Contractual Services					
01-23-201-08	Telephone	\$ 1,239	\$ 1,421	\$ 500	\$ 1,500
01-23-202-02	Commercial Travel	894	320	1,500	4,000
01-23-202-03	Lodging / Meals	3,935	2,910	3,000	3,000
01-23-202-04	Parking / Tolls	257	184	200	200
01-23-202-05	Mileage	218	32	-	-
01-23-203-01	Registration /Tuition	2,143	3,131	3,000	5,000
01-23-203-02	Planning Commission	6,831	1,179	-	-
01-23-205-01	Insurance	575	-	500	1,000
01-23-205-01	Notary	50	-	100	100
01-23-206-01	Professional Organizations	3,072	439	2,500	5,000
01-23-206-03	Periodicals/Books/Publications	104	-	1,000	1,000
01-23-206-04	Advertising	629	150	500	500
01-23-206-04	Legal Publications	-	176	1,000	1,000
01-23-206-05	Professional Services	89,684	1,226	176,000	50,000
01-23-206-06	Land Use Attorney Services	57,460	31,836	30,000	30,000
01-23-206-08	Plan/Inspection Fees	92,350	222,530	450,000	300,000
01-23-207-03	Engr/Arch/Planning Services	77,948	50,979	75,000	50,000
01-23-207-04	Housing Imp - Loan Program	-	-	-	-
01-23-207-07	Pre-Employment Testing	-	60	-	-
01-23-208-04	Public Relations	3,748	2,294	5,000	3,000
01-23-208-05	Meeting Expense	287	857	250	250
01-23-208-13	Employee Recognition	251	176	250	250
01-23-212-06	Service Contracts	6,343	(6,343)	-	-
01-23-212-07	Vehicle Maintenance	864	-	1,000	2,000
01-23-214-03	Printing	801	737	1,000	2,000
01-23-215-03	Miscellaneous	25,298	59	1,000	1,000
01-23-216-01	Nuisance Abatement	4,693	2,304	5,000	5,000
01-23-216-04	Mission Possible Program	19,210	38,387	35,000	35,000
01-23-216-06	Neighborhood Grant Program	4,007	4,126	5,000	5,000
01-23-216-07	Business Improvement Grant	28,067	8,804	35,000	35,000
01-23-216-09	Citizen Rebate Program	11,607	10,902	20,000	20,000
01-23-216-11	Jo Co Utility Assistance Program	2,372	4,995	5,000	5,000
01-23-216-12	Storm Water BMP	144	79	500	500
	Total Contractual Services	\$ 445,082	\$ 383,950	\$ 858,800	\$ 566,300

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Community Development

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Commodities</u>					
01-23-301-01	Office Supplies	\$ 1,157	\$ 97	\$ 1,000	\$ 2,000
01-23-301-03	Clothing	50	-	500	1,500
01-23-301-02	City Maps	467	-	100	500
01-23-301-04	Postage	4	172	500	1,000
01-23-301-05	Printed Forms	84	-	500	1,000
01-23-306-01	Gas/Oil	622	445	1,000	2,000
	Total Commodities	\$ 2,384	\$ 714	\$ 3,600	\$ 8,000
<u>Capital Outlay</u>					
01-23-401-01	Office Machines	\$ -	\$ 821	\$ 2,000	\$ -
01-23-401-02	Office Furnishings	213	-	-	7,000
01-23-402-03	Computer Systems	296	-	40,000	-
01-23-403-06	Other Equipment/Software	118	-	-	-
01-23-407-01	Vehicle	-	-	30,000	-
01-23-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 626	\$ 821	\$ 72,000	\$ 7,000
	Community Development Total	\$ 704,536	\$ 590,696	\$ 1,196,400	\$ 986,900

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Parks and Recreation

Department Description

The Parks and Recreation Department initiates, develops, and administers recreational programs for Mission residents and the general public. The Community Center houses the majority of recreational classes, programs, and special events. Programs and services are also offered at the outdoor Mission Family Aquatic Center and other outdoor park facilities throughout the City. The Parks and Recreation budget is structured into two divisions - Mission Family Aquatic Center and the Sylvester Powell, Jr. Community Center.

Capital and equipment needs for the Parks and Recreation Department are managed primarily through the Parks Program in the 5-Year Capital Improvement Program.

Objectives

- Provide programs, classes, and special events at parks and recreation facilities, and through community partnerships.
- Coordinate on-going needs assessment for parks and recreation programs and facilities.
- Staff and operate parks and recreational facilities with a customer service focus, emphasizing the effective use of City resources.
- Offer age specific programs for youth, seniors and other demographics.
- Maintain and operate Mission Aquatic Facility.
- Manage the implementation of recommendations contained in the Parks Master Plan adopted in 2016.

<u>Department Budget Summary</u>	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services	\$ 1,443,096	\$ 1,574,870	\$ 1,652,120	\$ 1,783,000
Contractual Services	898,555	908,235	988,650	949,350
Commodities	138,246	149,607	157,750	161,450
Capital Outlay	8,273	-	-	-
Total	\$ 2,488,171	\$ 2,632,713	\$ 2,798,520	\$ 2,893,800

Authorized Positions

Full-Time	13.00	13.00	13.00	13.00
Part-Time (1040 hr. avg.)	54.62	54.62	54.62	54.62
Seasonal (650 hr. avg.)	15.84	15.84	15.84	15.84
Total	83.46	83.46	83.46	83.46

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Parks and Recreation - Mission Family Aquatic Center (MFAC)

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
<u>Personnel Services</u>					
01-25-101-01	Full Time Salaries	\$ -	\$ 20,108	\$ 19,320	\$ 21,000
01-25-101-02	Part Time Salaries	79,712	109,914	115,000	120,000
01-25-101-04	Overtime Salaries	175	8,542	2,000	2,000
01-25-102-01	Health/Welfare Benefits	-	1,464	-	-
01-25-102-02	Social Security	6,115	10,539	9,000	10,500
01-25-102-03	KPERS	-	2,372	-	2,000
01-25-102-04	Employment Security	80	288	300	500
01-25-102-05	Workers Compensation	4,099	5,404	7,000	6,000
01-25-102-06	City Pension	-	114	-	500
	Total Personnel Services	\$ 90,181	\$ 158,746	\$ 152,620	\$ 162,500
<u>Contractual Services</u>					
01-25-201-01	Electricity	\$ 16,029	\$ 15,819	\$ 16,500	\$ 17,500
01-25-201-03	Gas	-	-	-	-
01-25-201-05	Water and Sewer	17,048	32,894	16,000	25,000
01-25-201-08	Telephone	52	967	900	900
01-25-203-03	Training/Registration	108	967	1,500	1,500
01-25-204-01	Marketing/Public Relations	114	198	1,500	1,500
01-25-205-01	Insurance - Building & Equipment	4,028	4,423	5,000	5,000
01-25-207-07	Pre-Employment Drug Testing	-	-	2,000	2,000
01-25-208-13	Employee Recognition	174	469	500	500
01-25-210-01	Maint Bldg. / Land	7,629	7,670	4,000	4,000
01-25-212-05	Other Equipment / Repairs	868	1,353	2,500	2,250
01-25-213-02	Rental Agreements	1,303	1,714	1,500	1,500
01-25-214-05	Computer Services	-	23	-	-
01-25-214-12	Mission Swim Team	7,500	7,500	7,500	7,500
01-25-215-02	Contract Serv/Maint Agreements	16,467	14,091	12,000	12,000
01-25-215-05	Consultant/Instructors	-	-	-	-
	Total Contractual Services	\$ 71,320	\$ 88,087	\$ 71,400	\$ 81,150
<u>Commodities</u>					
01-25-301-01	Office Supplies	\$ 548	\$ 253	\$ 500	\$ 300
01-25-301-02	Clothing	1,816	2,614	2,500	2,500
01-25-301-03	Food Service	17,740	24,817	20,000	25,000
01-25-301-04	Printing	-	47	-	-
01-25-301-08	Equipment and Supplies	5,755	4,220	7,500	6,500
01-25-303-04	Safety Supplies	865	897	1,000	900
01-25-304-02	Cleaning Chemicals	4	117	750	750
	Miscellaneous	-	140	-	-
01-25-304-05	Pool Chemicals	12,790	11,220	12,000	12,000
01-25-305-05	Repair / Parts Maintenance	561	778	1,000	1,000
	Total Commodities	\$ 40,079	\$ 45,103	\$ 45,250	\$ 48,950

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Parks and Recreation - Mission Family Aquatic Center (MFAC)

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
<u>Capital Outlay</u>					
01-25-407-01	Equipment Replacement	\$ -	\$ -	\$ -	\$ -
01-25-407-02	Filter Elements	4,325	-	-	-
01-25-407-03	Pool Imp/ Repair/Design	-	-	-	-
01-25-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 4,325	\$ -	\$ -	\$ -
	Parks & Recreation - MFAC Total	\$ 205,904	\$ 291,935	\$ 269,270	\$ 292,600

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Parks and Recreation - Sylvester Powell, Jr. Community Center

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Personnel Services</u>					
01-27-101-01	Full Time Salaries	\$ 575,701	\$ 578,094	\$ 600,000	\$ 665,000
01-27-101-02	Part Time Salaries	481,941	503,427	540,000	576,000
01-27-101-04	Overtime Salaries	22,352	45,075	21,000	20,000
01-27-102-01	Health/Welfare Benefits	110,128	118,623	150,000	160,000
01-27-102-02	Social Security	80,216	83,713	92,000	94,500
01-27-102-03	KPERS	52,967	58,200	63,000	68,000
01-27-102-04	Employment Security	1,046	2,538	2,500	6,000
01-27-102-05	Workers Compensation	16,395	15,761	19,000	19,000
01-27-102-06	City Pension	12,169	10,694	12,000	12,000
	Total Personnel Services	\$ 1,352,915	\$ 1,416,125	\$ 1,499,500	\$ 1,620,500
<u>Contractual Services</u>					
01-27-201-01	Electricity	\$ 226,976	\$ 202,624	\$ 210,000	\$ 210,000
01-27-201-03	Gas	29,418	32,118	32,250	32,250
01-27-201-05	Water and Sewer	35,937	43,329	37,000	37,000
	Trash	-	380	-	-
01-27-201-08	Telephone	7,536	7,339	5,000	8,500
01-27-202-02	Travel / Commercial	1,031	571	2,500	2,500
01-27-202-03	Lodging / Meals	4,286	2,473	4,800	4,800
01-27-202-04	Parking / Tolls	51	50	150	150
01-27-202-05	Mileage	696	523	1,500	1,000
01-27-203-01	Registration / Tuition	2,617	2,340	3,000	3,000
01-27-203-02	Staff Training	5,334	4,404	6,000	6,000
01-27-203-03	Tuition Reimbursement	700	-	-	-
01-27-204-01	Marketing / Public Relations	21,819	22,313	60,000	60,000
01-27-205-01	Insurance - Building & Equipment	29,806	32,732	37,000	37,000
01-27-205-02	Notary Bonds	-	-	100	100
01-27-206-01	Professional Organizations	1,420	2,875	2,500	3,500
01-27-206-05	Professional Services	-	21,334	60,000	-
01-27-207-07	Pre-Employment Drug Testing	7,844	8,426	6,100	6,100
01-27-208-13	Employee Recognition	2,464	2,191	3,000	3,500
01-27-210-01	Maint - Bldg. / Land	99,952	69,885	60,000	60,000
01-27-212-05	Equipment Maintenance	15,647	9,266	14,000	14,000
01-27-212-07	Vehicle Maintenance	-	-	500	500
01-27-213-02	Rental Equipment	10,477	8,374	12,800	12,800
01-27-214-03	Printing	14,362	11,990	15,000	15,000
01-27-214-05	Computer Services / Software	10,892	11,070	15,000	15,000
01-27-214-10	Registration Materials	-	-	-	-
01-27-214-11	Special Programs	13,985	24,305	22,850	25,000
01-27-214-12	Swim Programs	1,022	465	1,500	1,500
01-27-214-13	Mission Summer Program	31,228	30,633	31,500	33,000
01-27-215-01	Seasonal Programs	15,138	23,961	20,000	23,000
01-27-215-02	Contract Services / Maint. Agreements	56,476	60,196	63,000	63,000
01-27-215-05	Contract Instructors	156,606	158,711	165,000	175,000
01-27-215-06	Transportation Services	11,810	12,865	13,200	15,000
01-27-215-10	Parking Lot Lease	11,705	12,408	12,000	-
	Total Contractual Services	\$ 827,236	\$ 820,149	\$ 917,250	\$ 868,200

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Parks and Recreation - Sylvester Powell, Jr. Community Center

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Commodities</u>					
01-27-301-01	Office Supplies	\$ 4,214	\$ 2,888	\$ 5,000	\$ 4,000
01-27-301-02	Clothing	4,806	7,059	6,000	8,000
01-27-301-03	Food Services / Concession Supplies	7,296	8,709	8,500	8,500
01-27-301-04	Postage	5,825	2,062	6,000	5,000
01-27-301-05	Printing	683	1,317	1,500	1,500
01-27-301-08	Equipment & Supplies	35,348	42,020	39,000	39,000
01-27-301-09	Special Event Supplies	6,129	5,854	10,000	10,000
01-27-303-04	Safety Supplies	90	1,015	-	-
01-27-304-02	Cleaning Supplies	20,120	17,990	22,000	22,000
01-27-304-05	Pool Chemicals	7,182	6,799	7,500	7,500
01-27-305-05	Bldg. Maint / Repair / Parts	6,024	8,364	6,000	6,000
01-27-306-01	Gas/Oil	450	428	1,000	1,000
01-27-306-02	Vehicle/Equip Repair Parts	-	-	-	-
	Total Commodities	\$ 98,168	\$ 104,505	\$ 112,500	\$ 112,500
<u>Capital Outlay</u>					
01-27-402-03	Computer Systems	\$ 3,948	\$ -	\$ -	\$ -
01-27-407-01	Eqpt and Eqpt Replacement	-	-	-	-
01-27-407-03	Construction/Repair	-	-	-	-
01-27-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 3,948	\$ -	\$ -	\$ -
Parks & Recreation - Community Center Total		\$ 2,282,266	\$ 2,340,778	\$ 2,529,250	\$ 2,601,200

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Police

Department Description

The Police Department is composed of three divisions: Administration, Patrol and Investigations. The Administrative division is responsible for developing and implementing departmental policy, providing management controls over daily department administrative and line functions, and are the focal point for interaction with other City departments and the community. The Patrol Division is comprised of police officers that respond to calls for service, identifying criminal activities, apprehending offenders, making Municipal and District Court appearances, enforcing traffic laws, patrolling neighborhoods, and attending community events/meetings. The Investigations Division unit gathers and processes evidence for solving crimes and prosecuting criminal suspects. They investigate crime scenes and support department crime prevention efforts by spotting trends in criminal activity and hosting community education classes.

The 2020 Budget includes funds for the replacement of six front line patrol vehicles through a lease/purchase, replacement of in-car and body cameras, and scheduled technology replacement. It also includes converting the two authorized over-hire positions to full-time to establish a Directed Patrol Unit (DPU). An additional vehicle for the DPU is also budgeted in 2020.

Objectives

- Ensure the safety of Mission residents and visitors.
- Enhance the relationship between the police department and those that it serves through programs such as *Coffee with a Cop* and the Citizen's Police Academy.
- Recruit, train, and deploy qualified police personnel.
- Develop and manage a new police records management system, Niche.

<u>Department Budget Summary</u>	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services	\$ 2,687,810	\$ 2,946,661	\$ 3,209,820	\$ 3,354,000
Contractual Services	365,140	370,787	374,601	394,960
Commodities	97,683	103,850	147,360	152,000
Capital Outlay	76,145	34,062	293,852	282,700
Debt Service (Lease)	144,625	140,748	95,322	125,000
Total	\$ 3,371,402	\$ 3,596,108	\$ 4,120,955	\$ 4,308,660

Authorized Positions

Full-Time	31.00	31.00	33.00	33.00
Part-Time	1.00	1.00	1.00	1.00
Seasonal	0.00	0.00	0.00	0.00
Total	32.00	32.00	34.00	34.00

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Police

Account Number	Account Title	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Personnel Services					
01-30-101-01	Full Time Salaries	\$ 1,733,276	\$ 1,872,502	\$ 2,050,000	\$ 2,125,000
01-30-101-02	Part Time Salaries	258	-	6,500	-
01-30-101-04	Overtime Salaries	81,218	99,939	90,000	105,000
01-30-101-05	Overtime Salaries (Court)	3,547	8,306	10,000	10,000
01-30-102-01	Health/Welfare Benefits	375,634	402,525	425,000	435,000
01-30-102-02	Social Security	130,796	142,147	167,399	165,000
01-30-102-03	KPERS	8,589	9,609	18,821	19,000
01-30-102-04	Employment Security	1,705	4,263	4,500	10,000
01-30-102-05	Workers Compensation	24,592	31,521	37,000	37,000
01-30-102-06	City Pension	468	4,046	2,100	4,000
01-30-102-07	KP&F Retirement	326,539	373,428	398,500	444,000
01-30-102-08	NEACC Pension	1,188	(1,626)	-	-
	Total Personnel Services	\$ 2,687,810	\$ 2,946,661	\$ 3,209,820	\$ 3,354,000

Contractual Services

01-30-201-01	Electric	\$ -	\$ -	\$ -	\$ -
01-30-201-08	Telephone	\$ 23,889	\$ 21,984	\$ 23,440	\$ 23,440
01-30-202-02	Commercial Travel	2,190	8,025	5,000	6,000
01-30-202-03	Lodging / Meals	14,123	16,371	20,000	20,000
01-30-202-04	Parking / Tolls / Misc.	70	221	250	750
01-30-202-05	Mileage Reimbursement	-	-	200	-
01-30-203-01	Registration / Tuition / Other	15,162	22,057	27,000	27,000
01-30-203-02	Firing Range	9,364	8,794	10,000	10,000
01-30-203-04	Training / Junior College	3,701	9,256	-	-
01-30-204-01	Advertising - Classified	1,045	-	500	-
01-30-205-01	Insurance	2,660	612	4,172	-
01-30-205-02	Notary Bonds	50	175	250	250
01-30-206-01	Professional Organizations	2,974	1,955	3,500	3,500
01-30-206-03	Periodicals/Books/Publications	925	1,509	1,250	1,500
01-30-206-05	Professional Services	-	3,472	2,900	4,000
01-30-207-07	Pre-employment Exams	9,150	5,410	5,000	7,000
01-30-208-04	Public Relations	15,477	12,758	13,000	13,000
01-30-208-13	Employee Recognition	2,703	2,762	3,500	3,500
01-30-210-02	Janitorial Services	11,480	11,479	12,000	12,000
01-30-212-04	Communications / Radios	470	-	1,000	1,000
01-30-212-05	Other Equip/Radar/Repair/Misc.	6,961	6,555	10,000	10,000
01-30-212-06	Service Contracts/Rentals	46,919	55,155	80,000	90,000
01-30-212-07	Vehicle Maintenance	33,300	29,318	41,800	30,000
01-30-213-02	Equipment Rental	-	515	750	-
01-30-213-03	Uniform Dry Cleaning	6,329	5,824	10,000	10,000
01-30-214-02	Vehicle Registration	762	556	770	1,000
01-30-214-05	Computer Services	38,829	36,847	50,000	50,000
01-30-214-06	Animal Control / Care	77,541	77,149	7,300	15,000
01-30-214-08	Prisoner Care	35,274	24,998	35,000	50,000
01-30-214-09	Crime Prevention	-	825	1,000	1,000
01-30-214-10	DARE Supplies	179	-	-	-

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Police

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
<u>Contractual Services (Cont.)</u>					
01-30-214-11	Local Law Enforcement Blk Grant	-	-	-	-
01-30-214-12	Bullet Proof Vest Grant	-	-	-	-
01-30-215-03	Miscellaneous	1,595	4,188	3,000	3,000
	Total Contractual Services	\$ 365,140	\$ 370,787	\$ 374,601	\$ 394,960
<u>Commodities</u>					
01-30-301-01	Office Supplies	\$ 4,823	\$ 4,459	\$ 4,680	\$ 5,000
01-30-301-02	Copy Machine Supplies	-	-	200	-
01-30-301-04	Postage	914	489	2,000	2,000
01-30-301-05	Printed Forms	3,104	2,639	2,500	2,500
01-30-301-06	Other Operating Supplies	1,212	1,308	5,500	5,500
01-30-302-01	Uniforms/Leather/Protect Vests	20,914	24,320	31,000	33,000
01-30-302-02	Equipment - General	14,540	14,903	24,000	25,000
01-30-303-01	Investigation Supplies	2,219	2,426	4,000	3,500
01-30-303-02	Property/Evidence Supplies	1,451	1,340	3,500	4,000
01-30-303-03	Booking Facility Supplies	92	81	500	500
01-30-303-04	Safety Supplies	-	-	-	-
01-30-305-01	Janitorial Supplies	-	-	2,500	2,500
01-30-306-01	Fuel	46,447	47,938	58,480	60,000
01-30-306-02	Fleet Tire Replacement	1,577	3,279	7,500	7,500
01-30-306-03	Emergency Management	390	668	1,000	1,000
	Total Commodities	\$ 97,683	\$ 103,850	\$ 147,360	\$ 152,000
<u>Capital Outlay</u>					
01-30-401-01	Office Machines	\$ -	\$ -	\$ -	\$ -
01-30-402-02	Office Furnishings	-	-	-	-
01-30-402-03	Computer Systems	-	132	21,000	21,000
01-30-403-01	Police Vehicles	69,207	31,471	41,152	70,000
01-30-404-03	Handguns / Shotguns	-	-	3,000	3,000
01-30-404-04	Radios	-	-	225,000	-
01-30-404-05	Radar	6,938	2,459	3,700	3,700
01-30-404-06	Other Equipment	-	-	-	-
01-30-404-07	In-Car/Body Cameras	-	-	-	185,000
01-30-404-08	Motorcycles	-	-	-	-
01-30-404-09	Bicycle Patrol	-	-	-	-
01-30-407-05	Contingency	-	-	-	-
	Total Capital Outlay	\$ 76,145	\$ 34,062	\$ 293,852	\$ 282,700

City of Mission 2020 Budget Worksheet

Fund:	General
Department:	Police

<u>Account Number</u>	<u>Account Title</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
<u>Debt Service</u>					
	2014 Lease-Purchase	49,319	49,319	-	-
	2016 Lease-Purchase	95,306	91,429	95,322	-
	2020 Lease-Purchase	-	-	-	125,000
	Total Debt Service	\$ 144,625	\$ 140,748	\$ 95,322	\$ 125,000
	Police Total	\$ 3,371,402	\$ 3,596,108	\$ 4,120,955	\$ 4,308,660

City of Mission 2020 Budget Worksheet

Fund Group: Capital Fund: Capital Improvement
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Fund Description

The Capital Improvement Fund accounts for resources used to construct and maintain infrastructure city-wide in accordance with a 5-Year Capital Improvement Program (CIP), or to cover debt service obligations for capital infrastructure projects that have been recently completed.

Funds come from intergovernmental revenues, proceeds from bond issues, and transfers from other funds. Since the 2016 Budget, the City Council has levied the equivalent of 7 mills of general property tax for the purpose of supporting the street and road construction efforts of the City. The additional property tax collected is transferred from the General Fund to Capital Improvement fund.

Capital Outlay for 2020 includes:

- Design of Foxridge Phase II (51st Street to Lamar)
- UBAS Surface Treatment of Lamar (Shawnee Mission Parkway to Foxridge), including striping for bike lanes

Debt Service in this fund includes:

- 2013C - Principal & Interest - Reconstruction of Johnson Drive (street portion) from Lamar Avenue to Nall Avenue. Stormwater funds are transferred to make the full debt service payment.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
Department Budget Summary					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	340	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	89,354	1,183,916	240,681	1,415,288	1,466,480
Debt Service	653,688	654,843	650,473	550,738	550,838
Transfers/Reserves	-	-	-	-	-
Total	\$ 743,042	\$ 1,839,098	\$ 891,154	\$ 1,966,026	\$ 2,017,318
Authorized Positions					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:		Capital		
	Fund:		Capital Improvement		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 36,846	\$ 418,400	\$ 420,890	\$ 784,516	\$ 311,525
REVENUES					
Intergovernmental Revenue					
Jo County CARS Grant	\$ -	\$ 589,615	\$ -	\$ 528,000	\$ 421,530
Safe Routes to School Grant	-	-	-	-	68,000
Total for Intergovernmental Revenue	-	589,615	-	528,000	489,530
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous and Other					
Mission Pet Mart Loan	\$ 64,360	\$ 64,361	\$ 64,360	\$ 64,360	\$ 64,360
Sale of Fixed Assets	-	-	-	-	-
West Gateway Plan Review Fees	1,840	22,483	-	-	-
Interest	120	2,244	10,309	3,000	3,000
Miscellaneous Revenue	11,513	-	-	-	-
Total for Miscellaneous and Other	\$ 77,833	\$ 89,087	\$ 74,669	\$ 67,360	\$ 67,360
Transfers From Other Funds					
General Fund	\$ 790,654	\$ 885,368	\$ 904,892	\$ 1,014,000	\$ 975,000
Storm Water Utility Fund (2013C)	256,110	277,519	275,219	283,675	283,575
Street Sales Tax Fund	-	-	-	-	-
Total for Transfers from Other Funds	\$ 1,046,764	\$ 1,162,887	\$ 1,180,111	\$ 1,297,675	\$ 1,258,575
TOTAL REVENUES	\$ 1,124,597	\$ 1,841,588	\$ 1,254,780	\$ 1,893,035	\$ 1,815,465
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ 340	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 89,354	\$ 1,183,916	\$ 240,681	\$ 1,415,288	\$ 1,466,480
Debt Service					
2007A - Principal & Interest	\$ 98,688	\$ 84,843	\$ 100,035	\$ -	\$ -
2013C - Principal & Interest	555,000	570,000	550,438	550,738	550,838
Total for Debt Service	\$ 653,688	\$ 654,843	\$ 650,473	\$ 550,738	\$ 550,838
Reserves	\$ -	\$ -	\$ -	\$ 400,000	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 743,042	\$ 1,839,098	\$ 891,154	\$ 2,366,026	\$ 2,017,318
FUND BALANCE DECEMBER 31	\$ 418,400	\$ 420,890	\$ 784,516	\$ 311,525	\$ 109,672

City of Mission 2020 Budget Worksheet

Fund Group:	Capital
Fund:	Equipment Reserve and Replacement

Fund Description

This fund was created to capture funds transferred from the General Fund for the purpose of buying vehicles and equipment. The fund also captures proceeds from the sale of vehicles and equipment to be re-used for new vehicle and equipment purchases.

Purchases for vehicles and equipment may be made from this fund.

In 2020, the purchase of a single axle dump truck, a 3/4-ton pick-up truck, and skid steer with attachments will be purchased for the Public Works Department.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	495	-	-
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	30,000	300,000
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ -	\$ -	\$ 495	\$ 30,000	\$ 300,000
<u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Capital			
	Fund: Equipment Reserve and Replacement			
	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ -	\$ 308,350	\$ 447,091	\$ 466,091
REVENUES				
Transfers from Other Funds				
General Fund	\$ 200,000	\$ 100,000	\$ -	\$ -
Total for Transfers	\$ 200,000	\$ 100,000	\$ -	\$ -
Miscellaneous and Other				
Sale of Fixed Assets	\$ 108,350	\$ 39,236	\$ 40,000	\$ 40,000
Interest	-	-	9,000	9,500
Total For Miscellaneous and Other	\$ 108,350	\$ 39,236	\$ 49,000	\$ 49,500
TOTAL REVENUES	\$ 308,350	\$ 139,236	\$ 49,000	\$ 49,500
EXPENDITURES				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ 495	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ 30,000	\$ 300,000
Reserves	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ 495	\$ 30,000	\$ 300,000
FUND BALANCE DECEMBER 31	\$ 308,350	\$ 447,091	\$ 466,091	\$ 215,591

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Storm Drain Utility

Fund Description

The Storm Drain Utility was established in 2005 to provide an on-going, dedicated revenue source for funding storm water improvements throughout the community. Revenue consists of an annual fee collected from each property in the City as an assessment on the property tax bill. The fee is set as a dollar amount per ERU, or equivalent residential unit, that equals 2,600 sq. ft., the amount of impervious surface that an average single-family residential parcel is estimated to have. For 2020, the annual fee remains at \$28 per ERU/per month. A single-family parcel of property pays a storm water utility fee of \$336 per year. A larger parcel of property will pay a higher amount, determined by taking the total impervious surface for the parcel and dividing by 2,600 sq. ft. to determine the appropriate ERU multiplier.

Revenue is also derived from the Rock Creek Drainage Districts #1 and #2, which funds are transferred to the Storm Drain Utility. In addition, a special assessment on The Gateway project is also accounted for in this fund.

Funds are used primarily for debt service on the following general obligation bonds:

- 2010A - Refunding of 2008 temporary notes
- 2010B - Restructuring of 2005A and portion of 2009A G.O. Bonds
- 2013C - Storm water portion of the Johnson Drive Improvements (transfer to Capital Fund)
- 2014A - Refunding of a portion of 2009A G.O. Bonds
- 2019A - Rock Creek Channel Improvements (east of nall to Roeland Drive)

Secondary storm water system projects and maintenance activities are paid from this fund.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	31,892	34,896	446	1,427,500	400,000
Commodities	-	-	-	-	-
Capital Outlay	-	163,586	2,943	-	4,561,237
Debt Service	2,335,943	2,306,343	2,309,469	2,396,523	2,614,160
Transfers/Reserves	256,110	277,519	275,219	283,675	283,575
Total	\$ 2,623,945	\$ 2,782,344	\$ 2,588,077	\$ 4,107,698	\$ 7,858,972
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Storm Drain Utility		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 37,027	\$ 295,917	\$ 178,485	\$ 1,906,995	\$ 5,266,297
REVENUES					
Fees					
Storm Water Utility Fees	\$ 2,497,945	\$ 2,494,632	\$ 2,579,475	\$ 2,500,000	\$ 2,500,000
Storm Water Utility Fees Delinquent	34,531	76,592	127,362	35,000	35,000
Total Fees	<u>\$ 2,532,476</u>	<u>\$ 2,571,224</u>	<u>\$ 2,706,837</u>	<u>\$ 2,535,000</u>	<u>\$ 2,535,000</u>
Special Assessments	\$ 299,798	\$ -	\$ 1,498,990	\$ 599,000	\$ 599,000
Intergovernmental					
SIMAC Funds	\$ -	\$ -	\$ -	\$ 115,000	\$ -
Total Intergovernmental	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 115,000</u>	<u>\$ -</u>
Bond Proceeds	\$ -	\$ -	\$ -	\$ 4,100,000	\$ 18,220
Miscellaneous and Other					
Interest	\$ 561	\$ 6,688	\$ 22,760	\$ 30,000	\$ 40,000
Miscellaneous	-	-	-	-	-
Total Miscellaneous and Other	<u>\$ 561</u>	<u>\$ 6,688</u>	<u>\$ 22,760</u>	<u>\$ 30,000</u>	<u>\$ 40,000</u>
Transfers From Other Funds					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Improvement Fund	-	-	-	-	-
Rock Creek Drainage #1 Fund	-	2,000	3,000	3,000	3,000
Rock Creek Drainage #2 Fund	50,000	85,000	85,000	85,000	85,000
Total Transfer From Other Funds	<u>\$ 50,000</u>	<u>\$ 87,000</u>	<u>\$ 88,000</u>	<u>\$ 88,000</u>	<u>\$ 88,000</u>
TOTAL REVENUES	<u>\$ 2,882,835</u>	<u>\$ 2,664,912</u>	<u>\$ 4,316,587</u>	<u>\$ 7,467,000</u>	<u>\$ 3,280,220</u>

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Storm Drain Utility

	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
EXPENDITURES					
Contractual Services					
Professional Services	\$ -	\$ 60	\$ 120	\$ 5,000	\$ -
Engineering Services	11,119	33,871	326	924,500	50,000
Inspections	-	-	-	-	-
Storm Drain Repairs	20,774	965	-	498,000	350,000
Other Contractual Services	-	-	-	-	-
Refund Rebate Utility Fee	-	-	-	-	-
Total for Contractual Services	<u>\$ 31,892</u>	<u>\$ 34,896</u>	<u>\$ 446</u>	<u>\$ 1,427,500</u>	<u>\$ 400,000</u>
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ 163,586	\$ 2,943	\$ -	\$ 4,561,237
Debt Service					
2010A Refunding - Prin & Int	\$ 366,612	\$ 367,812	\$ 368,738	\$ 369,388	\$ 364,763
2010B Refunding - Interest	279,131	279,131	279,131	279,132	974,131
2014A Refunding - Prin & Int	324,838	321,838	1,389,838	1,741,438	1,050,538
2014B Refunding - Prin & Int	1,358,800	1,331,000	265,200	-	-
2019A GO Bonds - Prin& Int	-	-	-	-	218,163
KDHE Loan	6,562	6,562	6,562	6,565	6,565
Total For Debt Service	<u>\$ 2,335,943</u>	<u>\$ 2,306,343</u>	<u>\$ 2,309,469</u>	<u>\$ 2,396,523</u>	<u>\$ 2,614,160</u>
Transfers To Other Funds					
Capital Improvement Fund (2013C)	\$ 256,110	\$ 277,519	\$ 275,219	\$ 283,675	\$ 283,575
Total for Transfers to Other Funds	<u>\$ 256,110</u>	<u>\$ 277,519</u>	<u>\$ 275,219</u>	<u>\$ 283,675</u>	<u>\$ 283,575</u>
TOTAL EXPENDITURES	<u>\$ 2,623,945</u>	<u>\$ 2,782,344</u>	<u>\$ 2,588,077</u>	<u>\$ 4,107,698</u>	<u>\$ 7,858,972</u>
FUND BALANCE DECEMBER 31	\$ 295,917	\$ 178,485	\$ 1,906,995	\$ 5,266,297	\$ 687,545

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Street Sales Tax

Fund Description

In April 2012, voters approved a 1/4 of 1% special sales tax for streets - more commonly known as the Street Sales tax. The tax has a 10-year sunset, and will expire in March 2022.

Revenue from the street sales tax is pledged first to retire the Series 2012-A General Obligation Bonds issued for the Martway/Johnson Drive rehabilitation projects. Any remaining revenue is available to support other street and road improvements, primarily the City's annual seal and overlay program in residential areas of the City. Funds are reserved in 2019 for potential TUF Claims Settlement.

Capital Projects for 2020:

- Residential Street Maintenance Program (\$300,000)
- PW Maintenance Programs (\$75,000)

Debt Service:

- 2012A - Principal & Interest - Martway/Johnson Drive Improvements

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	140,000	168,562	-	-	375,000
Debt Service	470,870	472,045	472,315	471,660	470,060
Transfers/Reserves	-	-	-	375,000	-
Total	\$ 610,870	\$ 640,607	\$ 472,315	\$ 846,660	\$ 845,060
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:		Special Revenue		
	Fund:		Street Sales Tax		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 318,999	\$ 341,499	\$ 308,203	\$ 455,201	\$ 240,026
REVENUES					
Sales Tax - 1/4 Cent for Streets	\$ 633,295	\$ 606,061	\$ 616,486	\$ 616,485	\$ 600,000
Miscellaneous and Other					
Interest	\$ 75	\$ 1,250	\$ 2,827	\$ 15,000	\$ 15,000
Total Miscellaneous and Other	\$ 75	\$ 1,250	\$ 2,827	\$ 15,000	\$ 15,000
TOTAL REVENUES	<u>\$ 633,370</u>	<u>\$ 607,311</u>	<u>\$ 619,313</u>	<u>\$ 631,485</u>	<u>\$ 615,000</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 140,000	\$ 168,562	\$ -	\$ -	\$ 375,000
Debt Service					
2012A - Principal & Interest	\$ 470,870	\$ 472,045	\$ 472,315	\$ 471,660	\$ 470,060
Total for Debt Service	\$ 470,870	\$ 472,045	\$ 472,315	\$ 471,660	\$ 470,060
Reserves	\$ -	\$ -	\$ -	\$ 375,000	\$ -
Transfers To Other Funds					
Capital Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total for Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 610,870</u>	<u>\$ 640,607</u>	<u>\$ 472,315</u>	<u>\$ 846,660</u>	<u>\$ 845,060</u>
FUND BALANCE DECEMBER 31	\$ 341,499	\$ 308,203	\$ 455,201	\$ 240,026	\$ 9,966

City of Mission 2020 Budget Worksheet

Fund Group: Special Revenue
Fund: Parks and Recreation Sales Tax

Fund Description

In April 2013, voters approved a 3/8 of 1% Special Sales Tax for Parks and Recreation - more commonly known as the Parks and Recreation Sales Tax. The sales tax has a sunset of 10 years and will expire in March 2023.

A portion of the sales tax is pledged to retire the Series 2013-B General Obligation Bonds that were issued for renovations and improvements to the Mission Family Aquatic Center (MFAC).

Another portion is used to fund various capital improvements at the SPJCC Community Center, which has primarily been building renovation and equipment maintenance.

The balance is earmarked to establish a reserve for other parks and recreation activities including repair and maintenance of building components at the City's community center, maintenance and improvements at the outdoor aquatic center, and implementation of recommendations from the recently completed Parks Master Plan, particularly at the eight outdoor parks.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	404,344	252,011	407,756	-	-
Debt Service	526,450	529,000	531,100	527,750	529,100
Transfers/Reserves	-	-	-	60,000	60,000
Total	\$ 930,794	\$ 781,011	\$ 938,856	\$ 587,750	\$ 589,100
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Parks and Recreation Sales Tax		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimte YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 738,850	\$ 765,070	\$ 896,721	\$ 891,257	\$ 753,257
REVENUES					
Sales Tax - 3/8th Cent for Parks	\$ 949,943	\$ 909,092	\$ 924,728	\$ 900,000	\$ 875,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous and Other					
Miscellaneous	\$ 6,766	\$ -	\$ -	\$ -	\$ -
Interest	305	3,569	8,664	-	-
Total for Miscellaneous and Other	<u>\$ 7,071</u>	<u>\$ 3,569</u>	<u>\$ 8,664</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL REVENUES	<u>\$ 957,014</u>	<u>\$ 912,661</u>	<u>\$ 933,392</u>	<u>\$ 900,000</u>	<u>\$ 875,000</u>
EXPENDITURES					
Capital Outlay	\$ 404,344	\$ 252,011	\$ 407,756	\$ -	\$ -
Outdoor Parks	\$ -	\$ -	\$ -	\$ 105,000	\$ 350,000
MFAC	\$ -	\$ -	\$ -	\$ 29,750	\$ 79,000
SPJCC	\$ -	\$ -	\$ -	\$ 315,500	\$ 247,600
Total for Capital Outlay	<u>\$ 404,344</u>	<u>\$ 252,011</u>	<u>\$ 407,756</u>	<u>\$ 450,250</u>	<u>\$ 676,600</u>
Debt Service					
2013B - Principal & Interest	\$ 526,450	\$ 529,000	\$ 531,100	\$ 527,750	\$ 529,100
Total For Debt Service	<u>\$ 526,450</u>	<u>\$ 529,000</u>	<u>\$ 531,100</u>	<u>\$ 527,750</u>	<u>\$ 529,100</u>
Reserves					
Outdoor Park Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
Facility Reserve - SPJCC	-	-	-	50,000	50,000
Facility Reserve - MFAC	-	-	-	10,000	10,000
Total for Reserve Accounts	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>
Transfers To Other Funds					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total for Transfers to Other Funds	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 930,794</u>	<u>\$ 781,011</u>	<u>\$ 938,856</u>	<u>\$ 1,038,000</u>	<u>\$ 1,265,700</u>
FUND BALANCE DECEMBER 31	\$ 765,070	\$ 896,721	\$ 891,257	\$ 753,257	\$ 362,557

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Special Highway

Fund Description

Kansas state statutes (K.S.A. 79-3425c) provide for certain highway aid payments to be distributed directly to cities on a per capita basis from the state treasurer. Payments are made quarterly from the state's Special City and County Highway (SCCH) fund, which receives approximately 35% of the state's motor fuel tax collections. Cities must credit their payments to a separate fund for construction, reconstruction, alteration, repair, and maintenance of streets and highways.

The City utilizes these funds for general street repair including bridges, streetlights, curbs and drainage, and the annual chip seal and overlay programs. These funds may be used to leverage funds from the County Assistance Road System (CARS) Program, state and federal grants, or transfers from other funds.

Capital Projects 2020:

- Full-depth reconstruction (\$200,000)
- Bridge inspections/maintenance (\$25,000)

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	11,612	25,000	25,000
Capital Outlay	199,061	291,536	214,031	75,000	225,000
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ 199,061	\$ 291,536	\$ 225,643	\$ 100,000	\$ 250,000
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:		Special Revenue		
	Fund:		Special Highway		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 12,390	\$ 129,376	\$ 91,216	\$ 123,626	\$ 48,726
REVENUES					
Intergovernmental - Kansas Gas Tax	\$ 316,034	\$ 252,742	\$ 256,180	\$ 250,000	\$ 250,000
Miscellaneous and Other					
Interest	\$ 12	\$ 634	\$ 1,873	\$ 100	\$ 100
Miscellaneous	-	-	-	-	-
	\$ 12	\$ 634	\$ 1,873	\$ 100	\$ 100
TOTAL REVENUES	<u>\$ 316,047</u>	<u>\$ 253,376</u>	<u>\$ 258,053</u>	<u>\$ 250,100</u>	<u>\$ 250,100</u>
EXPENDITURES					
Personnel Services					
Full-Time Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Health/Welfare Benefits	-	-	-	-	-
Social Security	-	-	-	-	-
KPERS	-	-	-	-	-
Employment Security	-	-	-	-	-
City Pension	-	-	-	-	-
Total for Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities					
Asphalt Patch	\$ -	\$ -	\$ 11,612	\$ 25,000	\$ 25,000
Total for Commodities	\$ -	\$ -	\$ 11,612	\$ 25,000	\$ 25,000
Capital Outlay	\$ 199,061	\$ 291,536	\$ 214,031	\$ 75,000	\$ 225,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Reserves	\$ -	\$ -	\$ -	\$ 225,000	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 199,061</u>	<u>\$ 291,536</u>	<u>\$ 225,643</u>	<u>\$ 325,000</u>	<u>\$ 250,000</u>
FUND BALANCE DECEMBER 31	\$ 129,376	\$ 91,216	\$ 123,626	\$ 48,726	\$ 48,826

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Special Alcohol

Fund Description

By statute, the State of Kansas imposes a 10 percent Liquor Drink Tax (aka Alcohol Tax) on the sale of any drink containing alcoholic liquor sold by clubs, caterers, or drinking establishments. Revenue derived from this tax is allocated 30 percent to the State and 70 percent to the city or county where the tax is collected. The statute further stipulates that for cities of Mission’s size, the portion allocated to the local jurisdiction be proportioned in thirds, with one third to the General Fund, one third to a Special Parks and Recreation Fund, and one third to a Special Alcohol Tax Fund.

The Special Alcohol Tax Fund is to support programs “whose principal purpose is alcoholism and drug abuse prevention or treatment of persons who are alcoholics or drug abusers, or are in danger of becoming alcoholics or drug abusers.” (KSA 79-41a04).

Of the 2020 funds proportioned to this fund, \$15,000 will support the Mission Police Department's DARE activities, \$30,000 will support the City's participation in the Johnson County mental health co-responder program, and \$50,000 will be provided to agencies designated by the Drug & Alcoholism Council to support the provision of KSA 79-41a04.

The Drug and Alcoholism Council (DAC), a program supported by the United Community Services of Johnson County, offers grants each year to various organizations within the county that provide alcohol and drug abuse prevention and treatment programs. The grants are structured in such a manner that the grantees have access to funds from multiple participating jurisdictions. The governing body of each jurisdiction has the ultimate authority and responsibility to determine which organizations receive funds.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
Contractual Services	28,038	37,950	37,952	67,500	80,000
Commodities	-	-	-	1,000	1,000
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ 43,038	\$ 52,950	\$ 37,952	\$ 83,500	\$ 96,000

Authorized Positions

Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Special Alcohol		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 27,423	\$ 46,201	\$ 68,040	\$ 110,196	\$ 110,696
REVENUES					
Intergovernmental - Alcohol Tax	\$ 61,815	\$ 74,789	\$ 80,108	\$ 84,000	\$ 85,000
TOTAL REVENUES	<u>\$ 61,815</u>	<u>\$ 74,789</u>	<u>\$ 80,108</u>	<u>\$ 84,000</u>	<u>\$ 85,000</u>
EXPENDITURES					
Personnel Services					
Full-Time Salaries	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
Health/Welfare Benefits	-	-	-	-	-
Social Security	-	-	-	-	-
KPERs	-	-	-	-	-
Employment Security	-	-	-	-	-
City Pension	-	-	-	-	-
Total for Personnel Services	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
Contractual Services					
Drug and Alcoholism Council	\$ 28,038	\$ 31,962	\$ 30,000	\$ 40,000	\$ 50,000
Mental Health Responder	-	5,988	7,952	27,500	30,000
Total Contractual Services	\$ 28,038	\$ 37,950	\$ 37,952	\$ 67,500	\$ 80,000
Commodities					
DARE Supplies	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
Total Supplies	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 43,038</u>	<u>\$ 52,950</u>	<u>\$ 37,952</u>	<u>\$ 83,500</u>	<u>\$ 96,000</u>
FUND BALANCE DECEMBER 31	\$ 46,201	\$ 68,040	\$ 110,196	\$ 110,696	\$ 99,696

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Special Parks and Recreation

Fund Description

By statute, the State of Kansas imposes a 10 percent Liquor Drink Tax (aka Alcohol Tax) on the sale of any drink containing alcoholic liquor sold by clubs, caterers, or drinking establishments. Revenue derived from this tax is allocated 30 percent to the State and 70 percent to the city or county where the tax is collected. The statute further stipulates that for cities of Mission’s size, the portion allocated to the local jurisdiction be proportioned in thirds, with one third to the General Fund, one third to a Special Parks and Recreation Fund, and one third to a Special Alcohol Tax Fund.

The funds proportioned to the City’s Special Parks and Recreation Fund to support general programming and parks construction and maintenance.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	-	13,297	2,357	-	-
Debt Service	55,051	47,922	70,624	67,655	67,655
Transfers/Reserves	-	-	-	-	-
Total	\$ 55,051	\$ 61,219	\$ 72,981	\$ 67,655	\$ 67,655
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:	Special Revenue
	Fund:	Special Parks and Recreation

	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 24,065	\$ 29,905	\$ 43,549	\$ 81,801	\$ 98,346
REVENUES					
Intergovernmental - Alcohol Tax	\$ 60,484	\$ 74,789	\$ 80,108	\$ 84,000	\$ 85,000
Bond/Lease Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous and Other					
Miscellaneous	\$ 385	\$ -	\$ 30,845	\$ -	\$ -
Interest	22	74	280	200	200
Total Miscellaneous and Other	<u>\$ 407</u>	<u>\$ 74</u>	<u>\$ 31,125</u>	<u>\$ 200</u>	<u>\$ 200</u>
TOTAL REVENUES	<u>\$ 60,891</u>	<u>\$ 74,863</u>	<u>\$ 111,233</u>	<u>\$ 84,200</u>	<u>\$ 85,200</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ 13,297	\$ 2,357	\$ -	\$ -
Debt Service/Lease Payments	\$ 55,051	\$ 47,922	\$ 70,624	\$ 67,655	\$ 67,655
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 55,051</u>	<u>\$ 61,219</u>	<u>\$ 72,981</u>	<u>\$ 67,655</u>	<u>\$ 67,655</u>
FUND BALANCE DECEMBER 31	\$ 29,905	\$ 43,549	\$ 81,801	\$ 98,346	\$ 115,891

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Solid Waste Utility

Fund Description

The City established the Solid Waste Utility in 2008 as a mechanism for more efficient and cost effective collection of residential solid waste, and to promote the recycling of solid waste. Through the Solid Waste Utility, the City contracts with one hauler to provide solid waste collection for all single-family residential properties in the city. The City collects a fee for this service as a special assessment on the property tax bill.

The City currently has a contract with Waste Management (formerly Deffenbaugh Industries), which will expire in 2019. Solid waste collection (trash, recycling, and yard waste) is once a week, and the service includes a bulky item pick-up the first week of every month. The annual Solid Waste Utility Fee is \$170 per single-family residential parcel.

The City supplements the fee paid by single family property owners with a transfer from the General Fund to the Solid Waste Utility Fund.

The City will be working on bidding out solid waste services in 2019 so that a contract is in place when the current contract expires at the of 2019.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	566,273	567,452	591,154	612,000	672,000
Commodities	1,000	2,000	2,000	500	500
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ 567,273	\$ 569,452	\$ 593,154	\$ 612,500	\$ 672,500
<u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Solid Waste Utility		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estiamte YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ (41,721)	\$ (30,883)	\$ (27,179)	\$ (6,611)	\$ (6,011)
REVENUES					
Fees					
Solid Waste Utility Fee	\$ 490,878	\$ 485,277	\$ 498,933	\$ 525,000	\$ 585,000
Trash Bag Sales	1,918	2,478	2,637	2,000	2,000
Yard Waste Stickers	288	-	-	-	-
Commercial Recycling	-	-	-	-	-
Recycling Rebate	-	29	-	1,000	1,000
	<u>\$ 493,084</u>	<u>\$ 487,784</u>	<u>\$ 501,570</u>	<u>\$ 528,000</u>	<u>\$ 588,000</u>
Miscellaneous and Other					
Interest	\$ 27	\$ 372	\$ 2,152	\$ 100	\$ 100
Total for Miscellaneous and Other	\$ 27	\$ 372	\$ 2,152	\$ 100	\$ 100
Transfers from Other Funds					
General Fund	\$ 85,000	\$ 85,000	\$ 110,000	\$ 85,000	\$ 95,000
Total for Miscellaneous and Other	\$ 85,000	\$ 85,000	\$ 110,000	\$ 85,000	\$ 95,000
TOTAL REVENUES	<u>\$ 578,111</u>	<u>\$ 573,156</u>	<u>\$ 613,722</u>	<u>\$ 613,100</u>	<u>\$ 683,100</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services					
Solid Waste Contract	\$ 563,419	\$ 565,006	\$ 588,959	\$ 607,000	\$ 667,000
Utility Rebate Refund	2,854	2,446	2,195	5,000	5,000
Total for Contractual Services	\$ 566,273	\$ 567,452	\$ 591,154	\$ 612,000	\$ 672,000
Commodities	\$ 1,000	\$ 2,000	\$ 2,000	\$ 500	\$ 500
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 567,273</u>	<u>\$ 569,452</u>	<u>\$ 593,154</u>	<u>\$ 612,500</u>	<u>\$ 672,500</u>
FUND BALANCE DECEMBER 31	\$ (30,883)	\$ (27,179)	\$ (6,611)	\$ (6,011)	\$ 4,589

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue	
Fund:	Mission Conv. and Visitors Bur.	

Fund Description

Charter Ordinance No. 17 was approved in March of 2006 establishing a Transient Guest Tax of 6%, a Convention and Tourism Fund, and a Convention Commission. This was subsequently revised by Charter Ordinance No. 18, which raised the Transient Guest Tax to 9%, and Charter Ordinance No. 24 which reconstituted the Convention Commission to the Mission Convention and Visitors Bureau (MCVB).

The Transient Guest Tax, along with sponsorships, special event revenue, and donations is used for the promotion of the City of Mission and attracting tourism through festivals, special events, and the Mission magazine.

In 2017, the MCVB Committee was disbanded, but the fund remains to account for receipt and expenditure of the Transient Guest Tax. The City continues to manage revenues and expenses for the Mission Business Partnership and the Holiday Adoption efforts through the MCVB Fund.

Funds in the amount of \$10,000 are included in the 2020 budget to purchase banners for the Johnson Drive corridor.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	53,080	82,628	82,172	83,500	85,500
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	-	10,000
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ 53,080	\$ 82,628	\$ 82,172	\$ 83,500	\$ 95,500
<u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Mission Convention and Visitors Bureau (MCVB)		
	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
FUND BALANCE JANUARY 1	\$ 61,493	\$ 76,345	\$ 75,595	\$ 69,343	\$ 121,343
REVENUES					
Transient Guest Tax Receipts	\$ 43,835	\$ 64,160	\$ 61,384	\$ 60,000	\$ 60,000
Miscellaneous and Other					
Event Sponsorship/Revenue	\$ 21,555	\$ 9,858	\$ 9,085	\$ 10,000	\$ 10,000
Holiday Adoption Revenue	2,525	7,580	4,430	25,000	25,000
Interest	-	280	741	500	500
Miscellaneous Revenue	17	-	280	40,000	-
Total for Miscellaneous and Other	\$ 24,097	17,718	14,536	75,500	35,500
TOTAL REVENUES	\$ 67,932	\$ 81,878	\$ 75,920	\$ 135,500	\$ 95,500
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services					
MCVB General Expenses	\$ 2,264	\$ -	\$ 11,773	\$ -	\$ -
Barbeque Contest	17,433	-	-	-	-
Holiday Lights Event	3,641	5,673	922	-	-
Mission Merchants	1,403	7,167	7,355	7,500	7,500
MCVB Magazine	22,255	41,351	45,536	50,000	50,000
Holiday Adoptions	6,083	28,438	16,586	25,000	25,000
Pole Sign Incentive Program	-	-	-	1,000	3,000
Business Support Programs	-	-	-	-	-
Total for Contractual Services	\$ 53,080	\$ 82,628	\$ 82,172	\$ 83,500	\$ 85,500
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 53,080	\$ 82,628	\$ 82,172	\$ 83,500	\$ 95,500
FUND BALANCE DECEMBER 31	\$ 76,345	\$ 75,595	\$ 69,343	\$ 121,343	\$ 121,343

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Mission Crossing TIF/CID

Fund Description

Mission Crossing is the redevelopment of a 6.2 acre site on the City’s western boundary that, since 1954, had been the former headquarters and manufacturing plant for Herff Jones, Inc. The project entailed the demolition of the existing building and construction of three stand-alone buildings totaling approximately 20,000 square feet of commercial space, and a 100 unit residential facility designed for independent, senior-living.

The mixed use development complies with the redevelopment goals of the City’s West Gateway district. It includes streetscape improvements along the project perimeters, a new public park located at the southwest corner of Martway and Broadmoor, a public trail along Metcalf Avenue and two transit shelters to access the enhanced bus services along the Johnson Drive/Martway corridors.

The Mission Crossing Tax Increment Financing (TIF) district and Community Improvement District (CID) were both established in 2010 for the purpose of redirecting revenue (property and sales tax) generated from the project to reimburse the developer for certain approved development costs. The TIF [K.S.A 12-1770 et seq] is structured to reimburse the developer on a “pay-as-you-go” basis with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the agreement was adopted (base valuation), and the City’s 1% general sales tax generated from all retail sales that occur within the defined project area. The CID [K.S.A 12-6a26 et seq] is structured to reimburse the developer on a “pay-as-you-go” basis with reimbursement coming from an additional 1% sales tax collected on retail sales generated within the district.

This project is anticipated to generate approximately \$3,948,000 in TIF revenue over the 20 year life of the TIF plan, and approximately \$1,188,000 in CID revenue over the 22 year life of the CID.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	269,091	319,587	506,831	207,790	370,000
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ 269,091	\$ 319,587	\$ 506,831	\$ 207,790	\$ 370,000

Authorized Positions

Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:		Special Revenue		
	Fund:		Mission Crossing TIF/CID		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 26,587	\$ 5,940	\$ 5,943	\$ (142,816)	\$ 8,439
REVENUES					
Property Taxes -TIF	\$ 103,355	\$ 174,378	\$ 207,442	\$ 199,045	\$ 210,000
Sales Tax - TIF	\$ 73,579	\$ 72,562	\$ 76,240	\$ 80,000	\$ 80,000
Sales Tax - CID	\$ 71,510	\$ 72,650	\$ 74,390	\$ 80,000	\$ 80,000
TOTAL REVENUES	<u>\$ 248,444</u>	<u>\$ 319,590</u>	<u>\$ 358,072</u>	<u>\$ 359,045</u>	<u>\$ 370,000</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services					
TIF Property Tax Reimbursement	\$ 103,355	\$ 174,378	\$ 358,697	\$ 47,790	\$ 210,000
TIF Sales Tax Reimbursement	83,861	72,370	74,976	80,000	80,000
CID Sales Tax Reimbursement	<u>81,876</u>	<u>72,839</u>	<u>73,158</u>	<u>80,000</u>	<u>80,000</u>
Total for Contractual Services	\$ 269,091	\$ 319,587	\$ 506,831	\$ 207,790	\$ 370,000
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 269,091</u>	<u>\$ 319,587</u>	<u>\$ 506,831</u>	<u>\$ 207,790</u>	<u>\$ 370,000</u>
FUND BALANCE DECEMBER 31	\$ 5,940	\$ 5,943	\$ (142,816)	\$ 8,439	\$ 8,439

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Cornerstone Commons CID

Fund Description

The Cornerstone Commons project is the redevelopment of a 2.98 acre tract at the southwest corner of Johnson Drive and Barkley Street. Prior to redevelopment, the site was an automobile dealership that had closed.

The project is a mixed-use development that conforms to the design principles of the West Gateway district and Form Based Code by having multi-level structures situated up to the sidewalk, on-street parking, and pedestrian oriented elements such as benches, lighting, and landscaping.

The development includes a 15,000 square foot Natural Grocer store, a 4,000 square foot building for casual dining/retail, and a third 12,000 square foot building for casual dining/retail and office.

The CID [K.S.A 12-6a26 et seq] is structured to reimburse the project developer on a “pay-as-you-go” basis with reimbursement coming from an additional 1% sales tax collected on retail sales generated within the district.

The total estimated value for all of the improvements is \$1,721,788, of which the redevelopment agreement stipulates that no more than \$1,500,000 will be reimbursed to the developer through the CID sales tax.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	63,772	62,360	78,727	78,727	70,500
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ 63,772	\$ 62,360	\$ 78,727	\$ 78,727	\$ 70,500
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:		Special Revenue		
	Fund:		Cornerstone Commons CID		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 6,566	\$ 14,277	\$ 17,794	\$ 6,033	\$ 3,533
REVENUES					
Sales Tax - CID	\$ 71,482	\$ 65,878	\$ 66,966	\$ 68,000	\$ 70,000
TOTAL REVENUES	<u>\$ 71,482</u>	<u>\$ 65,878</u>	<u>\$ 66,966</u>	<u>\$ 68,000</u>	<u>\$ 70,000</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services					
CID Sales Tax Reimbursement	\$ 63,772	\$ 62,360	\$ 78,727	\$ 68,000	\$ 68,000
Administrative Fee	-	-	-	2,500	2,500
Total for Contractual Services	<u>\$ 63,772</u>	<u>62,360</u>	<u>78,727</u>	<u>70,500</u>	<u>70,500</u>
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ 63,772</u>	<u>\$ 62,360</u>	<u>\$ 78,727</u>	<u>\$ 70,500</u>	<u>\$ 70,500</u>
FUND BALANCE DECEMBER 31	\$ 14,277	\$ 17,794	\$ 6,033	\$ 3,533	\$ 3,033

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Mission Crossing TIF/CID

Fund Description

Mission Trails is the redevelopment of the former Pyramid Insurance office building at 6501 Johnson Drive. The project entails the demolition of the existing building and construction of a four-story luxury apartment building with approximately 200 one and two bedroom apartments. The project will also have an outdoor pool with patio area, work out facility for residents, and other amenities. There will be a restaurant on the ground floor.

An four-story parking structure will be built next to the apartment building. There will be 50 parking spaces dedicated for public parking on the ground floor, which was negotiated as part of the development agreement. In addition \$250,000 will also be paid by the developer for additional parking in the downtown area.

The Mission Apartments Tax Increment Financing (TIF) district was established in 2017 for the purpose of redirecting property tax revenue generated from the project to reimburse the developer for certain approved development costs. The TIF [K.S.A 12-1770 et seq] is structured to reimburse the developer on a "pay-as-you-go" basis with reimbursement coming from the property tax on the assessed valuation above (property tax increment) the assessed valuation at the time the agreement was adopted (base valuation).

The project is expected to be completed in late 2020.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group:		Special Revenue		
	Fund:		Mission Trails TIF		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES					
Property Taxes -TIF	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services					
TIF Property Tax Reimbursement	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total for Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FUND BALANCE DECEMBER 31	\$ -	\$ -	\$ -	\$ -	\$ 100,000

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Rock Creek Drainage Dist. #1

Fund Description

The City established the Rock Creek Drainage District No. 1 pursuant to K.S.A. 13-10,128 through 13-10,133 in July of 2006 (Ordinance 1206). Drainage District No. 1 is comprised of the original Mission Mall site bounded by Shawnee Mission Parkway, Roeland Drive, and Johnson Drive.

A special mill levy is assessed on all properties within the district for the construction, maintenance, repair or replacement of storm sewers and storm drains contained within the storm drainage district or within the watershed in the City that contributed to the storm drainage flowing into and/or out of the storm drainage district. Property tax revenue may also be used for debt service associated with the construction, maintenance, repair or replacement of same storm sewers and drains. Funds from the Rock Creek Drainage District #1 are transferred to the City's Storm Water Utility Fund to assist with debt service.

At present the site is vacant, but is anticipated to be developed in the near future into a 556,000 square feet residential/retail/commercial mixed-use project to be known as The Gateway.

	Actual 2016	Actual 2017	Actual 2018	Estimate YE 2019	Proposed 2020
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	-	2,000	3,000	3,000	3,000
Total	\$ -	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Rock Creek Drainage Dist. #1		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 1,423	\$ 3,672	\$ 1,711	\$ 9,909	\$ 11,909
REVENUES					
Property Taxes					
Real Estate Tax	\$ 2,249	\$ 24	\$ 4,506	\$ 5,000	\$ 5,000
Real Estate Tax Delinquent	-	-	6,661	-	-
Total for Property Taxes	\$ 2,249	\$ 24	\$ 11,167	\$ 5,000	\$ 5,000
Miscellaneous and Other					
Interest	\$ -	\$ 15	\$ 31	\$ -	\$ -
Total for Miscellaneous and Other	\$ -	\$ 15	\$ 31	\$ -	\$ -
TOTAL REVENUES	<u>\$ 2,249</u>	<u>\$ 39</u>	<u>\$ 11,198</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds					
Storm Water Utility Fund	\$ -	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000
Total for Transfers To Other Funds	\$ -	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000
TOTAL EXPENDITURES	<u>\$ -</u>	<u>\$ 2,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
FUND BALANCE DECEMBER 31	\$ 3,672	\$ 1,711	\$ 9,909	\$ 11,909	\$ 13,909

City of Mission 2020 Budget Worksheet

Fund Group:	Special Revenue
Fund:	Rock Creek Drainage Dist. #2

Fund Description

The City established the Rock Creek Drainage District No. 2 pursuant to K.S.A. 13-10,128 through 13-10,133 in August of 2007 (Ordinance 1241). Drainage District #2 comprises those properties along Rock Creek and within the flood plain of Rock Creek. The district is bounded, approximately, by Roeland Drive on the east, Johnson Drive on the north Martway on the south to a point just east of Lamar.

A special mill levy is assessed on all properties within the district for the construction, maintenance, repair or replacement of storm sewers and storm drains contained within the storm drainage district or within the watershed in the City that contributed to the storm drainage flowing into and/or out of the storm drainage district. Property tax revenue may also be used for debt service associated with the construction, maintenance, repair or replacement of same storm sewers and drains. Funds from the Rock Creek Drainage District #2 are transferred to the City's Storm Water Utility Fund to assist with debt service.

Both Rock Creek Drainage Districts No. 1 and No. 2 make up the same boundary as the Rock Creek Tax Increment Finance District which was established in 2007 for the purpose of encouraging redevelopment in the flood plain. Most all of the properties in the district are already developed, and redevelopment to-date in the district has been modest.

	<u>Actual</u> <u>2016</u>	<u>Actual</u> <u>2017</u>	<u>Actual</u> <u>2018</u>	<u>Estimate YE</u> <u>2019</u>	<u>Proposed</u> <u>2020</u>
<u>Department Budget Summary</u>					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	23,670	-	-	-	-
Debt Service	-	-	-	-	-
Transfers/Reserves	<u>50,000</u>	<u>85,000</u>	<u>85,000</u>	<u>85,000</u>	<u>85,000</u>
Total	\$ 73,670	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
 <u>Authorized Positions</u>					
Full-Time	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

City of Mission 2020 Annual Budget

	Fund Group: Special Revenue		Fund: Rock Creek Drainage Dist. #2		
	<u>Actual 2016</u>	<u>Actual 2017</u>	<u>Actual 2018</u>	<u>Estimate YE 2019</u>	<u>Proposed 2020</u>
FUND BALANCE JANUARY 1	\$ 3,409	\$ 10,814	\$ 16,142	\$ 21,933	\$ 27,033
REVENUES					
Property Taxes					
Real Estate Taxes	\$ 81,037	\$ 89,640	\$ 89,967	\$ 90,000	\$ 90,000
Real Estate Taxes Delinquent	-	394	-	-	-
Total for Property Taxes	\$ 81,037	\$ 90,034	\$ 89,967	\$ 90,000	\$ 90,000
Miscellaneous and Other					
Interest	\$ 37	\$ 294	\$ 824	\$ 100	\$ 100
Total For Miscellaneous and Other	\$ 37	\$ 294	\$ 824	\$ 100	\$ 100
TOTAL REVENUES	<u>\$ 81,074</u>	<u>\$ 90,328</u>	<u>\$ 90,791</u>	<u>\$ 90,100</u>	<u>\$ 90,100</u>
EXPENDITURES					
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 23,670	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers To Other Funds					
Storm Water Utility Fund	\$ 50,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Total for Transfers To Other Funds	\$ 50,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
TOTAL EXPENDITURES	<u>\$ 73,670</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>
FUND BALANCE DECEMBER 31	\$ 10,814	\$ 16,142	\$ 21,933	\$ 27,033	\$ 32,133

**City of Mission
2020 - 2024 Capital
Improvement Program**

CITY OF MISSION OUTSTANDING DEBT SUMMARY (NON-GENERAL FUND)

Street Debt Summary 2019-2031													
Issue	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
2012A	\$471,660	\$470,060	\$472,718	\$474,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2013C (street portion)	\$267,063	\$267,263	\$267,363	\$267,363	\$271,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Totals	\$738,723	\$737,323	\$740,081	\$741,663	\$271,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Stormwater Debt Summary 2019-2031													
Issue	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
KDHE Loan	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562	\$6,562
2010A	\$369,388	\$364,763	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2010B	\$279,131	\$974,131	\$1,331,331	\$1,333,131	\$598,131	\$595,731	\$1,202,731	\$764,731	\$0	\$0	\$0	\$0	\$0
2013C (stormwater portion)	\$283,675	\$283,575	\$283,375	\$283,075	\$287,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2014A	\$1,741,438	\$1,050,538	\$1,052,838	\$1,054,738	\$1,060,313	\$1,061,563	\$457,188	\$461,325	\$470,050	\$472,150	\$473,800	\$0	\$0
2019A	\$0	\$218,163	\$216,038	\$218,563	\$615,918	\$613,815	\$615,953	\$617,453	\$613,023	\$613,050	\$617,100	\$0	\$0
Annual Totals	\$2,680,194	\$2,897,732	\$2,890,144	\$2,896,069	\$2,567,924	\$2,277,671	\$2,282,434	\$1,850,071	\$1,089,635	\$1,091,762	\$1,097,462	\$6,562	\$6,562

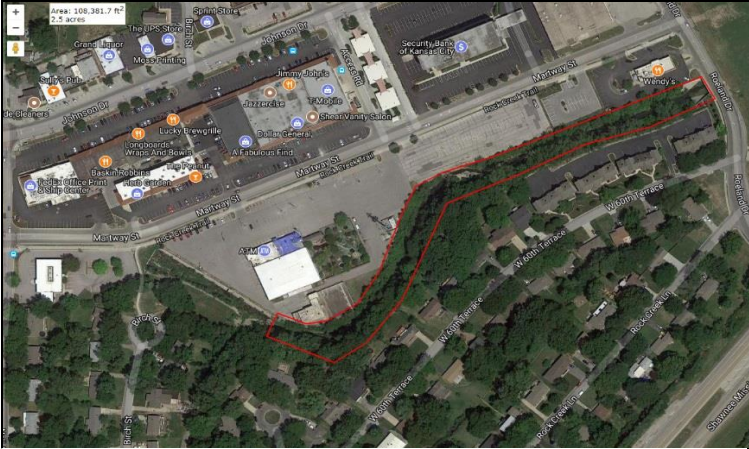
Parks and Recreation Debt Summary 2019-2031													
Issue	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
2013B	\$527,750	\$529,100	\$530,000	\$530,450	\$530,450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Totals	\$527,750	\$529,100	\$530,000	\$530,450	\$530,450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Annual Debt Service Totals	\$3,946,667	\$4,164,155	\$4,160,225	\$4,168,182	\$3,369,999	\$2,277,671	\$2,282,434	\$1,850,071	\$1,089,635	\$1,091,762	\$1,097,462	\$6,562	\$6,562
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Stormwater Program Plan (2020 - 2024)

	2019	2020	2021	2022	2023	2024	
Revenues							
Beginning Balance	1,938,838	5,273,169	616,420	528,496	434,647	518,943	
<i>Local Revenue</i>							
Stormwater Utility Fund Revenues	2,535,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	
Drainage District Revenues	88,000	85,000	85,000	85,000	85,000	85,000	
Gateway Special Benefit District Revenues	599,000	599,000	599,000	599,000	599,000	599,000	
Sub-total	3,222,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000	
<i>Extenal Revenue</i>							
SMAC Revenues	115,000	-	-	-	-	-	
Miscellaneous Revenues	-	-	-	-	-	-	
RCHA CID Revenues	-	18,220	18,220	18,220	18,220	18,220	
Sub-total	115,000	18,220	18,220	18,220	18,220	18,220	
<i>Debt Proceeds</i>							
GO Series 2019A (Roeland Court)	4,100,000						
Sub-total	4,100,000	-	-	-	-	-	
Total Stormwater Revenues	7,437,000	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220	
Expenses							
<i>Capital Projects</i>							
Rock Creek Channel (Nall to Roeland Drive)	694,500	4,561,237					
Sub-total	694,500	4,561,237	-	-	-	-	
<i>Maintenance Programs</i>							
Repair and Maintenance Projects		350,000	350,000	350,000	500,000	500,000	
Gateway Box Cleanout	163,000						
50th Street Drainage	184,975						
Miscellaneous Sinkhole Repairs	150,000						
Miscellaneous Engineering	230,000	50,000	50,000	50,000	50,000	50,000	
Sub-total	727,975	400,000	400,000	400,000	550,000	550,000	
<i>Debt Service/Loan Repayment</i>							
KDHE Loan Repayment	6,562	6,562	6,562	6,562	\$6,562	\$6,562	Remaining Debt Service/ Year Retires \$45,934/2031
GO Series 2010A	369,388	364,763	-	-	-	-	\$0
GO Series 2010B	279,131	974,131	1,331,331	1,333,131	\$598,131	595,731	\$1,967,462/2026
GO Series 2013C - Stormwater Portion	283,675	283,575	283,375	283,075	\$287,000	-	\$0
GO Series 2014-A	1,741,438	1,050,538	1,052,838	1,054,738	\$1,060,313	1,061,563	\$2,334,513/2029
GO Series 2019A (Rock Creek/RCHA)	-	218,163	216,038	218,563	615,918	613,815	\$3,076,579/2029
Sub-total	2,680,194	2,897,732	2,890,144	2,896,069	2,567,924	2,277,671	
Total Stormwater Expenses	4,102,669	7,858,969	3,290,144	3,296,069	3,117,924	2,827,671	
Annual Surplus/(Deficit)	3,334,331	(4,656,749)	(87,924)	(93,849)	84,296	374,549	
Ending Fund Balance	5,273,169	616,420	528,496	434,647	518,943	893,492	

Capital Improvement Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Rock Creek (Nall to Roeland Drive)</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Rock Creek Channel from the end of the Mission Bowl Flood Wall to Roeland Drive.</p>	

Project Description:
The proposed project would address erosion and flooding concerns in this section of Rock Creek. Retaining walls would be constructed the entire length of the channel to combat erosion. Capacity in the channel would help alleviate flooding at Martway and Roeland Drive. The project will also include improvements to the parking lot and common area of the Roeland Court Townhomes that were necessitated by a subsidence that occurred in August 2017. The repairs on private property will be repaid through a Community Improvement District (CID) that will assess a fee to each townhome annually. Design for the project was authorized in June 2019 with GBA in the amount of \$694,500. The Council has authorized the issuance of General Obligation Bonds (Series 2019A) to fund the project, which will be done without any SMAC funding.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	4,561,237.00	Capital Improvement	
2021		Stormwater Utility	351,237.00
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 4,561,237.00	Park Sales Tax	
		Other: SMAC	4,210,000.00
		Total:	\$ 4,561,237.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Stormwater Maintenance and Repairs</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u></p>	
<p><u>Date of Most Recent Update:</u> 6/5/19</p>	
<p><u>Project Location (address if known):</u> Various Locations Citywide</p>	

Project Description:
This fund is for repairs to stormwater infrastructure that fails unexpectedly and engineering of these failures when necessary. Following update the of condition ratings, these funds will also be used to leverage SMAC funding for identified (proactive) repair and maintenance projects.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	350,000.00	Capital Improvement	
2021	350,000.00	Stormwater Utility	350,000.00
2022	350,000.00	Street Sales Tax	
2023	500,000.00	Special Highway	
2024	500,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 2,050,000.00	Park Sales Tax	
		Other	
		Total:	\$ 350,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Street Program Plan (2020 - 2024)

	2019	2020	2021	2022	2023	2024
Revenues						
Beginning Balance*	1,363,345	542,819	53,546	(1,841,617)	(3,883,417)	(7,394,725)
<i>Local Revenue</i>						
7 mills dedicated to streets	1,014,000	975,000	975,000	975,000	975,000	975,000
0.25% Street Sales Tax Revenues - existing	616,485	600,000	575,000	145,000	-	-
Gateway Development - Street Sales Tax Portion	-	-	-	-	-	-
Sub-total	1,630,485	1,575,000	1,550,000	1,120,000	975,000	975,000
<i>External Revenue</i>						
CARS Reimbursements	528,000	421,530	2,215,082	146,000	1,500,000	114,030
Special Highway	250,000	250,000	250,000	250,000	250,000	250,000
SMAC Reimbursements	-	-	-	-	1,500,000	-
Grants / Other Outside Funding	-	68,000	-	-	2,500,000	-
Miscellaneous Revenues	-	-	-	33,939	-	-
Sub-total	778,000	739,530	2,465,082	429,939	5,750,000	364,030
<i>Debt Proceeds</i>						
Sub-total	-	-	-	-	-	-
Total Street Revenues	2,408,485	2,314,530	4,015,082	1,549,939	6,725,000	1,339,030
Expenses						
<i>Capital Projects</i>						
Broadmoor (Martway/Johnson Drive)	1,338,335	-	-	-	-	-
UBAS Treatment Lamar (SMP to Foxridge)	26,953	938,060	-	-	-	-
Foxridge (51st to Lamar)	50,000	528,420	4,420,164	-	-	-
UBAS Treatment - Jo Drive (Lamar to Roe)	-	-	-	322,000	-	-
Johnson Drive (Lamar to Metcalf)	-	-	-	1,778,076	8,994,183	-
UBAS Treatment - Nail (Martway to SMP)	-	-	-	-	220,500	-
Mill and Overlay - Roe (SMP to 63rd St)	-	-	-	-	-	371,540
Full-depth Reconstruction Projects (non-CARS eligible)	-	200,000	300,000	300,000	300,000	300,000
Sub-total	1,415,288	1,666,480	4,720,164	2,400,076	9,514,683	671,540
<i>Maintenance Programs</i>						
Residential Street Program	-	300,000	350,000	350,000	350,000	350,000
PW Maintenance Programs (sidewalks, traffic safety)	50,000	75,000	75,000	75,000	75,000	75,000
Bridge Maintenance/Administrative Costs	25,000	25,000	25,000	25,000	25,000	25,000
Sub-total	75,000	400,000	450,000	450,000	450,000	450,000
<i>Debt Service</i>						
Johnson Drive/Martway Debt Service (2012A)	471,660	470,060	472,718	474,300	-	-
Jo Drive - Street Portion (2013C)	267,063	267,263	267,363	267,363	271,625	-
Debt Service Reserve	1,000,000	-	-	-	-	-
Sub-total	1,738,723	737,323	740,081	741,663	271,625	-
Total Street Expenses	3,229,011	2,803,803	5,910,245	3,591,739	10,236,308	1,121,540
Ending Balance	542,819	53,546	(1,841,617)	(3,883,417)	(7,394,725)	(7,177,235)

Remaining Debt Service/
Year Retires
\$0 (2022)
\$0 (2023)

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Miscellaneous Public Works Programs</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u> 9/26/17</p>	
<p><u>Date of Most Recent Update:</u> 5/29/19</p>	
<p><u>Project Location (address if known):</u> Multiple Locations Citywide</p>	

Project Description:
These programs include traffic striping, street signage, and miscellaneous concrete repairs. The goal is to address areas with known issues, and ultimately put them on a rotating schedule for regular maintenance.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020	\$ 75,000.00	Capital Improvement	
2021	\$ 75,000.00	Stormwater Utility	
2022	\$ 75,000.00	Street Sales Tax	
2023	\$ 75,000.00	Special Highway	\$ 75,000.00
2024	\$ 75,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 375,000.00	Park Sales Tax	
		Other	
		Total:	\$ 75,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Bridge Maintenance Program</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u> 6/28/17</p>	
<p><u>Date of Most Recent Update:</u> 5/29/19</p>	
<p><u>Project Location (address if known):</u> Various locations</p>	

Project Description: (Most recent update, if applicable, listed first)
 The Kansas Department of Transportation (KDOT) requires that every bridge over 20 feet in length must be inspected and inventoried every two years. Bi-annual bridge inspections are performed locally and the program includes tasks to inspect each bridge, enter data into the KDOT portal, prepare a report with a summary of conditions and maintenance recommendations and respond to any inquiries from KDOT. Mission has nine (9) bridges inspected in accordance with the guidelines: Outlook over Rock Creek, Reeds Drive over Rock Creek, Nall Avenue over Rock Creek, Martway over Rock Creek (east), Roeland Drive over Rock Creek, Roe Avenue over Rock Creek, Lamar Avenue over Rock Creek, Johnson Drive over Turkey Creek, and the Martway/Woodson intersection over Rock Creek. Inspections occur in odd numbered years. Funding is allocated each year to provide resources to address ongoing maintenance issues.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020	\$ 25,000.00	Capital Improvement	
2021	\$ 25,000.00	Stormwater Utility	
2022	\$ 25,000.00	Street Sales Tax	
2023	\$ 25,000.00	Special Highway	\$ 25,000.00
2024	\$ 25,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 125,000.00	Park Sales Tax	
		Other	
		Total:	\$ 25,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Full Depth Pavement Reconstruction- Residential Streets</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u> 9/26/17</p>	
<p><u>Date of Most Recent Update:</u> 5/29/19</p>	
<p><u>Project Location (address if known):</u> Multiple Locations Citywide</p>	

Project Description:
 During the first years of implementation of the Annual Street Maintenance Program, it was discovered that a number of streets scheduled for mill and overlay were not suitable for this treatment. The road sections either had thin asphalt sections or badly damaged subgrade. To combat this issue, geotechnical exploration was used to determine whether scheduled streets were suitable for mill and overlay treatment in future year's programs. Approximately 50% of the streets tested would not have the ability to support this treatment. These streets have been compiled on a list in the street inventory and will require a full depth reconstruction. Estimated cost for repairs to the sections of streets currently on the list is approximately \$18 million. A specific program approach has not yet been determined, but funds are set aside as a placeholder for decisions on future full depth reconstruction work.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020	\$ 200,000.00	Capital Improvement	
2021	\$ 300,000.00	Stormwater Utility	
2022	\$ 300,000.00	Street Sales Tax	
2023	\$ 300,000.00	Special Highway	200,000.00
2024	\$ 300,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 1,400,000.00	Park Sales Tax	
		Other	
		Total:	\$ 200,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Residential Street Program	
<u>Project Request Prepared By:</u> Brent Morton	
<u>Initial Date of Preparation:</u> 9/26/17	
<u>Date of Most Recent Update:</u> 5/29/19	
<u>Project Location (address if known):</u> Multiple Locations Citywide	

Project Description:
 The annual street maintenance program was implemented in 2011 and has historically included two separate programs. The mill and overlay program focuses on repairing those streets with damaged surface asphalt which are on the cusp of complete disrepair. Asphalt work, curb, sidewalk, and ADA accessibility are addressed with these projects. Chip Seal is an intermediate street maintenance treatment which focuses on preserving the streets that are already in good condition by extending their useful life. Depending on the year and the needs identified, other programs such as geotechnical analysis and street condition inventories, may be included in the budget. Results from the 2017 street asset inventory are currently being evaluated to assist in a redesign of the residential street maintenance program. Funding in 2019 was reserved in anticipation of settlement of the Transportation Utility Fee litigation.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020	\$ 300,000.00	Capital Improvement	300,000.00
2021	\$ 350,000.00	Stormwater Utility	
2022	\$ 350,000.00	Street Sales Tax	
2023	\$ 350,000.00	Special Highway	
2024	\$ 350,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 1,700,000.00	Park Sales Tax	
		Other	
		Total:	\$ 300,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

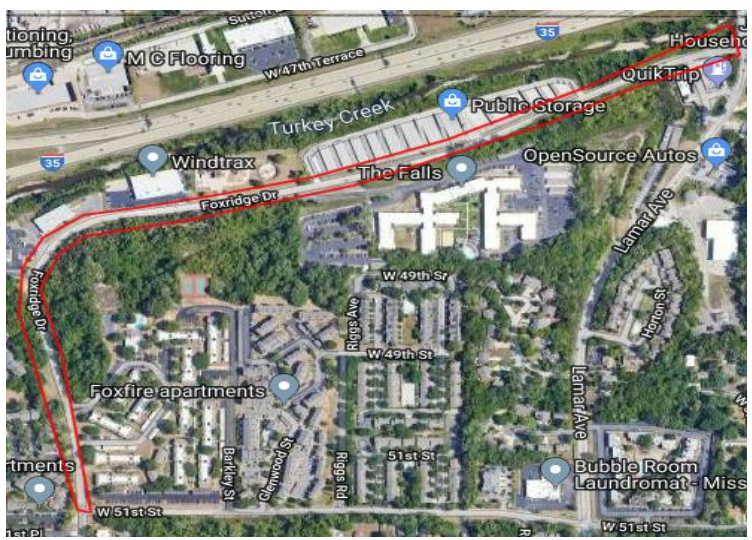
<p>Project Name: Lamar Surface Treatment, Curb and Sidewalk Improvements</p>	
<p>Project Request Prepared By: Brent Morton</p>	
<p>Initial Date of Preparation: 6/4/18</p>	
<p>Date of Most Recent Update: 5/29/19</p>	
<p>Project Location (address if known): Lamar Ave - Foxridge to Shawnee Mission Parkway</p>	

Project Description:
Lamar Avenue between Foxridge Drive and Shawnee Mission Parkway is three lanes with a center turn lane. It is a major CARS route. Sidewalks and curb are in fair condition but need improvements. Pavement is in fair condition. The scope of the project includes UBAS surface treatment, some full depth patching, spot curb repairs and limited sidewalk and ADA ramp repairs. The project will also include re-striping Lamar with bike lanes and sharrows. The City will receive \$68,000 in grant funds from the Safe Routes to School program to assist with the installation of the bike lanes and sharrow markings. Design cost for this project is included in the 2019 budget at a cost of approximately \$27,000.

Timeline:		Funding Source:	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020	\$ 938,060.00	Capital Improvement	\$ 448,530.00
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 938,060.00	Park Sales Tax	
		Other (SRTS,CARS)	\$ 489,530.00
		Total:	\$ 938,060.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

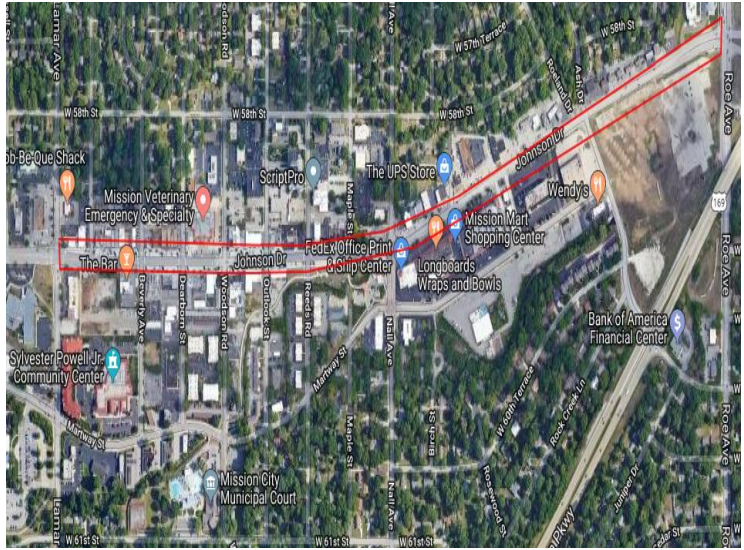
<p>Project Name: Foxridge Phase II</p>	
<p>Project Request Prepared By: Brent Morton</p>	
<p>Initial Date of Preparation: 10/12/16</p>	
<p>Date of Most Recent Update: 5/29/19</p>	
<p>Project Location (address if known): Foxridge Drive from 51st Street to Lamar Avenue</p>	

Project Description:
 Foxridge Drive between 51st and Lamar Avenue is a 32 foot wide minor collector serving multi-family residential, commercial, and industrial traffic. Due to the street being located at the bottom of a hill, there is a significant amount of water damage to the pavement, subgrade, and curb. Foxridge lacks sidewalks, forcing pedestrians to walk in the street. Proposed improvements call for full depth pavement replacement, replacement of curb, and new stormwater infrastructure. An underdrain will be installed to better handle runoff. Pedestrian improvements, such as sidewalk and street lighting, will also be made. Funds from the County Assistance Road System (CARS) Program will be utilized on this project funding 50% of construction and construction inspection costs. The DirectionFinder Survey, completed in 2015, showed lower citizen satisfaction with Foxridge when compared to other arterial streets in the City. Approximately \$50,000 of total project costs are anticipated to be used in 2019 to fund survey and engineering work necessary to finalize more accurate costs estimates, including ROW and easement acquisition needs, prior to final design stages.

<u>Timeline:</u>	<u>Funding Source:</u>		
Budget Year:	Expenditure:	Fund:	Expenditure :
2020 (Design, ROW, Utilities)	\$ 528,420.00	Capital Improvement	\$ 2,733,502.00
2021 (Construction & Inspection)	4,420,164.00	Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Project Cost	\$ 4,948,584.00	Park Sales Tax	
		Other: (CARS)	\$ 2,215,082.00
		Total:	\$ 4,948,584.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

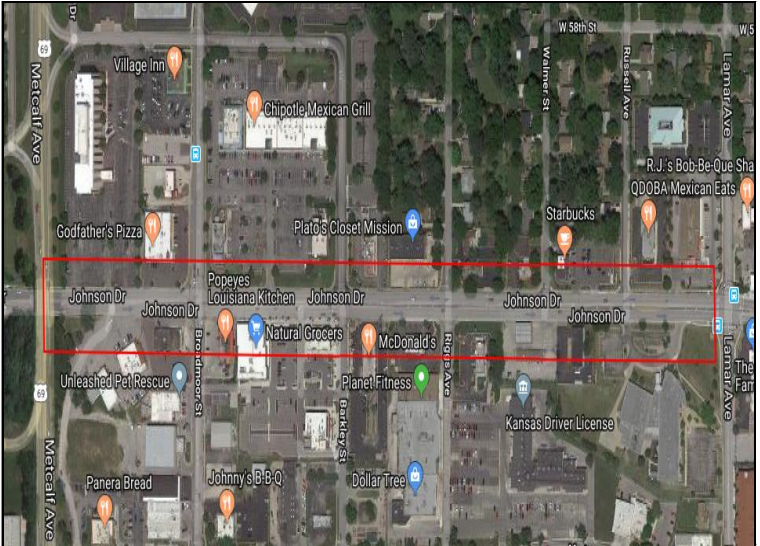
<p>Project Name: Ultrathin Bonded Asphalt Surface (UBAS) - Johnson Drive</p>	
<p>Project Request Prepared By: Brent Morton</p>	
<p>Initial Date of Preparation: 6/4/18</p>	
<p>Date of Most Recent Update: 5/29/19</p>	
<p>Project Location (address if known): Johnson Drive - (Lamar Ave to Roe Ave)</p>	

Project Description:
The project includes UBAS treatment on Johnson Drive from Lamar Ave to Roe Ave. Approximately 25% of the project will occur in the City of Roeland Park, and financial participation will be secured through an interlocal agreement. Johnson Drive, between Lamar Ave and Roe Ave, is a combination of 3 (2 plus dedicated turn lane) and 4 lanes. Improvement to Johnson Drive, between Nall Ave and Roeland Dr were completed in 2008. The section of Johnson Drive between Lamar Ave and Nall Ave was reconstructed in 2014. The scope of this project includes UBAS surface treatment, spot curb repairs and sidewalk and ADA ramp repairs and restriping.

Timeline:		Funding Source:	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020		Capital Improvement	\$ 142,061.00
2021		Stormwater Utility	
2022	\$ 322,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 322,000.00	Park Sales Tax	
		Other (Roeland Park, CARS)	\$ 179,939.00
		Total:	\$ 322,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

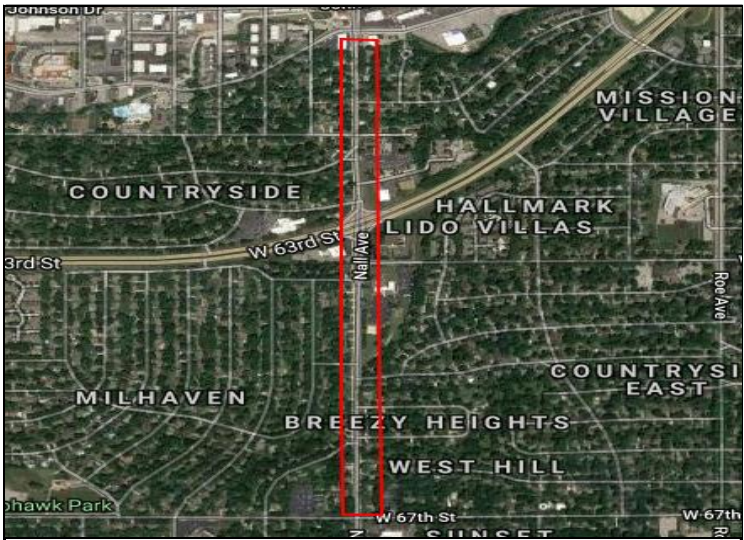
<p><u>Project Name:</u> Johnson Drive- Metcalf Ave to Lamar Ave</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u> 5/21/18</p>	
<p><u>Date of Most Recent Update:</u> 5/29/19</p>	
<p><u>Project Location (address if known):</u> Johnson Drive - Metcalf to Lamar</p>	

Project Description:
This full depth street rehabilitation project will include an extension of the Johnson Drive stormwater interceptor, new catch basins, storm sewers, curb/gutter, sidewalks, pavement markings, street signs, ADA ramps, street lights, and traffic signals. The project is eligible for Johnson County CARS (\$1.5 million) and SMAC (\$1.5 million) funding. In addition, staff anticipates making application for federal Surface Transportation Program (STP) funds (\$2.5 million) in 2020 for the 2023 funding year. Application for STP funds will be made through MARC.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020		Capital Improvement	\$ 5,272,259.00
2021		Stormwater Utility	
2022		Street Sales Tax	
2023 (Design, ROW, Utilities)	\$ 1,778,076.00	Special Highway	
2024 (Construction, Inspection)	\$ 8,994,183.00	Special Parks and Recreation	
Total Five Year Cost	\$ 10,772,259.00	Park Sales Tax	
		Other (CARS, SMAC, STP)	\$ 5,500,000.00
		Total:	\$ 10,772,259.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Ultrathin Bonded Asphalt Surface (UBAS) - Nall	
<u>Project Request Prepared By:</u> Brent Morton	
<u>Initial Date of Preparation:</u> 6/4/18 <u>Date of Most Recent Update:</u> 5/29/19	
<u>Project Location (address if known):</u> Nall Ave- Martway to 67th Street	

Project Description:
 The project includes a UBAS treatment on Nall Ave from 63rd to 67th Street. Prairie Village has requested CARS funding for this project in 2023, for the portion of the project from Shawnee Mission Parkway to 67th Street. Mission would contribute approximately \$55,500 as our share. The balance of the project (63rd St to Martway) is exclusively Mission's responsibility, and would be done at our expense (\$165,000) in connection with the Prairie Village project.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure :
2020		Capital Improvement	\$ 220,500.00
2021		Stormwater Utility	
2022		Street Sales Tax	
2023	\$ 220,500.00	Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 220,500.00	Park Sales Tax	
		Other	\$ -
		Total:	\$ 220,500.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Roe Ave Mill and Overlay Project</p>	
<p><u>Project Request Prepared By:</u> Brent Morton</p>	
<p><u>Initial Date of Preparation:</u> 6/4/18</p>	
<p><u>Date of Most Recent Update:</u> 5/29/19</p>	
<p><u>Project Location (address if known):</u> Roe Avenue from Johnson Drive to 59th Street</p>	

Project Description:
Roe Ave between Johnson Drive and 59th Street is a four lane roadway with a dedicated center turn lane. It is a major CARS route. The scope of the project includes mill and overlay with 2-inch asphalt concrete surface, full-depth patching as needed, spot curb and gutter replacement, pavement marking, and sidewalk repair/replacement where needed. Mission is partnering with the City of Fairway (Administrating City) and Prairie Village in a CARS project from 59th St. to 63rd St. Mission's cost-share for this part of the project is \$113,480. The project portion from 59th St. to Johnson Dr. is entirely Mission's responsibility at an estimated cost of \$144,030.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure :	Fund:	Expenditure :
2020		Capital Improvement	\$ 257,510.00
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024	\$ 371,540.00	Special Parks and Recreation	
Total Five Year Cost	\$ 371,540.00	Park Sales Tax	
		Other (CARS)	\$ 114,030.00
		Total:	\$ 371,540.00


Priority:
 Immediate Next Two Years Next Five Years Six Years +

Parks & Recreation Program Plan (2020-2024)

	2019	2020	2021	2022	2023	2024
Revenues						
Beginning Fund Balance	973,058	851,058	477,358	329,858	209,908	(907,042)
Local Revenue						
0.375% Parks & Recreation Sales Tax Revenues	900,000	875,000	875,000	875,000	215,000	-
Transfers/Other	-	-	-	-	-	-
Sub-total	900,000	875,000	875,000	875,000	215,000	-
External Revenue						
Special Parks & Recreation Revenues	84,000	85,000	85,000	85,000	85,000	85,000
Grant Proceeds/Other	-	-	-	-	-	-
Sub-total	84,000	85,000	85,000	85,000	85,000	85,000
Debt Proceeds						
	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-
Total Parks and Recreation Revenues	984,000	960,000	960,000	960,000	300,000	85,000
Expenses						
Capital Projects						
Park Systems Improvements	105,000	350,000	150,000	150,000	150,000	150,000
Parks Signage	80,000	Mohawk Park Restrooms	15,000	Legacy Park Shade Structure	6,000	
Tennis Court repairs	25,000	Park Amenities TBD	100,000	Park Amenities TBD	144,000	Park Amenities TBD
			Park Amenities TBD	150,000	Park Amenities TBD	150,000
MFAC Improvements/Equipment Replacement	29,750	79,000	35,000	25,000	-	-
Maintenance Slide 1	16,750	Shade Structure Replacement	15,000	Maintenance Slide 2	25,000	
Leisure Pool Play Feature Mice	9,000	MFAC Painting and Maintenance	52,000	UV Light Bulb Replacement	12,000	
Tankless Water Heater Replacement	4,000	Lane Line Replacement	12,000	Diving Board Replacement	13,000	
SPJCC Improvements/Equipment Replacement	315,500	247,600	257,500	239,500	601,500	307,500
Carpet Extractor/Clorox Sprayer	16,000	Conference Center Banquet Chairs	24,100	Conference Center Blinds	10,000	Locker Room Flooring
Pool Pak Repairs/Replacement	65,000	Resurface Pool Deck	40,000	Natorium Ceiling Repairs	70,000	Adult Lounge Counters
Hardwood Floors	45,000	Indoor Pool Slide Maintenance	28,000	Conference Center Projectors	18,000	North and South Kitchen Counters
Roof Repairs	30,000	Conference Center Tables	10,000	Selectortized Weight Equipment	20,000	Roof Resurfacing
Flooring A&B, Adult Lounge, Office	40,000	Small Kalvac	5,000	Steamroom retiling	15,000	Pool Resurfacing
Dividing Walls South Side	15,000	Indoor Track Resurfacing	123,000	TBD	75,000	Adult Lounge Furniture
Dance Floor Conference Center	12,000	South Kitchen Flooring	10,000			
Indoor Pool Sand Filter	10,000					
Replace Sprinkler Heads	40,000					
Stain and seal exterior beams	15,000					
Replace Chairs in A&B	20,000					
Computer Replacement	7,500	Computer Replacement	7,500	Computer Replacement	7,500	Computer Replacement
Computer Replacement	7,500	Computer Replacement	7,500	Computer Replacement	7,500	Computer Replacement
Sub-total Capital Projects	450,250	676,600	442,500	414,500	751,500	457,500
Maintenance/Operations						
Facility Reserve Funds (SPJCC)	50,000	50,000	50,000	50,000	50,000	50,000
Facility Reserve Funds (MFAC)	10,000	10,000	10,000	10,000	10,000	10,000
Sub-total	60,000	60,000	60,000	60,000	60,000	60,000
Debt Service/Lease Payments						
Outdoor Aquatic Facility Debt Service (2013B)	\$527,750	\$529,100	\$530,000	\$530,450	\$530,450	\$530,450
Cardio Equipment Lease	68,000	68,000	75,000	75,000	75,000	75,000
HVAC Controller Lease	-	-	-	-	-	-
Sub-total	595,750	597,100	605,000	605,450	605,450	605,450
Total Parks & Recreation Expenses	1,106,000	1,333,700	1,107,500	1,079,950	1,416,950	592,500
Ending Balance	851,058	477,358	329,858	209,908	(907,042)	(1,414,542)

Parks & Recreation 2020

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Mohawk Park Restrooms	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/2/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Mohawk Park	

Project Description:
 The project will include the installation of restroom facilities at Mohawk Park to serve the general public and the various soccer and lacrosse teams that use the park heavily on the weekends. Final design and siting issues will be negotiated and recommended in the fall of 2019.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	\$ 250,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	\$ 250,000.00
Total Five Year Cost	\$ 250,000.00	Park Sales Tax	
		Other	
		Total:	\$ 250,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

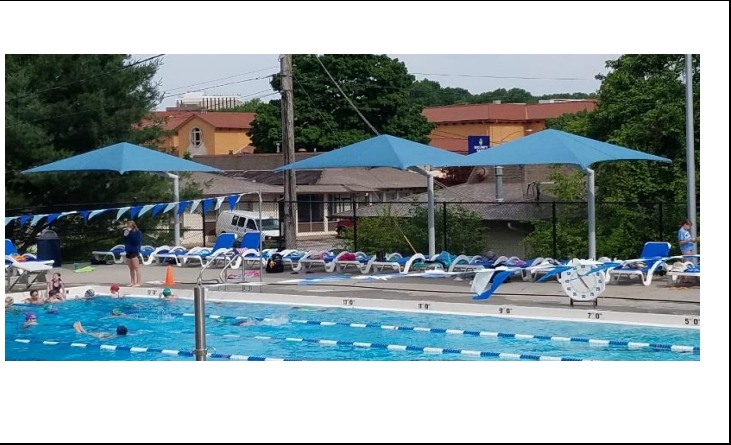
Project Name: Outdoor Park Improvements - TBD	
Project Request Prepared By: Laura Smith	
Initial Date of Preparation: 6/2/18	
Date of Most Recent Update: 6/7/19	
Project Location (address if known): Multiple Locations Citywide	

Project Description:
 Funding for upgrades and maintenance items in Mission's outdoor parks. The items will include those items identified in the Parks Master Plan as things that will keep the parks safe, functional, and attractive for all visitors. With the vacancy in the Parks and Recreation Director's position, the specific projects and priorities have been slow to be developed. The Parks, Recreation and Tree Commission will be working to develop and recommend additional projects in advance of the 2021 budget cycle.

Timeline:		Funding Source:	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	100,000.00	Capital Improvement	
2021	150,000.00	Stormwater Utility	
2022	144,000.00	Street Sales Tax	
2023	150,000.00	Special Highway	
2024	150,000.00	Special Parks and Recreation	
Total Five Year Cost	\$ 694,000.00	Park Sales Tax	100,000.00
		Other	
		Total:	\$ 100,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Shade Canopy Replacement - MFAC</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/2/18</p>	
<p><u>Date of Most Recent Update:</u></p>	
<p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202</p>	

Project Description:
The shade canopies at the Mission Family Aquatic Center will be replaced to address issues of fading and tearing.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	15,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 15,000.00	Park Sales Tax	15,000.00
		Other	
		Total:	\$ 15,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> MFAC Painting and Maintenance</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 3/11/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5930 W 61st St Mission, KS 66202</p>	

Project Description:
Repainting of the pool shells is required every 4-5 years, with minor touch ups in between. The MFAC's shells were last painted in 2017. As the facility ages and additional coats of paint are applied, the time between paintings may be extended. The 2020 maintenance will also include repairs to cracks identified in the competition pool at the start of the 2019 swim season.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	\$ 52,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 52,000.00	Park Sales Tax	\$ 52,000.00
		Other	
		Total:	\$ 52,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Lane Line Replacement - MFAC</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/2/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202</p>	

Project Description:
The lane lines are used daily for six weeks of the year by the Mission Marlins swim team as well as for lap swimmers during open swim times. The lane lines and reels should be replaced every 6-7 years.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	\$ 12,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 12,000.00	Park Sales Tax	\$ 12,000.00
		Other	
		Total:	\$ 12,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Conference Center Banquet Chairs	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 A total of 300 banquet chairs are maintained on-site for use in conjunction with various rentals and events at the Community Center. The chairs require periodic replacement in order to maintain an attractive and functional experience for members, patrons, and rental customers.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	24,100.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 24,100.00	Park Sales Tax	24,100.00
		Other	
		Total:	\$ 24,100.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Resurface Indoor Pool Deck - 2020	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 The chemicals used in the swimming pool take a toll on the decking which surrounds it. Periodically resurfacing the pool deck improves safety by adding renewed texture to provides better traction and prevent slips and falls. Resurfacing also improves the aesthetics of the area. The resurfacing will be completed on connection with the annual maintenance of the indoor pool in August 2020.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	40,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 40,000.00	Park Sales Tax	40,000.00
		Other	
		Total:	\$ 40,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Gel Coat Water Slide SPJCC - 2020</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 3/11/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>	

Project Description:
The slide will be inspected for blisters, cracks, delamination, coring, voids and fractured fiberglass. All issues identified in the inspection will be addressed to extend the life of the water slide, to increase safety, and to minimize maintenance costs. In addition, the stairs will be inspected and receive maintenance as necessary.

<u>Timeline:</u>	<u>Funding Source:</u>																																				
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Budget Year:</td> <td style="width: 15%;">Expenditure:</td> <td style="width: 50%;"></td> </tr> <tr> <td>2020</td> <td style="text-align: right;">28,000.00</td> <td>Capital Improvement</td> </tr> <tr> <td>2021</td> <td></td> <td>Stormwater Utility</td> </tr> <tr> <td>2022</td> <td></td> <td>Street Sales Tax</td> </tr> <tr> <td>2023</td> <td></td> <td>Special Highway</td> </tr> <tr> <td>2024</td> <td></td> <td>Special Parks and Recreation</td> </tr> <tr> <td colspan="2">Total Five Year Cost</td> <td style="text-align: right;">28,000.00</td> </tr> </table>	Budget Year:	Expenditure:		2020	28,000.00	Capital Improvement	2021		Stormwater Utility	2022		Street Sales Tax	2023		Special Highway	2024		Special Parks and Recreation	Total Five Year Cost		28,000.00	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Fund:</td> <td style="width: 15%;">Expenditure \$:</td> <td style="width: 55%;"></td> </tr> <tr> <td></td> <td></td> <td>Park Sales Tax</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">28,000.00</td> </tr> <tr> <td colspan="2">Other</td> <td></td> </tr> <tr> <td colspan="2">Total:</td> <td style="text-align: right;">\$ 28,000.00</td> </tr> </table>	Fund:	Expenditure \$:				Park Sales Tax			28,000.00	Other			Total:		\$ 28,000.00
Budget Year:	Expenditure:																																				
2020	28,000.00	Capital Improvement																																			
2021		Stormwater Utility																																			
2022		Street Sales Tax																																			
2023		Special Highway																																			
2024		Special Parks and Recreation																																			
Total Five Year Cost		28,000.00																																			
Fund:	Expenditure \$:																																				
		Park Sales Tax																																			
		28,000.00																																			
Other																																					
Total:		\$ 28,000.00																																			

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Conference Center Tables	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 The 60-inch round tables are used for various activities on an almost daily basis in the conference center and require periodic replacement.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	10,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 10,000.00	Park Sales Tax	10,000.00
		Other	
		Total:	\$ 10,000.00

Priority:
 Immediate
 Next Two Years
 Next Five Years
 Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Small Kaivac	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 The Kaivac no-touch cleaning system allows staff to remove dirt and odor causing germs in the locker rooms, restrooms and the steamroom. This equipment provides a more efficient method of cleaning and rapidly dries the floor to eliminate slip-and-fall accidents.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	5,000.00	Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 5,000.00	Park Sales Tax	5,000.00
		Other	
		Total:	\$ 5,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Indoor Track Resurfacing	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u>	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description: (Most recent update, if applicable, listed first)
 The indoor walking/jogging track receives extensive use year round. This project replaces the existing 10,750 sq. ft. of synthetic flooring.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020	123,000.00	Capital Improvement	
2021		Stormwater Utility	\$
2022		Street Sales Tax	\$
2023		Special Highway	\$
2024		Special Parks and Recreation	\$
Total Five Year Cost	\$ 123,000.00	Park Sales Tax	123,000.00
		Other	\$
		Total:	\$ 123,000.00


Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> South Kitchen Flooring	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/7/19	
<u>Date of Most Recent Update:</u>	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	
<u>Project Description:</u> Replacement of the kitchen tile/flooring in the south kitchen.	
<u>Timeline:</u>	<u>Funding Source:</u>
Budget Year: Expenditure:	Fund: Expenditure \$:
2020 \$ 10,000.00	Capital Improvement
2021	Stormwater Utility
2022	Street Sales Tax
2023	Special Highway
2024	Special Parks and Recreation
Total Five Year Cost \$ 10,000.00	Park Sales Tax \$ 10,000.00
	Other
	Total: \$ 10,000.00
<u>Priority:</u>	
Immediate <input checked="" type="checkbox"/> Next Two Years <input type="checkbox"/> Next Five Years <input type="checkbox"/> Six Years + <input type="checkbox"/>	

Parks & Recreation 2021

Capital Improvement Program - Project Summary Sheet
City of Mission


Project Name: Parking Lot Re-Seal/Stripe	
Project Request Prepared By: Laura Smith	
Initial Date of Preparation: 6/2/18	
Date of Most Recent Update: 6/7/19	
Project Location (address if known): Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202	

Project Description:
 The parking lot at the Mission Family Aquatic Center was sealed striped in connection with the facility opening in 2014. Periodic maintenance is required. Costs included for resurfacing and restriping as well as for traffic control, mobilization, and phasing.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	\$ 10,000.00	Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 10,000.00	Park Sales Tax	\$ 10,000.00
		Other	
		Total:	\$ 10,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

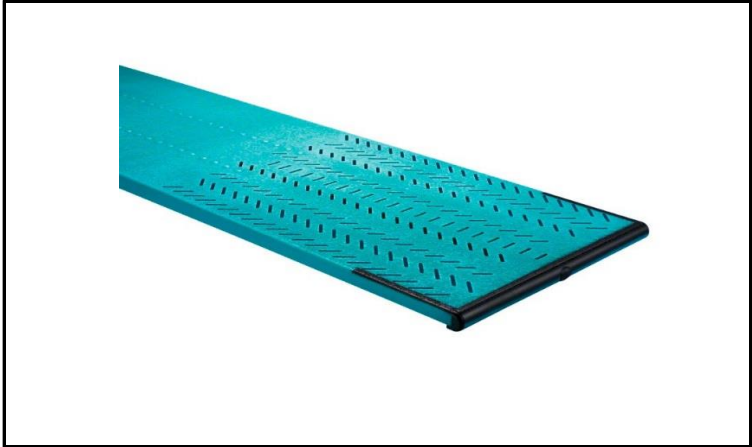
<u>Project Name:</u> UV Sanitation Light Bulb Replacement - MFAC	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/2/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202	

Project Description:
 UV sanitation systems eliminate chlorine-resistant microorganisms, which are common causes of pool closures. Facilities equipped with these systems consume fewer chemicals and allow sanitizers to be more effective. Each of the three bodies of water at the outdoor aquatic center were constructed with UV sanitation systems and the light bulbs in these units required periodic replacement based on hours of usage.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	\$ 12,000.00	Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 12,000.00	Park Sales Tax	\$ 12,000.00
		Other	
		Total:	\$ 12,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Diving Board Replacement</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/2/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66202</p>	

Project Description:
Normal wear and tear, chemically treated water, and environmental conditions contribute to the deterioration of diving boards. Deterioration of the boards includes the loss of slip resistant surfacing and cracking, and they must be replaced periodically to prevent injuries.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	\$ 13,000.00	Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 13,000.00	Park Sales Tax	\$ 13,000.00
		Other	
		Total:	\$ 13,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

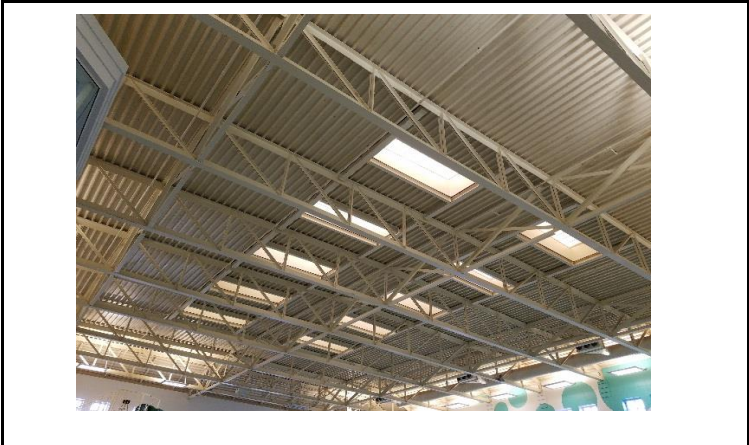
<u>Project Name:</u> Conference Center Blinds - 2021	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 The blinds in the conference center are used on a daily basis for various classes, events, and rentals, sometimes being raised and lowered multiple times a day. Replacement of the blinds is required in order to maintain them in an acceptable working condition

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	10,000.00	Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 10,000.00	Park Sales Tax	10,000.00
		Other	
		Total:	\$ 10,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

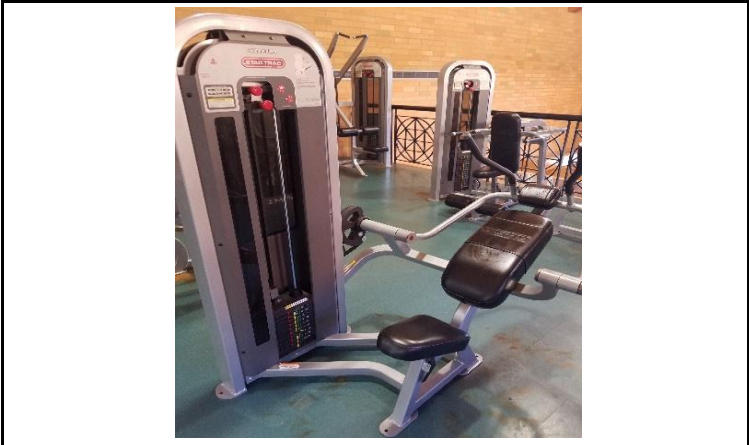
<p><u>Project Name:</u> Natatorium Ceiling Repairs 2021</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 3/11/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202</p>	

Project Description:
Because of moisture and chemicals in the pool area, corrosion is the most common problem in the natatorium. If the ceiling beams are not properly maintained, the structural integrity of the building can be compromised to the point of failure, and could result in a potential roof collapse. This project includes sandblasting of all the ceiling beams, replacing nuts and bolts as needed, and repainting of the beams with a urethane based paint.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	70,000.00	Stormwater Utility	
2022		Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 70,000.00	Park Sales Tax	70,000.00
		Other	
		Total:	\$ 70,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Selectorized Weight Equipment 2021	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/2/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202	

Project Description:
 The Selectorized weight equipment is used daily by patrons of all ages. This weight equipment is the most "user friendly" of all the equipment and should be replaced periodically to ensure it is maintained in good working order.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	80,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 80,000.00	Park Sales Tax	80,000.00
		Other	
		Total:	\$ 80,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


Project Name: Steam Room Retiling 2021	
Project Request Prepared By: Laura Smith	
Initial Date of Preparation: 9/22/17	
Date of Most Recent Update: 6/7/19	
Project Location (address if known): Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202	

Project Description: (Most recent update, if applicable, listed first)
 Over time, the environment inside the steam room can lead to serious and costly issues which include; mold growth, failure of the walls, floor and/or ceiling assemblies, and loose tiles falling on occupants. Periodically replacing the tile and grout provides for a safe, clean, and healthy facility for patrons. This project includes the removal and replacement of all existing tile and grout.

Timeline:		Funding Source:	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	15,000.00	Stormwater Utility	\$
2022		Street Sales Tax	\$
2023		Special Highway	\$
2024		Special Parks and Recreation	\$
Total Five Year Cost	\$ 15,000.00	Park Sales Tax	15,000.00
		Other	\$
		Total:	\$ 15,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

Project Name: SPJCC Repairs and Improvements - TBD	
Project Request Prepared By: Laura Smith	
Initial Date of Preparation: 6/7/19	
Date of Most Recent Update:	
Project Location (address if known): Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202	


Project Description: (Most recent update, if applicable, listed first)
 There are a number of projects, both maintenance and upgrades, that will continue to need attention at the Community Center. These projects/needs average approximately \$250,000-\$300,000 annually. In the absence of a Parks and Recreation Director, decisions and recommendations for specific projects in 2021 - 2014 have been deferred and identified with a placeholder in the 5-year CIP Budget worksheet.

Timeline:		Funding Source:	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021	75,000.00	Stormwater Utility	\$
2022	75,000.00	Street Sales Tax	\$
2023		Special Highway	\$
2024	300,000.00	Special Parks and Recreation	\$
Total Five Year Cost	\$ 450,000.00	Park Sales Tax	\$ 450,000.00
		Other	\$
		Total:	\$ 450,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Parks & Recreation 2022

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> Shade Structure Replacement - Legacy Park</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/4/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Legacy Park 6000 Boardmoor St. Mission, KS 66202</p>	

Project Description:
The shade canopy in Legacy Park should be replaced periodically to maintain an aesthetically pleasing appearance in one of the City's most visible parks.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	6,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	6,000.00
Total Five Year Cost	\$ 6,000.00	Park Sales Tax	
		Other	
		Total:	\$ 6,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

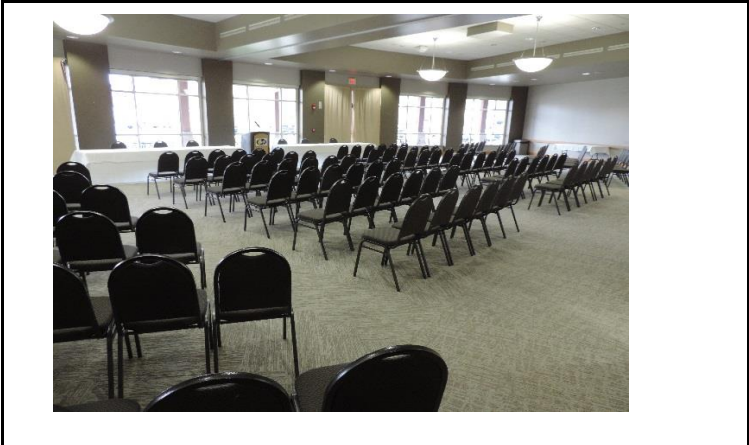
<u>Project Name:</u> Slide 2 Maintenance - MFAC	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/2/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Mission Family Aquatic Center 5960 W 61st Street Mission, KS 66212	

Project Description:
 Proper preventative maintenance of water slides includes repair worn or damaged surfaces, cracks or large chips, caulking of slide joints, and touch up of steel parts. It provides for continued safety of pool patrons, and increases the life span of the slide.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	\$ 25,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 25,000.00	Park Sales Tax	\$ 25,000.00
		Other	
		Total:	\$ 25,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Conference Center Carpet - 2022	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 The conference center is used on a daily basis, sometimes multiple times in one day, for various classes, events, and rentals. Periodic replacement of the carpet is required to maintain the conference center in an acceptable condition.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	30,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 30,000.00	Park Sales Tax	30,000.00
		Other	
		Total:	\$ 30,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Conference Center Projectors - 2022	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 3/11/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Mission, KS 66202	

Project Description:
 The conference center hosts a variety of activities that include, but are not limited to; wedding receptions, business meetings, bridal/baby showers, retirement dinners, holiday parties, quinceaneras, etc. Many rentals include the use of the facility's audio visual equipment. To accommodate the needs, and maintain pace with technology improvements, the projectors require periodic replacement.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	18,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks & Recreation	18,000.00
Total Five Year Cost	\$ 18,000.00	Park Sales Tax	
		Other	
		Total:	\$ 18,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<u>Project Name:</u> Conference Center Painting	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/2/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202	

Project Description:
 The conference center is used on an almost daily basis for activities that include corporate meetings, classes, baby/bridal showers, wedding receptions, etc. Updating and refreshing the paint colors allow the facility to stay current with market trends and provide an attractive facility for guests.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	20,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	20,000.00
Total Five Year Cost	\$ 20,000.00	Park Sales Tax	
		Other	
		Total:	\$ 20,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Natatorium Painting</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/2/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202</p>	

Project Description:
The natatorium was last painted in 2015. Because of the corrosive environment caused by the pool chemicals this area should be needs to be repainted periodically.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	32,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 32,000.00	Parks Sales Tax	32,000.00
		Other	
		Total:	\$ 32,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<p><u>Project Name:</u> SPJCC Parking Lot Seal and Re-stripe 2022</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/4/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202</p>	


Project Description:
Extensive maintenance was done on the community center parking lots in 2017. In order to preserve the investment, they require periodic sealing and re-stripping. Costs are estimated for a seal treatment, restriping, and traffic control, mobilization and phasing.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022	57,000.00	Street Sales Tax	
2023		Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 57,000.00	Park Sales Tax	57,000.00
		Other	
		Total:	\$ 57,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Parks & Recreation 2023

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Locker Room Flooring		
<u>Project Request Prepared By:</u> Laura Smith		
<u>Initial Date of Preparation:</u>		6/2/18
<u>Date of Most Recent Update:</u>		6/7/19
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway St. Mission, KS 66202		

Project Description:
 The tile flooring in the men's and women's locker room is original to the facility (1999) and showing significant signs of wear and tear, especially in the showers. Staff regrouts frequently, but the floors are in need of complete replacement. Since the construction of the facility, several advanced flooring options have been introduced to the market. Staff will explore current replacement options and replace the floor in these areas to continue to provide an aesthetically please and safe facility for members and patrons.

	<u>Funding Source:</u>		
Budget Year:	Fund:	Expenditure:	Expenditure \$:
2020	Capital Improvement		
2021	Stormwater Utility		
2022	Street Sales Tax		
2023	Special Highway	30,000.00	
2024	Parks and Recreation		
Total Five Year Cost	Park Sales Tax	\$ 30,000.00	30,000.00
	Other		
	Total:		\$ 30,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Adult Lounge Counters - 2023</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/4/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>	

Project Description:
The counter in the adult lounge is original to the facility and showing significant signs of wear and tear. Replacing the counter will assist in providing an aesthetically pleasing and functional facility for members and guests.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023	9,000.00	Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 9,000.00	Park Sales Tax	9,000.00
		Other	
		Total:	\$ 9,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> North and South Kitchen Counters - 2023</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/4/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>	

Project Description:
The counters in the north and south kitchens are original to the facility and are showing significant signs of wear and tear. Replacing these counters will assist in providing an aesthetically pleasing and functional facility for members and guests.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023	20,000.00	Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 20,000.00	Park Sales Tax	20,000.00
		Other	
		Total:	\$ 20,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission


<p><u>Project Name:</u> Roof Resurfacing - 2023</p>	
<p><u>Project Request Prepared By:</u> Laura Smith</p>	
<p><u>Initial Date of Preparation:</u> 6/4/18</p>	
<p><u>Date of Most Recent Update:</u> 6/7/19</p>	
<p><u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202</p>	

Project Description:
A roof assessment conducted by GBA in 2016 recommended replacement of the roof in 2023. The work includes; removal and replacement of the existing roofing for the entire modified and built up roof areas, and repair of the Spanish tile roof by mortar closure repairs, ridge closure repairs and loose tile repairs in various areas.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023	425,000.00	Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 425,000.00	Park Sales Tax	425,000.00
		Other	
		Total:	\$ 425,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Pool Resurfacing - 2023	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/4/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202	

Project Description:
 The pool at the Community Center was last resurfaced in 2018 with a Diamond Brite material that had a life expectancy of 5 to 7 years. Staff will evaluate and consider Diamond Brite, Pebble Tee, Pebble Sheen, and River Rok as replacement options. If the life can be extended, this project will be deferred to a future year.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	
2021		Stormwater Utility	
2022		Street Sales Tax	
2023	100,000.00	Special Highway	
2024		Special Parks and Recreation	
Total Five Year Cost	\$ 100,000.00	Park Sales Tax	100,000.00
		Other	
		Total:	\$ 100,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

Capital Improvement Program - Project Summary Sheet
City of Mission

<u>Project Name:</u> Adult Lounge Furniture - 2023	
<u>Project Request Prepared By:</u> Laura Smith	
<u>Initial Date of Preparation:</u> 6/4/18	
<u>Date of Most Recent Update:</u> 6/7/19	
<u>Project Location (address if known):</u> Sylvester Powell, Jr. Community Center 6200 Martway Street Mission, KS 66202	

Project Description: (Most recent update, if applicable, listed first)
 The adult lounge furniture experiences heavy use by the members and guests of the Community Center and requires periodic replacement. The furniture is commercial grade to ensure the longest life based on usage.

<u>Timeline:</u>		<u>Funding Source:</u>	
Budget Year:	Expenditure:	Fund:	Expenditure \$:
2020		Capital Improvement	10,000.00
2021		Stormwater Utility	\$
2022		Street Sales Tax	\$
2023	10,000.00	Special Highway	\$
2024		Special Parks and Recreation	\$
Total Five Year Cost	\$ 10,000.00	Park Sales Tax	\$
		Other	\$
		Total:	\$ 10,000.00

Priority:
 Immediate Next Two Years Next Five Years Six Years +

City of Mission	Item Number:	1.
ACTION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Martha Sumrall

Action items require a vote to recommend the item to full City Council for further action.

RE: July 10, 2019 Finance & Administration Committee minutes.

RECOMMENDATION: Review and accept the July 10, 2019 minutes of the Finance & Administration Committee.

DETAILS: Minutes of the July 10, 2019 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

July 10, 2019

The Mission Finance & Administration Committee met at Mission City Hall, Wednesday, July 10, 2019 at 7:37 p.m. The following committee members were present: Pat Quinn, Hillary Thomas, Arcie Rothrock, Nick Schlossmacher, Debbie Kring, Kristin Inman, Ken Davis and Sollie Flora. Councilmember Flora called the meeting to order at 7:37 p.m.

Also present were City Administrator Laura Smith, Assistant City Administrator Brian Scott, City Clerk Martha Sumrall, Chief Ben Hadley, Assistant to the City Administrator Emily Randel, Public Works Superintendent Brent Morton and Capt. Dan Madden.

Acceptance of the June 5, 2019 Finance & Administration Committee Minutes

The June 5, 2019 Finance & Administration Committee Minutes were provided to the committee in the packet. There being no objections or corrections, the minutes were accepted as presented.

Resolution Designating Sunflower Festival as City Sponsored Festival Event

Ms. Randel reported the City is required to pass a resolution designating City Sponsored Festival Events where alcohol may be consumed. Earlier this year a resolution was passed that included the dates for the market and the Sunflower Festival, but since that time the Sunflower Festival has been moved to Saturday, October 12th.

Councilmember Quinn recommended that the resolution designating an additional City Sponsored Festival Event for 2019 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Councilmember Kring asked why the date has been changed and Ms. Randel stated that the previous date was in August when the weather is typically much hotter.

Roeland Court Townhomes Development Agreement

Ms. Smith stated the City has been working with the Roeland Court Townhomes property owners to solve the problem of a subsidence in their parking areas. A CID was established earlier this year and task order for the design of the channel improvements has been initiated by staff. This formal development agreement outlines the terms and expectations of the Roeland Court Homes Association and the City regarding the responsibility for work to be completed, contracts, and release of liability. She stated that the improvements will be a City project as we are able to get a better price and control the work to be done.

Councilmember Davis recommended the Development Agreement with the Roeland Court Homes Association be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Mutual Release Agreement Between the City of Mission, Roeland Court Townhomes Association, and Johnson County Wastewater

Ms. Smith stated in 2017 the subsidence of the parking area of the Roeland Court Homes Association caused damage to a sanitary sewer line in the area. Repairs were made by Johnson County Wastewater and they agreed that if the City and Homes Association were willing to participate financially to resolve the issue, they would not seek to recover any costs incurred for replacement and stabilization of the sewer line. This proposed mutual release agreement addresses this, has been reviewed by all parties, and executed by Johnson County Wastewater.

Councilmember Davis recommended the Mutual Release Agreement between the City of Mission, Roeland Court Homes Association, and Johnson County Wastewater be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

2019A General Obligation Bond Sale

Ms. Smith stated the issuance of the 2019A General Obligation Bonds will be on the July 17th City Council Agenda. The sale of the bonds will take place during the morning of July 17th. The documents included in the packet are for review at this time and will be finalized then the bond sale is finalized. These bonds are for repairs to the Rock Creek Channel and the Roeland Court Townhomes parking area. The City's portion of the debt service on these bonds will be paid from special assessments (particularly Gateway), stormwater utility and drainage district revenues. The Roeland Court Townhomes portion will be paid from their CID that was established by Ordinance 1498. The total project cost is approximately \$5 million and the bonds are being issued for \$4.2 million, with the gap being paid from cash reserves. Survey work for the project is now underway. She stated three motions will be required by Council on July 17th and these will include acceptance of the winning bid, an ordinance authorizing the issuance, and a resolution prescribing the form and details of the bonds. Our financial advisor and bond counsel will be at the meeting. She also reported that a ratings call with Standard & Poors was held last week and she hopes to have a report back by Friday, July 12th. She stated the call went well and is hopeful for an upgrade in rating.

No recommendation was needed for this agenda item. It will be on the City Council Agenda under "Issuance of Notes and Bonds."

Ordinance Certifying Roeland Court Townhomes Special Assessments

Ms. Smith stated this ordinance certifying the Roeland Court Townhomes Special Assessment is the next step in the CID process. This ordinance certifies the maximum amounts which match the CID petition. Although the maximum amounts per property are certified with this ordinance, the assessments are not provided to the County Clerk for inclusion on the tax bill until after the project is completed and final costs can be confirmed and allocated. The public hearing for these assessments will be held at the July 17th City Council meeting, and notices of the public hearing were mailed to each property owner.

Councilmember Davis asked Sheldon Bucl, president of the Roeland Court Homes Association who was in the audience, if everyone was comfortable with the assessments. He stated that there were three people who did not sign the petition, but there was a majority vote of the membership to move forward.

Councilmember Davis recommended that the ordinance leveying special assessments for the Roeland Court Townhomes Community Improvement District be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.

Kansas Statewide Housing Assistance Program Resolution and Cooperation Agreement

Ms. Smith shared information on the Kansas Statewide Housing Assistance Program that Mission has participated in previously. Staff was recently contacted through an open records request from Gilmore & Bell asking for copies of a resolution and cooperation agreement authorizing Mission's participation in this program. A resolution passed in 1998 was located, but not the cooperative agreement. This program provides subsidized mortgage loans to low and moderate income homebuyers and because the State does not allow for the issuance of single-family mortgage bonds by a state agency, this program is locally sponsored. The firm previously responsible for maintaining the records of this program has closed and some of the records can not be located. Gilmore & Bell has been working to make sure the program is fully documented and continues. Ms. Smith provided information on the eligibility requirements and stated that most cities in Johnson County participate. There is no cost to the City and in the last four years, eight mortgages in Mission have been through this program. She also noted that the program is promoted by lenders and not the City.

Councilmember Quinn recommended that approval/reaffirmation of the resolution and cooperation agreement authorizing Mission's participation in the Kansas Statewide Housing Assistance Program be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Post Issuance Debt compliance and Continuing Disclosure Policy and Procedures

Mr. Scott provided information on the requirements for bond issuances and Mission's Council Policy 127 which must be updated related to post issuance debt compliance and continuing disclosure policies and procedures. There have been many changes in Federal requirements, particularly after the housing crisis and recession. Staff has updated City Council Policy 127 to reflect the current requirements for continuing disclosure and in doing so has combined what were two separate documents - the policy document and the procedures document. He noted Section 5 which is all new and outlines the specific procedures for continuing disclosure compliance. There is a full list of reporting requirements that must be completed annually by the Finance Director or when any changes occur that would affect investors. Ms. Smith stated that if Mission receives a rating upgrade, this will be reported. Mr. Scott stated that Moody's asks for our audit annually, and we have had ratings calls even when not issuing bonds.

Councilmember Quinn recommended that adoption of the updated Post Issuance Debt Compliance and Continuing Disclosure Policy and Procedures be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Surplus Property Resolution

There was no discussion on this item.

Councilmember Quinn recommended the resolution declaring surplus property for sale or disposal be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Police Department Radio Replacement

Chief Hadley reported that the department's radios are approximately 15 years old and Motorola brand, which will not be supported after this year. In order to be eligible for grant or federal funds, the Department of Homeland Security has required new radios by 2020. After evaluating both Harris and Motorola brand, staff is recommending Harris radios through Ka-Comm. Chief Hadley stated that the Motorola brand appeared to be less expensive, but staff has struggled with getting a firm quote from them for a price. The total cost for the radios is \$231,433.30, which is approximately \$6,500 over budget, but this will be taken from the Police Department's "equipment" line item. He stated that these new radios are needed to be able to utilize the encrypted channels required.

Councilmember Flora asked if the cost benefit between grant/federal funds received vs. this mandate for new radios has been considered. Ms. Smith stated that we have worked through MARC on this project and that the new radios are comparable in price to what we paid for radios 15 years ago. She also stated that, most importantly, these new radios will allow us to continue to communicate with other agencies in the metro area.

Councilmember Quinn recommended that the purchase of 40 Harris XL 185P portable radios and 18 Harris 185 mobiles, including all associated equipment for the Police Department in an amount not to exceed \$231,433.30 be forwarded to Council for approval. All on the committee agreed, but this will not be a consent agenda item.

Authorization for Contract with SFS Architecture for Phase II Space Needs Analysis

Ms. Smith stated in February 2019, Mission put out an RFQ seeking proposals for a Facility Space Needs Assessment for City Hall and the Police Department. The City is working to see if the current building can be renovated to fit our needs, or if a new building is needed. Current issues with the building include ADA compliance, locker room space, work space, record storage, and the aging building and infrastructure. She stated many of the issues are related to public safety. In April, SFS Architecture was selected to complete the space needs analysis in two phases. Phase I included surveying departments to see what their current and future needs are, adjacency issues, etc. This phase has been completed and the report has noted that our current square footage is 22,000 sq. ft. when approximately 43,000 sq. ft. is needed. She stated that it does not appear that the current building can be renovated to keep both departments, but a more in depth analysis in Phase II will provide a total picture of what operations could remain in a renovated City Hall and options for expansion at this site or elsewhere. She noted that building code requirements have changed, particularly related to "hardening" of the Police Department.

Councilmember Inman asked if there is an idea of what the costs might be and Ms. Smith stated Phase II will provide options for possible renovations, new construction, or a combination of these. She anticipates having Phase II completed this fall with associated costs. Councilmember Davis asked if other sites have been considered. Ms. Smith stated Phase I does include estimated acreage needed, but we do not yet have a square foot cost for new construction.

Councilmember Davis recommended that authorization of a contract with SFS Architecture for the Phase II Space Needs Assessment of the City Hall / Police Department facility in an amount not to exceed \$18,350 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Change in Date for Swearing-in of Newly elected Officials

Ms. Smith stated SB 105 became effective July 1 and allows cities to set the date when newly elected officials take office. Currently, this occurs on the second Monday in January. This legislation allows cities to select a date between December 1 and the second Monday in January. To make a change in Mission would require a charter ordinance. She noted the infographic provided by the League of Kansas Municipalities outlining the process to change the date, and discussed some of the challenges with choosing various dates. She stated selection

of the first regularly scheduled City Council meeting in December as a possible date as it would eliminate conflicts that could arise if a specific date is selected and it occurs on a weekend, etc. Councilmember Flora noted that Section 6 of our current charter ordinance regarding elections may not be consistent with the Election Office's required signatures to file for election by petition, and asked that this be reviewed.

All on the committee agreed to direct staff to move forward in preparing an action item on this issue for the August Finance & Administration Committee meeting.

Recommended 2020 Budget

Ms. Smith provided an overview of the Recommended 2020 Budget, which includes 16 funds and total estimated revenues of \$21.84 million. The General Fund is the largest fund and covers all operating costs. Total estimated revenues in the General Fund are \$13.5 million, which is an increase of approximately 2% over 2019. She noted that sales taxes, franchise fees and fine revenues are relatively flat, but revenues at the Community Center are expected to increase. She stated the largest change in revenues for 2020 is in plan review fees as these were previously very high due to development projects. She also provided information on total assessed valuation of \$160 million, which is an overall increase of 2.2%. The City will be able to maintain the current mill levy of 17.878 with 7 mills for street maintenance and the balance to the General Fund.

Information on General Fund expenses was provided, with a variety of policy goals included (solid waste utility rate, franchise fee and mill rebate program, building/equipment reserves, personnel merit pool increase, health and welfare benefits, Business Improvement Grant, park maintenance budget, Community Center budget, and funding for the highest priority capital equipment and technology). The total expenditures in the General Fund, including transfers, total \$13.59 million which is a 1% decrease.

Ms. Smith provided information on various technology and capital equipment items that are recommended for funding either this year or in the 2020 budget. Technology items include Wi-fi access points, technology replacement program, Microsoft 365 licensing, Laserfiche upgrade, and new building permitting and code enforcement software. Capital equipment includes a single-axle dump truck, ¾ ton pick-up truck, skid steer and attachments, tube gas heaters at Public Works facility, and replacement of lighted arrow board at Public Works. In the Police Department capital expenses include patrol fleet replacement, in-car camera and body camera replacement, and computer replacements. Councilmember Rothrock requested additional information on the Wi-fi access point hubs that are recommended as she is concerned that they may not provide upgraded service. The committee discussed spotty service in various locations and whether these will resolve the problems, and how our network works. Councilmember Kring asked that the personnel budget for Neighborhood Services and Community Development be clarified to show the shift in and new positions.

The Committee discussed various supplemental request that have been made for a total of \$368,000. With the exception of the Greenhouse Gas Emissions Inventory Update, all supplemental requests have on-going budgetary impacts. Supplemental budget requests in the Legislative Budget include increased funding for tree maintenance on public property, increased budget for Council constituent communications, and the Greenhouse Gas inventory Update. Community Development is requesting to re-establish the City Planner position. This would be an entry level position. Councilmember Flora suggested building in green credentials to this position and Ms. Smith noted that our building inspector is LEED certified. Mr. Scott stated this could be a preferred qualification and if lacking then we could provide the necessary training.

Parks and Recreation is requesting an upgrade to the entry desk, lifeguard and day care positions to ensure adequate staffing. This will help to provide more consistency and better customer service to patrons.

The Police Department is requesting the establishment of a Directed Patrol Unit by converting the two positions previously authorized as “over-hires” to become permanent positions in a Directed Patrol Unit. Information was provided on staffing levels in the Police Department, which is now fully staffed at 31 positions. Capt. Madden provided information on how a Directed Patrol Unit would work and the benefits it would provide. He discussed crime in Mission in general, current statistics, and noted that officers are now “reactive” to situations but with a Directed Patrol Unit we would be proactive throughout the City (businesses, apartments, single family neighborhoods). He also stated that having this unit helps us build trust with other agencies. The committee also discussed other cities that currently have Directed Patrol Units and/or Drug Units, and the level of staffing for these. Capt. Madden discussed the need to have more than one officer providing these services to be most effective. He also stated that officers in the Directed Patrol Unit would function as “hybrid” officers needing both patrol and detective skills.

Councilmember Quinn asked if we will still need an additional two over-hire positions once the Directed Patrol Unit is established, and Councilmember Flora requested information on training costs for this unit and whether this unit would be more beneficial than increased code enforcement. Chief Hadley stated there are certain situations best handled by Code Enforcement, and also discussed the benefits of being able to provide surveillance in certain areas/situations. He discussed current staffing, noting that he has three certified officers that are interested in Mission, but that additional positions can be added at a later time if needed. He also stated that training for the Directed Patrol Unit officers will come from the departments training budget and there are a variety of free training opportunities through the Federal Government. Ms. Smith provided information on previous work with apartment managers by not only the Police Department, but also Code Enforcement and Parks and Recreation staff working as a team. This unit will assist in again reaching out to apartment managers. The committee discussed all staff to being tuned into what is happening in the community, and encouraged to observe and report to the Directed Patrol Unit for follow-up. The committee also discussed the unit maintaining priority on crime in Mission and private security at various apartments.

Ms. Smith commended the Police Department for their work on this request, and noted that they have reached out to other communities with Cinergy (Gateway) locations to see how these types of entertainment venues have affected their communities.

Ms. Smith stated there are several other supplemental requests that will be evaluated in the coming months, including paid family leave time for full-time staff, staff support for public information / constituent communications / public relations, and staff support and reserve funds for sustainability projects. The 2020 Recommended Budget achieves the Council's 25% fund balance goal for the General Fund and includes excess fund balance that can be used for a variety of issues/opportunities.

Ms. Smith reported that there are no changes to the CIP Program that was previously discussed by the committee. Various other program were discussed, including the Stormwater Program and revenues that come from the stormwater utility fee, drainage districts and Gateway special assessments. All are recommended to remain constant for the 2020 budget. Special Alcohol Funds are anticipated to increase, and the Solid Waste Utility Fund will be certified at the 2019 rates, but this could change as a new contract will need to be negotiated prior to the end of the year. The MCVB Fund receives funding from the 9% Transient Guest Tax. These fund the Mission Magazine and serve as a pass-through for the Holiday Adoption Program and the Mission Business Partnership. The 2020 budget for the MCVB Fund includes \$10,000 for the purchase of banners (2 styles) for the entire length of Johnson Drive. Ms. Smith also stated there are several TIF and CID funds that are legally required, including the Mission Crossing TIF/CID Fund and the Cornerstone Commons CID Fund.

The next steps in the budget process will be the Community Dialogue at the July 17th City Council Meeting. Revisions to the budget can be made following that if necessary, and Council will approve the budget at the August 21st City Council Meeting.

This item was for discussion only and no action was taken.

Other
Department Updates

There were no department updates.

Meeting Close

There being no further business to come before the Committee, the meeting of the Finance and Administration Committee adjourned at 9:35 p.m.

Respectfully submitted,

Martha Sumrall
City Clerk

City of Mission	Item Number:	2.
ACTION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Laura Smith

Action items require a vote to recommend the item to full City Council for further action.

RE: 2020 Budget Resolution and Financial Policies

RECOMMENDATION: Approve the 2020 Budget Resolution outlining the policy decisions, mill levies, and fees included in the City of Mission, Rock Creek Drainage District #1 and Rock Creek Drainage District #2 budgets for 2020.

DETAILS: As a part of the annual budget process, the City Council adopts a budget resolution which outlines and describes the financial policies, tax and fee structures and other related issues identified in a particular fiscal year. The attached Resolution has been prepared based on the staff, Council and public input received to date in the budget process. If, following the 2020 Budget Public Hearing on August 7, 2019, any changes are recommended they will be incorporated into a revised version which will appear on the August 21 City Council Agenda.

CFAA CONSIDERATIONS/IMPACTS: The 2020 Budget was developed with the goals and objectives of the Communities for All Ages program in mind. A community for all ages seeks to meet the needs of the very old, the very young and everyone in between. It creates and fosters an active, caring and welcoming community that promotes respect, diversity and inclusion. A common goal is to develop policies, services and programs that result in affordable, livable, and sustainable places.

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

CITY OF MISSION, KANSAS
RESOLUTION NO. ____

A RESOLUTION ESTABLISHING BUDGET POLICIES FOR BUDGET YEAR 2020 FOR THE CITY OF MISSION, KANSAS.

WHEREAS, the City of Mission must provide basic services to protect the health, safety, and welfare of the citizens of this community; and

WHEREAS, the City of Mission continues to promote a redevelopment vision designed to bring increased density to our community to positively impact property values and lower the per capita cost of basic services; and

WHEREAS, it is important to fund the replacement and repair of public infrastructure such as streets, sidewalks, stormwater structures, parks, and public facilities to maintain and enhance property values and to encourage private redevelopment; and

WHEREAS, the City has implemented more transparent methods for paying for services and infrastructure through dedicated stormwater, solid waste, parks and recreation, and street revenues;

NOW, THEREFORE, be it resolved by the Governing Body of the City of Mission:

Section 1. The Governing Body establishes the following policies to maintain the public infrastructure as part of the 5-Year Capital Improvement Program (CIP) within the 2020 Budget.

1. Maintain the Stormwater Utility Fee at \$28 per ERU per month. This provides an estimated \$2.5 million annually in Stormwater Utility fees for repayment of debt service and maintenance of stormwater infrastructure.
2. Establish a property tax mill rate of 8.857 mills in Rock Creek Drainage District #1 which is anticipated to generate approximately \$4,500 annually.
3. Establish a property tax mill rate of 9.756 mills in Rock Creek Drainage District #2 which is anticipated to generate approximately \$85,000 annually.
4. Maintain the total mill levy in the General Fund at an estimated total mill rate of 17.866. The revenues equivalent to approximately 7 mills (\$975,000), will be transferred to the Capital Improvement Fund to support street maintenance activities.
5. Use revenues from the $\frac{3}{8}$ -cent Parks & Recreation Sales Tax (\$875,000) for debt service on the outdoor aquatic facility, facility/equipment costs associated with the Sylvester Powell, Jr. Community Center and maintenance of the City's outdoor park and trail amenities.

Section 2. The Governing Body has established the following policies to maintain basic services and city operations as part of the General Fund and within the 2020 Budget.

1. Preserve an estimated 10.866 mills for General Fund operations. Although the total mills to be levied in the General Fund are estimated at 17.866, the revenues generated by approximately 7 mills will be used exclusively for street maintenance.
2. Maintain a General Fund balance of no less than 25% of total General Fund revenues. The 2020 Recommended budget includes a restricted General Fund balance in the amount of \$3,373,975 which achieves the fund balance goal and leaves an estimated unrestricted fund balance

\$1,177,990 at December 31, 2020.

3. Maintain the Solid Waste Utility Rate at \$175.03 annually for single-family property owners. Costs for the 2020 contract are unknown at this time, and a transfer of \$85,000 from the General Fund has been maintained, but may need to be adjusted to subsidize the remainder of the contract for single-family residential trash service beginning January 1, 2020.
4. Continue to manage the organization's pay structure and benefits in accordance with the total compensation philosophy developed in 2017, including evaluating the potential to implement both market and merit adjustments as the budget allows. A 3.5% merit pool has been included in the 2020 Budget.
5. Fund replacement of the highest priority capital equipment needs. Capital equipment replacement is estimated at \$651,700 with \$351,700 in the General Fund and \$300,000 in the Equipment Reserve and Replacement Fund.
6. Maintain the Franchise and Mill Rate Rebate program at 100% of the City Franchise Fees, 100% of the total City Mill exclusive of all City special assessments, and 50% rebate of the Solid Waste Utility Fee. This expense is estimated at approximately \$20,000.
7. Continue to evaluate opportunities to improve cost recovery for the Community Center.

Section 3. The Governing Body directs staff to pursue the following areas as part of ongoing budget considerations.

1. Continue to look for partnership options that could decrease costs supported by Mission taxpayers.
2. Continue to aggressively manage department expenditures to be as efficient as possible in using limited resources to deliver high quality services.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF MISSION on this 21st day of August 2019.

APPROVED BY THE MAYOR on this 21st day of August 2019.

Ronald E. Appletoft, Mayor

ATTEST:

Martha Sumrall, City Clerk

City of Mission	Item Number:	3.
ACTION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Laura Smith

Action items require a vote to recommend the item to full City Council for further action.

RE: 2020-2024 Capital Improvement Program Resolution

RECOMMENDATION: Approve the Resolution adopting the City of Mission's Recommended Capital Improvement Program (CIP) for 2020-2024.

DETAILS: As a part of the annual budget process, the Governing Body adopts a resolution which outlines and describes the financial policies, tax and fee structures and other related issues included in the recommended budget for the upcoming fiscal year. In addition, the Governing Body also adopts a resolution that addresses the recommended five-year infrastructure plan, also referred to as Mission's Capital Improvement Program (CIP).

The revenues and expenses programmed in the CIP for 2020 are included in the 2020 Recommended Budget in the appropriate funds. The remainder of the CIP is designed to be fluid and flexible in order to evaluate and address changes in resources or priorities in future years. Projects which have been identified or discussed but were not specifically included in the 2020-2024 CIP may be outlined in the body of the Resolution in order to establish a public record/reminder of historical considerations. These projects may be eventually be programmed within the 5-year plan as a part of future budget discussions.

Approval of the 2020-2024 CIP does not commit the City to any specific expenditures beyond those detailed in the 2020 Budget.

CFAA CONSIDERATIONS/IMPACTS: The 2020-2024 CIP was developed with the goals and objectives of the Communities for All Ages program in mind. A community for all ages seeks to meet the needs of the very old, the very young and everyone in between. It creates and fosters an active, caring and welcoming community that promotes respect, diversity and inclusion. A common goal is to develop policies, services and programs that result in affordable, livable, and sustainable places.

Related Statute/City Ordinance:	NA
Line Item Code/Description:	Various
Available Budget:	2020 - \$11,996,472 (all program areas combined)

CITY OF MISSION, KANSAS
RESOLUTION NO. _____

A RESOLUTION ADOPTING THE 2020-2024 CAPITAL IMPROVEMENT PROGRAM (CIP) FOR THE CITY OF MISSION, KANSAS.

WHEREAS, the City of Mission, faces significant infrastructure projects, including, streets, stormwater, and public facilities necessary to maintain property values and encourage additional private-sector redevelopment; and

WHEREAS, in City-wide surveys conducted by ETC in 2007, 2011, and 2015 the citizens of Mission articulated redevelopment as one of the top priorities facing the city; and

WHEREAS, the City of Mission, has invested significant resources in infrastructure in support of both public and private-sector goals; and

WHEREAS, a multiyear CIP is recognized as an important planning and budgeting document for municipalities; and

WHEREAS, the CIP contains expenditures to actively construct and maintain capital projects as well as to pay debt service on bonds issued for infrastructure improvements; and

WHEREAS, the annual adoption of a multi-year CIP does not specifically commit the city to any expenditures beyond the current budget year and is an important forecasting tool for the annual budget process; and

WHEREAS, the CIP better positions the city to solicit external resources to help fund infrastructure projects in the City of Mission,

NOW, THEREFORE, be it resolved by the Governing Body of the City of Mission:

Section 1. The 2020-2024 CIP is adopted. The City expects to receive approximately \$6,476,750 million of revenue and spend \$11,996,472 million in expenditures as part of the 2020 Budget related to the Capital Improvement Program. The expenditures exceed revenues as a result of the drawdown of fund balances carried over from previous years.

Section 2. In 2020, the CIP will fund projects and debt service in three primary program areas: streets, stormwater and parks and recreation. Specific projects and debt service obligations are detailed in the program

plan documents included as Exhibit 1.

Section 3. The Governing Body acknowledges that there are other infrastructure projects which have been identified but are not budgeted in the 2020-2024 CIP. These include, but are not limited to:

- a. Major street construction projects for Barkley St (57th St to 61st St) and Metcalf Ave (56th St to 61st St). Each of these public projects would likely be pursued in partnership with redevelopment by adjacent private property owners.
- b. Completing the remediation of the Rock Creek Floodplain and establishing a Secondary Stormwater System construction program.
- c. Supporting Downtown Mission redevelopment via public parking, public parkland, and a local market that considers the priorities established by the Downtown Visioning Committee (Resolution 849 11-16-11).
- d. Locating and/or maintaining Administrative and Public Safety personnel in facilities that can sustainably meet the long-term needs of the city.
- e. Evaluating the results of the Park Master Plan as it relates to potential development of the secondary trail system to better connect residents and visitors to the primary system.

THIS RESOLUTION IS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MISSION, this 21st day of August 2019.

THIS RESOLUTION IS APPROVED BY THE MAYOR this 21st day of August 2019.

Ronald E. Appletoft, Mayor

ATTEST:

Martha Sumrall, City Clerk

Exhibit 1

**City of Mission
2020 - 2024 Capital
Improvement Program**

Stormwater Program Plan (2020 - 2024)

Revenues	2019	2020	2021	2022	2023	2024
Beginning Balance	1,938,838	5,273,169	616,420	528,496	434,647	518,943
<i>Local Revenue</i>						
Stormwater Utility Fund Revenues	2,535,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Drainage District Revenues	88,000	85,000	85,000	85,000	85,000	85,000
Gateway Special Benefit District Revenues	599,000	599,000	599,000	599,000	599,000	599,000
Sub-total	3,222,000	3,184,000	3,184,000	3,184,000	3,184,000	3,184,000
<i>Extenal Revenue</i>						
SMAC Revenues	115,000	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-
RCHA CID Revenues	-	18,220	18,220	18,220	18,220	18,220
Sub-total	115,000	18,220	18,220	18,220	18,220	18,220
<i>Debt Proceeds</i>						
GO Series 2019A (Roeland Court)	4,100,000	-	-	-	-	-
Sub-total	4,100,000	-	-	-	-	-
Total Stormwater Revenues	7,437,000	3,202,220	3,202,220	3,202,220	3,202,220	3,202,220
Expenses						
<i>Capital Projects</i>						
Rock Creek Channel (Nall to Roeland Drive)	694,500	4,561,237	-	-	-	-
Sub-total	694,500	4,561,237	-	-	-	-
<i>Maintenance Programs</i>						
Repair and Maintenance Projects	-	350,000	350,000	350,000	500,000	500,000
Gateway Box Cleanout	163,000	-	-	-	-	-
50th Street Drainage	184,975	-	-	-	-	-
Miscellaneous Sinkhole Repairs	150,000	-	-	-	-	-
Miscellaneous Engineering	230,000	50,000	50,000	50,000	50,000	50,000
Sub-total	727,975	400,000	400,000	400,000	550,000	550,000
<i>Debt Service/Loan Repayment</i>						
KDHE Loan Repayment	6,562	6,562	6,562	6,562	\$6,562	\$6,562
GO Series 2010A	369,388	364,763	-	-	-	-
GO Series 2010B	279,131	974,131	1,331,331	1,333,131	\$598,131	595,731
GO Series 2013C - Stormwater Portion	283,675	283,575	283,375	283,075	\$287,000	-
GO Series 2014-A	1,741,438	1,050,538	1,052,838	1,054,738	\$1,060,313	1,061,563
GO Series 2019A (Rock Creek/RCHA)	-	218,163	216,038	218,563	615,918	613,815
Sub-total	2,680,194	2,897,732	2,890,144	2,896,069	2,567,924	2,277,671
Total Stormwater Expenses	4,102,669	7,858,969	3,290,144	3,296,069	3,117,924	2,827,671
Annual Surplus/(Deficit)	3,334,331	(4,656,749)	(87,924)	(93,849)	84,296	374,549
Ending Fund Balance	5,273,169	616,420	528,496	434,647	518,943	893,492

Remaining Debt Service/ Year Retires

\$45,934/2031
\$0
\$1,967,462/2026
\$0
\$2,334,513/2029
\$3,076,579/2029

Street Program Plan (2020 - 2024)

	2019	2020	2021	2022	2023	2024
Revenues						
Beginning Balance*	1,363,345	542,819	53,546	(1,841,617)	(3,883,417)	(7,394,725)
<i>Local Revenue</i>						
7 mills dedicated to streets	1,014,000	975,000	975,000	975,000	975,000	975,000
0.25% Street Sales Tax Revenues - existing	616,485	600,000	575,000	145,000	-	-
Gateway Development - Street Sales Tax Portion	-	-	-	-	-	-
Sub-total	1,630,485	1,575,000	1,550,000	1,120,000	975,000	975,000
<i>External Revenue</i>						
CARS Reimbursements	528,000	421,530	2,215,082	146,000	1,500,000	114,030
Special Highway	250,000	250,000	250,000	250,000	250,000	250,000
SMAC Reimbursements	-	-	-	-	1,500,000	-
Grants / Other Outside Funding	-	68,000	-	-	2,500,000	-
Miscellaneous Revenues	-	-	-	33,939	-	-
Sub-total	778,000	739,530	2,465,082	429,939	5,750,000	364,030
<i>Debt Proceeds</i>						
Sub-total	-	-	-	-	-	-
Total Street Revenues	2,408,485	2,314,530	4,015,082	1,549,939	6,725,000	1,339,030
Expenses						
<i>Capital Projects</i>						
Broadmoor (Martway/Johnson Drive)	1,338,335	-	-	-	-	-
UBAS Treatment Lamar (SMP to Foxridge)	26,953	938,060	-	-	-	-
Foxridge (51st to Lamar)	50,000	528,420	4,420,164	-	-	-
UBAS Treatment - Jo Drive (Lamar to Roe)	-	-	-	322,000	-	-
Johnson Drive (Lamar to Metcalf)	-	-	-	1,778,076	8,994,183	-
UBAS Treatment - Nail (Martway to SMP)	-	-	-	-	220,500	-
Mill and Overlay - Roe (SMP to 63rd St)	-	-	-	-	-	371,540
Full-depth Reconstruction Projects (non-CARS eligible)	-	200,000	300,000	300,000	300,000	300,000
Sub-total	1,415,288	1,666,480	4,720,164	2,400,076	9,514,683	671,540
<i>Maintenance Programs</i>						
Residential Street Program	-	300,000	350,000	350,000	350,000	350,000
PW Maintenance Programs (sidewalks, traffic safety)	50,000	75,000	75,000	75,000	75,000	75,000
Bridge Maintenance/Administrative Costs	25,000	25,000	25,000	25,000	25,000	25,000
Sub-total	75,000	400,000	450,000	450,000	450,000	450,000
<i>Debt Service</i>						
Johnson Drive/Martway Debt Service (2012A)	471,660	470,060	472,718	474,300	-	-
Jo Drive - Street Portion (2013C)	267,063	267,263	267,363	267,363	271,625	-
Debt Service Reserve	1,000,000	-	-	-	-	-
Sub-total	1,738,723	737,323	740,081	741,663	271,625	-
Total Street Expenses	3,229,011	2,803,803	5,910,245	3,591,739	10,236,308	1,121,540
Ending Balance	542,819	53,546	(1,841,617)	(3,883,417)	(7,394,725)	(7,177,235)

**Remaining Debt Service/
Year Retires**
\$0 (2022)
\$0 (2023)

City of Mission	Item Number:	5.
ACTION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Laura Smith

Action items require a vote to recommend the item to full City Council for further action.

RE: Charter Ordinance Changing the Date for Swearing in Newly Elected Officials

DETAILS: Senate Bill 105, which took effect July 1st, allows cities to set the date when newly elected officials will take office. The selected date must be between December 1 (after the November election has been certified) and the second Monday in January. If a city does not set a specific date, the terms of newly elected officials will begin on the second Monday in January as was previously mandated.

Charter Ordinance No. 27, approved by Council in October 2015, specifically lists terms of office with newly elected officials taking office on the second Monday in January. To change this date, amendment of the charter ordinance is required.

After discussion at the July committee meeting, a charter ordinance has been prepared that would amend Charter Ordinance No. 27, specifically section 5 which provides for the specific dates for terms of office to begin. As recommended by the committee, this proposed charter ordinance sets the date for newly elected officials to take office at the City Council meeting in December following the certification of the election. It also allows Council to establish, by resolution, another date for newly elected officials to take office, which is after December 1st following the certification of an election but no later than the second Monday in January. By amending our current charter ordinance to allow for the date to be set by resolution, this allows any future changes that may be necessary to take place by adopting a resolution rather than having to make changes by charter ordinance.

Once approved by Council, this charter ordinance must be published once a week for two consecutive weeks and will take effect 61 days following final publication - November 3, 2019.

CFAA IMPACTS/CONSIDERATIONS: N/A

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

CHARTER ORDINANCE NO. ____

A CHARTER ORDINANCE AMENDING THE PROVISIONS OF CHARTER ORDINANCE NO. 27 WHICH REGULATES MUNICIPAL ELECTIONS TO PROVIDE THAT THE TERMS OF NEWLY ELECTED OFFICIALS WILL BEGIN ON THE DATE OF THE REGULAR COUNCIL MEETING IN DECEMBER FOLLOWING NOVEMBER ELECTIONS OR AS SET BY RESOLUTION.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MISSION, KANSAS:

Section 1. The Kansas legislature passed Senate Bill 105 which allows cities to establish the date when newly elected officials take office. The date selected must be between December 1 following the certification of the election and no later than the second Monday in January following the certification of the election.

Section 2. The City of Mission, Kansas, by the power vested in it by Article 12, Section 5 of the Kansas Constitution hereby elects and does continue to exempt itself and make inapplicable to it the provisions of K.S.A. 14-103, K.S.A. 14-201 and K.S.A. 14-204 that apply to this City, but are parts of enactments which do not apply uniformly to all cities.

Section 3. Charter Ordinance No. 27, Section 5 is hereby amended as follows:

Section 5(a): Those Governing Body positions elected in April 2016 shall expire on a date established by resolution of the Governing Body following the election in November, 2019. Following the election in November, 2019 the date shall be on or after December 1st following the certification of the election and no later than the second Monday in January following the certification of the election. If no alternative date is established by resolution, the term of city officials shall expire at the City Council meeting in December following the certification of the election.

Section 5(b): Those Governing Body positions elected in November 2017 shall expire on a date established by resolution of the Governing Body. Following the election in November, 2021 the date shall be on or after December 1st following the certification of the election and no later than the second Monday in January following the

certification of the election. If no alternative date is established by resolution, the term of city officials shall expire at the City Council meeting in December following the certification of the election.

Section 5(c): The regular term of office for all city officials shall begin on a date established by resolution of the Governing Body. The date shall be on or after December 1st following the certification of the election and no later than the second Monday in January following the certification of the election.

Section 4. The remaining provisions of Charter Ordinance No. 27 not amended herein remain in full force and effect.

Section 5. This Ordinance shall be published once a week for two (2) consecutive weeks in the official city newspaper.

Section 6. This Charter Ordinance shall take effect sixty-one (61) days after its final publication unless a sufficient petition for referendum is filed and a referendum held on this Charter Ordinance as provided in Article 12, Section 5, Subsection (c) (3) of the Constitution of the State of Kansas, in which case this Charter Ordinance shall become effective if approved by the majority of the electors voting thereon.

PASSED AND APPROVED BY THE GOVERNING BODY by not less than two-thirds of the members elect voting in favor thereof this 21st day of August 2019.

APPROVED BY THE MAYOR this 21st day of August 2019.

Ronald E. Appletoft, Mayor

ATTEST:

Martha M. Sumrall, City Clerk

APPROVED BY:

PAYNE & JONES, CHARTERED

David K. Martin, City Attorney
11000 King, Suite 200
PO Box 25625
Overland Park, KS 66225-5625
(913) 469-4100
(913) 469-8182

City of Mission	Item Number:	6.
ACTION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Martha Sumrall

Action items require a vote to recommend the item to full City Council for further action.

RE: Selection of Voting Delegates for LKM Annual Business Meeting and NLC Annual Business Meeting

RECOMMENDATION: Select voting delegates for the LKM Annual Business Meeting on Monday, October 14, 3:00 p.m. at the Annual Conference in Overland Park, and voting delegates for the National League of Cities Business Meeting at the NLC City Summit, November 20-23, in San Antonio, TX.

DETAILS:

League of Kansas Municipalities Voting Delegates: Based on population, and in accordance with LKM Bylaws, the City may select up to three voting delegates for the League’s Annual Business Meeting. This meeting will be held on Monday, October 14 in Overland Park. Currently, Councilmember Inman plans to attend.

National League of Cities Voting Delegates: As a direct member city of NLC, Mission is entitled to one voting delegate and one alternate voting delegate to represent the City at the Business Meeting held during NLC’s City Summit Conference. At this time, Councilmember Kring and Councilmember Schlossmacher plan to attend the NLC City Summit Conference, November 20-23 in San Antonio.

CFAA CONSIDERATIONS/IMPACTS: N/A

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

City of Mission	Item Number:	7.
ACTION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Martha Sumrall

Action items require a vote to recommend the item to full City Council for further action.

RE: Street Solicitation Application for MDA Boot Block

RECOMMENDATION: Approve a Street Solicitation Application for Consolidated Fire District No. 2 and IAFF Local 1371 to conduct a “Boot Block” on August 30 & 31, September 1 & 2, 2019 at the intersection of Johnson Drive and Lamar.

DETAILS: Consolidated Fire District No. 2 and IAFF Local 1371 have requested permission to hold their annual “Boot Block” at the intersection of Johnson Drive and Lamar on the following dates and times:

- August 30 - 4:00 - 7:00 p.m.
- August 31 - 11:00 a.m. - 3:00 p.m.
- September 1 - 11:00 a.m. - 3:00 p.m.
- September 2 - 11:00 a.m. - 3:00 p.m.

They anticipate having 6-8 people soliciting. Proceeds benefit the Muscular Dystrophy Association. In previous years they have been located at Johnson Drive and Broadmoor, but with construction in the area they have requested the intersection of Johnson Drive and Lamar for 2019.

A Street Solicitation Application has been submitted and approved by Chief Hadley. CFD2 has submitted the required certificate of insurance coverage as required in the application.

CFAA CONSIDERATIONS/IMPACTS: N/A

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

**STREET SOLICITATION APPLICATION
CITY OF MISSION**

Please fill out the application completely; incomplete applications will not be accepted.

Name of Organization and Description of Event: Local 1371 CFD2 MDA Boct

Block

Date(s) of Event: 8-30, 8-31, 9-1, 9-2

Hours of Event: Start Time: 8/30, 8/31 (4pm-7pm) 8/31 11am-3pm

Finish Time: 9/1 11am-3pm 9/2 11am-3pm

Organization Contact Person: Dennis Costlow

Telephone Numbers: Home 913-378-3679 Work same

Estimated Number of Solicitors: 6-8

Description of Item(s) to Be Sold, If Any: -NA-

List street corners/intersections proposed to be used:

~~Johnson Drive + Broadmor~~ * moved to Johnson Dr + Lamar
per Dennis Costlow 7-25-19


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 X
- 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 X
- 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 X
- e) At least one working cell phone will be available at each intersection in case of emergency. Yes 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 Local 1371 MDA Chair Person Date 7-22-19

Approved: Chief of Police  Date 7/25-19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – STATE OR GOVERNMENTAL
AGENCY OR SUBDIVISION OR POLITICAL
SUBDIVISION – PERMITS OR AUTHORIZATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision:

**Any State or Political Subdivision if
required by a signed contract or
agreement**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
 - 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

City of Mission	Item Number:	8.
DISCUSSION ITEM SUMMARY	Date:	August 7, 2019
Administration	From:	Emily Randel

Discussion items allow the committee the opportunity to freely discuss the issue at hand.

RE: Refresh of City Website

DETAILS: The City entered into a contract for website services with Municipal CMS in 2014. The terms of the original contract include a refresh of the site after four years for no additional charge. The changes included in the refresh are mostly aesthetic, allowing the site to adapt to a more current style of layout and navigation.

Municipal CMS has provided examples of designs Mission could implement. The examples make greater use of icons and graphics compared to text, following the trends toward usage of apps. and smartphones. The examples demonstrate how the site would appear on tablets and mobile devices in addition to desktop designs. Following the selection of a design, the changes are expected to be live in early October.

Along with the new appearance for the site, staff will complete a full site review with Municipal CMS staff for a cost of \$850. This would be the first complete site review since the design of the website in 2014.

CFAA IMPACTS/CONSIDERATIONS: The site redesign will result in some improvements to navigation on mobile devices, which could assist those with sight impairments.

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

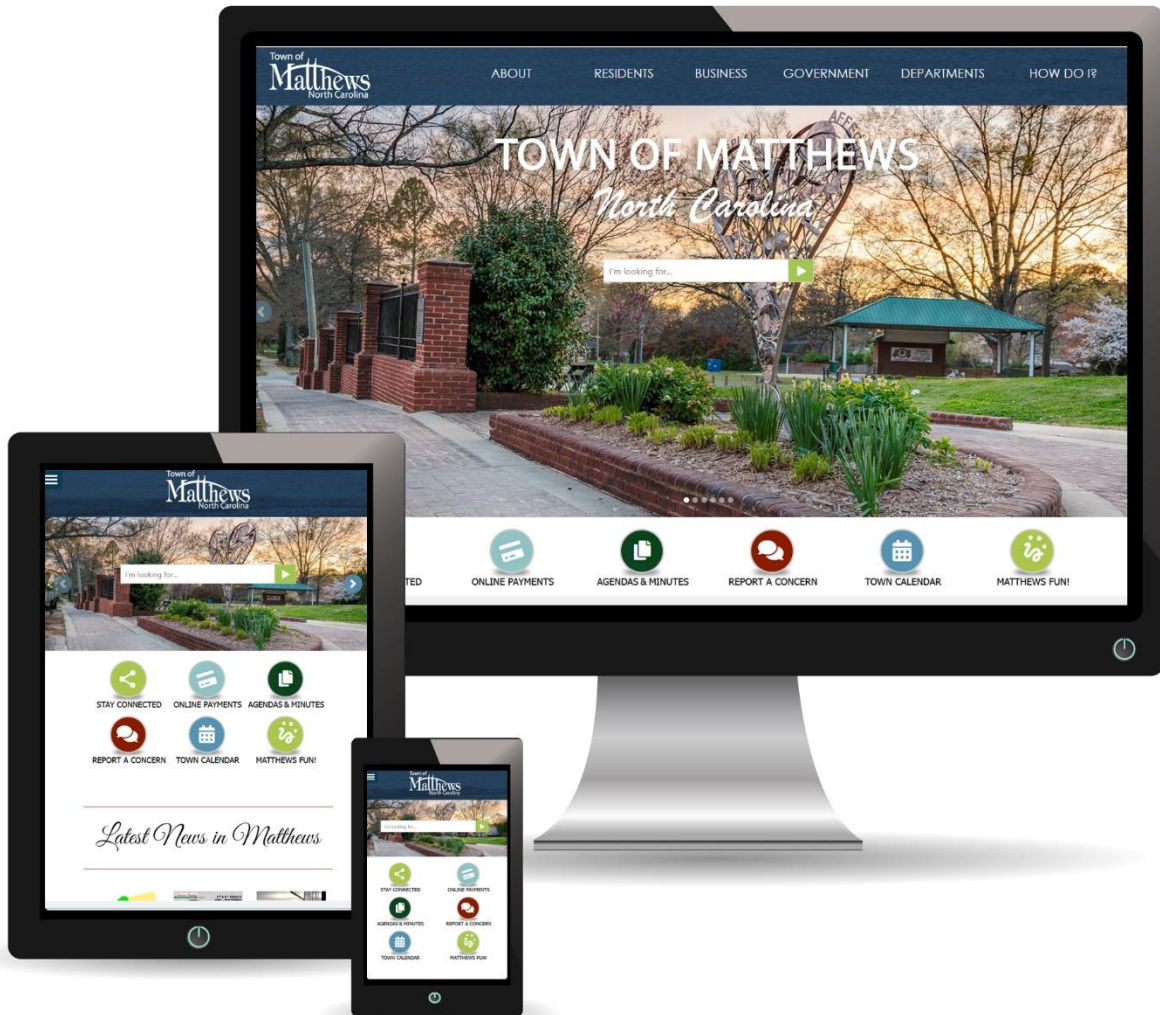


MunicipalCMS



Town of Matthews,
North Carolina

Before & After

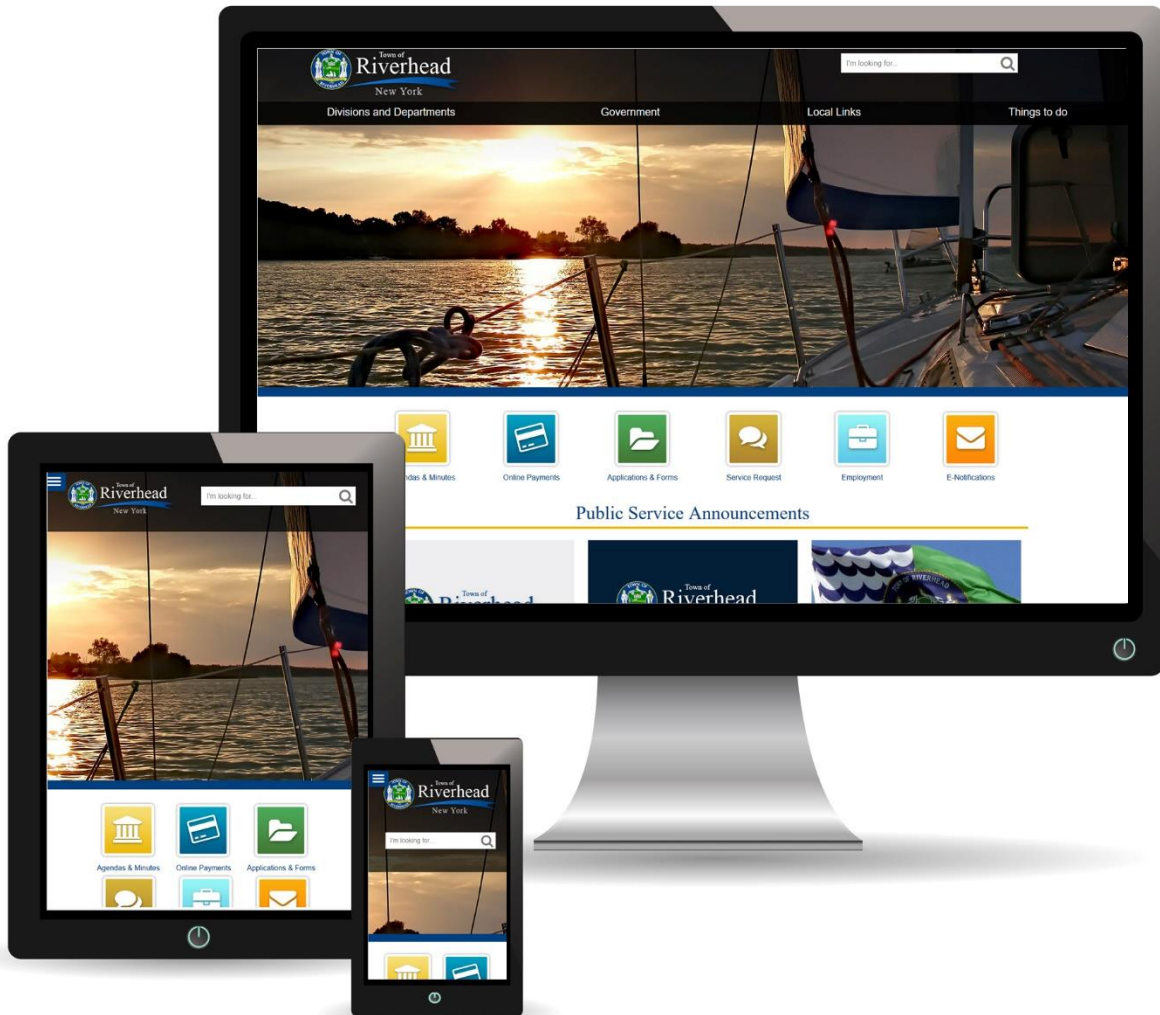


MunicipalCMS



Town of Riverhead
Long Island, New York

Before & After





MunicipalCMS



City of Taft,
California

Before & After





MunicipalCMS



City of Monmouth,
Oregon

Before & After



MunicipalCMS



Greene County, Iowa

Before & After

